AGENDA
May 28, 2019, 7:00 p.m.

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

III. APPROVAL OF AGENDA

IV. AWARDS/PROCLAMATIONS
   A. Award eeSmarts Annual Student Contest

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

VI. REMARKS BY COUNCILORS ON PUBLIC PARTICIPATION

VII. CONSIDERATION OF OLD BUSINESS (Action May Be Taken)
   A. Anna Reynolds Project Building Committee
   B. Adoption of 2019-2024 Hazard Mitigation Plan
   C. Discussion - TVDD Draft Regulations
   D. Bid Waiver Request for Revaluation 2020
   E. Budget Transfers for FY 2018-2019
   F. Annual Appointment of Auditor
   G. Discussion – Library Parking Lot Update
   H. Discussion- Town-wide Facilities Building Committee

VIII. CONSIDERATION OF NEW BUSINESS (Action May Be Taken by Waiving the Rules)
   A. Discussion-Detention/Retention Pond Maintenance
   B. Town Hall Renovation Update
   C. Fair Housing Resolution (Action Requested)

IX. RESIGNATIONS/APPOINTMENTS (Action May Be Taken)

X. TAX REFUNDS (Action Requested)
   A. Approval of May 28, 2019 Refunds for an Overpayment of Taxes

XI. MINUTES OF PREVIOUS MEETINGS
   A. May 14, 2019 Special Meeting Minutes
   B. May 14, 2019 Regular Meeting Minutes

Phone: (860) 665-8510   Fax: (860) 665-8507
townmanager@newingtonct.gov
www.newingtonct.gov
XII. WRITTEN/ORAL COMMUNICATIONS FROM THE TOWN MANAGER, OTHER TOWN AGENCIES AND OFFICIALS, OTHER GOVERNMENTAL AGENCIES AND OFFICIALS AND THE PUBLIC

XIII. COUNCIL LIAISON/COMMITTEE REPORTS

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

XV. REMARKS BY COUNCILORS

XVI. EXECUTIVE SESSION – PERSONNEL - Facilities Department Vacancy

XVII. ADJOURNMENT
WHEREAS, the eesmarts program of the Energize Connecticut initiative expands students’ understanding of the science, math, and technology of clean, renewable energy; and

WHEREAS, the eesmarts annual Student Contest encourages students from kindergarten to college to create projects about energy efficiency, renewable energy, and sustainability; and

WHEREAS, the 2019 eesmarts Student Contest received more than 800 entries from throughout the state; and

WHEREAS, Rishan Annadurai of Newington, a junior at the CREC Academy of Aerospace and Engineering, was a member of the team that designed and developed one of the award-winning projects in the Grade 9-11 division, and

WHEREAS, Rishan was honored at the awards ceremony at the State Capitol on Thursday, May 9, 2019;

NOW, THEREFORE BE IT RESOLVED, that the Newington Town Council hereby recognizes Rishan for his awareness of the importance of energy conservation and for the talent and creativity he displayed in producing a prize-winning entry; and

BE IT FURTHER RESOLVED, that the Newington Town Council extends its heartiest congratulations to Rishan Annadurai for this outstanding achievement.
MEMORANDUM

To: Newington Town Council
From: James E. Krupienski, (On behalf of Tanya D. Lane, Town Manager)
Date: May 21, 2019
Re: Anna Reynolds Project Building Committee

The Town Council was presented with a Draft Resolution at the May 14, 2019 meeting that outlined the makeup and duties of the Anna Reynolds PBC.

The Board of Education has supplied a memorandum indicating their members for appointment, which is included as part of this item.

A Resolution to create the Anna Reynolds Project Building Committee is included for your adoption.

Attachment:
Memorandum – Pamela S. Muraca, Interim Superintendent of Schools to Tanya D. Lane, Town Manager, Board of Education Appointments, Anna Reynolds Project Building Committee
Resolution – Creation of the Anna Reynolds Project Building Committee (PBC)
DATE: May 21, 2019

TO: Tanya Lane, Town Manager
    James Krupienski, Town Clerk

FROM: Pamela S. Muraca, Interim Superintendent of Schools

SUBJECT: BOARD OF EDUCATION APPOINTMENTS
ANNA REYNOLDS PROJECT BUILDING COMMITTEE

Mr. Joshua Shulman, Board of Education Chairperson, has made the following appointments to the Anna Reynolds Project Building Committee for the renovation of Anna Reynolds School.

