



Keith Chapman  
Town Manager

# TOWN OF NEWINGTON

200 GARFIELD STREET  
NEWINGTON, CONNECTICUT 06111

**MAYOR BETH DELBUONO**

## **NEWINGTON TOWN COUNCIL REGULAR MEETING AGENDA**

**Town Council Chamber, Room 103 – Town Hall  
200 Garfield Street**

**Tuesday, May 25, 2021, 7:00 P.M.**

**\*\*\*This Regular Town Council Meeting to begin at the conclusion of the Public Hearing, but no earlier than 7:00 P.M.\*\*\***

**This meeting will be presented as a Zoom Webinar/Meeting. Information on how to attend will be posted on the website at <https://www.newingtonct.gov/virtualmeetingschedule>**

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- I. PLEDGE OF ALLEGIANCE
- II. ROLL CALL
- III. APPROVAL OF AGENDA
- IV. PROCLAMATIONS/AWARDS
  - A. Retirement Proclamation – Diane Durette, Lucy Robbins Welles Library
  - B. Retirement Proclamation – Anthony Lanza, Highway Garage
  - C. Proclamation –Pride Month
- V. PUBLIC PARTICIPATION – IN GENERAL (**Via Zoom Application or Phone**)  
(4 MINUTE TIME LIMIT PER SPEAKER ON AGENDA ITEMS ONLY)
  - A. Public Comments
  - B. Email Correspondence
- VI. REMARKS BY COUNCILORS ON PUBLIC PARTICIPATION
- VII. CONSIDERATION OF OLD BUSINESS
  - A. Health Update – COVID-19
  - B. Town Hall Project Update
  - C. Adoption of the Newington Affordable Housing Plan
  - D. Verogy Power Purchase Agreement
  - E. Solar Energy Initiative, Owner Representative – Titan Energy
  - F. Youth Mentoring Program
  - G. Annual Appointment of Auditor
  - H. Parks & Recreation LiveBarn Contracts
  - I. Charter Revision
    1. Initiate Charter Revision Commission
    2. Create Charter Revision Commission
  - J. Extension of Town Manager Residency Requirement
  - K. Update on Roof Design Services
  - L. Anna Reynolds Owner’s Project Manager Recommendation
- VIII. NEW BUSINESS (**Action May Be Taken by Waiving the Rules**)
  - A. Amendment to the Refuse & Recycling Contract for Bulk Waste/Scrap Metal Collection
  - B. Fund Creation – Chapter 48, Article VIV, Town Technology Fund

- C. Neighborhood Assistance Act Tax Credit Program
- D. NIPSEU Amended Contract Language

IX. RESIGNATIONS/APPOINTMENTS (**Action May Be Taken**)

X. REFUNDS (**Action Requested**)

- A. Approval of May 25, 2021 Refunds for an Overpayment of Taxes

XI. MINUTES OF PREVIOUS MEETINGS

- A. May 11, 2021 Regular Meeting Minutes

XII. WRITTEN/ORAL COMMUNICATIONS FROM THE TOWN MANAGER

XIII. COUNCIL LIAISON/COMMITTEE REPORTS

XIV. PUBLIC PARTICIPATION – IN GENERAL (**Via Zoom Application or Phone**)  
(3 MINUTE TIME LIMIT PER SPEAKER ON AGENDA ITEMS ONLY)

XV. REMARKS BY COUNCILORS

XVI. EXECUTIVE SESSION – PERSONNEL

- A. PERSONNEL ISSUE §1-200 (6)(A): Personnel & Classification Plan

XVII. ADJOURNMENT

AGENDA ITEM IV.A

DATE: 5/25/2021

RESOLUTION NO. 2021-

**PROCLAMATION**

**WHEREAS,** Diane Durette has been the Head of Reference for the Lucy Robbins Welles Library for 40 years; and

**WHEREAS,** Diane is responsible for managing and overseeing the reference department that includes supervising all reference staff and providing print and electronic resources to meet the information needs of the Newington community; and

**WHEREAS,** Diane manages the adult information desk that provides assistance via in-person or by phone, email, and answers more than 40,000 questions annually; and

**WHEREAS,** Diane has been responsible for creating and providing unique resources that are updated and released annually like the Newington Information Packet and Newington Organization List, it provides essential information to town residents, businesses and prospective residents about the many facets of Newington; and

**WHEREAS,** Diane's strong work ethic, customer service, and devotion to her profession and the library, has served the Town of Newington admirably, by helping to create a library that is widely respected for its collection and its services throughout the state; and

**WHEREAS,** Diane's has been proactive in integrating technology into library services both within her department and within the library that has benefited the Town and its residents greatly over the years; and

**WHEREAS,** Diane's ability to offer original programming to adults that is relevant and timely has given the Town's residents years of cultural enrichment. For example, the Job Seekers series help the unemployed find jobs and the Made in Connecticut programs invite business owners to speak about how they make their products right here in Connecticut; and

**WHEREAS,** Diane is highly respected in the library, the library community, and within the Town for her strong managerial skills, the fairness, kindness and respect she shows for others and her strong belief that providing the best service possible to the Newington residents is her duty and responsibility as a supervisor, a Town employee and most especially as a librarian; and

**NOW THEREFORE BE IT RESOLVED,** that the Newington Town Council hereby recognizes and extends its sincere appreciation to Diane Durette for her professional service and dedication to the Town and wishes her the best in her retirement.

Dated in Newington, Connecticut, this 25<sup>th</sup> day of May, 2021.

\_\_\_\_\_  
Beth DelBuono, Mayor

MOTION BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE: \_\_\_\_\_

AGENDA ITEM IV.B

DATE: 5/25/2021

RESOLUTION NO. 2021-

**PROCLAMATION**

**WHEREAS,** Anthony Lanza has been with the Town of Newington's Highway Department for the past 25 years; and

**WHEREAS,** Anthony was hired on April 22, 1996 and began his career as an Operator I; and

**WHEREAS,** Anthony held the position of Highway Operator I with the town for over 13 years; and

**WHEREAS,** Anthony was promoted to the Mason's position in 2009 which he has held for 12 years; and

**WHEREAS,** Anthony was awarded the Highway Department's Golden Helmet Award by the Town Manager in 2011; and

**WHEREAS,** Anthony was a steady, dependable co-worker and friend, who takes pride in his work and in this community, and who is always ready to lend moral support or a helping hand when needed; and

**WHEREAS,** Anthony's dedication to the Town through the long winter nights keeping the roads safe for Newington's residents is second to none; and

**WHEREAS,** Anthony has distinguished himself as a hard-working and dedicated public servant, at all times committed to helping his community and has provided invaluable guidance on many significant projects; and

**NOW THEREFORE BE IT RESOLVED,** that the Newington Town Council hereby recognizes and extends its sincere appreciation to Anthony Lanza for his professional service and dedication to the Town and wishes him the best in his retirement.

Dated in Newington, Connecticut, this 25<sup>th</sup> day of May, 2021.

\_\_\_\_\_  
Beth DelBuono, Mayor

MOTION BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE: \_\_\_\_\_

AGENDA ITEM IV.C

DATE: 5/25/2021

RESOLUTION NO. 2021-

**PROCLAMATION**

**IN HONOR OF LGBTQ PRIDE MONTH**

- WHEREAS,** the Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) communities have contributed to the cultural, civic and economic successes of the Town of Newington; and
- WHEREAS,** all people regardless of age, gender identity, race, color, religion, marital status, national origin, sexual orientation, or physical challenges have the right to be treated on the basis of their intrinsic value as human beings; and
- WHEREAS,** the Town of Newington accepts and welcomes people of diverse backgrounds and believes a diverse population leads to a more vibrant community; and
- WHEREAS,** the Town of Newington is committed to supporting visibility, dignity and equality for LGBTQ people in our diverse community; and
- WHEREAS,** the battle for dignity, equality and personal safety for lesbian, gay, bisexual, transgender and questioning people is reflected in the tireless commitment of the LGBTQ community, as well as dedicated advocates and allies who strive to forge a more inclusive society; and
- WHEREAS,** the rainbow flag is widely recognized as a symbol of pride, inclusion, and support for social movements that advocate for LGBTQ people in society; and
- WHEREAS,** while society at large increasingly supports LGBTQ equality, it is essential to acknowledge that the need for education and awareness remains vital to end discrimination and prejudice; and
- WHEREAS,** while we as a society at large are slowly embracing new definitions of sexuality and gender we must also acknowledge that the need for education and awareness remains vital to end discrimination and prejudice; and
- WHEREAS,** President Bill Clinton, on June 2, 2000, declared June "Gay & Lesbian Pride Month" to commemorate the June 1969 Stonewall Uprising in Lower Manhattan and on June 1, 2009, President Barack Obama expanded the commemoration further by declaring June to be Lesbian, Gay, Bisexual and Transgender Pride Month; and
- WHEREAS,** the landmark Supreme Court decision of 2015 guaranteeing marriage equality in all 50 States was a historic victory for LGBTQ Americans and continues to affirm our belief that we are all more free when we are treated as equals.

**NOW, THEREFORE BE IT RESOLVED, THAT** I, Mayor Beth DeIBuono and the members of the Town Council hereby proclaims June 2021 as Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Pride Month in Town of Newington, and encourage all community residents to eliminate prejudice wherever it exists and to celebrate our great diversity by celebrating our LGBTQ friends and neighbors.

