



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 22, 2014
7:00 P.M.**

- I. PLEDGE OF ALLEGIANCE
- II. ROLL CALL
- III. PUBLIC PARTICIPATION – IN GENERAL (**In Person/Via Telephone**)
- IV. CONSIDERATION OF OLD BUSINESS (**Action May Be Taken**)
 - A. Appointment of Auditor
- V. CONSIDERATION OF NEW BUSINESS (**Action May Be Taken Only by Waiving the Rules.**)
 - A. John Wallace Middle School STEM Academy Items – PCB Abatement
 - 1. Authorize the Board of Education to Apply/Accept a School Construction Grant
 - 2. Establish a Building Committee
 - 3. Authorize the Preparation of Drawings/Specifications
 - B. Martin Kellogg Middle School STEM Academy Project – Award Bid (**Action Requested**)
 - C. Newington High School Career Technical Project - Appoint Architect
 - D. Newington High School Code Compliance Project – Award Bid
 - E. Bid Waiver – Fire Department Personal Protective Equipment
 - F. Blight Update
 - G. Discussion: Housing Needs Survey
- VI. RESIGNATIONS/APPOINTMENTS (**Action May Be Taken**)
 - A. Newington Town Council
 - B. Appointments to Boards and Commissions
 - 1. Affordable Housing Monitoring Agency
 - 2. Commission on Aging and Disabled
 - 3. Balf-Town Committee
 - 4. Board of Education Roof Replacement Project Building Committee
 - 5. Capitol Region Council of Governments
 - 6. Committee on Community Safety
 - 7. Conservation Commission
 - 8. Development Commission

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

9. Downtown Revitalization Committee
10. Employee Insurance & Pension Benefits Committee
11. Environmental Quality Commission
12. Board of Ethics
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. STEM Academy PBC
22. Senior & Disabled Center Roof Replacement Project Building Committee
23. Standing Insurance Committee
24. Town Plan & Zoning Commission
25. Tri-Town Community Cable Access
26. Vehicle Appeals Board
27. West Meadow Cemetery Expansion Project Building Committee
28. Zoning Board of Appeals

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

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

- A. Regular Meeting, April 8, 2014

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: TOWN POLICY/PROCEDURE REVIEW

XIV. ADJOURNMENT

AGENDA ITEM: IV.A.

DATE: 4-22-14

RESOLUTION NO. _____

RESOLVED:

Per Section 610 of the Newington Town Charter, the firm of Blum Shapiro
is hereby appointed as auditor for the Town of Newington for the fiscal year ending June 30,
2014; said firm agrees to file a complete report on or before December 15, 2014.

MOTION BY: _____

SECONDED BY: _____

VOTE: _____

DATE: March 14, 2014

TO: Mr. John Salomone, Town Manager

FROM: Dr. William C. Collins, Superintendent of Schools 

SUBJECT: **REQUIRED TOWN COUNCIL MOTION TO SUPPORT JWMS
AEROSPACE AND ENGINEERING STEM ACADEMY
RENOVATION PROJECT – PCB ABATEMENT**

At their meeting of March 12, 2014, the Newington Board of Education approved the Education Specifications for PCB Abatement at John Wallace Middle School - Wing 7 – and the Foods Lab, Room 501 prior to the construction of the Aerospace and Engineering STEM Academy at John Wallace Middle School.

Initial town funding for the STEM renovation project totaled \$550,000 and was budgeted in the Town CIP Account in 2013-2014. Additional funding is needed for the PCB work in order to proceed. A separate grant project is recommended. If funding for the PCB is included in the 2014-15 Town budget, the BOE will attempt to start PCB abatement work during the fall of 2014. This would allow the Academy to be built out during the summer of 2015. The Academy would then be available for student use starting in August 2015. Full funding for this 2nd project will need to occur so that the project can move forward. If Town funding for the PCB project is deferred until next year, the entire STEM Academy project at John Wallace will be delayed until August 2016.

The SDE will authorize school construction grants to cover their share of the costs for PCB abatement work that are qualified under the state grant formula. The current reimbursement rate is approximately 52%.

In order to pursue a school construction grant, the BOE must first develop and authorize Educational Specifications for this project. This authorization occurred at the Board of Education Meeting on March 12, 2014. Once the Educational Specifications are authorized, the Town Council then must pass three separate motions that do the following:

- Authorize the BOE to apply for and accept a school construction grant
- Establish a building committee
- Authorize the preparation of schematic drawings and outline specifications.

