



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**  
**April 23, 2013**  
**7:00 P.M.**

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- I. PLEDGE OF ALLEGIANCE
  - II. ROLL CALL
  - III. PUBLIC PARTICIPATION – IN GENERAL (**In Person/Via Telephone**)
  - IV. REMARKS BY COUNCILORS
  - V. CONSIDERATION OF OLD BUSINESS (**Action May be Taken**)
    - A. Fair Housing Policy
    - B. Job Description Update: Information Technology Director
  - VI. CONSIDERATION OF NEW BUSINESS (Action May Be Taken Only by Waiving the Rules.)
    - A. Award Bid: STEM Academy Architect
    - B. Municipal Affordable Housing Regulation Technical Assistance Grant
  - VII. RESIGNATIONS/APPOINTMENTS (**Action May Be Taken**)
    - A. Appointments to Boards and Commissions
      - 1. Commission on Aging and Disabled
      - 2. Balf-Town Committee
      - 3. Newington Commercial Façade Easement Rehabilitation Loan Program Committee
      - 4. Clem Lemire Artificial Turf PBC
      - 5. Committee on Community Safety
      - 6. Conservation Commission
      - 7. Development Commission
      - 8. Downtown Revitalization Committee
      - 9. Education Facilities Project Building Committee
      - 10. EMS Committee
      - 11. Employee Insurance and Pension Benefits Committee
      - 12. Environmental Quality Commission
      - 13. Board of Ethics
      - 14. Fair Rent Commission

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www.newingtonct.gov

15. Firehouse Expansion Project Building Committee
16. Human Rights Commission
17. NHS Track Renovation Project Building Committee
18. Open Space Committee
19. School Code Compliance Committee
20. Standing Insurance Committee
21. Town Plan and Zoning Commission
22. Vehicle Appeals Board

- VIII. MINUTES OF PREVIOUS MEETINGS (**Action Requested**)
  - A. April 9, 2013 Regular Meeting
- 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**)  
(3 MINUTE TIME LIMIT PER SPEAKER ON ANY ITEM)
- XII. REMARKS BY COUNCILORS
- XIII. EXECUTIVE SESSION RE: PERSONNEL/PENDING LEGAL ACTION/COLLECTIVE BARGAINING
- XIV. ADJOURNMENT

AGENDA ITEM: V.A.

DATE: 4-23-13

RESOLUTION NO. \_\_\_\_\_

WHEREAS, all American citizens are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and

WHEREAS, State and Federal Fair Housing laws require that all individuals, regardless of race, color, religion, sex, national origin, ancestry, marital status, age, mental or physical disability, lawful source of income, sexual orientation, or familial status, be given equal access to rental and homeownership opportunities and be allowed to make free choices regarding housing location; and

WHEREAS, the Town of Newington is committed to upholding these laws and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice;

NOW, THEREFORE, BE IT RESOLVED, that the Newington Town Council hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase and obtain financing for adequate housing of their choice on a non-discriminatory basis; and

BE IT FURTHER RESOLVED, that the Town Manager of the Town of Newington or his/her designated representative is responsible for responding to and assisting any person who alleges to be the victim of any illegal discriminatory housing practices in the Town of Newington.

MOTION BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE: \_\_\_\_\_

# TOWN OF NEWINGTON

**TITLE:** Chief Information Officer

**GRADE:** A-12

**DEPARTMENT:** Information Technology

**DATE :** DRAFT 1-2013

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## POSITION DESCRIPTION

The Chief Information Officer (CIO) will provide technology vision and leadership in the development and implementation of town-wide information technology (IT) program, geographic information systems (GIS) and telecommunications initiatives that improve cost effectiveness, service delivery, and program development in the constant changing public sector. The CIO will lead local government in planning and implementing enterprise information technology to support both distributed and centralized operations in an effort to achieve more efficient and effective enterprise-wide IT operations. The CIO also serves as the Chief Information Security Officer (CISO) and supervises the organization's information technology staff. The position reports to the Town Manager.

## ESSENTIAL JOB FUNCTIONS

- Provide strategic and tactical planning, development, evaluation, and coordination of the information technology systems for the local government. The CIO is responsible for the management of multiple information technology and communications systems and projects, including voice, data, imaging, and office automation.
- Responsible for the coordination, facilitation, and consultation with all local government staff on information services, communications, and management systems initiatives.
- Serves and participates proactively with other members of the senior management team in developing and executing strategic plans to optimize the use of information technology in support of government objectives.
- Participates in policy and decision making at the enterprise level regarding resource allocation and future direction and control of proposed information systems.
- Develops and maintains IT operating budget and town capital improvement program budget consistent with established financial guidelines.
- Develops and maintains an enterprise wide business recovery plan, based in part on available funding, to ensure timely and effective restoration of IT services in the event of a disaster.
- Manages staff of professional and technical employees, integrating them into a well performing team while managing technical and organizational change.
- Makes policy recommendations regarding IT policies and standards to Town Manager and/ or Town Council.
- Enforces town IT policies to ensure the protection of the enterprise IT assets and the integrity, security and privacy entrusted to or maintained by the enterprise.
- Works closely with Town Department Heads to deliver a comprehensive service to assist with the achievement of their goals through the use of technology.
- Triage departmental requests, evaluating resources and the ability of IT staff to meet each request.
- Communicates IT plans, policies and technology trends throughout the organization, including management groups and professional staff.
- Promotes and oversees relationships between the government's IT resources and external entities.
- Participates in professional organizations related to IT.

