



John L. Salomone
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

MAYOR STEPHEN WOODS

NEWINGTON TOWN COUNCIL

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

**AGENDA
February 24, 2015
7:00 P.M.**

*****EXECUTIVE SESSION RE: PERSONNEL 6:30 P.M. (L-100)*****

- I. PLEDGE OF ALLEGIANCE
- II. ROLL CALL
- III. AWARDS/PROCLAMATIONS
 - A. Volunteers of the Year - 2014
 - 1. Ann Marino
 - 2. Robert Newbold
- IV. PUBLIC PARTICIPATION – IN GENERAL (**In Person/Via Telephone: 860-665-8736**)
(3 MINUTE TIME LIMIT PER SPEAKER ON ANY ITEM)
- V. CONSIDERATION OF OLD BUSINESS (**Action May Be Taken**)
 - A. Town Manager Evaluation
- VI. CONSIDERATION OF NEW BUSINESS (**Action May be Taken by Waiving the Rules**)
 - A. Accept Bid(s) - John Wallace Middle School STEM Academy
 - 1. Demolition and Abatement (**Action Requested**)
 - 2. Alterations and Reconstruction
 - B. Economic Development Update (Conservation Comm., TPZ, Economic Development Comm., ZBA)
 - C. CRCOG Regional Performance Incentive Grant Program
 - D. Discussion: Review of Inactive Committees
- VII. RESIGNATIONS/APPOINTMENTS (**Action May Be Taken**)
 - A. Newington Town Council
 - B. 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. Capitol Region Council of Governments

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

6. Central Connecticut Health District Board of Directors
7. Committee on Community Safety
8. Conservation Commission
9. Development Commission
10. Downtown Revitalization Committee
11. Employee Insurance & Pension Benefits Committee
12. Environmental Quality Commission
13. Board of Ethics
14. Fair Rent Commission
15. Newington Housing Authority
16. Human Rights Commission
17. Newington School Career Technical Program Renovation Project Building Committee
18. Open Space Committee
19. Board of Parks and Recreation
20. School Improvements Project Building Committee
21. STEM Academy PBC
22. Senior & Disabled Center Roof Replacement Project Building Committee
23. Standing Insurance Committee
24. Town Hall Renovations Project Building Committee
25. Town Plan & Zoning Commission
26. Tri-Town Community Cable Access
27. Vehicle Appeals Board
28. West Meadow Cemetery Expansion Project Building Committee
29. Zoning Board of Appeals

VIII. TAX REFUNDS (**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. ADJOURNMENT

AGENDA ITEM: III.A.

DATE: 2-24-15

RESOLUTION NO.: _____

WHEREAS, each year the Town Council recognizes someone who has voluntarily dedicated time and/or resources for the benefit of others and the community at large; and

WHEREAS, Ms. Ann Marino is being recognized for her active and continuing involvement with so many volunteer organizations; and

WHEREAS, Ms. Marino has been a member of the Newington's United Church of Christ where she has held multiple leadership positions where she has served as Church Moderator and Chair of the Deaconate; and

WHEREAS, Ms. Marino is a member of the Friends of the Lucy Robbins Welles Library and serves on the Advisory Board. She also chairs the Membership Committee and the Book Sale Committee which involves many hours of volunteering; and

WHEREAS, Ms. Marino devotes her time as a volunteer to the Town of Newington's Human Services Department; and

WHEREAS, Ms. Marino is involved with the Core Leadership Team with Family Promise of Central Connecticut which is an organization that helps homeless families; and

WHEREAS, Ms. Marino was one of the originators of the ICAN Program in Newington; and

WHEREAS, Ms. Marino has been a valuable asset to the many organizations in which she has participated and continues to offer her time, talent and gifted direction, while graciously and rightfully considering the opinions of others;

NOW, THEREFORE, BE IT RESOLVED, that the Newington Town Council hereby designates Ann Marino as its 2014 Volunteer of the Year in recognition of her volunteer activities for the welfare of the community and for serving as a positive role model and an example of all that can be accomplished through the spirit of volunteerism.

MOTION BY: _____

SECONDED BY: _____

VOTE: _____

AGENDA ITEM: III.B.

