TOWN OF NEWINGT0N
131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

MAYOR BETH DELBUONO

NEWINGTON TOWN COUNCIL

***L-101 (Lower Level)*** – Town Hall
131 Cedar Street

AGENDA
January 14, 2020, 7:00 P.M.

I. PLEDGE OF ALLEGIANCE
II. ROLL CALL
III. APPROVAL OF AGENDA
IV. PUBLIC PARTICIPATION – IN GENERAL (In Person/Via Telephone: 860-665-8736) (3 MINUTE TIME LIMIT PER SPEAKER ON ANY ITEM)
V. REMARKS BY COUNCILORS ON PUBLIC PARTICIPATION
VI. CONSIDERATION OF OLD BUSINESS (Action May Be Taken)
   A. Town Hall Project Update
   B. 2020-2021 Budget Meeting Schedule
VII. CONSIDERATION OF NEW BUSINESS (Action May Be Taken by Waiving the Rules)
   A. Annual CCHD Presentation
   B. Annual Visit from State Legislators
   C. Update to Chapter 85, Personnel, Section 1, Classified & Exempt Service
      1. Introduce Ordinance & Set Public Hearing Date
   D. Update to Town Council Rules & Procedures
VIII. RESIGNATIONS/APPOINTMENTS (Action May Be Taken)
   A. Commission Appointments
   B. Appointments - CRCOG Regional Planning Commission
   C. Resignation – Environmental Quality Commission
IX. TAX REFUNDS (Action Requested)
   A. Approval of January 14, 2020 Refund for an Overpayment of Taxes
X. MINUTES OF PREVIOUS MEETINGS
   A. December 10, 2019 Regular Meeting Minutes
   B. December 17, 2019 Special Meeting Minutes
XI. WRITTEN/ORAL COMMUNICATIONS FROM THE TOWN MANAGER, OTHER TOWN AGENCIES AND OFFICIALS, OTHER GOVERNMENTAL AGENCIES AND OFFICIALS AND THE PUBLIC
XII. COUNCIL LIAISON/COMMITTEE REPORTS

XIII. PUBLIC PARTICIPATION – IN GENERAL (In Person/Via Telephone: 860-665-8736)
(3 MINUTE TIME LIMIT PER SPEAKER ON ANY ITEM)

XIV. REMARKS BY COUNCILORS

XV. ADJOURNMENT
MEMORANDUM

To: Newington Town Council
From: James E. Krupienski, (On behalf of Keith Chapman, Town Manager)
Date: January 10, 2020
Re: Town Hall Renovation Project Update

Mr. Marc Schweitzer, from the firm of Collier’s International, will be present to discuss the current status of the Town Hall Renovation Project and answer any questions that the Council may have regarding the project.
MEMORANDUM

To: Newington Town Council
From: James E. Krupienski, Town Clerk (on behalf of Keith Chapman, Town Manager)
Date: January 10, 2020
Re: 2020-2021 Town Council Budget Meeting Schedule

Attached, please find the tentative Town Council special meeting schedule to consider the FY 2020-21 budget. The Council does not need to take action to schedule the special meetings but must vote to approve the dates of the two public hearings to be held during the budget session.

Pursuant to Section 805 of the Newington Town Charter, two public hearings must be held on the proposed budget for fiscal year 2020-21. The public hearings are tentatively scheduled for the following dates:

Tuesday, March 17, 2020 – 6:00 p.m. (Town Manager’s Proposed Budget)
Tuesday, April 9, 2020 – 6:00 p.m. (Town Council’s Proposed Budget)

The meetings and public hearings will take place in the Town Hall, unless otherwise indicated.

A Resolution to approve the 2020 Public Hearing Budget schedule is as attached for your consideration.

