



John Salomone
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

OFFICE OF THE TOWN MANAGER

MEMORANDUM

To: Newington Town Council
From: John Salomone, Town Manager
Date: July 19, 2013
Re: Monthly Report – June 2013

GENERAL ADMINISTRATION

- Town Manager John Salomone attended various CRCOG, MidState and CCM meetings.
- Mr. Salomone attended meetings for various projects related to the Town of Newington, including the MDC Church Street construction project, the Town Extravaganza and the busway.
- Mr. Salomone continued work related to the AFSCME union contract negotiations.
- Mr. Salomone and staff began continued with the collective bargaining process for the IPBO (police) union contract, which expires on June 30, 2013.
- Mr. Salomone met with Human Services staff to address donation storage issues.
- Mr. Salomone and staff participated in a State-wide emergency operations/severe weather exercise.
- Mr. Salomone interviewed potential Police Recruit candidates.
- Mr. Salomone worked with staff on enforcement of various blighted properties.
- Mr. Salomone met with residents and area business owners to address various issues and concerns as needed.
- Mr. Salomone met with staff and union representatives regarding various personnel issues.

Legal Services

- As of June 30, 2013, the Town has expended \$25,059.50 for legal services to the firm of ROME MCGUIGAN, P.C. (Firestone).

Overtime

Paid overtime during the month of JUNE 2013 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	100.5	\$ 4,312.26
WEEKEND STAND-BY AND CALL-IN	16.0	\$ 651.60
ROAD MAINTENANCE	32.7	\$ 1,538.02
TRAFFIC DIVISION	10.1	\$ 391.98
PAPER SHREDDING EVENT	4.2	\$ 175.02
E. GREEN	66.9	\$ 2,766.23
CRACK SEAL	5.8	\$ 232.63
GREAT OAK LN	0.5	\$ 20.84
TOTALS	236.7	\$ 10,088.58

PARKS AND GROUNDS DIVISION	Overtime Hours	Cost
Weekend Duty	40.0	\$ 1,212.50
Mowing	150.0	\$ 7,782.08
Herbicide	115.0	\$ 4,268.16
Cemetery	18.0	\$ 750.70
Tennis	30.0	\$ 1,080.56
Pool	40.0	\$ 1,675.00
TOTALS	393.0	\$ 16,769.00

POLICE DEPARTMENT	12-13 Budget Overtime Appr.	Overtime Expended 12-13 YTD	11-12 Budget Overtime Appr.	Overtime Expended 11-12 YTD
Administration	\$ 6,734.00	\$ 6,040.24	\$ 6,998.00	\$ 7,182.29
Patrol	592,745.00	742,326.59	563,361.00	678,469.01
Investigation	77,582.00	43,496.50	73,567.00	69,817.99
Communication	117,787.00	133,574.92	107,966.00	184,649.35
Education/Training	107,795.00	81,343.03	100,698.00	82,798.92
Support Services	40,751.00	29,519.49	40,452.00	38,065.22
Animal Control	7,548.00	1,807.14	9,567.00	3,913.19
Total	\$ 873,360.00	\$1,038,107.91	\$ 900,609.00	\$1,064,895.97
HIGHWAY DEPARTMENT				
Highway Operations	\$ 29,225.00	\$ 25,155.70	\$ 29,225.00	\$ 79,266.28
Snow and Ice Control	137,119.00	150,128.44	137,119.00	54,943.96
Traffic	8,684.00	3,951.95	8,684.00	6,641.82
Vehicles and Equipment	28,981.00	20,645.51	29,981.00	45,033.08
Leaf Collection	55,937.00	38,401.53	55,937.00	36,990.88
Total	\$ 259,946.00	\$ 238,283.13	\$ 259,946.00	\$ 222,876.02
PARKS AND GROUNDS				
Parks and Grounds	\$ 142,799.00	\$ 151,285.23	\$ 142,799.00	\$ 190,126.68
Cemeteries	15,635.00	12,978.66	15,635.00	11,132.52
Total	\$ 158,434.00	\$ 164,263.89	\$ 158,434.00	\$ 201,259.20

PERSONNEL

- Patricia Meskill was appointed to the full-time Clinical Services Coordinator/Clinical Social Worker position, effective July 1, 2013. Ms. Meskill will begin the transition to the position on a part-time basis in June.
- A public posting for the Equipment Operator I position was posted on May 7, 2013 with a closing date of May 24. Approximately 75 applications were received, of which 12 applicants have been chosen to participate in a written examination for the position. The written exam will take place on July 9.
- Kevin N. Cabelus was appointed to the Police Recruit position for the Newington Police Department, effective June 27, 2013.
- A written exam for the remaining entry level police officer position is scheduled for July 13.
- Elisa Mendez was appointed to the part-time Town Hall Custodian position effective June 17, 2013.

RISK MANAGEMENT

2012-13 Blue Cross/Blue Shield Plan Year

The eleventh month of the 2012-13 plan year produced a combined paid claim total that was lower than those estimates that were developed at renewal. The monthly claims for the 2012-13 plan year were estimated at \$796,028. The total paid claims from the Health Benefits Fund for May 2013 were \$742,313. 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:

Cumulative Claims through May 2013

	<u>Town</u>	<u>Board of Education</u>	<u>Total</u>
Estimated Claims	1,848,946	6,907,362	8,756,308
Actual Claims	1,833,987	6,363,844	8,197,831

FACILITIES MANAGEMENT

- Facilities Director was in attendance at the Public Works Team meeting during the month and attended the Town Manager's staff meeting.
- Facilities Director attended various building committee meetings during the month.
- The Facilities Group completed 26 formal work orders during the month of June at the various Town Buildings.
- **Security Upgrades:** New keyed access controls were installed at the Senior and Disabled Center during June and the Library is expected to begin during July and August.
- **Transition Academy Roof Replacement:** Designs were completed by the Facilities Director for this roof replacement and bid proposals were received and reviewed but the project cannot begin until the BOE has determined the status of state funding that may be allowed. As a result, this project may not be undertaken until spring due to the weather. (No change).
- **Senior Center:** Award of the roof replacement was made during June and designs began on the project. The building committee will review the new design during July prior to the project going to construction bid.
Designs for the heating system replacement and interior renovations to the building office areas will begin during July under a separate contract from the roofing project.
- **Highway Garage:** Installation of an emergency generator began at the garage during May. The generator was donated to the Town and will provide power to the entire Highway facility. The work was completed during June as scheduled and the project is now complete.
- **Police Station:** Interior painting of entrances and corridors began during June to freshen up the building and will be completed during July.

