AGENDA
June 11, 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. Resolution to Authorize Application to TPZ - TVDD Draft Regulations
   B. Discussion – Town-wide Facilities Committee
   C. Discussion – All-Terrain Vehicles (ATV) Ordinance

VIII. CONSIDERATION OF NEW BUSINESS (Action May Be Taken by Waiving the Rules)
   A. Discussion – Juvenile Review Board
   B. Town-wide Blight Update
   C. Discussion – Sale of Town Owned Land
   D. Resolution to Oppose Tolls on State Highways
   E. Discussion – Review of Chapter 291, Noise
   F. Annual Suspense List
   G. Cancellation of the July 9, 2019 Meeting
   H. Placement of PCL Insurance Coverage for the Town of Newington

IX. RESIGNATIONS/APPOINTMENTS (Action May Be Taken)
   A. Anna Reynolds PBC

X. TAX REFUNDS (Action Requested)
   A. Approval of June 11, 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
C. May 28, 2019 Regular Meeting Minutes

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. ADJOURNMENT
RESOLUTION NO. 2019-

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 1,200 entries from throughout the state; and

WHEREAS, the poster designed and drawn by Elizabeth Green School student Karina Marsh was selected as the first place winner in the kindergarten-grade category; and

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

NOW, THEREFORE BE IT RESOLVED, that the Newington Town Council hereby recognizes Karina Marsh for her awareness of the importance of energy conservation and for the talent and creativity she displayed in producing her prize-winning poster; and

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

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

To: Newington Town Council
From: James E. Krupienski, (On behalf of Tanya D. Lane, Town Manager)
Date: June 5, 2019
Re: Discussion – Transit Village Design District (TVDD) Draft Regulations

This has been added to allow for the Town Council to authorize the submission of a petition to the Town Plan & Zoning Commission and authorize Andrew Brecher, Economic Development Director to make application for the consideration of the Transit Village Design District (TVDD) Overlay Zone regulations.

A Resolution for adoption by the Town Council has been included as part of this item.

Attachment:
    Resolution – Submission of the Transit Village Design District (TVDD) Overlay Zone regulations
RESOLVED,

That the Newington Town Council hereby moves to submit a petition to the Town Plan & Zoning Commission (TPZ), creating a “Transit Village Design District (TVDD)”, and furthermore the Town Council authorizes Andrew Brecher, Economic Development Director to make application, on behalf of the Town Council, to the Town Plan & Zoning Commission (TPZ), for consideration of the Transit Village Design District (TVDD) Overlay Zone Regulations.

MOTION BY: ______________________
SECONDED BY: ____________________
VOTE: ____________________________
To: Newington Town Council  
From: James E. Krupienski, Town Clerk (on behalf of Tanya D. Lane, Town Manager)  
Date: June 5, 2019  
Re: Discussion-Formation of a Town-wide Facilities Committee

This item is a continuing discussion regarding the future creation of a Town-wide Facilities Commission to review all Town facilities and determine the necessary maintenance and timelines for completion of any suggested improvements. During the prior meeting the Mayor had supplied information from surrounding towns that outlined their committee’s makeup.
MEMORANDUM

To: Newington Town Council
From: James E. Krupienski, (On behalf of Tanya D. Lane, Town Manager)
Date: June 5, 2019
Re: Discussion – All-Terrain Vehicles (ATV) Ordinance

This is a continuation of the discussion from the May 14, 2019 meeting on the feasibility of adopting an ordinance to regulate All-Terrain Vehicles (ATV) within town. Benjamin Ancona, Town Attorney will be present to answer any questions that may arise during the discussion.