Attach.
• Proposed Budget/Public Hearing Dates Resolution
RESOLVED:

That the Newington Town Council, pursuant to Section 805 of the Newington Town Charter, will hold two Public Hearings on the proposed Budget for Fiscal Year 2020-2021. These Public Hearings will be held at 6:00 p.m. in the Town Hall (unless otherwise indicated) as follows:

- Tuesday, March 17, 2020  Town Manager’s Proposed Budget
- Tuesday, April 9, 2020  Town Council’s Proposed Budget

MOTION BY: __________________________
SECONDED BY: _______________________
VOTE: _______________________________
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<tr>
<th>Date</th>
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<td><strong>Monday, March 2nd</strong></td>
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<td>Council Receives Budget</td>
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<td><strong>Tuesday, March 10th</strong></td>
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<td>L-101</td>
<td>Regular Meeting</td>
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<td>Departmental Budget Reviews</td>
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<td>Overview of budget and budget procedures</td>
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<td><strong>Tuesday, March 17th</strong></td>
<td>6:00 p.m.</td>
<td>L-101 (or Council Chambers if needed for PH)</td>
<td>Public Hearing</td>
<td><strong>Town Manager’s Proposed Budget</strong></td>
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<td>7:00 p.m.</td>
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<td>Special Meeting</td>
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<td>Senior and Disabled Center</td>
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<td><strong>Tuesday, March 24th</strong></td>
<td>7:00 p.m.</td>
<td>L-101</td>
<td>Regular Meeting</td>
<td>Any Regular Council Business</td>
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<td><strong>Saturday, March 28th</strong></td>
<td>9:00 a.m.</td>
<td>L-101</td>
<td>Special Meeting</td>
<td>Departmental/Budget Reviews</td>
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<td>General Government (Town Council, Town Manager, Courts, Elections, Finance, Town Attorney, Town Clerk/Records Administration, Personnel, General Services, Facilities Management, Information Technology)</td>
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<td>Community Development and Improvements (Town Planner, TPZ, ZBA, Building Department, Conservation Commission, Economic Development Commission)</td>
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<td>Special Revenue Funds/Other Funds</td>
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<td>Miscellaneous programs not previously discussed</td>
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<td><strong>Set Tentative Budget</strong></td>
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<td><strong>Thursday, April 9th</strong></td>
<td>6:00 p.m.</td>
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<td>Public Hearing</td>
<td><strong>Town Council’s Proposed Budget</strong></td>
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<td>Special Meeting</td>
<td>Changes to proposed budget, if needed</td>
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<td>Regular Council Business</td>
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<td>April 20-24</td>
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<td><strong>Tuesday, April 28th</strong></td>
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<td>L-101 (or Council Chambers)</td>
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<td>Adopt Budget and Set Mill Rate</td>
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<td>Regular Council Business</td>
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*Per Charter §C-805: Within 20 days after holding the second public hearing, the Council shall complete its consideration of the budget and after making such modifications and amendments to said budget as it may deem advisable, it shall adopt the Town budget by a majority vote of all its members.*
Memorandum

To: Newington Town Council
From: James E. Krupienski, Town Clerk (on behalf of Keith Chapman, Town Manager)
Date: January 10, 2020
Re: Central Connecticut Health District (CCHD) 2019 Annual Report

Charles Brown, Director of Health for the Central CT Health District (CCHD), has asked to come before the Town Council on Tuesday evening to provide a brief presentation outlining the CCHD’s activities over the past year.
MEMORANDUM

To: Newington Town Council  
From: James E. Krupienski, Town Clerk (on behalf of Keith Chapman, Town Manager)  
Date: January 10, 2020  
Re: Visit with State Legislators

Newington’s State Legislators have been invited to meet with the Town Council on Tuesday, January 14, 2020 to discuss issues of concern to the Town Council, staff and residents for the upcoming 2020 Legislative Session.

This item is under New Business on the Council Agenda, however, as a courtesy the Council typically votes to move this to the first item of Old Business on the agenda.
Memorandum

To: Newington Town Council
From: James E. Krupienski, Town Clerk (on behalf of Keith Chapman, Town Manager)
Date: January 10, 2020
Re: Ordinance Amendment-Introduction & Public Hearing: Chapter 85, Personnel

The Newington Board of Education is requesting an amendment to Chapter 85 to ensure compliance with a recently approved contract and Board of Education positions that were removed from the existing Classification Plan. While this proposed change will address the short-term issue, eventually the Charter, §C-901 & C-902, should be revised to address ambiguity between both sections.

The process to amend a Town Ordinance is dictated by the Newington Town Charter §C-405 & §C-406.

Upon introduction the Council member moving the ordinance may only speak about the ordinance. A Public Hearing is proposed prior to the January 28, 2020 Regular Meeting at 6:50 PM. The Council may consider action at the January 28, 2020 Regular Meeting, and may make any amendments, after the conclusion of the Public Hearing. If approved, the adopted ordinance would go into effect 15 days after publication.

