



John L. Salomone
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

MAYOR STEPHEN WOODS

NEWINGTON TOWN COUNCIL **Council Chambers/Auditorium (Main Level) – Town Hall** **131 Cedar Street**

August 14, 2012
7:00 p.m.

- I. PLEDGE OF ALLEGIANCE
- II. ROLL CALL
- III. PUBLIC PARTICIPATION – IN GENERAL (**In Person/Via Telephone**)
(3 MINUTE TIME LIMIT PER SPEAKER ON ANY ITEM)
- IV. CONSIDERATION OF OLD BUSINESS (**Action May be Taken**)
 - A. Accept Bid: Newington High School Tennis Courts
 - B. 8-24 Referral: National Welding Site Grading Rights
- V. CONSIDERATION OF NEW BUSINESS (**Action May Be Taken Only by Waiving the Rules.**)
 - A. Economic Development Update
 - B. Job Description: Animal Control Officer
- VI. RESIGNATIONS/APPOINTMENTS (Action May Be Taken)
 - A. Appointments to Boards and Commissions
 1. Balf-Town Committee
 2. Newington Commercial Façade Easement Rehabilitation Loan Program Committee
 3. Committee on Community Safety
 4. Conservation Commission
 5. Development Commission
 6. Downtown Revitalization Committee
 7. Education Facilities Project Building Committee
 8. EMS Committee
 9. Employee Insurance and Pension Benefits Committee
 10. Environmental Quality Commission
 11. Board of Ethics
 12. Fair Rent Commission
 13. Firehouse Expansion Project Building Committee
 14. Human Rights Commission
 15. NHS Track Renovation Project Building Committee
 16. Open Space Committee
 17. School Code Compliance Committee

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- 18. Standing Insurance Committee
- 19. Vehicle Appeals Board

- VII. MINUTES OF PREVIOUS MEETINGS
 - A. July 24, 2012, Public Hearing – Blight Ordinance
 - B. July 24, 2012, Public Hearing – Charter Revision
 - C. July 24, 2012, Regular Meeting
- VIII. WRITTEN/ORAL COMMUNICATIONS FROM THE TOWN MANAGER, OTHER TOWN AGENCIES AND OFFICIALS, OTHER GOVERNMENTAL AGENCIES AND OFFICIALS AND THE PUBLIC
- IX. COUNCIL LIAISON/COMMITTEE REPORTS
- X. PUBLIC PARTICIPATION – IN GENERAL (**In Person/Via Telephone**)
(3 MINUTE TIME LIMIT PER SPEAKER ON ANY ITEM)
- XI. REMARKS BY COUNCILORS
- XII. ADJOURNMENT



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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: August 09, 2012
Re: High School Tennis Courts

The Town opened bids for the reconstruction of the nine tennis courts at Newington High School. The bids called for replacement of the courts, new drainage and base material, and new fencing. The bid tabulation form is attached. This project was added to the charge of the School Code Compliance Project Building Committee. That Committee will be meeting on August 14th, prior to the Town Council meeting. It is anticipated that they will be making a recommendation to the Town Council regarding the award of the bid at that meeting, in order for the Town Council to take action later that evening. It is expected that construction will take approximately eight weeks, after which there is a curing time that is required before the surface coat can be applied, which can only be done under favorable weather conditions. The Committee and the Board of Education desire to get these courts reconstructed this year in order that the tennis team can use them next spring. \$500,000 was included in the Council Adopted 2012-13 Capital Improvement Plan for this work. Please place this item on the Town Council's Agenda for action at their August 14th meeting.

TOWN OF NEWINGTON

BID NO. 1, 2012-13

NEWINGTON HIGH SCHOOL TENNIS COURTS RECONSTRUCTION

JUNE 18, 2012

BID RESULTS

BIDDERS	M&M Tennis Court Bristol	Cocchiola Paving Oakville	J. Iapaluccio Brookfield	Empire Paving No. Haven
Base Bid	\$482,000	\$499,453	\$472,400	\$583,669
<u>UNIT PRICES</u>				
1.Processed Aggregate/CY	\$49.70	\$38.25	\$33.50	\$36.00
2.Free Draining Material/CY	\$70.00	\$38.25	\$35.50	\$45.00
3.Tennis Court Pavement/SY	\$50.75	\$37.00	\$40.00	\$36.00
4.Concrete Walk Pavement/SY	\$38.25	\$27.00	\$52.00	\$28.00
5.6" Perforated Corrug. Pipe/LF	\$20.25	\$15.00	\$17.50	\$30.00
6.Fine Grade & Seed/SF	\$ 0.88	\$ 1.70	\$ 1.50	\$ 0.40

BIDDER	Classic Turf
LOCATION	Woodbury
Base Bid	No Bid
Alternate Bid	\$435,000*

*Post tension concrete slab as opposed to asphalt, as called for in the specifications. No unit prices provided.



John Salomone
Town Manager

TOWN OF NEWINGTON

131 Cedar Street Newington, Connecticut 06111

Town Planner

Craig Minor, AICP
Town Planner

Memorandum

To: Town Council

From: Craig Minor, AICP
Town Planner

Date: July 20, 2012

Re: Request for Grading Rights at 690 Cedar Street (“National Welding”)

The owner of the commercial property at 712 Cedar Street has asked the Town of Newington for permission to regrade along the property line at 690 Cedar Street (the “National Welding” site). This permission, in the form of an easement, would result in more developable area for his property giving him greater flexibility to develop the site, and result in a larger building and additional parking. See attached site plan.

