



John L. Salomone  
Town Manager

# TOWN OF NEWINGTON

131 CEDAR STREET  
NEWINGTON, CONNECTICUT 06111

**MAYOR JEFF WRIGHT**

## MINUTES

### NEWINGTON TOWN COUNCIL MEETING

June 23, 2009

Mayor Wright called the meeting to order at 7:00 PM in the Helen Nelson Room of the Newington Town Hall.

#### I PLEDGE OF ALLEGIANCE

#### II ROLL CALL

Councilors Present

Councilor Banach  
Councilor Bottalico  
Councilor Bowen  
Councilor Cohen  
Councilor Lenares  
Councilor Nagel  
Councilor Nasinnyk  
Mayor Wright

Councilor Absent

Councilor Boni

Staff Present

Town Manager Salomone  
Jeff Baron, Director of Administrative Services

Councilor Nagel moved to add Personnel as an item of discussion to the Executive Session portion of the agenda. Motion seconded by Councilor Bottalico. Motion passed 8-0 (Councilor Boni absent).

#### III AWARDS/PROCLAMATIONS

A Lori Verreault, Executive Assistant to the Town Manager – Retirement

Mayor Wright moved the following:

**Whereas Loretta R. “Lori ” Verreault began her career with the Town of Newington as a Clerk-Typist II in the Town Manager’s office in March 1985; and**

**Whereas Lori was appointed Executive Clerk/Stenographer in April 1985 and Administrative Secretary in October 1987; and**

**Whereas Lori assumed the position of Executive Secretary in April 1988 and Executive Assistant to the Town Manager in July 2000; and**

**Whereas Lori has prepared countless agendas, minutes and other meeting materials for the Newington Town Council and other boards and commissions; and**

**Whereas Lori has undertaken significant responsibilities in the functions of personnel recruitment, selection, and training; and**  
**Whereas Lori has dealt with innumerable calls and complaints from residents and assured a proper resolution; and**  
**Whereas Lori has for many years compiled the Town Manager's Monthly Report, the Town Annual Report, and the Proposed and Adopted Annual Budget documents; and**  
**Whereas Lori has served as support staff to the Newington Town Council as well as other elected and appointed Town officials; and**  
**Whereas Lori has worked energetically as the secretary of the Newington Waterfall Festival Committee since its inception; and**  
**Whereas Lori will retire from the Town of Newington in order to live closer to her daughters, sons-in-law and grandchildren;**  
**NOW THEREFORE BE IT RESOLVED that the Newington Town Council expresses to Lori Verreault its profound gratitude for her many years of dedicated service to the Town; and**  
**BE IT FURTHER RESOLVED that the Newington Town Council congratulates her upon her retirement and conveys to her its best wishes for a future of health and happiness.**

Mayor Wright congratulated Ms. Verreault on her retirement. He thanked her for all of her hard work and dedication and remarked that she was always the go-to person to get the correct answer for policy and procedure questions. Councilor Bottalico stated that Ms. Verreault will be missed and offered the best of luck in her retirement. Councilor Nasinnyk remarked that Ms. Verreault is an educator with a professional demeanor and will be greatly missed. Councilor Cohen thanked Ms. Verreault for being both a wonderful employee and also a wonderful volunteer involved in many aspects of the Town. Councilor Nagel stated appreciation for Ms. Verreault's professionalism and knowledge and all of her efforts throughout the years. Councilor Bowen noted that Ms. Verreault has many more accomplishments than were listed in the proclamation and commented on her outstanding knowledge of protocol and the workings of the Town. He thanked her for all of her support. Councilor Banach commented on Ms. Verreault's high level of competency, accuracy and dependability and stated appreciation for all her efforts for the Council and the Town. Deputy Mayor Lenares congratulated Ms. Verreault on her retirement and wished her luck in Arizona. He noted that she always knew the answers to everyone's questions.

#### Public Comment

Val Ginn congratulated Ms. Verreault on her retirement and complimented her on her calm demeanor and knowledge. She noted her efforts with the Waterfall Festival Committee and stated that Ms. Verreault will be greatly missed.

Ms. Verreault thanked everyone for the kind words and remarked that it has been a pleasure to serve the Town for the past 24 years along with a very dedicated group of employees and volunteers. She thanked the Council and members of boards and commissions for all of their dedication as volunteers. Motion seconded by Councilor Bowen. Motion passed 8-0 (Councilor Boni absent).