### **ADDITIONAL JOB FUNCTIONS:**

- The CIO may serve as Acting Town Manager on an as needed basis and perform additional tasks and duties as requested.

### **REQUIRED KNOWLEDGE, SKILLS AND ABILITIES**

- Ability to use computer equipment and related software programs and to type with speed and accuracy.
- Ability to establish and maintain complex files and record systems.
- Ability to work with little or no supervision.
- Municipal budget preparation and administration for both operating and capital improvement programs.
- Develops, coordinates, guides and maintains IT systems, as well as strategic and operational plans in support of the mission and goals of the government.
- Develops and maintains enterprise systems architecture, defining standards and protocols for data exchange, communications, software, and interconnection of information systems.
- Provides direct input on evaluation, selection, implementation and maintenance of information systems, ensuring appropriate investment in strategic and operational systems.
- Reviews all IT acquisition requests, contracts and soliciting involvement and participation of other management team members as appropriate.

### **REQUIRED PHYSICAL AND MENTAL EFFORT AND ENVIRONMENTAL CONDITIONS**

- Works in office setting subject to continuous interruptions.
- Exposure to video display terminals on a daily basis.
- Ability to work under stress from demanding deadlines and changing priorities and conditions.
- Ability to sit/ remain/ stand continuously for prolonged periods of time.
- Ability to hear normal sounds with some background noise and to communicate effectively.
- Ability to concentrate on fine detail with constant interruption.
- Ability to attend to task/ function for more than 60 minutes at a time.
- Ability to carry and lift documents and office equipment weighing up to 75 pounds.
- Ability to move throughout the Town Hall and other Town buildings and sites.
- Ability to see objects closely as in reading a map.
- Ability to remember multiple task/ assignments given to self and others over long periods of time.

### **REQUIRED MINIMUM QUALIFICATIONS**

The skills and knowledge required would generally be acquired with:

- Graduation from a four-year accredited college with a Bachelor's degree in Computer Science, Information Technology or related field and eight (8) years of increasingly responsible experience managing/ supporting information technology and telecommunications and progressive experience in managing information technology and telecommunications projects, teams and consultants or an equivalent combination of education and experience substituted on a year-for-year basis which provides a demonstrated ability to perform the duties of the position.
- Certified Government Chief Information Officer Certification is desirable.
- Must be able to demonstrate considerable and highly technical knowledge of enterprise computer hardware, peripherals, operating systems, and network operating systems, including installation procedures, architecture and trouble-shooting techniques.

- Knowledge of principles of data communications and related equipment.
- Ability to communicate clearly, both verbally and in written form.
- Ability to learn new products and technologies as they become available.

**LICENSE OR CERTIFICATE:**

Valid Connecticut Motor Vehicle Operator's License.

**Note: The above description is illustrative of tasks and responsibilities. It is not meant to be all-inclusive of every task or responsibility.**

I understand that nothing in this job description restricts the Town's right to assign or reassign duties and responsibilities to this job at any time. I also understand that this position description reflects the administration's assignment of essential functions; it does not prescribe nor restrict the tasks that may be assigned. I further understand that this position description may be subject to change at any time due to reasonable accommodation or other reasons.

I have reviewed this document and discussed its contents with my supervisor and I fully understand the nature and purpose of this position description and its related duties.

\_\_\_\_\_  
Employee Date

\_\_\_\_\_  
Supervisor Date

Current

TOWN OF NEWINGTON

A-11  
ADMINISTRATIVE GROUP

**TITLE:** DIRECTOR OF INFORMATION SYSTEMS & TECHNOLOGY

**POSITION SUMMARY:** Responsible for administering and coordinating all activities related to electronic voice and data systems.

**SUPERVISION:** Receives general direction from the Town Manager.

**ESSENTIAL FUNCTIONS:** Oversees acquisition, operation, use and maintenance of electronic voice and data systems. Establishes and manages standards and requirements for hardware and software acquisition for all Town departments. Oversees compliance with legal mandates affecting Town telephone and computer systems. Serves as system administrator for Town computer networks. Oversees equipment maintenance. Oversees hardware and applications software maintenance agreements and equipment purchasing agreements. Assists Town departments in the use of equipment and applications software use. Develops custom applications software. Develops and administers plans for application of technology in the work place. Establishes and administers ongoing training in technologies for Town employees. Investigates and applies emerging technologies as appropriate to the improvement of Town operations. Represents the Town on issues involving telephone and computer systems. Prepares budget requests and, as required, statistical and narrative reports. Performs other duties as directed by the Town Manager. Serves as Chief Information Officer for the Town.

