



John L. Salomone
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

MAYOR STEPHEN WOODS

MINUTES

NEWINGTON TOWN COUNCIL
Conference Room L-101 Lower Level – Town Hall
7:00 P.M.

April 9, 2013

Deputy Mayor McBride called the meeting to order at 7:00 p.m.

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

Councilor Borjeson
Councilor Bottalico
Councilor Castelle
Councilor Cohen
Councilor DelBuono
Councilor Klett
Councilor McBride
Councilor Nagel
Mayor Woods - Absent

Staff Attendees:

John Salomone, Town Manager
Ann Harter, Finance Director
Lisa Rydecki, Deputy Finance Director
Jaime Trevethan, Executive Assistant

III. PUBLIC PARTICIPATION – IN GENERAL

Gary Bolles, 28 Burdon Lane – Mr. Bolles noted that the Toll Brothers have appealed the Conservation Commission's decision to deny the permit for the Newington Walk development on Cedar Mountain. He urged residents and officials to support the Conservation Commission's position. He stated that the court case must be handled correctly and that a land-use attorney is the only way to do so. Mr. Bolles asked whether a land-use attorney will be used to represent the Town in this case. Deputy Mayor McBride stated that someone will get back to Mr. Bolles with this information.

Rose Lyons, 46 Elton Drive – Ms. Lyons inquired as to how much money has been appropriated to for the land-use attorney to be hired for the Conservation Commission issue. She thanked the Central CT Health District and the CCHD Commission for the programs they have made available to Town residents and seniors. Ms. Lyons also commented on the notices published in various newspapers regarding the application process for the Victory Gardens housing complex and stated that she was disturbed not to see it in the Newington Town Crier or Newington Life and the apparent lack of notification to Town departments about the process. She stated that her brother, who is a client of the Veterans' Hospital, was not notified of the application process and stated that she hopes that at least the Town Council will be notified of any future developments with the project.

John Slusarski, 40 Grandview Drive – Mr. Slusarski stated frustration with the budget process, the funding given to the Board of Education and the Council in-fighting over \$100,000 on the Town side.

IV. REMARKS BY COUNCILORS

Councilor Bottalico inquired about when the Council will hold an Executive Session on legal and personnel issues. Town Manager Salomone replied that there will be an Executive Session at the next meeting, if there are updates to give to the Council.

Councilor Klett inquired about the selected land-use attorney for the Conservation Commission issue and inquired about the cost. She stated that this information should be discussed publicly.

V. CONSIDERATION OF OLD BUSINESS

A. Adoption of Operating Budget for Fiscal Year 2013-14

Councilor DelBuono moved to add an item to the agenda to discuss and take action on further adjustments to the Town Council’s tentative budget. Motion seconded by Councilor Klett.

Town Manager Salomone stated that it is not necessary to add this item to the agenda, as there will be a motion on the table to adopt the operating budget and any adjustments can be considered individually as potential amendments to the motion.

Councilor DelBuono withdrew her motion and Councilor Klett withdrew her second.

Councilor Castelle moved the following:

RESOLVED:

That the following General Fund appropriations of the Town of Newington are hereby adopted for the fiscal year beginning July 1, 2013 and ending June 30, 2014, in accordance with Section 805 of the Charter of the Town of Newington:

APPROPRIATIONS:

Town Government Operations:		
General Government	\$4,516,605	
Public Safety	7,685,402	
Public Works	4,809,501	
Community Planning & Development	458,079	
Public Health	144,355	
Community Services	992,719	
Public Library	1,688,808	
Parks & Recreation	1,556,474	
Insurance - Miscellaneous	8,938,574	30,790,517
Debt Service		1,475,756
Metropolitan District		3,102,250
Capital Improvements		4,198,455
Equipment Reserve		301,948
Employee Leave Liability Reserve Fund		92,900
Board of Education		66,096,870

TOTAL APPROPRIATIONS

\$106,058,696

BE IT FURTHER RESOLVED:

That, in accordance with Section 805 of the Charter of the Town of Newington, the following General Fund estimated revenues be raised to meet these appropriations:

ESTIMATED REVENUES:

Current Taxes	\$83,480,818	
Prorated Taxes	730,000	
Prior Years Taxes	440,000	
Interest & Liens	320,000	
Payments in Lieu of Taxes	2,050,747	
Licenses & Permits	265,225	
Rentals	144,854	
Investment Income	30,000	
Fines	40,000	
Charges for Services	549,950	
Refunds & Reimbursements	87,825	
Sale of Town Property	200	
State Aid	15,092,066	
Federal Aid	124,000	
Miscellaneous	18,500	
Donations	1,333	
Transfers from Other Funds	433,178	\$103,808,696
General Fund Balance Applied		2,250,000
TOTAL ESTIMATED REVENUES AND APPLIED FUND BALANCE		\$106,058,696

BE IT FURTHER RESOLVED:

That the Clerk is hereby instructed to place the accompanying General Fund Budget Summary on the record of this meeting to illustrate the above appropriations and revenue estimates.

