NEWINGTON TOWN COUNCIL
REGULAR MEETING AGENDA
Conference Room L-101 – Town Hall
131 Cedar Street

Tuesday, July 14, 2020, 7:00 P.M.

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

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

III. APPROVAL OF AGENDA

IV. AWARDS/PROCLAMATIONS
   A. Police Retirement – Lt. Michael Morgan

V. PUBLIC PARTICIPATION – IN GENERAL (Via Zoom Application or Phone)
   (4 MINUTE TIME LIMIT PER SPEAKER ON AGENDA ITEMS ONLY)
   A. Public Comments
   B. Email Correspondence

VI. REMARKS BY COUNCILORS ON PUBLIC PARTICIPATION

VII. CONSIDERATION OF OLD BUSINESS
   A. Health Update – COVID-19
   B. Town Hall Project Update
   C. TPZ Referral - Sale of Barbour Road Property Adjacent to 49 Fenn Road
   D. Revised Town Hall Site Plan
   E. Discussion – 2030 Plan of Conservation & Development (POCD)

VIII. NEW BUSINESS
   A. Discussion – CIP Committee Review
   B. STEAP Grant Application
   C. Discussion – Transition Academy Relocation

IX. RESIGNATIONS/APPOINTMENTS (Action May Be Taken)
   A. Appointments - Mill Pond Park Pool PBC

X. TAX REFUNDS (Action Requested)
   A. Approval of July 14, 2020 Refunds for an Overpayment of Taxes
XI. MINUTES OF PREVIOUS MEETINGS
   A. June 18, 2020 Special Meeting Minutes
   B. June 23, 2020 Regular Meeting Minutes
   C. June 30, 2020 Special Meeting Minutes

XII. WRITTEN/ORAL COMMUNICATIONS FROM THE TOWN MANAGER

XIII. COUNCIL LIAISON/COMMITTEE REPORTS

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

XV. REMARKS BY COUNCILORS

XVI. EXECUTIVE SESSION
     A. PERSONNEL ISSUES: Town Staffing Levels
     B. REAL ESTATE ISSUE

XVII. ADJOURNMENT
PROCLAMATION

WHEREAS, Michael Morgan was hired as a Police Officer for the Town of Newington in August 3, 1998; and

WHEREAS, Officer Morgan was appointed to Emergency Response Team in June 2001-July 2011; and

WHEREAS, Officer Morgan was appointed to Field Training Officer in June 2001; and

WHEREAS, Officer Morgan was appointed to Youth-Adult Council in November 2000; and

WHEREAS, Officer Morgan was appointed Detective/Criminal & Youth Investigator in September 2003; and

WHEREAS, Officer Morgan was appointed Temporary SRO & Youth Adult Council in December 2005, as well as promoted to Sergeant in the Patrol Division February 2006; and

WHEREAS, Sergeant Morgan transferred to Administration in May 2008 then transferred to Support Services in February 2009; and

WHEREAS, Sergeant Morgan was promoted to Lieutenant in the Patrol Division September 2010; and

WHEREAS, Lieutenant Morgan was appointed to Support Services and Patrol in April 2012; and

WHEREAS, Lieutenant Morgan was appointed to Detective Division in October 2012; and

WHEREAS, Lieutenant Morgan was appointed Senior Firearms Instructor in August 2013; and

WHEREAS, Lieutenant Morgan was appointed to Patrol Division in September 2018; and

WHEREAS, Lieutenant Morgan received letters of Recognition in September 1999 and 2001; and

WHEREAS, Lieutenant Morgan received an Outstanding Performance Award for Arrest/Investigation of the Month in June 2002, as well as the Distinguished Services Award in February 2006; and

WHEREAS, Lieutenant Morgan received a Bachelor of Arts in Sociology from Central Connecticut State University in August 2011, also he attended the Federal Bureau of Investigation, New England Law Enforcement Executive Development Seminar in February 2013; and

WHEREAS, Lieutenant Morgan received commendation letters from surrounding police departments including West Hartford, Vernon, South Windsor, Glastonbury, Bloomfield, Guilford, New Britain and the New Jersey Critical Incident Stress Management Team; and

WHEREAS, Lieutenant Morgan received commendation letters recognizing his outstanding performance; and

WHEREAS, Lieutenant Morgan received various letters and thank you notes of appreciation from residents and citizens; and

NOW THEREFORE BE IT RESOLVED, that the Mayor on behalf of Newington Town Council hereby recognizes and extends its sincere appreciation to Lieutenant Michael Morgan for his professional service and dedication to the Town and wishes him the best in his retirement.