Dated in Newington, Connecticut, this 25<sup>th</sup> day of May, 2021.

\_\_\_\_\_  
Beth DeIBuono, Mayor

MOTION BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE: \_\_\_\_\_



Keith Chapman  
Town Manager

# TOWN OF NEWINGTON

200 GARFIELD STREET  
NEWINGTON, CONNECTICUT 06111

## OFFICE OF THE TOWN MANAGER

### MEMORANDUM

To: Newington Town Council  
From: James E. Krupienski, Town Clerk (On behalf of Keith Chapman, Town Manager)  
Date: May 20, 2021  
Re: Health Update – COVID-19

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Keith Chapman, Town Manager, will update the Town Council on the status of the COVID-19 virus and the actions being taken within the municipality.



Keith Chapman  
Town Manager

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200 GARFIELD STREET  
NEWINGTON, CONNECTICUT 06111

## OFFICE OF THE TOWN MANAGER

### MEMORANDUM

To: Newington Town Council  
From: James E. Krupienski, Town Clerk (On behalf of Keith Chapman, Town Manager)  
Date: May 20, 2021  
Re: Town Hall Project Update

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Keith Chapman, Town Manager, will update the Town Council on the status of the Town Hall Renovation Project and answer any questions that the Council may have.



Keith Chapman  
Town Manager

# TOWN OF NEWINGTON

200 GARFIELD STREET  
NEWINGTON, CONNECTICUT 06111

## OFFICE OF THE TOWN MANAGER

### MEMORANDUM

To: Newington Town Council  
 From: James E. Krupienski, Town Clerk (On behalf of Keith Chapman, Town Manager)  
 Date: May 20, 2021  
 Re: Adoption of the Newington Affordable Housing Plan

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The Town Council, in March of 2020, applied for and received an Affordable Housing Plan Technical Assistance Grant for the creation of an Affordable Housing Plan. This \$15,000 Grant, along with existing town funds, was used to hire Glenn Chalder of Planimetrics, Inc. in Simsbury, CT, to assist with the development of the Affordable Housing Plan and Process Guidebook prior to the June, 2022 State deadline. The Affordable Housing Needs Study Committee met between June and September of 2020 to create and discuss the proposed plan. On October 14, 2020, the Town Plan & Zoning Commission was presented the Affordable Housing Plan for review and comment.

A Public Hearing was held prior to this meeting to receive public comments, on the draft plan, prior to adoption by the Town Council.

Mr. Chalder will be present during the Public Hearing and Regular Meeting to guide the Town Council regarding any questions that are received. The Draft Plan is available for the public to review on the Town Planner webpage. The Town Council will receive the Draft Plan through your laptop share folder for review.

A resolution has been included as part of your packet to adopt the plan as presented.

#### **Attachments:**

- Resolution – Adoption of the Newington Affordable Housing Plan.



AGENDA ITEM VII.C

DATE: 5/25/2021

RESOLUTION NO. 2021 -

RESOLVED:

That the Newington Town Council hereby moves to approve the Newington Affordable Housing Plan, a copy of which shall be attached to this Resolution.

MOTION BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE: \_\_\_\_\_



Keith Chapman  
Town Manager

# TOWN OF NEWINGTON

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NEWINGTON, CONNECTICUT 06111

## OFFICE OF THE TOWN MANAGER

### MEMORANDUM

To: Newington Town Council  
 From: James E. Krupienski, Town Clerk (On behalf of Keith Chapman, Town Manager)  
 Date: May 20, 2021  
 Re: Verogy Power Purchase Agreement

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Verogy Solar was present at the May 11, 2021 Council meeting to outline their proposal for installation of solar on the Town Hall. The Zero Emission Renewable Energy Credits (ZRECs) application has been submitted for the project. The Town is proposing to move forward with our first solar installation for the Town Hall. This project will be handled through a Solar Power Purchase Agreement (SPPA) with Verogy, DBA VCT Newington CT, LLC. To assist in the management and review of the project the town will engage the services of an Owner Representative, Titan Energy of Hartford, CT, to manage the project installation on our behalf.

The authorization to engage of the Owners Representative is proposed to take place after this item on the Old Business section of the agenda.

#### Attachment(s)

- Resolution – Authorization to Execute the Solar Power Purchase Agreement (SPPA) – Town Hall

AGENDA ITEM VII.D

DATE: 5/25/2021

RESOLUTION NO. 2021 -

RESOLVED:

That the Newington Town Council hereby authorizes Keith Chapman, Town Manager to execute any and all documents necessary, between the Town of Newington & VCT Newington CT, LLC, for the placement of photovoltaic panels on government structures, a copy of the executed contract shall be attached to this Resolution.

MOTION BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE: \_\_\_\_\_

**SOLAR POWER PURCHASE AGREEMENT**

This Solar Power Purchase Agreement (the “SPPA”) is made and entered into as of the date the last Party has signed below (the “Effective Date”), between **VCP Newington CT, LLC**, a Connecticut limited liability company (“Provider”), and the **Town of Newington**, a Connecticut municipality (“Purchaser”; and, together with Provider, each, a “Party” and together, the “Parties”).

**WITNESSETH:**

WHEREAS, Purchaser desires that Provider install, own, and operate a solar photovoltaic system at the Premises (as defined in Schedule 1) for the purpose of providing Solar Output, and Provider is willing to do the same; and

WHEREAS, Provider and Purchaser acknowledge the terms of the Master Solar Power Purchase Agreement dated as of \_\_\_\_\_, 2021 (the “Master Agreement”) by and between Provider and Purchaser, the terms of which are incorporated by reference to this SPPA.

**AGREEMENT:**

NOW THEREFORE, in consideration of the mutual promises set forth below, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1. Incorporation of Terms of Master Agreement. The terms of the Master Agreement are hereby incorporated into this SPPA as if set forth in their entirety.
  
2. Schedules. The following Schedules attached to this SPPA are the respective Schedules to the SPPA referenced in the Master Agreement:

Schedule 1	Description of Premises and System; Initial Term
Schedule 2	kWh Rate
Schedule 3	Early Termination Fee
Schedule 4	Notice Information
Schedule 5	Site-Specific Conditions
Schedule 6	Estimated Production

*[Signature page follows]*

IN WITNESS WHEREOF and in confirmation of their consent to the terms and conditions contained in this SPPA and intending to be legally bound hereby, Provider and Purchaser have executed this SPPA as of the Effective Date.

**PROVIDER:**  
**VCP Newington CT, LLC**

**PURCHASER:**  
**Town of Newington**

By: \_\_\_\_\_  
Name:  
Title:  
Date:

By: \_\_\_\_\_  
Name:  
Title:  
Date:

## SCHEDULES

### I. Schedule 1: Description of Premises and System; Initial Term

<b>Premises:</b>	Newington Town Hall 200 Garfield Street Newington, CT 06111
<b>Ownership of Environmental Attributes:</b>	Retained by Provider.
<b>Estimated System Size:</b>	251.60 kW DC (180 kW AC)
<b>System Description:</b>	This project aligns solar photovoltaic modules at the Purchaser-owned facility located at the Premises. DC power from the solar modules will be routed in electrical conduit to the inverters. AC power from the inverters will be routed to the existing main electrical panel. A revenue-grade kWh meter will be installed to measure the electrical production of the array. A monitoring data acquisition system will also be provided and installed in order to monitor the ongoing operation of the System. All electricity carrying both AC and DC power will be installed according to the National Electric Code, as well as any State or Local code that may be applicable. All components of the system are UL listed.
<b>Modules:</b>	Module Manufacturer: Phono Solar (or equivalent) Module Model: PS400MH-24/TH (or equivalent) Module Quantity: 629
<b>Inverters:</b>	Inverter Manufacturer: Chint Power Systems (or equivalent) Inverter Model: CPS SCA60KTL-DO/US-480 (or equivalent) Inverter Quantity: 3
<b>Target Installation Start Date:</b>	November 1, 2022
<b>Target Commercial Operation Date:</b>	January 1, 2022
<b>Initial Term:</b>	From the Commercial Operation Date until the date that is twenty (20) years after the end of the month in which the Commercial Operation Date occurs.

**II. Schedule 2: kWh Rate**

The kWh Rate with respect to the System under the SPPA shall be in accordance with the following schedule, which kWh Rate shall be unaffected by any change in the final System size:

<b>Year</b>	<b>Contract Price Per kWh (\$/kWh)</b>
1	\$0.048
2	\$0.048
3	\$0.048
4	\$0.048
5	\$0.048
6	\$0.048
7	\$0.048
8	\$0.048
9	\$0.048
10	\$0.048
11	\$0.048
12	\$0.048
13	\$0.048
14	\$0.048
15	\$0.048
16	\$0.048
17	\$0.048
18	\$0.048
19	\$0.048
20	\$0.048

\* For the first year of the Initial Term, the kWh Rate shall be \$0.048/kWh and thereafter shall escalate by 0% on an annual basis as described above.

### III. Schedule 3: Early Termination Fees

The Early Termination Fee with respect to the System under the SPPA shall be calculated in accordance with the following schedule, such schedule being subject to necessary updates based on final system design and changes in final System size.