DATE: 2-24-15

RESOLUTION NO.: _____

WHEREAS, each year the Town Council recognizes someone who has voluntarily dedicated time and/or resources for the benefit of others and the community at large; and

WHEREAS, this year Mr. Robert Newbold is being recognized for his active involvement with Newington Community Television (NCTV) promoting upcoming Town of Newington events; and

WHEREAS, Mr. Newbold has been a dynamic member of the Newington Rotary, twice serving as president and working on committees that have brought the Rotary successes such as the annual "Breakfast with Santa", Rotary Golf Tournament, Alex's Lemonade Stand and charity nights; and

WHEREAS, Mr. Newbold convinced his employer of 35 years, Thomas Fahy Insurance Associates, to co-sponsor the annual Newington Night of Lights; and

WHEREAS, Mr. Newbold volunteered as a coach for both his son's soccer and baseball teams in the Newington Public School system; and

WHEREAS, Mr. Newbold epitomizes the most powerful traits of a volunteer: working a little harder than the rest, encouraging others to do the same, never seeking recognition or acclaim and always with a kind word and smile on his face; and

NOW, THEREFORE, BE IT RESOLVED, that the Newington Town Council hereby designates Robert Newbold as its 2014 Volunteer of the Year in recognition of his volunteer activities for the welfare of the community as a whole and for serving as a positive role model and an example of all that can be accomplished through the efforts of volunteers.

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: February 20, 2015
Re: Town Manager Evaluation/Compensation

The Town Manager Evaluation Subcommittee has completed the Town Manager's evaluation for FY 2013-14 and has requested an item on the February 24, 2015, Council agenda for consideration of the evaluation and the Town Manager's compensation.

Attach.

AGENDA ITEM: V.C. _____

DATE: 3-11-14

RESOLUTION NO: _____

RESOLVED:

That reflective of the Town Manager's performance from July 1, 2013 to June 30, 2014, the Town Council; hereby authorizes a salary increase of ____% (\$_____) on the current salary of the Town Manager, John L. Salomone for the fiscal year beginning July 1, 2014.

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: John Salomone, Town Manager
From: Jeff Baron, Director of Administrative Services
Date: February 19, 2015
Re: Wallace Middle School STEM Academy Bids

The Town opened bids for the abatement, demolition, reconstruction and alterations of the wing at John Wallace Middle School where the aerospace STEM Academy will be located. There will be two awards for this work, one for the abatement and demolition, and one for the alterations and reconstruction. This is to request that consideration of these bids be placed on the Town Council's agenda. This is also to request action by the Town Council at their February 24th meeting to award the abatement and demolition bid to Accurate Insulation, LLC of Bristol for their bid of \$224,900. Initially there were two bids received for this amount. One bidder, Rudolph Netsch Construction Company, has requested that their bid for abatement and demolition work be withdrawn. The award for the alterations and reconstruction work can be made at the Town Council's March 10th meeting in accordance with their normal rules of procedure. Chief Finance and Operations Officer Lou Jachimowicz has previously explained the need for expeditious action on the part of the Town Council in order to meet what has become a challenging project schedule. It is anticipated that the abatement and demolition work will take approximately three weeks, after which the alterations and reconstruction work will begin.

The Project Building Committee met on Wednesday, February 18th, and recommended that the Town Council award the bid for abatement and demolition to Accurate Insulation and also to award the alterations and reconstruction work, including the optional deduct alternate, to Scope Construction Company of New Britain, for Scope Construction's combined bid of \$1,357,600. The award to Scope Construction was contingent upon Scope Construction verifying that they met certain requirements. The Project Architect has informed this office that Scope Construction has not met both of the conditions included in the Building Committee's motion. The Committee will be meeting again, before the Town Council's meeting on February 24th in order to reconsider their recommendation of award for the alterations and reconstruction work to the Council. The bid results, the written request from Rudolph Netsch Construction Company to withdraw their bid for abatement and demolition, and the minutes with the Committee's recommendation to award to Accurate Insulation, are attached.

TOWN OF NEWINGTON
 BID NUMBERS 5 & 6
 John Wallace Middle School
 Academy of Aerospace Engineering
 Abatement, Demolition and Reconstruction Project
 &
 Alterations Project
 BID RESULTS
 FEBRUARY 12, 2015

BIDDER & LOCATION	BASE BID FOR HAZARDOUS MATERIALS ABATEMENT & DEMOLITION	COMBINED BASE BID FOR ALTERATIONS (094-01012) & RECONSTRUCTION (010104)	ALTERNATE 1 (DEDUCT) WALL PANEL
Accurate Insulation, LLC			
Bristol	\$224,900	No Bid	No Bid
Wiese Construction, Inc.			
Norwich	\$464,000	No Bid	No Bid
Rudolph Netsch Construction Company, Inc.			
Chester	\$224,900	\$1,841,874	(\$35,000)
Standard Demolition Services, Inc.			
Trumbull	\$248,240	No Bid	No Bid
Nasdi Demolition/Abatement/Remediation, LLC			
Woburn, MA	\$294,666	No Bid	No Bid

BIDDER & LOCATION	BASE BID FOR HAZARDOUS MATERIALS ABATEMENT & DEMOLITION	COMBINED BASE BID FOR ALTERATIONS (094-01012) & RECONSTRUCTION (010104)	ALTERNATE 1 (DEDUCT) WALL PANEL
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Martindale and Salisbury Construction Company, Inc.

