



John Salomone
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

OFFICE OF THE TOWN MANAGER

MEMORANDUM

To: Newington Town Council
From: John Salomone, Town Manager
Date: April 13, 2007
Re: Monthly Report – March 2007

GENERAL ADMINISTRATION

During the month, the Town Manager focused on a number of matters including working with department heads, the Mayor and members of the Town Council on various issues as well as on a number of personnel matters. Other items of interest included:

- Finalization of a contract with the IBPO Local 443 Union.
- Departmental review meetings with the Town Council regarding the proposed budget for FY 2007-08 and presentation of the Town Manager's Proposed Budget at a Public Hearing on March 12.
- Meeting with representatives of the Newington Historical Society & Trust and Wendy Rubin, Superintendent of Parks and Recreation, regarding Newington's historical homes.
- Speaking to the Men's Breakfast Club at Cedar Mountain Commons and to the Lacrosse Club at Newington High School.
- Attending the Mid-State Collaborative meetings in Wethersfield on March 13 and the CTCMA meeting on March 15.
- Meeting with representatives from the Metropolitan District Commission regarding illegal tie-ins into the MDC system by residents and actions to be taken.
- Holding hearings on several grievances.
- Attending the ICMA Conference in White Plains, NY, at the end of the month.

Paid overtime for the month of March 2007 was as follows:

HIGHWAY DEPARTMENT	Overtime Hours	Cost
Vehicles and Equipment	15.20	\$ 621.14
Weekend Stand-by and Call-in	20.00	808.12
Road Maintenance	7.80	294.32
Snow Removal	<u>822.30</u>	<u>30,710.80</u>
Total	865.30	\$ 32,434.38
PARKS AND GROUNDS DIVISION		
Snow Removal	288.50	\$ 8,656.45
Cemetery	<u>10.00</u>	<u>760.34</u>
Total	298.50	\$ 9,416.79

POLICE DEPARTMENT	2006-07 Budget Overtime Appr.*	Overtime Expended Fiscal Year to Date
Patrol	\$ 681,636.00	\$ 541,514.31
Investigation	73,048.00	64,240.79
Communication	91,132.00	80,603.37
Education/Training	54,837.00	46,500.02
Support Services	20,871.00	15,657.90
School Resources Officer Grant	3,349.00	2,644.19
Animal Control	11,000.00	4,390.04
Total	\$935,873.00	\$ 755,550.62

*Includes mid-year transfers

PERSONNEL

- After a written and a practical examination Kurt Larsen was promoted to the vacant Equipment Operator II position in the Highway Department effective March 12.
- Police Recruit Matthew D'Esposito was sworn in as a Newington Police Officer on March 12, 2007 and began training at the Police Academy on March 26th.
- The Police Department recruitment process continued during the month with an application closing date of March 30. A written exam is scheduled for April 14 at Newington High School.

Professional Development

- Scott Hoagland, Information Systems Specialist, attended Microsoft SQL 2005 database training.
- Two members of the Parks and Grounds Division attended a seminar on organic materials use on ball fields and areas and four members attended a class on hazard trees, pruning, and other subjects. One staff member attended a seminar on various tree subjects including legal processes for tree removal.

RISK MANAGEMENT

The eighth month of the 2006-2007 Blue Cross/Blue Shield plan year produced a combined paid claim total that was lower than the estimates that were developed at renewal. The total claims were estimated at \$678,637 per month; the initial number for February 2007 came in at \$659,350.

INFORMATION SYSTEMS AND TECHNOLOGY

- Completed 85 help desk work orders.
- Blocked 84,799 SPAM/ unsolicited emails from reaching Town employees and blocked/ quarantined 13 viruses from entering the Town's network.
- Information Systems and Technology staff installed numerous software and firmware patches to accommodate the new daylight savings time changes.
- Updated the Police Department's Computer Aided Dispatch (CAD) workstations with the latest version of Bluelink software, a public safety application that allows authorized personnel to communicate with other law enforcement agencies and query law enforcement databases.
- Completed the Town's switch to a new Internet Service Provider (ISP).
- Final preparations were made to accommodate email and domain name changes for "newingtonct.gov." The Town expects to complete the move to this new domain name and email addresses format by the end of April.
- Work continues on the new website re-design.

FINANCE

Accounting and Administration

- Participated in Town Council budget hearings during the month.

