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

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. APPROVAL OF AGENDA
4. PROCLAMATIONS/AWARDS
   A. Proclamation – July is National Recreation and Parks Month
5. PUBLIC PARTICIPATION – IN GENERAL (Via Zoom Application or Phone)
   (3 MINUTE TIME LIMIT PER SPEAKER ON ITEMS IN GENERAL)
   A. Public Comments
   B. Email Correspondence
6. REMARKS BY COUNCILORS ON PUBLIC PARTICIPATION
7. CONSIDERATION OF OLD BUSINESS
   A. Appropriation Transfer for 2021-2022
      1. Additional Appropriation/Special Appropriation
      2. Additional Appropriation – Camp Ave Study/West Meadow Cemetery Roadways
   B. Special Appropriation – Treasury Fund (Cemetery) to Cemetery Budget
   C. Annual Suspense List
   D. Newington High School Roof Replacement
   E. Standing Insurance – Placement of Coverage
8. RESIGNATIONS/APPOINTMENTS (Action May Be Taken)
   A. Appointment – Commission on Aging & Disabled
   B. Resignation(s) – Zoning Board of Appeals & Fair Rent Commission
9. REFUNDS (Action Requested)
   A. Approval of June 28, 2022 Refunds for an Overpayment of Taxes
10. MINUTES OF PREVIOUS MEETINGS
    A. June 14, 2022 Regular Meeting Minutes
11. NEW BUSINESS
    A.Accessory Dwelling Unit Opt-Out of PA 21-29
    B. Discussion of Draft Charter and Charter Revision Commission Report
C. Amendment to the Adopted Meeting Schedule- Cancel August 9, 2022
12. WRITTEN/ORAL COMMUNICATIONS FROM THE TOWN MANAGER
13. COUNCIL LIAISON/COMMITTEE REPORTS
14. PUBLIC PARTICIPATION – IN GENERAL (Via Zoom Application or Phone) (3 MINUTE TIME LIMIT PER SPEAKER ON ITEMS IN GENERAL)
15. REMARKS BY COUNCILORS
16. INFORMATIONAL ITEMS
   A. Town Hall 2022 Summer Hours Pilot Program
   B. Parks & Recreation Extravaganza Event Info
17. ADJOURNMENT
PROCLAMATION
NRPA – July is National Recreation and Parks Month

WHEREAS; the Newington Parks and Recreation Department was founded in 1956 with the goal to make Newington a better place to live, work, and play, and

WHEREAS; July is deemed National Recreation and Parks Month by the National Recreation and Parks Association, and

WHEREAS; The Newington Parks and Recreation Department touches the lives of every single one of Newington’s over 30,000 residents throughout their lifetime through programs, events, grounds maintenance, parks, and so much more; and

WHEREAS; Our mission is to bring business, education, and social services together to provide the best accessible programs, parks, facilities, and services to all people, and

WHEREAS; the Newington Parks and Recreation Department has over 1,000 programs to offer to Newington residents each year that garner over 8,000 registrations, and

WHEREAS; the Department brings residents countless events throughout the year and has been awarded the very prestigious Program of Merit Award for their two largest events; the Life. Be in it. Extravaganza and Motorcycle Madness, by the Connecticut Recreation and Parks Association; and

WHEREAS; the Recreation Division accommodates over 80,000 visits annually to the Mortensen Community Center, and

WHEREAS; the Department has forged essential public/private partnerships with numerous organizations and businesses in Newington, CT and surrounding towns that help to make our events and programming possible;

NOW THEREFORE, BE IT PROCLAIMED; the Newington Town Council recognizes the vital role that Parks and Recreation plays in their local communities and joins with every resident of the great Town of Newington to celebrate the outstanding Parks and Recreation Department’s accessible programs and facilities.

Dated in Newington, Connecticut, this 28th day of June, 2022.

______________________________________________
Beth DelBuono, Mayor

MOTION BY:_______________________________
SECONDED BY:__________________________
VOTE:_________________________________
Memorandum

To: Keith Chapman, Town Manager
From: Janet Murphy, Director of Finance
Date: June 14, 2022
Re: Appropriation Transfers for FY 2021-2022

Analysis through eleven months of the fiscal year projects expenditures to be favorable to budget by approximately $800,000. This is a very conservative estimate and there may be some surpluses related to other areas or unexpected expenses.

The transfers below show the $10K that we are requesting be moved to the Town Council, Town Clerk and Conservation Commission. These transfers are in addition to the ones requested in January.

Appropriation Transfers

As you know, the Town Charter allows appropriation transfers only in the last six months of the fiscal year. The following is a list of departments that require additional funds to prevent overdrafts. In all cases, estimated savings in other departments cover these amounts. The chart below lists the departments and amounts requested to cover shortages mainly due to wages, and public notifications.