Attached please find the following documents related to the proposed ordinance:
1. Resolution to introduce the Ordinance and to set the Public Hearing date;
2. Draft Proposed Amended Ordinance;
3. Current Ordinance Language
INTRODUCTION,

I hereby introduce for the Town Council’s consideration the proposed ordinance amendment to Chapter 85, Personnel, Section 1, Classified and Exempt Service, a copy of which has been filed with the Clerk of the Council.

Introduced by: ________________________________

RESOLVED,

That the Newington Town Council hereby schedules a Public Hearing on January 28, 2020 at 6:50 PM to consider the proposed ordinance amendment to Chapter 85, Personnel, Section 1, Classified and Exempt Service, a copy of which is attached to this resolution.

MOTION BY: ________________________________
SECONDED BY: ____________________________
VOTE: _________________________________
Be it ordained by the Town Council of the Town of Newington that: Chapter 85, Personnel, Section 1, Classified and Exempt Service of the Newington Town Code is hereby repealed and the following language is hereby substituted as follows:

Chapter 85
PERSONNEL
SECTION 1, CLASSIFIED AND EXEMPT SERVICE

§ 85-1 Classified and Exempt Service

The administrative service of the Town is hereby divided into the classified and exempt service as follows:

A. The classified service shall be comprised of all positions now existing or hereafter created in the Town service not specifically excepted from the classified service by the Town Charter. All officers and employees in the classified service shall be appointed, promoted and removed solely on the basis of merit and fitness demonstrated by examination or other evidence of competence.

B. The exempt service shall be comprised of elective officers and persons appointed to fill vacancies in elective offices; members of boards and commissions and other officers appointed by the Council; professional employees of the Board of Education including, but not limited to, all certified employees and the following employees, regardless of whether such employees are required to hold any certification issued by the State Department of Education: directors; managers; assistant managers; school nurses; and non-affiliated employees whose primary responsibility is to perform duties on behalf of the Board of Education and Library Board; persons employed in a professional capacity to make or conduct a temporary or special inquiry, study or investigation; and persons employed for a temporary period not exceeding three months.

Introduction Date: January 14, 2020
Publication Date:
Public Hearing:
Town Council Action:
Publication Date:
Effective Date:
§ 85-1 **Classified and exempt service.**
The administrative service of the Town is hereby divided into the classified and exempt service as follows:

A. The classified service shall be comprised of all positions now existing or hereafter created in the Town service not specifically excepted from the classified service by the Town Charter. All officers and employees in the classified service shall be appointed, promoted and removed solely on the basis of merit and fitness demonstrated by examination or other evidence of competence.

B. The exempt service shall be comprised of elective officers and persons appointed to fill vacancies in elective offices; members of boards and commissions and other officers appointed by the Council; professional employees of the Board of Education and Library Board; persons employed in a professional capacity to make or conduct a temporary or special inquiry, study or investigation; and persons employed for a temporary period not exceeding three months.
MEMORANDUM

To: Newington Town Council
From: James E. Krupienski, Town Clerk (on behalf of Keith Chapman, Town Manager)
Date: January 10, 2020
Re: Town Council Rules Subcommittee Recommendations

The Town Council Rules Subcommittee met to review the current Council Rules of Procedure, which were last revised and approved on May 10, 2016.

The Subcommittee’s recommended revisions and a comparison of the changes are attached for Council discussion and may be acted upon at a future Council meeting.

Attachment:
- Draft – Town Council Rules of Procedure
- Comparison of Current and Draft Town Council Rules of Procedure
TOWN COUNCIL
RULES OF PROCEDURE

ADOPTED
January 1, 2020
§1. Adoption of standards.
The Town Council adopts Roberts Rules of Order as a general guide for the conduct of all regular, special and work session regular and special meetings.

§2. General
The following sections of the Town Charter are hereby incorporated into these rules:
§ C-403. Organization.
§ C-404. Procedures.
§ C-405. Introduction of ordinances.
§ C-406. Public hearings and passage of ordinance.
§ C-805. Duties of the council on the budget
§ C-906. Conflict of Interest.

These rules may be amended or suspended by a majority vote of the full Council.

§3. Town Manager
The Town Manager shall attend all meetings of the Council unless his/her absence is excused in advance by the Mayor or his/her designee.