- Conducted cross training for the accounts payable and payroll functions in order to ensure that sufficient backup is available.
- With the IBPO contract approved, retro adjustments for retirees and active employees were undertaken. Coordination was initiated for the implementation of the new flexible spending account and the revised Anthem Blue Cross/Blue Shield health insurance requirements provided for in the new contract.
- Tasks related to the various requests of the Town CIP Committee were also completed.
- Analysis of town-wide expenditure accounts, projected through June, was also completed in preparation for Town Council transfers in April.
- Finance Director Bill Hogan attended a meeting with representatives of Anthem, Lockton and AFSCME and other Town officials regarding several implementation issues with the recently approved medical plan.
- The Town received 25% of its Pequot grant in the amount of \$79,115. No major grants were received during the month.

The Town received the following interest rates on investments. This list includes outstanding investments that are under the control of the Finance Department and includes the General Fund and other Town Funds.

INVESTMENTS, BY ACCOUNTING TYPE

(Unaudited)

3/31/07

General Fund	\$38,156,837
Special Revenue Funds	2,129,529
Capital Projects Funds	588,855
Internal Service Fund	3,904,040
Trust and Agency Funds	1,429,023
TOTAL, ESTIMATED BY FUND	\$46,208,284

INVESTMENTS, BY INSTITUTION TYPE

(Unaudited)

3/31/07

	<u>Interest %</u>		<u>Interest \$</u>		<u>\$ Invested</u>
<i>Ave. Monthly Yield, Annualized</i>	Current Month	Last Month	Current Month	Last Month	
STIF	5.36	5.36	91,936	41,000	16,891,067
Banknorth	5.16	5.39	43,071	44,454	11,010,213
CLASS PLUS	5.05	5.10	32,337	40,803	8,568,682
Financial Investors Trust	5.15	5.13	11,894	11,018	3,154,051
Sovereign Bank MM	5.17	5.17	25,402	26,366	6,584,271
Total Outstanding Investments					46,208,284

Assessor

- The Board of Assessment appeals met for three nights to hear 71 appeals against the 2006 Grand List. They made changes to 21 real property assessments. Reduction to current taxes totaled approximately \$24,000.
- The application process for the elderly circuit breaker program continued with approximately 100 taxpayers filing the necessary paperwork for benefits.
- The conversion process for the Assessor valuation software known as IAS continued throughout the month with two training sessions. The Assessor's staff has been entering all transactions into the new data base through February.
- State reports detailing the activities of the Board of Assessment Appeals on the 2006 Grand List (M13 and M13a) and the 2006 state owned property (M37) as well as college and hospitals (M37C and H) were finalized and delivered to Office of Policy and Management.

Revenue Collector

- Staff has been contacting taxpayers by correspondence and phone to remind them of outstanding taxes.
- Intent to Lien notices were sent to 275 delinquent real estate taxpayers.
- UCC-1 Liens were filed with the State of Connecticut for 28 personal property accounts.
- The Revenue Collector attended the Connecticut Tax Collectors' Spring Conference. Classes were held on Leadership Perspective, Customer Friendly Environment, Personal Property Collection Methods, as well as Tax Sale and Tax Lien Assignments.
- During the month \$272,059 was collected on the current levy.

PURCHASING

BID NO. 5, 2006-07, MAINTENANCE AND REPAIR OF HVAC EQUIPMENT

Opening Date: March 15, 2007

<u>Bidder</u>	<u>Location</u>	<u>Hourly Rate</u>	<u>OT Hourly Rate</u>	<u>Discount</u>
Temp Tech Mechanical	Westbrook	\$ 58.00	\$ 83.00	-20%
Central Mechanical Services	Cromwell	\$ 64.35	\$ 95.62	-20%
Action Air Systems, Inc.	Manchester	\$ 68.00	\$102.00	0
Solo Mechanical Maint.	Newington	\$ 70.00	\$105.00	-10%
Comfort Systems, USA	Windsor	\$ 72.00	\$108.00	+30%
Crest Mechanical Services	Hartford	\$ 75.00	\$112.50	-10%

The contract was awarded to Temp Tech for their low bid.

BID NO. 6, 2006-07, HIGHWAY CRACK SEALING

Opening Date: March 21, 2007

<u>Bidder</u>	<u>Location</u>	<u>Route & Seal \$/linear foot</u>	<u>Clean & Seal \$/pound</u>
Costello Industries, Inc.	Newington	\$1.03	\$2.23

The bid was awarded to Costello Industries, the sole bidder.

