

**MEETING DATE:**  
**MEETING PLACE:**

Tuesday, January 6, 2026  
Hybrid Meeting

**SUBJECT TO APPROVAL**

**TOWN OF NEWINGTON  
PERMANENT MUNICIPAL BUILDING COMMISSION  
SPECIAL MEETING**

- I. Call to Order – In absence of a Chairperson, Assistant Town Manager, Lauren Rhines called the meeting to order at 6:30 p.m.

- II. Roll Call –  
Members present:  
Peter Manke, Public Trades Member  
Stephen Woods, Public Trades Member  
Joe Harpie, Party Member  
Stanley Sobieski, Party Member

Others Present:

Rahul Abraham, Public Trades Member pending swearing in  
Scott Amalfi, Proposing Body-Police Department, Animal Shelter Project  
Matthew D'Esposito, Proposing Body-Police Department, Animal Shelter Project  
Don Brown, Proposing Body-Fire Department, Chapman St Facility  
Christopher Ferri, Proposing Body-Fire Department, Chapman St Facility  
Lauren Rhines, Assistant Town Manager  
Gail Budrejko, Town Council Liaison  
Matthew Plourd, Town Council Liaison

- III. Public Participation – None.

- IV. New Business:

a. Appoint Commission Chair

**MOVED** by Mr. Harpie and seconded by Mr. Sobieski to approve appointing Mr. Woods as Commission Chair.

**VOTE:** The motion was approved unanimously.

b. Appoint Commission Vice Chair

**MOVED** by Mr. Harpie and seconded by Mr. Manke to approve appointing Mr. Sobieski as Commission Vice Chair.

**VOTE:** The motion was approved unanimously.

c. Appoint Secretary

**MOVED** by Mr. Woods and seconded by Mr. Sobieski to approve appointing Mr. Harpie as Commission Secretary Chair.

**VOTE:** The motion was approved unanimously.

RECEIVED FOR RECORD  
IN NEWINGTON, CT  
2026 JAN - 8 PM 2:13  
Town Clerk

V. Animal Shelter Building Project

a. Roll Call of full membership

Members present:

Peter Manke, Public Trades Member

Stephen Woods, Public Trades Member

Joe Harpie, Party Member

Stanley Sobieski, Party Member

Scott Amalfi, Proposing Body-Police Department

Matthew D'Esposito, Proposing Body-Police Department

b. Review statement of need (memo attached to these minutes)

Mr. Woods confirmed with Lt. Amalfi and Sgt. D'Esposito that the town currently uses the Connecticut K-9 facility for animal control needs. However, the property owner is looking to sell the property and once the property is on the market, the owner is wary to allow the town to utilize the facility. At this time, the town needs to determine if purchasing this location or building a new facility on existing town property is the appropriate step forward for the town.

The Town Manager added that acquiring the property is expected to be somewhere in the \$800,000 range with upgrades estimated at around \$500,000. The facility has good bones, but does require upgrades. The other option would be to build a simple cinder block facility on town-owned land at the edge of the Transfer Station. The existing facility is larger than one that the town would build; and the town will need to determine if the facility would be self-run or if a lease with an outside entity to run the day-to-day operations is appropriate.

Mr. Woods confirmed that ultimately the Town Council would vote on funding and approval for the final plan; the Commission is responsible for researching and presenting what they feel is the best plan for the town. Also Lt. Amalfi confirmed that .5 acres would be sufficient for a build-new project. He further stated that the benefit of Connecticut K-9 is that there would be a facility available while the work is being done; however, building new allows the town to build exactly what they need.

Mr. Woods also made mention of the noise pollution and that there would be increased noise the neighborhood surrounding the Transfer Station if a new building was built.

Mr. Harpie asked if a tri-Town approach was being considered and the Town Manager confirmed that other towns were approached and that the Town of Rocky Hill was interested in partnering in a facility. St. D'Esposito stated that building a facility with 10 kennels would allow the town to partner with Rocky Hill and have kennels available for future growth. The Commission asked town staff to continue to work with Rocky Hill to partner on the project.

Mr. Sobieski asked if there were any environmental concerns at the Transfer Station property and the Town Manager stated that an assessment would need to

be conducted. Mr. Woods stated that the environmental concerns should be minimal; he was more concerned with the noise moving to a new neighborhood. Mr. Harpie asked if it would be an issue if in the end, the facility could be located in Rocky Hill and the Town Manager stated that the staff would have this discussion with Rocky Hill.

- c. Set joint meeting with Town Council  
This meeting will be set at a future date.