§4. Regular Meeting.
Regular meetings of the Town Council shall be held in the Town Hall at 7:00 p.m. on each second and fourth Tuesday of each month unless otherwise determined by majority vote of the full Council.

§5. Quorum.
The presence of five members shall constitute a quorum, and no ordinance, resolution or vote, except a vote to adjourn or to fix the time and place of the next meeting, shall be adopted by less than five affirmative votes (Charter, Section §-404).

§6. Placement of items on agenda.
A member of the Town Council will have an item placed on the next agenda or future agenda by contacting the Town Manager, Majority or Minority Leader of the Town Council or one of their designees prior to the agenda setting meeting.

§7. Inclusion of items on agenda.
When possible, the agenda along with relevant resource material will be distributed to the Town Council members three (3) business days prior to the meeting. Items not specifically included on the agenda may be included by a 2/3 vote of those present and voting. Except in emergency or unusual circumstances, action will not be taken on any agenda item so placed until the next meeting. Under no circumstances will any item be added to the agenda later than 9:00 p.m., or two hours after the beginning of the meeting, whichever is earlier. In accordance with Connecticut General Statutes, no items will be added to a special meeting agenda.

§8. Special Meeting.
Special Meetings may be called by three (3) or more Council members upon written request, or by the Mayor, or the Town Manager. The agenda of any special meeting must state all business to be considered and must be posted and made available not less than twenty-four (24) hours before the time of the meeting. No matter shall be considered at a special meeting that is not included on the agenda. Public Participation shall be limited to those subjects listed on the agenda.

§9. Work Session Meetings.
The Town Council may call at its discretion “work session” meetings to discuss and review pending legislation and may consider other items of concern to the town or its citizenry. The Council’s rules and procedure will determine the conduct of these meetings. No votes may be taken at a work session meeting except to adjourn (Charter, Section § C-404).

Where possible, the order of the agenda at all Meetings shall be as follows:

- Pledge of Allegiance
- Roll Call
- Approval of Agenda
- Awards/Proclamations
- Public Participation
- Remarks by Councilors on Public Participation
- Consideration of Old Business
- Consideration of New Business
- Resignations/Appointments
- Tax Refunds
- Minutes of Previous Meetings
- Written/Oral Communications from the Town Manager, other Town Agencies and Officials, other Governmental Agencies and Officials, and the Public
- Council Liaison/Committee Reports
- Public Participation
- Remarks by Councilors
- Adjournment

When a board, commission, organization or individual is invited to the meeting to discuss a particular agenda item, that item shall be placed on the agenda at the time requested, if possible. Where possible, all other items of a routine nature, such as communications, committee reports, etc., shall be placed in the final portion of the agenda.

§10. Public participation.

The public shall be provided two (2) opportunities to participate in each Town Council meeting. One opportunity shall appear on the agenda immediately prior to Consideration of Old Business, and one opportunity shall appear on the agenda following the Council Liaison / Committee Reports. A telephone line shall be provided for members of the public to utilize during each public participation opportunity, subject to the same rules indicated below.

Public Participation may pertain to an agenda item or any subject of interest, welfare or concern to the Town (except at Special Meetings). Each speaker shall limit his or her remarks to four (4) minutes at the first public participation and three (3) minutes during the second, and shall be heard only once during each Public Participation. This time restriction may be enforced by use of a timing device. If a speaker exceeds the time limitation, the chair shall notify the speaker and allow 30 seconds for summation. The chair, at his/her discretion, may grant the speaker additional time.

Any citizen so speaking shall identify himself/herself by name and address, and if he/she is representing a group or organization, he/she may so state. The Chair, upon approval by unanimous consent, may allow additional public participation on an agenda item under discussion.

Written communications, either by letter or by email, (TOWNCOUNCIL@NEWINGTONCT.GOV) must adhere to the same requirements as other public participation. The letter or email shall identify the author by name and address, and if he/she is representing a group or organization. To ensure inclusion in the council’s public participation section of the meeting minutes, written communication must be received no later than 3:00 pm on the day of the meeting.

Should an individual Councilor receive an email directly they should forward it to the email address listed above by 3:00 pm on the date of the meeting. If a Counselor receives an email before 3:00 pm on the day of the meeting, but was unable to forward before the deadline, they should do so as soon as possible. Such emails should also be forwarded to each individual Councilor.

