



John L. Salomone
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

MAYOR ROY ZARTARIAN

NEWINGTON TOWN COUNCIL

**Conf. Room L-101 (Lower Level) – Town Hall
131 Cedar Street**

**AGENDA
December 8, 2015
7:00 p.m.**

- I. PLEDGE OF ALLEGIANCE
- II. ROLL CALL
- III. PUBLIC PARTICIPATION – IN GENERAL (**In Person/Via Telephone: 860-665-8736**)
(3 MINUTE TIME LIMIT PER SPEAKER ON ANY ITEM)
- IV. CONSIDERATION OF OLD BUSINESS (**Action May Be Taken**)
 - A. Consideration of Canceling the December 22, 2015 Town Council Meeting
 - B. Town Hall/Community Center Project Discussion
 - C. Young Farm Discussion
- V. CONSIDERATION OF NEW BUSINESS (**Action May Be Taken by Waiving the Rules**)
 - A. STEAP Grant Application for Lighting at Clem Lemire Ballfield
 - B. Town Council 2016 Regular Meeting Schedule
 - C. Extension of the Town's Insurance Program
 - D. Discussion: Setting dates for Town Council Goal Setting Sessions
 - E. Liaison Appointment to Newington Emergency Medical Services (NEMS)
- VI. RESIGNATIONS/APPOINTMENTS (**Action May Be Taken**)
 - A. Appointments to Boards and Commissions
 1. Affordable Housing Monitoring Agency
 2. Commission on Aging and Disabled
 3. Balf-Town Committee
 4. Board of Education Roof Replacement Project Building Committee
 - 5. Board of Ethics**
 6. Capitol Region Council of Governments
 7. Central Connecticut Health District Board of Directors
 8. Committee on Community Safety
 - 9. Conservation Commission**
 10. Development Commission
 11. Downtown Revitalization Committee
 12. Employee Insurance & Pension Benefits Committee

Phone: (860) 665-8510 Fax: (860) 665-8507
townmanager@newingtonct.gov
www.newingtonct.gov

13. Environmental Quality Commission
14. Board of Ethics
15. Fair Rent Commission
16. Newington Housing Authority
- 17. Human Rights Commission**
18. Library Renovations/Addition Project Building Committee
19. Newington School Career Technical Program Renovation Project Building Committee
20. Open Space Committee
21. Board of Parks and Recreation
22. School Improvements Project Building Committee
23. STEM Academy PBC
24. Senior & Disabled Center Roof Replacement Project Building Committee
25. Standing Insurance Committee
26. Town Hall Renovations Project Building Committee
27. Town Plan & Zoning Commission
28. Tri-Town Community Cable Access
29. Vehicle Appeals Board
30. West Meadow Cemetery Expansion Project Building Committee
31. Zoning Board of Appeals

VII. TAX REFUNDS (**Action Requested**)

VIII. MINUTES OF PREVIOUS MEETINGS (**Action Requested**)

IX. WRITTEN/ORAL COMMUNICATIONS FROM THE TOWN MANAGER, OTHER TOWN AGENCIES AND OFFICIALS, OTHER GOVERNMENTAL AGENCIES AND OFFICIALS AND THE PUBLIC

X. COUNCIL LIAISON/COMMITTEE REPORTS

XI. PUBLIC PARTICIPATION – IN GENERAL (**In Person/Via Telephone: 860-665-8736**)
(3 MINUTE TIME LIMIT PER SPEAKER ON ANY ITEM)

XII. REMARKS BY COUNCILORS

XIII. EXECUTIVE SESSION RE:

- A. Legal and Labor Issues
- B. Sale or Purchase Cedar Mountain Property

XIV. ADJOURNMENT



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: December 2, 2015
Re: Consideration of Canceling the December 22 Meeting

The subject of canceling the Council's December 22, 2015 Council meeting was discussed at the November 24 meeting. A resolution to cancel the meeting will appear on the December 8 Council agenda for consideration. As always, a special meeting may be called in the event of an emergency or other pressing issues.

Attach.

AGENDA ITEM: IV.A.

