



Tanya Lane
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

OFFICE OF THE TOWN MANAGER

MEMORANDUM

To: Newington Town Council
From: Tanya Lane, Town Manager
Date: August 22, 2016
Re: Monthly Report – July 2016

GENERAL ADMINISTRATION

- Mrs. Lane met with the Public Works team to discuss various matters.
- Mrs. Lane met with various organizations such as the Central CT Health District and Newington Volunteer Ambulance to discuss issues pertaining to the Town.
- 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 Town Hall Renovations Project Building Committee meeting.

Legal Services

The legal amounts for the July monthly report are as follows:

Rome (Modern Tire/Firestone) - \$119,588.14

Murtha (Toll Bros) \$15,198.20

Overtime

Paid overtime during the month of July 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	38.0	\$ 1,751.09
WEEKEND STAND-BY AND CALL-IN	20.0	\$ 820.52
ROAD MAINTENANCE	126.4	\$ 6,335.04
TRAFFIC DIVISION	21.8	\$ 938.49
RUTH CHAFFEE SCHOOL	211.0	\$ 9,476.74
TOTALS	417.2	\$ 19,321.88
PARKS AND GROUNDS DIVISION	Overtime Hours	Cost
Cemetery	14.9	\$ 663.44
Special Events	160.6	\$ 7,805.33
Turf and Grounds Maintenance	87.0	\$ 4,207.37

Pools	89.1	\$ 4,651.07
Trees	16.4	\$ 895.44
TOTALS	368.0	\$ 18,222.65

POLICE DEPARTMENT	16-17 Budget Overtime Appr.	Overtime Expended 16-17 YTD	15-16 Budget Overtime Appr.	Overtime Expended 15-16 YTD
Administration	\$ 7,459.00	\$ 0.00	\$ 7,254.00	\$ 316.42
Patrol	609,919.00	39,605.36	603,738.00	42,434.78
Investigation	83,433.00	1,107.47	76,132.00	2,437.29
Communication	170,443.00	10,361.42	162,698.00	10,748.00
Education/Training	130,461.00	3,615.69	120,943.00	1,947.43
Support Services	36,261.00	2,021.75	34,408.00	1,155.15
Animal Control	<u>1,211.00</u>	<u>0.00</u>	<u>3,006.00</u>	<u>0.00</u>
Total	\$ 1,039,187.00	\$ 56,711.69	\$ 1,008,179.00	\$ 59,039.07
HIGHWAY DEPARTMENT				
Highway Operations	\$ 25,212.00	\$ 603.01	\$ 25,212.00	\$ 1,541.17
Snow and Ice Control	148,440.00	0.00	148,440.00	0.00
Traffic	3,702.00	344.40	3,000.00	252.94
Vehicles and Equipment	29,949.00	881.32	26,949.00	2,707.52
Leaf Collection	<u>48,989.00</u>	<u>0.00</u>	<u>50,999.00</u>	<u>0.00</u>
Total	\$ 256,292.00	\$ 1,828.73	\$ 254,600.00	\$ 4,501.63
PARKS AND GROUNDS				
Parks and Grounds	\$ 77,091.00	\$ 5,514.15	\$ 77,091.00	\$ 5,308.62
Cemeteries	<u>15,012.00</u>	<u>58.28</u>	<u>18,371.00</u>	<u>287.29</u>
Total	\$ 92,103.00	\$ 5,572.43	\$ 95,462.00	\$ 5,595.91

PERSONNEL

- Interviews for the vacant Town Clerk position was posted on June 24th with a closing date of July 11th. Interviews will be held in August.
- Assistant Building Official, Richard Smith, will retire September 2nd after 10 years of service. A public posting for the position was posted on July 15 with a closing date of August 2. Interviews will take place in August.
- Town Assessor, S. Steven Juda, will retire in October after 12 years of service. A public posting was posted on July 25 with a closing date of August 19. Interviews will be in August.
- Dispatcher James Deschenes retired from the Police Department on July 15, 2016 after 35 years of service.
- The Detective Division continues to conduct backgrounds on candidates for the Dispatcher position.
- A job posting for the Civilian Evidence & Property Officer was posted on June 30th with a closing date of July 22nd. Interviews will be in August.

RISK MANAGEMENT

2015-16 Blue Cross/Blue Shield Plan Year

The 2015-16 plan year produced a combined paid claim total that was lower than those estimates that were developed at renewal. The total paid claims for active employees for the 2015-16 plan year were estimated at \$2,199,623 for the Town and \$7,974,563 for the Board of Education. The total paid claims from the Health Benefits Fund for 2015-16 were \$2,498,454 for the Town and \$6,947,812 for the Board of Education. It should be noted that claims for retired participants are charged to the OPEB.

The actual claims total will be provided by Anthem Blue Cross/Blue Shield in September when the Town receives the 2015-16 Settlement Report.

The breakdown for the active participants for Town and Board of Education is as follows:

Cumulative Claims through June, 2016

	Town	Board of Education	Total
Estimated Claims	2,199,623	7,974,563	10,174,186
Actual Claims	2,498,454	6,947,812	9,446,266

FACILITIES MANAGEMENT

Data is unavailable at this time.

INFORMATION TECHNOLOGY

The Town's Information Technology team 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 GIS Technician, Mr. Kevin Daley.

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

- Closing 100 help desk work orders.
- Configuration and setup of Public Safety Dispatch's new alarm notification system.
- Setup, configuration and deployment of a new large format plotter.
- Setup, configuration and deployment of new virtual servers in preparation of a new public safety computer aided dispatch (CAD) and records management system (RMS).
- Researching system requirements and dependencies for upcoming telephone and voicemail system upgrade.
- Setup and configuration of a spare network switch and firewall at the highway department. Both items were damaged when the building was struck by lightning.
- Deployment of an upgraded geographical information system (GIS) for use by internal staff.
- Upgrading a handheld GIS device used by engineering department staff.
- Working with Quality Data Systems and ViewPermit Cloud vendors on data imports and exports to support Building Department and Assessor's Office applications.
- Completing the setup and configuration of people counter systems at the Senior and Disabled Center and Library.
- Setup, configuration and deployment of (2) laptops and (2) wireless access gateways at Mill Pond Park and Church Hill Park for use by Parks and Recreation staff. The deployed devices allowed P&R staff to access their new records management system.
- Installation of an upgraded telephone system accounting application.
- Supervising the repair of telephony and data cabling that was damaged by lightning strike at the Parks and Grounds Annex and Chapel.
- Decommissioning of an old backup appliance and the setup and configuration of a replacement appliance.
- Setup, configuration and deployment of (2) additional wireless access points at the library to enhance radio coverage.
- Implementing new settings on library patron computers to enhance user privacy.
- Connecting Senior and Disabled Center ShopKeep hardware to town's wireless network.
- Installation and setup of third party application to assist with the recovery of email mailboxes.
- Upgrading the firmware and application components that make up the Town's wireless network infrastructure.
- Troubleshooting and working with third party vendor to address issues reported with Vigilant Solutions License Plate Reader and Watchguard Video Systems. Vendor support for both companies identified and fixed both issues.
- Setup and configuration of the Town's Facebook and Twitter social media pages.
- Attending department, Town and regional meetings as needed and/or required.