Vernon	No Bid	\$1,781,336	(\$79,596)
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Scope Construction Company, Inc.

New Britain	No Bid	\$1,487,600	(\$130,000)
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Millennium Builders, Inc.

Rocky Hill	\$462,000	\$1,460,500	(\$50,000)
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Secondino & Son, Inc.

Branford	\$462,500	\$2,228,000	(\$101,900)
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Sarazin General Contractors, Inc.

North Windham	No Bid	\$1,556,403	(\$70,000)
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Enfield Builders, Inc.

Enfield	\$248,000	\$1,474,000	(\$89,000)
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Baron, Jeff

From: Rudolph Netsch <rudolphnetsch@gmail.com>
Sent: Wednesday, February 18, 2015 7:58 AM
To: Baron, Jeff
Subject: John Wallace Middle School Bid

Mr. Jeff Baron
Town of Newington Ct.

Mr. Baron, for the sake of efficiency, Netsch Construction is respectfully withdrawing our bid for the Abatement portion of the John Wallace Middle School bid.

Sincerely,

Rudolph Netsch

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Rudolph Netsch
Rudolph Netsch Construction Co., Inc.
77 Spring Street
Chester, CT 06412
Phone (860) 526-9246
Fax (860) 526-2844
AA/EOE Employer

SPECIAL MEETING MINUTES

SCHOOL CAREER TECHNICAL PROGRAM RENOVATION PROJECT BUILDING COMMITTEE

February 18, 2015

Town Hall Main Level Conference Room 1

- I. Call to Order – The meeting was called to order at 3:08 PM by Mr. Castelle, acting Chairperson.
- II. Roll Call - Members present: Clarke Castelle, Acting Chairperson; and Dave Nagel. Others present: Rusty Malik, Quisenberry Arcari Architects; Lou Jachimowicz, Chief Finance and Operations Officer; and Jeff Baron, Director of Administrative Services.
- III. Public Participation – None.
- IV. Approval of Prior Meeting Minutes –Mr. Nagel made a motion that the minutes of the January 12, 2015 meeting be approved as written. A second to the motion was made by Mr. Castelle. The motion passed unanimously.
- V. Consider and Take Action on Wallace Middle School Bids – Bids were opened for the work at the John Wallace Middle School for the Academy of Aerospace Engineering. There were two base bid line items, each to be awarded separately. The first line item was for abatement and demolition work. The second, and more substantial, base bid line item was for alteration and reconstruction. Before bids were opened there were concerns that bids might come in over budget, and so a deduct alternate was included that could reduce the cost of the project by subtracting from the total of the second line item, for alteration and reconstruction. The deduct alternate item was for a different window and wall system. The lowest bid received for just the alterations and reconstruction line item (i.e., not accepting the deduct alternate) was Millennium Builders, at \$1,460,500. Enfield Builders was second, at \$1,474,000. The project architect spoke with both firms about the scope of work that was included in their bids. Millennium stated that they did not carry a cost for the steel for the wall and window system in their bid as it was not quoted to them by the manufacturer. Millennium agreed to honor their bid amount while also accepting that they own the cost of the steel for the wall and window system. The project was designed with a small amount of demolition, for plumbing and electrical items, in the alterations and reconstruction line item. Millennium also did not include these items in their bid amount. Much of the electrical demolition has been performed by the Board of Education to reduce the cost of the project and to shorten the timeline to complete the work. If the deduct alternate were to be accepted, Scope

Construction would have the lowest bid total for alterations and reconstruction (\$1,487,600 base bid less \$130,000 deduct alternate). Enfield Builders would be second. The window and wall system specified in the base bid was a Sentria system, which includes a higher end, foamed in place, panel. Sentria tends to have longer lead times for delivery than the deduct alternate manufacturer and is less flexible. The deduct alternate system specified was for Kingspan panels and Efco windows. Kingspan is a laminated panel where the insulation is sealed in at the factory. It has the same energy efficiency as the Sentria. The project schedule is tight and the product lead time could come into play, which was not anticipated last year when the project was originally designed. The Project Architect has spoken with Scope Construction but would want to further verify certain details before locking in to an award. Potential project budgets for award to either Millennium Builders, Enfield Builders or Scope Construction Company were provided to the Committee.