<table>
<thead>
<tr>
<th>Department</th>
<th>Amount requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>110 Town Council</td>
<td>$4,000</td>
</tr>
<tr>
<td>170 Town Clerk</td>
<td>$5,000</td>
</tr>
<tr>
<td>460 Conservation Commission</td>
<td>$1,000</td>
</tr>
<tr>
<td>Total</td>
<td>$10,000</td>
</tr>
</tbody>
</table>

- 960 Contingency:
  Amount Available - $10,000

I am also requesting the following transfers:

This will close out the account for the work that was done on the Indian Hill Country Club Roof and allow the remaining funds to be used to repair the sidewalks at Indian Hill Country Club.

- 31110-88005 Indian Hill Country Club Roof - transfer from ($8,993.20)
- 30310-88515- Sidewalks/Pavers/Curbs – transfer to $8,993.20

I will not be in attendance at the June 14th meeting but will be happy to answer any questions at the meeting on June 28th.

A Resolution has been included for your consideration.
CERTIFICATION:

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

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Title</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>960</td>
<td>Contingency</td>
<td>$10,000</td>
</tr>
</tbody>
</table>

___________________________________
Janet Murphy, Director of Finance

RESOLVED:

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

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Title</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>110</td>
<td>Town Council</td>
<td>$4,000</td>
</tr>
<tr>
<td>170</td>
<td>Town Clerk</td>
<td>$5,000</td>
</tr>
<tr>
<td>460</td>
<td>Conservation Comm</td>
<td>$1,000</td>
</tr>
</tbody>
</table>

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

To: Newington Town Council

From: Janet Murphy, Director of Finance

Date: June 14, 2022

Re: Additional Appropriation

Section C-807 of the Town Charter allows for the Council to make special appropriations from the unappropriated and unencumbered General Fund Balance. In March we had requested an additional appropriation of $125,000 for milling and paving for Camp Avenue. The Council decided to do a study of the road instead of the full mill and pave so we are now adjusting that request.

The Town is estimated to receive $1,785,740 in Municipal Grants in Aid from the State this fiscal year. That amount is $419,938 more than was budgeted for fiscal year 2021-22. These funds are required to be used to maintain the Town’s roads and the additional funds that we will be receiving will more than replace the special appropriation that we are requesting by year end.

We are adjusting our original special appropriation request to ask that $25,000 be appropriated for the study of Camp Avenue and $100,000 be appropriated for work to be done on the roads at West Meadow Cemetery on Willard Avenue. As previously stated, additional funds that we will be receiving from the State will cover this and we would not need to delay other roads currently on the schedule to complete this work.

This item should be introduced for discussion at the June 14th Town Council meeting with the adopting appropriation resolution to be scheduled for the June 28th meeting.

A Resolution has been included for your consideration.
CERTIFICATION:

In accordance with Section 807 of the Town Charter, I hereby certify that there exists, free from encumbrances, in the General Fund Balance, the amount listed below.

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Title</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-4999F</td>
<td>Fund Balance</td>
<td>$125,000</td>
</tr>
</tbody>
</table>

______________________________
Janet Murphy, Director of Finance

RESOLVED:

That the Newington Town Council hereby authorize the special appropriate from the above-certified General Fund Balance to the following account in the Capital Improvement Fund:

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Title</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>30310-88819-3141</td>
<td>Camp Avenue Study</td>
<td>$25,000</td>
</tr>
<tr>
<td>30310-88819</td>
<td>West Meadow Cemetery Road</td>
<td>$100,000</td>
</tr>
</tbody>
</table>

MOTION BY: ______________________
SECONDED BY: ___________________
VOTE: ____________________________
Memorandum

To: Town Council
From: Janet Murphy, Director of Finance
Date: June 14, 2022
Re: FY 2022-2023 Special Appropriation

Section C-807 of the Town Charter allows for the Council to make special appropriations from the unappropriated and unencumbered Treasury Fund Balance. This special appropriation would be applied to the FY 2022-23 budget starting July 1, 2022.

Due to the increased work that needs to be done on the three cemeteries in Town, Administration is looking to hire three additional Cemetery positions. This increase in expenditures would be covered by the Cemetery Fund which currently transfers to the General Fund the amount needed for the annual operations. An adjustment would need to be made to the FY 2022-2023 to reflect this plan. The following special appropriations would need to be approved to cover these three positions:

- Increase Cemeteries Full Time Salary - $195,156
- Increase Employee Benefits Social Security - $12,100
- Increase Employee Benefits Medicare Taxes - $2,830
- Increase Retirement - $17,564

On the other side you would increase the transfer from the Cemetery Fund to offset the expenses

- Increase Revenue – Transfer from Cemetery Fund $227,650

This item should be introduced for discussion at the June 14th Town Council meeting with the adopting appropriation resolution to be scheduled for the June 28th meeting.