DATE: 12-8-15

RESOLUTION NO. _____

RESOLVED:

That the Newington Town Council hereby alters its meeting schedule by canceling its regular meeting scheduled for December 22, 2015.

MOTION BY: _____

SECONDED BY: _____

VOTE: _____



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: December 2, 2015
Re: Town Hall/Community Center Project Discussion

This item has been placed on the Town Council agenda to continue the discussion on the Town Hall/Community Center Project.



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: December 3, 2015
Re: Young Farm

Councilor Beth DelBuono requested the Young Farm be discussed at the December 8, 2015 Town Council meeting. MDC will also have representatives present at the meeting.



John Salomone
Town Manager

TOWN OF NEWINGTON

131 Cedar Street Newington, Connecticut 06111

Town Planner

Craig Minor, AICP
Town Planner

Memorandum

To: John Salomone, Town Manager
From: Craig Minor, Town Planner
Date: December 1, 2015
Re: **STEAP Grant Application for Lighting at Clem Lemire Ballfield**

The attached grant application is hereby submitted for your and/or Town Council approval. I want to thank Parks and Recreation Superintendent William DeMaio and Recreation Supervisor Karen Gallicchio for their invaluable assistance with preparing it.

If approved, this grant will fund the purchase and installation of a ballfield lighting system that consists of six galvanized steel poles, pre-cast concrete foundations, and “green” lights. It will also fund the renovation of the existing ballfield.

The deadline to submit STEAP grant applications for the upcoming fiscal year is January 15, 2016.

Thank you.

cc:
Parks and Recreation
file

Phone: (860) 665-8575 Fax: (860) 665-8577
cminor@newingtonct.gov
www.newingtonct.gov

APPLICATION FOR FY 2015 STEAP GRANT FUNDING

Please complete one application for each proposed project and also indicate the priority order of all projects submitted. If applications for more than one project are submitted at different times, please reprioritize previously submitted projects with each new application. Complete submittal instructions are outlined on the last page of this application.

Applicant Town: Newington **Tax ID (FEIN) No.:**

Authorized Signatory Full Legal Name: John L. Salomone

Authorized Signatory Title: Town Manager

Authorized Signatory Email: jsalomone@newingtonct.gov

Authorized Signatory Phone Number: **Extension:**

Town Office Street Address / PO Box: 131 Cedar Street **Town Office Zip Code:** 06111

Proposed Project Street Address: 165 Willard Avenue **Zip Code:** 06111

If available, GIS coordinates: Longitude: **Latitude:**

If no project address is available, please provide street intersection detail.

Requested amount of STEAP Funding (\$500,000 max): \$275,000

Project Name: Clem Lemire Baseball Complex Lighting

Name, phone and email address of person preparing this application:

Craig Minor
Town Planner
860-665-8575
cminor@newingtonct.gov

Identify town officials and professionals that may be contacted with questions regarding this application:

Name, phone and email address
William DeMaio
Parks and Recreation Superintendent
860-665-8669
wde Maio@newingtonct.gov

Name, phone and email address

Name, phone and email address

- 1.) Provide a description of the proposed project which includes the purpose of the project. Please be clear as to whether the funds you are requesting are for design, planning, site acquisition and/or construction. **Please be as comprehensive as possible in the description of this project.** If necessary, attach response in a separate document. (*Note: only capital projects will be considered: new construction, expansion, renovation, or replacement project for an existing facility or facilities. Project costs can include the cost of land, engineering, architectural planning, and contract services needed to complete the project. For a description of expenditures that cannot be funded with STEAP funds, see pg. 1).

Project consists of: (a) the complete renovation of the existing Legends Field (90 ft. diamond) ballfield at the Clem Lemire Recreation Complex (laser grade, cut lips, add clay and rebuild the pitcher's mound and home plate area; aeration, slit seed and top dressing of the entire field) to extend its functional life, and (b) the purchase and installation of Musco ballfield lighting at Legends Field.

- 2.) How will this project impact and benefit the community? Please include any projected economic impact and job creation or retention estimates.

Newington's baseball needs are currently underserved. The Town has a population of 30,562. The proposed lights will make it possible for this ballfield to be used more by enabling night games.