BE IT FURTHER RESOLVED:

That the following budget is hereby adopted for the Public School Capital Improvement Projects Reserve Fund for the fiscal year beginning July 1, 2013 to June 30, 2014:

APPROPRIATIONS:

Painting	\$25,000
Carpeting	25,000
District-wide Security and Safety	25,000
STEM Academy JW/MK & NHS Career/Technical	50,000

NHS Music Wing Expansion 200,000
TOTAL APPROPRIATIONS **\$325,000**

ESTIMATED REVENUES:
General Fund Appropriations **\$125,000**
Interest Earnings **600**
Tuition Receipts **75,000**
School Rental Receipts **50,000**
Fund Balance **74,400**
TOTAL ESTIMATED REVENUES AND APPLIED FUND BALANCE **\$ 325,000**

Motion seconded by Councilor Borjeson.

Councilor Bottalico moved the following eight amendments to the resolution.

Item #	Account #	Description	Change In Tax Burden
1	10151 7001	Increase Transfer from Capital Non-Recurring Fund for partial balance of Fenn Road Access Road	(\$50,000)
2	10151 7001	Increase Transfer from Capital Non-Recurring Fund for partial balance of Tax Revaluation Reserve	(\$10,000)
3	10151 7001	Increase Transfer from Capital Non-Recurring Fund for partial balance of Drainage Improvements	(\$25,000)
4	10151 7001	Increase Transfer from Capital Non-Recurring fund for balance of Market Square Development	(\$20,000)
5	10197 8101	Postpone hiring of IT position for a 3rd month	(\$4,937.50)
6	10944 8220	Reduce Social Security for Information Tech position	(\$377.50)
7	10943 8220	Reduce Retirement for Information Tech position	(\$444.00)
8		Put off purchasing wheel loader for a year	

Amendment 1: Seconded by Councilor Klett.

Councilor Cohen inquired whether this item is for Fenn Road. Councilor Bottalico replied in the affirmative.

Roll Call Vote

Councilor Borjeson – No
 Councilor Bottalico – Yes
 Councilor Castelle – No
 Councilor Cohen – No
 Councilor DelBuono – Yes
 Councilor Klett – Yes
 Councilor McBride –No
 Councilor Nagel – Yes
 Mayor Woods - Absent

Amendment 1 Failed 4-4

Amendment 2: Seconded by Councilor Klett.

Councilor Castelle inquired whether there may be any need for the \$10,000 that is proposed to be cut. Town Manager Salomone stated that the funding may be needed due to pending court cases. Councilor Castelle inquired as to why the funding should be cut when there are pending cases. Councilor Bottalico disagreed with the Town Manager's opinion and stated that the \$10,000 won't cover the cost. Councilor Klett inquired as to whether there are any active court cases. Town Manager Salomone replied in the affirmative. Councilor Bottalico stated that since there won't be enough funding in the account the funding will have to come from contingency anyway. Councilor Castelle questioned why the Council should remove funding if there won't be enough as-is.

Town Manager Salomone noted that this funding would be used for appraisals on properties that are under dispute. Councilor Bottalico disagreed and stated that all appraisals have been done. Town Manager Salomone noted that third appraisals are sometimes ordered when the property owner's and the Town's assessments disagree. Councilor Klett inquired where the funding would come from if it wasn't in this account. Town Manager Salomone replied that the funding would come from the contingency.

Roll Call Vote

Councilor Borjeson – No
Councilor Bottalico – Yes
Councilor Castelle – No
Councilor Cohen – No
Councilor DelBuono – Yes
Councilor Klett – Yes
Councilor McBride – No
Councilor Nagel – Yes
Mayor Woods - Absent

Amendment 2 Failed 4-4

Amendment 3: Seconded by Councilor DelBuono.

Town Manager Salomone stated that this is part of a reserve fund set up for capital items. He stated that this could fund future drainage projects should they become necessary. Councilor DelBuono inquired about whether there are any drainage projects in process now. Town Manager Salomone replied that there are a few small projects in progress now but stated that most of the funding is in reserve for future projects. Councilor DelBuono inquired whether the current projects would be covered by the remaining balance. Town Manager Salomone replied in the affirmative. Councilor Nagel inquired about the amount typically taken out of this account for drainage projects. Town Manager Salomone replied that it varies from year to year. Councilor Castelle inquired about how much would remain in the fund with the reduction. Mrs. Harter replied that about \$96,000 will remain. Councilor Cohen cautioned against depleting reserve funds, since they will have to be replenished in the future. She commented that reserve funds are in place for a reason. Councilor DelBuono inquired about how many reserve funds exist in the budget. Mrs. Harter replied that there are approximately 10 reserve funds. Councilor DelBuono noted that the proposal is not to cut all of the reserve funds.