**REQUIRED KNOWLEDGE AND ABILITIES:** Experience in computer system management and in local area networking technology and installation. Experience in standard microcomputer-based applications. Good knowledge of municipal operations. Knowledge of programming languages. Ability to exercise good judgement in evaluating situations, solving problems and making recommendations. Ability to prepare and administer appropriate budgets. Ability to communicate clearly and effectively.

**QUALIFICATIONS:** The skills and knowledge for this position would generally be acquired with a Bachelor's or Master's degree in computer science, public administration, or a related field, plus three years of experience; or an equivalent combination of education and experience which provides a demonstrated ability to perform the duties of the position.

**LICENSES OR CERTIFICATE:** Valid Connecticut Motor Vehicle Operator's License

Note: The above tasks and responsibilities are illustrative. The description does not include every task or responsibility.

AGENDA ITEM: V.A

DATE: 4-23-13

RESOLUTION NO. \_\_\_\_\_

RESOLVED:

The Newington Town Council hereby approves of amendments to the "Classification and Pay Plan" by approving a revised job/position description for the Information Technology Director (A-11) position, to be renamed Chief Information Officer and reclassified to A-12 as recommended by the Town Manager in his capacity as Personnel Director in his memorandum dated April 9, 2013.

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 L. Salomone, Town Manager  
**From:** Jeff Baron, Director of Administrative Services  
**Date:** April 15, 2013  
**Re:** School renovations architect

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The School Career Technical Program Renovations Project Building Committee met on April 11<sup>th</sup> and interviewed architectural firms for the design of the renovations at Martin Kellogg Middle School, John Wallace Middle School, and Newington High School. The Committee voted to recommend that the Town Council appoint Quisenberry Arcari Architects, LLC of Farmington as the project architect for both middle schools. The Committee also chose not to make a recommendation on the High School architect at this time. The Committee reviewed the finalists' qualifications statements, fee proposals, and the written material submitted at each interview before making these decisions. Quisenberry Arcari's fee will be \$37,500 for each school. Each school is expected to be funded in part by separate grants from the State Department of Education and each project is awarded individually as a result.

This design work will be to renovate sections of both middle schools to create space for a curriculum that blends aspects of Science, Technology, Engineering and Math in a manner that excites students about a specialized learning or future career opportunity, a STEM Academy. The STEM Academy at John Wallace will be for aerospace and engineering, while the STEM Academy at Martin Kellogg will be for biomedical engineering. Both STEM Academies will occupy space that was previously used by Industrial Arts classes that have already been phased out. Design development for the Newington High School career technical program renovations is not expected to begin until autumn, after the middle school plans are largely complete. The renovations for the middle school STEM Academies are expected to be completed by the start of school in August of 2014.

The Town issued one Request for Proposals for the design work at all three schools. Eight firms responded, of which seven were determined to be qualified. In accordance with the State's process, four firms for each school were identified by the Project Building Committee as the finalists. All the finalists were interviewed by the Committee and submitted fee proposals. Quisenberry Arcari's fees were the lowest for both middle schools. In addition, the Committee felt that Quisenberry Arcari was the firm that best articulated an understanding of what the Committee wanted to achieve at each middle school. The minutes of their April 11<sup>th</sup> meeting are attached. Please ask that the Town Council place this item on their agenda for award and authorization to employ Quisenberry Arcari Architects as the Project Architect for both the John Wallace Middle School renovations and the Martin Kellogg Middle School renovations.

## SPECIAL MEETING MINUTES

### SCHOOL CAREER TECHNICAL PROGRAM RENOVATION PROJECT BUILDING COMMITTEE

April 11, 2013

Town Hall Conference Room L101

- I. Call to Order – The meeting was called to order at 4:05 PM.
- II. Roll Call - Members present: Dave Tatem, Chairperson, Clarke Castelle and Jay Bottalico. Others present: William Collins, Ph.D., Superintendent of Schools; Lou Jachimowicz, Chief Finance and Operations Officer; and Jeff Baron, Director of Administrative Services.
- III. Public Participation – None.
- IV. Interview procedures – Questions and fee proposals had been distributed to the Committee via e-mail prior to the meeting. The Committee agreed by consensus that the questions were acceptable and that Mr. Baron should ask the questions of each firm to be interviewed so the Committee members could focus on the responses.
- V. Architect Interviews – The qualified firms determined to be the finalists for each project (Martin Kellogg Middle School, John Wallace Middle School, and Newington High School) were interviewed by the entire Committee with staff members present. The five firms and the individuals interviewed were Silver/Petrucci + Associates: Bill Silver, Dean Petrucci, and Ken Sgorbati; Perkins Eastman: Joe Costa, Fritz Morris, and Shannon Cole; Kaestle Boos Associates: Dave King, Paul Dominov, and Loren Grabinsky; Moser Pilon Nelson: Hugh Pearson and Richard Brown; and Quisenberry Arcari: Rusty Malik, Jim Healy, Kevin McFarland, and Steve Collins. All firms gave a brief presentation and answered questions from the Committee.
- VI. Discuss and Take Action on Architect Selection – Each Committee member discussed the respondents that were interviewed and stated their preference for selection. Each member felt that Quisenberry Arcari was the firm that best addressed the criteria specific to the project in that they were the only firm who directly responded to the Committee’s request to tailor their presentation by focusing on the specialty areas that the Committee is looking to add to the curriculum of each school. Quisenberry Arcari made the effort to research and present what their concept of aerospace and engineering entailed (for the STEM Academy at John Wallace Middle School) and what biomedical engineering included (for the STEM Academy at Martin Kellogg Middle