INFORMATION SYSTEMS AND TECHNOLOGY

- Processed 68 internal work orders.
- Patched the Town's virtual infrastructure servers and upgraded a security component in preparation of a scheduled upgrade of the Town's antivirus solution.
- Installed, configured and deployed Laserfiche application for use within the Town Clerk's Office. Expanded use of the solution is planned for Phase II.
- Tested disaster recovery restores of several network components.
- Continued efforts to move server backup jobs to the Town's new backup appliance.
- Installed and configured a new virtual server that will be used to host the Office of the Assessor's Computer Aided Mass Appraisal (CAMA) system.
- Deployed laptops and wireless access points in the Emergency Operations Center to accommodate a statewide Emergency Operations Center drill.
- IT staff and Assessor staff met with the Assessor's CAMA vendor to discuss the upcoming upgrade of their system software.
- Worked with Bank of America and Revenue Collector staff to deploy new equipment to assist with tax collections.
- Prepared new server templates of Windows Server 2012 which will be used in the future as needed for IT projects.
- Updated Microsoft Active Directory records.
- Completed Hiking Map Atlas and Google Maps integration project.
- Continued researching and evaluating server, storage and networking components.

FINANCE

Accounting and Administration

- The fiscal year end 2013 transactions were processed throughout the month without any major appropriation issues.

- The 2012-13 year end closeout also got underway with a list of requests to be compiled for the Town auditors.

Major grants received during the month included the final payment for the Pequot Grant in the amount of \$80,183. 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)
6/30/2013

	<u>Interest Earnings</u>		<u>\$ Invested</u>
	<u>Budget</u>	<u>Actual</u>	
	<u>FY2012-13</u>	<u>Year to Date</u>	
General Fund	\$100,000	\$38,725	\$9,248,335
Special Revenue Funds	1,357	3,376	2,303,424
Capital Projects Funds	400	933	608,483
Internal Service Fund	3,004	3,648	3,830,283
Trust and Agency Funds	632	1,005	1,020,294
TOTAL, ESTIMATED BY FUND			\$17,010,819

INVESTMENTS, BY INSTITUTION TYPE

(Unaudited)
6/30/2013

	<u>Interest %</u>		<u>Interest \$</u>		<u>\$ Invested</u>
	<u>Current</u>	<u>Last</u>	<u>Current</u>	<u>Last</u>	
	<u>Month</u>	<u>Month</u>	<u>Month</u>	<u>Month</u>	
STIF	0.18	0.08	1,145	650	\$7,613,039
CLASS PLUS	0.00	0.01	7	20	2,103,081
Bank North	0.20	0.20	421	718	1,729,566
People's Bank	0.35	0.35	579	599	2,014,810
Sovereign	0.30	0.30	1,577	2,814	3,550,323
Total Outstanding Investments					\$17,010,819

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.
- The elderly tax relief program was completed and those benefits were part of the bills that were mailed out in the middle of the month. The required reports for this program were submitted to the State of Connecticut.
- The Assessor was a co instructor for the revaluation course taught to Assessors over the first five days in June at the Assessor's school. This class is held at the University of Connecticut each year and is part of the continuing education program for the professional designation that Assessors must achieve and maintain. Additionally a presentation was made for a half day on the impact of court decisions throughout the state by various property owners.
- This office processed 285 motor vehicle changes as a result of the mailing of tax bills to property owners during the month. We fielded hundreds of phone calls and visits to the office. The majority of inquiries were related to motor vehicle problems. There were 18 real estate accounts and 7 personal property accounts that received adjustments during the month.

Revenue Collector

- Revenue Collections for June for Real Estate, Personal Property & Motor Vehicles amounted to \$289,000. The Supplemental Motor Vehicles collected were \$6,843 and \$33,416 was collected for prior year taxes.

- As a result of the Tax Sale during the year, collections as of June are slightly above last year's collection rate. The final (unaudited) collection rate for the 2012-13 fiscal year of 99.2% is improved from the prior year.
- The Tax Office successfully completed the tax information early enabling tax bills to be mailed on June 14th. As a result, prepayments received on the 2012 Grand List were \$6,866,918; an increase from last year which was \$6,333,577.
- The M-1 form was completed and registered with the Office of Policy & Management with the State of Connecticut for the 2012 Grand List collections for the new fiscal year as required by State Statute. Legal Notices were prepared for public notification in the newspaper.

TOWN CLERK

- There were 520 documents filed on the land records during June.
- 55 property sales were conveyed for a total of \$5,418,300. State conveyance tax collected was \$42,868; and \$13,864 was collected in Town conveyance tax.
- There was one residential property sale over \$300,000.
- The office recorded 169 mortgages, 193 releases, 33 liens and 54 deeds.
- Fifteen Foreclosure Registrations were filed.
- The staff issued 119 copies of certified vital records. Nineteen burial permits and nine cremation permits were issued. The office processed documents for attestation of a home birth in Newington.
- Additional monthly filings included four Liquor Permits, 12 Notary Public commissions, two survey maps and seven Trade Name Certificates.
- The Revenue Bill, now known as Public Act 13-247, was signed by the Governor establishing an increase in recording fees for all documents in which Mortgage Electronic Registration Systems, Inc (MERS) is either a grantor or a grantee. (MERS is a privately held company that operates an electronic registry designed to track servicing rights and ownership of mortgage loans in the United States.)
Beginning on July 15th, all MERS documents will be subject to a \$159 recording fee (the current fee is \$53). As Connecticut Town Clerks were updating their cashiering systems and preparing their spread sheets to track this activity, MERS was preparing and serving a Notice of Declaratory Judgment Action Regarding Change to the General Statutes. The outcome of all of this is still unknown. For the moment, documents subject to the \$159 fee will provide increased revenue to the State as well as the Town.
- The Town Clerk attended a New Haven County Meeting on June 5th
- Laserfiche software, purchased in part with a Historic Document Preservation Grant, was installed by the vendor and the IT Department. On June 13th and 14th, the Town Clerk and Assistant Town Clerk participated in onsite instructional sessions.

<u>DATA SUMMARY JUNE 2013</u>				
	<u>June - 13</u>	<u>June - 12</u>	<u>FY 12/13 to Date</u>	<u>FY 11/12 to Date</u>
Land Record Documents	520	495	6736	5582
Dog Licenses Sold	1386	1398	1889	1839
Game Licenses Sold	38	48	727	655
Vital Statistics				
Marriages	28	20	187	193
Death Certificates	41	24	342	349
Birth Certificates	34	12	283	259
Total General Fund Revenue	\$ 33,098.55	\$ 37,466.00	\$ 466,673.82	\$ 346,348.52
Town Document Preservation	\$ 955.00	\$ 914.00	\$ 12,448.00	\$ 10,279.00
State Document Preservation	\$ 960.00	\$ 914.00	\$ 12,466.00	\$ 10,246.00

State Treasurer (\$36 fee)	\$ 17,100.00	\$ 16,452.00	\$ 223,658.00	\$ 184,386.00
Locip	\$ 1,425.00	\$ 1,371.00	\$ 18,639.00	\$ 15,363.00
State Game Licenses	\$ 292.00	\$ 410.00	\$ 7,303.00	\$ 7,362.00
State Dog Licenses	\$ 7,234.00	\$ 7,511.00	\$ 10,367.00	\$ 11,974.00
Dog Licenses Surcharge	\$ 190.00	\$ 3,078.00	\$ 1,331.00	\$ 4,124.00
Marriage Surcharge	\$ 95.00	\$ 190.00	\$ 1,501.00	\$ 1,577.00
Grand Total	\$ 61,349.55	\$ 68,306.00	\$ 754,386.82	\$ 591,659.52

