



Tanya Lane
Acting Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

OFFICE OF THE TOWN MANAGER

MEMORANDUM

To: Newington Town Council
From: Tanya Lane, Acting Town Manager
Date: May 27, 2016
Re: Monthly Report – April 2016

GENERAL ADMINISTRATION

- Mrs. Lane met with the Public Works team to discuss various matters.
- Mrs. Lane worked with staff on enforcement of various blighted properties.
- Mrs. Lane met with staff, union and legal representatives regarding personnel issues.
- Throughout the month, Mrs. Lane met with various residents and constituencies to dialogue about their concerns.
- Mrs. Lane continued work related to the AFSCME union contract negotiations.
- Mrs. Lane attended the Human Services Volunteer Dinner and the Lucy Robbins Welles Library Annual Volunteer Breakfast.

Legal Services

The legal amounts for the April monthly report are as follows:
Rome (Modern Tire/Firestone) - \$111,916.84
Murtha (Toll Bros) \$15,198.20

Overtime

Paid overtime during the month of April 2016 was as follows: Note that overtime costs include all instances and may be charged to non-operating budgets (i.e. road projects).

HIGHWAY DEPARTMENT	Overtime Hours	Cost
VEHICLES AND EQUIPMENT	9.6	\$ 459.24
WEEKEND STAND-BY AND CALL-IN	20.0	\$ 859.16
ROAD MAINTENANCE	28.0	\$ 1,202.36
TRAFFIC DIVISION	12.2	\$ 526.21
SNOW	205.3	\$ 10,551.90
TOTALS	275.1	\$ 13,598.87
PARKS AND GROUNDS DIVISION	Overtime Hours	Cost
Cemetery	20.0	\$ 859.01
Snow/Ice	117.5	\$ 5,788.03
Vandalism	4.0	\$ 251.92
Mowing/Ball Field Prep	34.8	\$ 1,470.28
Miscellaneous	8.5	\$ 254.59
TOTALS	185.8	\$ 8,623.83

POLICE DEPARTMENT	15-16 Budget Overtime Appr.	Overtime Expended 15-16 YTD	14-15 Budget Overtime Appr.	Overtime Expended 14-15 YTD
Administration	\$ 7,254.00	\$ 2,161.70	\$ 7,059.00	\$ 5,345.92
Patrol	603,738.00	654,807.42	607,287.00	613,680.25
Investigation	76,132.00	56,952.34	79,169.00	81,382.54
Communication	162,698.00	166,659.07	161,160.00	150,010.23
Education/Training	120,943.00	84,386.38	117,276.00	98,276.68
Support Services	34,408.00	20,548.69	34,189.00	22,301.98
Animal Control	3,006.00	0.00	5,546.00	0.00
Total	\$ 1,008,179.00	\$ 985,515.60	\$ 1,011,686.00	\$970,997.60
HIGHWAY DEPARTMENT				
Highway Operations	\$ 25,212.00	\$ 16,782.24	\$ 29,622.00	\$ 24,273.85
Snow and Ice Control	148,440.00	69,166.22	145,534.00	173,226.53
Traffic	3,000.00	3,091.00	4,665.00	1,950.26
Vehicles and Equipment	26,949.00	23,407.44	29,363.00	24,368.77
Leaf Collection	50,999.00	41,659.37	50,000.00	38,808.10
Total	\$ 254,600.00	\$ 154,106.27	\$ 259,184.00	\$ 262,627.51
PARKS AND GROUNDS				
Parks and Grounds	\$ 77,091.00	\$ 64,041.60	\$ 75,588.00	\$ 121,202.52
Cemeteries	18,371.00	6,024.40	18,007.00	13,086.98
Total	\$ 95,462.00	\$ 70,066.00	\$ 93,595.00	\$ 134,289.50

PERSONNEL

- Final candidates were interviewed for the IT GIS Technician position in the IT Department. The position was offered to Kevin Daley. He started his new position on April 25, 2016.
- An internal union posting for an Administrative Secretary I (C-8) position for the Parks & Recreation Department was posted on March 9, with a closing date of March 15. The position was offered to the successful candidate, Lisa Delude on May 4th. Her starting date will be May 23, 2016.
- The Entry Level Police Officer hiring process is continuing. The Detective Division is conducting backgrounds on three applicants for the Police Officer position with one being a Certified Officer.
- Seasonal Parks and Grounds employees have been hired and have begun their work.
- The Detective Division is conducting backgrounds on three applicants for the Public Safety Dispatcher position. Currently the department is seeking 2 new dispatchers to fill vacancies.

RISK MANAGEMENT

2015-16 Blue Cross/Blue Shield Plan Year

The ninth month of the 2015-16 plan year produced a combined paid claim total that was higher than those estimates that were developed at renewal. The monthly claims for the 2015-16 plan year were estimated at \$847,849. The total paid claims from the Health Benefits Fund for March 2016 were \$902,903. It should be noted that claims for retired participants are charged to the OPEB. The breakdown for the active participants for Town and Board of Education is as follows:

	<u>Cumulative Claims through March, 2016</u>		
	Town	Board of Education	Total
Estimated Claims	1,649,718	5,980,923	7,630,641
Actual Claims	1,957,603	5,486,497	7,444,100

FACILITIES MANAGEMENT

Data is unavailable at this time

INFORMATION TECHNOLOGY

The Town's Information Technology team currently consists of Chief Information Officer, Mr. Paul G. Boutot, Network Administrator/Project Leader, Mr. John Bolduc and Network/Application Specialists, Mr. Scott Hoagland and Mr. Steve Pollock and Mr. Kevin Daley, GIS Technician.

During the course of the month they participated, assisted and/or were directly involved in:

- Welcoming Mr. Kevin Daley on-board as the town's new GIS Technician. Mr. Daley brings over 9 years of experience with geographic information systems.
- Completing 154 work-orders.
- Completing windows updates compliance checks on town servers and workstations.
- Updating firmware and installing maintenance updates on the town's core virtual environment/
- Creating and configuring new virtual servers for use as database servers, managed file transfers and GIS.
- Installation of Microsoft SQL SP3 on appropriate servers.
- Providing GIS data to the Capitol Region Council of Governments (Sidewalks).
- Updating GIS parcel information to reflect the change from Vision CAMA to QDS eQuality CAMA.
- Providing GIS mapping data to the Fire Department to support a clean-up project on Cedar Mountain scheduled for May 7, 2016.
- Completing phase 1 of Parks and Recreation's recreation management software deployment.
- Providing town department heads with a "Tips and Tricks" presentation on Microsoft Outlook during the monthly department head meeting. The presentation was given by Mr. Hoagland.
- Installation and configuration of the latest antivirus solution to protect the town's virtual server infrastructure.
- Installation of an additional (3) wireless access points at the library to facilitate better coverage.
- Installation and configuration of a new remote access appliance to facilitate remote support for users and vendors.
- Configuration of automated update for QDS eQuality software application used by Assessor's staff.
- Configuration of new managed file transfer application.
- Participating in a project kick-off meeting for the town's new syslog, security information event monitoring and network monitoring solution.
- Setup and configuration of the new appliances to be used for syslog, SIEM and network monitoring.
- Troubleshooting and resolving missing desktop icons for network users signing in via the town's wireless network.
- Reconfiguring site to site virtual private network settings to accommodate a change by one of our outside vendors, Sierra Wireless.
- Presenting at CT-GMIS meeting. Mr. Boutot made a presentation to regional CIO's, Director's and IT managers on the various approaches used by the town to protect the its network infrastructure.
- Attending town, regional and national meetings (onsite, web) as needed.