BID NO. 7, 2006-07, CLEANING SERVICES, LUCY ROBBINS WELLES LIBRARY

Opening Date: April 4, 2007

RFP NO. 3, 2006-07, TOWN HALL BUILDING STUDY

Opening Date: April 10, 2007

TOWN CLERK

- 529 documents were filed on the Land Records, including 12 liens, 180 mortgages and 212 releases.
- There were 73 property transfers: \$56,689.95 was collected in State conveyance tax and \$26,399.48 was collected in Town conveyance tax.
- There were eight residential sales—each over \$300,000.
- Property at 1125 Willard Avenue conveyed for \$620,000 from Quick Stop Enterprises LLC to 1125 Willard LLC.
- 14 Notary Public commissions were recorded.
- 13 burial permits and 5 cremation permits were issued; 65 copies of vital certificates were issued.
- The office filed 5 liquor permits and recorded 10 Trade Names.

Data Summary--March 2006

	<u>March 2007</u>	<u>March 2006</u>	<u>FY 2006-07 to Date</u>	<u>FY 2005-06 to Date</u>
Land Record Documents	529	634	5,439	5,876
Dog Licenses Sold	20	18	452	448
Game Licenses Sold	184	383	1,263	1062
Vital Statistics				
Marriages	12	9	185	175
Civil Unions	0	2	2	8
Death Certificates	40	23	224	213
Birth Certificates	12	20	35	187
Total General Fund Revenue	\$42,703.98	\$57,355.32	\$506,870.02	\$491,059.30
Town Document Preservation	\$ 1,109.00	\$ 1,068.00	\$ 10,356.00	\$ 8,283.00
State Document Preservation	\$ 1,114.00	\$ 1,068.00	\$ 10,386.00	\$ 11,130.00
State Treasurer (\$26 fee)	\$14,352.00	\$13,884.00	\$134,264.00	\$ 70,668.00
Locip	\$ 1,656.00	\$ 1,602.00	\$ 43,207.00	\$ 8,154.00
State Game Licenses	\$ 3,910.00	\$ 8,153.00	\$ 24,554.50	\$ 27,741.50
State Dog Licenses	\$ 136.00	\$ 181.00	\$ 3,349.00	\$ 3,265.50
Dog Licenses Surcharge	\$ 46.00	\$ 46.00	\$ 1,213.00	\$ 1,160.00
Marriage & CU Surcharge	\$ 133.00	\$ 152.00	\$ 4,086.00	\$ 1,843.00
Grand Total	\$65,159.98	\$83,509.32	\$738,285.52	\$623,304.30

POLICE DEPARTMENT

- Reimbursement was received for overtime associated with the DUI sobriety checkpoint conducted on November 24, 2006 on the Berlin Turnpike.
- Reimbursement was received from the Department of Justice in the amount of \$1,875 for 50% of new/replacement bullet-proof vests purchased by the Police Department. Approval of a new application is pending.
- As part of the Universal Hiring Police Grant, approximately 15 department members participated in a Community Oriented Policing Services (COPS) class entitled Problem Solving Officer Training. The purpose of the training was to promote and improve community policing.
- The Community Services Unit trained with members of the West Hartford Police Department Crisis Negotiator's Unit. The purpose of the training was to receive instruction on the implementation of the Police Department's rescue phone which allows for a direct line of communication between the police and the subject. Members of the unit also learned of resources/equipment that are available through the West Hartford Police Department in the event of a crisis.
- The Community Services Officer participated in the Newington Chamber of Commerce Career Day. The purpose of the program was to familiarize students with a wide variety of careers and future job opportunities.
- Sixty-two offenses were the subject of investigation by Detective Division personnel in March.

**Patrol Calls
March, 2007**

AlarmBurg	109	F/COsymp	3	Notification	1
AlarmHold	4	F/Hazmat	2	OpenDoor/Win	5
Animal	25	F/Other	8	ParkingViol	17
AssaultIP	3	F/Struc	10	PropFound	14
AssaultRep	6	F/Veh	2	PropLost	15
Assist	37	F/Water	5	RecoveredMV	1
BadCheckNSF	3	Fingerprint	29	RobberyIP	1
BOLO	2	Follow Up	28	Serve Subpoena	8
BreachIP	14	Harassment	21	Serve Warrant	33
BreachRep	2	Hazard	35	SexAssaultRe	7
BurgIP	1	Intoxicated	8	SpecDetail	47
BurgRep	6	JuvComp	35	StolenMV	6
Car Seat	13	Land/Tenant	1	SuddenDeath	4
Check	104	LarcFromMV	14	Suicide	2
ClearLot	19	LarcIP	10	SuicideAtt	3
Court	20	LarcRep	35	Suspicious	102
CrimMisIP	2	Location	121	Susp MV Occ	13
CrimMisRep	27	LockoutMV	3	Susp MV Unocc	5
CustomerIP	11	Medical	182	TestPolice	2
CustomerRep	6	Missing	6	ThreatIP	1
Dog	43	MVAAband	5	ThreatRep	4
DomesticIP	25	MVAEvading	22	TownOrd	6
DomesticRep	10	MVAInjury	19	Traffic Stop	549
Drug	4	MVAProp	102	Trespass IP	2
DUI	3	MVAssist	88	Trespass Rep	2
EDP	10	MVComplaint	48		
Escort	40	Neighbor	10		
F/Alarm	32	Noise	21	TOTALS FOR NPD	2,304