POLICE DEPARTMENT

- Recruits Brendan LaChance and Richard Petoskey graduated from the Police Academy on June 24th. They will now enter the Field Training Officer (FTO) Phase of their training. Recruits Scott Amalfi and Mark Benham have continued their departmental training and are entering into their final phase of the Field Training Officer (FTO) training program.
- After completing the final testing exams, Kevin Cabelus was offered the position of police officer. Kevin was sworn in as a police recruit on June 27th. He will begin his training at the Connecticut Police Academy (POST) on July 3rd.
- Officer Yuri Branzburg returned to the States after a year deployment in Afghanistan. He will be back on the road following a short R & R.
- The police department continues to work on its recruitment drive as there is one opening left. A written exam for entry level police officers is scheduled for July 13th. Once the results of the written exam are received, the department will schedule an oral examination for the top scoring candidates. The Department conducted oral interviews with four certified police officer candidates in June. The top three candidates have proceeded on to pre-offer polygraphs and background checks.
- The department has issued a purchase order for replacement of the master recording system for communications. It is expected to be installed by early fall.
- The Chief of Police met with the Chief of Police from the Veterans Administration Hospital to refine and sign an updated mutual aid agreement. This included the new Victory Gardens Housing complex that came on line this month.
- The department continues to work with the EMS Committee, NVA, and AMR on an updated EMS contract from ambulance service and emergency medical dispatching. It is expected that the contract will be sent to the Town Council over the next four weeks.
- On June 20th the police department participated in the Statewide Emergency Operations Drill sponsored by the State of Connecticut. There was a full activation of the Emergency Operation Center (EOC) to assist in the State's drill. All went as planned and the drill ended in five (5) hours.
- On June 25 the police department met with Engineering, MDC, and the construction company for the upcoming sewer project on Church Street. Final construction plans and detours were discussed in preparation for the construction. It is expected that the construction will begin in early July.
- DUI roving patrols were conducted in June. Arrests included 3 speeding arrests, 1 DUI, and 4 other motor vehicle citations. Seventy-five percent of overtime costs for this assignment are reimbursed by the Department of Transportation.
- Patrol Calls for June are as follows:

ALARMBURG	106	CRIMMISREP	10	F/STRUC	6
ALARMHOLD	6	CSO	14	F/VEH	2
ANIMAL	39	CUSTOMERIP	5	F/WATER	7
ASSAULTIP	1	CUSTOMERREP	8	FINGERPRINT	27
ASSAULTREP	2	DOG	49	FIREWORKS	2
ASSIST	31	DOMESTICIP	36	FOLLOWUP	80
BREACHIP	19	DOMESTICREP	14	HARASSMENT	24
BREACHREP	5	DRUG	2	HAZARD	35
BURGIP	2	DUI	5	ILLEGALDUMPING	1

BURGREP	4	EDP	8	INDECENTEXP	1
CARSEAT	3	ESCORT	24	INTOXICATED	5
CHECK	77	F/ALARM	18	JUVCOMP	16
CLEARLOT	29	F/HAZMAT	2	K9	4
COURT	21	F/OTHER	14	LAND/TENANT	2
LARCFROMMV	23	NEIGHBOR	6	SUDDENDEATH	2
LARCIP	14	NOISE	26	SUICIDE	1
LARCREP	26	OPENDOOR/WIN	6	SUICIDEATT	0
LIQUOR	1	PARKINGVIOL	8	SUSPICIOUSIP	93
LOCATION	114	PISTOLPERMTEMP	36	SUSPICIOUSREP	49
LOCKOUTMV	2	PROPFOUND	5	THREATIP	3
LTA	2	PROPLST	3	THREATREP	3
M	206	RECOVEREDMV	1	TOW	7
MISSING	4	ROBBERYIP	1	TOWNORD	1
MVABAND	4	SERVSUBPOEN	1	TRAFFIC STOP	431
MVAEVADING	13	SERVWARRANT	22	Traffic Survey	1
MVAINJURY	21	SEXASSAULTRE	1	TRESPASSIP	3
MVAPROP	101	SHOTS	1	TRESPASSREP	7
MVASSIST	62	SPECDETAIL	63		
MVCOMPLAINT	58	STOLENMV	6		
				TOTAL FOR NPD	2,102

Patrol Investigations

- Investigations and calls by Patrol Officers in June included:
 - Officers were dispatched to a Willard Avenue address to investigate a reported person shooting a BB gun at passing cars. They knocked on the door several times, but no one answered. A few minutes later, a male yelled out that he would not open the door. After speaking with the male and repeatedly explaining their reason for being there, the male opened the door to his residence. Although he originally stated that he was not responsible for shooting a BB gun and that he does not even own a BB gun; after he was advised that a person actually saw him shoot a BB gun, he admitted that he was outside shooting at a sign and he may have shot at a truck and a school bus. Dispatch informed the officers that a school bus driver reported a window of his bus was shattered as he was driving past the Willard Ave address at approximately the same time as the initial complaint. At the time, the school bus was not occupied by students. The male was then taken into custody for Reckless Endangerment In the 2nd Degree in violation of C.G.S. 53a-64, Criminal Mischief In the 3rd Degree in violation of C.G.S. 53a-117, and Town of Newington ordinance Sale and Discharge Prohibited in violation of 231-1. The BB gun was also located in the residence and seized as evidence.
 - In the early morning hours, an officer was traveling south on the Berlin Turnpike in a marked police cruiser when he saw a gray Nisan Pathfinder traveling north on the Berlin Turnpike in the left lane. The operator of this vehicle stopped at the intersection of Berlin Turnpike and Superior Ave and made an illegal left turn. The operator drove west onto Superior Ave. The officer then activated the cruiser emergency lights to initiate a motor vehicle stop. The vehicle was eventually stopped on Timothy Street. As the officer approached the vehicle, the operator fled the stop and drove north. The officer returned to his police vehicle and activated the cruiser siren. While approaching the intersection of Timothy St. and East Robbins Avenue, he saw that the vehicle had driven on to the grass of an East Robbins Ave house. The officer observed a person running north through the rear yards. Additional officers also responded and began a search for the operator. After an extensive search, the operator was located. It was determined that the vehicle had been stolen out of New Britain and the arrestee also did not have a license. The suspect was charged with Reckless Endangerment 1st (53a-63), Engaging Police in Pursuit (14-223(b)), Interfering with Police (53a-167a), Restricted Turn (14-242), Operating without a License (14-36a), Larceny 3rd/By Possession (53a-124) and Use of a Motor Vehicle without Permission (53a-119b (a)).
- In June, Detective Division personnel:
 - Handled 81 investigations, 72 remain ongoing and 9 were closed by investigative methods.
 - Served 22 arrest warrants, 17 by Patrol Officers and 5 by Detective Division personnel