In the event of a high volume of letters (10 or more) the letters will be acknowledged by reading the author’s name and address into the record. Councilors will be provided with copies of all letters received and they will
have an opportunity to review the submitted letters. The letters in their entirety will become part of the official record.

If a citizen’s letter is read or acknowledged they cannot also participate in the first public participation.


No vote shall be taken on an agenda item under “Consideration of New Business.” In an emergency or unusual circumstance, this Rule may be waived by a 2/3 vote of the Council members present and voting. In this instance, Public Participation shall be added prior to a Council vote on a New Business item.

No ordinance, resolution or vote, except a vote to adjourn or to fix the time and place of the next meeting, shall be adopted by fewer than five (5) affirmative votes (Chart, Section § C-404).

A voice vote shall be sufficient on all matters unless a roll call vote is required by the Charter or requested by a Council member. The roll call shall be in alphabetical order by Councilor’s last name and the Mayor shall be the last name called.

§12. Time Limitation.

No consideration of any agenda item, which may include a vote being taken, shall commence after 10:30 p.m. except public participation and adjournment. This Rule may be waived by a 2/3 vote of the Council members present and voting, prior to 10:30 p.m. It is the Town Council’s objective to complete meetings by 11:00 p.m. when possible.

§13. Executive Session.

The Town Council may enter executive session as permitted by Connecticut General Statutes. The motion must state the reason for the executive session, and all those who will be in attendance.

§14. Councilor Expectations

As Town Councilors’ are elected to represent Newington they are expected to maintain as senses of decorum while at meetings. They are urged to put their cell phones on mute and not access them while at meetings.

The rules adopted by the preceding Council shall be the rules of the newly elected Council until the adoption of permanent rules (Chart, Section § C-403).
TOWN COUNCIL
RULES OF PROCEDURE

ADOPTED
May 10, 2016
January 1, 2020
§1. Adoption of standards.

The Town Council adopts Roberts Rules of Order as a general guide for the conduct of all regular, special and work session meetings.

§2. General

The following sections of the Town Charter are hereby incorporated into these rules:
§ C-403. Organization.
§ C-404. Procedures.
§ C-405. Introduction of ordinances.
§ C-406. Public hearings and passage of ordinance.
§ C-805. Duties of the council on the budget
§ C-906. Conflict of Interest.

These rules may be amended or suspended by a majority vote of the full Council.

§3. Town Manager

The Town Manager shall attend all meetings of the Council unless his/her absence is excused in advance by the Mayor or his/her designee.

§4. Regular Meeting.

Regular meetings of the Town Council shall be held in the Town Hall at 7:00 p.m. on each second and fourth Tuesday of each month unless otherwise determined by majority vote of the full Council.

§5. Quorum.

The presence of five members shall constitute a quorum, and no ordinance, resolution or vote, except a vote to adjourn or to fix the time and place of the next meeting, shall be adopted by less than five affirmative votes (Charter, Section §-404).

§6. Placement of items on agenda.

A member of the Town Council will have an item placed on the next agenda or future agenda by contacting the Town Manager, Majority or Minority Leader of the Town Council or one of their designees prior to the agenda setting meeting.

§7. Inclusion of items on agenda.

When possible, the agenda along with relevant resource material will be distributed to the Town Council members three (3) business days prior to the meeting. Items not specifically included on the agenda may be included by a 2/3 vote of those present and voting. Except in emergency or unusual circumstances, action will not be taken on any agenda item so placed until the next meeting. Under no circumstances will any item be added to the agenda later than 9:00 p.m., or two hours after the beginning of the meeting, whichever is earlier. In accordance with Connecticut General Statutes, no items will be added to a special meeting agenda.

§8. Special Meeting.

Special Meetings may be called by three (3) or more Council members upon written request, or by the Mayor, or the Town Manager. The agenda of any special meeting must state all business to be considered and must be posted and made available not less than twenty-four (24) hours before the time of the meeting. No matter shall be considered at a special meeting that is not included on the agenda. Public Participation shall be limited to those subjects listed on the agenda.

§9. Work Session Meetings.

The Town Council may call at its discretion “work session” meetings to discuss and review pending legislation and may consider other items of concern to the town or its citizenry. The Council’s rules and procedure will determine the conduct of these meetings. No votes may be taken at a work session meeting except to adjourn (Charter, Section § C-404).
§10. Order of Meeting Agenda.