A Resolution to complete the recommended Special Appropriation has been supplied for your consideration.
AGENDA ITEM:________

DATE:__________

RESOLUTION NO.________

CERTIFICATION:

In accordance with Section 807 of the Town Charter, I hereby certify that there exists, free from encumbrances, in the Cemetery Fund Balance, the amount listed below.

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Title</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>20011-4999</td>
<td>Fund Balance</td>
<td>$227,650</td>
</tr>
</tbody>
</table>

Janet Murphy, Director of Finance

RESOLVED:

That the Newington Town Council hereby authorize the special appropriate from the above-certified Cemetery Fund Balance to the following account in the General Fund:

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Title</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>10832-8101</td>
<td>Full Time Salaries - Cemetery</td>
<td>$195,156</td>
</tr>
<tr>
<td>10944-8220</td>
<td>Social Security</td>
<td>$12,100</td>
</tr>
<tr>
<td>10945-8220</td>
<td>Medicare Taxes</td>
<td>$2,830</td>
</tr>
<tr>
<td>10943-8220</td>
<td>Retirement</td>
<td>$17,564</td>
</tr>
</tbody>
</table>

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

To: Newington Town Council
From: James E. Krupienski, Town Clerk (on behalf of Keith Chapman, Town Manager)
Date: June 10, 2022
Re: Annual 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 Keith Chapman, Town Manager, dated June 10, 2022, for specific details.

The Town’s Revenue Collector, Corinne Aldinger, has compiled the tax list for submission to the Town Council for review and action at the June 28, 2022 Regular Meeting. A copy of the list was provided to the Council under separate cover during the June 14, 2022 meeting.

A Resolution has been included as part of this item to transfer 2020-2021 accounts to the Suspense Book and remove receivable assets for the 2006 tax year.

Any questions regarding this matter may be directed to the Office of the Town Manager or the Revenue Collector.
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 $137,478.50 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>2019</td>
<td>$26,008.50</td>
<td>$110,938.00</td>
<td>$136,946.50</td>
</tr>
<tr>
<td>2018</td>
<td>0</td>
<td>252.87</td>
<td>252.87</td>
</tr>
<tr>
<td>2017</td>
<td>0</td>
<td>279.13</td>
<td>279.13</td>
</tr>
<tr>
<td>Total</td>
<td>$26,008.50</td>
<td>$111,470.00</td>
<td>$137,478.50</td>
</tr>
<tr>
<td># Accounts</td>
<td>36</td>
<td>521</td>
<td>563</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 $47,734.43 in suspense items in 2021-22 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 2006 Grand List is $8,794.21 and should be removed from the Town’s receivable assets as of June 30, 2022.

Previous transfers to the Suspense Tax Book
- 2021 $123,855.48 29 Personal Property + 534 MV & Supplemental Motor Vehicles
- 2020 $115,378.32 19 Personal Property + 519 MV & Supplemental Motor Vehicles
- 2019 $125,771.35 12 Personal Property + 659 MV & Supplemental Motor Vehicles

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

That the Newington Town Council hereby authorizes a transfer in the amount of $137,478.50 to the Suspense Tax Book for the list year 2020-2021. This action is being taken upon the recommendation of Corinne Aldinger, Revenue Collector, as shown on a revised report dated June 10, 2022.

MOTION BY: ________________________
SECONDED BY: _____________________
VOTE: _____________________________

RESOLVED,

That the Newington Town Council hereby authorizes the outstanding balance from the 2006 Grand List in the amount of $8,794.21 be removed from the Town's receivable assets as of June 30, 2022 as per the recommendation of Corinne Aldinger, Revenue Collector, as shown on a report dated June 10, 2022.

MOTION BY: ________________________
SECONDED BY: _____________________
VOTE: _____________________________
To: Newington Town Council  
From: James E. Krupienski, Town Clerk (On behalf of Keith Chapman, Town Manager)  
Date: June 23, 2022  
Re: Newington High School Roof Replacement, Phase 2 & 3

The Town, in coordination with the Board of Education, is preparing to complete repairs to the roof at the Newington High School. This work is proposed to be completed during the 2022-2023 Fiscal year, and prior to the start of the new school year.

The Resolutions, to approve the Waiver of Bids under the Newington Town Charter, Chapter C-814, have been included for your consideration.

Attachment
- Memorandum from Joe Salamone, Director of Facilities to Keith Chapman, Town Manager, dated June 9, 2022
- Resolution – Waiver of Bid Requirements, Charter C-814, Newington High School Roof, Phase 2
- Resolution – Waiver of Bid Requirements, Charter C-814, Newington High School Roof, Phase 3
Memorandum

To: Keith Chapman, Town Manager
From: Joe Salamone, Director of Facilities Management
Date: June 9, 2022
Re: Newington High School Roof Replacement Phase 2

Mr. Chapman

In a memo dated 3/21/22 I previously explained the ongoing deficiencies associated with the Newington High School’s roof system. With the assistance from the Public School’s Administration Department, I have been able to obtain and compare multiple proposal. I have reviewed all of the information provided by multiple contractors for the labor and materials associated to complete this work.