- Investigated an online dispute among a group of young males from Newington and Rocky Hill. The dispute which primarily occurred over "Twitter" involved possible threats of physical assault and the mentioning of firearms. Newington detectives worked in conjunction with detectives from Rocky Hill on this investigation. The individuals involved were identified and interviewed. Detectives determined that there was no true or imminent threat of violence and that none of the males actually possessed an illegal firearm.
- Received a report of a sexual assault involving a 13 year old female victim. The suspect in this case is an adult family member. This incident is currently under investigation.
- Began an investigation into allegations regarding several incidents of sexual assault involving an adult male victim. The incidents in question are reported to have occurred over a time period of several weeks. The identity of the suspect is known and this case is currently under investigation.
- Responded to the sudden death of a 56 year old Newington man. This case is currently under investigation.
- In June, the Community Service Officer (CSO):
 - Worked in conjunction with Human Services and The Board of Ed to get a troubled juvenile proper assistance for various issues. Also spent 2 sessions with a group of 6 kids from John Wallace that had faced discipline as a result of their actions. Presented the Play by The Rules manual.
 - Created a Newington Police Facebook page in an effort to better communicate with those residing and/or working in the town of Newington.
 - Continued to work on The Race to End Domestic Violence committee. The Race to End Domestic Violence was held on Saturday, June 8th with approximately 400 people participating.
 - Worked in conjunction with the Town Manager's office on blighted property in town in an effort to keep other departments as safe as possible when conducting home visits and inspections.
 - Continued to create a Citizen's Police Academy Curriculum. The Department would like to begin an Academy in the Fall for those that reside or work in Newington.
 - Participated in a mock critical incident in the Emergency Operations Center.
 - Along with Sergeant Brendan Moon, presented a lost camper and critical incident presentation to Parks and Recreation Summer employees.
 - Presented with Sgt. Perry, 'Identifying the Escalated Person' to Human Services Employees for 'high risk' situations that require de-escalation.
 - Presented Stranger Danger/Street Smarts to 8 to 12 year olds involved in Parks and Recreation Program.
 - Presented Stranger Danger to Parks and Recreation 4-6 year olds.
 - Attended a Community Emergency Response Team planning meeting.
 - Spoke to Senior Center members regarding scams and how not to fall victim to them.

UCR/NIBRS Selected Crimes

Type of Crime	<u>May 2013</u>		<u>May 2012</u>	
	Preliminary # of Offenses	Value of Crime	# of Offenses	Value of Crime
Murder	0	0	0	0
Forcible Rape	0	0	0	0
Robbery	0	\$	0	\$ 0
Assault	8	0	9	0
Burglary	2	\$0	4	\$ 6,729
Larceny Theft	58	\$ 51,000	78	\$ 44,652
Auto Theft	1	\$ 18,258	4	\$ 6,000
Totals	69	\$ 69,258	95	\$ 57,381

- In May 2013, the police department arrested 56 adults: 6 for assaults, 3 for burglaries, 1 for motor vehicle theft, 1 for fraud, 5 for vandalism, 8 for narcotic violations, 6 for DUI, 3 for offenses against family and children, 2 for disorderly conduct, 12 for larcenies and 9 for miscellaneous offenses. The department also arrested or referred 4 persons under the age of 18: 1 for assaults, 1 for larceny theft, 1 for drug violation, and 1 for all other offenses.
- Police Department Overtime
 - Comparison
 - OT May \$ 62,291 2 pay periods
 - OT June \$ 90,663 2 pay periods and 1 holiday
 - Total increase \$ 28,372

- In June, there were four officers in Field Training, two officer vacancies, one officer on Active Military Leave, and one officer on light duty. These vacancies in Patrol have an impact on the overtime for a total of 8 vacant positions on the schedule in the patrol division. The department has worked diligently to keep overtime to a minimum during this substantial loss of staffing due to retirements and medical restrictions.
- Administration overtime of \$1034 is a \$0 increase.
- Patrol overtime of \$58,130 is an increase of \$18,039. Overtime was for two pay periods, one holiday (\$12,000), several domestics, several larcenies, a drug arrest, search warrants, coverage for time off, Traffic Team investigation, Indian Hill burglary, and some coverage for the eight positions noted above.
- Detective Division Overtime of \$5,061 is a decrease of \$59. Overtime included evidence processing, warrants, Mid State Traffic Investigation callout, burglary, and other investigations.
- Communications overtime of \$3,905 is an increase of \$665. Overtime costs included coverage for leave time and holiday pay (\$2,000). Overtime costs have been offset by filling a position with light duty coverage in this division.
- Education overtime of \$13,019 is an increase of \$3,882 for training classes. Training included FTO training overtime, firearms, ERT training, recertification's, taser, and specialty training.
- Support Services overtime of \$9,514 is an increase of \$5,845. Overtime included 2 Youth Adult Councils, High School Graduation, Graduation party, Holiday overtime (\$1,300) and school resource officer coverage while on leave.
- ACO overtime was \$0.

FIRE DEPARTMENT

- The following is a report of the activities of the Newington Fire Department for the month of June, 2013. During this period fire department members responded to 71 alarms or emergencies. A summary of these alarms and a manpower response breakdown is detailed below:

	June 2013	10 Months Activity
Residential	5	113
Commercial, Industrial, Office	4	32
Hospital, School	2	12
Vehicle	2	18
Rescue, Police Assistance	7	59
Dumpster, Rubbish, Grass, Brush, Leaves	4	42
Hazardous Materials/Clean up	11	68
Investigative Alarm	12	142
False Alarm	8	86
Mutual Aid/Standby	3	14
Carbon Monoxide Investigation	4	80
Water Related Incidents/Pump-Outs	<u>9</u>	<u>39</u>
Total	71	705

Training Summary

Multi-Company Training	Search/Rescue Downed Firefighter	66 hours
	Search/Rescue Downed Firefighter	44 hours
Driver Training	Road Time	6.5 hours
	Pump Time	4 hours
	Cone Course	3 hours
	State Exam	114.75 hours
Company Training	Co.#3 – Pre Plan West Hartford Stair Co.#1-2 – Cycle Fuel Policy	6 hours

	Saw Operations	18 hours
	Co.#2 – CP8 Training	16.5 hours
Officer Training	Firefighter Safety/Survival	24 hours
Fire Service Instructor Class	Two Members	10 hours
Capitol Region Chief's Training		6 hours
Leadership Training	N.E. Chief's Conference	6.5 hours
Task Force Training		2 hours
Department Training	Haz/Mat Refresher	123.5 hours
Target Safety Training		97 hours
Total		538.25 hours

FIRE MARSHAL

- The Fire Marshal's Office completed the following activities during the month of June, 2013.