VI. Chapman Street Building Project

a. Roll Call of full membership

Members present:

Peter Manke, Public Trades Member

Stephen Woods, Public Trades Member

Joe Harpie, Party Member

Stanley Sobieski, Party Member

Don Brown, Proposing Body-Fire Department

Christopher Ferri, Proposing Body-Fire Department

b. Review statement of need (memo attached to these minutes)

Town Manager Jonathan Altshul provided a history of the building's "ownership" from the Fire Department to the Town. He added that as the building is a town building, the Town Manager's Office is the proposing body; and as the proposing body the Town Manager's Office recommended proposing-body members from the Fire Department to ensure that there was an even voice for both entities that have need of use of the building.

Mr. Woods added that the building is very important to the history of the town and he felt that it should be preserved. He added that anyone who has not toured the building should be brought through prior to the next meeting.

The Commission also reviewed whether the building is on an historic registry and town staff stated that they would confirm either way before the next meeting.

Mr. Ferri added that the building is critical for storage for the fire department to avoid having equipment exposed to the elements. He stated that with some modifications, like a pitched roof, HVAC installation, and bathroom upgrades, among others, the building could be easily updated.

Mr. Manke asked if the upgrades to the exterior of the building would be impacted based on the historic aspect of the building and staff stated that they would confirm any restrictions.

Mr. Brown asked if the building would need to become ADA complaint and staff agreed that this would be necessary. Mr. Sobieski added that drainage would also need to be addressed.

The Commission also reviewed that there is available funding of \$335,000 for the work. Mr. Woods asked if the town could touch base with the on-call architects to conduct a feasibility study to improve the interior and exterior of the building, with the intent of keeping the building primarily used for storage.

Mr. Abraham asked if we have conducted a hazardous materials assessment of the building and staff stated that the Facilities Director would confirm at the next meeting whether this had been done.

- c. Set joint meeting with Town Council  
This meeting will be set at a future date.

#### VII. Other business pertinent to the Commission

There being no objection the Committee reviewed a meeting schedule moving forward to hold the PMBC meetings on the first and third Thursdays of the month at 6:00 p.m. via Zoom remote meeting capabilities. On the first Thursday the Committee will review the Chapman Street project; and on the third Thursday of the month the Committee will review the Animal Shelter project. The Committee also reviewed that special meetings can be called as needed and that the meetings could be conducted in-person and by hybrid means if needed.

#### VIII. Public Participation

Councilors Budrejko and Plourd stated that the Animal Shelter has been discussed with the Town Council and the Council would like for the Committee to explore all options (build new, purchase and renovate Connecticut K-9 facility, and consider shared facilities). They asked the Committee to consider touring the Connecticut K-9 and Transfer station open space sites as well.

Additionally, the Councilors thanked the Committee for all of the work for which they are about to embark.

Town Manager Altshul stated that he would also set up a tour for the Connecticut K-9 and Transfer Station locations as well when he polls for other meetings.

#### IX. Comments by Members

Mr. Harpie asked that the Owen's Report would be utilized for these projects and any other existing studies.

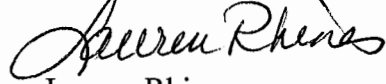
Mr. Sobieski stated that the Town has limited open space and that should be considered when reviewing whether to build on existing open space. Also, regarding the Chapman Street building, he would like it to be preserved solely for the Fire Department.

The Town Manager added that the proposing body is the town and the recommendation is for shared use.

X. Adjournment

There being no objection, the Committee adjourned at 7:37 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Lauren Rhines".

Lauren Rhines  
Assistant Town Manager



# TOWN OF NEWINGTON

200 GARFIELD STREET  
NEWINGTON, CONNECTICUT 06111

Jonathan Altshul  
Town Manager

## OFFICE OF THE TOWN MANAGER

### MEMORANDUM

To: Newington Town Council  
From: Jonathan Altshul, Town Manager  
Chief Perry, Newington Police Department  
Date: November 19, 2025, **updated December 3, 2025**  
Re: Establishment of Proposing Body and Statement of Need for Animal Shelter

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The Town was notified last week that the owner of CT-K9 on Maple Hill Avenue, which we use as our animal shelter, intends to put the property up for sale soon. Accordingly, the Town needs to act quickly to develop contingency plans so that we are not left without a dedicated facility to house abandoned dogs. Chief Perry and I have had discussions with neighboring municipalities about renting space in an existing animal shelter, and while one of our neighbors may be able to rent us limited kennel space, there does not appear to be another nearby municipal shelter that would satisfy the Town's needs long-term. However, we have initiated conversations at the staff level about a potential regional partnership on a new facility.

Therefore, the Town's two options would be to purchase and renovate CT-K9 or to construct a new facility. Earlier this year, the Town engaged an architect to review the existing CT-K9 facility. That analysis identified over \$500,000 in upgrades to bring the facility up to modern standards, in addition to the acquisition costs, which could be substantial. Meanwhile, a modest new facility, particularly if constructed on existing Town-owned land, may prove to be a more cost-effective solution.