<b>Year</b>	<b>Termination Value</b>
1 *	\$754,282.75
2	\$685,608.83
3	\$593,054.38
4	\$517,730.08
5	\$452,401.21
6	\$386,161.74
7	\$355,800.92
8	\$332,636.07
9	\$308,438.18
10	\$283,163.08
11	\$256,764.80
12	\$229,195.52
13	\$200,405.47
14	\$170,342.87
15	\$138,953.85
16	\$106,182.34
17	\$89,590.06
18	\$75,767.46
19	\$61,140.52
20	\$45,673.97

\* Includes Early Termination prior to the Commercial Operation Date.

\*\* If the Parties enter into any Additional Terms pursuant to Section 2.1 of the Master Agreement, this Schedule shall be amended to reflect the applicable termination values for such Additional Term(s).



**IV. Schedule 4: Notice Information**

**Purchaser:**

Town of Newington  
200 Garfield Street  
Newington, CT 06111  
Attn: Town Manager

*With a copy to:*

Town of Newington  
200 Garfield Street  
Newington, CT 06111  
Attn: \_\_\_\_\_

**Provider:**

VCP Newington CT, LLC  
c/o Verogy  
150 Trumbull Street, 4th Floor  
Hartford, CT 06103  
Attn: Legal Department

**Financing Party:**

**V. Schedule 5: Site-Specific Conditions**

*[Insert any terms required by site-specific conditions, if applicable]*

**VI. Schedule 6: Estimated Production**

Estimated production of energy from the System is expressed as both monthly kWh and as a percent (%) of the estimated total annual production.

<b>Month</b>	<b>Year 1 Output (kWh)</b>	<b>Percentages</b>
January	12,746	4.42%
February	11,251	3.90%
March	25,800	8.94%
April	30,039	10.41%
May	33,896	11.75%
June	35,095	12.17%
July	32,861	11.39%
August	30,090	10.43%
September	27,633	9.58%
October	21,260	7.37%
November	15,790	5.47%
December	11,975	4.15%
<b>YEAR 1 ESTIMATED TOTAL</b>	<b>288,435</b>	<b>100%</b>



Keith Chapman  
Town Manager

# TOWN OF NEWINGTON

200 GARFIELD STREET  
NEWINGTON, CONNECTICUT 06111

## OFFICE OF THE TOWN MANAGER

### MEMORANDUM

To: Newington Town Council  
From: James E. Krupienski, Town Clerk (On behalf of Keith Chapman, Town Manager)  
Date: May 20, 2021  
Re: Solar Energy Initiative, Owner Representative – Titan Energy

---

The Town has been in discussion with Titan Energy to assist the town as the Owner Representative for the upcoming solar installation project proposed at the Town Hall. They would be responsible for review of all project details, including location, sizing, vendors and proposed project timelines.

I have enclosed for your review the Solar Energy Consulting Agreement.

A Resolution to authorize the Town Manager to execute the agreement has been included as part of your packet for adoption this evening.

Attachment:

- Resolution – Authorization to Execute the Solar Energy Consulting Agreement with TitanGen LLC.
- Titan Energy – Solar Energy Consulting Agreement

AGENDA ITEM VII.E

DATE: 5/25/2021

RESOLUTION NO. 2021 -

RESOLVED:

That the Newington Town Council hereby authorizes Keith Chapman, Town Manager to execute any and all documents necessary, between the Town of Newington & TitanGen, LLC, as a Solar Energy Consultant for the placement of photovoltaic panels on government structures through May 1, 2024, a copy of the executed contract shall be attached to this Resolution.

MOTION BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE: \_\_\_\_\_

## SOLAR ENERGY CONSULTING AGREEMENT

This Agreement is made and entered into this \_\_\_ day of May 2021 by and between \_\_\_\_\_ (hereinafter "CLIENT"), and TitanGen, LLC of 750 Main Street Hartford, CT, Connecticut (hereinafter "TITAN").

### 1. Responsibilities of Titan

Acting as solar consultants on behalf of the CLIENT, TitanGen shall (the "Services"):

- Review all solar proposals to be located at select CLIENT locations, including the following details but not limited to:
  - System location
  - System sizing
  - Vendor pre-qualification
  - Timeline of action
- Issue Public RFP on behalf of CLIENT (if necessary)
- Interview qualified bid responders on behalf of/with CLIENT
- Visit demonstration sites with CLIENT
- Review all solar proposals with CLIENT management, modify bid responses as appropriate and make formal recommendations based upon the results
- Review Power Purchase Agreements (PPA) on behalf of CLIENT
- Issue official award to winning bidder (if applicable)
- Oversee development/commissioning of the selected project in conjunction with CLIENT management and solar provider

### 2. Responsibilities of CLIENT

CLIENT shall provide TITAN with required information and documentation, including but not limited copies of utility bills, facility blueprints and other necessary forms.

### 3. Term

The term of this Agreement shall remain in effect until May 1<sup>st</sup> 2024

### 4. Payment

CLIENT shall not be liable to TITAN for any development fees or direct compensation related to the work described herein. TITAN compensation will be provided to TITAN by the chosen developer that results from the solar review process. The fee paid to TITAN from the chosen developer shall be equal to \$0.05/watt (DC) of installed solar capacity.

### 5. Limitation of Liability

IN NO EVENT SHALL EITHER PARTY BE LIABLE UNDER ANY CIRCUMSTANCES FOR SPECIAL, INDIRECT, PUNITIVE OR CONSEQUENTIAL

Hartford, CT 06103

750 Main Street

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DAMAGES OF ANY NATURE WHATSOEVER (WHETHER ARISING OUT OF CONTRACT, STRICT LIABILITY OR OTHERWISE), INCLUDING WITHOUT LIMITATION ANY LOST REVENUES OR PROFITS OF ANY NATURE WHATSOEVER. IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR DAMAGES WHICH EXCEED THE GREATER OF: (A) FIFTY THOUSAND DOLLARS AND (B) THE AMOUNT PAID BY CLIENT TO TITAN UNDER THIS AGREEMENT FOR THE TWELVE MONTHS PRIOR TO THE DATE THE CAUSE OF ACTION ACCRUED.

## **6. Representations of Customer**

Customer hereby represents and warrants to Titan as follows:

- (a) Customer has the legal right and authority to enter into and perform this Agreement, and the execution and delivery of this Agreement have been duly authorized and approved by all required action on the part of Customer.
- (b) Customer has not entered into any agreement with any other party for services similar to, or the same as, the Services.

## **7. Confidentiality**

Each of the Parties acknowledges that by reason of its relationship to the other party under or in anticipation of this Agreement it has had and/or may have access to Confidential Information (as hereinafter defined) of the other party. For the purposes hereof, “Confidential Information” means trade secrets, confidential commercial information, and any other information, knowledge, or data not generally known or available to the public, possessed by or pertaining to the disclosing party and/or its business and operations including, without limitation: (i) information concerning the Services provided by Titan and the methodology of providing such Services, including, without limitation, technical data, know-how, business methods, database tools and techniques, technical and business plans, specifications, computer programs and programming techniques, network configurations, facilities deployment information, and procedures, (ii) marketing information, including advertising or promotional programs, sales strategies, pricing, or pricing strategies, (iii) information concerning Titan’s employees, consultants, or independent contractors, and (vii) financial information concerning Titan. Each party agrees to use commercially reasonable efforts to maintain in confidence, and to use only as expressly permitted in this Agreement or as necessary for the performance of the Services, all Confidential Information received from the other party, both orally and in writing, provided that the Parties’ respective obligations of non-disclosure under this Agreement shall not apply to Confidential Information which the receiving party can demonstrate: (i) is or becomes a matter of public knowledge through no fault of the receiving party; (ii) was rightfully in the receiving party’s possession prior to disclosure by the disclosing party; (iii) subsequent to disclosure, is rightfully obtained by the receiving party from a third party in lawful possession of such Confidential Information; (iv) is or

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Member of the Better Business Bureau



was independently developed by the receiving party without reference to Confidential Information; or (v) is required to be disclosed per the Freedom of Information Act. In the event that a receiving party is requested or required (by deposition, interrogatory, subpoena, civil investigative demand or similar process, oral questions, any formal or informal investigation, or otherwise) by any government or governmental agency, court or authority, to disclose any Confidential Information of the disclosing party, the receiving party shall provide the disclosing party with prompt written notice of such request or requirement so that the disclosing party may seek a protective order or other appropriate remedy. If such protective order or other remedy is not obtained, or if disclosing party waives in writing compliance with the terms hereof, the receiving party shall furnish only that portion of the information which it is advised by written opinion of counsel is legally required, and shall exercise reasonable efforts to obtain confidential treatment of such information.

As a condition to the receipt of Confidential Information from the disclosing party, the receiving party shall only disclose the disclosing party's Confidential Information, in whole or in part, to employees or agents on a need-to-know basis in order to provide or make use of the Services. The receiving party shall be responsible for the compliance of its employees and agents with the restrictions on disclosure and use of Confidential Information set forth herein. The receiving party shall take all commercially reasonable steps to protect the confidentiality of the Confidential Information received hereunder and exercise at least the same degree of care in safeguarding the Confidential Information as it would with its own confidential information. Upon learning of any unauthorized disclosure or use, the receiving party shall promptly notify the disclosing party of the same and cooperate and assist the disclosing party in preventing or remedying the same. Upon termination of this Agreement, each party shall immediately cease using and return all property in its possession belonging to the other party and promptly return or destroy all tangible embodiments of Confidential Information. Notwithstanding the foregoing, the receiving party shall not be obligated to destroy electronically stored Confidential Information to the extent that it is contained in an archived computer system backup in the ordinary course and/or in accordance with disaster recovery procedures, so long as such data or records, to the extent not permanently deleted or overwritten in the ordinary course of business, are not accessible in the ordinary course of business or used except as required for backup or data recovery purposes.