Beth DelBuono, Mayor
MEMORANDUM

To: Newington Town Council
From: James E. Krupienski, Town Clerk (On behalf of Keith Chapman, Town Manager)
Date: July 8, 2020
Re: Health Update – COVID-19

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

To: Newington Town Council
From: James E. Krupienski, Town Clerk (On behalf of Keith Chapman, Town Manager)
Date: July 9, 2020
Re: Town Hall Project Update

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

Mark Schweitzer, from Colliers will be present to discuss the status on the completion of the new Town Hall.
MEMORANDUM

To: Newington Town Council
From: James E. Krupienski, Town Clerk (On behalf of Keith Chapman, Town Manager)
Date: July 9, 2020
Re: Sale of Barbour Road Property Adjacent to 49 Fenn Road

With the potential sale of Town property, the Town Council must refer to the Town Plan & Zoning Commission for their review and comment under CGS §8-24.

It has been determined that the Town Council must hold a Public Hearing on the sale under CGS §7-163e, based on the fair market value of the property. Leadership has decided to hold off on scheduling the Public Hearing until the report has been received from the TPZ

A Resolution has been added to refer the matter to the Town Plan & Zoning (TPZ) Commission for their report.

Attachment:

- Resolution – Refer the Sale of Barbour Road Property Adjacent to 49 Fenn Road
RESOLVED:

That the Newington Town Council hereby directs and authorizes the Town Manager to submit to the Town Plan and Zoning Commission for its report, in accordance with the Connecticut General Statutes, §8-24, regarding the proposed sale of property of Barbour Road, adjacent to 49 Fenn Road.
MEMORANDUM

To: Newington Town Council  
From: James E. Krupienski, Town Clerk (On behalf of Keith Chapman, Town Manager)  
Date: July 8, 2020  
Re: Revised Town Hall Site Plan

The Town Council, during the August 27, 2019 meeting reviewed a proposed change to the existing easterly property line of the Town Hall site along Mazzoccoli Way. The mapping showed the revision of the lot line to include the entire new Town Hall structure within the site.

The Town Council referred the matter to the Town Plan & Zoning Commission (TPZ) for a report under CGS §8-24, on September 17, 2019. The TPZ completed their review during their October 7, 2019 meeting and the report was referred to the Public Building Committee for their review and comment on the recommendations.

The Town Council received the review from the Public Building Committee and accepted the report on November 26, 2019.

At this time, the Site Plan for the abandonment of a portion of Mazzoccoli Way is before you for your approval and placement on file as a permanent record.

A Resolution has been included in your packet to authorize the recording of the revised site line in the Town Clerk’s office.

Attachment:

- Abandonment Map Prepared for Town of Newington Showing Portions of Garfield Street and Mazzoccoli Way to be Abandoned, August 7, 2019.
RESOLVED,

That the Newington Town Council hereby approves the map entitled “Abandonment Map Prepared for Town of Newington Showing Portions of Garfield Street and Mazzoccoli Way to be abandoned, dated 8/7/2019, prepared by the Bongiovanni Group, Inc.” and directs Keith Chapman, Town Manager to have the referenced map placed on file in the Town Clerk’s office.

MOTION BY: _____________________
SECONDED BY: __________________
VOTE: _________________________
MEMORANDUM

To: Newington Town Council
From: James E. Krupienski, Town Clerk (On behalf of Keith Chapman, Town Manager)
Date: July 9, 2020
Re: Discussion – 2030 Plan of Conservation & Development (POCD)

The Draft Plan was supplied to the Town Council, on June 9, 2020, for your review and comment, as required by CGS §8-23. The Town Council may choose to hold one or more Public Hearings on the draft plan and shall endorse or reject such entire draft plan or part thereof and may submit comments and recommended changes to the TPZ Commission. The Commission may render a decision on the plan without the report of the Town Council. Any plan, section of a plan or recommendation in the plan that is not endorsed in the report of the Town Council may only be adopted by the TPZ Commission by a vote of not less than two-thirds of all the members of the Commission.

The TPZ Commission will be holding a Public Hearing on July 22, 2020 at 7:00 PM, via the Zoom software, to receive comments by the Public. The Draft Plan may be viewed on the Town Website under the Town Planner’s Department page.

This item will be added to upcoming meeting for a continuing discussion on the draft plan.
MEMORANDUM

To: Newington Town Council
From: James E. Krupienski, Town Clerk (On behalf of Keith Chapman, Town Manager)
Date: July 10, 2020
Re: Discussion – CIP Committee Review

This item has been added to discuss the status of and possible changes to the Capital Improvement Committee (CIP). I have included as part of this item the Resolution outlining the charge of the committee. Prior to the creation of the committee by Resolution, the proposal requests were supplied directly to the Town Manager for their review and presentation to the Town Council.

Attachment:
- Resolution 2006-114 – Establishment of the CIP Committee
RESOLVED:

That the Newington Town Council hereby establishes a Town of Newington CIP Committee to determine long and short term needs for capital projects in town and to make recommendations during the budgetary process as to what projects will be funded and in what order, said Committee to be comprised of three members from the Newington Town Council and two from the Board of Education and staffed by the Town Manager and the Superintendent of Schools.