INSPECTIONS	21
INSPECTION FOLLOW-UPS	23
PLAN REVIEW	16
JOB SITE INSPECTIONS	11
FIRE INVESTIGATIONS	3
FIRE ALARM TROUBLE	0
COMPLAINTS	2
HAZ/MAT	0
BLASTINGS	3

Incidents:

- There were two significant fires reported during the month of June.
 - A fire in a basement of a condominium unit on Cottonwood Road caused extensive fire damage to the basement area.
 - A fire in a single family home on Cherry Hill Drive also resulted in extensive damage to the basement area.

Fire Marshal's Activities:

- Attended the Graduation Ceremony for the first Community Emergency Response Teams and swore them in as Civil Preparedness volunteers.
- Met with town staff and organizers of the Annual Chamber of Commerce Classic Car Show on Market Square to review site safety and to establish an emergency action plan for the event.
- Attended a meeting of the Busway Fire Life Safety Committee at DOT Headquarters in Newington.
- Participated in a Division of Emergency Management & Homeland Security Severe Weather Exercise with town staff in the Emergency Operations Center at police headquarters.
- Attended the Annual Haz/Mat Recertification Drill at fire headquarters.
- Attended the quarterly meeting of the Connecticut Managers Association at Northeast Utilities Headquarters in Berlin.
- Approved the fireworks permit for the Annual Extravaganza July 20th.

HIGHWAY DEPARTMENT

Administration

- Coordinated residential paper shredding event held at Town Hall on June 8th.
- Met with Town Engineer to review various drainage projects.
- Attended various staff meetings.
- Coordinated with bid awarded contractor for landfill vegetation grinding.
- Reviewed applications for Equipment Operator I position vacancy.

- Met with residents to discuss various issues and concerns.
- Attended coordination meeting for car show.
- Coordinated with bid awarded contractor for guardrail replacement in various locations.
- Assisted with Touch-a-Truck event planning.
- Continued with Great Oak Lane reconstruction coordination.
- Continued to meet with BOE representatives to discuss upcoming school paving projects.
- Continued with Landfill closure meetings and discussions.
- Coordinated with bid awarded contractor to crack seal over 6.5 miles of roadway.

Roadway Maintenance

- Highway operators continued with Landfill material processing.
- Continued with Town wide litter and graffiti control.
- Continued with Town wide pothole patching.
- Crews continued with curb and topsoil repairs.
- Assisted outside vendor with paper shredding event at Town Hall.
- Continued with Great Oak Lane road reconstruction project.
- Assisted bid awarded contractor with vegetation grinding at the landfill.
- Constructed three new bituminous pathways at Elizabeth Green Elementary School.

Traffic Division

- Replaced and/or repaired missing/damaged street name and regulatory signs.
- Assisted Police Department with the placement of speed boxes in various locations.
- Provided traffic control for Car Show.
- Assisted Human Services with food share setup.
- Assisted Police Department with various requests.
- Assisted outside contractor to repair crosswalk signals at the intersection of Maple Hill and Robbins Avenue.
- Assisted bid awarded contractor with traffic control for crack sealing various roads.
- Installed 2 stop signs and painted stop bar at Senior Center.

Fleet Maintenance

- Completed the set up of new patrol vehicle for Police Department.
- Continued with routine preventative maintenance along with emergency repairs on all Town vehicles and equipment.

Sanitation/Recycling/Landfill

- Scheduled 764 residential bulk items for collection.
- Scheduled 96 condominium bulk items for collection.
- Scheduled 28 condo/residential scrap metal items for collection.
- 8345 tons of cumulative Municipal Solid Waste were collected from July 1 through May 31, 2013.
- 2583 tons of cumulative recyclables were collected from July 1 through May 31, 2013.
- 999 mattresses collected from July 1 through May 31, 2013.
- Issued 50 permanent landfill permits and 12 temporary permits.

TOWN PLANNER

Town Plan and Zoning Commission Actions

Regular TPZ Meeting on June 12, 2013:

- Approved Petition #28-13: “Tango Pizza” Restaurant at 32 Fenn Road. Baires LLC, applicant.
- Approved, with conditions, Petition #32-13: Fireworks Tent Sale at 56 Costello Road (T-Bowl Lanes). Keystone Novelties, LLC applicant.
- Approved Performance Bond reduction from \$237,000 to \$74,000 at “Gateway Plaza”.

Regular TPZ Meeting on June 26, 2013:

- Approved Petition #31-13: Frozen Yogurt Restaurant at 10 East Cedar Street. Anzor Tatashadze, applicant.
- Denied Petition #14-13: One-Lot Subdivision Approval at 32 Brooks Edge Drive (Lot #6). Frank Kowal, owner/applicant.
- Approved, with modifications, Petition #19-13: Zoning Text Amendments to Section 6.1.1.C (Parking Standards) and Section 9.2 (Definitions). Hayes-Kaufman Newton Associates LLC, applicant.

Town Planner Activities:

Approved, Pending, and Future TPZ Applications

- June 3: met with Hunter Development applicants to discuss change to approved site plan.
- June 7: met with possible applicant for automotive-related business.
- June 10: staff meeting with "Cruising Newington" event planner.
- June 11: met with surveyor to discuss parcel boundary adjustment.
- June 18: staff meeting with developers of New Britain golf course on DOT property.
- June 17: met with applicant for proposed development at 17-23 East Cedar Street.
- June 25: met with owner of industrial building on Rockwell Road to discuss additions.

CTfastrak/Amtrak Corridor Planning:

- June 5: attended TOD seminar at Lyceum in Hartford.
- June 7: participated in meeting of Newington Junction TOD committee.

Grant-Related Activities:

- June 17: attended LID public information session.

Other Boards and Committees:

- None.

Miscellaneous:

- June 3: attended monthly ACHIEVE meeting in Berlin.
- June 20: attended Superior Court hearing on Modern Tire v. TPZ zoning appeal.
- June 21: attended annual all-day seminar on current land use legal issues.
- June 26: attended final ACHIEVE wrap-up meeting in Wethersfield.
- Received and responded to approximately 35 phone calls from citizens, applicants and town officials seeking information on zoning and other land use issues.
- Received and responded to approximately 88 emails from citizens, applicants and town officials seeking information on zoning and other land use issues.

TOWN ENGINEER

- During the month of June, twenty-five excavation permits were issued as follows:
 - 10 gas lateral permits
 - 12 driveway permits
 - 1 sidewalk slab permit
 - 2 catch basin permits
- Engineering staff continues to review and expedite the processing of utility and driveway excavation permits.
- The Town Engineer participated in the monthly CRCOG (Capital Region Council of Governments) Transportation Committee meeting.
- Engineering staff continues to meet with a number of residents and/or applicants (monthly) and discuss and perform site analysis as it relates to future Inland Wetland applications.
- The Town Engineer (as Staff Agent) continues to attend and provide administrative support for the Inland Wetlands monthly meetings.
- Site plan and project reviews continued for both Inland Wetlands and Town Plan & Zoning Commissions.
- The Town Engineer attended the monthly Public Works Team meeting.
- The Town Engineer attended the monthly Department Head Staff meeting.
- Engineering staff has assisted in the research, mapping and inspection services necessary to investigate claims of flooding both within and adjacent to the Town's roadway R.O.W.
- The Engineering Department is preparing an S.T.P. Urban (Phase II) application for submission to CRCOG. This CRCOG solicitation (competitive process) is for available federal monies via the (STP) Surface Transportation Act. Under this program both federal and state funds become available to fund local re-construction projects meeting the application requirements.
- Engineering staff continues to prepare construction plans, estimates and survey documents for D.P.W. (Department of Public Works) projects scheduled this construction season.