**Newington has a very active baseball program, playing throughout much of the year:
Spring: 7 teams (110 players) ages ranging from 13 to 17 which includes Newington High School freshmen, junior varsity and varsity baseball players with approximately 50 games and 180 practices; 2 senior teams (35 players) with approximately 50 home games and 20 practices.
Summer: 7 teams (114 players) ages ranging from 13 to 19 with approximately 70 games and 140 practices; 2 senior teams (30 players) with approximately 10 home games and 20 practices.
Fall: 4 teams (62 players) ages ranging from 13 to 17 with approximately 40 games and 80 practices; 2 senior teams (30 players) with approximately 10 home games and 20 practices.**

Additionally, there are 3 Youth AAU teams (45 players) ages 13-15 that play approximately 21 games, and 10 teams from Nutmeg State Games (150 players) ages 12-17 that play approximately 30 games in a 2-week period.

Newington also has a competitive American Legion league, and hosts the annual tournament on a regular basis.

The addition of lighting to this ballfield will greatly increase the ability for many other youths to have the opportunity to play. Lighted fields allow for additional youth tournaments and events to be held, and this equates to increased opportunities for more children to play one of America's favorite pastimes.

3.) What, if any, planning or design work has begun or been completed on this project?

See attached schematic prepared by Town staff.

4.) Is the proposed project consistent with the State Plan of Conservation and Development? (Plan detail is available at: www.ct.gov/opm/cdplan.) YES or NO **Yes**

5.) Is the proposed project consistent with your local Conservation & Development (C&D) Plan? YES or NO
Yes

6.) Last date local C&D Plan Adopted: **06/09/2010** (mm/dd/yyyy)

7.) Will the project require the conversion of lands currently in agricultural use to non-agricultural use?
YES or NO **No**

8.) Does the project area contain prime or important agricultural soils that are greater than 25 acres in area?
YES or NO **No**

9.) Does this project impact state-owned property (i.e.: state facilities, state roads and/or bridges, state parks, forests or other state-owned land.) If yes, please provide the location and a brief explanation.

No

10.) Describe the environmental and social impacts of the proposed project. For example, impacts related to traffic, floodplains, natural resources/wetlands, endangered species, archeological resources, historical structures, neighborhoods, utilities, parks, cemeteries etc. *(If necessary, attach response in a separate document.)*

This project will enhance an existing baseball field, so there will be no environmental or social impacts.

11.) Is this project a phase of a larger plan? YES or NO **No**

If YES, please complete a through e below.
If NO, skip to #12.

a.) What phase are you applying for?

b.) How many phases are there in total?

c.) What state agency/agencies administers/administered the previous phase(s)?

Agency Name: or n/a

d.) Who is/was the state agency contact person for this project?

Agency Contact Name: or n/a

e.) Attach additional information regarding the overarching, long-term plan if applicable

Attached: YES or NO

12.) **Project Funding – Please indicate whether funds are secured or prospective**

Please complete the following table detailing project funding sources. Examples of the other sources include: other state grants (please specify which), federal grants (please specify which), past STEAP awards used for previous phases of the project (please specify fiscal year), etc. Under uses please indicate estimated costs including, but not limited to, professional services, acquisition, construction, renovation, contingency, etc.

Funding Sources	TOTAL	Secured Amount	Prospective Amount	Anticipated date funds will be secured
STEAP funds from this application if awarded:	275000			
Previous STEAP funds from year: 20				
Previous STEAP funds from year: 20				
Previous STEAP funds from year: 20				
Local/Town funds:	0			
Private funds (specify):				
Federal funds(specify):				
Other State funds: (Specify)				
Other funds (Describe):				
Other funds (Describe):				
Other funds (Describe):				
Total Project Cost:	275000			
<u>STEAP Fund Use (Project Budget)</u>	<u>TOTAL</u>	<u>Expended to date</u>		
Professional Services:				
Acquisition:				
Construction:				
Renovation:	25,000			
Other (Describe): Musco lighting	250000			
Other (Describe):				
Other (Describe):				
Total Project Cost	275000			

13.) Please detail amounts and types of funds, if any that have been expended to date for this project.
\$0

14.) If this is not part of a multi-phase project, has any work already begun? If yes, please summarize.
No.