Councilor Castelle stated that in order to make an intelligent decision, the Council would need to know about the various reserve funds and the average depletion of the accounts each year. He expressed concern that funds cut this year will have to be replenished by the taxpayers in future years. Councilor Bottalico disagreed and noted that there are over \$2 million in the reserve funds and noted that the taxpayer is paying for that now. Councilor DelBuono noted that these accounts are adjusted yearly due to needs and stated that this is not setting a precedent. She noted that these are merely suggestions to be voted on by the entire Council, as the Council is elected to do. Councilor Klett expressed concern that having too much in the reserve funds is actually an over taxation to the citizens.

Roll Call Vote

Councilor Borjeson – No
Councilor Bottalico – Yes
Councilor Castelle – No
Councilor Cohen – No
Councilor DelBuono – Yes
Councilor Klett – Yes
Councilor McBride –No
Councilor Nagel – Yes
Mayor Woods - Absent

Amendment 3 Failed 4-4

Amendment 4: Seconded by Councilor Nagel.

Councilor Bottalico stated that he believes that the project is finished; therefore the proposed \$20,000 can be removed from the \$43,000 fund. Town Manager Salomone stated that the project has not been closed out yet by the committee and stated that there is supposed to be a contractor on site later this week. He stated that funding is not usually removed until a project is complete. Councilor McBride inquired about the utilization of the funding. Town Manager Salomone replied that signage may come out of that account, but reiterated that finding is not typically transferred out of a project account until the project is closed out and the committee submits a report to the Council. He stated that although there may be funds remaining at the completion of the project he does not recommend closing it out at this time. Councilor Cohen noted that unencumbered funds may be transferred for use in another project once this project is completed. Councilor Bottalico stated that any remaining funds should go back into the Town's revenue.

Roll Call Vote

Councilor Borjeson – No
Councilor Bottalico – Yes
Councilor Castelle – No
Councilor Cohen – No
Councilor DelBuono – Yes
Councilor Klett – No
Councilor McBride –No
Councilor Nagel – Yes
Mayor Woods - Absent

Amendment 4 Failed 3-5

Amendments 5, 6 and 7 were considered together as one motion: Seconded by Councilor Klett.

Councilor Bottalico stated that this proposal would be to delay the position by one additional month, for a total delay of three months. Councilor Klett inquired whether this is the new position or the proposed revised job description and reclassification for the Information Technology Director. Councilor Bottalico replied that it is for the new position. Councilor Klett inquired about the cost of upgrading the Director position. Town Manager Salomone replied that the cost is about \$4000 per year.

Councilor McBride inquired about how the delay would affect IT operations. Town Manager Salomone replied that this would push back projects by another month.

Roll Call Vote

Councilor Borjeson – No
Councilor Bottalico – Yes
Councilor Castelle – No
Councilor Cohen – No
Councilor DelBuono – Yes

Councilor Klett – Yes
Councilor McBride – No
Councilor Nagel – Yes
Mayor Woods - Absent

Amendments 5, 6 and 7 Failed 4-4

Amendment 8: Seconded by Councilor Klett

Councilor Bottalico recommended holding off on the purchase of the pay loader and placing the funding back in reserve. Mrs. Harter stated that delaying the purchase will not reduce the budget; only reducing the reserve fund would reduce the budget. Councilor Bottalico agreed and stated that he would like to hold off one year on the purchase but leave the funding in place to try to help replenish the reserve fund. Town Manager Salomone stated that the current pay loader is 20-years old and has reached its useful life.

Councilor Klett inquires about what would happen to the replaced equipment. Town Manager Salomone replied that the equipment is sold. Councilor Klett inquired about the value of the equipment to be sold. Town Manager Salomone replied that he is unsure. Councilor Klett expressed concern about not replacing the equipment and then experiencing a significant snow storm next winter. Town Manager Salomone remarked that adequate and well-trained staff as well as having key equipment available in good running order is vital for effective snow removal. Councilor Klett inquired about the useful life for this type equipment. Town Manager Salomone stated that while it can vary, this particular item has a useful life of about 19 years.

Councilor DelBuono inquired whether the plan is to sell the current equipment at auction once it is replaced. Town Manager Salomone replied in the affirmative and stated that unless there is a real need for backup, equipment is usually sold while it is still in working order in order to retain a reasonable sale price and to save on maintenance costs. Councilor DelBuono inquired whether the Council can reconsider appropriating the funds to purchase the equipment in the future, should the need arise. Town Manager Salomone replied in the affirmative. Councilor Klett inquired about where the funds from sold equipment are accounted for. Mrs. Harter replied that the funds are placed back into the reserve fund.