Mr. Nagel made a motion that the Committee recommend to the Newington Town Council that they accept the bid of Scope Construction Company for the alteration and reconstruction line item, and also Scope's deduct alternate bid amount, for the John Wallace Middle School Academy of Aerospace and Engineering projects, for a combined total of \$1,357,600, subject to confirmation by Quisenberry Arcari Architects that Scope Construction Company will provide an acceptable window and panel detail and that Accurate Insulation will include the radon pit and water pool demolition items not carried by Scope Construction Company. He further moved that the Committee recommend that the Town Council accept the combined project budget of February 18, 2015 that includes the Scope Construction Company's bid. Second to the motion from Mr. Castelle. Discussion: the decision was based on schedule and cost considerations. If Scope Construction is unable to verify the two items in the motion, the Committee will meet again on February 23rd to reconsider. Mr. Jachimowicz stated that he would be comfortable with either Millennium, Enfield or Scope as the contractor, and that the deduct alternate window and wall system was also acceptable. The motion passed unanimously by a vote of 2 YES to 0 NO.

The work included in the first line item, for abatement and demolition, needs to occur earlier. The lowest amount bid for this line item was \$224,900. This amount was bid by both Accurate Insulation, LLC and by Rudolph Netsch Construction Company, Inc. Netsch submitted bids for both line items (abatement & demolition and alterations & reconstruction), and bid the number for abatement and demolition that they received from Accurate without providing any markup. They submitted a letter that was distributed to the Committee, requesting that they be allowed to withdraw their bid for the abatement and demolition line item. Mr. Nagel made a motion that the Committee recommend to the Newington Town Council that they accept the bid of \$224,900 from Accurate Insulation, LLC for the abatement and demolition line item of the John Wallace Middle School Academy of Aerospace and Engineering bids. A second to the motion was made by Mr. Castelle. Discussion: the complexity of the bids is due, at least in part, to the fact that there are two different rates of reimbursement from the State which required the Town to treat all the work at John Wallace Middle

School as two separate projects. The motion passed unanimously by a vote of 2 YES to 0 NO. Mr. Baron will present a memo to the Town Manager requesting expeditious action from the Town Council on the abatement and demolition award. That work is expected to take about three weeks. The alteration and reconstruction award can occur in the usual manner, as this work would not start until the abatement and demolition work is substantially complete.

- VI. Kellogg Middle School and Newington High School Update – the work at Martin Kellogg Middle School is largely completed. Outstanding items are the installation of the folding walls, scheduled for the last week of March, and the installation of the technology closet HVAC improvements that were detailed in the change order that was approved at the Committee’s January meeting. Design for the High School project has begun. It is anticipated that this project will be a phased approach. The architect is going over various design concepts with a Board of Education user group. When completed they will be presented to the Committee for consideration and acceptance.
- VII. Other Business Pertinent to the Committee – The next meeting of the Committee will be held when action is required on the plans and specifications for the High School work, prior to submission to the State.
- VIII. Public Participation – None.
- IX. Response to Public Participation – None.
- X. Adjournment – the meeting adjourned at 4:06 PM.

Respectfully submitted,

Jeff Baron

Jeff Baron
Director of Administrative Services

AGENDA ITEM: VI.A.1.

DATE: 2-24-15

RESOLUTION NO.: _____

RESOLVED:

That the Newington Town Council, pursuant to Chapter 8, Article X, Project Building Committees, of the Newington Code of Ordinances; and upon the recommendation of the School Career Technical Program Renovation Building Committee; hereby accepts the bid of Accurate Insulation, LLC of Bristol, CT for abatement and demolition work of the STEM Academy wing at John Wallace Middle School, for the fee of \$224,900.

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: February 20, 2015
Re: Economic Development Update

Economic Development Director Andy Brecher will be in attendance at the February 24 Town Council meeting to give an update on economic development in Newington.

Members of the TPZ, Conservation Commission, Economic Development Commission and Zoning Board of Appeals have been invited to hear the update.



John Salomone
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

OFFICE OF THE TOWN MANAGER

MEMORANDUM

To: Conservation Commission Members
Economic Development Commission Members
Town Plan and Zoning Commission Members
Zoning Board of Appeals Members

From: Mayor Steve Woods

Date: February 19, 2015

Re: Economic Development Update – February 24, 2015

Newington's Economic Development Director Andy Brecher delivered a presentation to the Town Council at its goal setting session on January 31, 2015 that was both informative and insightful. As we struggle with continuing to provide high quality town services during a prolonged period of stagnant grand list growth, Mr. Brecher's views on development and redevelopment possibilities within our community, including housing, offer a stimulating platform for thoughtful discussion.

Accordingly, we have asked Mr. Brecher to repeat his presentation at the February 24, 2015 Town Council meeting—for the benefit of the public and commission members. Your attendance at that meeting is highly encouraged, since you all play a vital role in encouraging the types of development that Newington will need to sustain itself in the future.