Where possible, the order of the agenda at all Meetings shall be as follows:
- Pledge of Allegiance
- Roll Call
- Approval of Agenda
- Awards/Proclamations
- Public Participation
- Remarks by Councilors on Public Participation
- Consideration of Old Business
- Consideration of New Business
- Resignations/Appointments
- Tax Refunds
- Minutes of Previous Meetings
- Written/Oral Communications from the Town Manager, other Town Agencies and Officials, other Governmental Agencies and Officials, and the Public
- Council Liaison/Committee Reports
- Public Participation
- Remarks by Councilors
- Adjournment

When a board, commission, organization or individual is invited to the meeting to discuss a particular agenda item, that item shall be placed on the agenda at the time requested, if possible. Where possible, all other items of a routine nature, such as communications, committee reports, etc., shall be placed in the final portion of the agenda.

§11. Public participation.

The public shall be provided two (2) opportunities to participate in each Town Council meeting. One opportunity shall appear on the agenda immediately prior to Consideration of Old Business, and one opportunity shall appear on the agenda following the Council Liaison and Town Manager’s/Committee Reports. A telephone line shall be provided for members of the public to utilize during each public participation opportunity, subject to the same rules indicated below.

Public Participation may pertain to an agenda item or any subject of interest, welfare or concern to the Town (except at Special Meetings). Each speaker shall limit his or her remarks to four (4) minutes at the first public participation and three (3) minutes during the second, and shall be heard only once during each Public Participation. This time restriction may be enforced by use of a timing device. If a speaker exceeds the time limitation, the chair shall notify the speaker and allow 30 seconds for summation. The chair, at his/her discretion, may grant the speaker additional time.

Any citizen so speaking shall identify himself/herself by name and address, and if he/she is representing a group or organization, he/she may so state. The Chair, upon approval by unanimous consent, may allow additional public participation on an agenda item under discussion.

Written communications will be read into the record during Public Participation if requested by a Councillor or if received by the Town Manager at a prescribed email address for the public. Written communications, either by letter or by email, must adhere to the same requirements as other public participation. The letter or email shall identify the author by name and address, and if he/she is representing a group or organization, he/she may so state. The 3 minute time restriction shall also be enforced as stated above in this section. Written communications to be included in Public Participation must be received no later than 4 hours prior to the scheduled meeting to ensure inclusion, and must state clearly a request that they be read into the record. To ensure inclusion in the council’s public participation section of
the meeting minutes, written communication must be received no later than 3:00 pm on the day of the meeting.

§12 Should an individual Councilor receive an email directly, they should forward it to the email address listed above by 3:00 pm on the date of the meeting. If a Counselor receives an email before 3:00 pm on the day of the meeting, but was unable to forward before the deadline, they should do so as soon as possible. Such emails should also be forwarded to each individual Councilor.

In the event of a high volume of letters (10 or more) the letters will be acknowledged by reading the author’s name and address into the record. Councilors will be provided with copies of all letters received and they will have an opportunity to review the submitted letters. The letters in their entirety will become part of the official record.

If a citizen’s letter is read or acknowledged they cannot also participate in the first public participation.

§11 Voting.

No vote shall be taken on an agenda item under “Consideration of New Business.” In an emergency or unusual circumstance, this Rule may be waived by a 2/3 vote of the Council members present and voting. In this instance, Public Participation shall be added prior to a Council vote on a New Business item.

No ordinance, resolution or vote, except a vote to adjourn or to fix the time and place of the next meeting, shall be adopted by fewer than five (5) affirmative votes (Charter, Section § C-404).

A voice vote shall be sufficient on all matters unless a roll call vote is required by the Charter or requested by a Council member. The roll call shall be in alphabetical order by Councilor’s last name and the Mayor shall be the last name called.

§12 Time Limitation.

No consideration of any agenda item, which may include a vote being taken, shall commence after 10:30 p.m. except public participation and adjournment. This Rule may be waived by a 2/3 vote of the Council members present and voting, prior to 10:30 p.m. It is the Town Council’s objective to complete meetings by 11:00 p.m. when possible.

§13 Executive Session.

The Town Council may enter executive session as permitted by Connecticut General Statutes. The motion must state the reason for the executive session, and all those who will be in attendance.