FINANCE

Accounting and Administration

- The 2015-16 year-end audit got underway with the audit team of Blum Shapiro conducting entrance interviews and risk assessment questionnaires as well as payroll, assessment, tax and accounts payable testing.
- Necessary procedures were implemented on the accounting system to open the 2015-16 fiscal year for processing.
- The 2015-16 fiscal year closeout continued throughout the month; particularly busy was the accounts payable area where end of year transactions from departments were forwarded for processing.
- The Actuarially Determined Contribution payments were made to Town's Defined Benefit Pension plans and Other Post-Employment Benefits trust accounts. Data was gathered to complete census information for the pension valuations.
- Analysis for contract negotiations with AFSCME continued during the month.
- With the recent notice of the Town's Assessor, Steve Juda, to leave Town service in October, the recruitment effort got underway.

There were no major grants received from the State of Connecticut during the month of July. 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)
7/31/2016

	Interest Earnings		\$ Invested
	Budget FY2016-17	Actual Year to Date	
General Fund	\$71,350	\$3,862	\$19,968,606
Special Revenue Funds	5,400	2,992	4,000,581
Capital Projects Funds	1,500	109	1,033,225
Internal Service Fund	2,400	103	2,548,930
Trust and Agency Funds	4,000	42	1,030,358
TOTAL, ESTIMATED BY FUND			\$28,581,700

INVESTMENTS, BY INSTITUTION TYPE
(Unaudited)
7/31/2016

	Interest %		Interest \$		\$ Invested
	Current Month	Last Month	Current Month	Last Month	
STIF	0.46	0.44	3,229	3,650	\$7,331,205
Bank North	0.20	0.20	91	88	537,164
People's Bank	0.32	0.32	1,923	1,989	7,587,367
Santander Bank	0.45	0.45	988	1,864	6,565,646
Farmington Bank	0.40	0.40	877	1,385	6,560,318
Total Outstanding Investments					\$28,581,700

Rates reflect avg. monthly yield, annualized

Assessor

- Real estate deeds were read and entered in the computer assisted mass appraisal system through the end of June. New personal property accounts were identified and entered in the database. Income

and Expense forms for owners of commercial property were received and 80% of those were entered into the database.

- The elderly tax relief homeowner program was completed. All reports of this activity were filed with the State of Connecticut before the deadline.
- Numerous questions concerning the October 1, 2015 revaluation were handled. Adjustments were made to some accounts. Additionally seven court cases from that revaluation were resolved.
- The Assessor's office staff spent the entire month of July responding to questions about motor vehicle problems caused by failures of the Department of Motor Vehicles (DMV) software system. Many corrections were required due to incorrect information sent from the DMV to all Assessors. Errors were found in owners' names, addresses, incorrect vehicles, missing vehicles, incorrect tax towns, and vehicles sold more than five years ago. This was an arduous inconvenience for taxpayers in Newington and other towns as well as a drain of resources for the Assessor's office.
- The Assessor's office processed 952 certificates of correction against the 2015 grand list. There were 911 motor vehicle accounts that received corrections; 35 real estate accounts, and 4 personal property accounts. Hundreds of phone calls were received due to erroneous information that was posted on social media. Explanations of the accuracy of motor vehicle values had to be provided to assure taxpayers that they were correctly billed.

Revenue Collector

- Collections for July on the 2015 Grand List amounted to \$39,967,168 and prior year tax collections were \$55,365 which includes \$4,822 for Suspended accounts.
- This year's total collections through July were lower than last year's collections due to the timing of the last two days in July being over a weekend. Monday, August 1st was the last day for payments to be paid either in person or post-marked by the U.S. Postal Service, and many payments were processed in the past few days.
- The Tax Office had an abundant amount of inquiries from taxpayers with corrections for motor vehicle tax due to the complications from the DMV. This was an added burden for the Tax Office staff who spent a considerable amount of time assisting taxpayers to clarify this difficult matter.

TOWN CLERK

- July was a very strong month bringing in \$132,155.46 in revenue. There were 83 property transfers for a total of \$35,095,384.12. State conveyance tax collected was \$382,268.79 and \$87,738.46 was collected in Town conveyance tax.
- Overall monthly revenue was 44% higher than July 2015, and 40% higher than last month—in large part due to the two commercial sales cited below.
- Notable sales during the month included:
 - 301, 311 & 353-407 Alumni Road which sold for \$22,414,743 from Newington 2007 LLC to Shelbourne Newington LLC.
 - Property at 2499 Berlin Turnpike conveyed for \$710,937.62 from Marathon Petroleum Company LP to Dart Realty LLC.
 - Eight residential properties transferred—each over \$300,000 and one residential sale at 86 Patriot Lane sold for \$403,000.
- A total of 444 documents were filed on the land records during July including: 102 mortgages, 156 releases, 18 probate certificates & ten Foreclosure Registrations.
- The staff issued 14 burial permits and five cremation permits, 147 certified copies of vital records were issued.
- There were 62 electronically recorded documents for a total revenue of \$6,544.
- Staff catalogued five Notary Public commissions and seven Trade Name certificates.
- The office issued 36 dump passes.

DATA SUMMARY JULY 2016				
	<u>July - 16</u>	<u>July - 15</u>	<u>FY 16/17 to Date</u>	<u>FY 15/16 to Date</u>
Land Record Documents	444	487	444	487
Dog Licenses Sold	255	255	255	255
Game Licenses Sold	41	43	41	43
Vital Statistics				
Marriages	8	22	8	22
Death Certificates	16	38	16	38
Birth Certificates	12	18	12	18
Total General Fund Revenue	\$ 106,070.46	\$ 51,101.03	\$ 106,070.46	\$ 51,101.43
Town Document Preservation	\$ 1,133.00	\$ 1,246.00	\$ 1,133.00	\$ 1,246.00
State Document Preservation	\$ 636.00	\$ 726.00	\$ 636.00	\$ 726.00
State Treasurer (\$36 fee)	\$ 11,340.00	\$ 13,068.00	\$ 11,340.00	\$ 13,068.00
State Treasurer (\$127 fee)	\$ 3,937.00	\$ 6,223.00	\$ 3,937.00	\$ 6,223.00
State Treasurer (\$110 fee)	\$ 5,500.00	\$ 5,720.00	\$ 5,500.00	\$ 5,720.00
Locip	\$ 945.00	\$ 1,089.00	\$ 945.00	\$ 1,089.00
State Game Licenses	\$ 169.00	\$ 94.00	\$ 169.00	\$ 94.00
State Dog Licenses	\$ 1,596.00	\$ 1,642.00	\$ 1,596.00	\$ 1,642.00
Dog Licenses Surcharge	\$ 582.00	\$ 616.00	\$ 582.00	\$ 616.00
Marriage Surcharge	\$ 247.00	\$ 133.00	\$ 247.00	\$ 133.00
Grand Total	\$ 132,155.46	\$ 81,658.03	\$ 132,155.46	\$ 81,658.43

POLICE DEPARTMENT

- Dispatcher James Deschenes retired from the Police Department on July 15, 2016 after 35 years of service.
- The Detective Division continues to conduct backgrounds on candidates for the Dispatcher position.
- Patrol Calls for July are as follows:

Alarm Hold Up Alarm	3	Sudden Death	1	Intoxicated	13
Animal	1	Suicide Attempt	2	Juvenile Complaint	16
Assault In Progress	3	Suspicious In Progress	114	K9 Call	1
Assist Other Agency	1	Suspicious Report	1	Landlord/TenantDispute	1
Breach In Progress	14	Threatening In Progress	3	Larceny from MV Report	40
Pris/Paperwork to Court	1	Alarm Commercial Burg	89	Larceny Report	43
CriminalMischiefInProg	1	Alarm Residential Burg	40	Location General	253
CustomerDisputeInProg	6	Animal	28	Location School	2
Domestic In Progress	22	Assault Report	4	Lockout Building	3
Drug Active	2	Assist Notification	2	Lockout MV special circ	1
EDP In Progress	10	Assist Other Agency	26	Medical Stand By	1

Fire Alarm	22	Breach Report	2	Missing	8
Fire Hazmat	3	Burglary Report	4	MV Abandoned	13
Fire Mutual Aid Request	1	Car Seat	4	MV Assist	50
Fire Other	9	CheckWelfare 911 hang-up	22	MV Complaint In Progress	26
Fire Rescue	1	Check Welfare Other	44	MV Complaint Report	17
Fire Structure Fire	7	Clear Lot	4	MVA Evading	11
Fire Vehicle Fire	4	Pris/Paperwork to Court	21	MVA Property Only	90
Harassment In Progress	3	Criminal Mischief Report	11	Neighbor In Progress	2
Harassment Report	1	CSO	2	Neighbor Report	12
LandlordTenantDisputeln Prog	3	Customer Dispute Report	4	Noise	23
Larceny In Progress	16	Dog Complaint	56	Parking Violation	11
Larceny Report	1	Domestic Report	6	Pistol Temp Permit Issued	25
Medical Alarm	9	Drug Active	1	Property Found	19
Medical Cardiac	24	DUI	4	Property Lost	5
Medical Diabetic	8	Escort Funeral	8	Recovered Stolen MV	3
Medical Fall	42	Escort Other	5	Serve Warrant	21
Medical Other	141	Escort Tax	17	Sexual Assault Report	4
Medical Respiratory	25	Fingerprint	27	SpecificDetail CADnumber	89
Medical Trauma	5	FireCODetectorNoSympt	5	Stolen MV	2
Medical Unresponsive	6	Fire Structure Fire	1	Suspicious Report	36
MV Abandoned	1	Fire Trouble Alarm	3	Test Police	1
MV Assist	3	Fire Water Problem	2	Threatening Report	1
MVA Evading	2	Fireworks	19	Tow	12
MVA Injury	18	FollowUp	63	Town Ordinance Violation	2
MVA Property Only	1	Harassment Report	9	Traffic Stop	410
Open Door / Window	8	Hazard	58	Trespass In Progress	7
				Trespass Report	4
				Total	2418

- Investigations and calls by Patrol Officers in July included:
 - NPD received a 911 call regarding two male parties that were intoxicated and fighting in the street. As officers arrived, they observed two males walking towards them and one walking away. Officers made contact with the two males and noticed one of the males had facial abrasions and was bleeding. The other male who was walking away was detained by additional officers. This male also had facial abrasions and was bleeding. Officers learned that the two injured males were brothers. The two brothers were intoxicated and assaulted each other in the street in front of their house. Neither brother wished to pursue charges, but it was explained to them that this was a domestic incident and an arrest was mandated. AMR responded to the scene and administered first aid to the two brothers. Both brothers were charged with violation of C.G.S 53a-181, Breach of Peace; and 53a-61, Assault in the Third Degree.
 - Officers were dispatched to a suspected fraudulent use of a credit card crime in progress at a local business. Upon arrival, officers were notified that someone was recently in the store and was suspected of fraudulently using a stolen credit card. Three individuals were together and purchased \$1700 worth of merchandise utilizing the credit card. After completing the transaction they left the store together and drove away. A description of the vehicle and the three suspects was broadcast to surrounding towns. A short time later the Berlin Police Department reported finding a vehicle matching the suspect vehicle description parked in a business parking lot in their town. Newington officers responded and detained the three individuals as they exited the store. During the investigation, officers learned that the suspects had recently stolen a woman's purse in West Hartford. After stealing the purse, the individuals used the stolen credit cards to make purchases in Newington and then in Berlin as well. The individuals involved were charged with 53a-125 Larceny

in the Fourth Degree, 53a-48/53a-125 Conspiracy to Commit Larceny in the Fourth Degree, 2 counts of 53a-128c Credit Card Theft, 2 counts of 53a-48/53a-128c Conspiracy to Commit Credit Card Theft, 2 counts of 53a-128d Illegal Use of Credit Card, and 2 counts of 53a-48/53a-128d Conspiracy to Commit Illegal Use of a Credit Card. These individuals will also be arrested by West Hartford Police and Berlin Police for crimes committed in their towns as well. They are also suspected of committing additional crimes in Newington and will face additional charges here as well.

- In July, Detective Division Personnel:
 - Handled 88 investigations, 63 remain ongoing and 25 were closed by investigative methods.
 - Served 26 arrest warrants, 20 by Patrol Officers and 6 by Detective Division personnel.
 - In July of 2016 Detectives conducted an investigation involving allegations that an adult male had sexually assaulted a female juvenile victim on several occasions, in multiple jurisdictions, over a period of several years. The alleged sexual assaults that were determined to have taken place in Newington, occurred in a motel on the Berlin Turnpike between the dates of 09/10/15 and 07/11/16. This investigation resulted in the arrest of Michael Pittman (D.O.B. 06/29/64) of no certain address, for 4 counts of Sexual Assault in the First Degree, and 4 counts of Impairing the Morals of a Child. Pittman was detained on a court set bond of \$750,000.00.
 - On July 26th Newington Detectives arrested Randall Michaels, 33, of 24 Merrill Street, Hartford, CT, for 2 counts of Robbery First Degree, Conspiracy to Commit Robbery in the First Degree, Assault in the Second Degree, Larceny in the Fourth Degree, Larceny in the Sixth Degree, Reckless Endangerment in the First Degree, and Carrying a Dangerous Weapon. Michaels was arrested on two outstanding arrest warrants alleging that on 11/18/15 and 12/07/15, he participated in the robbery of Subway, 975 Main Street, Newington, CT, and the Quick Stop Convenience Store, 1125 Willard Avenue, Newington, CT. Michaels was alleged to be armed with a handgun during the commission of both robberies. During the robbery of Quick Stop, the store clerk was assaulted. Michaels was subsequently held on a total bond of \$450,000.
 - On July 27th Newington Detectives arrested Timothy Warren, 49, of 59 Loomis Street, Hartford, CT on the charge of Conspiracy to Commit Robbery in the First Degree. The arrest by warrant alleges that on 12/07/15, Warren participated in the robbery of the Quick Stop Convenience Store, 1125 Willard Avenue, Newington, CT. The store clerk was assaulted during the commission of the robbery. Warren was held on a \$100,000 bond.
- In July, the Community Service Officer (CSO):
 - Continued to work with Town Manager's office and Zoning regarding multiple and various complaints at 117 Buena Vista.
 - Attended Law Enforcement Day at Camp Courant in Farmington.
 - Organized and attended The Senior Picnic at The Senior and Disabled Center on July 22.