## **8. Governing Law**

This Agreement shall be governed by the laws of the State of Connecticut, both as to interpretation and performance.

## **9. Entire Agreement**

This Agreement constitutes the entire Agreement between CLIENT and TITAN. Any modification or additions to this Agreement must be in writing and signed by all parties.

[SIGNATURE PAGE TO FOLLOW]



CLIENT

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

TitanGen, LLC

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date



Keith Chapman  
Town Manager

# TOWN OF NEWINGTON

200 GARFIELD STREET  
NEWINGTON, CONNECTICUT 06111

## OFFICE OF THE TOWN MANAGER

### MEMORANDUM

To: Newington Town Council  
From: James E. Krupinski, Town Clerk (On behalf of Keith Chapman, Town Manager)  
Date: May 20, 2021  
Re: Youth Mentoring Program

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The Town of Newington has finalized the Memorandum of Understanding (MOU) to create a Youth Mentoring Program with the City of Hartford Board of Education. The Town will host six (6) student in their Junior or Senior year of school, and mirror one of six department heads during the work day.

This program will assist the students with workplace skills that will benefit them in their future career endeavors. They will receive daily feedback during the mentoring program to improve their skills, while assisting each department head/staff with their daily duties.

The MOU has been reviewed by each agency, in addition, our Town Attorney and CIRMA, the towns Municipal Insurance Agent. Upon execution our insurance agent will supply a certificate of insurance to the City of Hartford Board of Education.

A Resolution has been added to the packet to authorize the Town Manager to execute the agreement and begin the program.

Attachment:

- Resolution – Memorandum of Understanding (MOU) Between the Town of Newington and the Hartford Board of Education

AGENDA ITEM VII.F

DATE: 5/25/2021

RESOLUTION NO. 2021 -

RESOLVED:

That the Newington Town Council hereby authorizes Keith Chapman, Town Manager to execute a Memorandum of Understanding (MOU), between the Town of Newington and the City of Hartford Board of Education for a Youth Mentoring Program, a copy of the executed MOU shall be attached to this Resolution.

MOTION BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE: \_\_\_\_\_



Keith Chapman  
Town Manager

# TOWN OF NEWINGTON

200 Garfield Street Newington, Connecticut 06111

## Finance Department

Janet Murphy  
Director of Finance

### Memorandum

**To:** Newington Town Council  
**From:** Janet Murphy, Director of Finance  
**Date:** May 20, 2021  
**Re:** Appointment of Auditor

---

Pursuant to §610 of the Town Charter, the Town Council shall annually appoint an independent public accountant or firm to examine and certify the Town's financial records in accordance with statutory provisions. Connecticut General Statutes §7-396 and §4-232 provide that the appointing authority of any municipality must file with the State of the Office of Policy and Management (OPM) the name of the independent auditor designated to conduct its annual audit within at least thirty (30) days prior to the end of the fiscal year.

In the spring of 2019 the Town issued a Request for Proposals for audit services for the fiscal year ending June 30, 2019 and for three subsequent years. As a result of the RFP, the firm of Blum Shapiro was selected as the Town's independent auditor. The auditor must be re-appointed each year, this is the third year of the four-year agreement.

This item was reviewed during the May 11, 2021 meeting. A Resolution to authorize the appointment of the Auditor is included as part of this item for your adoption.

Attachment:

- Resolution – Appointment of Auditor

AGENDA ITEM:  VII.G

DATE:  5/25/2021

RESOLUTION NO.  2021-

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, 2021; said firm agrees to file a complete report on or before December 15, 2021.

MOTION BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE: \_\_\_\_\_



Keith Chapman  
Town Manager

# TOWN OF NEWINGTON

200 GARFIELD STREET  
NEWINGTON, CONNECTICUT 06111

## OFFICE OF THE TOWN MANAGER

### MEMORANDUM

To: Newington Town Council  
 From: James E. Krupienski, Town Clerk (On behalf of Keith Chapman, Town Manager)  
 Date: May 20, 2021  
 Re: Parks & Recreation LiveBarn Contracts

---

Launched in 2015, LiveBarn provides Live & On Demand broadcasting of amateur and youth sporting events. The patented technology and camera system automatically follow the flow of the game - similar to a traditional television broadcast. LiveBarn currently broadcasts from over 1,000 facilities, including hockey, baseball, soccer and basketball venues. They are constantly adding new venues and features, further cementing their status as the largest amateur sports broadcaster in the world.

Parents can catch all of the great moments as they happen or whenever it's convenient for them, as well as download and save memories. They can also stream live from anywhere, watch on demand, and save highlights.

Coaches can see the game from a different perspective to help the team and players improve. They can also review games and practices, download clips and games, and scout the competition.

Players can share great moments, learn from their mistakes, and use video to help get them to the next level. They can also easily share highlights, build their resume reel, and improve their performance.

Newington Parks and Recreation can also utilize the cameras as a security system.

Bill DeMaio, Superintendent of Parks & Grounds was present at the May 11, 2021 meeting to review this proposal.

I have included two (2) Resolutions, one for each Contract, for your adoption this evening

#### Attachments:

- Draft LiveBarn Baseball Contract
- Draft LiveBarn Basketball Contract

AGENDA ITEM VII.H1

DATE: 5/25/2021

RESOLUTION NO. 2021 -

RESOLVED:

That the Newington Town Council hereby authorizes Keith Chapman, Town Manager to execute a contract between the Town of Newington and LiveBarn, Inc to provide a sports streaming service at baseball fields, a copy of the executed contract shall be attached to this Resolution.

MOTION BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE: \_\_\_\_\_

AGENDA ITEM VII.H2

DATE: 5/25/2021

RESOLUTION NO. 2021 -

RESOLVED:

That the Newington Town Council hereby authorizes Keith Chapman, Town Manager to execute a contract between the Town of Newington and LiveBarn, Inc to provide a sports streaming service at basketball courts, a copy of the executed contract shall be attached to this Resolution.

MOTION BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE: \_\_\_\_\_





Keith Chapman  
Town Manager

# TOWN OF NEWINGTON

200 GARFIELD STREET  
NEWINGTON, CONNECTICUT 06111

## OFFICE OF THE TOWN MANAGER

### MEMORANDUM

To: Newington Town Council  
From: James E. Krupienski, Town Clerk (On behalf of Keith Chapman, Town Manager)  
Date: May 20, 2021  
Re: Creation of a Charter Revision Commission

---

This item has been included to initiate the creation of a Charter Review Commission as discussed during the May 11, 2021. This commission is proposed to have five (5) member makeup, with the members being appointed at the June 8<sup>th</sup> or 22<sup>nd</sup> meetings. The Charter was previously reviewed and adopted in 2012.

I have included two Resolutions, one for the initiation of the commission under the Connecticut General Statutes, and one for the creation of the five-member board.

Attachment:

- Resolution to Initiate the Charter Revision Process
- Resolution to create the Charter Review Commission

AGENDA ITEM VII.11

DATE: 5/25/2021

RESOLUTION NO. 2021 -

**RESOLVED:**

**WHEREAS**, the Town of Newington, as a municipal corporation, has the power to amend its Town Charter in the manner set forth in Connecticut General Statutes §7-187 through §7-193;

**WHEREAS**, the Newington Town Council is contemplating a revision of the Newington Town Charter for the purpose of bringing said Charter up to current standards in the State of Connecticut and to eliminate any inconsistencies that may currently exist with the State of Connecticut Constitution and /or the Connecticut General Statutes; and

**WHEREAS**, pursuant to Connecticut General Statutes §7-188, the proper method for the Newington Town Council to initiate the revision of the Town Charter is by way of a resolution adopted by a two-thirds vote of its entire membership;

**NOW, THEREFORE BE IT RESOLVED**, The Newington Town Council hereby approves of the initiation of action for the amendment and revision of the Newington Town Charter pursuant to Connecticut General Statutes §7-188.

**BE IT FURTHER RESOLVED**, The Newington Town Council, in accordance with Connecticut General Statutes §7-190, shall within thirty days (30) of the date of approval of this current resolution appoint, by way of a separate resolution, a Commission consisting of five to fifteen members whose purpose shall be to draft amendments to the Newington Town Charter using the procedures set forth in Connecticut General Statutes §7-187 through §7-193. No, more than one-third of the membership of said Commission shall hold any other public office in the Town of Newington. No more than a bare majority of said Commission shall be members of one political party. The Commission is hereby directed to submit its draft report pursuant to Connecticut General Statutes §7-191, no later than sixteen months from the date of appointment of the Commission.