Roll Call Vote

Councilor Borjeson – Yes
Councilor Bottalico – No
Councilor Castelle – Yes
Councilor Cohen – Yes
Councilor DelBuono – No
Councilor Klett – No
Councilor McBride – Yes
Councilor Nagel – No
Mayor Woods – Absent

Amendment 8 failed 3-5.

The Council recessed at 8:07 p.m., returning at 8:15 p.m.

Councilor Bottalico stated that he will not support the budget, due to the pledge he signed to the taxpayers six years ago promising no tax increases over 3%. Councilor Nagel stated that he will not support the budget for the same reason as Councilor Bottalico. He stated that his decision is an ethical one, not necessarily a monetary one. Councilor DelBuono thanked the Council and staff for their work during this arduous process. She noted that the Council did put forth a bi-partisan effort to reduce the budget but expressed that while she did not sign a 3% pledge she cannot support the budget as written. She stated that she has received feedback that residents cannot afford the increase as written, and due to the failure of some of the proposed cuts she cannot support the budget.

Councilor Castelle stated that moving funds from reserve funds to temporarily reduce taxes is not a budget cut as it does not reduce expenditures. He stated that he will support the budget. Councilor Klett noted that the tax increase would be higher than 3.03% had the Town not applied \$2 million from the fund balance. She thanked the Town Manager, Superintendent of Schools and staff for their work during this difficult process. She stated that while she would have liked to see some of the proposed cuts passed to lower the budget further, she is aware that if there are not five votes to pass the budget, it will fail, and the Council will have to come back to reconsider the budget within 20 days and could be subject to the same budget with no additional cuts. She stated that she does not believe that there will be any additional cuts to the budget if it fails during the current meeting, therefore she will vote in favor of the budget.

Councilor DelBuono inquired about the process if the budget fails, whether it may be brought back for consideration without changes. Town Manager Salomone replied that while a revised motion may be brought forth for consideration, or, the same motion may be reconsidered without changes. He stated that the Council has 20 days from the second public hearing to adopt a budget; otherwise the Town Manager's proposed budget becomes the adopted budget.

Councilor Bottalico stated that the Council does not have enough time to thoroughly study and discuss the budget. Councilor Klett reiterated that if the budget fails at the current meeting, it will make it difficult on staff, only to have the same budget pass at the next meeting.

Roll Call Vote

Councilor Borjeson – Yes
Councilor Bottalico – No
Councilor Castelle – Yes
Councilor Cohen – Yes
Councilor DelBuono – No
Councilor Klett – Yes
Councilor McBride – Yes
Councilor Nagel – No
Mayor Woods – Absent

Motion passed 5-3 (per roll call vote)

B. Adoption of Long-Range Capital Improvement Plan 2013-14 through 2016-17

Councilor Castelle moved the following:

RESOLVED:

The Newington Town Council hereby adopts the "Town of Newington Long-Range Capital Improvement Plan 2013-2014 through 2017-2018," a final copy of which will be on file in the Town Clerk's Office.

NOTE: This vote is binding only for the funds committed for fiscal year 2013-2014; the proposed funding for 2014-2015 through 2017-2018 is for planning purposes only and is subject to change through future budget deliberations.

Motion seconded by Councilor Bottalico

Roll Call Vote

Councilor Borjeson – Yes
Councilor Bottalico – Yes
Councilor Castelle – Yes
Councilor Cohen – Yes
Councilor DelBuono – Yes
Councilor Klett – Yes

Councilor McBride – Yes
Councilor Nagel – Yes
Mayor Woods - Absent

Motion passed 8-0 (Mayor Woods absent)

C. Set Mill Rate

Councilor Castelle moved the following:

RESOLVED:

In accordance with Section 805 of the Town Charter of the Town of Newington, the Town Council hereby fixes a tax rate of 33.63 mills for the fiscal year beginning July 1, 2013 and ending June 30, 2014, which shall be levied on taxable property in the Town of Newington listed on the October 1, 2012 Grand List, and said tax shall become due and payable in accordance with Section 43-1 of the Newington Code of Ordinances. The Town Manager is hereby authorized to make out and sign the rate bill in accordance with this motion.

Motion seconded by Councilor Cohen.

Roll Call Vote

Councilor Borjeson – Yes
Councilor Bottalico – No
Councilor Castelle – Yes
Councilor Cohen – Yes
Councilor DelBuono – No
Councilor Klett – Yes
Councilor McBride – Yes
Councilor Nagel – No
Mayor Woods – Absent

Motion passed 5-3 (per roll call vote)

- D. Senior Center Roof Project Building Committee
1. Establish Committee
 2. Appoint Members

Councilor Castelle moved the following:

RESOLVED:

In accordance with Article X, Section 8-39 et seq., Project Building Committees, of the Newington Code of Ordinances, the Newington Town Council hereby establishes a Senior and Disabled Center Roof Replacement Project Building Committee.