UCR/NIBRS Selected Crimes
Preliminary June 2016 **June 2015**

Type of Crime	# of Offenses	Value of Crime	# of Offenses	Value of Crime
Murder	--	--	--	--
Forcible Rape	1	--	2	--
Robbery	--	--	--	--
Assault	1	--	6	--
Burglary	8	2,180	10	10,643
Larceny Theft	56	29,905	42	29,598
Auto Theft	10	64,125	3	7,700
Totals	76	96,210	63	47,941

- During the month of June 2016 the Police Department arrested 70 adults: 8 for assaults, 2 for vandalism, 39 for drug charges, 5 for offenses against family & children, 12 for DUI, 2 for disorderly conduct, 17 for larceny and 10 for other offenses. We also arrested or referred 7 persons under the age of 18: 2 for assault, 1 for burglary, 1 for vandalism, 1 for disorderly conduct and 2 for other offenses.
- Police Department Overtime:
 - Comparison
 - OT June \$121,172 2.9 pay periods (1 holiday)
 - OT July \$ 56,709 1.1 pay periods due to start of new fiscal year
 - Total decrease \$ 64,463 decrease due to less pay periods

- During July, 1 officer at the academy in training and 1 dispatcher vacancy. These vacancies have an impact on the overtime for a total of 2 positions vacant on the schedule in the patrol division and dispatch. The Detective Division continues to conduct backgrounds on candidates for the Dispatcher position.
- Admin overtime \$0.
- Patrol overtime: \$39,605 a decrease of \$27,371. Overtime included investigations for accidents Midstate Regional Accident investigation, several DUI arrests, domestic calls, sexual assault, missing person, Drug arrests, Extravaganza coverage, Honor Guard for funeral, casework, holdovers, booking process, and overtime for time off/vacancies.
- Detective Division overtime \$1,107, a decrease of \$5,021. Overtime included, interviews, Honor Guard for funeral, sexual assault, and background investigations for Dispatcher hiring.
- Communications overtime \$10,361 a decrease of \$12,385. Overtime included several time off leaves, OT to fill a dispatcher vacancy, and staffing for weekends to allow for 2 dispatchers on for all shifts.
- Education overtime \$3,615 a decrease of \$10,958 for training classes consisting of Emergency Response Team training, spring firearms training, and Collect recertifications.
- Support Services overtime \$2,021 a decrease of \$9,728. Overtime included EMS Subcommittee, and 911 power outage.
- ACO overtime \$0.

FIRE DEPARTMENT – JULY 2016 INFORMATION

- The following is a report of the training activities of the Newington Fire Department for the month of July, 2016.

Training Summary

Driver Training	Road Time	2 hours
Fire Officer 1 Certification		96 hours
Fire Instructor 1 Certification		56 hours
Company Training-Co. #2	SOP/SOG Review	15 hours
	Haz/Mat Equipment	15 hours
Company Training – Co. #1	Hand Line Operations	32 hours
Company Training – Co. #2	Engine Operations/Placement	32 hours
Multi-Company Training	New SCBA Units – Co. #1 & Co. #4	77 hours
Multi-Company Training	Haz/Mat Refresher-Co. #2 & Co. #3	90 hours
Departmental Training	SCBA	167 hours
Co. #1 Training	New Member Orientation	10 hours
Rescue Training	NVA Demonstration	18 hours
Reinventing Leadership Training		8 hours
Total Hours		618 hours

FIRE MARSHAL

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

INSPECTIONS	22
INSPECTION FOLLOW-UPS	43
PLAN REVIEW	10
JOB SITE INSPECTIONS	3
FIRE INVESTIGATIONS	4
FIRE ALARM TROUBLE	4
COMPLAINTS	3
TANK REMOVALS	0
HAZ/MAT	0
BLASTINGS	4

Incidents:

- There were no significant fire incidents or injuries reported in June. Responded to **25** fire calls during the month.

Fire Marshal's/Chief's Activities:

- Attended a meeting with Town officials to review plans for the Annual Extravaganza at Mill Pond Park.
- Met with the BOE Security Director to review the annual updates to the school emergency plans.
- Conducted a cause and origin investigation for a fire at the Balf/Tilcon Plant on Hartford Avenue and worked with other town agencies to address site safety concerns.
- Met with the fireworks contractor to review the discharge site and set-up plans for this year's show.
- Conducted an inspection of the carnival equipment with the building official and state fire marshal's office prior to the Annual Carnival.
- Attended the monthly Safe Home Committee meeting at Town Hall.
- Conducted inspections of the tents and electrical equipment to be used for the Annual P&R Extravaganza with the building official.
- Activated the CERT team for the Extravaganza to assist parks and recreations staff with traffic and crowd control duties.
- Conducted an explosive display inspection and maintained site security during the annual fireworks show.
- Responded along with Engine-2 to a Task Force Activation in Rocky Hill for assistance at the scene of a residential structure fire.
- Activated the CERT team to provide traffic control assistance for a Newington Little League Tournament at Clem Lemire Field on Balducci Way.
- Attended a department drill to review the new features and operation of our new SCBA equipment.
- Conducted the monthly Command Staff meeting at fire headquarters.
- Attended the monthly staff meeting at Town Hall.
- Attended a joint Fire and EMS Command Staff meeting at fire headquarters to review various agency topics and community concerns.

HIGHWAY DEPARTMENT

Administration

- Continued to meet with residents to discuss various issues and concerns.
- Attended Department Head and Public Works Team meetings.
- Attended various construction project meetings.
- Continued with Landfill closure project tasks.

Roadway Maintenance

- Crews continued with litter pickup/graffiti Town wide.
- Continued with Town wide pot hole patching.
- Highway operators continued with Landfill material processing.
- Continued drainage and roadway improvements on roadways scheduled for mill and overlay.
- Repaired/rebuilt several storm water catch basins as needed.
- Crews completed extensive tree clearing on numerous roadways throughout Town due to the severe weather on July 22nd.
- Assist Parks Department with Extravaganza.

Traffic Division

- Replaced and/or repaired missing/damaged street name and regulatory signs.
- Continued to assist with Food Share set-up.
- Assist Police Department in the locations of speed boxes and other various requests.
- Assist Highway Department with tree removal due to storm.
- Assisted with traffic control and other duties for the annual Extravaganza.

Fleet Maintenance

- Performed routine preventative maintenance and emergency repairs for all town vehicles and equipment.
- Continued with the outfitting of one new police vehicle.
- Began up fitting utility vehicle for Police Department's K-9 unit.

- Completed emergency and support of road reconstruction equipment throughout the month.

Sanitation/Recycling/Landfill

- Scheduled 808 residential bulk items for collection for the month.
- Scheduled 145 condominium bulk items for collection for the month.
- Scheduled 48 condo/residential scrap metal items for collection for the month.
- 8358 tons of cumulative Municipal Solid Waste were collected from July through June.
- 2846 tons of cumulative recyclables were collected from July through June.
- 1325 mattresses and 639 box springs were collected from July through June.
- 439 televisions were collected from July through June.
- Issued 61 permanent landfill permits and 9 temporary permits for the month.