School). The Committee felt that they were the only firm that expressed a clear understanding of what each project needed to focus on. Quisenberry Arcari's fee proposal of \$37,500 for each middle school was also the lowest. Although Moser Pilon Nelson and Perkins Eastman had stated a preference to have one Plan Completion Test review with the State for all three projects simultaneously, staff recommends that the design for the two middle schools be developed before starting on the High School. Mr. Castelle made a motion that the Committee recommend to the Newington Town Council that Quisenberry Arcari Architects of Farmington be selected as the project architect for the John Wallace Middle School and Martin Kellogg Middle School projects, for the fee of \$37,500 per school. Mr. Bottalico made a second to the motion. The motion passed unanimously by a vote of 3 YES to 0 NO. Mr. Bottalico then made a motion to table the recommendation on the project architect for the Newington High School project until further notice. A second to the motion was provided by Mr. Castelle. The motion passed unanimously by a vote of 3 YES to 0 NO.

- VII. Any other Business Pertinent to the Committee – None.
- VIII. Public Participation – None.
- IX. Response to Public Participation – None.
- X. Adjournment – the meeting adjourned at 7:42 PM.

Respectfully submitted,

*Jeff Baron*

Jeff Baron  
Director of Administrative Services



John Salomone  
Town Manager

# TOWN OF NEWINGTON

131 Cedar Street Newington, Connecticut 06111

## Town Planner

Craig Minor, AICP  
Town Planner

### Memorandum

To: Newington Town Council  
From: Craig Minor, Town Planner  
Date: April 19, 2013  
Re: **Municipal Affordable Housing Regulation Technical Assistance Grant**

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The Capital Region Council of Governments recently announced a grant opportunity to member towns interested in increasing their affordable housing opportunities. The grant could be used to hire a planning and/or economic development consultant to investigate the need for additional affordable housing, and if warranted, to draft changes to the land use regulations to create additional affordable housing opportunities. If this sounds familiar, it was patterned on the “Incentive Housing” model of several years ago.

The application deadline was fairly soon, so the grant announcement gave towns permission to submit an application first, and submit evidence of Town Council and TPZ support later. The TPZ discussed it informally at its meeting on April 10 and expressed no objection to filing an application (although a formal vote of support still needs to take place). The purpose of this memo is to describe the goals of the grant application that was submitted earlier this week.

Although the target of affordable housing is usually a rather broad category, I was asked to focus on seniors earning at or below 50% area median income. The term “affordable” usually refers to person earning up to 80% of area median income, but the goal of this project is to help truly lower income seniors.

The first part of the study would determine the level of need for more affordable housing by Newington seniors. The second part would determine the level of demand for more affordable housing by seniors. Newington is blessed with a relatively large amount of NOAH (“naturally occurring affordable housing” – houses that are inexpensive due to the market, and not due to deed restrictions or other artificial means) so it is not a given that regulatory changes are needed.

If the need and demand are there, the next step would be for the planning consultant to draft “Senior Affordable Housing Overlay” (SAHO) zone regulations. An overlay zone is a zoning concept whereby the owner of a piece of property can petition TPZ to apply an “overlay” of special regulations onto his property. In this instance, the SAHO designation would allow a

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www.newingtonct.gov

developer to create more dwelling units than he would normally be allowed at that site, in return for making a percentage of those units “affordable” to seniors earning 50% of area median income. The incentive for the developer is the opportunity to create more market-rate dwelling units than he would otherwise be able to do. The incentive to the Town is to get more affordable dwelling units for its low-income seniors.

Not every area of Newington would be eligible for a SAHO. While the SAHO regulations obviously have not been written yet, they would require certain site characteristics such as: (1) easy walking distance to stores, medical facilities, and public transportation; and (2) access to MDC water and sewer service.

If the planning/economic development consultant finds that the amount of NOAH in Newington is sufficient, the process could very well end there. But even if that happens it would still have been a useful exercise, because we will have solid demographic and economic data for the market of senior housing in Newington which could be used in the future.

cc:  
file



John Salomone  
Town Manager

# TOWN OF NEWINGTON

131 Cedar Street Newington, Connecticut 06111

Craig Minor, AICP  
Town Planner

April 15, 2013

Mary Ellen Kowalewski, Director of Policy and Planning  
Capitol Region Council of Governments  
241 Main Street  
Hartford, CT 06106

Re: *Application for Municipal Affordable Housing Regulation Technical Assistance Grant*

Dear Ms. Kowalewski:

I am pleased to submit for CRCOG's consideration the Town of Newington's application for a Technical Assistance Grant to explore the feasibility of a Senior Affordable Housing Overlay Zone. If established, this overlay zone would provide incentives to developers to create dwelling units that are affordable to seniors who earn at or below 50% of area median income.