§14 Councilor Expectations

As Town Councilors’ are elected to represent Newington they are expected to maintain as senses of decorum while at meetings. They are urged to put their cell phones on mute and not access them while at meetings.

The rules adopted by the preceding Council shall be the rules of the newly elected Council until the adoption of permanent rules (Charter, Section § C-403).
RESOLVED:

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

**Development Commission**

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Party</th>
<th>Term</th>
<th>Replaces</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jay Slater,</td>
<td>47 Piper Brook Avenue</td>
<td>R</td>
<td>1/14/2020-11/30/2022</td>
<td>Replaces S. Dunning DeFacto since 12/1/2019</td>
</tr>
<tr>
<td>Member</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jennifer Ancona,</td>
<td>360 Maple Hill Avenue</td>
<td>R</td>
<td>1/14/2020-11/30/2022</td>
<td>Vacancy-Resignation of J Slater</td>
</tr>
<tr>
<td>Alternate</td>
<td></td>
<td></td>
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</tbody>
</table>

**Environmental Quality Commission**

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Party</th>
<th>Term</th>
<th>Replaces</th>
</tr>
</thead>
<tbody>
<tr>
<td>Patty Foley,</td>
<td>51 Crown Ridge Drive</td>
<td>R</td>
<td>1/14/2020-11/30/2023</td>
<td>Vacancy</td>
</tr>
<tr>
<td>Public Rep</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mark Siems,</td>
<td>131 Knollwood Road</td>
<td>R</td>
<td>1/14/2020-11/30/2021</td>
<td>Vacancy</td>
</tr>
<tr>
<td>Industry</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Joyce Boncal,</td>
<td>18 Kinnear Avenue</td>
<td>R</td>
<td>1/14/2020-11/30/2023</td>
<td>Replaces D. Pane DeFacto since 12/1/2019</td>
</tr>
<tr>
<td>Public Rep</td>
<td></td>
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</tbody>
</table>

**Library Board**

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Party</th>
<th>Term</th>
<th>Replaces</th>
</tr>
</thead>
<tbody>
<tr>
<td>Christine Shooshan</td>
<td>60 Clifford Street</td>
<td>R</td>
<td>1/14/2020-11/30/2021</td>
<td>Vacancy-Resignation of S Sharpe</td>
</tr>
<tr>
<td>Member</td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

**Open Space Commission**

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Party</th>
<th>Term</th>
<th>Replaces</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sandra Goldstein,</td>
<td>84 Moreland Avenue</td>
<td>R</td>
<td>1/14/2020-11/30/2023</td>
<td>Vacancy-C Wojtowicz DeFacto since 12/1/2019</td>
</tr>
<tr>
<td>Member</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

MOTION BY: ______________________
SECONDED BY: ___________________
VOTE: _________________________
RESOLVED:

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

**Conservation/Inland Wetlands Commission**

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Party</th>
<th>Term</th>
<th>Replaces</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bernadette Conway, Alternate</td>
<td>177 Hartford Avenue</td>
<td>D</td>
<td>1/14/2020-11/30/2023</td>
<td>Vacancy</td>
</tr>
</tbody>
</table>

MOTION BY: ______________________

SECONDED BY: ___________________

VOTE: _________________________
Memorandum

To: Tanya D. Lane, Town Manager
From: Craig Minor, Town Planner
Date: December 23, 2019
Re: TPZ Appointments to CRCOG Regional Planning Commission

At its annual meeting on December 11, 2019 the Town Plan and Zoning Commission, by consensus, recommended the reappointment of Stanley Sobieski as a full member to the CRCOG Regional Planning Commission (RPC), and Stephen Woods as an alternate. The RPC is charged with reviewing proposed zone changes, site plans, and zoning amendments in member towns for potential impact on adjacent towns. It is made up of planning and zoning commissioners of the member towns.

Per a recent change in the CRCOG bylaws, appointments to the RPC are made by the Town Council for two years.

Please put these reappointments on the agenda for action at the next available Newington Town Council meeting.