TOWN PLANNER

Town Plan and Zoning Commission Actions:

Regular TPZ Meeting on July 13, 2016:

- Approved, with conditions, Petition #22-16: Special Permit (Section 3.15.3: Restaurant) at 2551 Berlin Turnpike (The Sloppy Waffle). The Sloppy Waffle, applicant.
- Approved, with conditions, Petition #29-16: Site Plan Modification at 49 Hollow Tree Lane. Hollow Tree Lane LLC, owner.
- Approved Petition #27-16: Special Permit (Section 6.2.4: Freestanding Sign) at 109 Stamm Road. Sign Pro Inc., applicant.

Regular TPZ Meeting on July 27, 2016:

- Approved Petition #32-16: Special Permit (Section 3.4.4: Home Occupation and Professional Office) at 51 Gilbert Road. Kristin Vacca, applicant.
- Approved, effective upon publication, Petition #06-16: Zoning Text Amendments (Sections 2 - 9). TPZ, applicant/contact.
- Approved, effective upon publication, Petition #19-16: Zoning Text Amendments (Section 3.49 and 6.7: Interior Lots). Town Plan and Zoning Commission, applicant.
- Approved, effective upon publication, Petition #28-16: Zoning Text Amendment (Section 3.0: Higher Density Residential Development Moratorium). Town Plan and Zoning Commission, applicant.

Town Planner Activities:

Approved, Pending, and Future TPZ Applications

- July 6: Staff meeting with owner of 610 N. Mountain Road.
- July 15: Staff meeting with owner of Puerto Vallarta.
- July 18: Staff meeting with owner of proposed “tiny house”.
- July 21: Staff meeting with potential buyer of 719 Cedar Street.
- July 25: Staff meeting with owners of Southfield Children’s Center.

TOD/CTfastrak/Amtrak Corridor Planning:

- July 6: Staff meeting with Amtrak contractors re: upcoming night work.

Grant-Funded Project Activities

- July 25: Participated in Road Safety Audit site walk and meeting.

Board and Commission Meetings:

- July 13: Staff meeting re: 174 Francis Avenue
- July 13: Attended Open Space Committee regular meeting.
- July 27: Attended TPZ regular meeting.

Professional Development/Training:

- None

Miscellaneous

- July 13: Staff meeting re: 174 Francis Avenue.
- July 13: Attended monthly Public Works Department Head meeting.
- July 18: Attended staff meeting re: Engineering -TPZ coordination.
- July 21: Attended staff Sidewalk Planning Committee meeting.
- July 26: Attended Roundtable on Climate and Jobs at Hartford Library.
- July 27: Attended monthly department head meeting.

- July: Responded to approximately 22 phone messages from citizens, applicants, staff and elected/appointed officials.
- July: Received and sent approximately 517 emails from citizens, applicants, staff and elected/appointed officials.

TOWN ENGINEER

- During the month of July, twenty-six excavation permits were issued:
 - Gas Lateral – 6
 - Driveway – 19
 - Gas Main – 1
- Project Administration DEEP – South Branch of the Park River (SBPR) Flood Control Project: **Status** – Major operations completed last summer\fall; **Current activities:** Restoration efforts (the installation of topsoil, minor grading and seeding) should be completed. DEEP has stated the last herbicide application for invasive plants (Japanese Knotweed) will commence this fall. 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 DEEP will provide the Town of Newington a "Draft" agreement proposing continued maintenance operations to be performed by Town of Newington.
- The Town Engineer attended the monthly DPW Meeting.
- The Town Engineer attended the monthly CRCOG Transportation Meeting.
- The Town Engineer attended and participated in a Road Survey Safety Audit (including field mtg.)
- The Town Engineer attended the DEEP, annual seminar for "Legal & Administrative" Wetland updates.
- The Town Engineer attended a seminar on "Structural Loading", Buildings, retaining walls, etc.
- The Town Engineer attended and participated in a team staff meeting with the intent to identify department projects, allocate resources, establish timelines and schedules accordingly.
- **Wetlands:** In the Month of July, The Town Engineer acting as the Wetland Agent, Administered (2) 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.
 - I.W. Application - 2016-13AA, 23 Burdon Lane, was approved for the installation of a deck in the Upland Review Area.
 - I.W. Application - 2016-14AA, 85 Reservoir Road, the B.O.E. has proposed additional parking along the exit drive at Anna Reynolds School. Improvements include paving, upgraded sidewalk handicap ramps and minor topsoil installation in the Upland Review Area.
 - Engineering staff assisted with residents\applicants in discussion preparation of future applications.
 - Additionally, the Town Engineer and Inland Wetland Chairman regularly meet and perform field inspections to facilitate the Agent Administered applications.
- **Site Plan Review:** Engineering continued to review (5) site plan applications with regard to LID\Stormwater Drainage, TPZ, Zoning and/or Inland Wetland regulations. Engineering reviews multiple iterations of plans and calculations to ensure conformance with the Town of Newington TPZ, Zoning and Inland Wetland Regulations.

- **Sidewalks\Concrete Work:** Status: Engineering staff continues to administer the repair and replacement of concrete sidewalk. The contractor (Martin Laviero Construction) was the successful bid candidate for the FY 2016-2017 concrete maintenance and repairs contract. Engineering continues to assess, catalogue (measure, estimates, etc.) and prepare a schedule in preparation for the next fiscal year beginning 07/01/2016. The first wave of concrete work has been accomplished for handicap ramp replacement on the roads scheduled for Mill & Overlay. The next phase of sidewalk repair will commence at various locations throughout the Town of Newington.
- **C.I.P. (Roadway Items):** Status: Roadways scheduled for maintenance (i.e. Mill and Overlay) will commence on or around the first week of August. 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. The Highway Superintendent and Town Engineer met with the MDC in a continued effort to compare paving scheduled and project timelines. These coordination meetings are essential to reduce scheduling conflicts and or to facilitate utility improvements prior to paving operations.
- **B.O.E. Design\Project Administration:** Status – Currently under Construction, Engineering staff has administered the design effort with the Ruth Chaffee parking lot, playground and site improvement plan. Engineering has completed the survey stakeout with operations (DPW) completed for the parking lot on the east side of Chaffee School. 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 slated in June for the playground area on the west side of the property. The playground will be prepared by DPW, although constructed by various sub-contractors specializing in the playground installation (concrete, play surface, equipment install, etc.). Paving of the walkways on school grounds will be completed by DPW forces this construction season.
- **D.O.T. – Vendor in Place Program (VIP) –** The “Maintenance” division of D.O.T. prepares the yearly Mill & Overlay Program that is scheduled to commence this summer for the section of Route #175 from the intersection of Willard Ave. (Rte. #173) to the intersection of Constance Leigh Drive. Additionally, the “Construction” division of D.O.T. has awarded a contract (**State Project, 171-382**) for Traffic Signal Improvements throughout the State. The Town of Newington will receive improvements at (9) intersections throughout town. The Town of Newington website has a link to the D.O.T. construction portal indicating the intersections slated for improvements. The DOT operations have commenced and are at various stages of construction. Rizzo construction is the primary contractor and Martin Laviero is the sub-contractor responsible for all sidewalk replacement.
- **D.O.T. – Rte. 175 & Rte. 5\15 Intersection –** The DOT performed a Public Information Meeting outlining the proposed improvements slated for the above referenced intersection. The location experiences both a high flow of traffic at peak hours and accidents with vehicles negotiating the interchange. The improvements include a dedicated ramp for the Rte. 5\15 southbound off-ramp, thereby allowing the free flow of traffic to Rte. 175 west. Improvements include a traffic island at the exit prohibiting a left turn (illegal) to Rte. 175 east bound. This effort will assist in reducing confusion and resultant accidents at this location. This improvement is minor effort and expected to be implemented by the DOT maintenance division scheduled for the 2017 construction season.