➢ Mr. Michael Branda, Board of Education Member
➢ Mr. Paul Vessella, Board of Education Member

Please contact this office if you have any questions concerning the above appointments.

PSM:skp

cc: Members of the Board of Education
    Mr. Lou Jachimowicz, Chief Finance & Operations Officer
RESOLVED:

That in accordance with the Newington Code of Ordinances, Article X, Project Building Committees, Section 8-38 – 8-45, inclusive, the Newington Town Council hereby establishes the Anna Reynolds Project Building Committee, comprised of 7 members; of which 2 shall be representatives of the Town Council, 2 shall be representatives of the Board of Education, and 3 shall be members of the public; and

BE IT FURTHER RESOLVED; that the Mayor, Town Manager, Board of Education Chairman and the Superintendent of Schools shall be ex-officio members of the Anna Reynolds Project Building Committee, and

BE IT FURTHER RESOLVED; that said Committee is charged to work with the Town Manager (or her designee), Superintendent of Schools, and any other appropriate Town staff in the oversight of renovations to the Anna Reynolds Elementary School. Such improvements shall comply with the appropriate sections of the Fire Code, Health Code, Building Code and OSHA regulations, regulations of the Americans with Disabilities Act, and any other health and/or safety code regulations currently in force; and

NOW THEREFORE BE IT RESOLVED; that the Newington Town Council hereby appoints the following members to the Anna Reynolds Project Building Committee:

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Party</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Michael Branda, BOE Member</td>
<td>D</td>
<td></td>
<td>5/28/2019-11/12/2019</td>
</tr>
<tr>
<td>Paul Vessella, BOE Member</td>
<td>R</td>
<td></td>
<td>5/28/2019-11/12/2019</td>
</tr>
<tr>
<td>, Town Council Member</td>
<td>D</td>
<td></td>
<td>5/28/2019-11/12/2019</td>
</tr>
<tr>
<td>, Town Council Member</td>
<td>R</td>
<td></td>
<td>5/28/2019-11/12/2019</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>5/28/2019-Indefinite</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>5/28/2019-Indefinite</td>
</tr>
<tr>
<td>Joshua Shulman, BOE Chairman</td>
<td>Ex-officio</td>
<td></td>
<td>5/28/2019-Indefinite</td>
</tr>
<tr>
<td>Pamela Muraca, Interim Superintendent of Schools</td>
<td>Ex-officio</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roy Zartarian, Mayor</td>
<td>Ex-officio</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tanya D. Lane, Town Manager</td>
<td>Ex-officio</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: Public members of the Committee will serve terms of 5/28/2019 – Indefinite; Town Council and Board of Education members of the Committee will serve terms concurrent with their elected term of office.

MOTION BY: _______________________
SECONDED BY: _____________________
VOTE: _____________________________
MEMORANDUM

To: Newington Town Council  
From: James E. Krupienski, (On behalf of Tanya D. Lane, Town Manager)  
Date: May 21, 2019  
Re: 2019-2024 Capitol Region Natural Hazard Mitigation Update Plan

The Town Council received a presentation from David Murphy of Milone & MacBroom at the May 14, 2019 meeting regarding the updates to the current Natural Hazard Mitigation Plan. The prior plan was last approved in October, 2014, and was updated based on communication with town staff and input received during public workshops.

The draft plan has been reviewed by the CT DEMHS and FEMA. FEMA issued its Approval Pending Adoption (APA) on March 12, 2019. Once all participating municipalities have approved their respective plans, final approval of the Regional plan will be supplied.

The full draft plan documents may be viewed at: http://crcog.org/2016/05/30/natural-hazards-mitigation-planning/.

A Resolution has been included for formal adoption of the plan update.