Based upon this information as well as my conversations with these contractors, I am requesting a bid waiver for Silktown Roofing to complete Phase 2 Roof Replacement at the High School location, for the amount of Nine Hundred and Fifty Thousand Dollars ($950,000.00). As you are aware, supply chains and material procurement continue to be problematic and extremely volatile. Not only did Silktown submit the lowest price, they were the only contractor that has confirmed and guaranteed the quantities of materials required to complete this project.

This project will work towards addressing the worst sections of the building’s roof as well as areas associated with the ongoing Solar initiative project at this location.

Joe Salamone
Director of Facilities
WHEREAS, the Town of Newington, has been approached by the Board of Education regarding roof repairs to Newington High School; and

WHEREAS, the Board of Education is interested in repairing at least five (5) sections of the High School roof; and

WHEREAS, the Town has solicited a quote from Silktown Roofing of Manchester, CT to complete several roof areas, with a 30-year NDL Warranty upon final inspection; and

WHEREAS, Silktown Roofing has acquired the necessary roofing materials to complete the repairs to multiple areas, with a 30-year NDL Warranty upon final inspection; and

WHEREAS, Silktown Roofing is working to acquire the necessary roofing materials to complete additional areas, with a 30-year NDL Warranty upon final inspection; and

WHEREAS, the Town Council, under the Newington Town Charter, Section C-814, hereby determines that it is not in the best interest of the Town to require sealed bids, due to the health and wellbeing of the affected employees and students within the School system; and

WHEREAS, the Town Council hereby determines that at least the five (5) roof areas should be completed immediately and that additional areas should be completed once all necessary roofing materials have been acquired; and

WHEREAS, the cost of the outlined roof repairs should be funded through the use of the CIP, Town Buildings Roof Replacement and Repairs account.

NOW THEREFORE, BE IT RESOLVED: that the Town Council hereby authorizes Keith Chapman, Town Manager to execute any and all necessary contracts with Silktown Roofing to complete the repairs to the Newington High School roof, as outlined above.
Memorandum

To: Keith Chapman, Town Manager
From: Joe Salamone, Director of Facilities Management
Date: June 9, 2022
Re: Newington High School Roof Replacement Phase 3

Mr. Chapman

In a memo dated 3/21/22 I previously explained the ongoing deficiencies associated with the Newington High School’s roof system. With the assistance from the Public School’s Administration Department, I have been able to obtain and compare multiple proposals. I have reviewed all of the information provided by multiple contractors for the labor and materials associated to complete this work.

Based upon the information as well as my conversations with these contractors, I am requesting a bid waiver for Architectural Sheet Metal to complete Phase 3 Roof Replacement at the High School location, for the amount of Six Hundred Thirty Thousand One Hundred Twenty Dollars ($630,120.00).

This project will complete the remaining sections of the building’s roof as well as areas associated with the ongoing Solar initiative project at this location.

Joe Salamone
Director of Facilities
WHEREAS, the Town of Newington, has been approached by the Board of Education regarding roof repairs to Newington High School; and

WHEREAS, the Board of Education is interested in repairing at least four (4) sections of the High School roof; and

WHEREAS, the Town has solicited a quote from Architectural Sheet Metal of Manchester, CT to complete several roof areas, with a 30-year NDL Warranty upon final inspection; and

WHEREAS, Architectural Sheet Metal has acquired the necessary roofing materials to complete the repairs to multiple areas, with a 30-year NDL Warranty upon final inspection; and

WHEREAS, Architectural Sheet Metal is working to acquire the necessary roofing materials to complete additional areas, with a 30-year NDL Warranty upon final inspection; and

WHEREAS, the Town Council, under the Newington Town Charter, Section C-814, hereby determines that it is not in the best interest of the Town to require sealed bids, due to the health and wellbeing of the affected employees and students within the School system; and

WHEREAS, the Town Council hereby determines that at least the four (4) roof areas should be completed immediately and that additional areas should be completed once all necessary roofing materials have been acquired; and

WHEREAS, the cost of the outlined roof repairs should be funded through the use of the CIP, Town Buildings Roof Replacement and Repairs account.

NOW THEREFORE, BE IT RESOLVED: that the Town Council hereby authorizes Keith Chapman, Town Manager to execute any and all necessary contracts with Architectural Sheet Metal to complete the repairs to the Newington High School roof, as outlined above.