BUILDING DEPARTMENT

- An Application was applied for and is under review to build the shell for the new Starbucks to be built at 14 Fenn Road.
- Municipal Permits:
 - A Building Application was approved for a propane tank for the generator at the Kellogg Eddy House located at 679 Willard Avenue.
 - An Electrical Permit was issued to replace the electrical panel and install a 22kw liquid propane Generac generator at the Kellogg Eddy House.
- There were 79 Solar Permits issued from January through July 2016.
- Assistant Building Official Richard (Red) Smith will be retiring from the Building Dept. on September 2, 2016. He started with the Town on January 9, 2006. The job is posted with C.B.O.A and O.E.D.M and will close on August 2, 2016.
- There was one Certificate of Occupancy issued in July for the Damato Chiropractic Center located at 123 Lowrey Place.

- Building Department for the month of July was as follows: The Inspectors completed a total of 182 inspections. They were: A/C Installation (1), Above Ceiling (2), Alarm (1), Boiler (3), Decks (12), Electrical (19), Final (66), Footings (10), Foundation (4), Framing (5), Gas Line (5), Insulation (12), Mechanical (1), Plumbing (3), Pools (5), Roofing (3), Rough (27), Sheathing (3).
- The total number of Building/Renovation Permits issued / applied for the month of July was **185** producing a total permit value of **\$1,599,910.00**.

They are categorized as follows:

<u>TYPE OF PERMIT</u>	<u># OF PERMITS</u>	<u>VALUE OF PERMITS</u>
ADDITIONS / ALTERATIONS	36	757,624.00
DECK	9	44,301.00
DEMOLITION	1	7,500.00
ELECTRICAL	54	231,140.00
FENCE	0	0.00
FIRE SUPPRESSION / SPRINKLER	0	0.00
FOOTING / FOUNDATION	0	0.00
FUEL TANK	6	15,312.00
GARAGE / SHED	2	13,000.00
MECHANICAL	24	189,289.00
NEW COMMERCIAL	1	69,274.00
NEW MUNICIPAL	0	0.00
NEW RESIDENTIAL	0	0.00
PLUMBING	18	37,003.00
POOL	1	6,401.00
ROOFING/SIDING	17	142,673.00
SIGN	10	38,475.00
SOLAR	4	44,318.00
TENT	2	3,600.00
TOTAL	185	\$1,599,910.00

The total Building income fees received in the month of July was **\$18,601.00**.

- The total fees for other income were as follows: Town Planning and Zoning (Applications/Publications) \$1025.00, Environmental \$240.00, Conservation \$0.00, Zoning Board of Appeals \$75.00, Copies, Books and Maps \$66.00 Driveway / Excavation \$1100.00 Engineering copies \$99.25. The other total income is \$2605.25.

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

	<u>2016</u>	<u>2015</u>
Value of Permits issued for July:	\$1,999,910.00	\$2,480,144.00
Fees for Permits issued for July:	\$18,601.00	\$31,651.00
Other income Fees for July:	\$2,605.25	\$8,063.75
Building Permits Issued for July:	185	204

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

<u>2015-2016</u>		<u>2014-2015</u>	
Value	Permit Fee	Value	Permit Fee
\$1,999,910.00	\$18,601.00	\$2,480,144.00	\$31,651.00

HUMAN SERVICES

- Director Karen Futoma, Human Services Coordinator Carol LaBrecque, Social Worker Pam Wassik and Clinical Services Coordinator Pat Meskill were invited and honored to be present for the ceremonial signing of SB 119, An Act to Establish a Task Force on Hoarding at the Governor's office on July 7th. Also present were Town Manager Tanya Lane, Mayor Roy Zartarian, Senator Paul Doyle, Representative Gary Byron, Lt. Meghan Manke and several other members of the Statewide Hoarding

Working Group initiated by Newington Human Services. The work that's been done over the past two years locally and statewide is tremendous with a unified effort to enhance the way we respond and assist with situations that may involve hoarding. Human Services has spent much time educating and enhancing our response and learned much about hoarding as a mental health disorder. Several members of the working group, including Director Futoma are being vetted for appointment to the State Task Force. A report of our findings/recommendations will be due January 2017.

- Pam Wassik is taking the lead prepping and collecting school supplies for distribution in August for families facing financial hardship.
- The Food Bank assisted 156 households with 743 bags of groceries distributed.
- Staff continue to prepare for and interview/qualify residents for the food bank/clothing closet and upcoming holiday programs.
- Open Air Market served 120 households during 2 bi-weekly distributions this month.
- The Clothing Closet served 16 households, providing 24 bags of clothes.
- The Special Needs Fund assisted 6 residents with 8 bills, 4-utility, 2-housing and 2-medical. 2 residents were 60+.
- There were 83 cases in our Social Casework program. 24 were new referrals.
- The Youth and Family Counseling Program had 18 active cases, 3 of which were new. Clinicians provided 25 clinical therapy sessions with a total of 27.25 clinical service hours.
- The LGBTQ group cancelled their meeting this month.
- 3 police referrals were received for follow up.
- There were no JRB referrals this month.
- Rik Huggard is working with the middle schools to finalize the schedule and structure for the 5th grade Adventure Learning Program. This will be co-facilitated with the Health and Wellness teachers for academic year 2016-17.
- Fall SCORE programs are being finalized with the brochure going out to the schools by the end of August. The brochure will also be uploaded to our website at that time.
- The 8th grade Adventure Bound Challenge program is also being planned with registration flyers being distributed August 31st.
- We continue to receive requests for Autumn challenge course programs from new and returning clients.
- Summer Youth Adventures is in full swing; programs are filled to capacity with waiting lists for every program. Weather has been very cooperative this month.
- The yurt ramp was constructed through an Eagle Scout project from Troop 347.
- There were 2 requests for community service. 25 hours were completed with one being a carryover from June.
- Clinical Coordinator Pat Meskill presented a 2-hour program focused on teen relationships at the library for their Teen Summer Program. She also provided consultation with P & R regarding challenging behavior of a couple of summer campers.
- Director Futoma and Coordinator LaBrecque continue to participate in regional health planning meetings through CCHD and via SHIP, the State Health Improvement Plan.
- Staff also continue to participate in our local Safe Homes Committee to enhance response and intervention.
- Staff attended workshops, trainings and meetings throughout the month.

