



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

March 11, 2014

8:00 P.M. or Immediately Following Public Hearing

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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. 2014 Small Cities Grant Application
 - B. Discussion: Newington Housing Authority, Status of Research
 - C. Town Manager Evaluation
 - VI. CONSIDERATION OF NEW BUSINESS (**Action May Be Taken Only by Waiving the Rules.**)
 - A. Board of Education Budget Presentation
 - B. Fair Housing Month
 - C. Discussion: CRCOG Regional Performance Grant Incentive Program
 - VII. RESIGNATIONS/APPOINTMENTS (**Action May Be Taken**)
 - A. 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
 - 6. Committee on Community Safety
 - 7. Conservation Commission
 - 8. Development Commission
 - 9. Downtown Revitalization Committee
 - 10. Employee Insurance & Pension Benefits Committee
 - 11. Environmental Quality Commission
 - 12. Board of Ethics

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townmanager@newingtonct.gov
www.newingtonct.gov

13. Fair Rent Commission
14. Newington Housing Authority
15. Open Space Committee
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. Senior & Disabled Center Roof Replacement Project Building Committee
22. Standing Insurance Committee
23. Town Plan & Zoning Commission
24. Tri-Town Community Cable Access
25. Vehicle Appeals Board
26. West Meadow Cemetery Expansion Project Building Committee
27. Zoning Board of Appeals

VIII. TAX REFUNDS (**Action Requested**)

IX. MINUTES OF PREVIOUS MEETINGS (**Action Requested**)

- A. Regular Meeting, January 28, 2014
- B. Regular Meeting, February 25, 2014

X. WRITTEN/ORAL COMMUNICATIONS FROM THE TOWN MANAGER, OTHER TOWN AGENCIES AND OFFICIALS, OTHER GOVERNMENTAL AGENCIES AND OFFICIALS AND THE PUBLIC

XI. COUNCIL LIAISON/COMMITTEE REPORTS

XII. PUBLIC PARTICIPATION – IN GENERAL (**In Person/Via Telephone**)
(3 MINUTE TIME LIMIT PER SPEAKER ON ANY ITEM)

XIII. REMARKS BY COUNCILORS

XIV. EXECUTIVE SESSION RE: CONTRACTUAL LEASE AGREEMENT

XV. ADJOURNMENT



John Salomone
Town Manager

TOWN OF NEWINGTON

131 Cedar Street Newington, Connecticut 06111

Town Planner

Craig Minor, AICP
Town Planner

Memorandum

To: John Salomone, Town Manager
From: Craig Minor, Town Planner
Date: February 21, 2014
Re: **Small Cities Grant Application to Renovate “Cedar Village”**

At your direction, I am working with Melinda Harvey of the Newington Housing Authority and L. Wagner Associates to prepare a “Small Cities” grant application. If approved by the State of Connecticut Department of Housing, this grant would fund the renovation of the Newington Housing Authority dwelling units on East Cedar Street known as “Cedar Village”.

This type of activity is eligible for up to \$800,000 so it is our intent to apply for the full amount.

The renovation would include: fire and safety code-related improvements to the Community Room; fire and safety code-related improvements to the four disabled units; a new boiler system; and roof repairs on Building #316. If sufficient funds remain, new energy-efficient doors and windows of all 40 dwelling units would be included.

A public hearing on the proposed grant application has been scheduled for February 25, 2014 at 6 pm. Town Council approval of the grant application would be requested at the Newington Town Council meeting later that evening.

cc:
file

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

AGENDA ITEM: V.A. _____

DATE: 3-11-14 _____

RESOLUTION NO. _____

WHEREAS, Federal monies are available under the Connecticut Small Cities Community Development Block Grant Program, administered by the State of Connecticut, Department of Housing pursuant to Public Law 93 – 3 83, as amended; and,

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of Housing is authorized to disburse such Federal monies to local municipalities; and,

WHEREAS, it is desirable and in the public interest that the Town of Newington make application to the State for \$800,000 in order to undertake a Small Cities Community Development Program and to execute an Assistance Agreement therefore, should one be offered.

NOW, THEREFORE, BE IT RESOLVED BY THE Town Council:

1. That it is cognizant of the conditions and prerequisites for State Assistance imposed by Part VI of Chapter 130 of The Connecticut General Statutes; and,

2. That the filing of an application by the Town of Newington in an amount not to exceed \$800,000 is hereby approved, and that the Town Manager is hereby authorized and directed to file such Application with the Commissioner of the Department of Housing, to provide such additional information, to execute such other documents as may be required by the Commissioner, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an Agreement is offered, to execute any amendments, rescissions, and revisions thereto, to carry out approved activities and to act as the authorized representative of the Town of Newington.

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: March 6, 2014
Re: Town Council Authority vis-à-vis the Newington Housing Authority

At the February 11, 2014 Town Council meeting, during public participation, certain residents of Cedar Village (a Newington Housing Authority facility) spoke on a number of issues. There was a discussion by the Town Council of what is their responsibility and relationship between the Housing Authority and Town Council. The Town Council held a preliminary discussion of the topic at the February 25 meeting.

The authority granted the Newington Housing Authority is primarily through State of Connecticut statutes. However, the town charter may also have some reference to the relationship. Because of this complex interrelationship, I have asked the Town Attorney to research the matter and report back to the Town Council on what the authority of the Council is in reference to the Housing Authority.

This item will appear on the March 11, 2014 Town Council meeting for further discussion based on any information provided as the result of Atty. Boorman's research.