15.) If this is a multi-phase project, please provide a brief summary of the work completed to date.

N/A

16.) Should this project be awarded a STEAP grant, how soon after our contract is fully executed, would STEAP funded project work begin?

30 days / 60 days / 90 days/ 90+ days. Indicate answer here → **60 days**

17.) Is there any other relevant information you feel may be helpful, please include it below:

18.) Will this project move forward if the requested STEAP funds are not awarded or are awarded only in part? Please explain.
No.

19.) Was this project not selected in a previous round of STEAP grants? **No.**

20.) If other applications, for different projects, for **this round** of STEAP grants have already been submitted, please list below, in priority order, each of your projects (1 being top priority, 4 being last priority):

1.) 3.)

2.) 4.)

Attach the following material:

1. Site location map
2. Property boundary map
3. Two separate real estate appraisals, if land acquisition is proposed. ***Note: STEAP funds cannot exceed the appraised value established in the appraisals**
4. Project plans / concept plans
5. Proposed project schedule and duration of project (or project phase) to be funded by these STEAP funds should they be awarded
6. Project cost estimates supporting the request for funding (if available)
7. List of necessary local, state, and federal permits and approvals required for the project; list the status of each if applicable
8. Environmental site assessments (if applicable)
9. If applicable, any town resolution(s) in support of application for this grant

This page must be read and signed by the Authorized Signatory of the municipality in order for the municipality/project to be considered for STEAP funding.

My signature below, as Authorized Signatory of the Town of **Newington**, indicates acceptance of the following and further certifies that:

1. I understand that should this grant application be approved I will be required to sign an assistance agreement/contract with the assigned administering agency delineating the terms and conditions of this grant;
2. I will comply with any grant terms and conditions required by the administering agency;
3. I understand that various permits may be required by the administering agency as required by either the Connecticut General Statutes or Connecticut regulations;
4. I understand that funding associated with this grant application is one-time in nature and that there is no obligation for additional funding from the Office of Policy and Management or the State of Connecticut;
5. I understand that if this project warrants a Connecticut Environmental Policy Act (CEPA) review pursuant to Sections 22a-1 through 22a-1h of the Connecticut General Statutes that I will comply with such an environmental assessment. Further, if a CEPA is required, I understand that there are costs associated with such a review and that the municipality is in a position to continue with the proposed project despite this cost;
6. I understand that this application will be examined by the Intergovernmental Policy Division of the Office of Policy and Management for consistency with the State Plan of Conservation and Development and that I may be contacted if additional information is required for that review;
7. I understand that projects which convert twenty-five or more acres of prime farmland to a nonagricultural use will be reviewed by the Commissioner of Agriculture, in accordance with Section 22-6 of the Connecticut General Statutes; and
8. I will supply the Office of Policy and Management with all documentation supporting my authority to enter into an assistance agreement, including but not limited to applicable certified minutes and by-laws from the town denoting my authority to apply for the grant and the authority to enter into such an agreement should a grant be awarded.
9. I understand that if this application leads to the award of a STEAP grant for this project, that no payment will be made for project expenses incurred prior to the start date or after the end date (as set forth in the fully executed contract), without advance written approval by the administering state agency.
10. I have read, in full, page 1 of this application package, entitled Small Town Economic Assistance Program (STEAP) Guidelines and Application.

John Salomone

Authorized Signatory's Name (Please Print)

Town Manager

Title

Signature

Date

Please submit your completed STEAP application and required documents electronically to:

SITE LOCATION MAP



Clem Lemire Proposed Lighting Plan



DISCLAIMER: Every reasonable effort has been made to assure the information provided on the GIS maps and data is current, accurate and complete. However, the GIS database and the maps themselves are subject to constant change and the accuracy and completeness cannot be and is not guaranteed. Independent verification of all data contained herein should be obtained. The data presented on this map is not legally binding on the Town of Newington or any of its departments. This map and the associated data are REPRESENTATIONS ONLY and may contain errors in the databases. Therefore, the information presented on this map is for informational purposes only and should not be construed to be legally binding. The Town of Newington shall not be liable for any loss, damages or claims that arise out of the user's access to, or use of the map, documents and data provided. The GIS Data is not a survey, and is subject to any changes