July 2016 Statistics

Selected Programs	FY 16-17 Undp. Total This Month	FY 15-16 Undp. Total Last Month	FY 16-17 Cum. Undp. Total YTD	FY 15-16 Cum. Undp. Total YTD
Youth & Family Counseling Cases	18	15	18	10
Youth & Family Service Hours	27.25	27.25	27.25	33

JRB Cases	0	0	0	1
Positive Youth Development	729	401	729	601
Information and Referral	926	694	926	591
Social Casework Cases	83	59	83	98
Under 55 =	25	19	25	19
Under 55 Disabled =	19	16	19	35
Over 55 =	39	24	39	44
Social Casework Service Hours	128.50	88	128.50	191
Under 55 =	42.25	29	42.25	24.25
Over 55 disabled and/or disabled	86.25	59	86.25	166.75
Food Bank Households	156	136	156	136
#Bags of Groceries Distributed	734	678	734	674
Special Needs	6	10	6	8

SENIOR AND DISABLED CENTER

- The highlight of the month was the Newington Police Department's Annual Safety Picnic. Featuring hotdogs, burgers and salads cooked and served by Newington's finest and a great presentation about active shooter response, this was, as usual, an immensely popular activity.
- On July 8th, the Atrium at Rocky Hill sponsored a Lunch and Learn program with a presentation on dementia and summer safety.
- A new monthly program for veterans kicked off on July 15th. All who served in the United States Military were invited to attend to share in camaraderie, develop new friendships and learn about possible benefits, entitlements and services. The Veterans Coffee Hour was is hosted by Wayne I. Rioux, Veterans Liaison for Hartford Health Care at Home.
- Another new program that started this month was Tech Help. Every Wednesday from 10 to 2 skilled volunteers are available in the computer learning center to provide guidance, support and troubleshooting to participants on the Center's computers or the participants' device.
- The Center's Fitness Room currently has more than 150 active users and this month a new service started. Once a week, certified trainers from Newington's Gym Guyz, are available in the fitness room to provide guidance, coaching and support to Fitness Room members. Eventually, small group coaching will be available to participants for an additional fee.
- The closure of the AARP Chapter 697 also brought the end of trip sponsored trips and travel at the Center. In response to the clear demand, a group of volunteers was recruited and convened to explore a new operating model for making trips and travel available through the Center. The first trip, based on demand, is a Foxwoods trip in October.
- For the first time ever, the Community Renewal Team instituted a cap on the number of meals that can be served in the daily lunch program. Newington is limited to 50 meals per day. This cap is for the remainder of the federal fiscal year for this Older American's Act funded program. The impact of the cap is being monitored. This is in addition to a moratorium placed on new enrollments to the home delivered meal program which has been wait-listed. These measures are typical in other jurisdictions but have never been implemented in the north central region.
- The Center's membership year came to a close and is in the process of renewals. The total membership in June was 1,695.
- There were 200+ opportunities to participate in programs at the Center over the summer with some one time programs and ongoing as well as several opportunities that are daily with a total recorded attendance of 3101 by 508 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 and show that approximately 350 people a day used the Center.

- Dial-a-Ride provided 1092 trips to 104 people this month, covering 3361 miles.
- Center staffing was complemented by 606 hours of unpaid service in 215 instances by 46 volunteers.

PARKS AND RECREATION

Recreation Division

- Many season pool pass holders have continued to enjoy both Mill Pond Park and Churchill Park Pools.
- Free Summer Fun Runs were held on Wednesdays, July 13th, 20th and 27th. This program continues to grow and attract more runners each year.
- A consignment ticket program was offered with discounted tickets to Six Flags, Lake Compounce and Connecticut Science Center. Many residents have taken advantage of these discounted tickets.
- Parks & Recreation Summer Concert Series completed a successful 24th season sponsored by Data-Mail, Inc. Four of the 11 concerts were held on July 7th, 15th, 21st and 28th. Local businesses partnered with us for a new promotion, the “Crazy Concert Cookie Giveaway”, in which we passed out 300 donated cookies at each concert. Local business partners in this promotion included: Giovanni’s Bakery and Pastry Shop, The Kakery, Best Market, Price Chopper, Stew Leonard’s, Jefferson House, Rainbow International and Stop and Shop.
- A full week of events to celebrate the 35th Annual Life. Be in it. Extravaganza was held from Sunday, July 10th through Saturday, July 16th.
 - Sunday, July 10th
 - Concert in the Park featuring 102d Army Band
 - Monday, July 11th
 - Family Pool Float Night
 - Cheerleading clinic
 - Tuesday, July 12th
 - Cheerleading clinic
 - Wednesday, July 13th
 - Menchie’s Frozen Yogurt and Family Tie Dye Party
 - Century 21 Stamm Eddy Helicopter Rides
 - Summer Carnival
 - Thursday, July 14th
 - Summer Carnival
 - Friday, July 15th
 - Re/Max Precision Realty Hot Air Balloon Rides
 - Local Craft Beer Tasting and Beer Garden
 - Data-Mail, Inc. Concert in the Park featuring Latanya Farrell
 - Summer Carnival
 - Saturday, July 16th
 - 35th Annual Life. Be in it. Extravaganza
- The 35th Annual Extravaganza and all related events were extremely successful this year. Many new events and activities were introduced this year, and the fireworks budget was doubled, largely due to new advertising programs, partnerships with local businesses, sponsors, and fundraising efforts through special events held throughout the year.
- Camp RECreate (formerly Summer Playgrounds program) for children entering Grades 2-8 has been attended by an average of 345 children per week. Program hours were extended this year to accommodate more families, a sibling discount was offered, additional field trips and special events were added, and each child who attended receive a t-shirt.
- The Camp Counselor in Training (CIT) program was restructured to provide more training, job skills and community service experience for the participants who attended the 4 week program.
 - CITs each spent two weeks at two Camp RECreate sites (Patterson and MCC).
 - Training days included:
 - Job Applications and Interviews
 - Career Day (featuring guest speakers from Human Services, Police, Parks and Recreation, Finance and Education)
 - Community Service Project Wrap-Up
 - CITs conducted community service projects that involved campers and their families.
 - CITs worked in the Mill Pond Park concession stand for real life job experience

- CITs volunteered their time at other Parks and Recreation events. Some of their volunteer work included distributing cookies at the Summer Concert Series, wearing mascot costumes at the Extravaganza, and helping with various events at the Extravaganza such as tie-dye, helicopter rides, and running the family games.
- Playground Pals for children entering Kindergarten and Grade 1 has been attended by an average of 68 children each week, with an additional average of 34 children attending early care each week.
- Summer Sunshine for children ages 3-5 was attended by an average of 17 participants each week.
- Staff worked to put together a comprehensive variety of programs and events for the Fall season, and the Parks and Recreation Fall 2016 Program Guide is being created.

Upcoming – Recreation Division

- The 7-week Camp RECreate program will end on Friday, August 5th.
- Camp S'more, a new one-week program for children entering grades K-4, will be held August 8th – 12th.
- Free Summer Fun Runs will be held on August 3rd, 10th and 17th.
- The Fall Program Guide will be distributed to residents as an insert in the September issue of Newington Life during the last week of August.
- Churchill Pool will close for the season on Sunday, August 14th.
- Mill Pond Pool will close for the season on Sunday, August 21st.
- A dog swim will be offered at Mill Pond Pool on Monday, August 22nd.
- Men's and Women's Softball League playoffs will begin in early August.

Parks and Grounds and Cemeteries

- Staff set-up, maintained and broke down chairs, tables, fencing, electrical connections, trash receptacles, mowed and trimmed lawn areas, kept bathrooms clean, picked up litter and attended to the various needs of the users of Mill Pond Park in order to help make the Extravaganza a success.
- Legends Field at Clem Lemire Park was groomed in preparation of the baseball game that was part of the 2016 USA Cuba Goodwill Tour.
- Park crews began pruning at all Town buildings.
- Staff began applying mulch to school playgrounds.
- An intense thunder storm caused tree damage to the north end of town that required staff to remove downed trees and limbs for several days.
- There were 9 interments and 4 plot sales.