#### **IV PUBLIC PARTICIPATION – IN GENERAL (none)**

#### **V CONSIDERATION OF OLD BUSINESS**

##### **A. Award Bid – Town Hall Renovations**

Town Manager Salomone noted that the Council has received minutes of the Town Hall Renovations Project Building Committee's June 18 meeting as well as a final project budget based on the bid received and authorized by the Committee. He noted that the bid, from Enfield Builders, includes the base bid plus three alternates for a total of \$1,003,000. He explained that the project budget will encompass the work needed for the NCTV studio space, architectural fees, relocation costs, some hazardous material abatement and a generous contingency. Town Manager Salomone stated that the Committee received sixteen bids, about an 80% return ratio, and the successful bid is about 30% less than engineer estimates and will allow the project to move forward within the budget.

Mayor Wright inquired whether the contingency amount of 9.1% is normal. Town Manager Salomone stated that the normal amount is generally 5% - 10% and is generally about 10% prior to a bid. Councilor Bottalico noted that the bid includes all alternates: the swing space, conference rooms and the IT room. He stated that the Committee is pleased with the bid and noted that Enfield Builders has a very good reputation. Town Manager Salomone stated that the project should be completed in time to move NCTV

to its new location so that the current building can be demolished in time to begin the New Meadow project. Councilor Bottalico noted that Facilities Director Bob Korpak has applied for a grant for equipment for NCTV. Town Manager Salomone stated that the Town should know whether it will receive the grant funds by the end of the summer and explained that the grant would pay for new equipment for NCTV which would eliminate the need to move some of the existing equipment to the new location. Mayor Wright stated that in conversations with the Commissioner the Town's grant application is in good order and stated hope that it will be approved. Councilor Bowen stated that the 9.1% contingency is average and explained that the environment is different for this project due to the fact that prices do not seem to be escalating at this point. Mayor Wright noted that this project will follow a relatively short timeline.

Councilor Nagel inquired whether the bid amount includes moving and wiring of the NCTV equipment and if not whether the funds to do so have been allocated. Councilor Bottalico replied that it is an anticipated expenditure and has been budgeted, but is not part of the bid.

Councilor Bottalico moved the following:

**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 Town Hall Renovations Project Building Committee hereby accepts the bid and authorizes the Town Manager, John L. Salomone, to execute appropriate contracts with Enfield Builders of Enfield, CT in the amount of \$1,003,000 for lower level renovations in the Newington Town Hall for the base bid and all three alternates.**

Motion seconded by Councilor Banach. Motion passed 8-0 (Councilor Boni absent).

B. Insurance Placement – Liability Coverages

Town Manager Salomone stated that the Standing Insurance Committee met on June 17, 2009 and after a discussion and presentation has recommended that the resolution be adopted. Director of Administrative Services Jeff Baron and Joe Peak of R.C. Knox and Company spoke to the Council regarding the placement. Mr. Baron explained that the new Agent of Record will be R.C. Knox and Company, with the contract effective on July 1, 2009. He stated that the Agent of Record will be responsible for placing insurance for the Town for a three-year period beginning on July 1. He explained that based on Committee recommendations last year, the Council agreed to a rate-lock program for all lines of property and casualty insurance except for worker's compensation; therefore seventeen companies were contacted for workers compensation insurance proposals and the only competitive pricing was from CIRMA. He explained that CIRMA came back with three separate options:

- A high-deductible program currently used by the Town that has an acceptable premium but is placing some stress on the Town's insurance reserve fund
- A guaranteed cost program with a premium well in excess of what the Town had budgeted and can afford.
- A retrospective rating program with an acceptable premium the same as the high-deductible premium but with short-term relief on the insurance reserve fund. Analysis shows that this is the financial the best program for the Town, and when all claims are paid off the Town will have paid less under the retrospective rating program than it would have under the high-deductible program. The retrospective rating program has a lower aggregate cap of \$409,000 compared to the current program's cap of \$850,000 and the Town will make final payments on claims sooner – January 2012 versus the current program in which claims are paid until they are settled.

Mr. Baron stated that the Standing Insurance Committee recommends that the Council adopts the retrospective rating program. Councilor Bottalico stated that the premiums would have to be paid within eighteen months. Mr. Baron explained that the premiums would be paid at the beginning of the year as normal, but unlike with the high-deductible program, no further payment would be made on 2009-2010 worker's comp losses until six months after the fiscal year has ended – January 2011 with a second true-up in January 2012. Councilor Bottalico stated that there would be an increase in the budget sometime in the future. Mr. Peak stated that it is a component of the reserve fund and noted that the Town has spent an average of \$210,000 per year above and beyond the reserve fund. He stated that the amount of the reserve fund should not be higher as a result of this program. Councilor Bottalico remarked that health care costs are increasing.