MOTION BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE: \_\_\_\_\_

AGENDA ITEM: VII.12

DATE: 5/25/2021

RESOLUTION NO.: 2021-

RESOLVED:

That the Newington Town Council hereby establishes the 2021 Charter Revision Commission, which shall consist of five members;

**2021 Charter Revision Commission**

5 Members – Term Duration of Charter Revision Process

Name	Address	Party	Term	Note
		R		Term will terminate upon filing of the final report with the Town Council
		R		Term will terminate upon filing of the final report with the Town Council
		R		Term will terminate upon filing of the final report with the Town Council
		D		Term will terminate upon filing of the final report with the Town Council
		D		Term will terminate upon filing of the final report with the Town Council

MOTION BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE: \_\_\_\_\_



Keith Chapman  
Town Manager

# TOWN OF NEWINGTON

200 GARFIELD STREET  
NEWINGTON, CONNECTICUT 06111

## OFFICE OF THE TOWN MANAGER

### MEMORANDUM

To: Newington Town Council  
From: James E. Krupinski, Town Clerk (On behalf of Keith Chapman, Town Manager)  
Date: May 20, 2021  
Re: Extension of Town Manager Residency Requirement

---

A request was made by the Town Manager to extend the residency requirement listed in the Town Charter and the current Manager's Contract, due to the COVID-19 pandemic. The Town Attorney, upon request of the Mayor, supplied a Legal Opinion regarding the request by the Town Manager regarding the residency requirement, as outlined in the Town Charter, Article V, The Manager, Section C-501. With the numerous concerns and impacts of COVID-19 over the past year, the Town Attorney supplied a Legal Opinion, with a recommendation for the Council to authorize a one-time one-year extension of the requirement.

A Resolution has been included for the Town Council to authorize this recommended extension as requested by the Town Manager.

Attachment:

- Resolution – Town Manager Residency Requirement Extension

AGENDA ITEM VII.J

DATE: 5/25/2021

RESOLUTION NO. 2021 -

RESOLVED:

**WHEREAS**, the Town Council has before it a request for an extension of the Town Manager residency requirement, under the Town Charter, Article V, The Manager, §C-501, and the Town Manager Contract, Section 12, from Keith Chapman, Town Manager, and

**WHEREAS**, the Town Council has before them, a Legal Opinion from Town Attorney, Benjamin Ancona, Jr., dated May 7, 2021, that states, “...*I believe there is sufficient authority and precedence to allow the Council to authorize a one-time extension of one year from June 22, 2021 to June 21, 2022.* “, and

**WHEREAS**, the Newington Town Council acknowledges that due to the COVID-19 pandemic, Governor Lamont declared a State of Emergency on March 10, 2020, which is currently in effect, through July 20, 2021.

**NOW THEREFORE BE IT RESOLVED, THAT**, the Newington Town Council recognizes the significant hardship for the Town Manager to relocate himself and his family to Newington during the COVID-19 pandemic and hereby extends the requirement of the Town Manager to relocate to Newington through June 21, 2022.

MOTION BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE: \_\_\_\_\_



Keith Chapman  
Town Manager

# TOWN OF NEWINGTON

200 GARFIELD STREET  
NEWINGTON, CONNECTICUT 06111

## OFFICE OF THE TOWN MANAGER

### MEMORANDUM

To: Newington Town Council  
From: James E. Krupienski, Town Clerk (On behalf of Keith Chapman, Town Manager)  
Date: May 20, 2021  
Re: Update on Roof Design Services

---

The Town Council was presented with this request during the May 11, 2021 meeting. The Board of Education has chosen to perform the High School roof work on their own. The proposed roof design services for the Ambulance Building and the Lucy Robbins Welles Library are not expected to exceed the \$30,000 limit, which would require the requested waiver.

Mr. Jacunski, of Jacunski Humes Architects would still perform the requested work for the town in preparation for the necessary roof work.



Keith Chapman  
Town Manager

# TOWN OF NEWINGTON

200 GARFIELD STREET  
NEWINGTON, CONNECTICUT 06111

## OFFICE OF THE TOWN MANAGER

### MEMORANDUM

To: Newington Town Council  
From: James E. Krupinski, Town Clerk (On behalf of Keith Chapman, Town Manager)  
Date: May 20, 2021  
Re: Anna Reynolds Owner's Project Manager Recommendation

---

The Anna Reynolds School PBC has concluded the necessary interviews and review of qualification and proposals for the upcoming project. At the meeting held on May 6, 2021 the committee voted to recommend to the Town Council the firm of Construction Solutions Group, of East Hartford. Jeff Baron, Director of Administrative Services supplied a memorandum, dated May 7, 2021, outlining the actions of the committee. The Council received an update from the Committee Chairman, Stephen Woods and requested the acceptance of the recommendation by the Town Council.

A Resolution to appoint Construction Solutions Group as Owner's Project Manager for the Anna Reynolds's School Renovation Project has been included for your adoption.

Attachment:

- Resolution – Appointment of Owner Project Manager for the Anna Reynolds School Renovation Project.

AGENDA ITEM VII.L1

DATE: 5/25/2021

RESOLUTION NO. 2021 -

RESOLVED:

That the Newington Town Council hereby authorizes Keith Chapman, Town Manager to execute a contract between the Town of Newington and Construction Solutions Group of East Hartford, to provide Owner's Project Manager services for the Anna Reynold's School Renovation project, a copy of the executed contract shall be attached to this Resolution.

MOTION BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE: \_\_\_\_\_





Keith Chapman  
Town Manager

# TOWN OF NEWINGTON

200 GARFIELD STREET  
NEWINGTON, CONNECTICUT 06111

## OFFICE OF THE TOWN MANAGER

### MEMORANDUM

To: Newington Town Council  
From: James E. Krupinski, Town Clerk (On behalf of Keith Chapman, Town Manager)  
Date: May 20, 2021  
Re: Amendment to the Refuse & Recycling Contract for Bulk Waste/Scrap Metal Collection

---

The Town has been in discussion with Trash-Away, Inc. to amend the Refuse and Recycling contracts. This proposal, if approved, would be implement beginning July 1, 2021. Under this amendment the resident would be responsible for paying Trash-Away directly for bulky waste removal, instead of billing the Town. Scrap metal and electronics would be taken to our collection site for disposal. The bulk waste materials would be the responsibility of Trash-Away to dispose of.

For additional details please review the letter supplied by Trash-Away, Inc., dated May 18, 2021. I have also included for your review the proposed policy & fee schedule.

A Resolution to authorize the Town Manager to execute the contract amendment will be placed upon the June 8, 2021 Regular meeting for your adoption.

#### Attachments:

- Letter from Trash-Away, Inc., Re: Contract Amendments for Bulk Collection, dated May 18, 2021.
- Town of Newington Oversized Waste & Scrap Metal Collection Program Policy, with Fee Schedule.



## TRASH - AWAY, INC.

21 Christian Lane  
New Britain  
Connecticut 06051-4120  
Tel: 860-225-1206

May 18, 2021

Town of Newington  
Attn: Robert Hillman  
Highway Department  
131 Cedar Street  
Newington, CT 06111

RE: Contract Amendments for Bulk Collection

Dear Rob,

This letter serves to document certain amendments to the Refuse and Recycling Contracts which the Town is desirous for Trash-Away, Inc. to provide, and for which both parties have agreed.

- I. The Town of Newington has proposed an Oversized Waste and Scrap Metal Collection Program Policy for its residents, which is currently provided under the Automated Residential Curbside Refuse and Recycling Contracts.
  1. In accordance with the proposed program to be effective July 1<sup>st</sup>, 2021, Trash-Away will continue to provide the bulky waste collection services to the residents. Under this new program, in lieu of billing the town for the collection of the various bulky items, residents will be required to pay the fees in accordance with the attached fee schedule directly to Trash-Away.
  2. Trash-Away will continue to deliver the Scrap Metal, and TV's collected to the Town's collection site, for which the Town will continue to be responsible for the disposal.
  3. In exchange for the fees collected for bulky Oversized Waste items, (such as; sofas, mattresses, furniture, tires, carpet, and bundled brush) Trash-Away will be responsible for the cost of disposal.

All other Contract requirements, terms and conditions as amended remain unchanged.

Please feel free to contact me if you have any questions.

Sincerely,

Peter G. Lombardo  
President

# **Town of Newington Oversized Waste and Scrap Metal Collection Program Policy**

The Town of Newington's Policy for Oversized Waste and Scrap Metal Collection is as follows:

## Qualifying premises:

- Independent residential premises up to three units which are provided trash and recycling services by the Town of Newington
- Residential condominiums and planned unit development which are provided refuse and recycling services by the Town of Newington

## Non-Qualifying Premises:

- Nonresidential premises used for wholesale or retail trade, business and professional offices, industry, churches, private schools, nonprofit organizations, farms operated as a business, state or federal government buildings, hospitals and other humane institutions, orders of fraternal organizations, clubs, and places of amusement, entertainment or recreation

## Definition of Oversized Waste:

- Household items, including, but not limited to sofas, mattresses, furniture, tires and televisions see more inclusive list below in fee schedule

## Definition of Scrap Metal:

- Household items including but not limited to stoves, hot water heaters, refrigerators and freezers

## Unacceptable Items:

- Items not accepted under the program include, construction and demolition debris, waste oil, hazardous waste, stumps, dirt, rocks and any other items deemed unacceptable by the receiving facility.
- Material generated by contractors.

## Scheduling Oversized Waste Collection:

- Oversized waste collection will take place on Thursdays of each week.
- Residents must call Trash Away (860)-229-1164 prior to Tuesday at 3:30 p.m. to schedule for the Thursday collection.
- Each premise is allowed two items per week
- When calling, residents are asked to leave the following information:
  - Name
  - Address
  - Phone number
  - Complete description of items to be picked up
- Residents will receive a return call confirming the collection

- When scheduling an oversized waste pickup residents will be required to make payment for the collection. If payments are not made prior to the deadline items will not be placed on the current week's collection schedule
- Payments may be made over the phone via credit card, mailed or paid in person to Trash Away located at 21 Christian Lane, New Britain CT 06051
- Items should be placed out at the curb the night before collection
- Items not out for collection on time will not be picked up
- Residents shall not be reimbursed for items not placed out on time
- Cancellations received prior to 3:00 on Wednesday of the scheduled collection week shall be eligible for reimbursements. Cancellations made after the 3:00 deadline shall not be reimbursed.