Said committee is charged to work with the Town Manager (and/or his/her designee) and any other appropriate Town staff in the oversight of the Senior and Disabled Center roof project and related activity. Such improvements shall comply with the appropriate sections of the Fire Code, Health Code, Building Code and OSHA regulations, regulations of the Americans with Disabilities Act, and any other health and/or safety code regulations currently in force.

BE IT FURTHER RESOLVED:

The Senior and Disabled Center Roof Replacement Project Building Committee shall be comprised of five (5) members, of which three (3) shall be representatives of the Town Council and two (2) shall be from the Commission on Aging and Disabled.

BE IT FURTHER RESOLVED:

That the Newington Town Council hereby appoints the following members to the Senior and Disabled Center Roof Replacement Project Building Committee:

Name	Address	Party	Term
NTC Rep: Clarke Castelle	167 Connecticut Avenue	D	NTC Term
NTC Rep: Myra Cohen	42 Jeffrey Lane	D	NTC Term
NTC Rep: Dave Nagel	1175 Willard Avenue	R	NTC Term
Commission on Aging Rep: Karen Brecher	120 Stagecoach Lane	R	Commission on Aging Term
Commission on Aging Rep: Bill DeMaio	22 Burdon Lane	D	Commission on Aging Term

Motion seconded by Councilor Cohen. Motion passed 8-0 (Mayor Woods absent)

E. 2014 Historic Documents Preservation Grant

Councilor Castelle moved the following:

RESOLVED: That John L. Salomone, Town Manager, is authorized to execute and deliver in the name and on behalf of this municipality a contract with the Connecticut State Library for the Historic Documents Preservation grant.

Motion seconded by Councilor Cohen. Motion passed 8-0 (Mayor Woods absent)

VI. CONSIDERATION OF NEW BUSINESS

A. Central CT Health District Annual Update

Central Connecticut Health District Director Paul Hutcheon and Board of Health representatives Judy Sartucci and Kris Nasinnyk presented the Council will the CCHD Annual Update. (Attached)

Following the presentation, Councilor Klett inquired about inspections of nursing homes, which are currently being performed yearly by the Fire Department and every other year by the State, and day care centers, which are inspected and licensed by the State Department of Public Health. Mr. Hutcheon replied that the State issues daycare licenses and the CCHD makes inspections of day care centers of seven or more children only, every other year, and indicated that the State also inspects all day care providers (centers and in-home) for items such as child-care standards, children-to-teacher ratio, etc. He indicated that the CCHD inspections are health-related, such as lead paint levels, etc. Councilor Klett inquired about the frequency of health inspections in restaurants. Mr. Hutcheon replied that the CCHD makes 1-4 inspections per restaurant per year depending on the type of restaurant and complexity of the menu. Councilor Klett inquired about bed bug complaints. Mr. Hutcheon replied that the CCHD has investigated bed bug complaints in rented dwellings and multi-unit apartment buildings.

Councilor Castelle commented on the Community Health Report Card and remarked that the socio-economic statistics are stunning. Mrs. Nasinnyk reminded the Council that there is a vacancy for a Newington representative on the Board of Health.

B. Fair Housing Policy

Town Manager Salomone explained that this is an annual policy that is typically updated by the Town and renewed by the Council in April. He stated that the Town is required to maintain this policy in order to maintain Small Cities funding. He stated that if the Council concurs, a resolution will appear on the next agenda for consideration. Councilor Castelle inquired whether the Town has received any fair housing complaints. Town Manager Salomone replied that the Town does receive complaints from time to time, some of which do not fall under the Fair Housing Policy.

C. Job Description Update: Information Technology Director

Town Manager Salomone indicated that this update and classification change has been included in the budget. He stated that the draft job description will bring the position's responsibilities up to date. He stated that action may be taken at a future meeting.

Councilor Klett inquired about other positions in the A-12 classification. Town Manager Salomone replied that the Town Engineer also falls into the A-12 classification. Councilor Klett requested to be sent the salary range for the A-12 classification.