Councilor Bowen inquired whether health care costs are increasing or that the Town will not be paying as it goes, therefore it will have a lump sum payment a year and a half down the road. Mr. Peak stated that the Town will have a lump-sum payment, with a true-up of losses plus the cost of the program occurring on January 1, 2011 and a second payment on January 1, 2012. He stated that this program will allow the Town better predictability in regards to cost. Councilor Bowen noted that the Town could start planning for the expenditure in advance. Mr. Barron stated that there is an actuarial study in process to determine proper levels of funding needed and the results of the study will be made available to the Committee. Councilor Bowen inquired whether the reserve fund for the year 2011 will be large enough to make the lump sum payment. Mr. Barron replied in the negative and Mr. Peak added that it would also be insufficient if the Town were in the high-deductible program. Councilor Bowen stated that the Town would need to start to prepare for the lump sum payment immediately and inquired about the amount of such payment. Mr. Peak explained that there were four different loss scenarios considered: an optimistic loss pick, a loss analysis based on the Town's current situation, an actuarial approach, and a worst-case scenario approach; realistically the payment might be between \$63,000 - \$135,000 but explained that the Town is getting the benefit of CIRMA allowing payment for only half of the first year adjustment. Councilor Bowen inquired about the projections of the second shore-up, and expressed concern that it could be up to \$270,000. Mr. Peak replied that the Town would incur the same cost with the high deductible plan. Mr. Barron stated that the recommended plan gives the Town time to anticipate losses moving forward. Councilor Bowen inquired whether the Town Manager and the Finance Director (not present at the meeting) are comfortable with the proposed arrangement. Town Manager Salomone replied that the high-deductible plan incurs the losses up front and stated that he'd rather design a plan in which the Town slowly increases its reserves. He stated that he is in favor of the retrospective plan for that reason. Councilor Bowen noted that the Town will have six months to build the funding into the budget.

Mayor Wright noted that there are two budget years to work with before the final true-up is due. Councilor Bowen countered that since the first payment is due January 1, 2011 there is actually only one budget year after the one that begins July 1, 2009. Mayor Wright stated that the first payment would be due January 1, 2011 and the second would be due about 30 months from now in January 2012. Councilor Bowen stated that the cost to the Town on January 1, 2011 will probably be between \$65,000 - \$130,000, which would occur in the next year's budget, with the next payment of about \$130,000 - \$270,000 due on January 1, 2011. He stated, therefore that funding will have to be added to the 2010-2011 just to cover the first true-up. He stated that therefore there are not two budgets prior to the first bill due. Councilor Nasinnyk stated that this is a more prudent option for the Town and noted Mr. Peak's research of 17 different companies, none of which were even close to the arrangement offered by CIRMA. She stated that this will allow the Town to plan for the future.

Councilor Bottalico moved the following:

**RESOLVED:**

**That the Town Manager, John L. Salomone, in conjunction with the Town's Agent of Record, and following review of insurance proposals by the Standing Insurance Committee, is authorized to accept the proposal from the Connecticut Interlocal Risk Management Agency (CIRMA) for Workers' Compensation insurance coverage, and to secure the best possible coverage for the Town for all other liability coverage. The Town Manager is further authorized, in conjunction with the Agent of Record, to see that all insurance coverage for the Town of Newington is in place by July 1, 2009.**

Motion seconded by Councilor Nasinnyk.

Mayor Wright inquired about CIRMA's rating. Mr. Peak explained that it is a pooling arrangement as opposed to a mutual insurance company. He stated that CIRMA has a very impressive financial record of surpluses over the years. Mayor Wright inquired about CIRMA's reinsurers. Mr. Peak replied that there are various reinsurers, including Lexington. Mayor Wright inquired about Lexington's rating. Mr. Peak stated that Lexington is rated "A". Town Manager Salomone stated that CIRMA does not have a rating but if it did it would be very good.

Motion passed 8-0 (Councilor Boni absent).

C 8-24 Referral Report – Newington Housing Authority Property and Easement Conveyance

Town Manager Salomone noted that there are two 8-24 referral resolutions.

Councilor Bottalico moved the following:

**RESOLVED:**

**That the Town Manager is hereby directed and authorized to submit to the Town Plan and Zoning Commission for its report in accordance with Section 8-24 of the Connecticut General Statutes, as amended, the proposed acquisition of a 25,216 sq. foot piece of property and the granting of a public easement from the Newington Housing Authority of 12,850 sq. feet for right of access over Mill Street Extension to the New Samaritan leasehold.**

Motion seconded by Councilor Bowen. Motion passed 8-0 (Councilor Boni absent).