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: March 6, 2014
Re: Town Manager Evaluation/Compensation

The Town Manager Evaluation Subcommittee has completed the Town Manager's evaluation for FY 2012-13 and has requested an item on the March 11, 2014 Council agenda to discuss his compensation. This item has been discussed in recent Executive Sessions; a resolution is attached for Council consideration.

Attach.

AGENDA ITEM: V.C. _____

DATE: 3-11-14

RESOLUTION NO: _____

RESOLVED:

That reflective of the Town Manager's performance from July 1, 2012 to June 30, 2013, 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, 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: Town Council
From: John Salomone, Town Manager
Date: March 6, 2014
Re: Board of Education Budget Presentation

Dr. Collins and members of the Board of Education will make their annual budget presentation to the Town Council during the March 11, 2014 regular Council meeting (following the 7:00 p.m. Public Hearing).



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: March 6, 2014
Re: Fair Housing Policy

Since 1993, the Town of Newington has been the recipient of grant funding through the Small Cities grant program. The program assists in funding the Town's housing rehabilitation loan program as well as infrastructure and other improvements to Newington's housing stock.

April is designated as Fair Housing Month. Each April, as a recipient of such grant funding and potential future applicant, the Town of Newington documents its commitment to the principles and practices of Fair Housing by the adoption of a Fair Housing Resolution.

A copy of the draft resolution is attached for your information and consideration. If the Council concurs, a resolution will also appear on the next Council agenda for consideration. Following adoption, the resolution will be included in the Town's Small Cities Fair Housing Plan Component. In addition, the Town Planner will be forwarding letters to local lenders and real estate professionals encouraging their continued commitment to Fair Housing.

ATTACH.

cc: Craig Minor, Town Planner

AGENDA ITEM: _____

DATE: _____

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: _____



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: March 07, 2014
Re: Regional Performance Incentive Grants

Attached, please see information regarding OPM Regional Performance Incentive Grants. CRCOG's Policy Board has approved the grant application to OPM. If CRCOG receives the grant, the Town will be eligible to take part in the regional services provided by the funding such as participation in a regional data/disaster recovery center and an online clearinghouse for human resources-related templates and documents.

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.

**OPM Regional Performance Incentive Grants
2013 Round
CRCOG Policy Board Approved October 23, 2013**

1. Regional Nutmeg Network Connections (estimate will depend on participating towns) – new for 2013

CRCOG would submit a regional Nutmeg Network connection grant application on behalf of CRCOG towns who do not wish to submit an individual application. Given that regional projects are a legislative priority, CRCOG staff believes this will make the connection applications stronger by submitting them jointly. In addition, CRCOG would bear the relative burden of negotiating the OPM grant process on behalf of the participating towns. Staff Contact: Pauline Yoder: pyoder@crcog.org, (860) 522-2217 x245.

2. Regional Data / Disaster Recovery Center (estimated \$500K) – new for 2013

Taking advantage of the Nutmeg Network, CRCOG would establish a self service Data / Disaster Recovery Center for towns to use either via self-service servers, or with consultant and implementation assistance. The Data Center would operate out of two locations for backup purposes. Towns could use the data center for disaster recovery, replacement of aging servers, new applications and replacement of existing applications. In addition, CRCOG would use this as a platform to create additional shared regional applications, as well as moving existing applications, such as Regional Permitting and GIS to the Nutmeg Network, giving quicker access for towns and removing dependence on the Internet. Staff Contact: Pauline Yoder: pyoder@crcog.org, (860) 522-2217 x245.

3. Regional Computer Forensics Laboratory (estimated \$250K) – revised from 2012

CRCOG staff is working in conjunction with the Capitol Region Chiefs of Police Association to further the concept of a regional forensics laboratory dedicated to computer crimes. With the increase in computer crimes (including online fraud and 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. This project proposes to provide 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. The project team is also working with private sector partners. Staff Contact: Cheryl Assis: cassis@crcog.org, (860) 522-2217 x236.

4. Human Resources On-line Clearinghouse and Templates (estimated \$65,000) – revised from 2012

Establishing a robust, on-line clearinghouse (possibly via a stand-alone micro-site off of the CRCOG website) to post sample HR documents, templates and related data, including, but not limited to, Personnel Policies, Pay Scales for Unaffiliated Employees, HR Checklists, Job Descriptions, Performance Appraisal Systems and Union Contracts. Templates of select documents for towns to modify/customize would be created by a hired HR consultant. Staff Contact: Hedy Ayers: hayers@crcog.org, (860) 522-2217 x234

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 October 23, 2013 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 Data / Disaster Recovery Center
2. Human Resources On-line Clearinghouse and Templates

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.

AGENDA ITEM: VIII

DATE: 3-11-14

RESOLUTION NO. _____

RESOLVED:

That property tax refunds in the amount of \$1,457.21 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 – March 11, 2014

Alicia Sycz 410 Montgomery Street Christianburg, VA 24073	\$62.72
Michael King 191 Cypress Road Newington, CT 06111	\$476.67
Toyota Motor Credit Corp. 19001 S. Western Avenue Attn: Product Operations WF21 Torrance, CA 90509	\$137.14
Phillip Bucchi Jr. 118 Michael Lane Newington, CT 06111	\$125.44
Honda Lease Trust 600 Kelly Way Holyoke, MA 01040	\$412.91
Andrea Marques 10 Michael Lane Newington, CT 06111	\$196.43
Kate Tarallo 37 Brook Street Newington, CT 06111	\$45.90
Total	\$1,457.21