During the May 14, 2019 meeting, the Town Council received a copy of the adopted ordinance information from the City of New Britain for review.
MEMORANDUM

To: Newington Town Council
From: James E. Krupienski, (On behalf of Tanya D. Lane, Town Manager)
Date: June 6, 2019
Re: Discussion – Juvenile Review Board

Based on a request by Town Council members, Carol LaBrecque, Human Services Director will be present to discuss the Juvenile Review Board and how this service benefits the youth of the Town.
MEMORANDUM

To: Newington Town Council  
From: James E. Krupienski, (On behalf of Tanya D. Lane, Town Manager)  
Date: June 7, 2019  
Re: Town-wide Blight Enforcement

During the June 11, 2019 Regular meeting, Andrew Armstrong, Zoning Enforcement Officer/Asst. Town Planner will be present to review the current blight enforcement process, a statistical overview and new properties for addition to the Blighted Properties List.

Attachment:
Memorandum – Blight Update, Date June 11, 2019  
Memorandum – Blight Enforcement Statistics: August 2016-Present, dated June 11, 2019  
Memorandum – Blighted Property List, dated June 11, 2019
MEMORANDUM

To: Newington Town Council
From: Andrew J. Armstrong, Blight Enforcement Officer
Date: June 11, 2019
Re: Blight Update

There will be an item on the June 11, 2019 agenda to update Council with a statistical update of blight complaints as well as an update of the current blight list.

Below is an overview of the process:

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

All complaints are first screened by the Safe Homes Taskforce, consisting of the Health, Human Services, Police, Fire, and other relevant and/ or critical departments. This is done to determine if there is any prior history at the address that could present a danger to the Enforcement Officer or could benefit from the assistance from these departments.

The Blight Enforcement Officer (BEO) is the first point of inspection(s) of the property. The BEO will determine whether the property meets the blighted property criteria. Properties that do not meet the blight criteria are noted as such and moved to an “inactive” complaint list.

Inspection, Notification, & Enforcement
After the property has been screened, the BEO will perform an inspection(s) of the property. The BEO determines whether the property meets the blighted property criteria. Properties that do not meet the criteria are moved to the “inactive” list. When a property meets the criteria, the BEO will move forward with the notification process as required by the ordinance:
• Notice of Violation Warning Letter.
• Citation Letter: $100 maximum per day for each violation (A copy must also be sent to the bank or lienholder). A citation can be contested by written notice within 10 days of notice of citation and a decision would be determined by the Citation Hearing Officer.
• Meeting of Blighted Premises Board: Tax Assessor & Finance Director determine if it is prudent to proceed with remediation if necessary.
• 10 Day Notice to be placed on Blight List.
• Blight Remediation Order & Authorization to Enter signed by Town Manager.
• Following Town remediation, invoice is sent to property owner with payment timeframe.
• If payment is not received a lien is filed.

If the violation is not resolved as a result of this process, the property will be placed on the official Blighted Premises List. Properties placed on the blight list may continue to be fined until the blighted condition is rectified, fines paid, and the owner requests an inspection for removal. Further action such as liens, legal action, and Town remediation may be taken as necessary. Only properties that have not been resolved as a result of the above process may be placed on the Blight List.

It is the Town’s objective to work with property owners to devise a workable and positive solution to the blight issue. Each communication to the property owner contains information regarding the appeals process, contact information for the BEO, as well as contact information for the Human Services Department to assist those with hardships. Whenever possible, the BEO works with the property owner to devise a written plan for more complex blight situations.
MEMORANDUM

To: Newington Town Council
From: Andrew J. Armstrong, Blight Enforcement Officer
Date: June 11, 2019
Re: Blight Enforcement Statistics: August 2016 - Present

Following are statistics regarding blight complaints and enforcement through June 11, 2019:

Total blight complaints received since August, 2016: 242
Blight complaints received since January 1, 2019: 52

Total open complaints: 25
Total closed complaints: 218

Open Complaints
In warning phase: 17
In citation phase: 3
On blight list: 1
New Complaints (awaiting initial inspection): 1
Other: 3

Open Complaints by Violation Type
Overgrown vegetation: 13
Junk/debris: 3
Structural issues: 1
Combination of two or more issues: 8

Closed Complaints (Since August 2016)
Did not meet blight criteria: 90
Enforced under zoning: 9
Remediated by Town: 4
Remediated by property owner/servicer: 113
MEMORANDUM

To: Newington Town Council
From: Andrew J. Armstrong, Blight Enforcement Officer
Date: June 11, 2019
Re: Blighted Property List

Following is a list of properties currently on the Town of Newington’s Blighted Property List, as of June 11, 2019.