Scheduling Scrap Metal Collection:

- Scrap metal collection will take place on Tuesday of each week
- Residents must call Trash Away (860)-229-1164 prior to Monday at 3:00 p.m. to schedule for the Tuesday collection
- When calling, residents are asked to leave the following information:
  - Name
  - Address
  - Phone number
  - Complete description of items to be picked up
- Residents will receive a return call confirming the collection
- When scheduling a scrap metal pickup residents will be required to make payment for the collection. If payments are not made prior to the deadline items will be not placed on the current week's collection schedule
- Payments may be made over the phone via credit card, mailed or paid in person to Trash Away located at 21 Christian Lane, New Britain CT 06051
- Items should be placed out at the curb the night before collection
- Items not out for collection on time will not be picked up
- Residents shall not be reimbursed for items not placed out on time
- Cancellations received prior to 3:00 on Monday of the scheduled collection week shall be eligible for reimbursements. Cancellations made after the 3:00 deadline shall not be reimbursed

\*\*Collection days may be delayed if the scheduled date falls on a holiday. Please confirm with Trash Away when scheduling.

## Fee Schedule:

### Bulky Waste Collection Fees Residential and Condominium

Maximum of two items per stop	\$ 25.00	per stop
-------------------------------	----------	----------

### Acceptable Items include but not limited to:

Sofas  
Couches  
Chairs  
Desks  
Tables  
Chairs  
Carpet Rolls cut into 4' lengths  
Bundled Brush cut into 4' lengths  
Entertainment Center

### Additional charges

Automobile tires	\$ 10.00	each
Mattress or Box Springs	\$ 35.00	each

### Television Collection Fee

Television- first item	\$ 11.00
Additional televisions	\$ 5.00

### Scrap Metal Collection Fee

Scrap metal- first item	\$ 12.00
Additional items	\$ 5.00



Keith Chapman  
Town Manager

# TOWN OF NEWINGTON

200 GARFIELD STREET  
NEWINGTON, CONNECTICUT 06111

## OFFICE OF THE TOWN MANAGER

### MEMORANDUM

To: Newington Town Council  
 From: James E. Krupienski, Town Clerk (On behalf of Keith Chapman, Town Manager)  
 Date: May 20, 2021  
 Re: Discussion – Town Technology Fund Ordinance

---

During budget discussions it was determined that the management of the town technology infrastructure would be best handled by the creation of a fund specific for that purpose. To that end, we have drafted language to create the Town Technology Fund.

If the Town Council agrees with this proposed change, staff would begin the process of an Ordinance Amendment, as outlined below:

The process for amending Town Ordinances is dictated by §C-405 and §C-406 of the Town Charter. The process generally spans over at least three Council meetings. A resolution could appear on a meeting for introduction, as soon as June 8, 2021, if requested. This would:

- 1) To introduce the proposed amended language for the ordinance, and
- 2) To set a Public Hearing date (typically scheduled for immediately prior to the next Council meeting)

If recommended, this would be the only action to be taken on this item during the June 8<sup>th</sup> meeting. The Council may discuss and consider whether to approve the amendment at the Regular Council meeting immediately following the Public Hearing. If approved, the proposed ordinance would go into effect 15 days after publication.

#### **Attachment:**

- Draft Proposed Language, Chapter 48, §36-39 Town Technology Fund

ARTICLE VIV  
Town Technology Fund

§ 48-36. Purpose.

The Town Technology Fund (the "Fund") is hereby established to account for and finance the Town's repair and replacement costs of technology hardware, software and professional services associated with the Town of Newington. It shall also serve as a means to set aside funds to cover software licensing expenses.

§ 48-37. Revenue.

There shall be paid into said fund such transfers and appropriations as the Town Council may, from time to time, authorize plus any applicable interest earnings derived from investment of fund balances. The Town Council shall each year, in conjunction with formulating the annual budget of the Town, appropriate funds sufficient, when combined with the projected balance of said fund, to:

- A. Offset the current year expenditures for repair and replacement cost of technology hardware, software and professional services; and
- B. Accrue funds sufficient for software licensing expenses.

§ 48-38. Expenditures.

Expenditures from the Town Technology Fund shall only be used to finance repair and replacement costs of technology hardware, software and professional services or software licensing expenses. Such expenditures from said fund shall conform to appropriations made by the Town Council, as requested by the Technology Department, in accordance with Article VIII of the Town Charter. No other expenditures shall be made from said fund nor shall any transfer be made from said fund for any purpose not authorized herein.

§ 48-39. Fund Balance.

The unexpended balance of the Fund, together with interest earnings, may accrue, and the balance thereof shall not be subject to lapsing at the close of any fiscal period. The balance of said Fund or any portion thereof may be invested separately or in conjunction with other idle Town funds.



Keith Chapman  
Town Manager

# TOWN OF NEWINGTON

200 GARFIELD STREET  
NEWINGTON, CONNECTICUT 06111

## OFFICE OF THE TOWN MANAGER

### MEMORANDUM

To: Newington Town Council  
 From: James E. Krupinski, Town Clerk (On behalf of Keith Chapman, Town Manager)  
 Date: May 20, 2021  
 Re: Connecticut Neighborhood Assistance Act Tax Credit Program

---

The Connecticut Neighborhood Assistance Act Tax Credit Program provides a tax credit to businesses that make a cash investment in a *qualifying* project or program of a tax-exempt agency (not for profit or municipal). Businesses can receive a credit of 60% of their approved contribution to certain programs or projects (or 100% in the case of certain energy conservation programs or projects). A business is limited to receiving \$150,000 in tax credit annually, and a non-profit organization is limited to receiving \$150,000 in contributions in the aggregate. The minimum contribution on which credit can be granted is \$250. A review of projects and contributions approved by DRS and funded by businesses last year indicate that they are typically modest (under \$10k) and mostly energy efficiency related.

The application for organizations and businesses wishing to participate and information about the NAA Tax Credit Program can be found on the DRS website at [www.ct.gov/DRS](http://www.ct.gov/DRS); search "Neighborhood Assistance Act."

Here is the link to the program.

The Town would act as the applicant agency. The Town has a statutory role in facilitating access to the program for tax-exempt organizations, if any are interested. We have not participated in this program for several years. Our goal is to develop procedures this year so that this can be implemented annually from here forward.

There are two main parts to the program:

- Tax exempt entities who wish to participate as a beneficiary complete a form and submit it to the Town. The Town then completes another form and submits it to DRS for approval. A Public Hearing must be held and the Town Council must approve the projects before they are submitted, and the deadline for submission is July 1.
- Businesses must be identified and apply for the tax credit for each program they wish to sponsor. The tax-exempt agency is responsible for finding a sponsor (the Town may assist) and the business must apply between September 15-October 1.

The suggested timeline for the program in Newington for this year is as follows:

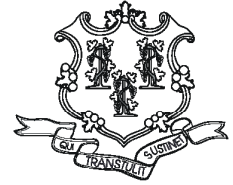
- April 23, 2021: News release issued by Town notifying tax exempt orgs
- May 14, 2021: Applications due to the Town of Newington



- May 25, 2021: Under "New Business" on the Newington Town Council agenda, the Council discusses the program and any applications received.
- June 8, 2021: Under "Old Business" on the Town Council agenda, the Council acts to set a Public Hearing date of June 22, 2021
- June 9-11, 2021: The Town Clerk publishes notices of the Public Hearing
- June 22, 2021: The Public Hearing is held, and under "Old Business" on the Town Council agenda, the Council acts to approve the application(s)
- June 25, 2021: Approved applications submitted to the State

**Attachments:**

- NAA Application Form
- CT DRS Informational Publication IP 2015(13), The Connecticut Neighborhood Assistance Act Tax Credit Program



Municipality: \_\_\_\_\_

## Form NAA-01

### 2020 Connecticut Neighborhood Assistance Act (NAA) Program Proposal

This form **must** be completed and submitted to your municipality for approval. All items **must** be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. **Do not submit this form directly to the Department of Revenue Services.**

#### Part I — General Information

Name of tax exempt organization/municipal agency: \_\_\_\_\_  
\_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Federal Employer Identification Number: \_\_\_\_\_

Program title: \_\_\_\_\_

Name of contact person: \_\_\_\_\_

Telephone number: \_\_\_\_\_ — —

Email address: \_\_\_\_\_

**Total NAA funding requested** (\$250 minimum, \$150,000 maximum): \$ \_\_\_\_\_

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?

Yes       No

If **Yes**, attach a copy of the **first page** of your most recent return.

If **No**, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

**Part II — Program Information**

Check the appropriate description of your program:

**100% credit percentage**

- Energy conservation; or
- Comprehensive college access loan forgiveness (see Conn. Gen Stat. § 12-635(3)).