- The Town Engineer and Town Planner continue to meet with regard to the D.E.E.P. grant for L.I.D. (low impact development). The Town is preparing to review regulations and create a demonstration project in accordance with L.I.D. techniques.

BUILDING DEPARTMENT

An application was taken out for a foundation for the American Eagle Credit Union to be located at 3579 Berlin Turnpike.

An application was taken out for a new residential house to be located at 15 Clifford Street.

A Building Permit was issued to build a new residential house at 46-48 Greenlawn Avenue.

Seminars attended by our Inspectors for their continuing education credit were:

- R. Smith - Energy Conservation and the State Building Code – June 4, 2013.
Training Seminar by CT Association of Housing Code Officials Inc. – June 28, 2013.
- D. Zwick - Energy Conservation and the State Building Code – June 27, 2013.
- A. Hanke - Energy Conservation and the State Building Code – June 25, 2013.

There were two Certificates of Occupancy issued in June. One was for DiBella's Subs located at 3583 Berlin Turnpike. The other was for Visual Perceptions Eye located at 38 Fenn Road.

Building Department activity for the month of June was as follows: The Inspectors completed a total of 197 Inspections. They were: A/C Installation (1), Above Ceiling (3), Apartment Inspection (9), Decks (13), Electrical (30), Final (40), Footings (9), Foundation (1), Gas Line (11), Hood (2), Hot Water Heater (1), Incident Report (2), Insulation (14), Pools (3), Roofing (2), Rough (46), Sheds (1), Site Visit (2), Slab (2), Waterproofing (4), Wood / Pellet Stove (1).

The total number of Building/Renovation Permits issued for the month of June was **206** producing a total permit value of **\$2,547,096.00**.

They are categorized as follows:

<u>TYPE OF PERMIT</u>	<u># OF PERMITS</u>	<u>VALUE OF PERMITS</u>
ADDITIONS /ALTERATIONS	21	\$982,871.00
DECK	9	59,677.00
DEMOLITION	1	0.00
ELECTRICAL	48	225,776.00
FENCE	0	0.00
FIRE SUPPRESSION / SPRINKLER	0	0.00
FOOTING / FOUNDATION	2	12,000.00
FUEL TANK	1	750.00
GARAGE / SHED	5	18,289.00
MECHANICAL	34	180,476.00
NEW COMMERCIAL	0	0.00
NEW RESIDENTIAL	2	300,000.00
PLUMBING	34	174,375.00
POOL	5	38,725.00
ROOFING / SIDING	30	523,626.00
SIGN	13	29,331.00
TENT	1	1,200.00
TRAILER	0	0.00
TOTAL	206	\$2,547,096.00

The total Building income fees received in the month of June was **\$32,929.00**

The total fees for other income were as follows: Town Planning and Zoning (Applications/Publications) \$1260.00, Environmental \$480.00, Conservation \$850.00, Zoning Board of Appeals \$0.00, Copies, Books and Maps \$132.50, Driveway / Excavation \$2477.50, Engineering copies \$192.75 The other total income is \$5392.75

Below is a comparison of the Permit Values for June 2013 and June 2012:

	<u>2013</u>	<u>2012</u>
Value of Permits issued for June:	\$2,547,096.00	\$1,473,501.00

Fees for Permits issued for June:	\$32,929.00	\$19,586.50
Other income Fees for June:	\$4,990.50	\$5,987.25
Building Permits Issued for June:	206	160

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

2012-2013		2011-2012	
Value	Permit Fee	Value	Permit Fee
\$38,065,959.00	\$423,672.50	\$15,472,320.00	\$175,731.50

HUMAN SERVICES

- The Community Emergency Response Team graduated its inaugural class of 38, including 3 Human Services staff members. Plans are underway for CERT to have a booth at the Extravaganza to market and expand our capacity. A fall class will be offered for September/October with a capacity of 25 students.
- Our department has been awarded an OPM Police/Youth grant. Funding will be used to enhance relationships between youth and police thru a variety of team building activities throughout the upcoming school year. Human Services and the police department will work collaboratively with youth to design the program. We have been fortunate to receive this funding in the past and recognize the value and importance of enhanced relationships between youth and police.
- The Food Bank assisted 144 households, with 711 bags of groceries distributed.
- Open Air Market served 167 households on 2 bi-weekly days of distribution this month.
- The Clothing Closet served 37 households, providing 42 bags of clothes, a significant increase from last month as folks shopped for cool summer attire (likely attributed to the stifling heat waves during the month).
- The Special Needs Fund assisted 13 households with 15 bills, 3-utility, 3-housing and 9 medical-related bills. 9 bills were for senior residents.
- The Social Casework Program had an active caseload of 82 with 35 new referrals. Residents continue to struggle with medical expenses, including prescriptions. Presenting issues also included other financial difficulties, housing, substance abuse, health, mental health, health insurance, and domestic conflict. We continue to receive police referrals related to emergency medical and mental health needs.
- The Operation Fuel utility bill program ended on June 28th with 9 applications processed. It is now closed and will reopen August 1, 2013 for utility bills only. Oil needs are not covered by Operation fuel summer funding.
- The Youth and Family Counseling Program had a caseload of 25. There were 4 new cases. Clinicians provided 61 clinical therapy sessions and made 25 additional contacts with families and other agencies.
- Kelly Urbanowicz and Pat Meskill met during the month of June to transfer existing counseling case services and to insure a smooth transition as Pat starts as our new Clinical Services Coordinator.
- Summer Youth Adventure filled completely for all programs and kicked off at the end of June. 81 Newington youth registered for summer programs.
- Newington Police provided training for all regular department and summer /seasonal staff regarding “at risk” situations and how best to handle them.
- 22 High School mentors have joined us for the SYA program. Most are prior participants of SCORE and SYA.
- We facilitated a morning of activities for the 4th grade end-of-the-year picnic for John Paterson School, held at the Mortenson Community Center.
- June’s ROPE finished up another school year of this valuable program as part of the middle school health curriculum. 42 students participated in June. We are finalizing next year’s schedule and looking forward to our continued collaboration with the schools.
- The 8th Grade ABC group celebrated the end of the year with 9 students participating.
- The NHS Self-Awareness group ended with a planning meeting for September and October activities. 13 students attended.
- One person provided community service, completing 25 hours.
- Karen Futoma and Carol LaBrecque participated in the mock statewide disaster exercise held at the EOC.