Cc: Town Council Members
Town Manager
Chris Greenlaw, Town Engineer
Craig Minor, Town Planner
Mike D'Amato, ZEO



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: February 20, 2015
Re: Regional Performance Incentive Grants

Attached, please see information regarding OPM Regional Performance Incentive Grants. On November 12, 2014 the Policy Board of CRCOG passed a resolution authorizing the development of a grant application to the State Office of Policy and Management for funding under the Regional Performance Incentive Grant Program, on behalf of CRCOG's member municipalities. If CRCOG receives the grant, the Town will be eligible to take part in the regional services provided by the funding, including:

- Regional Computer Forensics Laboratory
- TOD Study for CTfastrak Corridor
- Regional Service Management (CRM) System
- Statewide Geographic Information Systems (GIS) Ortho Imagery Flight

If the Council concurs, a resolution indicating the Town's support of the grant application will be included on the next agenda for consideration.

Attach.

**Proposed OPM Regional Performance Incentive Grants
2014 CRCOG Policy Board Approved**

1. Regional Computer Forensics Laboratory (estimated \$150,000) – revised from 2013

Working with the Capitol Region Chiefs of Police Association, CRCOG would further the concept of a regional forensics laboratory dedicated to computer crimes. With increases in computer crimes (such as online fraud, financial crimes, digital production and dissemination of child pornography, online predators seeking child victims, stalking, harassment, and threatening) there is an overload at the State Laboratory and municipalities are often doing this work on their own. The regional lab has been established using space donated by Cox Communications in Manchester. This project would provide additional equipment, software licenses and training. Participating municipalities would assign investigators to the lab who in turn would receive and maintain the training necessary to successfully resolve these complex investigations for their agencies. Please notes: towns with resident troopers may also use this laboratory.

Staff Contact: Cheryl Assis: cassis@crcog.org, (860) 522-2217 x236.

2. TOD Study for CTfastrak Corridor (estimated \$200,000)

CTfastrak will improve the access of people to jobs in the central Connecticut region. This new transit service will also spur new housing and employment in station areas, which is one of the key findings of a recently completed CRCOG/PVPC market analysis that identifies opportunities and strategies for transit-oriented development in the BRT and rail corridors.

This proposed planning project will provide additional research and tools to catalyze transit oriented development, and the linkage of low and moderate income populations to new employment opportunities. True success will depend on how the transit and rail systems create opportunities for the region as a whole, while unlocking opportunities for those most in need. The 11 station areas that will benefit from this work are:

- Hartford (Union Station, Park Street, Sigourney St)
- West Hartford (Flatbush Ave., Kane St., Elmwood)
- Newington (Junction, Cedar St.)
- New Britain (East St., CDB, East Main St.)
- Additional Regional CTfastrak service areas that could benefit from this study are: Bloomfield, Farmington, Manchester, Plainville, Southington and Wethersfield

Staff Contact: Mary Ellen Kowalewski: mkowalewski@crcog.org, (860) 522-2217 x222.

3. Economic Development Grant for the Towns of Bolton, Coventry, Mansfield and Tolland (\$160,000)

The Towns of Bolton, Coventry, Mansfield and Tolland propose to submit a RPIP Grant in order to obtain funds to secure consultant services that will perform a number of economic development and planning activities on a shared – regional basis between the towns involved.

Staff Contact: Jennifer March-Wackers: jwackers@crcog.org, (860) 522-2217 x239.

4. Regional Service Management (CRM) System (\$285,000)

Service Management Systems, also referred to as Customer Response Management (CRM) Systems, are a powerful technology that can contribute to improved municipal customer service by assisting towns to respond effectively to resident concerns, facilitate greater citizen engagement, support performance measurement, contribute to better local government budgeting, and aid in emergency response and recovery. The grant would provide funding for two parts of a Service Management System. First, it would allow for purchase of a license for a front end service management system to receive resident concerns. Second, grant funds would also provide funding for licensing and/or development of a back end work flow management system to integrate with the front end system and effectively manage concerns received. The software solutions would use the Nutmeg Network.

Staff Contact: Jennifer March-Wackers: jwackers@crcog.org, (860) 522-2217 x239.

5. Statewide Flight to Acquire Orthophotography and LIDAR (GIS) (\$2,175,125)

The goal of this proposal is to obtain funding for the following geographic data products and services covering the State of Connecticut including a ¼ mile buffer:

- Aerial Orthoimagery – 3 inch pixel resolution, 4 band (Red, Green, Blue and Near Infrared)
- Elevation Data – LIDAR, Contours and related products
- 3rd Party Quality Control and Quality Assurance
- Hosting and Storage – Download and online map service

Staff Contact: Erik Snowden: esnowden@crcog.org (860) 522-2217 x217

CRCOG Sample Support Resolution OPM Regional Performance Incentive Program

Note: Please take out blanks and insert appropriate information. You may copy and paste the sample into a format more appropriate for your municipality.