Attachment:  
   Resolution – Adoption of the Capital Region Natural Hazard Mitigation Plan Update, 2019-2024
CERTIFICATE OF ADOPTION
TOWN OF NEWINGTON TOWN COUNCIL
A RESOLUTION ADOPTING THE CAPITOL REGION NATURAL HAZARD
MITIGATION PLAN UPDATE, 2019-2024

WHEREAS, the Town of Newington has historically experienced severe damage from natural hazards and it continues to be vulnerable to the effects of those natural hazards profiled in the plan (e.g. flooding, high wind, thunderstorms, winter storms, earthquakes, droughts, dam failure, and wildfires), resulting in loss of property and life, economic hardship, and threats to public health and safety; and

WHEREAS, the Newington Town Council approved the previous version of the Plan in 2014; and

WHEREAS, the Town of Newington and Capitol Region Council of Governments developed and received conditional approval from the Federal Emergency Management Agency (FEMA) for the Natural Hazard Mitigation Plan Update, 2019-2024 under the requirements of 44 CFR 201.6; and

WHEREAS, public and committee meetings were held and public input was sought in 2017 and 2018 regarding the development and review of the Natural Hazard Mitigation Plan Update, 2019-2024; and

WHEREAS, the Plan specifically addresses hazard mitigation strategies and Plan maintenance procedure for the Town of Newington; and

WHEREAS, the Plan recommends several hazard mitigation actions/projects that will provide mitigation for specific natural hazards that impact the Town of Newington, with the effect of protecting people and property from loss associated with those hazards; and

WHEREAS, adoption of this Plan will make the Town of Newington eligible for funding to alleviate the impacts of future hazards;

NOW THEREFORE BE IT RESOLVED by the Town Council:

1. The Plan is hereby adopted as an official plan of the Town of Newington;
2. The respective officials identified in the mitigation strategy of the Plan are hereby directed to pursue implementation of the recommended actions assigned to them;
3. Future revisions and Plan maintenance required by 44 CFR 201.6 and FEMA are hereby adopted as a part of this resolution for a period of five (5) years from the date of this resolution.
4. An annual report on the progress of the implementation elements of the Plan shall be presented to the Town Council.

Adopted this 28th day of May, 2019 by the Town Council of Newington, Connecticut.

__________________________________
Mayor Roy Zartarian

MOTION BY: ________________
SECONDED BY: ________________
VOTE: ________________________
MEMORANDUM

To: Newington Town Council
From: James E. Krupienski, (On behalf of Tanya D. Lane, Town Manager)
Date: May 22, 2019
Re: Discussion – Transit Village Design District (TVDD) Draft Regulations

This item has been added to continue the review and discussion of the proposed draft regulations to create the Transit Village Design District (TVDD) Zone.
MEMORANDUM

To:       Newington Town Council
From:     James E. Krupienski, (On behalf of Tanya D. Lane, Town Manager)
Date:     May 22, 2019
Re:       Bid Waiver Request for Revaluation 2020

The Town Assessor, Steven Kosofsky is preparing to begin the town-wide revaluation process. During the May 14, 2019 meeting, Mr. Kosofsky reviewed his request for a Bid Waiver to allow for the use of the current software vendor, eQuality, for the upcoming Revaluation process.

A Resolution for the waiver of bid requirements of Charter §813 is included for your adoption

Attachment:  
Resolution to Waiver Bid Requirements
AGENDA ITEM: VII.D
DATE: 5/28/2019
RESOLUTION NO. 2019-

RESOLVED:

That the Newington Town Council agrees to waive the bidding process under section 813 of the Charter for the appropriation of revaluation services and allow the Town Assessor to continue to use our current vendor, eQuality.

NOW THEREFORE BE IT RESOLVED: That the Newington Town Council, as fiscal authority for the Town hereby agrees to waive the bidding process.

MOTION BY: ______________________
SECONDED BY: ___________________
VOTE: ____________________________
To: Newington Town Council
From: James E. Krupienski, (On behalf of Tanya D. Lane, Town Manager)
Date: May 22, 2019
Re: Budget Transfers for FY 2018-2019

The Newington Town Charter, § C-808 allows appropriation transfers from one department to another only during the last six months of the fiscal year. During the May 14, 2019 meeting, Janet Murphy, Finance Director presented an overview of the accounts requiring transfers. The supplied Resolution lists the departments/accounts that need appropriation transfers within the General Fund to prevent overdrafts.

A Resolution to approve the requested transfers is included for your adoption

Attachment:  
Resolution to Approve Transfers
CERTIFICATION:

In accordance with Section 808 of the Town Charter, I hereby certify that there exists, free from encumbrances, in the following appropriations in the General Fund, the amounts listed below.