UCR/NIBRS Selected Crimes

February 2007

February 2006

Type of Crime	# of Offenses	Value of Crime	# of Offenses	Value of Crime
Murder	0	-0-	-0-	-0-
Forcible Rape	1	-0-	-0-	-0-
Robbery	-0-	-0-	0	-0-
Assault	6	-0-	10	-0-
Burglary	7	\$26,399	95	\$37,202
Larceny Theft	43	\$275,978	39	\$17,777
Auto Theft	5	\$65,100	3	\$18,300
Totals	62	\$367,477	147	\$73,279

- During the month of February 75 adults were arrested: 12 for assault, 1 for burglary, 1 for motor vehicle theft, 3 for forgery, 8 for narcotic violations, 9 for DUI, and 41 for other miscellaneous offenses. 10 persons under the age of 18 were arrested or referred: 1 for assault, 3 for burglaries, 2 for larcenies, 2 for weapon violations, 1 drug violation, and 1 for vandalism. In addition to the above information there was one bomb threat on a school bus.

FIRE DEPARTMENT

The Fire Department responded to 98 alarms/emergencies as follows:

	<u>March 2007</u>	<u>9 months Cum.</u>
Residential	48	173
Commercial, Industrial, Office	6	42
Hospital, School	8	41
Vehicle	2	29
Rescue, Police Assistance	2	14
Dumpster, Rubbish, Grass, Brush, Leaves	2	31
Hazardous Materials/Clean up	4	26
Investigative Alarm	24	230
False Alarm	0	0
Mutual Aid/Standby	0	8
Carbon Monoxide Investigation	2	22
Water Related Incidents/Pump-Outs	<u>0</u>	<u>0</u>
Total	98	518

Training Summary:

Training	Program	Members	Hours
Officer Training	Suspicion of Drug/Alcohol Use (Supervisory Personnel – EAP Program)	23	69
Target Safety-Online Training	Fire Behavior Assuming the Role of Company Officer Firefighter Orientation and Training Haz/Mat Awareness Confined Space Suspicion of Alcohol & Drugs for Supervisors	53	268
Multi-Company Drill	Foam Operation	53	159

FIRE MARSHAL

The Fire Marshal's Office completed the following activities during the month of March.

Inspections	21
Inspection Follow-Ups	33
Plan Review	12
Job Site Inspections	15
Underground Tank Removal	0
Fire Investigations	3
Fire Alarm Trouble	9
Complaints	3
Haz/Mat	0
Bomb Threats	0
Blasting	2

Incidents

- On March 20, 2007, a fire at 272 Cedarwood Lane totally destroyed the detached garage and then extended to the house. No injuries were reported. The Mutual Aid Task Force was activated for station coverage.

PUBLIC WORKS/FACILITIES MANAGEMENT

- Anthony Ferraro, Acting Town Engineer, attended a meeting sponsored by the Capitol Region Council of Governments (CRCOG) regarding a pilot program for sharing public works equipment in support of a mutual aid program between the Towns of Newington, Rocky Hill, and Wethersfield. At this time CRCOG has only created a listing of the equipment available at each town. In support of this program CRCOG will next pursue legal language and agreements that ultimately will need to be approved by the towns and unions.
- Mr. Ferraro also attended a CRCOG Transportation Committee Meeting (TCM) in Hartford. One issue the Committee fully supported is to have the Department of Transportation (DOT) accept and maintain bus shelters on behalf of the towns. To defray the maintenance cost, the DOT is considering allowing vendors to use the shelters for advertisements as a means of generating funds. Since this issue would intrude on the individual Town's policies, TCM recommended having this matter sent to the Transportation Board for further consideration and approval.
- A second appeal against a decision by the Conservation Commission has been withdrawn. This reduces the number of recent appeals against the Conservation Commission which are still pending from three to one.