The 2nd project work would be considered a “Code” project. A project of this type could be approved by the Commissioner of Education as quickly as six to eight weeks from the submission of the completed grant application with local funding authorization. It would be necessary for the Town to include the appropriation for the PCB work as part of their adopted budget at some point in time for this to move forward.

John Wallace MS – PCB Abatement – STEM Academy Project

The specific Town Council motions that need to be approved are as follows (the specific name of the building committee and/or project can be changed if desired):

Authorization to File for a School Construction Grant:

Resolved, that the Newington Town Council authorizes the Newington Board of Education to apply to the Commissioner of Education and to accept or reject a grant for each of the following projects:

John Wallace MS – PCB Abatement – STEM Academy Project

Authorization to Establish a Building Committee:

Resolved, that the **(Project Building Committee Name)** is hereby established as the building committee with regard to the following projects:

John Wallace MS – PCB Abatement – STEM Academy Project

Authorization to Prepare Schematic Drawings and Outline Specifications:

Resolved, that the Newington Town Council hereby authorizes at least the preparation of schematic drawings and outline specifications for the following projects:

John Wallace MS – PCB Abatement – STEM Academy Project

A copy of the Educational Specifications for these projects is attached for your review.

Education Specifications
PCB Abatement – Code Compliance
John Wallace MS – STEM Academy and Art Department

This project is the precursor to the construction of the Aerospace and Engineering STEM Academy at John Wallace Middle School.

Hazardous material testing at John Wallace discovered PCB contamination in the wall paint, floor paint, floor sealer, and cove base materials present in Wing 7. This wing of the school currently houses the Art Department and is earmarked to be renovated during the spring/summer of 2015 to transform a portion of Wing 7 into the STEM Academy. Previously, this wing of the school also housed the Industrial Technology Program. PCB contamination is present in both the Art Department as well as in the future STEM Academy area within Wing 7 (formerly Industrial Technology). It is not feasible to address the PCB remediation needs in one part of the wing without doing similar work in the other part of the wing.

Preliminary guidance from Newington's environmental consultant indicates that the most practical and cost effective approach to this project will be through substantial demolition and removal of PCB contaminated materials. In all likelihood, this will require a substantial reconstruction effort to recreate the prior minimum functionality of the space. Reconstruction efforts in the Art Department will provide contemporary code compliant resources that were lost as a result of the PCB abatement project. Reconstruction work in the Art Department will be coordinated with the STEM Academy construction to maximize cost efficiency. Full restoration of the Art Department will occur during this coordinated construction effort.

At this time, it is anticipated that PCB abatement will occur during the summer of 2014 with the reconstruction of Wing 7 (STEM Academy and Art) sometime during the 2014-2015 school year. The goal of this project is to have the Academy ready for use in August 2015.

The former Foods Lab at JW is also being considered as the future home of the Art Department. These Education Specifications also include addressing any HAZMAT needs of the old Foods Lab in Wing 5 if this is determined to be the best, most cost effective option available.

The scope of this project at John Wallace Middle School is as follows:

- Abatement and/or remediation of all PCB contaminated materials present in Wing 7 along with the abatement of any other types of hazardous materials encountered during the PCB remediation process in Wing 7 (future STEM Academy and Art Department).
- Abatement and/or remediation of all PCB contaminated materials present in the old Foods Lab along with the abatement of any other types of hazardous materials encountered during the PCB remediation process (potential future Art Department).
- All necessary code related modifications and corrections associated with this work.
- Restoration of all facility, infrastructure, and programmatic resources (removed by the abatement work) that are needed to conduct an appropriate Art Program for Middle School age students (Grades 5 – 8).

AGENDA ITEM: V.A.1. _____

DATE: _____

RESOLUTION NO.: _____

RESOLVED, that the Newington Town Council authorizes the Newington Board of Education to apply to the Commissioner of Education and to accept or reject a grant for the John Wallace Middle School PCB Abatement – STEM Academy Project.

MOTION BY: _____

SECONDED BY: _____

VOTE: _____

AGENDA ITEM: V.A.2. _____

DATE: _____

RESOLUTION NO.: _____

RESOLVED, that the School Code Compliance Project Building Committee is hereby charged as the building committee with regard to the John Wallace Middle School PCB Abatement – STEM Academy Project.