VII. RESIGNATIONS/APPOINTMENTS (NONE)

VIII. TAX REFUNDS

Councilor DelBuono moved the following:

RESOLVED:

That property tax refunds in the amount of \$1,355.78 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 seconded by Councilor Nagel. Motion passed 8-0 (Mayor Woods absent)

IX. WRITTEN/ORAL COMMUNICATIONS FROM THE TOWN MANAGER, OTHER TOWN AGENCIES AND OFFICIALS, OTHER GOVERNMENTAL AGENCIES AND OFFICIALS AND THE PUBLIC (NONE)

X. COUNCIL LIAISON/COMMITTEE REPORTS

Councilor Nagel reported on a recent Library Board of Directors meeting:

- Library Director Donna Miller has resigned effective April 12
- Next week is National Library Week
- The Board discussed copyright infringements as it relates to Library users downloading content
- The Board discussed air control issues in the building
- Former Board member Sue Wright has formally resigned from the Board. The Town Attorney also commented on the issue of a board removing a member, stating that a board cannot remove a member that had been appointed by the Town Council without Council approval.
- The Board discussed looking into creating a children's garden

Councilor Nagel reported on a recent Commission on Aging and Disabled meeting:

- Center Director Dianne Stone discussed an ongoing aging mastery program
- There will be a craft fair on May 4
- The Annual Volunteer Dinner will be held on May 21
- The Commission discussed overhauling the coffee shop area
- The Commission expressed concern that the \$15,000 collected in donations will be included in the roof replacement project at the Center.

XI. PUBLIC PARTICIPATION – IN GENERAL (NONE)

XII. REMARKS BY COUNCILORS

Councilor Klett requested that the Town Manager provide an answer to the questions asked by the public earlier in the meeting about the attorney hired to represent the Town in the Cedar Mountain land use matter and how much has been appropriated for the legal costs. Town Manager Salomone replied that no separate counsel has been hired as of yet and that no additional funding has been appropriated. He stated that funding will come from the legal fund. Councilor Klett inquired about the process for hiring the special counsel. Town Manager Salomone replied that the Mayor appoints any counsel, per Charter. Councilor Klett requested that the Council be kept informed on any action regarding this item.

Councilor Klett noted that the Town Attorney had been asked by the Town Planner to give an opinion on whether Alternate TPZ Commissioners should be able to sit at the table and participate during TPZ meetings when they are not called upon to serve in the absence of a regular member. She inquired to know what precipitated this request and noted that for as long as she has been involved, TPZ alternates have always been able to participate in all meetings, but vote only when there is a regular member absent. She questioned as to why that would be changed and remarked that she hopes that this is not an attempt to stifle an alternate member. Town Manager Salomone stated that he will follow-up on the matter.

Councilor Cohen stated that a lot of effort went into the Council's tentative budget and stated that there was much negotiation and give and take between both sides of the table and that the Council did the best it possibly could under difficult circumstances. She stated that had the budget not passed at the current meeting, the Council would have worked hard to make sure that a budget was passed within the 20-day requirement. She stated that it was a tight budget.

Councilor Bottalico stated that he would speak to TPZ Chair Dave Pruett about the Alternate issue and agreed that an Alternate should be able to participate even if they can't vote.

Councilor Klett inquired as to why Councilor Cohen had comment on the budget not passing when it did, indeed pass. She noted Councilor Cohen's comment that this is a tight budget and she remarked that the Council probably could have done more.

Councilor Castelle thanked everyone involved in the budget process, including the Town Manager, the public, staff and the Board of Education. He stated that the Council has produced a budget that maintains needed and wanted service while minimizing expenditures. He noted that with expected cuts to State and Federal funding staff will have to work harder with fewer resources. Councilor Castelle stated that the Council did the best it could under difficult circumstances.

XIII. ADJOURNMENT

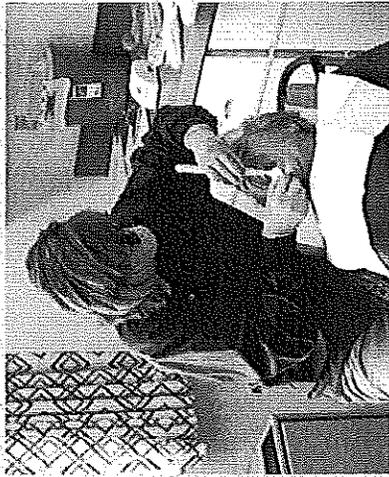
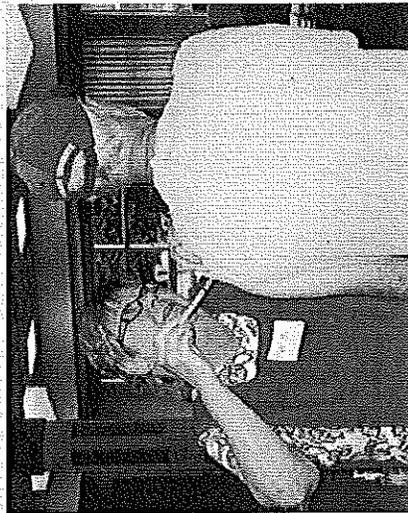
Councilor Bottalico moved to adjourn the meeting at 9:35 p.m. Motion seconded by Councilor DelBuono. Motion passed 8-0 (Mayor Woods absent)