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Title</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>962</td>
<td>Contingency</td>
<td>$199,460</td>
</tr>
<tr>
<td>120</td>
<td>Town Managers Salary</td>
<td>$70,000</td>
</tr>
<tr>
<td>925</td>
<td>Insurance Reserve</td>
<td>$140,000</td>
</tr>
</tbody>
</table>

Janet Murphy, Director of Finance

RESOLVED:

That the Newington Town Council hereby transfers the above-certified funds in the General Fund to the following accounts:

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Title</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>120</td>
<td>Town Manager</td>
<td>$1,805</td>
</tr>
<tr>
<td>140</td>
<td>Elections</td>
<td>1,489</td>
</tr>
<tr>
<td>150</td>
<td>Finance</td>
<td>4,711</td>
</tr>
<tr>
<td>160</td>
<td>Town Attorney</td>
<td>70,000</td>
</tr>
<tr>
<td>170</td>
<td>Town Clerk</td>
<td>2,762</td>
</tr>
<tr>
<td>190</td>
<td>General Services</td>
<td>2,554</td>
</tr>
<tr>
<td>210</td>
<td>Police</td>
<td>57,430</td>
</tr>
<tr>
<td>230</td>
<td>Fire Department</td>
<td>306</td>
</tr>
<tr>
<td>238</td>
<td>Fire Marshal</td>
<td>2,180</td>
</tr>
<tr>
<td>Code</td>
<td>Department</td>
<td>Amount</td>
</tr>
<tr>
<td>-------</td>
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<td>--------</td>
</tr>
<tr>
<td>280</td>
<td>Hydrants</td>
<td>3,600</td>
</tr>
<tr>
<td>310</td>
<td>Engineering</td>
<td>240</td>
</tr>
<tr>
<td>321</td>
<td>Highway</td>
<td>4,727</td>
</tr>
<tr>
<td>420</td>
<td>Town Planner</td>
<td>1,006</td>
</tr>
<tr>
<td>430</td>
<td>Planning &amp; Zoning</td>
<td>2,099</td>
</tr>
<tr>
<td>450</td>
<td>Building Department</td>
<td>3,154</td>
</tr>
<tr>
<td>460</td>
<td>Conservation Commission</td>
<td>1,078</td>
</tr>
<tr>
<td>470</td>
<td>Economic Development</td>
<td>39</td>
</tr>
<tr>
<td>610</td>
<td>Human Services</td>
<td>3,700</td>
</tr>
<tr>
<td>640</td>
<td>Senior &amp; Disabled Service</td>
<td>7,254</td>
</tr>
<tr>
<td>710</td>
<td>Library</td>
<td>7,542</td>
</tr>
<tr>
<td>810</td>
<td>Parks &amp; Recreation</td>
<td>5,184</td>
</tr>
<tr>
<td>831</td>
<td>Parks &amp; Grounds</td>
<td>1,600</td>
</tr>
<tr>
<td>940</td>
<td>Employee Benefits</td>
<td>15,000</td>
</tr>
<tr>
<td>31110</td>
<td>CIP</td>
<td>210,000</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>$409,460</td>
</tr>
</tbody>
</table>

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

To: Newington Town Council
From: James E. Krupienski, (On behalf of Tanya D. Lane, Town Manager)
Date: May 22, 2019
Re: Annual 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 provides 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.

This year the Town issued a Request for Proposals for audit services. 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.

A Resolution has been included for the Council’s appointment of the Auditor.

Attachment:
Resolution - Annual Appointment of Auditor
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, 2019; said firm agrees to file a complete report on or before December 15, 2019.
MEMORANDUM

To: Newington Town Council  
From: James E. Krupienski, (On behalf of Tanya D. Lane, Town Manager)  
Date: May 22, 2019  
Re: Discussion – Library Parking Lot Update

This is a continuation of the discussion from the May 14, 2019 Regular meeting on the status of the Library Parking lot, based on comments received during that meeting. Town Engineer, Gary Fuerstenberg will be present to answer questions relative to the site improvements.
MEMORANDUM

To: Newington Town Council
From: James E. Krupienski, Town Clerk (on behalf of Tanya D. Lane, Town Manager)
Date: May 22, 2019
Re: Discussion-Formation of a Town-wide Facilities Building Committee

This item has been added to discuss the future creation of a Town-wide Facilities Building Commission to review all Town facilities and determine the necessary maintenance and timeline for completion of any suggested improvements. This item was last discussed during the March 25, 2019 meeting.
MEMORANDUM

To: Newington Town Council
From: James E. Krupienski, (On behalf of Tanya D. Lane, Town Manager)
Date: May 24, 2019
Re: Discussion – Detention/Retention Pond Maintenance

Town Engineer, Gary Fuerstenberg and Highway Superintendent, Tom Molloy will be present to answer questions relative to the cleaning and maintenance of town owned detention/retention ponds.