FINANCE

Accounting and Administration

- Town Council meetings for FY 2016-17 budget were completed during the month.
- On April 5th, the Town's FY2016-17 budget of \$115.6 million was adopted with a mill rate of 35.75.
- Changes to the 2016-17 Town Council Adopted Annual Budget and Long-Range Capital Improvement Plan documents got underway during the month.

During the month the Town received the final payment of the ECS grant in the amount of \$6,548,332. 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)

4/30/2016

	Interest Earnings		\$ Invested
	Budget FY2015-16	Actual Year to Date	
General Fund	\$68,350	\$61,720	\$27,480,080
Special Revenue Funds	5,500	9,325	3,996,210
Capital Projects Funds	800	2,120	1,032,074
Internal Service Fund	2,400	3,294	1,813,155
Trust and Agency Funds	2,400	3,320	1,029,392
TOTAL, ESTIMATED BY FUND			\$35,350,911

INVESTMENTS, BY INSTITUTION TYPE

(Unaudited)

4/30/2016

	Interest %		Interest \$		\$ Invested
	Current Month	Last Month	Current Month	Last Month	
STIF	0.36	0.41	2,899	3,333	\$14,116,599
Bank North	0.20	0.20	88	378	536,894
People's Bank	0.32	0.32	1,922	2,054	7,581,200
Santander Bank	0.45	0.45	2,682	4,171	6,560,455
Farmington Bank	0.40	0.40	2,361	3,389	6,555,763
Total Outstanding Investments					\$35,350,911

Rates reflect avg. monthly yield, annualized

Assessor

- Real estate deeds were read and entered in the computer assisted mass appraisal system through the middle of April.
- Applications for the elderly tax relief benefits program offered by the State of Connecticut were sent out to 250 homeowners. There are 11 of those accounts that have not yet applied for this benefit and the deadline is May 15, 2016.
- Income and Expense forms were prepared and mailed out to 525 owners of commercial real estate. The Assessor's office received 80 of those forms during the month. Electronic forms have been placed on the Assessor website.
- M13, M13C&H, and M37 reports of the 2015 grand list were submitted to the State of Connecticut in a timely manner.
- Two court appeals for the October 1, 2015 grand list were received during April. These will probably be heard during the summer months.

Revenue Collector

- April Revenue Collections for Real Estate, Personal Property & Motor Vehicles amounted to \$225,556.53. The Supplemental Motor Vehicles collected were \$21,254.66, and \$43,621.49 was collected on back taxes. Included in the total of back taxes was \$2,736.87 for Suspense Accounts.
- This year's April collections on the current Grand List were 99% which is in line with last year.
- The Constables and Sheriff are collecting on the Alias Tax Warrants that were issued to them.
- Per CT State Statute, Liens were recorded on the land records for 199 real estate tax accounts which were still outstanding for the 2013 Grand List.
- Staff is responding to several taxpayers requesting IRS tax information.
- The staff is updating addresses and other information for the new 2015 Grand List.

TOWN CLERK

- There were 68 transfers for a total of \$7,474,704. State conveyance tax collected was \$62,002 and \$17,372 was collected in Town conveyance tax.
- There was a residential sale on Barn Hill Lane for \$517,000, and a sale at 25 Waverly Drive for \$545,000.
- There was a sale at 1603 Southeast Road for \$1,188,450 from Robert E. Castells Trustee to Newington-West Farms Inc. LLC.
- A total of 473 documents were filed on the land records during April including: 92 mortgages, 165 releases, 19 probate certificates & 92 liens. Fifty-eight of these documents were electronically recorded.
- The staff issued 19 burial permits and four cremation permits, 153 certified copies of vital records (birth, marriage & death certificates) were issued.
- Staff catalogued eight Notary Public commissions and ten Trade Name certificates.
- The two major political parties filed their certification of party endorsements for Delegates to the 2016 Conventions. The appropriate legal notices were published in the Hartford Courant.
- The office issued a total of 38 passes to the landfill.
- On April 14-15, the Town Clerk, Tanya Lane, attended the annual Connecticut Town Clerks Spring Conference held in Danbury. Mrs. Lane was recognized for serving as Chair of the Membership/Mentor Committee from 2009-2016.

DATA SUMMARY APRIL 2016				
	<u>April - 16</u>	<u>April - 15</u>	<u>FY 15/16 to Date</u>	<u>FY 14/15 to Date</u>
Land Record Documents	473	458	4600	4262
Dog Licenses Sold	18	27	664	483
Game Licenses Sold	134	164	458	584
Vital Statistics				
Marriages	9	8	120	183
Death Certificates	20	40	211	262
Birth Certificates	0	38	210	237
Total General Fund Revenue	\$ 33,774.77	\$ 29,452.28	\$ 391,411.76	\$ 372,466.71
Town Document Preservation	\$ 905.00	\$ 984.00	\$ 10,371.00	\$ 9,933.00
State Document Preservation	\$ 466.00	\$ 614.00	\$ 6,294.00	\$ 6,048.00
State Treasurer (\$36 fee)	\$ 8,352.00	\$ 11,052.00	\$ 113,184.00	\$ 107,352.00
State Treasurer (\$127 fee)	\$ 3,937.00	\$ 5,080.00	\$ 45,957.00	\$ 39,497.00
State Treasurer (\$110 fee)	\$ 4,840.00	\$ 4,070.00	\$ 44,770.00	\$ 43,230.00
Locip	\$ 696.00	\$ 921.00	\$ 9,432.00	\$ 8,945.00
State Game Licenses	\$ 1,237.00	\$ 1,889.00	\$ 3,600.00	\$ 4,991.00
State Dog Licenses	\$ 145.00	\$ 197.50	\$ 4,043.50	\$ 3,312.00
Dog Licenses Surcharge	\$ 50.00	\$ 58.00	\$ 1,443.00	\$ 1,134.00
Marriage Surcharge	\$ 133.00	\$ 152.00	\$ 1,026.00	\$ 1,121.00
Grand Total	\$ 54,535.77	\$ 54,469.78	\$ 631,532.26	\$ 598,029.71

POLICE DEPARTMENT

- The Entry Level Police Officer hiring process is continuing. The Detective Division is conducting backgrounds on three applicants for the Police Officer position with one being a Certified Officer.
- The Detective Division is conducting backgrounds on three applicants for the Public Safety Dispatcher position. Currently the department is seeking 2 new dispatchers to fill vacancies.
- The vacant part time Animal Control Officer has been filled and is in training.