MOTION BY: _____

SECONDED BY: _____

VOTE: _____

AGENDA ITEM: V.A.3. _____

DATE: _____

RESOLUTION NO.: _____

RESOLVED, that the Newington Town Council hereby authorizes at least the preparation of schematic drawings and outline specifications for the for the John Wallace Middle School PCB Abatement – STEM Academy Project

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, 2014
Re: Bid Award

Bids were opened on April 7th for the renovations at Martin Kellogg Middle School for the bio-engineering STEM (Science, Technology, Engineering and Mathematics) Program. Three bids were received. The lowest bid was received from Martindale and Salisbury Construction Company of Vernon. All bids exceeded the construction budget amount. Board of Education staff met with the low bidder and negotiated the deletion or changes to five items in order to reduce the cost of the project without substantially changing the scope of work. The five items are deletion of exterior building signage, installing the hardware for the wall panels but not purchasing the panels themselves, relocation of a neutralization tank and associated valve work, eliminating the window wall shades, and not purchasing certain appliances. These items were approved by the School Career Technical Program Renovation Project Building Committee at their April 9th meeting. The remaining amount needed (\$75,000) to cover the outstanding difference in the construction coat and a modest contingency would be charged to the Board of Education's CIP account.

The Project Building Committee has recommended that the Town Council award the contract for this work at Kellogg Middle School to Martindale and Salisbury Construction Company for the amount of \$571,732. This firm has successfully completed other projects for the Board of Education in the past.

There is a substantial lead time between ordering and delivery of certain components of this project. The Board of Education feels that the contractor should be mobilized and working at the school on or shortly after May 1st. Work will take place in the former shop area/industrial arts section of the school that has already received substantial demolition. Work by the Contractor in this area during school is not expected to be detrimental to the Kellogg student or staff population. In order for the contractor to begin in a timely manner and complete the project for the start of the 2014-15 school year, please request that the Town Council waive their rules in order to both discuss and take action on the Building Committee's recommendation at the Town Council's meeting of April 22nd.

The minutes of the Project Building Committee's April 9th meeting and the final project budget are attached.

SPECIAL MEETING MINUTES

SCHOOL CAREER TECHNICAL PROGRAM RENOVATION PROJECT BUILDING COMMITTEE

April 9, 2014

Town Hall Lower Level Conference Room L100

- I. Call to Order – The meeting was called to order at 4:42 PM. Members present: Dave Nagel, Marc Finkelstein, and Clarke Castelle. Others present: Mayor Stephen Woods; William Collins, Ph.D., Superintendent of Schools; (left at 5:07 PM) Lou Jachimowicz, Chief Finance and Operations Officer; Rusty Malik and Jim Healy, Quisenberry Arcari Architects (left at 5:18 PM); and Jeff Baron, Director of Administrative Services.
- II. Public Participation – None.
- III. Other Business Pertinent to the Committee – This Committee had not met since the municipal election and needed to select a Chairperson. Mr. Castelle made a motion to nominate Dr. Finkelstein as the Committee Chairperson. A second to the motion was provided by Mr. Nagel. The motion passed unanimously. The Committee agreed to return to this agenda item later in the meeting.
- IV. Discuss and Take Action on Martin Kellogg Middle School STEM Academy bid– Presented by Mr. Jachimowicz. Bids were opened on April 7th. Three bids were received, with base bid amounts ranging from \$625,242 to \$654,268. All bids exceeded the construction budget, and so the three alternate bid items would not be considered. The lowest bid received was from Martindale and Salisbury Construction Company of Vernon. Mr. Castelle stated that he had a potential conflict of interest and recused himself from any discussion or voting on this agenda item. Mr. Jachimowicz distributed a handout that resulted from his meeting with Martindale and Salisbury that identified a number of value engineering items that could be removed from the project without materially altering the scope of work. He recommended five items to the committee: exterior building signage, purchase of operable wall panels, relocation of a neutralization tank and associated valve work, window wall shades, and certain appliances. Either removing or changing these items would lower the construction contract amount with Martindale and Salisbury to \$571,732. After subtracting out the architect’s fee, bid costs, and contingency, \$500,000 of available funds remain. The difference would be made up by a transfer of \$75,000 from the Board of Education’s Capital Improvement Plan (CIP) Account. Chairperson Finkelstein asked about the cost of deferring the wall panel purchase. The cost would simply be the cost of materials, as all parts necessary for later installation would be provided, except for the panels themselves. The Chair asked if deleting the