D 8-24 Referral Report – New Meadow Phase II

Councilor Bottalico moved the following:

**RESOLVED:**

**That the Town Manager is hereby directed and authorized to submit to the Town Plan and Zoning Commission for its report in accordance with Section 8-24 of the Connecticut General Statutes, as amended, the proposed lease of a 2.2 acre parcel of property to New Samaritan Corporation for affordable age-restricted housing for the elderly.**

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

E Agreement re: the Pavement Rehabilitation of Kelsey and Church Streets

Town Manager Salomone explained that the Council has received the final contract agreement between the Town and the State for the rehabilitation of Kelsey and Church Streets and noted that the project has been expanded over most of Kelsey Street and a significant part of Church Street north of Kelsey. He stated that the Town's match of the project cost is 20% or about \$230,000. Mayor Wright inquired whether this funding is above and beyond LOSEP funding. Town Manager Salomone replied in the affirmative. Mayor Wright inquired when the project is to start. Town Manager Salomone replied that it is scheduled for this construction season.

Councilor Bottalico moved the following:

**RESOLVED:**

**That John L. Salomone, Town Manager, is hereby authorized to sign the agreement entitled:**

**“Agreement between the State of Connecticut and the Town of Newington for the Construction, Inspection and Maintenance for the Pavement Rehabilitation of Kelsey and Church Streets Utilizing Federal Funds Under the Urban Component of the Surface Transportation Program” and a certification indicating the agreements and warranties required under the Connecticut General Statutes. (State Project No. 93-169, Federal Aid Project No. 1093(111)).**

Motion seconded by Councilor Banach. Motion passed 8-0 (Councilor Boni absent).

**VI RESIGNATIONS/APPOINTMENTS**

A. Appointments to Other Boards and Commissions

Councilor Bowen moved the following:

**RESOLVED:**

**That the Newington Town Council hereby makes the following appointments:**

**3. Central Connecticut Health District**

**3 members, staggered 3 year terms  
Max. from one party: 2  
Remaining members: 2 Dem.**

Representative	Address	Party	Term	Replaces
			IMMED – 6/30/11	Kevin Borrup (de facto 6-30-08)
Kevin Borrup	37 Broadview Street	D	7/1/09 – 6/30/11	Kevin Borrup (exp. 6-30-09)

**17. Greater Hartford Transit District**

**2 members, 4 year term  
Party Max: (1)  
Remaining members: 1 Rep.**

Name	Address	Party	Term	Replaces
Kevin Chick	34 Cortland Way	D	7/1/09– 6/30/13	Kevin Chick (Term exp. 6/30/09)

Motion seconded by Councilor Nasinnyk. Motion passed 8-0 (Councilor Boni absent).

**VII TAX REFUNDS**

Councilor Bowen moved the following:

**RESOLVED:**

**That property tax refunds in the amount of \$628.10 are hereby approved in the individual amounts and for those named on the “Requests for Refund of an Overpayment of Taxes,” certified by the Revenue Collector, a list of which is attached to this resolution.**

Motion seconded by Councilor Nasinnyk. Motion passed 8-0 (Councilor Boni absent).

**VIII MINUTES OF PREVIOUS MEETINGS**

**A. Regular Meeting, May 26, 2009**

Councilor Nagel moved to accept the minutes of the Regular Meeting, May 26, 2009as submitted. Motion seconded by Councilor Nasinnyk. Motion passed 8-0 (Councilor Boni absent).

**B. Regular Meeting, June 9, 2009**

Councilor Nagel moved to accept the minutes of the Regular Meeting, June 9, 2009 as submitted. Motion seconded by Councilor Cohen. Motion passed 6-0-2 (Councilor Boni absent, Councilors Banach and Lenares abstained).

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

**A. Town Manager Reports**

Councilor Bowen inquired about cumulative claims under risk management (page 3 of the report). Town Manager Salomone replied that the trend is that the Town will be close to the estimate and the Board of Education is already over the estimate for the year. Councilor Bowen inquired about the specific numbers of the shortfall. Councilor Bottalico estimated that the Board’s shortfall would be about \$1,000,000 by the

end of the fiscal year, and noted that there are still several active claims in progress. Mayor Wright inquired about the stop loss on the current plan. Town Manager Salomone replied that the stop loss is \$100,000 per claim per plan year.