**60% credit percentage**

- Job training/education for unemployed persons aged 50 or over;
- Job training/education for persons with physical disabilities;
- Program serving low-income persons;
- Child care services;
- Establishment of a child day care facility;
- Open space acquisition fund; **or**
- Other (specify): \_\_\_\_\_

Description of program: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Need for program: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Neighborhood area to be served: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Plan to implement the program: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Timetable:**

Program start date: \_\_\_\_\_

Program completion date: \_\_\_\_\_

**The program completion date must not be more than two years from the program start date. A certified post-project review is due to the municipality overseeing implementation no later than three months after program completion date for all projects receiving \$25,000 or more in NAA funding.**

**Part III — Financial Information**

**Program Budget:**

Complete in full. Expenditures must equal or exceed total funding.

**Sources of Revenue:**

NAA funds requested \_\_\_\_\_

Other funding sources - itemized sources:

a) \_\_\_\_\_

b) \_\_\_\_\_

c) \_\_\_\_\_

d) \_\_\_\_\_

**Total Funding:** \_\_\_\_\_

**Proposed Program Expenditures:**

Direct operating expenses - itemized description:

a) \_\_\_\_\_

b) \_\_\_\_\_

c) \_\_\_\_\_

d) \_\_\_\_\_

Administrative expenses - itemized description:

a) \_\_\_\_\_

b) \_\_\_\_\_

c) \_\_\_\_\_

d) \_\_\_\_\_

**Total Proposed Expenditures:** \_\_\_\_\_

## Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program: _____ _____
Mailing address: _____ _____
Name of municipal liaison: _____
Telephone number: _____ - _____ - _____
Fax number: _____ - _____ - _____
Email address: _____

<p style="text-align: center;"><b>Post-Project Review</b></p> <p style="text-align: center;">Is a post-project review required for this proposal?</p> <p style="text-align: center;"><input type="checkbox"/> Yes                      <input type="checkbox"/> No</p> <p style="text-align: center;">If <b>Yes</b>, date post-project review due:</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Date</p>
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# 2020 Connecticut Neighborhood Assistance Act (NAA) Program Proposal Instructions

Complete all items on **Form NAA-01**, *2020 Connecticut Neighborhood Assistance Act (NAA) Program Proposal*. Incomplete applications will **not** be accepted. For where to direct inquiries, see *Contact Information* below.

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## Part I – General Information

Enter the name of the tax exempt organization or municipal agency, address, Federal Employer Identification Number, and email address.

**Program Title:** Assign a unique program title to each program for which your organization is making an application.

**Federal Form 990:** Attach a copy of the first page of your organization's most recent federal Form 990 or Form 990EZ. If your organization is not required to file either Form 990 or Form 990EZ, attach a copy of the determination letter from the Internal Revenue Service.

## Part II – Program Information

**Description of Program:** Describe the program, including information about how the program will operate, its benefit to the community, how recipients will be selected, and any measures used to determine the program's impact on the community.

**Need for Program:** Demonstrate a need for this program. For example, provide relevant statistics.

**Neighborhood Area to Be Served:** Describe the neighborhood or municipality this program will serve.

**Plan to implement the program:** Describe how the program will operate. Identify other persons or organizations involved in the administration of the program.

**Timetable:** Indicate the starting and completion dates of the program. The program completion date must not be more than two years from the program start date.

## Part III – Financial Information

Each program proposal must include a program budget that includes all sources of funding and all anticipated expenditures. The information provided in the budget may be used during a post-project audit.

**Sources of Revenue:** The budget must include the requested NAA funding and any other anticipated revenue sources.

**NAA Funding Requested:** Indicate the total amount your organization is requesting for its program.

This amount may not exceed the total proposed expenditures. Please note that the minimum NAA funding is \$250, with a maximum funding of \$150,000 per organization or agency per year.

**Other Funding Sources:** Provide a detailed description(s) and the amount(s) of all funding sources.

**Proposed Program Expenditures:** The budget must include a detailed description and the amount of all direct operating and administrative expenditures. **Expenditures must equal or exceed total funding.**

**Direct Operating Expenses:** Expenses include materials, equipment, wages, salaries, tuition fees, sub-contracting services, and any other expenses needed to administer the program.

## Part IV – Municipal Information

This part is to be completed by the municipal agency overseeing implementation of the program.

**Municipal Liaison:** The municipality must designate an individual to serve as a liaison with DRS for all NAA matters.

**Post-Project Review:** Any program receiving \$25,000 or more in NAA funding is required to provide a post-project review, prepared by a certified public accounting firm, to the municipality overseeing the program. This review must be submitted to the municipality no later than three months after the program completion date.

## Contact Information

Direct inquiries to:

Department of Revenue Services (DRS)  
Neighborhood Assistance Act Program  
Attn: Research Unit  
450 Columbus Blvd Ste 1  
Hartford CT 06103-1837

or call **860-297-5687**.

**TTY, TDD, and Text Telephone users only** may transmit inquiries anytime by calling 860-297-4911. Taxpayers may also call 711 for relay services. A taxpayer must tell the 711 operator the number he or she wishes to call. The relay operator will dial it and then communicate using a TTY with the taxpayer.



450 Columbus Blvd.  
Hartford CT 06103

INFORMATIONAL PUBLICATION

## The Connecticut Neighborhood Assistance Act Tax Credit Program

**Purpose:** This Informational Publication explains the Connecticut Neighborhood Assistance Act (NAA) Tax Credit Program.

**Effective Date:** Upon issuance.

**Statutory Authority:** Conn. Gen. Stat. §12-630aa et. seq.

**Definitions:** For purposes of the NAA tax credit program:

**Business firm** means any business entity authorized to do business in Connecticut and subject to any of the following taxes:

- Insurance Companies and Health Care Centers (Chapter 207);
- Corporation Business (Chapter 208);
- Air Carriers (Chapter 209);
- Railroad Companies (Chapter 210);
- Certified Competitive Video Service Companies (Chapter 211);
- Community Antenna Television System Companies (Chapter 211);
- Satellite Companies (Chapter 211);
- Utility Companies (Chapter 212); **or**
- Business Entity (Chapter 213a). For purposes of a business entity subject to the Business Entity Tax, the credit may only be used by the members or partners of the entity that are subject to the Corporation Business Tax.

**Donation of money to an open space acquisition fund** means money contributed to an open space acquisition fund of any political subdivision of the state or any nonprofit land conservation organization.

The money must be used for the purchase of land, interest in land, or permanent conservation restriction on land to be permanently preserved as protected open space.

**Energy conservation projects** means programs to promote energy conservation that are directed toward properties where at least 75% of occupants are at an income level not exceeding 150% of the poverty level for the year immediately preceding the year during which the tax credit is to be granted or at properties owned or occupied

by charitable corporations, foundations, trusts, or other entities. Such projects include, but are not limited to:

- Energy conserving modification or replacement of windows and doors;
- Caulking and weather-stripping;
- Insulation;
- Automatic energy control systems;
- Hot water systems;
- Equipment required to operate variable steam, hydraulic, and ventilating systems;
- Replacement of burners, furnaces, or boilers;
- Electrical or mechanical furnace ignition systems; **or**
- Replacement or modification of lighting fixtures.

**The Connecticut Neighborhood Assistance Act Tax Credit Program:** The NAA Tax Credit Program provides a tax credit to business firms that make cash investments in qualifying community programs conducted by tax exempt or municipal agencies.

The credit may be applied against the following taxes:

- Insurance Companies and Health Care Centers (Chapter 207);
- Corporation Business (Chapter 208);
- Air Carriers (Chapter 209);
- Railroad Companies (Chapter 210);
- Certified Competitive Video Service Companies (Chapter 211);
- Community Antenna Television System Companies (Chapter 211);
- Satellite Companies (Chapter 211); **and**
- Utility Companies (Chapter 212).

The community programs must be approved by both the municipality in which the programs are conducted and by the Department of Revenue Services (DRS).

**Community Programs That Qualify for the NAA Tax Credit Program:** Listed below are examples of the types of programs that qualify for the NAA tax credit and the amount of the available credit.

A tax credit equal to 100% of the cash invested is available to business firms that invest in energy conservation projects.

A tax credit equal to 60% of the cash invested is available to business firms that invest in programs that provide:

- Neighborhood assistance;
- Job training;
- Education;
- Community services;
- Crime prevention;
- Construction or rehabilitation of dwelling units for families of low and moderate income in the state;
- Donation of money to an open space acquisition fund;
- Child day care facilities;
- Child care services;
- Employment and training programs directed at handicapped persons;
- Employment and training programs for unemployed workers who are 50 years of age or older;
- Education and employment training programs for recipients in the temporary family assistance program;
- Community-based alcoholism prevention or treatment; **or**
- Any other program which serves a group of individuals where at least 75% of the individuals are at an income not exceeding 150% of the poverty level for the year immediately preceding the year during which the tax credit is to be granted.

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#### **Obtaining Approval for the NAA Tax Credit Program:**

Tax exempt entities and municipal agencies desiring to obtain benefits under the NAA must complete **Form NAA-01, Connecticut Neighborhood Assistance Act Program Proposal**, Parts I, II, and III and submit the form to the municipal agency overseeing the implementation of the proposal. The overseeing municipal agency then completes Form NAA-01, Part IV and submits the form to DRS on or before July 1 of each year. Prior to submitting Form NAA-01 to DRS, each municipality must hold a public hearing on all program applications. The governing body of the municipality must vote to approve the programs. Copies of the public hearing notice and minutes of the meeting approving the programs must be submitted by the municipality to DRS with the approved program proposals.