window wall shades would compromise the classroom situation. The amount of sunlight would have an impact on the classroom. It is anticipated that this would be the first item purchased by the Board of Education or restored to the project if a credit was to be received. The Chair also asked what wouldn't get accomplished. In addition to the five items identified, money would be taken from the Board's CIP account, their \$125,000 annual appropriation. Some funds have already been committed to other work. This CIP account has five major categories: furniture, painting, security devices, technology and carpeting. Less money would be available to the Board to fund these needs. The Mayor felt the Committee would be smart to move forward as the bids were competitive. It would be considered catastrophic to delay this project. The Committee would be reaping the benefits of a softer market. Mr. Malik identified the major cost driver as being the MEP (Mechanical, Electrical and Plumbing) equipment, for which the lowest bidder carried \$300,000. Mr. Malik did not feel there was that much equipment in the bid and could not explain why it would cost that much. Mr. Nagel made a motion that the Committee recommend to the Newington Town Council that it accept the bid of Martindale and Salisbury Construction Company of Vernon, including the value engineering reductions identified, for the amount of \$571,732 and that the Newington Town Council also accept the proposed project budget, which includes the supplemental appropriation transfer of \$75,000 from the Board of Education's CIP account. A second to the motion was made by Dr. Finkelstein. The motion passed by a vote of 2 YES (Dr. Finkelstein and Mr. Nagel) and 1 Abstention (Mr. Castelle, who had recused himself earlier). The Committee requests action from the Town Council at the Town Council's April 22nd meeting as there is a lead time to order materials and the Contractor would need to mobilize on or about May 1st in order to complete this project in time for the start of the 2014-15 school year.

- V. Any other Business Pertinent to the Committee – Mr. Jachimowicz reported that, with adoption of the budget earlier in the week, the John Wallace Middle School Project was still on an August of 2015 timeline for completion. This project would include demolition/abatement, reconstruction and interior build out. The Town Council will be asked to pass three motions on April 22nd for the grant application with the state for the hazardous materials abatement. A grant commitment is needed. The abatement project would need to be assigned to a Project Building Committee. A decision will need to be made on how to structure the project: a general contractor to manage the entire project, have a separate project for abatement only, or to use a construction manager. Mr. Malik will provide guidance to the Committee at the next meeting. Planning, bidding, demolition and abatement would be completed by around Christmas, leaving approximately eight months for the build out. Build out could be either metal studs or brick and block construction. Review and approval by local code officials is anticipated. The Committee agreed to schedule its next meeting on May 6th at 4:30 PM. Mr. Malik was asked to prepare a list of decisions and calendar milestones for the John Wallace Middle School project for that meeting.

- VI. Consider and take action on High School Career Tech Renovations Design proposals – The Town issued RFP No. 2, 2013-14 for architectural services for the High School Career Technical Program renovations project and responses were received from six firms in November. Four firms, Quisenberry Arcari Architects, Friar Associates, Silver/Petrucci + Associates, and Tecton Architects were interviewed on Valentine’s Day. Fee proposals were received from each of the firms interviewed, a summary of which was distributed by Mr. Baron. The interview panel, consisting of Dr. Finkelstein, Mr. Castelle, Mr. Jachomowicz, and Mr. Baron, agreed that Quisenberry Arcari was the firm that best met the needs of the Town. Quisenberry Arcari Architects understood the program at the High School. They are also doing the middle schools’ project design and so it is a natural progression for them to also do the High School. Their fee was competitive, at \$19,500 for the programming and schematic design phase and 4.56% of the budgeted project construction costs. Mr. Castelle made a motion that the Committee recommend to the Newington Town Council that it appoint the firm of Quisenberry Arcari Architects, LLC of Farmington as the Project Architect for the Newington High School Career Tech Program Renovations project, for the fee of \$19,500 for programming and schematic design, plus 4.56% of the budgeted construction cost. A second to the motion was provided by Mr. Nagel. Discussion: Mr. Castelle stated that the Committee has had a good experience with Mr. Malik and his firm, that they had a strategic advantage from working on the middle school projects, and that they clearly understood what the Board of Education and its staff was looking for. Mayor Woods asked about funding. Mr. Baron responded that \$250,000 was currently budgeted and available for the High School project. Work on the High School project is scheduled for 2015-16. The motion passed unanimously by a vote of 3 YES to 0 NO.
- VII. Public Participation – None.
- VIII. Response to Public Participation – None.
- IX. Adjournment – the meeting adjourned at 5:29 PM.