Highway Department

- Four snow and ice related call-outs took place during March. The March 16th storm was the only significant event, producing nine inches of heavy snow and sleet.
- Projects completed during the month included: snow removal due to line-of-sight issues, mailbox repairs, mixing of sand and salt to replenish supplies, pothole patching, landfill organizational maintenance, and curb pick-up.
- Crews continued with the installation of under-drain on Stonehedge Drive. They also began installing under-drain and replacing catch basin tops on Lamplighter Lane as part of the mill and overlay program scheduled to begin this spring.
- Mechanics completed the annual maintenance of street sweepers and worked on the upkeep of all snow plowing equipment. Spring services began on all Fire Department apparatus and Parks & Grounds mowing equipment. Emergency repairs and scheduled preventative maintenance programs were completed throughout the month as well.

TOWN PLANNER

- Town Center STEAP Streetscape Grant: During March the Town Planner worked with the project engineer to update the Phase III Bid Manual and project construction plans. Property owners have been contacted to request easement and approval of construction plans where decorative street lighting is proposed. The project schedule calls for reviews by DECD and ConnDOT during April and bid advertisement in early May. ConnDOT will be replacing the traffic signals at Market Square and Main Street and Lowrey Place this spring. The Town's streetscape contractor will have to schedule and coordinate their work in conjunction with installation of the new signals.
- 690 Cedar Street – National Welding: The Phase II Environmental Assessment report indicated that the extent of the hazardous materials pollution warrants more detailed analysis. The Town Planner and our Brownfields project consultant, Fuss & O'Neill, Inc., will be preparing a Phase III Quality Assurance Project Plan for EPA review and approval of site soil and groundwater sampling. The detailed data collected from the Phase III work is necessary to prepare site remediation cost estimates.
- Affordable Age Restricted Housing Study Committee: The committee met March 8th and discussed the Town Planner's report documenting the need for affordable age restricted housing, and short term and long term potential development parcels. At present there could be a need for 320 to 540 age restricted housing units in Newington. This need will increase over the next two decades. Potential sites for development parcels are: New Meadow Parcel E and maybe the adjacent former Board of Education property now occupied by Channel 14; reuse of New Housing Authority properties; Hartford Hospital property near the Town Center; and land near the future New Britain to Hartford busway stations.

Development Projects

- 68-80 Maple Hill Avenue, 10 lot subdivision: TPZ has postponed acting on this application for eight new single family home lots proposed to be subdivided from two long, deep lots with frontage on Maple Hill. Additional testing has been requested to determine depth of water table and engineering measures to mitigate storm water runoff.
- Deming Street Age Restricted Housing: The Commission concluded its public hearing on this project March 28. Plan revisions to prohibit access to Deming Street opposite Winding Brook Road are necessary because of poor sightlines. The developer will propose a cul de sac until an off site easement can be secured and tree clearing can be done to provide safe sight distance. Before the TPZ can vote on this development the Wetlands agency will need to review plan modifications.
- 262 Brockett Street: At its March 28 meeting the TPZ approved a zone change from the R-12 Residential District to the Berlin Turnpike District and a site development plan for a 7,000 sq. ft. office building. This project will result in the removal of a blighted single family home. The approved site plan provides for buffers adjacent to abutting residential use.
- Shoppes at East Cedar Street: TPZ's denial of the gas station use remains under appeal but the applicant and Town Attorney are discussing, as requested by the Court, a possible settlement.

BUILDING DEPARTMENT

- Four permits were issued for single family residences in Newington in March (64 Barkledge Drive, 70 Barkledge Drive, 52 Barkledge Drive, and 58 Barkledge Drive).
- Two permits were issued for footing and foundations for commercial buildings (medical buildings located at 445 and 435 Willard Avenue).
- Work continued at Stew Leonard, 3475 Berlin Turnpike. Permits were issued for Electrical – installing alarm intrusion system, Fire Suppression/Sprinkler, and a Sign.
- Two Certificates of Occupancy were issued in March for single family houses (40 Waverly Drive and 185 Sterling Drive).

Building Department Inspectors completed a total of 495 inspections: Alarm (20), Boiler (1), CO (16), Code (10), Electrical (82), Final (1), Footings (35), Foundation (21), Framing (65), Gas Line (14), Gypsum (14), Hood (2), Hot Water Heaters (1), Insulation (16), Mechanical (49), Piers (4), Plumbing (58), Pools (1), Rebars (9), Roofing (3), Rough (29), Sheathing (1), Siding (1), Sill (2), Site (10), Sprinkler (20), Slab (3), Water Proof (4), Windows (1), Wood / Pellet Stove (2).