Patrol Calls for April are as follows:

Alarm Hold Up Alarm	4	MV Assist	2	Domestic Report	3
Assault In Progress	4	MVA Injury	14	Drug or Para found	13
Breach In Progress	9	MVA Property Only	1	DUI	10
Burglary In Progress	1	Open Door / Window	12	Escort Funeral	9
Criminal Mischief In Progress	1	Recovered Stolen MV	1	Escort Other	4
Customer Dispute In Progress	5	Shots Fired	1	Escort Tax	2
Domestic In Progress	19	Specific Detail CAD number	2	Fingerprint	35
Domestic Report	1	Stolen MV	1	Fire CO Detector no symptoms	2
Drug Active	3	Suicide Attempt	2	Fire Trouble Alarm	2
EDP In Progress	16	Suspicious In Progress	112	Follow Up	70
Fire Alarm	29	Suspicious Report	2	Harassment Report	4
Fire Hazmat	2	Threatening In Progress	1	Hazard	35
Fire Mutual Aid Request	2	Alarm Commercial Burg Alarm	63	Illegal Dumping	1
Fire Other	15	Alarm Residential Burg Alarm	35	Intoxicated	6
Fire Structure Fire	5	Animal	19	Juvenile Complaint	18
Fire Vehicle Fire	3	Assault Report	7	K9 Call	4
Gun Report	1	Assist Notification	2	Landlord/Tenant Dispute Report	1
Harassment In Progress	2	Assist Other Agency	33	Larceny from MV Report	16
Hazard	1	Breach Report	2	Larceny Report	37
Larceny from MV In Progress	3	Burglary Report	8	Location General	104
Larceny In Progress	14	Car Seat	4	Location School	15
Medical Alarm	28	Check Welfare 911 hang up	24	Lockout Building	4
Medical Cardiac	25	Check Welfare Other	29	LTA	3
Medical Diabetic	5	Clear Lot	3	Medical Alarm	1
Medical Fall	44	Court Pris/Paperwork to Court	22	Medical Stand By	1
Medical Other	154	Criminal Mischief Report	9	Missing	8
Medical Respiratory	30	CSO	1	MV Abandoned	2
Medical Trauma	6	Customer Dispute Report	3	MV Assist	41
Medical Unresponsive	9	Dog Complaint	31	Specific Detail CAD number	150
MV Complaint In Progress	30	Parking Violation	13	Stolen MV	7
MV Complaint Report	9	Temp Pistol Permit Issued	38	Sudden Death	1
MVA Evading	16	Property Found	10	Suspicious Report	21
MVA Property Only	97	Property Lost	3	Threatening Report	1
Neighbor In Progress	5	Recovered Stolen MV	3	Tow	4
Neighbor Report	3	Serve Warrant	30	Traffic Stop	450
Noise	21	Sexual Assault Report	1	Trespass In Progress	4
				Trespass Report	2
				Total	2255

- Investigations and calls by Patrol Officers in April included:
 - Robbery-Hostage Situation - Officers responded to a report of a holdup alarm at the Seven-Eleven convenience store, located at 337 Willard Avenue in the Town of Newington, during the early morning hours of April 22, 2016.
A single officer arrived first and observed the store clerk bleeding from a serious laceration to his head. The officer entered the store and was confronted by two suspects, who were armed with a shotgun and a handgun. A second officer arrived soon after and entered the store to assist. One of the suspects grabbed the store clerk from around the neck and used him as “human shield” in an effort to keep the officers at bay. The officers stood their ground with their weapons drawn in an effort to rescue the store clerk and a customer, who had been in the store during the robbery. The officers ordered the suspects to release the hostages and to drop their weapons. The suspects refused. Rather than continue to risk the safety of the hostages, the officers exited the store and took up positions to prevent the suspects escape.
Additional officers arrived from Newington and surrounding towns. The suspects eventually surrendered without any further harm to the hostages.
 - Burglary to Motor Vehicles - On 4/24/16 at 4:00 AM, officers were dispatched to a residential neighborhood for the report of a male breaking into cars. A witness had contacted NPD to report that she had seen a male wearing a camouflage jacket entering into vehicles.
Several officers responded to the area and began to set up a perimeter around the neighborhood. The first officer on scene parked a short distance away and began to approach the area on foot. The officer was able to locate the male suspect hiding in bushes along the front of a residence. The male was then taken into custody without further incident.
While speaking with the suspect, he admitted that he had entered several vehicles on the street and had removed property from them. He was in possession of some of the items.
The suspect was charged with violation of C.G.S. 53a-109, Criminal Trespass in the Third Degree; 53a-103 Burglary in the Third Degree; and 53a-125b, Larceny in the Sixth Degree. He was also charged with multiple other incidents.
 - Domestic Violence – Officers were dispatched to an undisclosed location within the Town of Newington on a report of a physical domestic. Dispatchers originally reported the caller stated her daughter was assaulted by her boy-friend and he held a knife to her neck.
Upon arrival, officers attempted to make contact with the people inside the home but did not get a response. Dispatch notified officers that the female victim was no longer inside the house. She was on the phone with dispatch and was able to provide her location a short distance from the home. She also stated she did not know where the male suspect was at the time.
Officers located the victim and spoke with her. She was very upset and had injuries to her head. She stated that she and her boyfriend were in an argument when he assaulted her. The male then grabbed a knife and stated he would stab the female. The female fled and locked herself in a room. The male suspect left the residence.
Officers were able to locate the male suspect a short distance away from the residence. He was taken into custody without incident. He was charged with 53a-182: Disorderly Conduct, 53a-61 Assault in The Third Degree, and 53a-62 Threatening in The Second Degree. He was held on bond.
- In April, Detective Division Personnel:
 - Handled 134 investigations, 110 remain ongoing and 24 were closed by investigative methods.
 - Served 23 arrest warrants, 19 by Patrol Officers and 4 by Detective Division personnel.
 - On April 18th at approximately 6:20 pm, Newington Detectives were called to the intersection of Main Street and East Robbins Avenue to investigate an incident involving officers from the New Britain Police Department. Upon arrival Newington Detectives learned that officers from the New Britain Police Department attempted to stop a motor vehicle on East Street in their city. This vehicle failed to stop for the New Britain officers and a pursuit ensued. The pursuit continued into the Town of Newington by marked New Britain Police vehicles. The pursuit ended near the intersection of Main Street and East Robbins Ave in Newington after the suspect vehicle and one of the New Britain Police vehicles were involved in a collision. Officers from the New Britain Police Department were able to take the suspect into custody at this point. During the apprehension, one New Britain Police Officer fired his service weapon. The suspect was not injured. The suspect was arrested and

charged with Operating a Motor Vehicle Under Suspension, Reckless Driving, Engaging Officers in Pursuit, and Possession of Narcotics. This incident remains under investigation by the Newington Police Department Detective Division.

- On April 22nd at approximately 2:10 am detectives responded to and assumed responsibility for the investigation of an armed robbery and hostage situation that had occurred at the 7-11 Store located at 337 Willard Avenue. Detectives learned that two suspects, one armed with a handgun and the other armed with a shotgun had entered the store to commit a robbery. In the process of committing this robbery, the suspects assaulted the store clerk and a customer who was in the store at the time. When the suspects took notice of the arriving patrol officers, they took the store clerk and the customer hostage and barricaded themselves inside the store. A containment perimeter was established by Newington Officers who were assisted by officers from neighboring towns. The Newington Emergency Response Team was activated and responded to the scene. After a brief stand-off, the suspects surrendered to officers and were taken into custody. The clerk was transported by ambulance to Hartford Hospital for treatment of his injuries. It was later determined that the clerk's injuries were sustained when he was struck on the head with the shotgun used by one of the suspects during the robbery. The customer who had been in the store was also assaulted and sustained a minor injury. At the request of Lieutenant Morgan, the Mid-State Major Crime Squad comprised of investigators from the Newington, Wethersfield, Rocky Hill, Berlin, and Cromwell Police Departments, was activated for the purpose of processing the crime scene inside the 7-11 Store. The investigation of this incident continues.
- During the month of April, Detectives continued with background investigations on police officer applicants.
- In April, the Community Service Officer (CSO):
 - Run, Hide, Fight with Sgt. Perry at GKN Aerospace on Louis Street.
 - Attended the Tunxis Community College Public Safety Career Fair in an effort to recruit potential future candidates.
 - Coordinated 4 sessions of Citizens Police Academy.
 - Represented the Police Department at The Newington Business Showcase.
 - Provided a Residential Safety presentation to The Keeney Manufacturing Company in conjunction with Earth Day 2016.