MOTION BY: ________________________________
SECONDED BY: ____________________________
VOTE: ________________________________
MEMORANDUM

To: Newington Town Council

From: James E. Krupienski, (On behalf of Keith Chapman, Town Manager)

Date: June 24, 2022

Re: Placement of Property/Casualty/Liability Insurance Coverage

The Standing Insurance Committee held a Special Meeting on June 23, 2022 to discuss and recommend to the Town Council coverage placement for Property/Casualty/Liability Insurance. During that meeting the committee voted to unanimously to recommend to the Agenda of Record to place coverage for the 2022-2023 policy year. For additional details, please review the included memorandum from Jeff Baron, Director of Administrative Services to Keith Chapman, Town Manager, dated June 24, 2022, regarding Insurance.

A Resolution to accept the recommendation of the Standing Insurance Committee regarding coverage, and to choose not to accept a rate lock has been included for your consideration.

Attachment:
• Memorandum from Jeff Baron, Director of Administrative Services to Keith Chapman, Town Manager, dated June 24, 2022, regarding Insurance
• Resolution – Placement of Town Coverage for Property/Casualty/Liability Insurance
The Standing Insurance Committee met on June 23rd and voted unanimously to recommend to the Town Council that they have the Town’s Agent of Record, USI Insurance Services of Meriden, place the Town’s Property, Casualty, and Liability Coverage with the Connecticut Interlocal Risk Management Agency (CIRMA) for the 2022-23 policy year. They also voted to recommend that the Town Council not accept the CIRMA rate lock offer in order to allow the Town to consider its options over the coming year. The premiums are anticipated to be $635,441 for Workers Compensation (for the general government and the Board of Education combined) and $853,220 for the Liability-Auto-Property coverage (also for both the general government and the Board of Education combined). The Standing Insurance Committee also recommended that the Agent of Record be directed to place other ancillary coverage as needed. The minutes of last evening’s meeting will follow. Please place this matter on the Town Council Agenda for Tuesday for their consideration. Thank you.
RESOLVED:

That in accordance with section 8-27(4)(a) of the Code of Ordinances, the Newington Town Council hereby accepts the recommendation of the Standing Insurance Committee and directs USI Insurance Services, of Meriden, as the Town’s Agent of Record to place workers compensation, general liability, automobile liability, professional liability and umbrella coverage with the Connecticut Interlocal Risk Management Agency (CIRMA), effective July 1, 2022 through June 30, 2023.

BE IT FURTHER RESOLVED, THAT:

The Town Council, upon recommendation of the Standing Insurance Committee, chooses not to accept the CIRMA rate lock offer at this time.
RESOLVED:

That the Newington Town Council here by makes the following appointment:

**Commission on Aging and Disabled**
9 Members – three-year terms
Party Max: 6

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Party</th>
<th>Term</th>
<th>Replaces</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jerilyn Nagel</td>
<td>1175 Willard Avenue</td>
<td>R</td>
<td>6/28/2022 – 11/30/2022</td>
<td>Reappointment of DeFacto term</td>
</tr>
</tbody>
</table>

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

To: Keith Chapman, Town Manager
From: James E. Krupienski, Town Clerk
Date: June 20, 2022
Re: Resignation – Audra Ekstrom, Zoning Board of Appeals & Fair Rent Commission

I am attaching a copy of the email Resignation received in the Town Clerk’s office on June 20, 2022 from Audra Ekstrom who is resigning as a DeFacto Dwelling Unit Tenant for the Fair Rent Commission, for a term beginning December 1, 2021 and ending November 30, 2023. Additionally, she is also resigning as a member of the Zoning Board of Appeals, for a term beginning December 27, 2018 and ending November 30, 2023.

Fair Rent Commission – Town Code §8-13
ZBA – Town Charter §602, Town Code §91-1 & 91-2

Attachment:
  Resignation Email
James,

Sorry for the delay.

I no longer want to serve as commissioner on the Fair Rent Board or the Zoning Board of Appeals.

Respectfully,
Audra Ekstrom
AGENDA ITEM: 8.B1
DATE: 6/28/2022
RESOLUTION NO. 2022-

RESOLVED:

That the Newington Town Council hereby accepts the resignation of Audra Ekstrom from the Fair Rent Commission, in accordance with email communication received June 20, 2022, and effective on that date.

MOTION BY: ___________________________
SECONDED BY: _______________________
VOTE: _______________________________

AGENDA ITEM: 8.B2
DATE: 6/28/2022
RESOLUTION NO. 2022-

RESOLVED:

That the Newington Town Council hereby accepts the resignation of Audra Ekstrom from the Zoning Board of Appeals in accordance with email communication received June 20, 2022 and effective on that date.