Sec. 8-24 of the Connecticut General Statutes states that “No municipal agency...shall...sell or lease any...municipally owned property... until the proposal to take such action has been referred to the [Planning and Zoning] commission for a report.” Granting an easement is considered the same thing as leasing in this context.

If the Town Council is willing to consider this request, I recommend the Council refer it to the Town Plan and Zoning Commission for a “report” in accordance with Sec. 8-24. That report would typically include a review of the Plan of Conservation and Development and any other relevant plans and land use regulations.

cc:
file

AGENDA ITEM: IV.B_____.

DATE: 8-14-12_____

RESOLUTION NO. _____

RESOLVED:

That the Newington Town Council hereby refers to the Town Plan and Zoning Commission for an 8-24 Report the proposed easement/acceptance of grading rights at 690 Cedar Street in accordance with Connecticut General Statutes §8-24.

MOTION BY: _____

SECONDED BY: _____

VOTE: _____



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Town Manager

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OFFICE OF THE TOWN MANAGER

MEMORANDUM

To: Newington Town Council
From: John Salomone, Town Manager
Date: August 8, 2012
Re: Economic Development Update

Economic Development Director Andy Brecher will be in attendance at the August 14, 2012 Council meeting to discuss and update the Council on the status of various economic development items within the Town.



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Town Manager

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OFFICE OF THE TOWN MANAGER

MEMORANDUM

To: Newington Town Council
From: John Salomone, Town Manager
Date: August 8, 2012
Re: Proposed Revised Job Description: Animal Control Officer

Attached is the draft copy of the revised job description for the above-referenced position. As vacancies occur, an opportunity is afforded to amend the job description.

Pursuant to a recent agreement between the Town and the IPBO Local 443 police union, the currently vacant Animal Control Officer position will be removed from the bargaining unit and will become a part-time position shared with the Town of Wethersfield. In addition, the qualifications were updated to include current terminology and ADA-mandated verbiage regarding accommodations for individuals with disabilities. A copy of the current (non-updated) job description is also attached for Council review.

In accordance with §902 of the Town Charter, changes in position/job descriptions may be made by the Town Council upon recommendation of the Personnel Director/Town Manager.

If the Council is in concurrence with these proposed changes, it will appear on the Council's next agenda for approval.

Attach.

TOWNS OF NEWINGTON AND WETHERSFIELD

TITLE:	Animal Control Officer	GRADE:	PS-(Part-Time)
DEPARTMENT:	Police	COUNCIL ADOPTED:	DRAFT 8-2012

POSITION DESCRIPTION

This is a part time regional position that will work up to 19 hours per week and will be under general supervision of the respective police department, enforces the regulations and laws relating to animals, performs related work as required.

ESSENTIAL JOB FUNCTIONS

- Responds to and investigates complaints regarding animals in the Towns of Newington and Wethersfield.
- Enforces the laws of the State and ordinances of the Town of Newington and Wethersfield regarding animals running at large. Apprehends animals running at large in violation of the law.
- Ensure the proper licensing of canines in both Newington and Wethersfield.
- Investigates possible rabies cases, may assist in the quarantine of dogs.
- Occasionally may address civic groups and meetings on the care of animals and responsibilities under the law. May address school groups to explain how to handle pets and their responsibilities toward animals.
- Assures the proper upkeep of all facilities, vehicles, and equipment under his/her control.
- Transports animals to the appropriate kennel facilities when necessary.
- Maintains the towns' kennel, or regional kennel, or maintains a working relationship with the staff of any privately owned kennel facility used by the Town of Newington or Wethersfield.
- Insures that all forms and information emanating from his/her office are factual and complete.
- Must complete reporting functions using the record management system (RMS) of Newington and Wethersfield.
- Must be able to effectively use the Towns of Newington and Wethersfield computer reporting, radio, and other systems as needed.
- ACOs may have to be available for emergencies during non-scheduled work periods and nights and weekends.

ADDITIONAL JOB FUNCTIONS

- Performs related duties as required.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

- Ability to meet the public well and to deal effectively with citizens often under adverse circumstances.
- Ability to understand local and state laws relating to animals.
- Ability to express oneself clearly and concisely verbally and in writing.
- Ability to make clear judgment in evaluating situations.
- Ability to follow supervisory instructions and standard operating procedures.

REQUIRED PHYSICAL AND MENTAL EFFORT AND ENVIRONMENTAL CONDITIONS

(The physical demands and work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.)

- Ability to handle and safely control a wide variety of animals, using special handling equipment if necessary.
- Ability to lift an animal in and out of a vehicle.
- Ability to properly and safely use a non-lethal device and/or firearm for the purpose of protection from a dangerous animal or to euthanize an animal when necessary.
- This is heavy work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects.
- Work requires climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, and repetitive motions.

- Vocal communication is required for expressing or exchanging ideas by means of the spoken word.
- Hearing is required to perceive information at normal spoken word levels, and to receive detailed information through oral communications and/or to make fine distinctions in sound.
- Visual acuity is required for depth perception, color perception, night vision, peripheral vision, preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication of parts at or within arms length, operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities.
- The worker is subject to inside and outside environmental conditions, and hazards.
- The worker may be exposed to Bloodborne and airborne pathogens and may be required to wear specialized personal protective equipment.
- The worker will be required to get proper shots to protect from animal diseases.

REQUIRED MINIMUM QUALIFICATIONS

The skills and knowledge required would generally be acquired with:

- A High School diploma.

LICENSE OR CERTIFICATE

Must possess:

- A valid State of Connecticut Driver’s License.
- Must comply with State statutes, rules and regulations

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 position 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 Town 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

Newington Police Department

Date

Wethersfield Police Department

Date