**UCR/NIBRS Selected Crimes
Preliminary March 2016**

Type of Crime	# of Offenses	Value of Crime	# of Offenses	Value of Crime
Murder	--	--	--	--
Forcible Rape	1	--	3	--
Robbery	--	--	--	--
Assault	13	--	11	--
Burglary	6	\$7,943	10	\$73,315
Larceny Theft	41	\$22,876	57	\$30,463
Auto Theft	4	\$31,025	6	\$50,165
Totals	65	\$61,844	87	\$153,943

- During the month of April 2016 the police department arrested 79 adults: 13 for assaults, 2 for rape by force, 3 for burglary, 1 for forgery/fraud, 3 for vandalism, 2 for weapons violation, 24 for drug related offenses, 7 for DUI, 2 for offenses against family and children, 17 for larceny theft and 21 for other miscellaneous offenses. We also arrested or referred 10 persons under the age of 18: 2 for assault, 3 for narcotics violation, 1 for driving under the influence, 1 liquor laws, 1 for disorderly conduct, and 2 for other offenses.
- Police Department Overtime
 - Comparison
 - OT March \$129,964 3 pay periods with two holidays (\$39,900)
 - OT April \$ 90,404 2 pay periods, with one holiday (\$11,000)
 - Total decrease \$ 39,560

- During April, there was 1 officer vacancy, 2 officers at the academy in training, and 1 dispatcher vacancy. These vacancies have an impact on the overtime for a total of 4 positions vacant on the schedule in the patrol division/communications. In April, 3 officers came out of training and were incorporated into the schedule to help reduce overtime. Restrictions for time off has also been implemented to reduce overtime.
- Admin overtime \$0 a decrease of \$453.
- Patrol overtime \$49,932 a decrease of \$31,699. Overtime included one holiday (\$8,000), accident investigation, burglary investigations, drug arrest, warrants, court appearances, medical/domestic calls, sexual assault investigation, 711 robbery with hostages incident (\$3000), New Britain Police pursuit with accident (\$1133); casework, holdovers, booking process, and overtime for time off/vacancies.
- Detective Division Overtime \$8,174, an increase of \$974. Overtime included, New Britain Police pursuit with accident (\$3220), 711 robbery with hostages incident (\$3,400), Town Council meeting, interviews, burglary, scene/evidence processing, and search warrants.
- Communications overtime \$15,063 a decrease of \$10,418. Overtime included one holiday (\$2,500) several time off leaves, OT to fill dispatcher out on medical leave, filling of dispatcher vacancy in OT, and staffing for weekends to allow for 2 dispatchers on for all shifts.
- Education overtime \$11,767 an increase of \$3,204 for training classes consisting of OC Taser and Baton, Digital Photography, EMR recertification, and in-service training.
- Support Services overtime \$5,468 a decrease of \$1,621. Overtime included one holiday (\$550), EMS committee meeting, Citizens Police Academy, and 711 robbery with hostages incident (\$560).
- ACO overtime \$0.

FIRE DEPARTMENT – APRIL 2016 INFORMATION

- The following is a report of the activities of the Newington Fire Department for the month of April, 2016. During this period Fire Department members responded to 52 alarms or emergencies. A summary of these alarms and a manpower response breakdown is detailed below:

	April 2016	10 Months Activity
Residential	4	58
Commercial, Industrial, Office	1	17
Hospital, School	2	10
Vehicle	2	19
Rescue, Police Assistance	2	46
Dumpster, Rubbish, Grass, Brush, Leaves	11	67
Hazardous Materials/Clean up	3	37
Investigative Alarm	16	118
Mutual Aid/Standby	1	34
Carbon Monoxide Investigation	2	39
Water Related Incidents/Pump-Outs	1	28
False Alarm	7	73
Total	52	546

Training Summary

Haz/Mat Refresher		8 hours
Officer Training	Gear Care/Inspection	34 hours
Firefighter One Certification		164 hours
Department Training	Ice/Cold Water Rescue	88 hours
Command Staff Training		14 hours
Pump Operator Certification		48 hours
Q-Endorsement Training		20 hours
Bomb Squad Outreach Training		8 hours
Company Training	Co. #2 – CPR	42 hours
	Co. #3 – Brush Fire Operations	18 hours
	Co. #4 – CO Emergencies	16 hours
Multi Company Training	SCBA Refresher	175 hours

Capitol Region Chiefs		4 hours
Total Hours		639 hours

FIRE MARSHAL

- The Fire Marshal’s Office completed the following activities during the month of April, 2016.

INSPECTIONS	21
INSPECTION FOLLOW-UPS	42
PLAN REVIEW	2
JOB SITE INSPECTIONS	7
FIRE INVESTIGATIONS	0
FIRE ALARM TROUBLE	1
COMPLAINTS	1
TANK REMOVALS	0
HAZ/MAT	0
BLASTINGS	6

Incidents:

- There were no significant fire incidents or injuries reported in April. Responded to **22** fire calls during the month.

Fire Marshal’s/Chief’s Activities:

- Attended a CERT Training Exercise at the Senior Center to review shelter equipment storage, shelter set-up and long term shelter operations.
- Attended the Annual Co. #3 Pasta Dinner fundraiser at the high school.
- Appeared on the Talk to the Mayor Show on NCTV to review various fire department topics.
- Attended the monthly Newington Safe Home Task Force meeting at town hall.
- Attended the monthly Capital Region Fire Marshals Association meeting in Hartford.
- Attended the Eight Annual Connecticut State Firefighters Association “Hall of Fame Dinner” to accept an award on behalf of former Assistant Fire Chief James “Mickey” Kiley upon his induction.
- Attended the wake for Robert Hadden husband of retired Public Safety Dispatcher Judy Hadden at Newington Memorial.
- Attended the Annual Connecticut Fire Marshals Association Conference in Berlin. Topics included: Electrical Safety, Large Fire Loss Investigations, Mobile Food Trucks, Legislative Update, Plan Reviews and NFPA- 25 Fire Sprinkler Testing Requirements.
- Participated in a Statewide Public Health Mass Dispensary Clinic Exercise with area Emergency Management Officials and the Central Connecticut Health District.
- Attended the monthly Board of Fire Commissioners meeting at Company #5.
- Attended a meeting with the Town Manager, Police Chief and IT Director to review problems with the dispatch CAD system.
- Attended the quarterly meeting of the Capital Region Emergency Planning Council in Hartford.
- Attended the monthly meeting of the Capital Region Fire Chiefs Association in Bloomfield.
- Attended a meeting of the Blight Sub-Committee at town hall to review purposed changes to the ordinance.
- Conducted the monthly Command Staff meeting at fire headquarters.
- Attended the monthly staff meeting at town hall.
- Attended a meeting at NexGen Public Safety Solutions in East Haven with IT and Public Safety staff to review a new computer aided dispatch program.
- Attended a hearing in New Britain Superior Court to review an ongoing fire code abatement order.
- Attended the 11th Annual Connecticut Emergency Management Symposium in Cromwell.
- Attended a State Police Bomb Squad Awareness Exercise for Fire Officers at the State Fire Academy.