Respectfully Submitted,



Jaime Trevethan
Executive Assistant to the Town Manager

Central Connecticut Health District ANNUAL REPORT TO OUR COMMUNITIES



Presented by:
Judith Sartucci, Chairman, Board of Health
Paul Hutcheon, Director of Health
March, 2013

General Information

- We are the local health department for the towns of Berlin, Newington, Rocky Hill and Wethersfield and serve a combined population of 97,000
- One of 21 regional public health departments in CT
- 16 years of providing a broad range of public health services
- Oversight from a 12-member Board of Health made up of the Director of Health and 11 Directors appointed by the member towns based on population
- 8 FT employees and 4 PT employees in 5 offices - in each town hall and in the Newington Senior and Disabled Center
- Web site- www.ccthd.org



Public Health
Prevent. Promote. Protect.

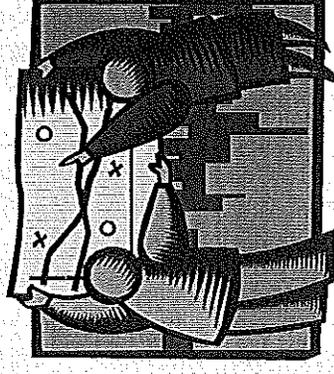
FINANCIAL SUMMARY

FY 2011-12

<u>Revenue</u>	<u>\$970,587</u>	
Town contributions	\$385,209	(40%)
Grants	\$344,517	(35%)
Program fees	\$234,124	(24%)
Interest/Reserve	\$6,737	(<1%)
<u>Expenditures</u>	<u>\$970,587</u>	
Salaries	\$594,837	(61%)
Benefits	\$208,810	(22%)
Programs	\$105,366	(11%)
Operating	\$61,574	(6%)

CCHD Strategic Plan 2011-2014

- Goal I Promote healthy natural and built environments that protect human health and safety
- Goal II Develop and implement health promotion initiatives that support good health at each stage of life
- Goal III Ensure internal readiness to anticipate, recognize, and respond to public health threats and emergencies
- Goal IV Improve and maintain the quality of services provided
- Goal V Strengthen agency infrastructure



I. PROMOTE HEALTHY ENVIRONMENTS



- ✓ Regulation and inspection of over 800 licensed facilities including food establishments, public pools, motels, salons and child day care centers
- ✓ Inspection and regulation of private wells and septic systems
- ✓ Investigation of public health complaints such as food borne outbreaks, substandard rental housing, rodent/insect infestations, and air/water pollution
- ✓ Environmental health services review

II. SUPPORT GOOD HEALTH AT EACH STAGE OF LIFE

Influenza Prevention

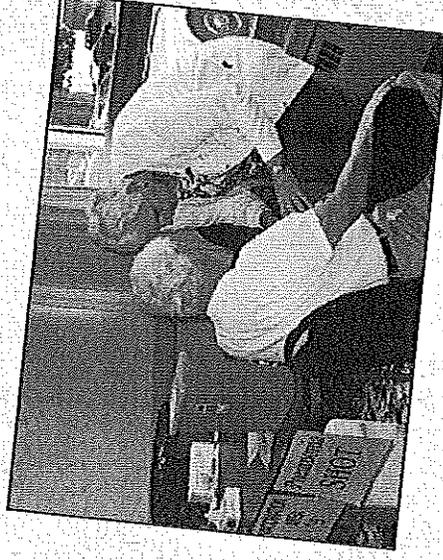
- Seasonal flu clinics
- Home visits

Injury Prevention

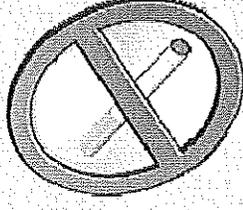
- “Matter of Balance” Fall Prevention
- Teen driving safety
- Child car seats and bike helmets use