Seminars attended by the Building Inspectors for their continuing education credit were:

David Zwick	UL Fire Resistive Construction Course – 3/15/07 Swimming Pools, Spas, Hot Tubs, Fountains and Similar Installations – 3/16/07 Active Fire Protection Features of Chapter 9 of the 2003 IBC – 3/29/07
Art Hanke	Swimming Pools, Spas, Hot Tubs, Fountains and Similar Installations – 3/16/07 Active Fire Protection Features of Chapter 9 of the 2003 IBC – 3/21/07
Richard Smith	ICC – The Permit Counter – Skills and Strategies for the Front Line – 3/7/07 Residential Accessibility Scoping Requirements and Demolition 101 – 3/12/07
Pete Hobbs	ICC – The Permit Counter – Skills and Strategies for the Front Line – 3/7/07 Active Fire Protection Features of Chapter 9 of the 2003 IBC – 3/14/07
A. Cerniglia	ICC – The Permit Counter – Skills and Strategies for the Front Line – 3/7/07 Microsoft Excel – 3/19/07 Advanced Microsoft Excel – 3/20/07

Building/Renovation Permit Statistics

<u>Type of Permit</u>	<u>No. of Permits</u>	<u>Value of Permits</u>
Addition/Alterations	13	\$ 842,306
Deck	1	8,000
Demolition	0	0
Electrical	41	239,875
Fence	0	0
Fire Suppression/Sprinkler	1	350,000
Footing/Foundation	2	80,000
Fuel Tank	0	0
Garage/Shed	1	5,500
Mechanical	20	129,616
New Commercial	0	0
New Residential	4	1,037,000
Plumbing	24	48,765
Pool	1	6,000
Roofing/Siding	12	342,697
Sign	13	82,414
Tent	0	0
Trailer	0	0
Total	133	\$3,172,173

Permit Value Comparison for March:

	<u>2007</u>	<u>2006</u>
Value of Permits Issued	\$3,172,173	\$5,142,377
Building Permit Fees Received	\$36,808	\$62,483
Other Income Fees	\$869	\$2,080
Building Permits Issued	133	174

Total Value of Permits and Permit Fees:

<u>2006-2007</u>		<u>2005-2006</u>	
<u>Value</u>	<u>Permit Fee</u>	<u>Value</u>	<u>Permit Fee</u>
\$48,016,815	\$545,179	\$25,401,531	\$381,911

HEALTH (CENTRAL CONNECTICUT HEALTH DISTRICT)

Newington staff representative Greg Mattus:

- Met with owners of a new laundromat/deli (Spin Cycle Café) to finalize plans for the site.
- Received training on use of the Town's video camera used for the production of the Newington Daily News Show.
- Conducted a final inspection and issued a food service license to Anne Howard @ Indian Hill.
- Attended a CCHD staff meeting in Wethersfield.
- Met with the CCHD Director of Health and Newington/Berlin Town Managers to discuss future actions by the Towns and the Health District in response to an ongoing noise complaint on the border of the two Towns.
- Attended a ceremony at the Connecticut Department of Public Health and received a certificate for completion of the Supervisory and Management Certificate Program sponsored by the Connecticut Department of Public Health
- Attended a training seminar in New Haven on various "Hot Topics" in environmental health