We are seeking \$20,400 to defray the cost of hiring a planning/economic development consultant to do the necessary demographic and market analysis to determine the need and demand for such an overlay zone, and to draft the related zoning regulations.

Please contact me at (860) 665-8575 for any further information that you may require.

Thank you for your consideration.

Sincerely,

Craig Minor, AICP  
Town Planner

Attachments

cc:  
ED Director Andy Brecher  
file

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

**Municipal Affordable Housing Regulation  
Technical Assistance Grants**

**Capital Region Council of Governments  
HUD Sustainable Communities Regional Planning Grant**

Name of Applicant Municipality:	Town of Newington
Address of Applicant Municipality:	131 Cedar Street Newington, CT 06111
Name and Address of Applicant Representative:	Craig Minor, AICP Town Planner
Name and Title of Official Authorized to File Application:	John Salomone Town Manager
Telephone Number:	860-665-8510
Email:	<a href="mailto:jsalomone@newingtonct.gov">jsalomone@newingtonct.gov</a>
Name and Title of Project Manager:	Craig Minor, AICP Town Planner
Telephone Number:	860-665-8575
Email:	<a href="mailto:cminor@newingtonct.gov">cminor@newingtonct.gov</a>

*John Salomone (JT)*  
Signature of Authorized Official

4/15/2013  
Date

**1. Business Information:**

- a. Business Address if Different: Same
- b. Federal EIN: 06-6002047

**2. Project Information:**

- a. Project Title: "Senior Affordable Housing Overlay (SAHO) Zone"
- b. Intended Use of Funds:  
(see attached for details)
  - 1. Demographic and economic analysis of the need for affordable housing opportunities for seniors.
  - 2. Market analysis of the demand for affordable housing opportunities for seniors.
  - 3. Planning and engineering analysis of three or more potential sites for a Senior Affordable Housing Overlay Zone.
  - 4. Draft zoning regulations for Senior Affordable Housing Overlay Zone.
  - 5. Collaborative workshops with stakeholders (seniors, developers, and Town residents).
  - 6. Final project summation and documentation.
  - 7. Zoning Regulation public hearing and adoption process.

**3. Local Approvals:**

- a. Resolution of Support from Town Council: To be submitted by May 15.
- b. Resolution of Support from Town Plan and Zoning Commission: To be submitted by May 15.

#### 4. Project Plan:

##### a. Explain the proposed use of funds:

As with everywhere else in the United States, the proportion of elderly Newington residents is projected to increase. Where residents aged 60 and over were only about 12% of the Newington population in 1960, this age cohort may constitute over 30% of the population in the year 2030. The purpose of this project is to document the need as well as the likely demand for additional senior affordable housing in Newington. If the need and demand are found to exist, the next step would be to draft, vet, and then adopt a Senior Affordable Housing Overlay (SAHO) zone regulation that creates additional affordable housing opportunities for seniors. The SAHO zone would allow/encourage the creation of dwelling units designed for seniors at a density greater than normally permitted in the underlying zone, with a minimum number of those units to be made affordable to seniors earning at or below 50% of median family income.

##### b. State your municipal goals for expanding affordable housing opportunities, and how this grant will help achieve those goals:

One of the "General Goals" of the Residential Development portion of the POCD is "Provide housing options for a variety of household types, sizes, **ages**, abilities, tenures, and income groups within safe and stable neighborhoods" [Page 32; emphasis added]. A stated strategy to achieve that goal (under the heading of "Housing Opportunities/Diversity") is: "Continue to assess the special housing needs of the growing elderly population" [Page 34].

##### 1. Explain how these goals relate to existing municipal policies, such as the POCD:

The goal of establishing a Senior Affordable Housing Overlay Zone will address the special housing needs of Newington's growing elderly population.

##### 2. Explain how these goals relate to the objectives of the HOMEConnecticut Program and the HUD-EPA-DOT Partnership for Sustainable Communities Livability Principles (LP):

a. **Support the development** of higher-density affordable housing and/or mixed income housing near transit facilities, in areas of concentrated development, or where existing or planned infrastructure exists to support such development (HC):

SAHO overlay zones would be limited to neighborhoods that are within 1/4 mile of planned CTfastrak stations, the proposed Amtrak station, or along existing CT Transit bus routes.

b. **Promote equitable, affordable housing.** Expand location- and energy-efficient housing choices for people of all ages, incomes, races and ethnicities to increase mobility and lower the combined cost of housing and transportation (LP):

By being close to CTfastrak and Amtrak stations and along established bus routes, mobility for the seniors residing there will increase over what they experienced in their houses, and annual transportation costs would be relatively lower.

**c. Enhance economic competitiveness.** Improve economic competitiveness through reliable and timely access to employment centers, educational opportunities, services, and other basic needs by workers (LP).

By being close to CTfastrak and Amtrak stations and along established bus routes, senior residents will have better access to health care, legal, and other essential services.