Whereas Section 4-124s as amended by Section 251 and 253 of Public Act 13-247 passed by the Connecticut General Assembly provides statewide incentive grants to regional planning organizations for projects that involve shared services; and

Whereas the Capitol Region Council of Governments is acting as a convener and facilitator of service sharing projects around the CRCOG region; and

Whereas on November 12, 2014 the Policy Board of CRCOG passed a resolution authorizing development and submittal of an application package to the State Office of Policy and Management for funding under the Regional Performance Incentive Grant Program, on behalf of the Council's member municipalities, and municipalities of other regions, which are participating in Council initiatives; and

Whereas, the Chief Elected Officials and municipal staff of the Capitol Region have developed a list of service sharing project proposals that will be included in this application package, to the benefit of individual municipalities and the region as a whole; and

Whereas the Town of _____ has expressed an interest in taking part in the project proposal(s) entitled

1. Regional Computer Forensics Laboratory
2. TOD Study for CTfastrak Corridor
3. Economic Development Grant for the Towns of Bolton, Coventry, Mansfield and Tolland
4. Regional Service Management (CRM) System
5. Statewide Geographic Information Systems (GIS) Ortho Imagery Flight

Now, Therefore Be It Resolved that the _____ Town Council does hereby endorse the above referenced Regional Performance Incentive Program project proposal and authorizes the _____ (*chief administrator, i.e. town manager, first selectman, etc.*) to sign all necessary agreements and take all necessary actions to allow for the Town's participation in this program.



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: February 20, 2015
Re: Inactive Committees

At the recent Council agenda meeting, the Mayor and Councilors discussed closing out and disbanding the following inactive Committees:

Project Building Committees

Board of Education Roof Replacement Project Building Committee (PBC)
Firehouse Expansion PBC
School Improvements PBC
Senior and Disabled Center Roof Replacement PBC
West Meadow Cemetery Expansion PBC

Other Inactive Committees

Downtown Revitalization Committee
Open Space Committee

There will be an item on the February 24, 2015 Council agenda to discuss disbanding these committees. Attached, please see the Newington Code of Ordinances Chapter 8 regarding Project Building Committees. The process for disbanding PBCs is found in Chapter 8, Section M.

Also attached are the Council resolutions that created and/or charged the two non-PBC committees listed above. If the Council concurs, resolutions to disband the committees will appear on an upcoming Council agenda.

Attach.

Town of Newington, CT

Friday, February 20, 2015

Chapter 8. BOARDS, COMMITTEES, COMMISSIONS AND BUREAUS

Article X. Project Building Committees

§ 8-45. Building project procedure.

A building project shall be undertaken in accordance with the following procedure, provided the Council may, by six affirmative votes, vary such procedure in a specific case wherein it determines that the interest of the Town would be better served:

- A. Project initiation. Any board, commission or other agency of the Town which considers that the needs of the Town require the construction or alteration of a Town facility shall initiate consideration of such need only by presenting a statement of needs to the Council. If the Council determines that a valid need for such construction or alteration exists, it shall, by majority vote, establish a project building committee in accordance with the provisions hereof.
- B. Preliminary steps. The project building committee so established shall, in consultation with the requesting agency, review the statement of needs and the proposed project location. It shall thereafter submit an estimate of the cost of project planning to the Council along with a preliminary estimate of the cost of the entire project.
- C. Selection of architectural or engineering firm. If the Council determines that the proposed building project is financially feasible, it shall authorize the project building committee to recommend the selection of a firm of architects and/or engineers, as may be appropriate, to prepare plans for the building project. Such recommendation shall be made from among firms which respond to a request for proposals. Notice of such request for proposals shall be published at least once in each of two newspapers having circulation within the Town. The project building committee shall review the proposals and shall interview prospective candidates. It shall refer to the Council for approval the name of the architectural and/or engineering firm for selection. The Council shall select such firm or shall ask for further recommendations from said committee. It shall authorize the Town Manager to employ the firm so named and shall appropriate sufficient funds for the preparation of preliminary plans. If the Council disapproves of the recommendation, the project building committee shall make another recommendation and refer it to the Council for its action. If the project building committee is unable to report to the Council the name of another architectural and/or engineering firm within 15 days following the Council's disapproval or the Council disapproves of said committee's recommendation for a second time, the Council shall select the architectural and/or engineering firm and authorize the Town Manager to employ it.
- D. Proposed location. The location for the proposed building project shall be referred by the Council to the Town Plan and Zoning Commission for its review consistent with C.G.S. § 8-24.
- E. Preparation of preliminary plans. The project building committee shall work with the architects and/or engineers on the preparation of preliminary plans. In so doing, it shall consult with the requesting agency. There shall be such joint meetings of the Council, the project building

committee, and the requesting agency as may be deemed necessary. Upon completion, the project building committee shall submit the preliminary plans and cost estimates for the project to the requesting agency for its recommendation. After action by the requesting agency, the preliminary plans and cost estimates shall be submitted by the project building committee to the Council for its action.