The properties on this list have proceeded through the required steps of warning, citation and notice pursuant to the Blighted Premises Code and the Connecticut General Statutes.

<table>
<thead>
<tr>
<th>Property Address</th>
<th>Property Type</th>
<th>Violation(s)</th>
<th>Ownership Information</th>
<th>Enforcement Actions to date</th>
</tr>
</thead>
</table>
| 366 Maple Hill Avenue | Residential | Collapsed outbuilding, abandoned vehicles, excessive debris | Privately Owned/occupied |  • Citation/fine  
• Property was remediated and is currently in litigation. |

Further enforcement may include additional fines, liens, legal action and Town remediation.
MEMORANDUM

To: Newington Town Council
From: James E. Krupienski, (On behalf of Tanya D. Lane, Town Manager)
Date: June 5, 2019
Re: Discussion – Sale of Town Owned Land

The following item has been added to discuss the possible creation of an ordinance to regulate the Sale of Town Owned Land. Town Attorney, Benjamin Ancona will be present to outline the necessity for adoption and to answer questions during the meeting.
MEMORANDUM

To: Newington Town Council
From: James E. Krupienski, (On behalf of Tanya D. Lane, Town Manager)
Date: June 7, 2019
Re: Resolution to Oppose Tolls in Connecticut

During the May 14, 2019 meeting, Councilor DelBuono requested an item be added to discuss the adoption of a Resolution to oppose the installation of tolls upon state highways.

A draft resolution has been included for the Town Council to review.

In accordance with the Town Council Rules of Procedure, action on this matter would take place at the June 25, 2019 meeting.
RESOLVED:

Resolution in Opposition to the Implementation of Tolls on State Highways

WHEREAS, the Governor and members of the General Assembly have indicated their support for the placement of tolls on Connecticut’s highways; and,

WHEREAS, many residents of Newington use these roadways each day for work, family obligations and pleasure; and,

WHEREAS, the Governor’s proposals would implement tolling systems and other regressive measures that would increase financial burdens on working people and small businesses; and,

WHEREAS, the implementation of tolls will result in a significant increase in the amount of traffic on Newington’s roadways as drivers attempt to avoid the cost burden from tolls on the aforesaid major roadways;

WHEREAS, this increased volume of traffic from trucks, automobiles, and other vehicles through our Town would negatively impact the quality of life in numerous ways impacting the safety of our residents and visitors, reducing property values, and increasing the Town’s costs for services and for roadway maintenance and repairs; and,

WHEREAS, road and bridge work costs for construction in Connecticut are the fifth highest in the country, and administration costs are the highest in the country with no resolve;

NOW THEREFORE, BE IT RESOLVED that the Newington Town Council declares its opposition to the implementation of tolls on State highways and urges the Governor and its elected representatives in the General Assembly to oppose any measure that would impose tolls and an additional burden on Newington residents.

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

To: Newington Town Council
From: James E. Krupienski, (On behalf of Tanya D. Lane, Town Manager)
Date: June 5, 2019
Re: Discussion – Amendment to Chapter 291, Noise

The Mayor, during agenda setting, requested the placement of this item to discuss possible changes to the existing Noise ordinance. At this time there are no changes proposed to the current ordinance and no action is requested.

Attachment:
Existing Ordinance - Chapter 291, Noise
MEMORANDUM

To: Newington Town Council
From: James E. Krupienski, Town Clerk (on behalf of Tanya D. Lane, Town Manager)
Date: June 6, 2019
Re: Suspense List

In accordance with Connecticut General Statutes §12-165, each municipality has a suspense tax book which, at least once per year, the Revenue Collector shall provide the municipality’s governing body a statement that includes:

- The amount of each uncollectible personal property;
- The amount of each uncollectible balance of each real estate tax after crediting such tax with proceeds obtained from a tax sale or lien sale of the real estate and which balance cannot be collected by any other means;
- The name and address of the person against whom the tax was levied; and
- The reason why the Revenue Collector believes each such tax is uncollectible.