Senior Health Promotion

- Dental screening and cleanings
- Prescription drug counseling



II. SUPPORT GOOD HEALTH AT EACH STAGE OF LIFE (continued)

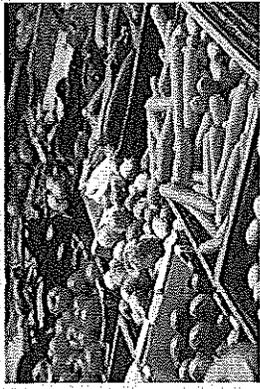


Environmental Asthma Control

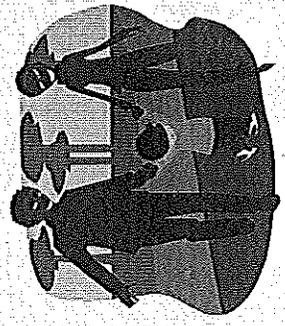
- Putting on AIRS Program

Cancer Prevention through System Change

- ACHIEVE Initiative
 - ✓ Physical Activity
 - ✓ Nutrition
 - ✓ Tobacco Control



Early Childhood Collaborative



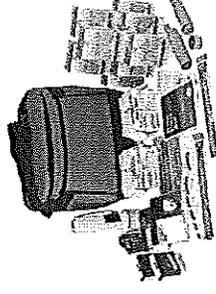
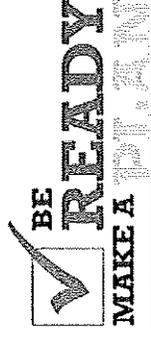
III. RESPONSE TO PUBLIC HEALTH THREATS/EMERGENCIES

- ✓ **Communicable disease reporting and investigation**
- ✓ **All hazards response planning**
- ✓ **Staff and volunteer training and preparedness**



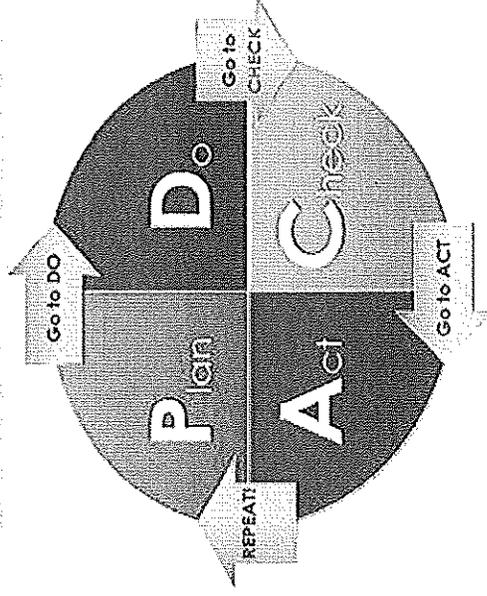
III. RESPONSE TO PUBLIC HEALTH THREATS/EMERGENCIES (continued)

- ✓ Vaccine dispensing methods (e.g., drive-through or mobile dispensing units)
- ✓ Environmental response and sheltering issues
- ✓ Successful responses to major weather events in August and October, 2011
- ✓ “White powder” investigations

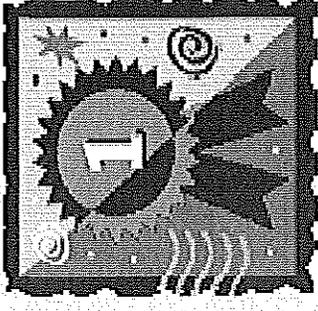


IV. IMPROVE AND MAINTAIN QUALITY SERVICE

“Quality” in public health is the degree to which everything we do as a public health agency helps people be healthy or influences the conditions in which they can be healthy.



IV. IMPROVE AND MAINTAIN QUALITY SERVICE (continued)



- Implemented Year 1 of our Strategic Plan
- Completed an assessment of community health needs
- Published our ninth Community Health Report Card
- Evidence –based practice
- Quality improvement training
- Planning for national accreditation as a local public health agency

V. STRENGTHEN OUR AGENCY INFRASTRUCTURE

Funding

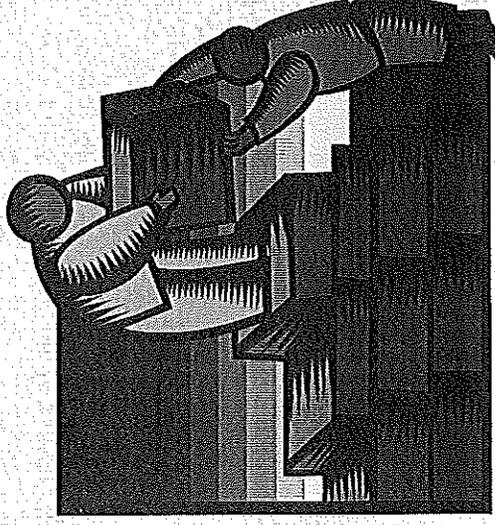
- ✓ Grants
- ✓ New sources of revenue

Technology

- ✓ Digitalize operations
- ✓ Online access for public

Workforce

- ✓ Staff recruitment and development
- ✓ Volunteers
- ✓ Internship program



Going forward....



- New services - public access to online restaurant inspection ratings
- Community health improvement planning (CHIP)-
 - Use of new data sets - Health Equity Index (HEI)
 - Use of new tools - health impact assessments (HIA)
- Continuity of operations planning
- Use of Best Practices
- Quality improvement program
- Accreditation readiness

**Our thanks
to our member towns
and to you, our public,
for your continued support.**

For more information please visit our website at:

www.ccthd.org