Legend

-  Proposed Light Location
-  Lighting Illumination Grid
-  Parcel Lines



Map by
 Dept. of
 Information Tech.
 GIS Section



PROPOSED PROJECT SCHEDULE

1. Renovate the existing Legends Field (90 ft. diamond) ballfield at the Clem Lemire Recreation Complex (laser grade, cut lips, add clay and rebuild the pitcher's mound and home plate area; aeration, slit seed and top dressing of the entire field):

March – May 2016

2. Install Musco ballfield lighting at Legends Field:

June 2016

Musco Sports Lighting: Budget Estimate

June 15, 2015

Jay Bottalico
Newington Little League
Newington, CT

Dear Jay:

Thank you for the opportunity to discuss Musco's Green Generation Lighting® system, and the benefits it will bring to your baseball field at Clem Lemire Recreation Complex. We are excited to offer this innovative system, and are confident you will see the value for many years to come.

This estimate includes Musco's Light-Structure Green™ System, along with estimated installation costs. This system includes galvanized steel poles, pre-cast concrete foundation, green generation light fixtures, pole length wire harnesses, and electrical components enclosures. This system also comes with a 25 year warranty, including all maintenance and relamping.

Benefits of Light-Structure Green™

- Reduction of energy and maintenance costs by 50%.
- Reduction of spill light and glare by 50%.
- Increased lamp life from 3,000 to 5,000 hours. .
- Guaranteed constant light levels of 50 foot-candles in the infield and 30 foot-candles in the outfield.
- An unmatched warranty for up to 25 years
- A re-lamp of your facility after 5000 hrs of operation.
- Includes our Control-Link® System for flexible control and performance monitoring.

Estimated Project Cost:

Baseball Field (325'/375'/325')..... \$210,000- \$225,000

Pricing is based on June 2015 pricing and is subject to change.

This **estimate** includes anticipated equipment and installation costs. It does not include the cost of a new electrical transformer. Thank you for the trust you've placed in Musco Lighting. Please feel free to contact me with any questions you may have.

Mike Mahoney
Sales Representative
Musco Sports Lighting, LLC
Phone: 860/453-4325
E-mail: mike.mahoney@musco.com

LIST OF LOCAL, STATE AND FEDERAL PERMITS REQUIRED

1. Building Permit from the Town of Newington Building Department (not yet applied for).
2. Electrical Permit from the Town of Newington Building Department (not yet applied for).



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: December 2, 2015
Re: Town Council Meeting Schedule - 2016

Attached is a proposed schedule of Town Council meeting dates for 2016. This proposed calendar is presented for Council consideration and can be adjusted however the Council determines. The Council may also cancel, reschedule or add special meetings within Freedom of Information regulations as it sees fit.

A proposed schedule for special meetings pertaining to the Council's review of the Town Manager's budget will be presented when available.

A resolution approving the 2016 schedule will appear on an upcoming Council agenda. It should be noted that the meetings of January 12 and 26, 2016 were included in the approval of the current year's (2015) schedule.

Attach.



John Salomone
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

OFFICE OF THE TOWN MANAGER

In compliance with the Freedom of Information Act, the following is a list of meeting dates of the Town Council for 2016.

All meeting times are 7:00 PM

<u>Date</u>	<u>Date</u>
January 12, 2016	August 9, 2016
January 26, 2016	August 23, 2016
February 9, 2016	September 13, 2016
February 23, 2016	September 27, 2016
March 8, 2016	October 11, 2016
March 22, 2016	October 25, 2016
April 12, 2016	November 8, 2016
April 26, 2016	November 22, 2016
May 10, 2016	December 13, 2016
May 24, 2016	December 27, 2016
June 14, 2016	January 10, 2017
June 28, 2016	January 24, 2017
July 12, 2016	
July 26, 2016	

cc: Facilities Department
IT Department
Superintendent's Office, Board of Education