Upon receipt and review of the list, the Town Council may act to designate the taxes as uncollectible and transferred by the Revenue Collector to the Suspense Tax Book. Such action in no way constitutes an abatement of any tax so transferred but, as with any such tax, remains subject to interest, penalty, fees and charges and may be collected by the Revenue Collector. Please see the memorandum from Corinne Aldinger, Revenue Collector to Tanya Lane, Town Manager, dated June 54, 2019 for specific details.

The Town’s Revenue Collector, Corinne Aldinger, has compiled the tax list for submission to the Town Council for review and for action at the June 25, 2019 Council Meeting. A copy of the list is being provided to the Council under separate cover.

This matter has been placed on the June 11, 2019 Council agenda for introduction purposes only. An action to remove the outstanding balance from the 2003 Grand List from the Town’s receivable assets will also be requested at that time.

Any questions regarding this matter may be directed to the Office of the Town Manager or the Revenue Collector.
To: Tanya Lane, Town Manager  
From: Corinne Aldinger, CCMC, Revenue Collector  
Date: June 5, 2019  
Re: Suspense List

In accordance with Connecticut State Statute 12-165, the Suspense List must be submitted annually by the Revenue Collector to the Town Council. This year’s suspense list totals $125,771.35 as follows:

<table>
<thead>
<tr>
<th>List Year</th>
<th>Personal Property</th>
<th>Motor Vehicles &amp; Supplemental MV</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016</td>
<td>8,538.89</td>
<td>117,232.46</td>
<td>$125,771.35</td>
</tr>
<tr>
<td>Total</td>
<td>8,538.89</td>
<td>117,232.46</td>
<td>$125,771.35</td>
</tr>
<tr>
<td># Accounts</td>
<td>12</td>
<td>659</td>
<td>671</td>
</tr>
</tbody>
</table>

While the above are technically deemed uncollectible, transferring these items does not at all prohibit the Town from collection when and if the taxpayer is located. As a matter of example, the Town collected $42,174.75 in suspense items in 2018-19 and still continues collecting on these aged accounts. The interest component is not included in the total but continues to accrue should collection occur. Efforts to collect beyond the dunning delinquency notices included warrants issued to the constables, or sheriff as well as motor vehicle registrations reported to the Motor Vehicle Department and UCC Liens filed with the Secretary of State’s Office on Personal Property. That measure too is often circumvented if the delinquent taxpayer elects to register under a different name. Other measures such as newspaper publication are quite costly with little or no financial return.

From an accounting perspective, this transfer presents a more accurate picture of the Town’s accounts receivable by reducing it in the above amount. You will note that the majority of the accounts are in motor vehicles. A category which by its type is difficult to administer due to its transient nature. Newington has a large number of automobiles, approximately 29,337 or 1 car per capita. The Personal Property includes companies which have gone out of business, filed for bankruptcy, or have left the state.

Additionally, in accordance with Connecticut State Statute 12-164, the real estate accounts that are outstanding after 15 years are deemed uncollectible. The amount for the 2003 Grand List is $9,698.54 and should be removed from the Town’s receivable assets as of June 30, 2019.

Previous transfers to the Suspense Tax Book

- 2018 $95,879.20  6 Personal Property + 532 MV & Supplemental Motor Vehicles
- 2017 76,955.65  12 Personal Property + 420 MV & Supplemental Motor Vehicles
- 2016 84,955.11  14 Personal Property + 434 MV & Supplemental Motor Vehicles

The Town continues to enjoy a high rate of tax collection of approximately 99% on the current list.

cc Janet Murphy, Finance Director
MEMORANDUM

To: Newington Town Council
From: James E. Krupienski, Town Clerk (on behalf of Tanya D. Lane, Town Manager)
Date: June 5, 2019
Re: Consideration of Canceling the July 9, 2019 Regular Meeting

The agenda setting committee requested to place an item on the June 11, 2019 Town Council agenda to consider canceling the July 9th Regular meeting.