Thank you.

cc:
Stanley Sobieski
Stephen Woods
file
RESOLVED:

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

**CRCOG Regional Planning Commission**

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Party</th>
<th>Term</th>
<th>Replaces</th>
</tr>
</thead>
<tbody>
<tr>
<td>TPZ Rep: Stanley Sobieski</td>
<td>26 Deepwood Drive</td>
<td>D</td>
<td>1/14/2020-11/30/2021</td>
<td>Reappointment of Self</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>TPZ Term 1/9/2018 – 11/30/2021</td>
</tr>
<tr>
<td>TPZ Alt. Rep: Stephen Woods</td>
<td>94 New Britain Avenue</td>
<td>D</td>
<td>1/14/2020-11/30/2021</td>
<td>Reappointment of Self</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>TPZ Term 1/9/2018 – 11/30/2021</td>
</tr>
</tbody>
</table>

MOTION BY: ____________________________
SECONDED BY: _________________________
VOTE: _______________________________
Memorandum

To: Keith Chapman, Town Manager
From: James E. Krupienski, Town Clerk
Date: January 10, 2020
Re: Resignation – Deb Krawiec, Environmental Quality Commission

I am attaching a copy of the Email Resignation received in the Town Clerk’s office on January 10, 2020 from Deb Krawiec, who is resigning as a member of the Environmental Quality Commission, for a term beginning December 12, 2017 and ending November 30, 2021.

NTC Resolution #2016-120
Newington Town Code §8-21

Attachment:
- Resignation Email
James and Tim,
Received the following resignation last evening
Dear Carol,

This note is to let you know that I am officially resigning from my position as Commissioner on the EQC, due to changes with my work.

It has been my pleasure to serve on this Commission, and to work on the various projects with my fellow Commissioners.

I wish all the very best and welcome the opportunity to revisit involvement with this Commission at a later date.

Sincerely,

Deb Krawiec

Carol A. Anest
Minority Leader
Newington Town Council

Please pardon any typos or the brevity of this message
RESOLVED:

That the Newington Town Council hereby accepts the resignation of Deb Krawiec from the Environmental Quality Commission, in accordance with email correspondence received by the Town Clerk, dated January 10, 2020.
RESOLVED:

That property tax refunds in the amount of $ 7,055.81 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: _____________________________
<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Caleb Hetherington</td>
<td>231 Sunrise Rim Road, Nampa, ID 83686</td>
<td>$84.30</td>
</tr>
<tr>
<td>Ryder Truck Rental LT</td>
<td>99 Murphy Road, Hartford, CT 06114</td>
<td>$3,490.62</td>
</tr>
<tr>
<td>Regina Hebert</td>
<td>40 Sunrise Circle, Wallingford, CT 06492</td>
<td>$26.16</td>
</tr>
<tr>
<td>Acar Leasing LTD</td>
<td>PO Box 1990, Attn: Property Tax, Fort Worth, TX 76101</td>
<td>$333.74</td>
</tr>
<tr>
<td>VCFS Auto Leasing Co</td>
<td>1 Volvo Drive, Rockleigh, NJ 07647</td>
<td>$585.20</td>
</tr>
<tr>
<td>Toyota Lease Trust</td>
<td>20 Commerce Way Ste 800, Woburn, MA 01801-1057</td>
<td>$1,469.11</td>
</tr>
<tr>
<td>Toyota Lease Trust</td>
<td>20 Commerce Way Ste 800, Woburn, MA 01801-1057</td>
<td>$233.38</td>
</tr>
<tr>
<td>CAB East LLC</td>
<td>Ford Credit Personal Property Tax, PO Box 67000 Dept 231601, Detroit, MI 48267-2316</td>
<td>$261.72</td>
</tr>
<tr>
<td>Paul Morabito</td>
<td>146 Cheney Lane, Newington, CT 06111</td>
<td>$73.77</td>
</tr>
<tr>
<td>USB Leasing LT</td>
<td>1850 Osborn Avenue, Oshkosh, WI 54902-6197</td>
<td>$183.91</td>
</tr>
<tr>
<td>Alvaro Santamaria</td>
<td>77 Broadview Street, Newington, CT 06111</td>
<td>$97.12</td>
</tr>
<tr>
<td>Elizabeth Owen-Mishou</td>
<td>117 Pleasant Street, Freedom, ME 04941</td>
<td>$117.76</td>
</tr>
<tr>
<td>John Jaramillo</td>
<td>1439 Willard Avenue, Apt 1, Newington, CT 06111</td>
<td>$99.02</td>
</tr>
</tbody>
</table>

**TOTAL**                                                                 $7,055.81