BE IT FURTHER RESOLVED:

That the Newington Town Council hereby appoints the following members to the Town of Newington CIP Committee:

<table>
<thead>
<tr>
<th>Member</th>
<th>Address</th>
<th>Party</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thomas J. Bowen</td>
<td>22 Woods Way</td>
<td>D</td>
<td>NTC term</td>
</tr>
<tr>
<td>Sheldon Sones</td>
<td>15 Coachmen Lane</td>
<td>D</td>
<td>NTC term</td>
</tr>
<tr>
<td>Cathleen Hall</td>
<td>26 Kowal Court</td>
<td>R</td>
<td>NTC term</td>
</tr>
<tr>
<td>Stephen R. Woods</td>
<td>94 New Britain Avenue</td>
<td>D</td>
<td>BOE term</td>
</tr>
<tr>
<td>Daniel W. Carson, Sr.</td>
<td>223 Little Brook Drive</td>
<td>R</td>
<td>BOE term</td>
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</table>
To: Town Manager Keith Chapman  
From: Town Planner Craig Minor, AICP  
Date: July 10, 2020  
Subject: STEAP Grant Application

Governor Ned Lamont announced today that there will be a new round of STEAP (“Small Town Economic Assistance Program”) grant funding. This is the first time that STEAP funds have been available since 2017. Newington received funding under this program in recent years to make substantial improvements to the Town Center.

While the details of the 2020 STEAP program have not yet been released (they will be released on Monday, July 13), the press release indicated that eligible activities are the same as in the past:

“Under state law, STEAP grants can only be used for capital projects. A project is considered to be a capital project if it is new construction, expansion, renovation, or replacement for an existing facility or facilities. Project costs can include the cost of land, design, engineering, architectural planning, and contract services needed to complete the project. Towns selected for an award will be required to execute a contract with the state agency assigned to administer their grant before they incur any project-related expenditures. Expenditures incurred prior to the execution of a contract will not be eligible for reimbursement.”

Two possible capital projects that the Town should consider seeking STEAP funding for are:

1. **New Britain Avenue Business District Streetscape Project.** This is a streetscape project similar to the recent Constance Leigh project: restored curbs; new sidewalks as needed; decorative street lighting; and street trees and other landscaping. This would also be an opportunity to address parking lot access issues in the area. A concept plan is attached.

2. **Stoddard Avenue/Main Street/Hartford Avenue Streetscape Project.** This is also a streetscape project similar to the recent Constance Leigh project: restored curbs; new sidewalks as needed; decorative street lighting; and street trees and other landscaping. A concept plan is attached.

According to the Governor’s press release, applications will be accepted between July 13, 2020 and August 14, 2020.

cc: file
MEMORANDUM

To: Newington Town Council
From: James E. Krupienski, Town Clerk (On behalf of Keith Chapman, Town Manager)
Date: July 10, 2020
Re: Discussion – Transition Academy Relocation

Keith Chapman, Town Manager, will review the status of the off-site location of the Transition Academy, leasing information and the eventual relocation into the new Town Hall structure.
RESOLVED:

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

**Mill Pond Park Pool PBC**

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Party</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>NTC Rep:</td>
<td></td>
<td>R</td>
<td>NTC Term</td>
</tr>
<tr>
<td>Carol Anest</td>
<td>30 Harding Avenue</td>
<td>D</td>
<td>NTC Term</td>
</tr>
<tr>
<td>Board of Parks &amp; Recreation Rep:</td>
<td>37 Valley View Drive</td>
<td>R</td>
<td>Board of Parks &amp; Recreation Term</td>
</tr>
<tr>
<td>John J. Bottalico</td>
<td></td>
<td></td>
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<tr>
<td>Board of Parks &amp; Recreation Rep:</td>
<td>82 Ivy Lane</td>
<td>D</td>
<td>Board of Parks &amp; Recreation Term</td>
</tr>
<tr>
<td>Don Woods</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Public Rep:</td>
<td>113 Stoddard Avenue</td>
<td>R</td>
<td>7/14/2020 – 1/1/2050</td>
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<tr>
<td>Garret Havens</td>
<td></td>
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<tr>
<td>Public Rep:</td>
<td>56 Maple Hill Avenue</td>
<td>R</td>
<td>7/14/2020 – 1/1/2050</td>
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<td>John Bachand</td>
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<td>Public Rep.</td>
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7 members  
2 NTC  
2 Board of Parks and Recreation  
3 Public members

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

That property tax refunds in the amount of $916.97 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.
<table>
<thead>
<tr>
<th>CAB East LLC</th>
<th>$916.97</th>
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<tbody>
<tr>
<td>Ford Credit Personal Property Tax</td>
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</tr>
<tr>
<td>PO Box 67000 Dept #231601</td>
<td></td>
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<tr>
<td>Detroit, MI 48267-2316</td>
<td></td>
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</tbody>
</table>

| TOTAL                          | $916.97       |
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 Keith Chapman, Town Manager to discuss a Personnel issue: Town Staffing levels.
RESOLVED,

That the Newington Town Council, in accordance with CGS §1-200(6)(D) hereby moves to go into Executive Session, and invites the Town Council members, the Mayor, Keith Chapman, Town Manager to discuss a Real Estate matter.