Respectfully submitted,

Jeff Baron

Jeff Baron
Director of Administrative Services

TOWN OF NEWINGTON

SCHOOL CAREER TECHNICAL PROGRAM RENOVATION
PROJECT BUILDING COMMITTEE

MARTIN KELLOGG MIDDLE SCHOOL STEM ACADEMY RENOVATIONS

FINAL PROJECT BUDGET

APRIL 9, 2014

Funding Sources

Public Building Fund, Career Tech renovations, Martin Kellogg Middle School portion
Account No. 31190- 88307: \$550,000

Public School CIP Reserve,
Account No. 31193: \$ 75,000

Total \$625,000

Anticipated Expenditures

Construction Contract	\$571,732
Contingency ($\approx 4.4\%$)	\$ 25,000
Design and Bid Expenses	<u>\$ 25,000</u>
Total Project Expenditures	\$621,732

AGENDA ITEM: V.A. _____

DATE: 5-14-13 _____

RESOLUTION NO.: _____

RESOLVED:

That the Newington Town Council, pursuant to Chapter 8, Article X, Project Building Committees, of the Newington Code of Ordinances; and upon the recommendation of the School Career Technical Program Renovation Project Building Committee; hereby accepts the bid of Martindale and Salisbury Construction Company of Vernon, CT to perform the renovations at Martin Kellogg Middle School for the bio-engineering STEM (Science, Technology, Engineering and Mathematics) Program, for the fee of \$571,732.

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, 2014
Re: High School Career Tech Architect

This is regarding appointment of an architect to provide design services for the Newington High School Career Technical Program renovations. The Town issued Request for Proposals No. 2, 2013-14 for these services. Six responses were received on November 20, 2013. Four firms were interviewed and submitted fee proposals. Interviews were held on February 14th. They were conducted by Marc Finkelstein, Clarke Castelle, Lou Jachimowicz and I. It was the consensus of those conducting the interviews that Quisenberry Arcari Architects of Farmington is the firm that best met the needs of the Town and the Board of Education for this assignment. Quisenberry Arcari is already under contract to complete the design work for the two middle school STEM (Science, Technology, Engineering and Mathematics) Academies, they have good understanding of the programmatic needs of the Board of Education for both STEM and other career technical development learning spaces, and their fee was competitive.

The School Career Technical Program Renovation Project Building Committee met on April 9th and recommended unanimously that the Town Council appoint Quisenberry Arcari Architects as the project architect for the High School work, for the fee of \$19,500 for the programming and schematic design phase, plus 4.56% of the budgeted construction cost once the project is more fully developed and the anticipated costs of construction can be more accurately identified. Please place this item on the Town Council's agenda for discussion on April 22nd and action at their May 13th meeting. The minutes of the Project Building Committee meeting are attached. (See prior agenda item for attachment)



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 17, 2014
Re: High School Code Compliance

This is regarding the contract award for the Newington High School Code Compliance work that is scheduled for this summer. The Town issued Bid No. 4, 2013-14 for this work which primarily comprises a small addition to the building off the Band Room and air conditioning for the auditorium and adjacent areas. Bids were opened earlier this month and eight bids were received. The bid results are attached.

The low bidder, Pioneer Builders, is a reputable contractor from Newington, who has completed similar projects and whose references have been checked by the Project Architect. The bid evaluation letter from Oak Park Architects is attached. The lowest bid is less than the \$899,219 anticipated construction budget. The School Code Compliance Project Building Committee is scheduled to meet this evening. Minutes of their meeting and the recommended Final Project Budget will be provided at or before the Town Council meeting on April 22nd, when this matter is scheduled to be discussed.

Please request that the Town Council award this bid in a timely manner in order to allow this work to proceed on schedule.

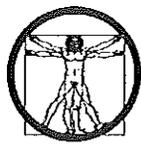
TOWN OF NEWINGTON
NEWINGTON HIGH SCHOOL
BAND ROOM ADDITION AND AIR CONDITIONING

BID NO. 4, 2013-14

BID TABULATION FORM

APRIL 3, 2014

<u>Bidder</u>	<u>Location</u>	<u>BASE BID</u>
Diversity Construction	Cheshire	\$ 894,000.00
Garsan Construction, Inc.	Wallingford	\$ 888,160.00
Millennium Builders	Rocky Hill	\$ 848,700.00
Rudolph Netsch Construction Company, Inc.	Chester	\$1,028,900.00
Pioneer Builders of Newington, Inc.	Newington	\$ 828,870.00
J.A. Rosa Construction, LLC	Wolcott	\$1,129,000.00
Sarazin General Contractors	North Windham	\$ 871,268.00
Scope Construction Company	New Britain	\$ 888,700.00