Statistical Summary

Food Service Inspections	43
Complaints	8

HUMAN SERVICES

- On March 27, the Early Childhood Council sponsored the annual “Getting Ready for Kindergarten” program drawing 80 parents. Story hour for kindergarteners was provided at the same time with 40 children participating.
- The Early Childhood Council will offer its fourth parent program on April 12 entitled “Discover How Your Child is Smart.”
- On March 9, the Youth-Adult Council held the annual “Super Hoop-La” basketball game at the Mortensen Community Center. Over \$1,700 was raised toward scholarships for graduating high school students.
- Human Services Director Ken Freidenberg was informed that the Greater Hartford Jaycees grant proposal is one of 10 finalists out of 85 applications. This \$50,000 collaborative proposal includes Parks & Recreation and Human Services Departments from Newington and Wethersfield. The grant would enhance social skill building for after-school and summer programs.
- The Tri-Town Youth Leadership project will kick off on April 11 with 8 high school and 8 middle school students participating.
- The Violence and Vandalism Committee met and had a preliminary review of the needs assessment conducted by Laura Morris from the Health District. The group will meet with the Town Manager, Police Chief and Superintendent of Schools in the near future.
- Positive youth development activities and programs included:
 - The sixth cycle of the ROPE program at both middle schools.
 - Preparation for the 7th grade all-day challenge on the challenge ropes course.
 - Winter/Spring SCORE after-school programs included indoor rock climbing, animal rescue and horseback riding.
 - Youth Worker Rik Huggard and Coordinator Karen Futoma planned the 2007 Summer Youth Adventure program, hired staff and will distribute the brochure during April.
 - The indoor and outdoor challenge courses were inspected by Northeast Adventure and both were approved. Repair of the shelter as an Eagle Scout project for high school student Greg Pietrycha is anticipated to begin during April.
 - New outdoor adventure and camping equipment was purchased to replace older and damaged gear in preparation for summer programs.
- The Youth and Family Counseling Program handled 18 new referrals with an active caseload of 47. There were 15 inactive cases and 11 closed cases. Staff and contractors provided 98 clinical therapy sessions and made 142 contacts with families and other agencies.
- Director Freidenberg and Clinical Coordinator Christina Salvio met with the school psychologists and attended several elementary school faculty meetings. Ms. Salvio has also met with the high school counselors and the School Resource Officer in an effort to make the referral process smoother.
- Information and Referral requests continue to be very active with 293 phone calls or walk-ins. Presenting issues include energy and other basic or emergency need assistance, housing, health and mental health, day care among others.
- The Social Casework Program had an active caseload of 75 with 21 new referrals.
- The Food Bank, Clothing Closet and Special Needs remained constant. A new clothing donation box was built and placed in the food bank area to relieve space in the waiting area of the department.

March 2007 Statistics

Selected Programs	FY 06-07 Undp. Total This Month	FY 06-07 Undp. Total Last Month	FY 06-07 Cum. Undp. Total YTD	FY 05-06 Cum. Undp. Total YTD
Youth and Family Counseling	47	34	149	130
Positive Youth Development	109	392	2,774	2,046
Youth Works (Job Bank)	4	5	38	35
Information and Referral	293	255	1,791	1,656
Social Casework Cases	75	67	259	213
Under 55 = 44				
Over 55 = 31				
Food Bank Participants	79	78	706	765
Special Needs	14	13	169	106

SENIOR AND DISABLED CENTER

- Center Director Dianne Stone attended the American Society on Aging/National Council on Aging Conference in Chicago. Along with attending conference sessions, Ms. Stone provided a training program for Peer Reviewers for the National Accreditation Program and presented plaques to newly accredited centers, including three from Connecticut.
- Program Coordinator Eleanor Eichner and Social Worker Teri Snyder attended CHOICES training on Medigap Insurance.
- Ms. Stone provided testimony at the State Legislature supporting bills to establish a fall prevention program and to provide funding for municipalities to support senior centers.
- The Center celebrated St. Patrick's Day, albeit a week late due to a storm, with a party sponsored by the Newington Memorial Funeral Home.
- Special health events this month included "Steps to Healthy Eating" as part of the Diabetes Support Program which was sponsored by Hebrew Health Center and a Lunch and Learn program on Nutrition and the Brain sponsored by Newington Health Care Center.
- On March 23rd, a group of Girl Scouts from Troop 510 and their older adult subjects gathered for the conclusion of a life-story project. Each Scout had interviewed an older adult and presented their final report.
- Social Worker Teri Snyder's caseload remained steady with 57 clients. Access to health care, including navigating the application process and financial assistance, was the most common area of need.
- The Senior and Disabled Center offered free BMI (Body Mass Index) analysis at the Business Showcase on March 31st.

Dial-A-Ride

Wellness Clinic

Senior Café

Trips	Miles	On-site	Off-site	Meals Served
1,353	4,205	139	13	1,096

Project Homeshare

	Current Matches	Providers	Seekers	Counseling Calls
Newington	6	13	6	0
Other Comm.	10	50	71	27

PARKS AND RECREATION

Administration

- Key personnel continued working with Decision Point LLC to develop leadership and team building skills.
- Several meetings were held with the Human Services Department regarding the Jaycees grant for after school and summer programs.
- Wendy Rubin, Superintendent of Parks and Recreation, attended the Youth Lacrosse "Meet the Coaches Night."
- Summer program planning and fee review meetings were held utilizing new concepts and methods introduced by the Master Plan consultants at last month's training.
- Ms. Rubin met with the Town Attorney to develop indemnification and release forms for use of Town facilities, volunteer waivers and an update of the contract with Newington Tennis for use of Mill Pond Park.
- A site visit to address safety concerns for Little League was completed by Ms. Rubin, Parks & Grounds Supervisor Dennis Bonitsky and John Korte of Newington Little League.