HIGHWAY DEPARTMENT

Administration

- Continued to meet with residents to discuss various issues and concerns.
- Attended Department Head and Public Works team meetings.

- Attended Ruth Chaffee Parking Lot reconstruction project meetings.
- Attended annual MDC Hazardous Waste Collection kickoff meeting.
- Attended ASFCME contract negotiation team meetings.
- Met with Town Engineer to analyze and prioritize upcoming road projects.
- Continued with Landfill closure project tasks.
- Attended UConn seminar.

Roadway Maintenance

- Began curb repairs damaged over the winter season.
- Crews continued with litter pickup in various locations.
- Continued with pot hole patching.
- Completed several storm water catch basin rebuilds.
- Cleared debris, Main Street Waterway.
- Removed illegal dumping construction debris on Cedar Mountain.
- Crews cleaned several storm water catch basins.
- Removed falling rock wall at Indian Hill Country Club.
- Crews completed annual Town wide street sweeping.
- Highway operators continued with Landfill material processing.
- Crews called in for two (2) snow/ice events amounting to 5.4 inches of precipitation.
- Crews swept, patched potholes, repaired curbing and top soil at all schools during school vacation.

Traffic Division

- Assisted Department with snow plowing/salting for the two (2) snow events.
- Replaced and/or repaired missing/damaged street name and regulatory signs.
- Continued to assist with Food Share setup.
- Assist Registrar of Votes with the setup and removal of voting machines.
- Repair and/or replace mailboxes damaged during snow plowing operations.
- Assist Police Department in the locations of speed boxes.
- Assist Sanitation Department with delivery/repair of recycling containers.

Fleet Maintenance

- Completed all seasonal maintenance and spring services of vehicles and equipment for Highway and Parks Departments.
- Continued with scheduled and emergency repairs for all town vehicles and equipment.
- Assisted Highway crews in snow plowing operations.
- Completed Fire Department spring services.

Sanitation/Recycling/Landfill

- Scheduled 767 residential bulk items for collection for the month.
- Scheduled 69 condominium bulk items for collection for the month.
- Scheduled 30 condo/residential scrap metal items for collection for the month.
- 6092 tons of cumulative Municipal Solid Waste were collected from July through March.
- 2356 tons of cumulative recyclables were collected from July through March.
- 882 mattresses and 479 box springs were collected from July through March.
- 357 televisions were collected from July through March.
- Issued 71 permanent landfill permits and 18 temporary permits for the month.

TOWN PLANNER

Town Plan and Zoning Commission Actions:

Regular TPZ Meeting on April 13, 2016:

- Approved Petition #13-16: Site Plan Modification at 3575A Berlin Turnpike (“Starbucks”). Brown Development, owner; SD Properties, applicant.

Regular TPZ Meeting on April 27, 2016:

- Denied Petition #14-16: Special Exception (Section 3.15.3: Outside Restaurant Seating) at 3260 Berlin Turnpike (“Plaza Azteca Restaurant”). Hector Angel, owner.
- Approved Petition #05-16: Zoning Map Amendment and Zoning Text Amendment (New Section 3.19A: TOD Overlay District). TPZ, applicant/contact.

Town Planner Activities:

Approved, Pending, and Future TPZ Applications

- April 4: Met with owners of 3311 Berlin Turnpike.
- April 8: Staff site visit to Deming Farm PUD.
- April 11: Met with used car dealer re auto use zoning amendment.
- April 13: Staff meeting re approved commercial site plan on Fenn Road.
- April 21: Staff meeting with owner of 593 Cedar Street.

TOD/CTfastrak/Amtrak Corridor Planning:

- April 4: Attended TOD presentation by CRCOG at Elmwood Community Center in West Hartford.

Grant-Funded Project Activities

- April 15: Met with consulting engineer for Streetscape Phase VI project.
- April 18: Met with consulting engineer for Streetscape Phase VI project.
- April 21: Site meeting for Streetscape Phase VI project.

Boards and Commission Meetings:

- April 13: Attended TPZ regular meeting.
- April 14: Attended Open Space Committee regular meeting.
- April 27: Attended TPZ regular meeting.

Professional Development/Training:

- April 5: Attended online presentation on LID in Connecticut.
- April 13: Attended Sustainable Development conference at CCSU.
- April 19: Attended presentation on Hudson Yards at Yale School of Management.
- April 25: Attended affordable housing presentation at the Lyceum in Hartford.
- April 28: Attended Fair Housing conference in Rocky Hill.

Miscellaneous

- April 5: Attended CRCOG Bike/Ped Subcommittee meeting.
- April 20: Attended I-84 Hartford Project meeting.
- April 20: Attended monthly Public Works Department Head meeting.
- April: Responded to approximately 23 phone messages from citizens, applicants, staff and elected/appointed officials.
- April: Received and sent approximately 502 emails from citizens, applicants, staff and elected/appointed officials.

TOWN ENGINEER

- During the month of April, twenty-two excavation permits were issued:
 - Gas Lateral – 3
 - Driveway - 19
- Project Administration DEEP – South Branch of the Park River (SBPR) Flood Control Project:
 - Status** – Major operations completed last summer/fall; **Current activities:** will include restoration efforts (the installation of topsoil, minor grading and seeding). Certain structural repairs will commence on the “flood wall” located at the business #509 Main Str. at the corner of Dowd Str. later this month. DEEP has stated that another herbicide application for invasive plants (Japanese Knotweed) will commence May 20, 2016.
 - The bulk of operations are now complete and included: Maintenance activities such as the removal of sediment, animal burrows, woody vegetation within the Flood Control embankments and floodway areas. The flood control project limits in Newington are located on Piper Brook from the West Hartford town line west to Main Street (approx. 500’ west of Main). Maintenance on Mill Brook will extend from the confluence of Piper Brook south to the bridge at Dowd & Main Street (Approx. 500’ south of the bridge). Maintenance activities will be conducted within the areas of the project limits as determined by the DEEP. **Construction information (documents) including project outline, scope of work and mapping is available on the DEEP website.** The Town of Newington has implemented a portal (via link) on the Town’s website. The Town Engineer attends the weekly progress meetings and the current **“STATUS”** is as follows: Dredging of the channel(s) completed at all sediment ponds. Mowing (vegetation removal) has been completed on Piper Brook from West Hartford west to Main Street. Vegetation Minimal restoration (grading, hydro-seeding) has begun in areas throughout the channels, access points, etc.