- F. Revision of preliminary plans. If, in the judgment of the Council, the resources of the Town are inadequate to finance the estimated cost of the building project, the Council shall so notify the project building committee and the requesting agency and shall advise them of how much the cost is to be adjusted. The project building committee shall thereupon work with the architectural or engineering firm to determine how the cost of the building project may be revised to a level acceptable to the Council. If the function or size of the facility as specified in the statement of needs must be modified, the project building committee shall confer with the requesting agency to determine where adjustments may best be made.
- G. Appropriation. Should the Council approve the preliminary plans, it may appropriate the funds necessary for undertaking the project consistent with Article **VIII** of the Town Charter, provided that the Council shall have the option of proceeding to have final plans developed consistent with Subsection **H** hereto prior to taking action on such appropriation.
- H. Preparation and approval of final plans. When the Council so directs, the project building committee shall, with the help of the retained architect or engineer, prepare final plans, cost estimates, a project budget and specifications for presentation to the Council. In so doing, it shall confer with the requesting agency and, upon completion, shall submit same to the requesting agency for comment and recommendation. Thereafter, the project building committee shall submit such final plans, cost estimates, project budget and specifications to the Council for its approval and for authorization to proceed with the construction of the building project.
- I. Competitive bids. Following the Council's authorization to proceed with construction of the project, the project building committee shall secure competitive bids for construction or alteration through the purchasing agent in conformance with § C-815 of the Town Charter. The project building committee shall present to the Council for review a final project budget once bids are received. Upon acceptance of a bid, the Council shall authorize the Town Manager to execute appropriate contracts to accomplish such construction.
- J. Construction procedure. The Town Manager shall serve as the project building committee's agent in supervising the construction or alteration of the building project, meeting with the architect or engineer, contractor and project building committee when necessary. The Town Manager shall be authorized to approve change orders and disbursements within the project budget or as approved by the Council. The Town Manager shall be authorized to approve contract payments upon certification by the architect and/or engineer that, based on on-site observation, the work and charges are in accordance with contract documents.
- K. Project management coordination or supervision. If the project building committee determines that consultant services for project management or coordination are needed, and the approved budget allows for such service, it shall, after soliciting competitive proposals and interviewing qualified candidates, recommend a candidate to the Council for its action. If the Council fails to approve of the recommendation, the project building committee shall make another recommendation and refer it to the Council for its action. If the project building committee is unable to report to the Council the name of another candidate within 15 days following the Council's disapproval, or if the Council disapproves of said Committee's recommendation for a second time, the Council may make its own selection or determine the selection is unnecessary. Employment of the person, firm or corporation so selected shall be by contract approved by the Council and executed by the Town Manager. If consultant services for project management or coordination are deemed unnecessary, the Council may authorize the Manager to appoint a clerk

of the works in conformance with the Town Charter to furnish project supervision and oversee the day-to-day operation of the construction, provided that the approved project budget allows for such a position. The clerk of the works shall attend all meetings of the project building committee, including job meetings, meetings of the full committee and joint meetings between the committee and the Council or requesting agency. Committee members who wish to may attend job meetings. The clerk of the works shall maintain a daily log of all events at the job site. Any minutes of job meetings shall be distributed, and copies of the bid specifications and construction contract shall be made available to building committee members.

- L. Modifications or changes during construction.
 - (1) The project building committee shall be authorized and responsible to administer the project within the financial constraints of the project budget. If an emergency or extraordinary situation arises which precludes the committee from obtaining Council approval and requires a modification or change in the contract which does not affect the financial constraints of the project budget, the Town Manager may certify that an emergency or extraordinary situation exists. Emergencies are situations in which the project would be seriously hampered or in which public peace, health and safety are seriously threatened. "Extraordinary conditions" are defined as conditions that are not known until after an operation has begun and that require unanticipated parts, equipment or materials to complete the operation. Prompt written notification of such situations should be brought to the requesting agency and the Town Council's attention.
 - (2) If the committee determines that additional funding is needed above that requested in the project budget, it must refer the request to the requesting agency for comment and to the Town Council for review and approval. Major changes which will affect the function or size of a Town facility or building project that arise during construction shall be referred for comment to the requesting agency and to the Council for review and approval. When a request for additional funding is made to the Council, an accounting of the financial receipts, commitments and expenditures to date must accompany the request. Any change order requiring an increase in cost above the original construction contract shall be subject to the approval of the Director of Finance as to the availability of funds.
- M. Final acceptance. After construction and/or alteration of the building project has been completed to the satisfaction of the project building committee, as-built plans for the project have been received from the architect and/or engineer, and the requesting agency has been asked for its comments, the project building committee shall refer the facility to the Council for acceptance with a report on the status of the facility and the comments of the requesting agency together with any applicable warranties, guarantees, service manuals, surety bonds, original drawings, as-built drawings, clerk of the works' work log, etc., and operator training. When a project has been fully and satisfactorily completed and a final report has been received from the project building committee's Chairperson and the project has been accepted by the project building committee, the requesting agency and the Council, and the building committee has been dismissed, after all outstanding bills have been paid and the Town's independent annual audit has been completed, all unexpended balances in the building project's funds shall revert to the Town's general fund.