John Salomone
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

OFFICE OF THE TOWN MANAGER

MEMORANDUM

To: John L. Salomone, Town Manager
From: Jeff Baron, Director of Administrative Services *JB*
Date: November 18, 2015
Re: Insurance

The Standing Insurance Committee met on October 21st when they considered and took action to recommend acceptance of a two year rate stabilization offer from the Town's insurance carrier, CIRMA, that would extend the Town's (including the Board of Education's) property/casualty/liability insurance program an additional two years. Both the Town's Agent of Record and the CIRMA underwriter were present to answer the Standing Insurance Committee's questions.

The proposal would extend the Town's current program through June 30, 2018, with modest 3% annual increases for liability-auto-property premiums and 1.5% annual increases for workers compensation premiums. The Committee voted to recommend that the Town Council accept CIRMA's extension proposal, in accordance with §8-27(4)(a) of the Code of Ordinances. The minutes of the Standing Insurance Committee's meeting are attached.

This is to request that this matter be placed on the Town Council's agenda for their consideration and action once their initial board and commission appointments and other pressing initial matters have been addressed.

TOWN OF NEWINGTON
STANDING INSURANCE COMMITTEE
SPECIAL MEETING MINUTES

October 21, 2015

Town Hall Lower Level Conference Room L100

- I. Call to order – Chairperson Castelle called the meeting to order at 6:08 PM.
- II. Roll call – members present: Clarke Castelle, Chairperson; Dave Nagel; Sharon Braverman; Cheryl Constantine; and John Slusarski. Others present: Terry Perry, CIRMA; Bill Guerrero and Rachel Merritt, USI Insurance Services; Lou Jachimowicz, Chief Finance and Operations Officer; and Jeff Baron, Director of Administrative Services.
- III. Public participation – None.
- IV. CIRMA extension offer – CIRMA put together a two year extension offer for the Town's current program. It includes a 3% increase each year for liability-auto-property (LAP) coverage, a 1.5% increase each year in workers compensation paid-in premiums, while staying in a retro program, and a 1.5% increase each year in the potential maximum premium amount for workers compensation. CIRMA agrees to absorb up to 3% in wage increases each year as part of this offer. The Committee had considered this at their October 8th meeting, and had some questions, which Mr. Perry was invited to respond to. He provided a two page handout, which included the four questions from the Committee and data pertinent to his responses, and the 2013-14 CIRMA annual report, which also included pertinent data. On the questions about recent trends in the insurance industry and also CIRMA's rate needs for the pool, CIRMA's overall pool of clients have seen a 4.0% cumulative increase in workers compensation premiums and 3.5% cumulative increase in Liability-Auto-Property (LAP) premiums since 2010-11, while Newington has been in a retro program with no rate increases during that time and has seen only a 3% increase in LAP premiums during that time. CIRMA strives to provide rate stability. They do not manage by line of business. They heavily re-insure on property losses. There is no built in load for profit, or any bonuses. Their expenses are claims, risk management and underwriting. They have a 35 year data base for claims. They provide a retrospective rating program for workers compensation which includes two important features; namely, cash flow for premiums and loss reserve analysis. Increases are based on the individual results of each client. The majority of CIRMA's book of business is guaranteed cost, Newington is their only retro program today. The LAP shows three and five year losses and is being increased. CIRMA has also provided member equity checks four of the past five

years. Mr. Slusarski asked about re-insurance costs. CIRMA uses Safety National, their rates have been flat. There is a potential for severe exposure based on what is covered by CIRMA (police, schools, coastal exposures, etc.). Mr. Guerrero noted that the costs that drive municipal exposures are different from the commercial market. There was also some discussion on specific topics such as prescription painkillers, loss history at the skateboard park, and downstream exposure for dams. Mr. Perry pointed out that the workers compensation retro program was capped at 18 months after expiration, with only two adjustments. Mr. Slusarski asked what happened if the Town exceeded the 3% of payroll increases that CIRMA was offering to absorb. CIRMA rates the policy by payroll classification. Audits rate payroll accordingly. If a payroll classification increases by more than 3%, that amount is added to the 1-1/2% premium increase. Ms. Constantine made a motion that the Committee accept CIRMA's extension proposal of the Town's current program, as presented, and recommend its' acceptance to the Town Council. A second to the motion was made by Mr. Nagel. There was no discussion on the motion. It passed unanimously by a vote of 5 YES to 0 NO.