- The Town Engineer attended the monthly Inland Wetlands Meeting.
- The Town Engineer attended the monthly Inland Wetlands sub-committee field meeting.
- The Town Engineer attended the monthly Department Head meeting.
- The Town Engineer attended the monthly DPW meeting.
- The Town Engineer attended the Monthly CRCOG Transportation Meeting.
- The Town Engineer attended a webinar (seminar) with an emphasis on L.I.D., policy, planning.
- The Town Engineer attends streetscape design meetings (Constance Leigh drive) as necessary to assist in the development of the plans (design review) and/or provide technical support.
- **Wetlands:** In the Month of April, The Town Engineer acting as the Wetland Agent, Administered 0 Application(s) via the Agent Approval process. Additionally, Engineering continues to assist in preparation of applications for presentation\review at the regular Inland Wetland Commission meeting. Engineering staff assisted with residents\applicants in discussion preparation of future applications. The Town Engineer and Wetland Commission (Sub-committee) participated in a field meeting as it related to I.W. Application 2016-02A, National Welding – Wetland Map Amendment in preparation for the “Public Hearing”. This meeting was attended by the applicant Mr. Andrew Brecher and the C. Webb & Associates (Ecology\soil consultants). Site Plan Review: Engineering conducted (4) site plan reviews with regard to LID\Stormwater Drainage, TPZ, Zoning and/or Inland Wetland regulations.
- **Site Plan Review:** Engineering conducted 3 site plan reviews with regard to LID\Stormwater Drainage, TPZ, Zoning and/or Inland Wetland regulations.
- **Sidewalks\Concrete Work:** Status: Winter shut-down: Engineering staff continues to administer the repair and replacement of concrete sidewalk. The contractor (Martin Laviero Construction) has resumed concrete maintenance and repairs to walk this spring season. Administrative functions as to measurements, estimates, scheduling, etc. will continue in preparation for the next fiscal year beginning 07/01/2016. Currently the sidewalk contract is out to bid with an anticipated bid opening for later in May.
- **C.I.P. (Roadway Items):** The Town Engineer and Highway Superintendent have continued to employ a “boots on the ground” initiative with a collaborative effort to review the roadway conditions for roads scheduled for maintenance (i.e. Mill and Overlay, reconstruction and/or reclamation, drainage repair). Roads are continually evaluated and scheduled for repair, drainage and/or re-assigned maintenance depending on the many factors contributing to their respective deterioration. Roads requiring edge drainage and/or basin top replacement were catalogued and will be scheduled in advance of the M&O.
- **M.D.C. Projects:** The Town Engineer continued to periodically meet with MDC staff and respective consultants on various projects in the planning stages as it relates to the “Clean Water Act” initiative. Project plans have and will continue to be prepared for the Inland Wetland Commission for permitting as required. Status: **MDC Project 2011-73**, water\sewer improvements at the Willard Ave. and Cedar Street intersection is a significant infrastructure project (+/- 10 million cost) is currently in hiatus (further design review) with an anticipated construction timeline of 2017 at the earliest. **MDC Project 2014-B-63**, this project is in the permitting and reconnaissance phase (preliminary engineering) for the sewer trunk line located between the Cedar Street and Dowd Street. The MDC has applied and acquired a Wetland Application for map amendment (I.W. App. 2016-01A).
- **B.O.E. Design\Project Administration:** Status – Final Design, Engineering staff is administering the design effort with the Ruth Chaffee parking lot, playground and site improvement plan. Engineering has completed the survey stakeout with operations set to begin in early May by the DPW. The Inland Wetland Application 2016-04 AA, 160 Superior Ave. was Agent Administered for the installation of a second play scape and related drainage appurtenances. Site operations (Phase II) will be prepared & conducted by Town of Newington, Highway forces.

BUILDING DEPARTMENT

- A Building Permit was issued for a foundation for a sleep store to be located at 1593 Southeast Road.
- A Building Application was applied for a build out for a hair salon at 975 Main Street.
- A Building Application was applied for a new single family house to be located at 5 Deming Farm Drive.
- Municipal Permits
 - A Mechanical Permit was issued for new cooling units in the server room at the Newington High School.
 - A Mechanical Permit was issued for a new Heil 96% 80,000 BTU boiler at 281 Milk Lane.

- A Sprinkler / Fire suppression Permit was applied for to relocate sprinkler heads at the Ruth Chaffee Elementary School on 160 Superior Avenue.
- An Electrical Permit was issued for low voltage data cabling from the data closet in the media center to the new I.T. Department at the Ruth Chaffee Elementary School on 160 Superior Avenue.
- Seminars attended by our inspectors for their continuing education credit were:
 - A. Hanke - Inspecting for Gasoline and Fuel Tank Installations – April 7, 2016.
Accessibility Concerns, Including Bathroom Design – April 19, 2016.
 - R. Smith - Inspecting for Gasoline and Fuel Tank Installations – April 7, 2016.
Accessibility Concerns, Including Bathroom Design – April 19, 2016.
- There were three Certificates of Occupancy issued in April. All were residential – 32 Harvest Court, 16 Juniper Street, and 21 Packards Way.
- Building Department activity for the month of April was as follows: The Inspectors completed a total of 135 inspections. They were: Boiler (3), CO (7), Decks (8), Electrical (24), Final (38), Footings (5), Framing (3), Gas Line (8), Insulation (4), Pools (4), Roofing (4), Rough (26), Sheathing (1).
- The total number of Building/Renovation Permits issued / applied for the month of April was **169** producing a total permit value of **\$2,320,677.00**.

They are categorized as follows:

<u>TYPE OF PERMIT</u>	<u># OF PERMITS</u>	<u>VALUE OF PERMITS</u>
ADDITIONS / ALTERATIONS	22	316,962.00
DECK	9	68,525.00
DEMOLITION	0	0.00
ELECTRICAL	45	344,072.00
FENCE	0	0.00
FIRE SUPPRESSION / SPRINKLER	0	0.00
FOOTING / FOUNDATION	1	0.00
FUEL TANK	0	0.00
GARAGE / SHED	2	28,200.00
MECHANICAL	18	178,819.00
NEW COMMERCIAL	1	520,000.00
NEW MUNICIPAL	0	0.00
NEW RESIDENTIAL	1	255,645.00
PLUMBING	16	85,707.00
POOL	1	4,469.00
ROOFING/SIDING	27	324,579.00
SIGN	12	24,311.00
SOLAR	12	164,221.00
TENT	2	5,167.00
TOTAL	169	\$2,320,677.00

The total Building income fees received in the month of April was **\$26,812.00**.

The total fees for other income were as follows: Town Planning and Zoning (Applications/Publications) \$895.00, Environmental \$300.00, Conservation \$550.00, Zoning Board of Appeals \$0.00, Copies, Books and Maps \$138.50 Driveway / Excavation \$700.00 Engineering copies \$49.00. The other total income is \$2,632.50.

Below is a comparison of the Permit Values for April 2016 and April 2015:

	<u>2016</u>	<u>2015</u>
Value of Permits issued for April:	\$2,320,677.00	\$5,557,472.00
Fees for Permits issued for April:	\$26,812.00	\$40,457.00
Other income Fees for April:	\$2,632.50	\$3,302.00
Building Permits Issued for April:	169	232

Total Value of Permits and Permit Fees for the Fiscal Year:

<u>2015-2016</u>	
<u>Value</u>	<u>Permit Fee</u>
\$23,899,079.00	\$277,411.00

<u>2014-2015</u>	
<u>Value</u>	<u>Permit Fee</u>
\$22,277,005.00	\$240,980.00

HUMAN SERVICES

- Our annual Staff Development Day was held April 1st with the morning session held at our yurt.
- Several Human Services staff participated in a Saturday mock shelter set up with the CERT Team at the Newington Senior & Disabled Center.
- The Food Bank assisted 129 households with 625 bags of groceries distributed.
- Open Air Market served 135 households during 2 bi-weekly distributions this month.
- The Clothing Closet served 13 households, providing 18 bags of clothes.
- The Special Needs Fund assisted 6 residents with 7 bills, 1-utility, 5-housing and 1-medical. 1 resident was 60+.
- The Social Casework Program caseload rose for another month from 97 to 104 cases. 23 were new referrals.
- The Youth and Family Counseling Program had 11 active cases. There were 2 new cases. Clinicians provided 21 clinical therapy sessions with a total of 24.5 clinical service hours.
- 6 police referrals were received for follow up. We continue to see a consistent number of referrals from our Police Department.
- There were 4 JRB referrals this month.
- Middle school SCORE finished up this month and Summer Youth Adventure brochures went online, was emailed and distributed to schools.
- Second year of running 4th grade SCORE programs began this month during April vacation week. Registrations for 4th graders increased from 12 youth last year to 28 this year.
- 8th grade Adventure Bound Challenge program planned their community service day and had 2 activities this month. Youth challenges themselves on Thunderbolt Mountain and practiced wilderness survival shelter building skills at Peoples State Forest.
- The 5th grade Adventure Learning Program (ALPS/SUCCESS) participants held in-class and final challenge sessions outdoors. Students enhance skills in cooperation, communication and commitment.
- High School Summer Mentors applications are coming in and we are scheduling them to summer programs. Summer staffing is also set.
- The Newington Challenge Course officially reopened for the season on April 4th. Several programs are scheduled into the fall of 2016.
- There were 3 requests for community service. 75 hours were completed and some carried over.
- Our annual Volunteer Recognition Dinner was held with more than 90 people in attendance. Kelly Daniels and the Newington School bus drivers and Erica Martin, Ruth Chaffee Nurse were recognized for their food collection efforts to support the Newington Food Bank.
- Director Futoma participated in the Blight subcommittee meeting.
- Senate Bill 119 to "Establish a taskforce to study hoarding" passed both the House and Senate and is waiting for the Governor's signature. We anticipate many of our group members who have worked to enhance the current protocol and response for the past 1 ½ years being named to the State Task Force. The Hoarding working group met to discuss recent efforts and the Conference Committee met as well.
- Newington Human Services and the Human Rights Commission had booths at the Chamber of Commerce Business Expo on Saturday, April 30th.
- Staff attended workshops, trainings and meetings throughout the month.
- Coordinator LaBrecque and Director Futoma attended a Homelessness Forum and the annual Fair Housing Conference.
- A new LGBTQ support group for high school students was initiated and held their first meeting with Pat Meskill and intern, Kim Robbins. They will continue to meet through the summer.

April 2016 Statistics

Selected Programs	FY 15-16 Undp. Total This Month	FY 15-16 Undp. Total Last Month	FY 15-16 Cum. Undp. Total YTD	FY 14-15 Cum. Undp. Total YTD
Youth & Family Counseling Cases	11	10	25	26
Youth & Family Service Hours	24.5	35	247.5	320.25
JRB Cases	4	2	15	6
Positive Youth Development	324	99	2528	2493
Information and Referral	813	1069	9525	8392
Social Casework Cases	104	97	466	442
Under 55 =	29	23	139	
Under 55 Disabled =	29	29	126	
Over 55 =	46	45	201	
Social Casework Service Hours	169	184	1616.5	N/A
Under 55 =	38.5	26.75	341.5	
Over 55 disabled and/or disabled	130.5	157.25	1275	
Food Bank Households	129	144	1358	1455
#Bags of Groceries Distributed	625	685	6622	5877
Special Needs	6	6	69	71

SENIOR AND DISABLED CENTER

- A new session of Matter of Balance® started this month. This program, funded by Jefferson House Institute, has been tremendously popular. Another class is being planned to take place at Jefferson House.
- On April 30th, Eagle Scout Derin Yetil and his team constructed a shed in the back yard for the Giving Garden. This was a long range plan and the garden volunteers were thrilled with the results.
- The Aging Mastery Program® for deaf older adults continued through the month. This is the first time this program has been offered in ASL, garnering national attention through the National Council on Aging's social media.
- Crafter Louise French facilitated two workshops at the Center this month. Etched glass was offered on April 8th and decorated lampshades on April 19th. These classes, intended to let participants complete a project in one class, have a growing following.
- On April 8th National Humor Month was celebrated with a Cupcake Social sponsored by From The Heart Home Care, and a Loretta LaRoche YouTube video. It was a lot of fun and everyone really enjoyed Loretta LaRoche.
- On April 21st Ann Jones, Bereavement Coordinator and Massage Therapist for Masonicare Partners Home Health and Hospice led a discussion about finding hope in times of grief.
- Chef Diana from Atria Greenridge Place provided a Chef Demo on April 22nd. She demonstrated two pasta sauces – alfredo and vodka. The pasta was served with grilled chicken, broccoli and garden

salad. The capacity for these programs is limited because all participants must be able to see the Chef. The Center is exploring options to increase visibility so more people can be accommodated.

- CCSU student Emily Corbeil continued to answer questions and help with electronic devices (computer, cell phone, digital camera or tablet) twice a week in a Tech Time program. Ms. Corbeil's internship is drawing to a close and the Center will look for ways to continue this program.
- The east wing restroom stall replacement was completed this month. There are still some renovations needed including new sink cabinets and floor repair.
- As of the end of February, the Center had 1,639 paid members, including 215 Fitness Center members. There are 904 residents registered for Dial-A-Ride.
- There were 200+ opportunities to participate in programs at the Center over the summer with some one time programs and others ongoing as well as several opportunities that are daily with a total recorded attendance of 3163 by 474 people. The actual number attending the center is significantly higher with approximately 1/3 of participants scanning in for programs. The Door Counters were re-installed and connected to the Town's network so more accurate counting should be available soon.
- Dial-a-Ride provided 1194 trips to 105 people this month, covering 3511 miles.
- Center staffing was complemented by 707 hours of unpaid service in 228 instances by 56 volunteers.

PARKS AND RECREATION

Recreation Division

- Spring indoor swim lessons are being offered on Monday and Wednesday nights to accommodate those looking for lessons before the summer season.
- Interviews for seasonal staff positions are ongoing.
- Registration for the 2016-2017 school year at our Creative Playtime Preschool Program is ongoing.
- The Summer Program Guide was completed and distributed to 13,000 Newington households during the week of April 24.
- The Annual Fishing Family Fishing Derby was held on Saturday, April 23 with about 40 children in attendance (50 last year). This event was made possible with help from sponsors including Trout Unlimited and MDC. Cabela's donated prizes for the event, and the bait was donated by Little's Bait and Tackle in Cromwell.
- Residents may now purchase summer pool passes at a discounted rate through May 20.
- Summer program registration for residents will begin on Tuesday, April 26.
- Camp RECreate (formerly Summer Playgrounds) and Playground Pals' program information was distributed to Newington students entering Kindergarten through grade 8. Program dates are Monday through Friday, June 20 through August 5 (no program on July 4). Camp hours have been extended to make it more convenient for parents/guardians to drop off and pick up children before and after work. Camp RECreate hours are 7:30 to 5:30 and Playground Pals' hours are 7:30 to 2:00 with an option for Extended Care from 2:00 to 5:30. Discounted rates are available if children are registered by June 1. A sibling discount is also being offered for families with more than one child enrolled.
- A new program (Camp S'More) is being offered the week of August 8 through 12 (7:30 to 5:30) for children entering Kindergarten through grade 4.

Upcoming – Recreation Division

- Men's and Women's Softball Leagues will begin in early May (16 Men's teams and 6 Women's teams).
- Interviews for summer staff will be ongoing throughout the month.
- Comprehensive training for summer staff will begin in mid-May.
- The Department will be hosting a pancake breakfast in celebration of Police Appreciation Day for all the Newington Police officers and administrative staff on Tuesday, May 17 from 8:00 to 10:30 a.m. in the Mortensen Community Center gymnasium.
- A new Motorcycle Madness event sponsored by Haymond Law and GEICO will be held on Thursday, May 19 at Mill Pond Park from 5:30 to 8:30 p.m. and will include food trucks and contests. The event will also include the first concert in the 2016 Edythe & Harry Mandell Summer Concert Series where 'In the Groove' will be performing.