Town Planner, Craig Minor will be present to discuss maintenance of privately owned detention/retention ponds in addition to what grant funds may be available for the town to apply for to assist in its maintenance efforts.
MEMORANDUM

To: Newington Town Council
From: James E. Krupienski, (On behalf of Tanya D. Lane, Town Manager)
Date: May 24, 2019
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, (On behalf of Tanya D. Lane, Town Manager)
Date: May 22, 2019
Re: Annual Fair Housing Resolution

Since 1993, the Town of Newington has been the recipient of grant funding through the Small Cities grant program. The program assists in funding the Town’s housing rehabilitation loan program as well as infrastructure and other improvements to Newington’s housing stock. As a recipient of such grant funding and potential future applicant, the Town of Newington documents its commitment to the principles and practices of Fair Housing by the adoption of a Fair Housing Resolution.

A copy of the proposed resolution is attached for your information and consideration. A waiver of action has been included in addition to the resolution for your consideration. Following adoption, the resolution will be included in the Town’s Small Cities Fair Housing Plan Component. In addition, the Town Planner will be forwarding letters to local lenders and real estate professionals encouraging their continued commitment to Fair Housing.

Attach.
   Resolution w/Waiver for Adoption
RESOLVED:

The Newington Town Council, in accordance with Section 12 of the Town Council, Rules of Procedure, adopted May 10, 2016, hereby moves to allow action on Agenda Item VIII.A, to adopt the 2019 Fair Housing Resolution.

MOTION BY: ____________________
SECONDED BY: __________________
VOTE: ___________________________

WHEREAS, all American citizens are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and

WHEREAS, State and Federal Fair Housing laws require that all individuals, regardless of race, color, religion, sex, national origin, ancestry, marital status, age, mental or physical disability, lawful source of income, sexual orientation, or familial status, be given equal access to rental and homeownership opportunities and be allowed to make free choices regarding housing location; and

WHEREAS, the Town of Newington is committed to upholding these laws and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice;

NOW, THEREFORE, BE IT RESOLVED, that the Newington Town Council hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase and obtain financing for adequate housing of their choice on a non-discriminatory basis; and

BE IT FURTHER RESOLVED, that the Town Manager of the Town of Newington or his/her designated representative is responsible for responding to and assisting any person who alleges to be the victim of any illegal discriminatory housing practices in the Town of Newington and for advising such person of the right to file a complaint with the State of Connecticut Commission on Human Rights and Opportunities (CHRO) or the U.S. Department of Housing and Urban Development (HUD) or to seek assistance from the CT Fair Housing Center, legal services, or other fair housing organizations to protect his or her right to equal housing opportunities.

MOTION BY: ____________________
SECONDED BY: __________________
VOTE: ___________________________
RESOLVED:

That property tax refunds in the amount of $530.41 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>Honda Lease Trust</td>
<td>600 Kelly Way</td>
<td>$111.84</td>
</tr>
<tr>
<td></td>
<td>Holyoke, MA 01040</td>
<td></td>
</tr>
<tr>
<td>VW Credit Leasing LTD</td>
<td>1401 Franklin Boulevard</td>
<td>$385.19</td>
</tr>
<tr>
<td></td>
<td>Libertyville, IL 60048</td>
<td></td>
</tr>
<tr>
<td>Romario Xhaferri</td>
<td>1 Bernston Way</td>
<td>$33.38</td>
</tr>
<tr>
<td></td>
<td>Newington, CT 06111</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$ 530.41</strong></td>
</tr>
</tbody>
</table>
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 and Tanya D. Lane, Town Manager to discuss a Personnel issue regarding the Facilities Department vacancy.