OakPark
Architects^{LLC}

C. Peter Chow, AIA • Mark A. Welch, AIA
312 Park Road • West Hartford • Connecticut • 06119

April 7, 2014

Mr. Jeff Baron & Building Committee
Director of Administrative Services
Town of Newington
131 Cedar Street
Newington, CT 06111

Re: Bid Evaluation
Newington High School Band Room Addition & AC

Dear Mr. Baron & Building Committee:

We received eight bids for the project. We have reviewed all bid packages and found them all to be in general compliance with the bidding requirements. Six of the eight bids fell below our budget number. We conducted a further evaluation of the 3 lowest bidders. The following are the results and recommendations of our investigations:

All three bidders have completed projects of similar scale and scope and have received positive recommendations from previous clients.

The low bidder, Pioneer Builders of Newington, Inc. , and second low bidder, Millennium Builders of Rocky Hill, list the same subcontractors for structural steel and mechanical work. The third low bidder did not provide the list of major sub contractors.

Based on the information we have obtained to date we recommend Pioneer Builders of Newington, Inc. as the lowest qualified bidder for this project.

Please let me know if you require any further information.

Very truly yours,

Mark A. Welch, AIA, LEED AP
Principal
OakPark Architects, LLC



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 17, 2014
Re: Bid waiver request

This is regarding a bid waiver that is being requested from the Town Council for Fire Department turnout gear, also called Personal Protective Equipment (PPE). The Fire Department applied for a grant for PPE to replace turnout gear due changes in standards and the age of some of the gear. The Fire Department began the process of determining the best products for their needs. It requested product demonstrations from four distributors, who were invited to Fire Department headquarters to show their products.

In the review of the turnout gear, the committee established by the Fire Department determined that Innotex turnout pants and coats were the best product for the Department's use. This determination was based on fit, mobility, knee design and overall construction. There was also an issue with one of the other distributor's turnout coats.

Quotes from the four distributors were received. After reviewing the quotes and the information from the demonstrations one of the four distributors, Brigham Industries, was asked to size and order the Innotex turnout gear. This order was made with the Fire Department's understanding that Brigham Industries had a State of Connecticut contract award that the Town/Fire Department could use as a political subdivision of the State. After a requisition was entered in the Town's MUNIS financial software system, it was discovered that the award for Brigham's state contract had expired and was no longer valid. This left the Fire Department with the option to issue a formal bid and get pricing a second time from the distributors who have already provided quotes, or to request a bid waiver from the Town Council for the firm who has already sized the fire department members for their customized gear and who is holding the order to Innotex. The Fire Department has chosen to request the bid waiver.



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: April 17, 2014
Re: Blight Ordinance Protocol and Update

There will be an item on the April 22 agenda to update the Council on Blight Ordinance protocol and to provide the Council with a statistical update of blight complaints as well as updates to the Blight List.

Below is an overview of the blight process:

The Blight Team & Intake Process

All blight complaints are received and processed through the Town Manager's office. A file is created for each complaint and the property is added to a master list of potential blighted properties. Residents who report potential blighted properties are welcome to leave contact information for follow-up or may choose to remain anonymous.

All complaints are first screened by the Police Department to determine whether there is any prior history at the location that may pose a danger to the Enforcement Officer during inspection. The Human Services Department is also notified of new complaints. The Assessor's office researches ownership of the property.

The Blight Enforcement Officer (BEO) the first point of inspection and follow-up for all blight complaints and may determine whether a property meets the criteria to be listed as a blighted property. The BEO may receive assistance from the CCHD, Building Inspector or Fire Marshal as warranted.

Inspection, Notification & Enforcement

Once the property has been screened by the Police and Human Services department, the BEO will perform inspection(s) of the property. The BEO may determine that a property does or does not meet the blighted property criteria, or may determine that the property doesn't currently meet the blight criteria but has potential to deteriorate to a blighted condition in the near future. These properties are marked for re-inspection as the BEO deems necessary.

Properties that do not meet the blight criteria are noted as such and moved to an “inactive” complaint list. When a property meets the blight criteria, the BEO will move forward with the notification process as required by the ordinance:

- Notice of Violation Warning Letter
- Citation letter, which includes a minimum fine of \$100.00
- 10-day notice of placement on the Blight List from the Town Manager’s Office.