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**Limits on the Amount of Contributions That May Be Made or on the Amount of Tax Credit Available:** The NAA Tax Credit Program has several statutory limits which must be observed, including the following:

- A business firm is limited to receiving \$150,000 in tax credits annually; however, the amount of tax credit allowed any business firm for investments in child day care facilities for any income year may not exceed \$50,000.

- The minimum contribution on which a tax credit can be granted is \$250.
- Any organization conducting a program or programs eligible for funding under the NAA is limited to receiving an aggregate of \$150,000 of funding for any program or programs for any fiscal year.
- The total amount of all tax credits allowed in any fiscal year is \$5 million, which, if exceeded, results in prorating the approved tax credits among the approved organizations.

**Business Applications Deadlines:** Each business firm requesting a tax credit under the NAA Tax Credit Program must complete a separate **Form NAA-02, Connecticut Neighborhood Assistance Act (NAA) Business Application**, for **each** program it wishes to sponsor. Form NAA-02 must be submitted to DRS on or after September 15 but not later than October 1 of each year. Business firms may electronically submit their application by emailing a signed Form NAA-02 to **NAAProgram@ct.gov**. Any application that is not electronically submitted may be mailed or hand-delivered to DRS.

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**Claiming the Tax Credit:** DRS issues an NAA program approval letter to business firms that make cash investments in qualified community programs. The letter indicates the tax credit amount that may be claimed on the applicable business tax return. The tax credit amount must also be entered on **Form CT-1120K, Business Tax Credit Summary**, and/or **Form CT-207K, Insurance/Health Care Tax Credit Schedule**.

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**Carry Back Provisions:** The amount of tax credit that is not taken on the tax return of a business firm for the income year beginning during the calendar year in which the program proposal was approved may be carried back to the two immediately preceding income years (beginning with the earlier of the years). No carry forward is allowed.

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**Obtaining Additional Information:** Direct inquiries to:

Department of Revenue Services  
Research Unit  
450 Columbus Blvd. Ste 1  
Hartford CT 06103

Call: **860-297-5687**

Email: **DRS.TaxResearch@po.state.ct.us**

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**Effect on Other Documents: Informational Publication 2013(9), The Connecticut Neighborhood Assistance Act Tax Credit Program**, is superseded and may not be relied upon after the date of issuance of this Publication.



**Effect of This Document:** An Informational Publication issued by DRS addresses frequently asked questions about a current position, policy, or practice, usually in a less technical question and answer format.

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**Related Forms and Publications:** Request the most recent edition of the following forms: **Form NAA-01**, *Neighborhood Assistance Act Program Proposal*, and **Form NAA-02**, *Neighborhood Assistance Act Business Application*.

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**For Further Information:** Call DRS during business hours, Monday through Friday:

- **1-800-382-9463** (Connecticut calls outside the Greater Hartford calling area only); **or**
- **860-297-5962** (from anywhere).

**TTY, TDD, and Text Telephone users only** may transmit inquiries anytime by calling 860-297-4911.

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**Forms and Publications:** Visit the DRS website at [www.ct.gov/DRS](http://www.ct.gov/DRS) to download and print Connecticut tax forms and publications.

**Paperless Filing/Payment Methods (fast, easy, free, and confidential):** Business and individual taxpayers can use the **Taxpayer Service Center (TSC)** at [www.ct.gov/TSC](http://www.ct.gov/TSC) to file a variety of tax returns, update account information, and make payments online.

**File Electronically:** You can choose first-time filer information and filing assistance or log directly into the **TSC** to file returns and pay taxes.

**Pay Electronically:** You can pay taxes for tax returns that cannot be filed through the **TSC**. Log in and select the *Make Payment Only* option. Designate a payment date up to the due date of the tax and mail a paper return to complete the filing process.

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**DRS E-Alerts Service:** Get connected to the latest news from DRS. Receive notification by email of changes to legislation, policies, and procedures. **DRS E-Alerts** provide information for employer's withholding tax, News – Press Releases, and Top 100 Delinquency List. Visit the DRS website at [www.ct.gov/DRS](http://www.ct.gov/DRS) and select *Sign up for e-alerts* under *How Do I?* on the gold navigation bar.



# TOWN OF NEWINGTON

200 Garfield Street Newington, Connecticut 06111

## Finance Department

Keith Chapman  
Town Manager

Janet Murphy  
Director of Finance

### Memorandum

**To:** Newington Town Council  
**From:** Janet Murphy, Director of Finance  
**Date:** May 25, 2021  
**Re:** Nutmeg Independent Public Safety Employees Union (NIPSEU)

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During contract negotiations between the Town Manager, Keith Chapman, and the NIPSEU, it requested that discussions regarding sick leave be had outside of the contract extension negotiations. Discussions were held and an agreement was reached regarding the handling of sick leave and vacation leave.

The two revisions to the existing contract are as follows:

1. Union members with sick leave banks above 60 days can request on an annual basis to received a payout. The payout would be hours above the 60 days but no more than 135 days at a rate of 50%.
2. Request for vacation carryover will be allowed providing the requested time is used within 6 months. A one time payment will be made to members whose current bank of vacation time is over the limit and going forward the members will be required to only hold the limited amount of vacation time in their bank.

This agreement was voted on and approved by the Nutmeg independent Public Safety Employees Union and tentative language is now being reviewed by both the Town and Union attorneys.

Included with this memo is a draft of the Letter of Agreement between the Town of Newington and Nutmeg Independent Public Safety Employees Union. This item should be introduced for discussion at the May 25th Town Council meeting with the adopting resolution to be scheduled for the meeting following that.



Keith Chapman  
Town Manager

# TOWN OF NEWINGTON

200 Garfield Street Newington, Connecticut 06111

## Finance Department

Janet Murphy  
Director of Finance

Letter of Agreement  
Between  
Town of Newington  
and  
Nutmeg Independent Public Safety Employees Union

The following agreement applies to the future handling of sick leave and vacation time.

### Article XIV: 14.5 Redemption of Accumulated Sick Leave

- A) Sick leave accumulated over sixty (60) working days may be redeemable by an employee annually at a rate of 50%.
- B) Employees can accumulate a maximum of one hundred thirty-five (135) working days of sick leave.
- C) Accumulated sick leave above the (60) working days will be reimbursed to the employee, annually, at a rate of 50%.
- D) Employees will be allowed to determine when he/she chooses to redeem accumulated sick leave, not less than sixty (60) work days and no more than one hundred thirty-five (135) work days, on an annual basis.
- E) Employees will inform the Town of Newington Finance Department of their intention to redeem sick leave by the month of May annually. Reimbursement to the employee will be made during the month of June annually.
- F) Employees hired after 09/19/1994 shall not receive any reimbursement of sick leave at the time of his/her retirement.

### Article XII: 12.6 Vacations

12.6 Employees shall be allowed to request a carry over of vacation time that is over the maximum allowed. The requested vacation will need to be used within 6 months of start of the fiscal year.

The vacation request carry over is contingent upon the payment this June to employees currently over their vacation bank limit and the on-going policy that amounts over the allowed limit will be lost if not used in the time period allowed.

AGENDA ITEM: VIII.D  
DATE: 6/8/2021  
RESOLUTION NO. 2021-

RESOLVED,

That the Newington Town Council, pursuant to Connecticut General Statutes, Section 7-474(b), as revised, hereby approves the Letter of Agreement between the Town of Newington and Nutmeg Independent Public Safety Employees Union (NIPSEU), regarding the future handling of sick leave and vacation time, and authorizes Keith Chapman, Town Manager to sign said Letter of Agreement, which will cover the contract period of July 1, 2021 through June 30, 2026.

DRAFT

MOTION BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE: \_\_\_\_\_

AGENDA ITEM: X.A

DATE: 5/25/2021

RESOLUTION NO. 2021-

RESOLVED:

That property tax refunds in the amount of \$ 1,641.56 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 – May 25, 2021**

Collins, Christopher 22 Harrison St Hartford, CT 06112	\$ 111.28
Kwapinska, Anna 2100 Stanley St Apt 410 New Britain, CT 06053	\$ 132.92
Nissan Infiniti – LT Tax Operations Po Box 650214 Dallas, TX 75265-0214	\$ 339.86
Savvidis, Theodore 124 Hickory Hill Ln Newington, CT 06111	\$ 60.89
Stephen, Susan Zachariah, Debora 33 Surrey Dr Newington, CT 06111	\$ 60.29
Toyota Lease Trust 20 Commerce Way Ste 800 Woburn, MA 01801-1057	\$ 552.00
Ullah, Musarat 35 Sunnyside Rd Newington, CT 06111	\$ 39.45
Wheels LT 666 Garland Place Des Plaines, IL 60016	\$ 217.92
Zachariah, Debora 54 Brinley Way Newington, CT 06111	\$ 126.95
<b>TOTAL</b>	<b>\$1,641.56</b>

AGENDA ITEM: XVI.A

DATE: 5/25/2021

RESOLUTION NO. 2021-

RESOLVED,

That the Newington Town Council, in accordance with CGS §1-200(6)(A) hereby moves to go into Executive Session and invites the Town Council members, the Mayor, Keith Chapman, Town Manager, Ben Ancona, Town Attorney & Attorney Kenneth R. Plumb, to discuss a Personnel issue: Personnel & Classification Plan.

MOTION BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE: \_\_\_\_\_