Councilor Nagel noted decreases in Police Department overtime expenditures, and noted several unfortunate incidents on the Berlin Turnpike. He inquired whether there has been an increase in these incidents over last year. Town Manager Salomone replied that while there have been some more high-profile incidents this year; the trend is actually about the same as last year. Councilor Nagel inquired about curb replacement and inquired whether residents with damaged curbing should contact the Highway Department. Town Manager Salomone replied that while most of the repair of curbing damaged over the winter has been completed, any damage should be reported to the Highway Department.

Councilor Bottalico observed that Police Department overtime is projected to be about as budgeted. Town Manager Salomone replied that it is actually projected to be below budget at this point.

## **X COUNCIL LIAISON/COMMITTEE REPORTS**

Councilor Bottalico reported on the High School Gymnasium Floor Project Replacement Building Committee:

- The project is not actually scheduled to begin until 2010
- There is a meeting scheduled for June 24, 2009 to try to push the schedule so that the work could begin this year.
- Termites were found under the floor, raising questions as to whether the project could be completed in two months.

Councilor Cohen reported on the following Committees:

- West Meadow Cemetery Project Building Committee
- The project is moving ahead quickly and should be done, with the exception of some planting, by the end of July.
- Community Safety Committee
- The Committee is pursuing activities for children who don't have anything to do or any place to go this summer, and is stressing a positive point of view for those children.
- Councilor Nasinnyk added that it is a developmental asset program and will utilize various groups and resources to address concerns without spending a lot of money.

## **XI PUBLIC PARTICIPATION – IN GENERAL**

Rose Lyons, 46 Elton Drive: Ms. Lyons congratulated Jaime Trevethan, appointed as the new Executive Assistant to the Town Manager, on behalf of herself, Sandy Lallier and Maddy Kenny. She wished the Council a good summer.

## **XII REMARKS BY COUNCILORS**

Councilor Banach cited a June 12, 2009 article in the Hartford Courant entitled "Forget the Busway, Let's Jump on High Speed Rail" by Rick Greene. He urged residents to contact their legislatures whether they are in favor or opposed to the busway. He stated opposition to the busway, and noted that it is an issue that seems to be forging ahead despite its expense and the fact that it will run at a loss each year.

Councilor Cohen noted that the Amateur Radio League is scheduled to hold its annual Field Day ceremonies at 2:00pm on Saturday, June 27, 2009. She stated that the event will run until the following afternoon and will be located near the Connecticut Humane Society. She remarked that the League members are experts who are very experienced in natural disaster situations in which radio may be the only form of communication available.

Councilor Nagel noted that the rescheduled Cruise Newington car show will be held on Thursday, June 25. Councilor Cohen noted the Farmer's Market taking place as well.

Mayor Wright noted that the Chamber of Commerce is sponsoring the car show and indicated that there is also a fundraiser scheduled that evening to raise funds for next year's St. Patrick's Day parade. He

also noted the upcoming Extravaganza week. He stated that the Extravaganza and fireworks will be held on Saturday, July 18, but also noted that there are activities scheduled the entire week, including:

- July 10 – 12: Lion's Club Carnival
- July 15: Movie Night
- July 16: Bowling Night
- July 17: Concert Night featuring Tirebiter

Mayor Wright gave an update on road repair and reconstruction. He stated that work is complete on Webster Street, and there are several streets to be reconstructed, including Candlewyck, Brickwalk, a portion of Mountain View Drive, Pebble Court, Pebble Drive and West Gate Circle with resurfacing to be done on portions of the following streets: Audubon, Brentwood, Dowd, Fisk, Garfield, Garavan, Highland, Kitts, Long and Main (the non-State portion), Market Square, and Southwood. He stated that Garfield, Audubon and Southwood will be completed prior to the Extravaganza.

### **XIII EXECUTIVE SESSION RE: REAL ESTATE AND PERSONNEL**

Councilor Bottalico moved to go into Executive Session at 8:22pm. Motion seconded by Councilor Nagel. Motion passed 8-0. (Councilor Boni absent) All Councilors present at the regular meeting and Town Manager Salomone were present. Town Manager Salomone exited Executive Session at 8:43 pm.

Councilor Bowen moved to adjourn from Executive Session at 8:50 pm. Motion seconded by Councilor Nagel. Motion passed 8-0 (Councilor Boni absent.)

### **XIV ADJOURNMENT**

Councilor Cohen moved to adjourn the meeting at 8:50 pm. Motion seconded by Councilor Bottalico. Motion passed 8-0 (Councilor Boni Absent).

Respectfully Submitted,

Mrs. Jaime Trevethan  
Clerk of the Council