**d. Support existing communities.** Support strategies like transit-oriented development, mixed-use development and land recycling, to increase community revitalization and the efficiency of public works investments, and safeguard rural landscapes (LP).

By providing affordable options to seniors who currently own modest homes in established neighborhoods but do not have the income to maintain them, SAHO developments will “free up” those naturally occurring affordable homes to be bought by younger families. Located close to CTfastrak and Amtrak stations and along established bus routes, SAHO developments will be examples of transit-oriented development.

**e. Value communities and neighborhoods.** Enhance the unique characteristics of all communities by investing in healthy, safe, and walkable neighborhoods – rural, urban and suburban (LP).

SAHO developments will be designed to address the specific health and safety needs of seniors, and be walkable.

c. Provide a time schedule for project completion. Grants must be expended by December 31, 2013. Approval of zoning regulations may take place after this date.

See attached.

d. Indicate whether the regulations to be developed are likely to be applied to one or more multiple zones. If available, provide an estimate of the number and type of housing units to be allowed in the proposed affordable housing zone(s).

As an overlay zone, the SAHO regulations will indicate which zones that a SAHO may be applied to, and the necessary characteristics of a specific location. The regulations will probably allow it in any zone other than industrial provided the proposed site is within ¼ mile of a CTfastrak or Amtrak station, or along an existing bus route. Close proximity (i.e. within easy walking distance) to transportation, grocery stores, medical and other essential services would be important factors. The planning consultant will assist in determining the types and quantities of housing units to be allowed in the SAHO.

## Project Budget

1. Demographic and economic analysis of the need for affordable housing opportunities for seniors in Newington:

Planner/Economic Development Specialist      35 hours    x    \$120/hr    =    \$ 4,200

2. Market analysis of the demand for affordable housing opportunities for seniors in Newington:

Planner/Economic Development Specialist      35 hours    x    \$120/hr    =    \$ 4,200

3. Planning and engineering analysis of three or more potential sites for a Senior Affordable Housing Overlay Zone:

Planner/Professional Engineer                      15 hours    x    \$120/hr    =    \$ 1,800

4. Draft zoning regulations for Senior Affordable Housing Overlay Zone:

Planner    50 hours    x    \$120/hr    =    \$ 6,000

5. Collaborative workshops with stakeholders (seniors, developers, and Town residents):

Planner    10 hours    x    \$120/hr    =    \$ 1,200

6. Final project summation and documentation:

Planner    12 hours    x    \$120/hr    =    \$1,440

7. Zoning Regulation public hearing and adoption process:

Planner    10 hours    x    \$120/hr    =    \$ 1,200

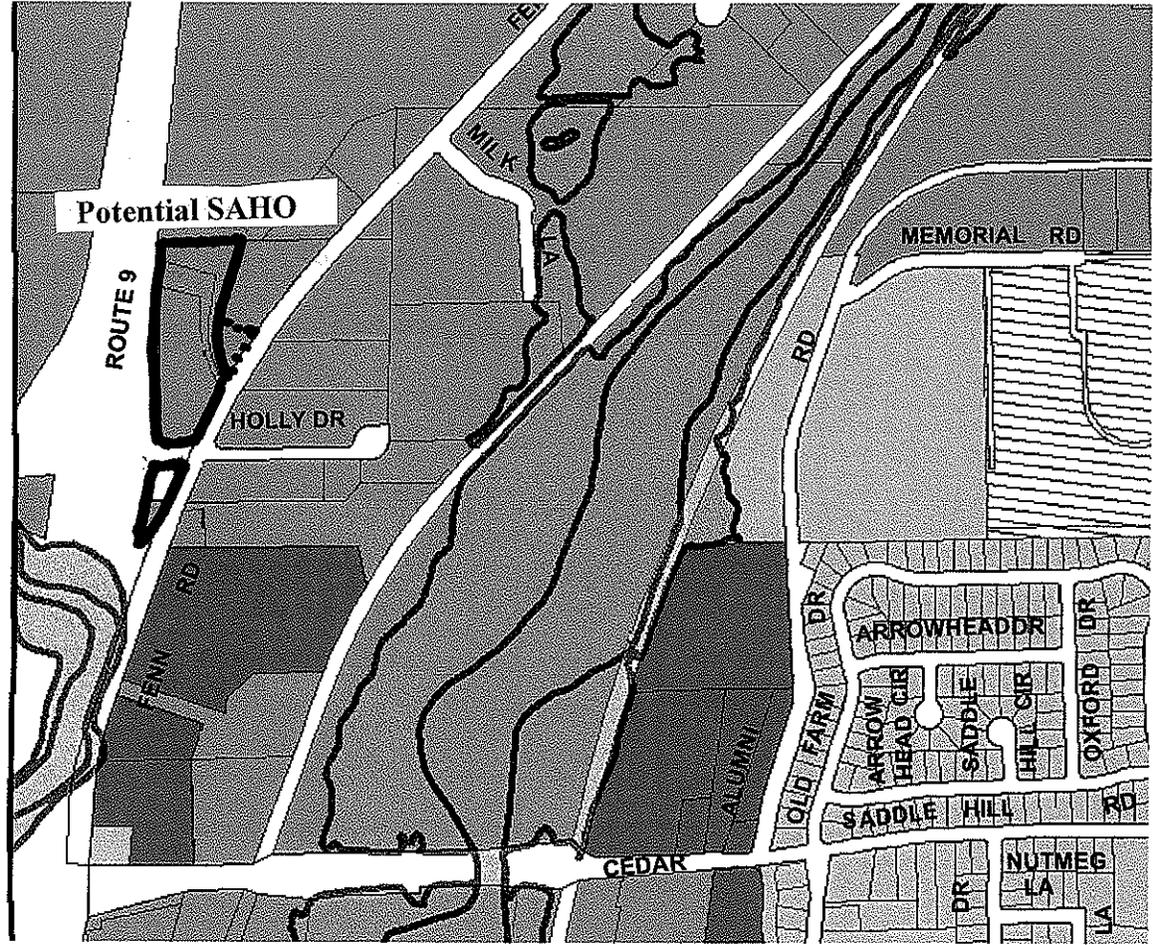
**TOTAL:            167 hours    x    \$120/hr    =    \$20,400**