AGENDA ITEM: VI.G.1.

DATE: 6-10-08

RESOLUTION NO.: 2008-73

WHEREAS, the Town of Newington has received funding through the Governor's Office and the State Bonding Commission for a sum of One Million Dollars (\$1,000,000); and

WHEREAS, the funds are to be utilized to revitalize the Newington Town Center with particular emphasis on parking lot improvements; and

WHEREAS, it will be necessary to make final recommendations to the Town Plan and Zoning Commission and the Town Council on the scope and process for implementing the grant;

NOW, THEREFORE, BE IT RESOLVED, that the Newington Town Council hereby establishes a Downtown Revitalization Committee composed of seven (7) members, four (4) of which shall be from the Town Council and three (3) from the Development Commission.

Roll Call Vote

Councilor Banach – no

Councilor Boni – yes

Councilor Bottalico - yes

Councilor Bowen – no

Councilor Cohen – yes

Councilor Lenares – yes

Councilor Nagel – yes

Councilor Nasinnyk – no

Mayor Wright – yes

MOTION BY: Councilor Lenares

SECONDED BY: Councilor Boni

VOTE: Passed 6-3 (Roll Call)

AGENDA ITEM: VI.A.

DATE: 1-12-10

RESOLUTION NO.: 2010-2

RESOLVED, that the Newington Town Council hereby amends resolution 2009-123 to read as follows:

WHEREAS, the Town Council discussed the possibility of establishing an Open Space Committee to determine the means to acquire, preserve & protect the Cedar Mountain parcels and various other open space parcels within the Town of Newington; and

WHEREAS, the Council considers the establishment of said Committee and Cedar Mountain preservation to be a high priority;

NOW, THEREFORE BE IT RESOLVED, that the Town Council establishes an Open Space Committee consisting of eleven (11) members and composed of two (2) Town Council members, two (2) members from the Town Plan and Zoning Commission, two (2) members from the Conservation Commission, and five (5) members from the public at large, with the members from the public serving staggered four (4) year terms, beginning with two (2) members serving an initial two (2) year term.

Councilor Banach moved to waive the rules to vote on the item.

Motion seconded by Councilor Nasinnyk. Motion to waive the rules passed 9-0.

MOTION BY: Councilor Banach

SECONDED BY: Councilor Nasinnyk

VOTES: 9 Yes

AGENDA ITEM: IV.C.

DATE: 12-22-09

RESOLUTION NO. 2009-123

WHEREAS: the Town Council discussed the possibility of establishing an Open Space Committee to deal with the acquisition, preservation and protection of various open space parcels within the Town of Newington; and

WHEREAS: the Council considers the establishment of said Committee as a high priority;

NOW, THEREFORE BE IT RESOLVED: that the Town Council establishes an Open Space Committee consisting of nine members and composed of three Town Council members, one member from the Town Plan and Zoning Commission, one member from the Conservation Commission, one member from the Economic Development Commission and four members from the public at large.

(Note: Resolution amended on January 22, 2010. See Resolution 2010-2)

MOTION BY: _____

SECONDED BY: _____

VOTE: _____

AGENDA ITEM: VIII

DATE: 2-24-15

RESOLUTION NO. _____

RESOLVED:

That property tax refunds in the amount of \$ 480.75 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 – February 24, 2015

David Lund 10 Thompson Street Newington, CT 06111	\$27.40
Paul Roy 103 Raymond Road West Hartford, CT 06107	\$184.69
Sam or Barbara Naples 168 Vineyard Avenue Newington, CT 06111	\$43.19
Gary Luiz 250 Silas Deane Highway Wethersfield, CT 06109	\$184.45
Debra or Lawrence Gal 278 Field Street Newington, CT 06111	\$41.02
Total	\$480.75