- June 2013 Statistics

Selected Programs	FY 12-13 Undp. Total This Month	FY 12-13 Undp. Total Last Month	FY 12-13 Cum. Undp. Total YTD	FY 11-12 Cum. Undp. Total YTD
Youth and Family Counseling	25	26	155	294
Positive Youth Development	220	164	2435	2550
*Information and Referral	469	310	2784	5026
Social Casework Cases Under 55 = 46 Over 55 = 36	82	96	513	765
Food Bank Households	144	128	1771	1861
Special Needs	13	11	106	150

** Information and Referral increase is due to now enhanced recording system that includes walk-in requests, as well as phone requests and emails and better volunteer tracking.*

SENIOR AND DISABLED CENTER

- Older Americans Month kicked off in high style with the annual Spring Fling Senior Prom, an event entirely presented by The National Junior Honor Society of Hartford Magnet Trinity College Academy on May 3rd. With music, refreshments and door prizes, this is always a popular event.
- The end of the fiscal year is also the end of the membership year at the Senior and Disabled Center. The office has been overwhelmed with participants renewing memberships in advance of the Annual Meeting that takes place July 1st.
- A mailing related to membership renewal also included information about the status of the roof replacement and 'canopy' project. Many members donated toward this project and it was a pleasure to report progress!
- The required modules of the AMP (Aging Mastery Program) were completed this month. Approximately 80% of the participants who started the program completed it and redeemed accumulated points for \$50 Visa Gift Cards. Participants can continue to earn points until mid July and weekly programs have been planned at their request. Evaluation data is being collected by the National Council on Aging and the initial results show extremely positive impact in health indicators.
- As always, June is a month for banquets as the Center's resident clubs, the Senior Club and AARP Chapter 697, wrap up their seasons. Both clubs held their banquet at the Chowder Pot this year on June 10 and 19 respectively.
- Chef Mike Webster from Emeritus at Rocky Hill provided a summer kale salad meal demonstration to an enthusiastic crowd on June 14th. Chef Mike has a dedicated following and will return in a few months.
- On June 20th jeweler Yuri Fridkin led a workshop where participants made beaded bracelets and necklaces. Affordable Home Care Services sponsored and provided all of the materials.
- Chatfield and Brookdale Senior Living sponsored a brunch and learn program on laughter on June 21st.
- Center Director Dianne Stone sat on a panel at the annual Connecticut Elderly Action Network legislative wrap up session at the Capitol on June 25th. Focusing on issues relevant to municipal aging services, the report included the sunset of the Renter's Rebate program and the impact of the State budget.
- On June 27th, Ms. Stone attended the statewide launch of MyPlaceCT, a new web portal that is a major part of the strategic plan to rebalance long term services and supports through Medicaid. The site serves a dual purpose of providing information to people who want to access services and supporting desperately needed workforce development.

- Ms. Stone and Program Coordinator Eleanor Eichner met with representatives of Advocacy Unlimited, a consumer driven mental health support agency, to collaborate on efforts to bring mental health information and support to older adults.
- Ms. Eichner, Social Worker Teri Snyder and Eligibility Program Worker Karen Halpert attended an all day CHOICES training program focused on the Department of Social Services new ConneCT web portal that is designed to provide easier access to services and benefits including food, medical and cash assistance.
- The Center currently has 1,825 paid members. Of those, 80% are Newington residents. There are an additional 659 residents registered for Dial-A-Ride.
- There were 200+ opportunities to participate in programs at the Center in the month with some one time programs and others ongoing as well as several opportunities that are daily with a total recorded attendance of 3,135 by 556 people.
- Dial-a-Ride provided 1,442 trips covering 3,882 miles during regular hours.
- Center staffing was complemented by 628 hours of unpaid service in 268 instances by 62 volunteers with the lunch program, gift shop and home delivered meals the most volunteer intensive areas.

PARKS AND RECREATION

Administrative

- Superintendent met with the Extravaganza Committee.
- Superintendent met with department heads and staff in preparation for the Extravaganza.
- Superintendent met with the Safety Committee.
- Superintendent met with staff regarding various work assignments and issues.
- Superintendent met with residents to address various issues and concerns.
- Superintendent met with the Athletic Director on various issues.
- Superintendent met with members of the Public Works Committee.
- Superintendent met with the 'Volunteer Gardeners'.
- Superintendent met with representatives of Youth Lacrosse Association.
- Superintendent and Town Manager met with officers of the Youth Soccer Association.

Recreation Division

- Final plans are underway for the Mill Pond Park Extravaganza Week, Monday July 15 through Saturday, July 20.
- All aquatics staff members were recertified in Lifeguarding, First Aid, CPR and AED at trainings held throughout the month.
- Comprehensive staff training was held throughout the month for seasonal employees (Lifeguards, Summer Sunshine & Summer Playgrounds staff, Concessions Attendants, Cashiers).
- Graduation ceremonies for children at our Creative Playtime Preschool Program were held on Wednesday, June 5th in the Council Chambers. Registration for the 2013-2014 school years is ongoing.
- Mill Pond Pool and Churchill Pool opened for the season on Monday, June 24th.
- All Playground directing staff was certified / recertified in First Aid, Adult CPR and injectable medication administration.
- Touch-A-Truck was held on Saturday, June 15th. There were upwards of 400-500 residents throughout the morning making the event a huge success!
- Our first of 5 summer concerts, sponsored by Data-Mail, Inc., was held on Thursday, June 27th there were about 35 people in attendance at the Council Chambers to see the band *The Daily Planet*.
- The Summer Playground program for children in Kindergarten through grade 7 opened on Monday, June 24th.
- Camp Sunrise (a camp held in Glastonbury for children ages 3-21 with intellectual disabilities) began on Tuesday, June 25th. The Department subsidized camp for 12 Newington campers to attend.

Upcoming - Recreation Division

- Summer Fun Runs, a free race series, will begin Wednesday, July 10th. Runs are held every Wednesday night for 6 weeks. Jay Krusell will return to be our volunteer race coordinator this year. The family fun run on Wednesday, July 17th, will have special games, activities and prizes to celebrate the upcoming 32nd Annual Extravaganza.

- The Counselor-in-Training (CIT) program will run for 3 weeks (July 8 through 26). The CIT program provides instruction and skill development related to working with children in a summer playground setting. CIT's learn as they work alongside the veteran Summer Playground staff and assist with the Kindergarten through Grade 4 Summer Playground participants.
- The remaining Summer Concerts are scheduled for Thursdays, July 11, 25, Friday, July 19th and Thursday, August 1st.
- On Monday, July 15th, a week of Extravaganza events is kicked off with a Newington Family Pool Party, held in conjunction with the Library. The pool party will be at the Mill Pond Pool from 6:00 to 8:00 p.m.
- The Summer Carnival is scheduled at Mill Pond Park from Thursday, July 18th through Saturday, July 20th.
- "Shake" and "Ticket To Ride" Beatle Tribute Band will perform for the Summer Concert Series Concert in the Park and Adult Beverage Garden on Friday, July 19th from 6:30 p.m. until 10:00 p.
- 0m.
- The 32nd annual Extravaganza will be held on Saturday, July 20th from 9:00 a.m. to 9:00 p.m. with the fireworks show starting at 9:30 p.m. Rain date is Sunday, July 21st.