If the property is not resolved as a result of this process, the property will be placed on an official Blight List. Properties placed on the blight list will continue to be fined until the blighted condition is rectified. Further action such as liens, legal action and Town remediation may be taken as necessary. Only properties that have not been resolved as a result of the above listed process may be placed on the Blight List. The ordinance requires that the Town Council receive an official Blight List at least once per year. This is for Council information only; no action is required.

The process for notification, enforcement and appeals is administered as required by the ordinance. Each communication to the property owner contains information regarding the appeals process, contact information for the BEO and Town Manager as well as contact information for the Human Services Department. All involved offices work with property owners to devise a workable and positive solution to the blight issue.

The Council will receive an updated official Blight List as well as general information and statistics regarding blight complaints at the April 22 meeting.



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: April 17, 2014
Re: Housing Needs Survey

Per the request of Councilor Borjeson, there will be an item on the Town Council's April 22 agenda to discuss a housing needs survey. Councilor Borjeson and Mayor Woods will provide more information for the discussion at the Council meeting. Also per Councilor Borjeson's request, please see attached Housing Connections material as previously discussed at the December 10, 2013 Town Council meeting.

Attach.

HOUSING CONNECTIONS

of connecticut

A network of opportunities for community developers

Made possible by support from the Connecticut Housing Finance Authority

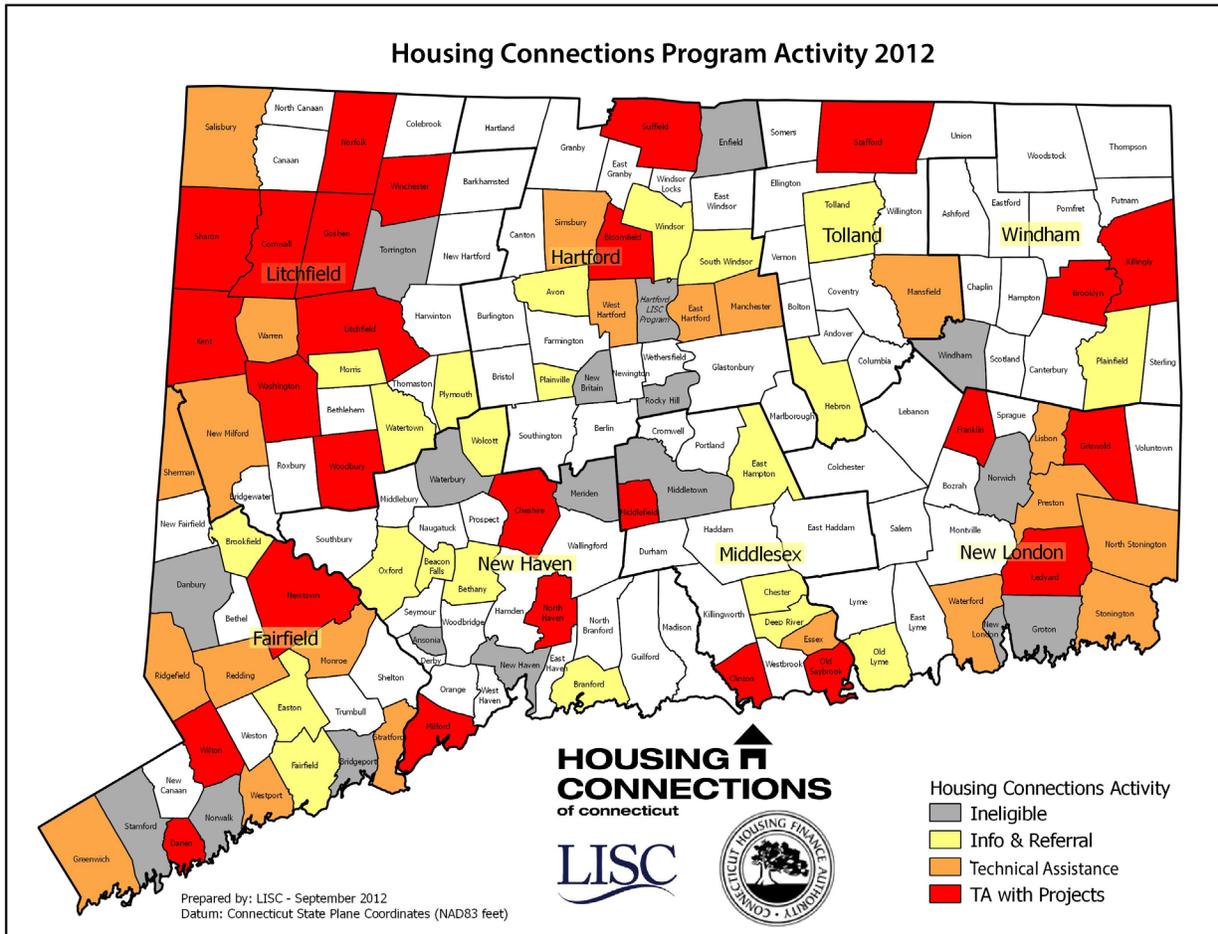


Housing Connections of Connecticut works in Connecticut's suburban and rural towns, helping local residents to address the affordable housing needs of their communities. Local Initiatives Support Corporation (LISC) and the Connecticut Housing Coalition offer technical assistance with planning, site selection, design, financing, development and management of affordable housing. This program has been supported since 2007 by a contract from the Connecticut Housing Finance Authority (CHFA).

Housing Connections works with a variety of local partners including non-profits, community organizations, local governments, housing authorities and small for-profit developers. Here are some highlights:

- From Greenwich to Killingly, Salisbury to Stonington, Housing Connections has provided services to 68 of the 151 eligible towns in the state.
- 5 communities have formed or strengthened local housing organizations.
- 8 communities completed housing plans or needs assessments.
- 15 organizations have site control for 15 new developments.