Tree Warden

- Removed a hazardous tree limb hanging over roadway, 80 Brook Street.
- Removed three broken trees from storm, lower driveway Fire Headquarters.
- Call From resident at 62 Patriot Lane, stated tree fell from Beacon Park onto his property. Checked out concern and removed tree from the Beacon Park side. No damage to resident's lawn, just a few broken flowers.
- Resident reported hanging branch over roadway at 58 Berkley Place, due to weekend storm. Removed hazard.
- Report from Highway Department of large limb over sidewalk at 49 Golf Street. Removed large broken limb and other hanging branches, tree ownership needs to be determined for possible removal.
- Resident notification of broken branches from Town tree at 63 Standard Ave. Removed hanging branches and other brush that fell from weekend storm.
- Report from Highway Department of brush down in front of 38 Welles Drive North, due to weekend storm. Crew chipped brush and cleaned roadway.
- Limbs down at Mill Pond Falls due to weekend storm, removed and cleaned area.
- Three trees down due to weekend storm at Beech Wood Park. Cut trees to make safe, large wood remains in woods, brush and some logs still need to be removed when time permits, area safe.
- Phone in report of dead tree at end of Elton Drive. Tree located and felled, wood sectioned into five foot sections and left at wood line, for later pickup.
- Resident from 93 Jeffery Lane reported that large branches were hanging over park. Branches were cut and tree made safe. Resident advised to contact a tree company to access and take proper action with remaining tree.
- Hanging branches removed from trees at Churchill Park after weekend storm.
- Parks Crew assisted Highway crew with large tree, across the roadway, due to weekend storm. All brush chipped and wood removed to open road.

LIBRARY

- The three summer reading programs have seen a lot of participation during the summer. 877 children are registered and have read 318,077 minutes so far. 142 teens are actively reading and participating in the Teen Summer Reading BINGO. And not to be left out, 405 adults are reading and entering the weekly drawings as part of the adult summer reading program.
- The Children's Department staff was keeping children fit and active with programs tied into the fitness summer reading to them. Family yoga, Mighty Medalists and Afternoon Athletes story times that included water games and relay races were some of these programs. Highlights of other programs included *Take a Tromp Through the Swamp* with musician Tom Sieling, *Gross Me Out*, a story time where children heard gross stories, made gross snacks and created slime and the very popular *Cookbook Clubs*. The four week program *Ready for Kindergarten* began to help children starting kindergarten develop skills needed for a successful school year. These programs as well as the regular story times and daycare visits rounded out the month. All together the children's staff offered 43 programs to 1,403 children and their caregivers.
- Teens enjoyed 11 programs to a combined audience of 190. The *Teen Life Hack Series* that offers programs to teach teens life skills have been very popular this summer. Teens learned how to make quesadillas at a cooking demo at *Outback Steakhouse*, how to do basic car maintenance and balance a budget, how to live in a dirty (germs) world, establish and maintain healthy relationships and basic mending skills for wardrobe malfunctions. Other programs included *Teen Desserts and Designs* a night of sundaes, art and games, *JumpingClay Workshop* and a packed Teen Horror Movie Night featuring the movie *The Boy*.
- Adults were offered 17 fun and interesting programs to an audience of 746. The series programs continued with great interest. And the Winner Is... movie series featured the films *Spotlight* and *Spectre* with daytime and evening showings for both movies. The *Made in Connecticut* series hosted *Severance Foods of Hartford*, one of the most respected specialty producers of tortilla chips. The *Mind, Body and Soul* series continued with *Good Life Fitness - How Exercise Benefits Your Mental Health* and a program on mediation. *Jane Eyre* by Charlotte Bronte was chosen for *Brown Bag it With a Book and Film Discussion*. The 2014 version of *Jane Eyre* was shown at the beginning of the month and a discussion of the book was held at the end of the month. Other programs included *Rhythms of the World* with Judy Handler and Mark Levesque, *Throwback Crafting-* making sun catchers and wind chimes out of CDs and *The Joy of Coloring*.
- The library ended the month with a family program at Healthtrax of Newington. Fun Night at Healthtrax had 110 children, teens and adult who were able to participate in a variety fitness programs and learn about library resources and other resources throughout town that are related to these activities. This program tied in with the summer reading fitness theme. Everyone could swim, try Zumba, kickboxing, Wally ball, spinning, basketball or the fitness equipment. It was a very fun night and a great way for people of all ages to be exposed to different ways to exercise and be active and healthy.
- Total circulation of library materials was 32,987. Digital media which includes eBooks, digital music, magazines, audiobooks and movies were downloaded 3,017 times from the library website. An average of 752 people visited the library each day. There were 10,977 visits to the library's homepage. Popular online services included *Ancestry.com*, *Reference USA*, *ProQuest* and *NoveList*. We are very excited that *BookFlix*, *Tumblebooks* and *Tumblebooks*, online services that offer eBooks for kids and teens, usage was up for the summer. All three services saw an increase from the previous year. Museum passes were used 140 times this month, the most popular was the *Mystic Aquarium*, *CT State Parks and Forest Day Pass* and *Imagine Nation*. The reference staff answered 5,825 reference questions. Free library meeting space including study rooms was used 373 times during the month.
- The library has been collaborating with the Board of Education on several upcoming projects. Diane Durette, Head of Reference is overseeing a digitization project of the Newington High School yearbooks. She has been working with Dr. Collins to gain access to all of the yearbooks that have been printed throughout the years. The library has many of the yearbooks but are missing some years. Dr. Collins has been very helpful with this project. After the yearbooks are scanned the library and the high school will each get a DVD of the scanned yearbooks. Also at the request of the Superintendent, the library will be working with the school to provide summer reading booklists for the students.
- Library Director Lisa Masten and Assistant Library Director Karen Benner represented the library at the Extravaganza on July 16. The library had a booth that promoted library services, offered reading suggestions and gave people a chance to spin to win a prize. People were asked to give their favorite book or author and we wrote it on sticky notes and posted them around the booth. If they did this they

could spin to win a prize on the library iPad. More than 130 people participated. It was a lot of fun to see which title or author was their favorite and was a great way to offer reading suggestions as well.

- In technology news, the Digital Services Librarian covered the basic computer troubleshooting techniques in the *Computer Troubleshooting* program. Digital magazines were added to all of the in-house *Samsung Galaxy* tablets. Documentation for all technology used in the meeting rooms was updated for the programmers and the public.
- In personnel news, Sara Riordan, a part-time Circulation Substitute was hired as the new part-time Children's Library Technician. She will begin her new job at the end of August. Library Director Lisa Masten continued her work on the Town website committee. Staff participated in several free online webinars including how to improve the workplace and evaluating children's books.
- In facilities news, 6 pine trees have been marked to be cut down along the side of the library in August. Some of the trees are dying and the pine needles from the trees are clogging the library roof drains and gutters causing a lot of water back-up. The Friends storage container will need to be moved prior to this happening.
- Topics of note that were researched this month included:
 1. Nutmeg Nominee Books.
 2. History of the Newington Volunteer Fire Department.
 3. Why does a stomach rumble and gurgle?
 4. Books on medieval dress.
 5. Information about travel to Guatemala.