- V. Any other business pertinent to the Committee – None.
- VI. Public participation – None.
- VII. Response to public participation – None.
- VIII. Adjournment – The meeting adjourned at 7:07 PM.

Respectfully submitted,

Jeff Baron

Jeff Baron
Director of Administrative Services



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: December 2, 2015
Re: Setting Dates for the Town Council's Goal Sessions

Annually the Town Council has a retreat where goals are formulated both short-term and long-term for the year. Because there are five new Town Council members, I am suggesting that we increase the sessions by one and devote that to department background for each major functional area of Town services.

I recommend that the first goal setting session be on Saturday, January 16 from 8:30 AM to 12:30 PM at a site to be determined. We can then have the second goal session on the weekday night of Wednesday, January 20 at 5:30 PM also at a site to be determined. At all sessions the appropriate meal will be provided to the Town Council and staff so that we can make the most use of the time allotted.

AGENDA ITEM: V.E

DATE: 12-8-15

RESOLUTION NO. _____

RESOLVED; that the Newington Town Council hereby appoints the following liaison Town Council members to the Newington Emergency Medical Services (NEMS) - (NVA):

Name	Address	Party	Term	Replaces
NTC REP: Maureen Klett	104 Harold Drive	R	NTC Term	
NTC Rep		D	NTC Term	

MOTION BY: _____

SECONDED BY: _____

VOTE: _____



John Salomone
Town Manager

TOWN OF NEWINGTON

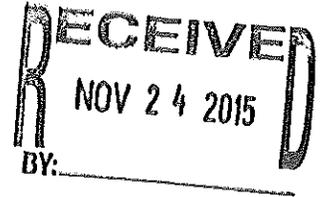
131 Cedar Street Newington, Connecticut 06111

Office of the Town Clerk

Tanya D. Lane MMC
Town Clerk

Memorandum

To: John Salomone, Town Manager
From: Tanya Lane, Town Clerk *Tanya Lane*
Date: November 23, 2015
Re: Resignation—Ben Ancona; Board of Ethics



I am attaching the letter of resignation received from Ben Ancona who is resigning from the Board of Ethics effective November 16, 2015. Mr. Ancona was serving a term from 6/9/15 – 11/30/17.

Town Council is the appointing authority.

11.16.2015

Dear Madam Clerk:

I hereby resign from the
Newlyn Board of Ethics.

Ben Arcon
360 Maple Hill Ave
Newlyn CA 00111
860.559.1552

RECEIVED & RECORDED IN
NEWINGTON AND RECORDS

2015 NOV 16 AM 10:59

Mr. Tolgus D. Lusk
TOLGUS LLP



John Salomone
Town Manager

TOWN OF NEWINGTON

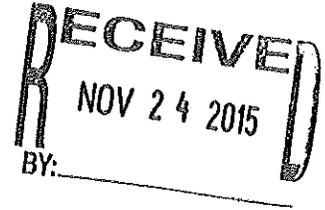
131 Cedar Street Newington, Connecticut 06111

Office of the Town Clerk

Tanya D. Lane MMC
Town Clerk

Memorandum

To: John Salomone, Town Manager
From: Tanya Lane, Town Clerk *Tanya Lane*
Date: November 23, 2015
Re: Resignation—Tim Manke: Alternate, Conservation/Inland Wetlands Commission



I am attaching a copy of the letter of resignation filed in the Town Clerk's office from Tim Manke who is resigning as an alternate on the Conservation/Inland Wetlands Commission, effective November 17, 2015. Mr. Manke was serving a term from 7/22/15 – 11/30/15.

Town Council is the appointing authority.