MOTION BY: ___________________________
SECONDED BY: _______________________
VOTE: _______________________________
AGENDA ITEM: 9.A
DATE: 6/28/2022
RESOLUTION NO. 2022-

RESOLVED:

That property tax refund in the amount of $19,337.48 is hereby approved in the individual amount 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 and Address</th>
<th>Amount</th>
</tr>
</thead>
</table>
| 2920 Berlin Turnpike LLC  
28 Annandale Dr  
Commack, NY 11725 | $19,337.48 |

**TOTAL**  
$19,337.48
Memorandum

To: Newington Town Council
From: Renata Bertotti, AICP – Town Planner
Date: June 20, 2022
Re: Accessory Dwelling Unit Opt-Out of PA 21-29

Following the conclusion of the June 2021 legislative session and the passage of Public Act 21-29, there were a number of changes that directly relate to land use and Planning & Zoning. Many of these changes mandate specifically how Towns must regulate (or not) specific land use issues. One category of changes within the Act establishes default provisions to allow the construction of accessory apartments (ADU) on any lot containing a single-family home unless the Municipality affirmatively chooses to opt-out of the provision prior to January 1, 2023. While the specific language of the bill can be viewed here, the important points for consideration are as follows:

1. Newington must opt out by January 1, 2023 or language within Act will override local regulations.
2. Each Municipality that does not opt out must allow ADU’s “by right” which means they cannot be approved via a Special Permit or require a public hearing by TPZ.
3. ADU’s must be allowed to be attached or detached, cannot be required to have a separate exterior door or separate utilities.
4. Regulations cannot require a minimum square foot value for an ADU.
5. Regulations cannot require more than one parking space per ADU.
6. Regulations cannot require more restrictive setback or location standards than what is required for single-family homes.
7. Towns cannot require as of right ADU’s sharing a lot with a single-family home to be preserved for lower income families.

Newington has had Zoning Regulations which allow Accessory Apartments since 2009 but the current criteria does not align with this legislation. The Town Plan & Zoning Commission has carefully considered this issue and, after two nights of public hearings, determined that based upon the unique characteristics of Newington’s neighborhoods and, the potentially significant increases to the density of our residential areas through the establishment of these mandatory provisions, opting out of this provision is appropriate. By opting out, the Town, through the TPZ will continue to have the ability to control the establishment of ADUs by either
maintaining the current requirements or developing new language which is specific to Newington.

The Opt-out Process:

The Act requires that for a Town to affirmatively opt out, they take the following steps:

1. Planning & Zoning Commission (TPZ) must hold a public hearing on proposed opt-out provision (Completed: May 11 and May 25, 2022)
2. TPZ must approve opt-out by 2/3 majority vote (Completed: May 25, 2022)
3. Publication of decision notice (Completed: May 31, 2022)
4. Town governing body (Town Council) must also approve opt-out by 2/3 majority vote and should state on the record the reasons for supporting the opting out.
MEMORANDUM

To: Newington Town Council
From: James E. Krupienski, Town Clerk (on behalf of Keith Chapman, Town Manager)
Date: June 24, 2022

On June 22, 2022, the Charter Revision Commission completed its review of the proposed Charter language and approved the submission of the Draft Charter language/report to the Town Clerk. Based upon this action, I am transmitting the Draft Language to the Town Council for your review.

Mr. Harpie, Charter Revision Commission Chairperson, Town Attorney Ancona and Town Clerk, James E. Krupienski, will be in attendance during the June 28th Town Council meeting for discussion of both documents. The Council will be required to hold a public hearing on the draft report/proposed Charter amendments. Subsequent to the Public Hearing, the Council will have further opportunity to discuss the proposed document and will act on the following items:

- Suggest any recommended changes to the draft report or proposed Charter
- Accept or reject the draft report
- Accept or reject the proposed Charter
- Set a referendum date
- Establish a referendum question(s)

Any recommended changes to the documents will require additional review by the Charter Revision Commission. The Town Council will need to complete its review and approve the Referendum question(s) for placement on the November ballot no later than September 8, 2022. A Resolution to schedule a Public Hearing would be added to the July 12, 2022 Regular Meeting, unless a Special Meeting were scheduled earlier. All other required actions will be placed on future agenda(s) for your consideration.

The draft report and proposed Charter are being supplied under separate cover. The documents will also available on the Town website, and copies will be available for public review during the June 28th Council meeting.