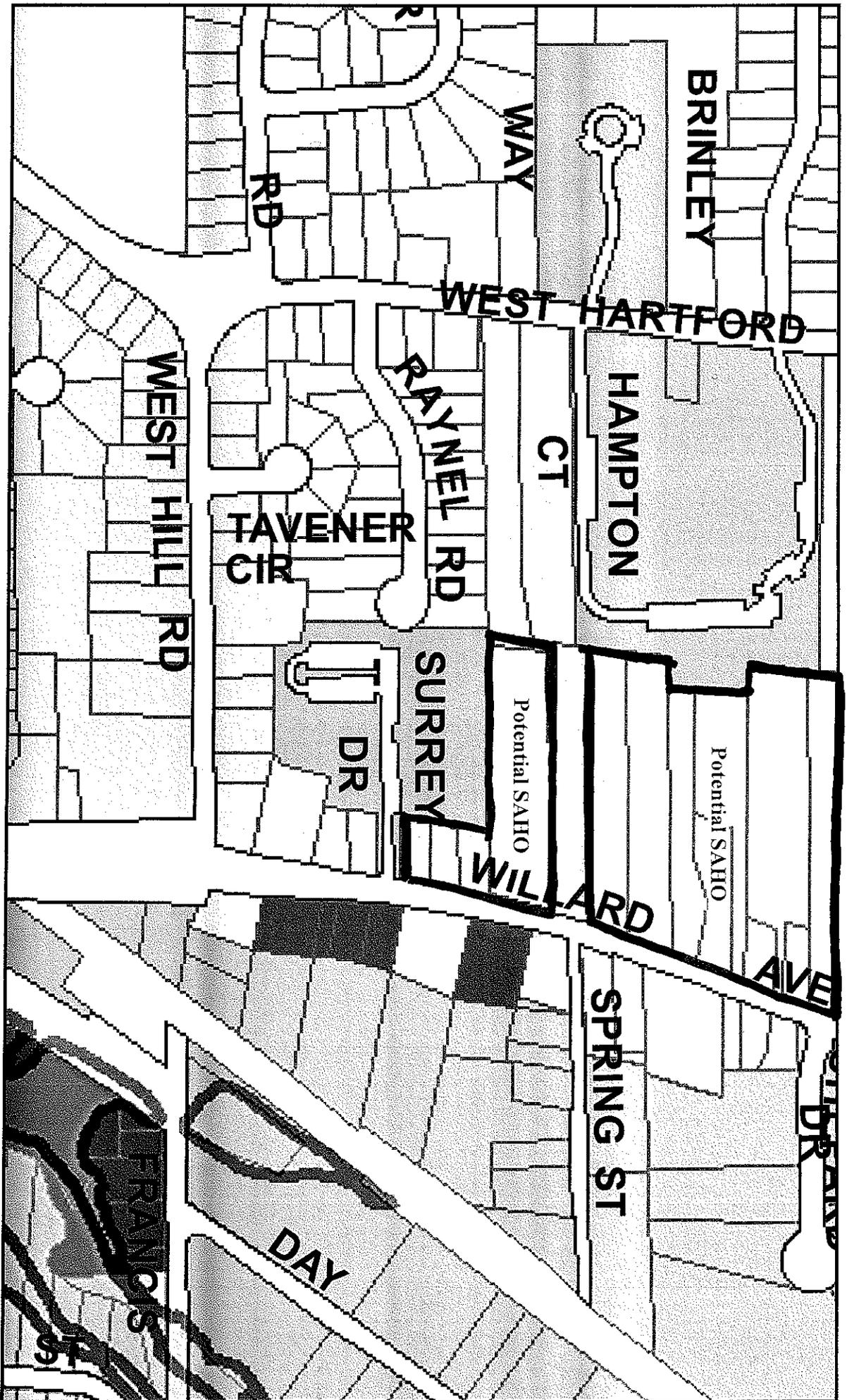
## Project Time Schedule

<u>Task</u>	<u>Time line:</u>
1. Demographic and economic analysis of the need for affordable housing opportunities for seniors.	June 1 – June 15
2. Market analysis of the demand for affordable housing opportunities for seniors.	June 1 – June 15 (concurrent with #1)
3. Planning and engineering analysis of three or more potential sites for a Senior Affordable Housing Overlay Zone.	June 15 – June 30
4. Draft zoning regulations for Senior Affordable Housing Overlay Zone.	June 15 – November 31