As always, should the need arise, a Special meeting may be scheduled in the event of an emergency or other pressing issue.

If the Council is in agreement, a resolution to cancel the July 9th meeting would appear on the June 25, 2019 regular meeting Agenda for adoption.
MEMORANDUM

To: Newington Town Council
From: James E. Krupienski, (On behalf of Tanya D. Lane, Town Manager)
Date: June 6, 2019
Re: Placement of Property/Casualty/Liability Insurance Coverage

The Standing Insurance Committee is requesting that the Town Council accept their recommendation to continue coverage with CIRMA, as part of a three-year agreement. Please see the attached memorandum from Jeff Baron, Director of Administrative Services, dated June 5, 2019, which outlines the coverage specifics.

This item is for introduction only. A Resolution to authorize placement of coverage will be part of the June 25, 2019 Regular meeting.

Attachments:
  Memorandum – Jeff Baron DAS, dated June 5, 2019
  Standing Insurance Committee Special Meeting Minutes June 4, 2019
MEMORANDUM

To: Tanya Lane, Town Manager
From: Jeff Baron, Director of Administrative Services
Date: June 05, 2019
Re: Property/Casualty/Liability Insurance

The Standing Insurance Committee met on June 4th and voted to recommend that the Town Council accept a three year offer from the Town’s insurance carrier, CIRMA. This offer would keep insurance premiums for both workers compensation coverage and LAP (Liability, Auto and Property) coverage at their current level for 2019-20, with an increase of a maximum of 7-1/2% for the LAP coverage in 2020-21 and a maximum 7-1/2% increase, also for the LAP coverage, in 2021-22. CIRMA is a risk pool of Connecticut public entities that is owned and run by the Connecticut Conference of Municipalities and has been the Town’s insurance carrier since 2004. The potential 7-1/2 percent increases are the maximum increases for LAP coverage that the Town would see. The offer for the three year program was not made until late April. Prior to that the one year LAP program increase was anticipated, and the 2019-20 budget includes a 5% LAP increase. LAP coverage includes property, boiler and machinery, general liability, auto liability, law enforcement liability, public officials’ liability, school board legal liability, and umbrella coverage. The Builder’s Risk policy for the Town Hall construction is a separate policy.

Please put placement of insurance coverage on the Town Council’s agenda for their consideration and action no later than June 25th. The current insurance expires on July 1st. The minutes of the Standing Insurance Committee meeting of June 4th are attached, along with the summary presented by USI Insurance Services, the Town’s Agent of Record, and the letter of commitment for the three year program that was received from CIRMA.
I. Call to order - Chairperson Serra called the meeting to order at 5:32 P.M.

II. Roll Call - Members present: Diana Serra, Chairperson; Beth DelBuono; Sharon Braverman; Clarke Castelle; and John Slusarski. Others present: Bill Guerrera, Rachel Merritt, and Jason Guerrera, USI Insurance; Lou Jachimowicz, Chief Finance and Operations Officer; and Jeff Baron, Director of Administrative Services.

III. Public Participation – None.

IV. Review of insurance proposal from CIRMA -The Agent of Record presented a handout showing the value of having CIRMA as the Town’s insurance carrier and outlining the CIRMA one year and three year proposals for the Town’s Liability, Auto and Property (LAP) coverage. Bill Guerrera noted that the year for the subject heading in this handout should be “2019/20” not “2018/19”. CIRMA has provided a Member Equity Distribution to the Town since 2011/12. It also offers a Student International Travel policy and a Pollution Program. The deductible for the Pollution policy will be $75,000 as of July 1. It is a claims made policy with a $5 million aggregate, and a $1 million per claim limit. The Town and Board of Education’s workers compensation coverage will remain on a retrospective rating program next year. It is a flat renewal, with no increase in premium, excluding any increase in the Second Injury Fund (for employees whose prior employers don’t carry workers compensation coverage). The maximum that the Town and Board would have to pay is capped at $865,459. The renewal premium for workers compensation is $621,459.