Recreation Division

- Spring registration was held with a March 16 deadline.
- On Friday, March 9, the Mortensen Community Center hosted the annual town-wide Hoopla.
- On Saturday, March 3, the Youth Basketball program held a Jamboree at Newington High School for boys and girls in grades 3 and 4. 25 teams played three short games each.
- Three new lifeguards have been hired for the indoor pool season. An in-service training was also held at the NHS pool on drowning prevention.
- Youth basketball concluded on Saturday, March 17. The 11th Volunteer Coaches Luncheon was sponsored by the Richard Hollfelder family, a former coach, with 80 coaches and staff in attendance. Eight supervisors were recognized.
- Youth Basketball held its annual playoff and Jamboree during the month of March with 70 teams from grades 3 – 12 participating.
- Extensive planning for summer programs and the golf tournament is underway.

Parks & Grounds Division

- Division personnel continued with tree work and pruning of smaller trees whenever possible.
- The last of the small equipment was prepared for use and all mowers were serviced by Highway Department mechanics.
- The second set of elevated bleachers at Clem Lemire Field received safety upgrades to comply with current standards.
- As a cooperative project, the Division assembled new signs constructed by the Facilities Management Sign Division for installation in various park areas.
- Division personnel responded to two snow incidents, the last of which required extensive effort due to the snow/ice nature of the event.
- Parks and Grounds members began general debris and grounds cleanup in areas disturbed by snowplowing or other activities.
- Field preparation for spring sports began in several locations as ground frost began to abate.
- There were 10 burials in Town cemeteries during March.

LIBRARY

- The *One Book 4 Towns* project for 2007 kicked off on March 27 at the Cora Belden Library in Rocky Hill with 96 people in attendance. The Police Chiefs from Wethersfield, Rocky Hill, and Berlin, as well as retired Newington Master Police Officer Brian Skehan, read passages from the mystery crime novel The Surrogate Thief by Archer Mayor. Mr. Mayor, who was in attendance, also read from his book and remarked about his life, his writings and the main character, Joe Gunther. This novel, set in Vermont and portraying a realistic analysis of police work, is sure to be read by large numbers of

people in all four communities during the next six weeks. Book discussions will begin in April as well as related programs including a bus trip to Brattleboro, Vermont, the setting for the novel.

- The Children's Department had a banner month with *Family Place*, the Parent/Child Workshop, Nutmeg Award book talks at all Newington elementary schools, and the "Preparing Children for Kindergarten" program that was co-sponsored with the Early Childhood Council. Library staff member Michelle Royer presented a story-based program for 50 new Kindergartners, and Head of Children's Services Helen Aveline participated in a panel discussion for parents. These, in conjunction with library story times, visits by Newington classes and outreach to preschool centers, totaled 60 programs to 2,072 children.
- A teaching team of six reference librarians is preparing to present a series of library related classes at the Senior and Disabled Center in the spring. The on-line catalog, consumer information, health resources, readers' advisory, travel resources, and the library web page will be the topics in these one-hour classes open to members of the Center.
- Topics of note that were researched this month included:
 - Songs from the American Revolution.
 - Examples of Irish musical instruments.
 - Volunteering vacations.
 - Cat food on the recall list.
 - Development of kidney stones and how they are treated.
- Eleven programs were held for adults, including the FilmFest Italiana, attracting almost 300 people on Monday nights in March. Presentations by the Griswold Museum; Roxanne Cody, owner of R. J. Julia Bookstore; and a four-week course on Einstein co-sponsored by Trinity College were some of the highlights of the month. In total, 531 people were in attendance.
- 5,429 reference questions were answered and 1,433 items were processed and added to the collection. 37,880 items were circulated. An average of 736 entering the building each day, for a total of 22,813 for the month. Sundays continued to be very popular in March with a 10% increase in the number of people visiting the library and a 7% increase in the number of items circulated from the same time last year.
- The PC reservation software continued to allow greater accessibility to the Adult and Children's Internet computers. 2,969 people were able to access the Library's Internet services during March, a 9% increase over last year.
- The Fund Development Committee of the Library Board stepped up activity by appearing before Newington's 7 AM Network to do a PowerPoint presentation on The Legacy Society.
- The annual 5K Road Race will be held on May 20; registration forms are now available.
- The Friends continue to prepare for their annual weekend book sale which will take place May 4-6.
- The Library was once again the recipient of a \$1,000 gift from Wal-Mart as part of their community literacy project.
- A project to replace all wiring and switches of the Library's technology infrastructure has begun. A third phase will consist of making enhancements that will allow the entire Library to be a wireless zone.