5. Collaborative workshops with stakeholders (seniors, developers, and Town residents).	August 1 – September 30 (concurrent with #4)
6. Final Project summation and documentation.	December 1 – December 31
7. Zoning Regulation public hearing and adoption process.	December 1 – December 31

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BRINLEY

WAY

RD

WEST HARTFORD

HAMPTON

CT

RAYMEL RD

TAVENER  
CIR

WEST HILL RD

DR

SURREY

Potential SAHO

Potential SAHO

WIL LARD

AVE

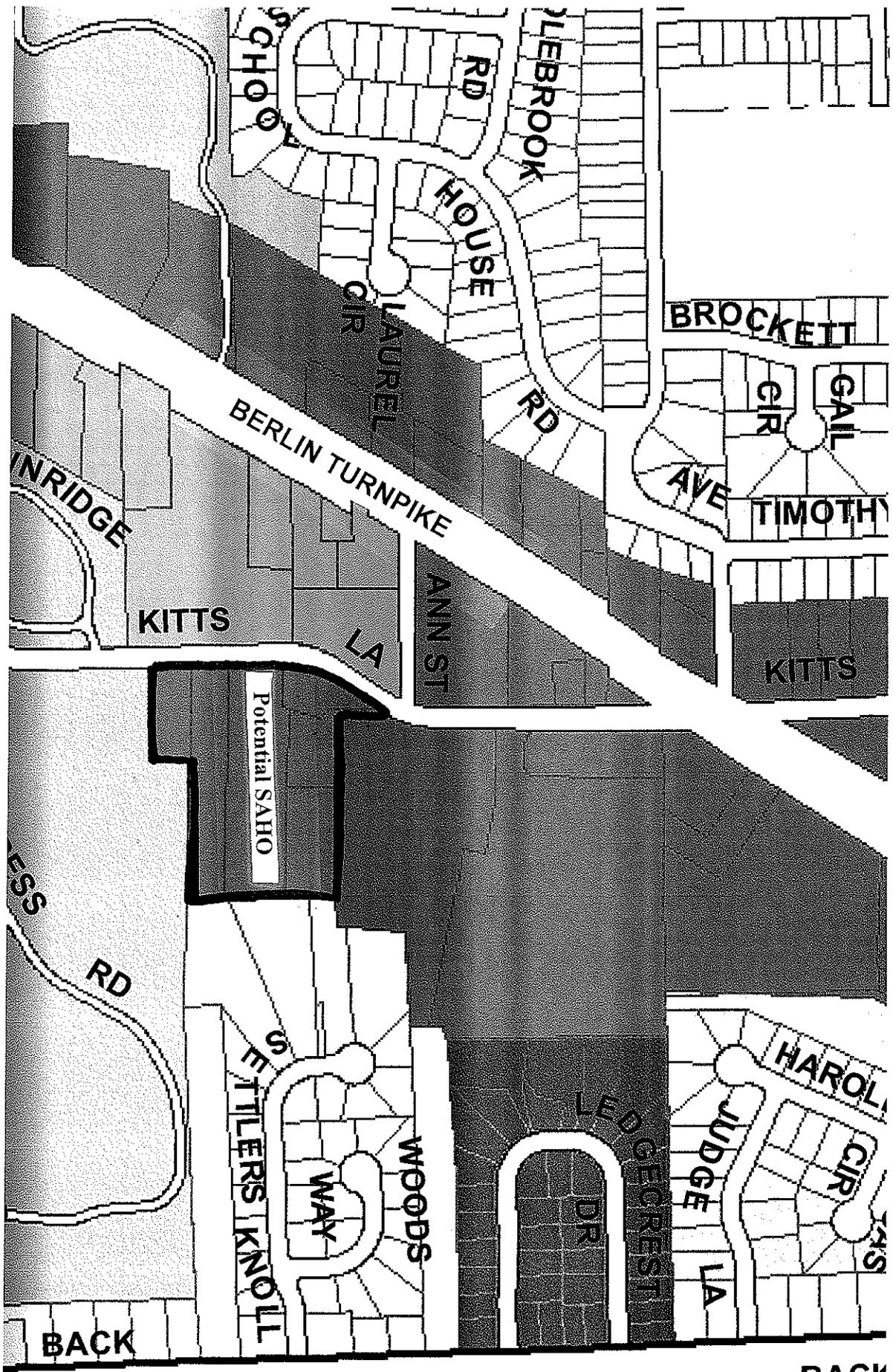
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