If the Town elects to go with a one year renewal with CIRMA for the LAP coverage, it would increase 5%. CIRMA also offered a three year budget stabilization program, with no LAP increase for 2019-20 and a maximum increase of 7-1/2% each of the following two years. Bill Guerrera pointed out that there are only a few companies (Travelers, Trident) in Connecticut that write workers compensation coverage. The only other option for workers compensation would be self-insurance, which contains exposures (sometimes due to legislative changes) that often times are not funded. Workers compensation is the tail that wags the dog (workers compensation and the LAP coverage would both need to be provided by CIRMA or the same carrier if the Town is not self-insured). Travelers has been increasing premiums 3-5% for their package policy. CIRMA is local so they do not have claims from across the country, although they are impacted by the re-insurance market. Rates are increasing for others due to property claims, auto claims, and sexual abuse and molestation claims. The umbrella markets are also being impacted. The size of jury awards are up astronomically. USI noted that they are seeing exclusions for traumatic brain
injuries on umbrella policies also. They are seeing a lot of volatility in the marketplace. Mr. Castelle observed that CIRMA has not imposed sub-limits. Mr. Slusarski asked about Post Traumatic Stress Disorder claims. Bill Guerrera replied that there has not been anything as of yet. CIRMA has been taking a wait and see attitude. Most towns feel that if they can manage their claims they can manage their premiums. Large towns are self-insured. The smallest self-insured town is Windsor. Mr. Castelle asked Mr. Guerrera for a loss triangle showing how workers compensation losses have developed over time.

Bill Guerrera distributed the CIRMA three year budget stabilization program proposal to the Committee. The maximum increases in years two and three may actually be less. In the past CIRMA has done loss history analysis and reduced the premium increase, where it was warranted. The Town agrees to reduce losses through effective implementation of a risk management program, to commit resources to support and implement risk management initiatives, to create a safe municipal environment, and not to bid this coverage for the next three years. Bill Guerrera pointed out that 3% to 5% increases are not unusual. Jason Guerrera also stated that the three-year worst case scenario would be a 15% increase, which would be an average of 5% per year. Mr. Jachimowicz had been to training earlier in the day for a CIRMA risk management initiative and pilot program that included using wireless nodes for notification of cold weather potential problems.

V. Consider and take action on placement of coverage – Ms. Braverman made a motion that the Standing Insurance Committee recommend to the Town Council that it accept the three year CIRMA budget stabilization program proposal as presented by the Agent of Record. A second to the motion was made by Ms. DelBuono. There was no further discussion. The motion passed by a vote of 5 YES to 0 NO.

VI. Any Other Business Pertinent to the Committee – Mr. Slusarski asked about the status of potentially changing the composition of the Committee, which came up during the attempt to hold a meeting (which fell short of a quorum) the previous week. It is believed that this would require a revision to the Town charter.

VII. Public Participation - None.

VIII. Response to Public Participation – None.

IX. Adjournment – the meeting adjourned at 6:23 P.M.

Respectfully submitted,

Jeff Baron
Director of Administrative Services
Town of Newington  
Insurance Committee Meeting of June 4, 2019

RE: July 1, 2018/19: CIRMA Insurance Renewal

Dear Committee Members:

CIRMA, who is the current insurer for the Town of Newington, has offered their insurance renewal indications as well as an overview of the cost benefit of their value-added services and products.

Total Member Equity Distribution to the Town of Newington - $315,766

- 2018/19: TBD
- 2017/18 $70,579
- 2016/17 $50,306
- 2015/16 $38,492
- 2013/14 $57,805
- 2012/13 $52,637
- 2011/12 $45,947

- Student International Travel Accident — Estimated value $2,500 (no programs during this term)
- Pollution Program — Estimated value to purchase separately $25,000 - $35,000
- Three Year LAP rate guarantee
- Workers Compensation ‘Retro’ dividend program

Property/Liability/Auto renewal rate (excluding changes in exposure) is up an overall 5% from the expiring premium of $739,607, if no LAP Three Year Rate Lock is accepted. Should the Committee decide to accept CIRMA’s rate lock, then the renewal will be ‘0’ for 2019/20 and a maximum 7.5% for 2020/21 and 7.5% for 2021/22. The reason for this increase is the adverse property claims incurred over the past few years. This is contingent upon the BOE participating in a property loss control program that CIRMA has initiated to minimize property losses which the BOE has agreed to.