Regardless of which option the Town ultimately chooses—new construction or renovation—the project would need to be run through the new Permanent Municipal Building Commission (PMBC). Ordinance 2123-02 outlines the following steps for bringing a new building project or renovation to the PMBC:

- 1) Town Council, in consultation with the Town Manager, determines a need for a project and identifies a "proposing body" to review the project and determine a statement of need.
- 2) The proposing body transmits a "statement of need" about the project to the Council.
- 3) If Council agrees that a valid need for the project exists, then it would vote to refer the project to the TPZ for a §8-24 review, charge the PMBC with oversight of the project, and appoint two voting members recommended by the proposing body to serve as voting members of the PMBC for that project.

- 4) The PMBC would then hold at least one joint meeting with the Town Council and the proposing body to review the statement of need. The PMBC subsequently reports back to the Council on any recommended changes to project scope or cost.

Given the urgency of this project, I would suggest that the Council authorize steps 1 (identify the proposing body) and 2 (transmit a statement of need) in one motion. Specifically, the proposing body would be the Newington Police Department and the statement of need could read as follows:

*Pursuant to Connecticut General Statutes §22-327 et seq, Newington must provide for the safe and humane sheltering of lost, abandoned, neglected or cruelly-treated dogs. Due to the impending sale of the Town's existing animal shelter, the Town has an urgent need to explore cost-effective options, including both renovation and new construction, which will allow the Newington Police Department to continue to comply with state requirements.*

Since the November 25 Council meeting, I have also added the following clause to the draft resolution in order to comply with the specific requirements of the PMBC Ordinance and ensure that the PMBC, appointing body and Town Council can have their joint meeting in January:

***BE IT FURTHER RESOLVED THAT, the Newington Town Council hereby charges the Permanent Municipal Building Commission with oversight of this building project. Upon the Commission's recommendation to Council on the proposed modifications and scope, Council refers the project to the Town Planning and Zoning Commission for a review pursuant to Connecticut General Statutes §8-24.***

Finally, under Item 10.B.4 on tonight's agenda ("Proposing Body Appointments to Permanent Municipal Building Committee"), Chief Perry has nominated Lt. Scott Amalfi and Sgt. Matthew D'Esposito, both from NPD's Support Services Division, as the Proposing Body appointments.



# TOWN OF NEWINGTON

200 GARFIELD STREET  
NEWINGTON, CONNECTICUT 06111

Jonathan Altshul  
Town Manager

## OFFICE OF THE TOWN MANAGER

### MEMORANDUM

To: Newington Town Council  
From: Jonathan Altshul, Town Manager  
Date: November 19, 2025, **updated December 3, 2025**  
Re: Establishment of Proposing Body and Statement of Need for Chapman Street Facility

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The Town has \$335,000 in CIP to renovate the decommissioned Fire Station #3 on Chapman Street. While the urgency around this facility is not as dire as with the Animal Shelter, the issue has been discussed for so long that I would recommend that Council simultaneously identify a “proposing body” and approve a “statement of need” concurrently, so that work can get underway on this project soon rather than later.

In this case, and based on the Town Attorney’s opinion from earlier this year regarding maintenance and responsibility for the facility, the proposing body would be the Town Manager’s Office. A draft statement of need could read as follows:

*The decommissioned Fire Station #3 is an historic structure that has fallen into a general state of neglect and disrepair. However, the facility’s history and architecture are a central part of Newington’s identity and key to preserving our rich past. While a renovated facility has only limited use for day-to-day operations, if properly secured and upgraded, the facility could provide much needed storage space, which is at a premium for both the Fire Department and the Town, and other uses as necessary.*

Note I have added the language “and other uses as necessary” was added in response to a point made by Councilor Budrejko at the November 25 meeting.

Since the November 25 Council meeting, I have added the language “and other uses as necessary” at the end of the statement of need in response to a point made by Councilor Budrejko at the November 25 meeting. I have also added the following clause to the draft resolution in order to comply with the specific requirements of the PMBC Ordinance and ensure that the PMBC, appointing body and Town Council can have their joint meeting in January:

***BE IT FURTHER RESOLVED THAT, the Newington Town Council hereby charges the Permanent Municipal Building Commission with oversight of this building project. Upon the Commission’s recommendation to Council on the proposed modifications and***



*scope, Council refers the project to the Town Planning and Zoning Commission for a review pursuant to Connecticut General Statutes §8-24.*

Also, under Item 10.B.4 on tonight's agenda ("Proposing Body Appointments to Permanent Municipal Building Committee"), I nominated Chris Ferri, the Captain of Station #3, and Donald Brown, Fire Station #2 member, as the Proposing Body appointments. The logic behind these appointments is that there should be at least some Fire Department representation on this project, despite neither Donald nor Chris being employees of the proposing body, as no other members of the PMBC serve as firefighters.