- 8 of these organizations are assembling financing commitments.
- 5 developments have completed construction.
- The Housing Connections portfolio includes 542 affordable homes in 22 communities with 23 organizations.
 - 338 family and 204 elderly homes
 - 169 completed homes and 84 in construction
 - 379 new construction and 163 with rehabilitation of existing structures





Housing Connections At Work

Housing Connections links local people with ideas and techniques that can create affordable housing to fit the needs of their communities. Here are some examples of the work and the results:

- Forums on best practices for zoning regulations, resident selection and Real Estate 101 for over 30 participating towns.
- Purchase and rehabilitation of a farmhouse for conversion into family rental housing in a small northwestern town.
- Conversion of a small firehouse into two family rental homes.
- Plans for the creation of an inclusionary zoning ordinance in one suburb and a housing fund in a small town.
- Preservation and rehabilitation of an existing affordable rental development in Northeastern Connecticut.
- Development of a site for an affordable elderly rental development in a rural town with fewer than 1,000 residents.
- Development of a site for homeownership in a rural town, utilizing “green” technology.
- Formation of a local non-profit/regional non-profit partnership to create 16 affordable family rental homes in an affluent suburb.

**To learn more about
Housing Connections
of Connecticut
please contact us at:
860-525-4821**

AGENDA ITEM: VI.B.

DATE: 4-22-14

RESOLUTION NO.: _____

RESOLVED:

That the Newington Town Council hereby makes the following appointment(s):

12. Board of Ethics

7 members, 2 Dem., 2 Rep., 3 Unaffiliated
2 alternates
4 year term (public)
Remaining regular members: 2 Dem. 1 Rep.
Remaining alternates: 1 Dem.

Name	Address	Party	Term	Replaces
Frank Marci	72 Southwood Road	U	Immed – 11/30/17	F. Marci (term exp. 11/30/13)
			Immed – 11/30/17	A. Skidgell (term exp. 11/30/13)
Patricia Newhouse	211 James Street	U	Immed – 11/30/16	Vacant
			Immed – 11/30/16	Vacant
Alternate:			Immed – 11/30/16	Vacant

21. STEM Academy Project Building Committee

3 Members: 2 NTC, 1 BOE

Name	Address	Party	Term	Replaces
NTC Rep: Clarke Castelle	167 Connecticut Avenue	D	NTC TERM	n/a

MOTION BY: _____

SECONDED BY: _____

VOTE: _____

AGENDA ITEM: VIII

DATE: 4-22-14

RESOLUTION NO. _____

RESOLVED:

That property tax refunds in the amount of \$1,441.88 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 – April 22, 2014

ARI Fleet LT 4001 Leadenhall Road Mt. Laurel, NJ -8054	1,054.59
Abbas Hosseini 68 Greenleaf Ave., 2 nd Floor Waterbury, CT 06705	\$166.47
Nissan Infiniti – LT Tax Operations P.O. Box 650214 Dallas, TX 75265-0214	\$172.73
Stephanie Mawdsley 31 Horizon Hill Road Newington, CT 06111	\$48.09
Total	\$1,441.88