Workers Compensation renewal deposit premium is $621,459 (excluding second injury fund assessment which are subject to audit) and a maximum of $865,459, remains the same as per expiring.

Sincerely,

William N. Guerrera  
Senior Vice President  
USI Insurance Services

Rachel Merritt  
Municipal Team Leader  
USI Insurance Services

Jason H. Guerrera  
Account Executive VP  
USI Insurance Services
Letter of Commitment for Budget Stabilization Program between the Connecticut Interlocal Risk Management Agency (CIRMA) and the Town of Newington and Newington Board of Education
Effective 7/01/19-20 – 7/01/21-22

CIRMA certifies that the Town is eligible for the budget stabilization program for Liability-Automobile-Property (LAP), which includes enhanced risk management services, and a multiple-year coverage period with stabilized rates applicable to annual contributions.

This program provides the following benefits to help the Town address their LAP losses:

- The Town receives a customized risk management program to reduce loss costs and insurance premiums.
- The Town secures a stable multi-year risk management budget to facilitate municipal financial planning.
- The Town re-allocates savings from loss costs and insurance premiums to risk management programs and other municipal operational expenses.
- The Town enhances its community goodwill and public image through improved risk management practices, reduced losses, and premium savings.

CIRMA’s Commitment

- This is a multi-year commitment by CIRMA to assist the Town in implementing and monitoring the risk management program and return to the Town the risk management results.
- CIRMA agrees, in partnership with the Town, to establish a risk management plan to create a safe municipal environment and reduce losses.
- CIRMA agrees to cap rate increases to the LAP policy as follows:
  - 2019-2020: 0.0% over 2018-2019, plus exposure
  - 2020-2021: 7.5% over 2019-2020, plus exposure
  - 2021-2022: 7.5% over 2020-2021, plus exposure
- Rate increases are exclusive of any variations in the equipment breakdown premium provided through Hartford Steam Boiler and any separately placed policies.
- These are maximum increases possible; actual increases may be less.
Town Commitment

- The Town agrees that the only way to reduce losses is through effective implementation of a risk management program.
- The Town agrees to commit sufficient resources to support and implement the risk management initiatives agreed upon with CIRMA.
- The Town acknowledges that this is a multi-year approach to reducing losses and to creating a safe municipal environment.

The Town agrees not to bid the LAP insurance program referenced herein for the time period noted above in accordance with CIRMA’s Budget Stabilization Program.

In the event the Town bids this contract during this program period, this mutual commitment ceases. Additionally, CIRMA reserves the right to terminate or modify the program for the following reasons:

- If the Town does not implement the agreed upon risk management initiatives.
- If the Town fails to make timely payment of premiums.
- If the Town possesses an unmanaged high risk/non-standard exposure.

David Demchak
President and CEO
CIRMA

Date

Ms. Tanya Lane
Town Manager
Town of Newington

Date
RESOLVED:
That the Newington Town Council hereby makes the following appointments(s):

**Anna Reynolds Public Building Commission**

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Party</th>
<th>Term</th>
</tr>
</thead>
</table>

Note: Public members of the Committee will serve terms from date of appointment – Indefinite; Town Council and Board of Education members of the Committee will serve terms concurrent with their elected term of office.
RESOLVED:

That property tax refunds in the amount of $1,281.56 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: _____________________________
<table>
<thead>
<tr>
<th>Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thomas Wakefield</td>
<td>$122.18</td>
</tr>
<tr>
<td>Wells Fargo Home Mtg</td>
<td>$1,159.38</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$1,281.56</strong></td>
</tr>
</tbody>
</table>