RECEIVED & RECORDED IN
NEWINGTON TOWN RECORDS
2015 NOV 17 AM 11:20
TOWN CLERK

Monday, November 09, 2015

Mr. Jeffery Zelek
Chair, Newington Conservation Inland Wetlands Commission
131 Cedar Street
Newington Ct 06111

RE: Membership Conservation Commission

Dear Chairman Zelek;

I am writing to tender my resignation from the Newington Conservation Inland Wetlands Commission. My recent election to the Town Council precludes my remaining a Commissioner on this body.

I have enjoyed my time on the Commission and I have learned a great deal. I also appreciated the way you and the other Commissioners have taken the time to educate me on issues that have come before us. While I have served on various Commissions and Boards in our town I am impressed with the level of passion, dedication, and knowledge my fellow Commissioners brought to the table. Newington is lucky to be served by yourself and the other Commissioners, your stewardship of our town's resources and open space is exemplary.

I will continue to follow your work and if I can be of any assistance please let me know.

With a copy of this letter I will inform the Republican Town Committee and the Town Clerk of my resignation.

Sincerely,



Timothy A. Manke
65 Rosewood Drive Newington Ct 06111

Cc Frank Aieta
Town Clerk



John Salomone
Town Manager

TOWN OF NEWINGTON

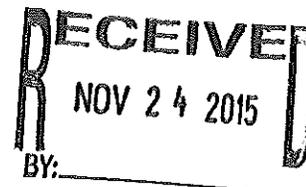
131 Cedar Street Newington, Connecticut 06111

Office of the Town Clerk

Tanya D. Lane MMC
Town Clerk

Memorandum

To: John Salomone, Town Manager
From: Tanya Lane, Town Clerk *Tanya Lane*
Date: November 23, 2015
Re: Resignation—Tim Manke: Human Rights Commission



I am attaching a copy of the letter of resignation filed in the Town Clerk's office from Tim Manke who is resigning from the Human Rights Commission, effective November 17, 2015. Mr. Manke was serving a term from 12/1/13 – 11/30/16.

Town council is the appointing authority.

RECEIVED & RECORDED IN
NEWINGTON TOWN RECORDS
2015 NOV 17 AM 11:20

November 12, 2015

Ms. Karen Futoma
Human Rights Commission
131 Cedar Street
Newington Ct 06111

RE: Membership Human Rights Commission

Dear Ms. Futoma;

I am writing to tender my resignation from the Newington Human Rights Commission. My recent election to the Town Council precludes my remaining a Commissioner on this body.

I have enjoyed my time on the Human Rights Commission and I have enjoyed working with you and the other Commissioners.

I will continue to follow your work and if I can be of any assistance please let me know.

With a copy of this letter I will inform the Republican Town Committee and the Town Clerk of my resignation.

Sincerely,



Timothy A. Manke
65 Rosewood Drive Newington Ct 06111

Cc Frank Aieta
Town Clerk

AGENDA ITEM: VII

DATE: 12-8-15

RESOLUTION NO. _____

RESOLVED:

That property tax refunds in the amount of \$2,334.01 are hereby approved in the individual amounts and for those named on the "Requests for Refund of an Overpayment of Taxes," certified by the Revenue Collector, a list of which is attached to this resolution.

MOTION BY: _____

SECONDED BY: _____

VOTE: _____

TAX REFUNDS – December 8, 2015

Ally Financial Louisville PPC P.O. Box 9001951 Louisville, KY 40290-1951	\$399.03
VW Credit Leasing LTD 1401 Franklin Blvd. Libertyville, IL 60048	\$245.61
Honda Lease Trust 600 Kelly Way Holyoke, MA 01040	\$636.52
Mackenzie Zadroga 8001 Sequester Loop Land O Lakes, FL 03487	\$70.09
Joann Andrea CAP 115 Waverly Drive Newington, CT 06111	\$236.71
Hyundai Lease Titling Trust P.O. Box 198069 Nashville, TN 37219	\$449.74
Jill Anne Westcott 26 Berkeley Place Newington, CT 06111	\$83.70
Nissan Infiniti – LT Tax Operations P.O. Box 650214 Dallas, TX 75265-0214	\$212.61
Total	\$2,334.01