Parks and Grounds

- The Mill Pond Tennis Courts were completed early in June for summer play.
- Two weeks of the month were spent on roadside tractor mowing.
- Ben Breitreutz (GKIII) has been spending a good part of this month renovating the football and soccer fields at Newington High School.
- Lester Daigle (POOL Mech. II) spent the month getting the town pools ready to open. This included painting and caulking of expansion joints.
- Eric O'Neil and Joe Cirigliano prepared several pieces of equipment to be publicly viewed and demonstrated at the annual Touch-A-Truck event at the Town Hall.
- Parks members installed telephone poles for the power supplied for the annual Extravaganza in Mill Pond Park.
- Division personnel were offline a total of 37.5 days this month.
- There were 10 interments in town cemeteries in June.

LIBRARY

- Assistant Library Director Lisa Masten was appointed the new Library Director replacing Donna Miller who left in April. She began her new position on May 16.
- Traditional circulation of library materials was 31,632. 19,909 people entered the building during the month. More than 6218 reference questions were answered by the adult and children librarians. The library's website was visited 9,018 times. The children's book sites *Tumblebooks*, *BookFlix* and *PebbleGo* were used 4,308 times. Other popular online databases and services with high use in June were Morningstar, EBSCO Newspaper Resource, EBSCO Novelist and Kid's Novelist and Chilton's Automotive. 121 museum passes were checked out with the CT State Parks & Forest DAY pass, Mystic aquarium and Beardsley Zoo the top three used. Our ever faithful volunteers logged in 115 hours mending 163 items as well as many other behind the scenes processing tasks.
- Pre-loaded genre eReaders with new, popular fiction and non-fiction eBooks began circulating. Each eReader is pre-loaded with 20+ new bestsellers in a specific genre that included fiction, non-fiction, women's fiction/romance and non-fiction/biographies. Libraries are still having a difficult time purchasing eBooks from the top 6 publishers through Overdrive and Freading eBook services. This is a way to make these books available to our patrons in electric format. The plan is to add several new titles each month to each genre eReader. 449 eBooks and 210 eMagazines were downloaded from the Library's website. Top magazines downloaded were Consumer Reports, Us Weekly and Kiplinger's Personal Finance.
- Kick-off events to mark the start of the Library's summer reading programs for children, teens and adults were a major highlight of this month. 290 adults came by to sign-up; get reading suggestions, refreshments and prizes during a morning and evening event on June 11. The All-ages kick-off event held on June 15 outside in the upper Town Hall parking lot on a beautiful Saturday morning attracted over 1,500 children, teens and caregivers who turned out to enjoy the Library festivities which included building projects with the Home Depot volunteers, the P & R Touch-a-Truck and signing-up for the summer reading programs. More than 785 children signed up on kick-off day, the highest number ever. During the kick-off the library garden became a reality. At the beginning of the month, staff from Home Depot, Berlin CT including the store manager, dropped off the materials needed to construct the raised

bed garden and then came back on the next day to build the garden. On kick-off day, staff, Home Depot volunteers and families participating in the summer reading programs planted the garden with seedlings donated by The Eddy Farm. A core group of staff and the summer reading garden club will be maintaining the garden throughout the summer.

- Ten programs were held for adults to a combined audience of 450. Highlights included; *Writing with Pictures with guest speaker J.C. Phillipps*, *Online Genealogy Research*, a bus trip to Newport, RI and the Adult Summer Reading Program “Groundbreaking READS!” kick-off and registration.
- Teen librarians collaborated with the high school librarians to share their favorite books to the entire 9th and 10th grades. They also visited the Martin Kellogg School and spoke to all of the 6th, 7th and 8th graders about the teen summer reading program. Teen librarian Bailey Ortiz represented the library at Newington night at the New Britain Rock Cats game promoting library services. June teen services included a Teen Horror Movie, *Anime Jeopardy* and two teen gaming nights. A total of 10 programs were held for 1,324 teens.
- June was a busy month for services for children with 120 programs presented to a combined audience of 5,944. The children’s staff was able to tell every Newington child from kindergarten through 5th grade about the library’s summer reading program *Dig into Reading!* For the first time, the children’s staff was invited to each of the elementary schools year end picnics where they were able to set up informational tables to promote summer reading and library programs. Children’s librarian Michelle Royer also participated at *Fun Night at the McDonalds* on the Berlin Turnpike in an effort to meet families and talk to them about the summer reading programs. In addition to regular story times, school visits and summer reading kick-off, children’s activities included programs: *Visit by author J.C. Phillipps*; *Magic with Marissa*; *Fun with Dinosaurs and Fossils*; *Cookbook Club*; *Play for All*; *Nutmeg book talks*; *Construction Club*, and *Pajama Yoga*.
- The library also continued in its efforts to provide technology related programming, many of which highlighted online resources the library provides. In addition to computers classes for Excel Charts and Graphs and Intermediate Email, other technology related programs included Lunch & Learn: Novelist, an online reader’s advisory site, Online Genealogy Research using Ancestry.com, HeritageQuest and FamilySearch.org, a drop-in Tech Troubleshooting with Teens, a Tech Sandbox drop-in program for children and their caregivers to learn how to use online children’s databases and eBook services and several Book-A-Librarian appointments. Technology training was also offered for staff to learn how the basics of how to use an iPad as it related to eBooks and eMagazines.
- The Friends of the Library held their annual meeting, at which election of officers for the coming year was held. Mary Wood will continue in her role as President for this organization. Dori Womer was named Friend of the Year for her tireless work on the Friends advisory board and the Friends book sale. The Friends also had local NBC30 meteorologist Darren Sweeney as their guest speaker at this event.
- Library Director Lisa Masten and Reference Librarian Karen Benner attended the national American Libraries Association conference in Chicago. More than 25,000 librarians descended upon the city to learn, network and be reenergized.
- In facility related issues, the compressor located on the roof that provided air conditioning to the magazine room and quiet study area died. The Director of Facilities is working on replacing the unit hopefully in July. Needless to say with all of the hot weather, this area has been very warm for patrons using this part of the building. We are running multiple fans to offset the warm temperatures. Also the parking continues to be a real problem for our patrons. There are many days when there is no parking in the upper Town Hall parking lot by the time the library opens at 10:00 a.m. We get daily complaints about the lack of parking. Patrons are frustrated and upset about the full lot especially when they see Town Hall employees and Board of Education employees parking in the lot and going to work in the Town Hall.
- Topics of interest that were researched this month included:
 1. How to get fiberglass out of a bedspread.
 2. Recipes for smoothies.
 3. How to do a raised bed garden.
 4. Nutmeg and Newington Schools Summer Reading list book.
 5. Newington Pre-school information