Attachment:
- Outline of Charter Revision Process
- Draft Proposed Charter Language (website)
- Draft Commission Report (website)
Outline of Charter Revision Process

I. Charter Revision
   A. Governed by Chapter 99 of the Connecticut General Statutes 7-188, et. Seq.
   B. Any town may adopt and amend its charter by:
      1. A resolution adopted by the town council, or by
      2. Voter petition

II. Formation of a Charter Revision Commission ("Commission")
   A. After a resolution has been adopted:
      1. The town council must appoint a Commission consisting of:
         a. Not fewer than five nor more than fifteen electors;
         b. Not more than one-third of whom may hold any other public office in the town;
            and
         c. Not more than a bare majority of whom shall be members of any one political party
   B. The Commission must consider:
      1. Items recommended by the town council;
         a. Other items for in the proposed charter; and/or
      2. Other changes to the charter as it deems desirable or necessary
   C. The Commission then proceeds to draft a charter, or amendments to the existing charter

III. Duties of the Commission
   A. The Commission must hold at least two public hearings on the proposed charter or charter amendments
      1. One meeting must be held prior to the beginning of any substantive work on the charter or charter amendments; and
      2. One meeting must be held after a draft report to the town council has been completed, but not submitted (The Commission is not bound by the number two, but two is the minimum number of public hearings required)
      3. The Commission may also hold any other public hearings as it deems necessary
   B. The Commission must submit a draft report, including the proposed charter or charter amendments to the town clerk, who then must transmit the report to the town council
      1. In its report, the Commission must comment on each recommendation which it has been directed to consider, if any, and on such other changes or items

IV. Duties of Town Council
   A. After receiving the draft report from the town clerk:
      1. The town council must hold at least one public hearing on the draft report;
Outline of Charter Revision Process

a. A final hearing, if any, must be held not later than forty-five days after the submission of the draft report.

2. The town council may make any recommendations it deems desirable to the Commission within fifteen days of the town council's last hearing on the draft report.

B. If the town council makes no recommendation to the Commission within fifteen days, the report of the Commission becomes final and the town council must vote on the report.

C. If the town council makes recommendations for changes in the draft report to the Commission:

   1. The Commission must confer with the town council concerning those recommendations and may:
      a. Amend any provisions of the proposed charter or charter amendments or home rule ordinance amendments, in accordance with such recommendations; or
      b. Reject such recommendations
   2. In either case, the Commission must make its final report to the town council not later than thirty days after receiving such recommendations

V. Action on the Final Report

A. No later than fifteen days after receiving the final report, the town council must either approve or reject the proposed charter or charter amendments

   1. In short, the town council must determine whether the proposed charter or charter amendments will be submitted to the voters for approval at a regular election or at a special election warned and held for that purpose
Memorandum

To: Newington Town Council
From: James E. Krupienski, Town Clerk (on behalf of Keith Chapman, Town Manager)
Date: June 23, 2022
Re: Amendment to the Adopted Meeting Schedule - Cancel August 9, 2022 Regular Meeting

During the Leadership Agenda setting meeting, there was discussion to review upcoming summer meetings that could be discussed for possible cancellation. After a review of the meetings list, it was recommended to cancel the Regular meeting of August 9, 2022. That meeting date coincides with the State-wide party primaries, and the Council Chambers would be in use by the Registrars for Absentee ballot counting. Should the Town Council approve the cancellation, the meeting and a need arose, a Special meeting may be scheduled in the event of an emergency or other issue.

A draft Resolution has been included as reference only, and action would be proposed for the July 12, 2022 Regular meeting.

Attachment:

- Draft Resolution – Cancellation of the August 9, 2022 Regular Meeting
RESOLVED:

The Newington Town Council hereby amends the approved 2022 annual meeting schedule and approves the cancellation of the August 9, 2022 Town Council Regular Meeting.

MOTION BY: ________________________
SECONDED BY: _____________________
VOTE: _____________________________
Pilot Program 2022
Town Hall Summer Hours

From July 1\textsuperscript{st} to September 2\textsuperscript{nd}

Monday: 8:30 AM to 4:30 PM
Tuesday: 8:30 AM to 6:00 PM
Wednesday: 8:30 AM to 4:30 PM
Thursday: 8:30 AM to 4:30 PM
Friday: 8:30 AM to 12:00 PM

*Please note that these operating hour changes do not affect the School Department, Library, Public Works, Public Safety or Senior & Disabled Center.
## Wednesday, July 13

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>5:00 PM - 10:00 PM</td>
<td>National Guard Static Helicopter Display</td>
</tr>
<tr>
<td>6:00 PM - 8:00 PM</td>
<td>Tiki Falls Water Slide</td>
</tr>
<tr>
<td>5:00 PM - 8:00 PM</td>
<td>Trackless Train Rides, $3</td>
</tr>
<tr>
<td>6:00 PM - 8:00 PM</td>
<td>Frisbee Golf Contest</td>
</tr>
<tr>
<td>6:00 PM - 8:00 PM</td>
<td>Sundaes on Wednesday &amp; Family Tie Dye Party</td>
</tr>
<tr>
<td>6:00 PM - 8:00 PM</td>
<td>Renee DiNino of iHeartRadio: Trivia &amp; Giveaways</td>
</tr>
<tr>
<td>6:00 PM - 10:00 PM</td>
<td>Beer and Wine Garden &amp; Food Truck Festival</td>
</tr>
<tr>
<td>6:00 - 9:15 PM</td>
<td>Concert: <strong>Savage Brothers</strong> SPONSORED BY: Data-Mail Inc.</td>
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## Thursday, July 14