Parks and Grounds and Cemeteries

- Staff responded to 4 snow and ice events
- Staff began preparing athletic fields for spring games
- Mowing and lining of fields for daily play

- Provided staff and support for the annual Fishing Derby
- Completed repair of snow plow damage to turf
- There were 10 interments and 2 sales at the Town cemeteries

LIBRARY

- The 2016-2017 library budget was passed on April 5. The library's proposed 0% increase budget was cut 3% which equaled \$60,000. The \$60,000 in cuts included the elimination of Sunday hours and more than \$30,000 in cuts to the library's online databases and materials budgets. After 20 years the library will no longer be open on Sundays. This has been a time for students to research and study and a time for working adults to access the library on the weekend. After careful consideration, it was determined that in light of the amount of our budget cuts, the elimination of Sundays and some decreases to online databases and library materials would have less of an overall impact on library staffing, services, programs and materials than other options available to us. It is a sad time for the library and the community but hopefully in the coming years the Sunday hours will be reinstated so we can once again be open during the days and hours that best suit everyone.
- The Library Renovation/Addition Project Building Committee has begun meeting on a regular basis, with a meeting being held in April and one planned for May. Members of the committee are working cohesively and are eager to move this process forward. Library Director Lisa Masten and committee member Laurel Goodgian visited several libraries during the month that have recently been renovated and brought this information back to the committee.
- The children and teen librarians met with the school media specialists. This Joint Public/School Library meeting was very productive. The group split into two groups of children's and elementary school librarians, and teen, middle school and high school librarians. Each group was able to talk about the specific issues and problems they are encountering at that grade level. There were some great resolutions formed that day. At the children's level the school librarians asked if we could come into the schools next fall to demonstrate our databases to students and to explain how to download books from *OverDrive*.
- Assistant Library Director Karen Benner and Teen Librarian Bailey Francis had a great meeting with Jay Salerno, Director of Technology for Newington Public Schools, and Chris Kerr, Video Game & Mobile App teacher. They have a great group of students who help out with tech issues around the school. Both men are interested in collaborating with the library on a variety of projects in the future. The next step is to visit NHS and meet the tech students plus get a tour around the tech classrooms.
- The library was one of 124 libraries in the state to participate in Passport to CT Libraries program. The intent of this program was to encourage patrons to visit the many libraries throughout the state to see what each one has to offer. Participating libraries offer passports to its hometown residents who then visit as many of these libraries during the month of April. Each time a patron visited one of these libraries the passport was stamped and the person got a small token gift. If a person visited at least 5 libraries they were eligible to be entered into a state-wide drawing, one for adults and one for children. Newington stamped 330 passports.
- April was also the kick-off of Library BINGO. BINGO cards are available at the Circulation desk. Each spot of the card has a challenge for the person to complete - visit the library's website resources, social media, attend programs, and read books. Complete 5 challenges in arrow, column or diagonally to win a BINGO. For each BINGO, the person receives a ticket for a grand prize drawing. Library BINGO ends on May 31.
- The library celebrated National Library Week, the week of April 11 – 16. This coincided with school vacation week. The theme this year for NLW was Libraries Transform. It is a time to celebrate libraries and their contributions to the community and to promote library use and support. During this week the library offered a diverse selection of programs for all ages.
- The Children's Department offered 63 programs to 1,743 children and their caregivers. Former WWE/WWF wrestling champion Bob Backlund entertained people of all ages about his years as a professional wrestler. Two programs by The Children's Museum explored CT Wildlife and several different types of reptiles including bearded dragons. Pizza story time included chocolate pizza and trash-worthy crafts were created in honor of Earth Day. Other highlights included *Cinema City* featuring the movie *The Peanuts*, *Junior LEGO Makerspace* and the *Babies, Books and Bubbles*. Kindergarten classes from all 4 elementary schools visited the library to learn more about what the library has to offer and to promote reading. It is so much fun to see and feel their excitement about visiting the library. The

children's staff rounded out the month with outreach programs to daycares and preschools and regular story times.

- Adults and teens were kept busy with 18 programs offered to a combined audience of 414 adults and teens. Programs for adults included a *Made in CT- Cowpots, Movies and More @ the Library* featuring the movie *The Martian*, *Cut the Cord*, *The Roots of Rock and Roll with Brian Gille* and *The Joy of Coloring-An Adult Coloring Group*. A representative from *Reference USA* an online resource of business and residential information offered two programs at the library. The morning program was for members of the Chamber of Commerce to learn how to use this database to help with business information. A second program was held that day to give job seekers career search strategies using this product. Teen programs included *Teen Crafting* and a viewing of the movie *Mockingjay*.
- Total circulation of library materials was 27,334. Digital media which includes eBooks, digital music, magazines, audiobooks and movies were downloaded 2,708 times from the library website. An average of 529 people visited the library each day. There were 8,728 visits to the library's homepage. Popular online services included *Valueline*, *Ancestry.com*, *Morningstar*, *Reference USA* and *Universal Class*, *BookFlix* and *PebbleGo: Animal, Science & Dinosaurs* databases. Museum passes were used 144 times this month. The reference staff answered 5,067 reference questions. Free library meeting space was used 356 times during the month.
- The State Library took over delivery system for interlibrary loans and returned items for all libraries throughout the state. The delivery system has been in flux since December. There is still a backlog of items that are in transit and there are many things that still need to be worked out to insure that new system works well and is fair to all the libraries in the state.
- In Technology, staff received training on the many features available on the public copiers. This knowledge will enable staff to be able to offer more assistance with the copiers. Staff also participated in a Twitter demo to have a better understanding what it is all about. The library began once again to offer hands on computer classes to the public. The first class was *Microsoft Work Basics Tips*. Other programs included *Tech 4 U* and *Tech Troubleshooting with Teens*.
- In Personnel news, the library staff held its Annual Volunteer Breakfast on April 28. This breakfast that honored our regular volunteers who do so much for the library. More than 40 very lively volunteers as well as several library board of trustees, Acting Town Manager Tanya Lane and Mayor Roy Zartarian attended. Everyone ate well, mingled with the volunteers and had fun playing our annual trivia quiz. This year the theme was literary animals. Staff was encouraged to dress as their favorite literary animal. Animals included Clifford the Big Red Dog, Bad Kitty, Dust Bunny and the Cat in the Hat.
- In Facilities news, the cleaning was up and down throughout the month. Business Manager Lynn Caley continued to work with the cleaning service to resolve the issues. Facilities replaced bulbs in several areas of the library with LED bulb for better energy efficiency.
- The Friends of the Library Flower Power fundraiser closed on April 15. The Friends received a portion of any order of flowers seeds or bulbs ordered from a catalog during this time, netting \$450. The Friends also had a very successful spring book sale at the Newington Senior and Disabled Center on April 29, 30 and May 1. All three days saw an increase and people were very happy with the selection and prices being offered.
- The Library Board of Trustees is finalizing preparations for the annual Newington Library 5K Challenge road race that will be held on May 15, 2016. This is the 20th year of this fund raising event.
- Topics of note that were researched this month included:
 1. Why do people swear?
 2. How to get rid of silver fish.
 3. How to safely remove ear wax.
 4. Books about adoption to read to kids.