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>5:00 PM - 10:00 PM</td>
<td>National Guard Static Helicopter Display</td>
</tr>
<tr>
<td>5:00 PM - 8:00 PM</td>
<td>Trackless Train Rides, $3</td>
</tr>
<tr>
<td>5:00 PM - 8:00 PM</td>
<td>Petting Zoo SPONSORED BY: Tony Palermino</td>
</tr>
<tr>
<td>6:00 PM - 8:00 PM</td>
<td>Tiki Falls Water Slide / Frisbee Golf Contest</td>
</tr>
<tr>
<td>6:00 PM - 8:00 PM</td>
<td>Monster Mural <strong>Giant Mural for children to color in! (Markers will be provided)</strong> SPONSORED BY: Campbell Cooling LLC.</td>
</tr>
<tr>
<td>6:00 PM</td>
<td>Kindness Counts Court– Group Picture</td>
</tr>
<tr>
<td>6:30 PM - 7:30 PM</td>
<td>Happy Hour <em>FREE WINE</em> SPONSORED BY: Happy Harry's Wine &amp; Liquor Warehouse</td>
</tr>
<tr>
<td>6:30 PM - 7:30 PM</td>
<td>Bring Your Own Cheese (BYOC) Party</td>
</tr>
<tr>
<td>6:00 PM - 10:00 PM</td>
<td>Beer and Wine Garden &amp; Food Truck Festival</td>
</tr>
<tr>
<td>6:00 PM - 9:15 PM</td>
<td>Concert: Cody Bondra &amp; The Contraband SPONSORED BY: Data-Mail Inc.</td>
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## Friday, July 15

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>5:00 PM - 8:00 PM</td>
<td>Trackless Train Rides, $3</td>
</tr>
<tr>
<td>6:00 PM - 8:00 PM</td>
<td>Frisbee Golf Contest</td>
</tr>
<tr>
<td>6:00 PM</td>
<td>Mini-Golf Tournament</td>
</tr>
<tr>
<td>6:00 PM - 8:00 PM</td>
<td>Craft Beer Tasting (Over 35 Craft Beers!) Pricing: $25 before / $40 at the door SPONSORED BY: The Flood Law Firm, LLC</td>
</tr>
<tr>
<td>6:00 PM - 10:00 PM</td>
<td>Beer and Wine Garden &amp; Food Truck Festival</td>
</tr>
<tr>
<td>8:05 PM</td>
<td>Skydivers SPONSORED BY: B&amp;M Tree Service</td>
</tr>
<tr>
<td>6:00 PM - 9:30 PM</td>
<td>Concert: <strong>Southern Voice</strong> SPONSORED BY: Data-Mail Inc.</td>
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## Saturday, July 16

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>10:00 AM - 4:00 PM</td>
<td>Trackless Train Rides, $3 / Frisbee Golf Contest</td>
</tr>
<tr>
<td>10:00 AM - 4:00 PM</td>
<td>Craft Fair / Corporate Row</td>
</tr>
<tr>
<td>10:00 AM - 10:00 PM</td>
<td>Food Truck Festival</td>
</tr>
<tr>
<td>12:00 PM - 2:00 PM</td>
<td>Concert: <strong>SoundBite</strong> SPONSORED BY: Data-Mail Inc.</td>
</tr>
<tr>
<td>12:00 PM - 9:30 PM</td>
<td>Beer &amp; Wine Garden</td>
</tr>
<tr>
<td>2:00 PM</td>
<td><strong>40th Anniversary Celebration with Parks and Recreation Board Members</strong> Largest Anniversary Cake! SPONSORED BY: The Kakey</td>
</tr>
<tr>
<td>2:00 PM - 5:00 PM</td>
<td>Concert: <strong>Dually Noted</strong> SPONSORED BY: Data-Mail Inc.</td>
</tr>
<tr>
<td>3:00 PM</td>
<td>Veterans Memorial Trailer Unveiling</td>
</tr>
<tr>
<td>6:00 PM - 8:00 PM</td>
<td>Concert: <strong>Shaded Soul</strong> SPONSORED BY: Data-Mail Inc.</td>
</tr>
<tr>
<td>8:00 PM - 9:15 PM</td>
<td>Michael Minelli SPONSORED BY: Campbell Cooling LLC.</td>
</tr>
<tr>
<td>9:30 PM</td>
<td><strong>FIREWORKS</strong> Presenting Sponsor: Trantolo &amp; Trantolo, LLC</td>
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