



Keith Chapman  
Town Manager

# TOWN OF NEWINGTON

200 GARFIELD STREET  
NEWINGTON, CONNECTICUT 06111

**MAYOR BETH DELBUONO**

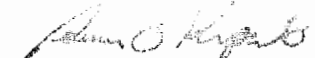
## NEWINGTON TOWN COUNCIL REGULAR MEETING MINUTES

**Thursday, October 13, 2022**

*This meeting was presented as a Zoom Webinar/Hybrid Meeting.*

RECEIVED FOR RECORD  
IN NEWINGTON, CT

2022 OCT 18 AM 11:26

  
Town Clerk

Mayor DelBuono called the meeting to order at 7:00 p.m.

1. PLEDGE OF ALLEGIANCE

2. ROLL CALL

Councilor Braverman  
Deputy Mayor Budrejko  
Councilor Camillo (*via Zoom*)  
Councilor Donahue  
Councilor Manke  
Councilor Nagel  
Councilor Page  
Councilor Radda  
Mayor DelBuono

Staff Attendees:

Keith Chapman, Town Manager (*via Zoom*)  
Lisa Masten, Library Director  
Bill DeMaio, Superintendent of Parks & Recreation  
James E. Krupinski, Town Clerk  
Susan Gibbon, Council Clerk

- Mayor DelBuono asked for a moment of silence for Newington Police Officer Alan Tancreti, who passed away unexpectedly and Bristol Police Officer Alex Hamzey and Sergeant Dustin DeMonte, who were killed last night and Office Alec Iurato, who was injured.

3. APPROVAL OF AGENDA

Motion by Councilor Manke to approve the agenda as amended by removing Item 4.C. Town Facilities and Infrastructure Update. Seconded by Councilor Page. Motion passed.

4. PRESENTATIONS

A. Lucy Robbins Welles Library Update

- Lisa Masten, Library Director of the Lucy Robbins Welles Library gave a brief presentation of the programs and services currently taking place at the library. Ms. Masten thanked the town manager for all his support over the past few years.
- Mayor DelBuono stated it helps us to hear about all that you do at the library, it's wonderful. You see the areas of need for the people of our community. Like that you are partnering with the schools.
- Councilor Page paged asked what the grab and go kits are.
- Ms. Masten stated that they put together coloring kits for kids, spice kits to go and puzzles and coloring pages for adults and crafts for teens.

- Councilor Page asked if there was a relationship with the state university system to access materials.
- Ms. Masten stated they can get materials from them, but cannot see their catalogue.
- Councilor Page asked about the grants. Did you work with our grant writer?
- Ms. Masten stated they have been talking to the grant writer about future grants.
- Councilor Page stated he's been learning about how libraries are being remodeled and are becoming public space for arts. Is that part of your vision?
- Ms. Masten stated yes. We want more community space for people to come in. Performance space, meeting space and gathering space. Libraries are not quiet anymore.
- Councilor Page stated that we need to think about the library over the next 30 years, not just next year.
- Councilor Radda thanked Ms. Masten for being here tonight. Know only a certain percentage of what you all do. The staff has done amazing work during the pandemic and continues to do so. There is so much you do that most people don't see or know. People come from other town and communities for what we have to offer.
- Councilor Manke stated that during COVID it would have been easy to shut the doors and say you're closed, like everything else, but you stayed opened, worked hard and showed outside the box thinking to make things happen. Was very impressed by all the work you did and continue to do.
- Councilor Nagel, as liaison to the library, thanked Ms. Masten for her presentation tonight, spared him the trouble of having to provide that information. Many people don't know the extent of services you provide and have provided. Hope you get more grants. Would you like to expand on the leak in the roof and your plans for expansion?
- Ms. Masten stated that the roof leak has been repaired; now waiting on the repairs to the interior, expect that to be done sometime in November. As far as future renovations, the library board has been working with a consultant and an architect working on space needs and feasibility studies for a future renovation to anticipate needs. Several people today visited the Meriden library to see what their renovation is about. We need to attend state workshops in order to be eligible for construction grants.
- Deputy Mayor Budrejko this is just cool. Didn't realize all these additional services you have developed and continue to develop. Appreciate the outreach you are doing with our senior housing facilities, homebound services, and schools. Think that the bundles and totes are great. It irritates me when I hear people say that libraries are aging out. They aren't. They are keeping relevant. You serve a segment of the population that is important. The library should be a family destination point.
- Ms. Masten stated that on Sunday's we get a lot of families.
- Deputy Mayor Budrejko stated that the original library building is the most beautiful building in town, please don't change that when you plan your renovations.
- Ms. Masten stated that they are very aware of that.
- Councilor Braverman asked if there was any thought to bring Cups & Chaucer's back to the library.
- Ms. Masten stated that no, it was fun to have, but it didn't make enough money to support it. We may bring in a Keurig machine. We are fine with people bringing in food and drink. We did try to outsource but no one was interested.

#### B. Parks & Recreation Department Update

- Bill DeMaio, Superintendent of Parks & Recreation, introduced his Parks & Recreation staff. He then gave an update on the success of the annual Life. Be In It. Extravaganza, and discussed current and upcoming programs within Parks and Recreation. Mr. DeMaio thanked the council and Keith Chapman for all their support.

- Mayor DeBuono stated she loved this presentation. People have no idea how much you do and what is entailed in all that you do. Glad we are having these presentations before budget season kicks in.
- Mr. DeMaio stated that the right now we have yoga in the preschool room, badminton in one gym, corn hole in the other gym and a fundraiser in the multi-purpose room. It's wonderful to see the community center being used the way it is.
- Councilor Page thanked Mr. DeMaio for the presentation. Is the ERC program just Tuesday afternoons?
- Mr. DeMaio stated yes, that's teacher Tuesday's at the school system.
- Councilor Manke stated that it is every other Tuesday.
- Councilor Page asked where the greenhouse is.
- Mr. DeMaio stated it is next to the garage at Westmeadow Cemetery.
- Councilor Page stated he is very concerned about the pools and the situation that they are in. Hope that we as a body can work to get those taken care of. We have a responsibility to our community to continue to make that an amazing robust program.
- Mr. DeMaio stated that Tom Lapierre and Clay have been doing everything they can to keep those pools going; they are 65 years old and have extended their life by 30 years. Totally understand cost of them too, it's a difficult situation under the tough economic times.
- Councilor Manke stated that he hears all this as the town council liaison.
- Mr. DeMaio stated that the meetings start at 6 o'clock now.
- Councilor Manke asked if Parks & Rec does any sort of survey after events.
- Mr. DeMaio stated that they do, but we know when things don't work because we get complaints. We do periodically. But they are difficult.
- Councilor Manke stated that he did receive comments from people that they would like to see more crafts next year at the Extravaganza.
- Mr. DeMaio stated that they are aware of it. Many crafters went out of business during COVID. We have contacted Simsbury crafters and statewide crafters to get crafts people.
- Councilor Manke stated that the only other comment I got was that there was not toilet paper in one of the portable bathrooms.
- Mr. DeMaio stated that he is the king of porta potties in Newington. Just an FYI: porta potties were on a state bid last year, \$38 a month, \$15-20 to clean them each week. They went up to \$159 for a regular and \$178 for a handicap accessible and \$25 per week to clean. The cost has almost quadrupled. We provide porta potties to every school and sporting events. Clay did go to every porta potty prior to the fireworks to inspect them.
- Councilor Manke stated that we have one of the best parks & recreation departments around. No one does has the programs that you do.
- Deputy Mayor Budrejko stated you have a great staff, they are profession and courteous. Glad to see you are focusing on the neighborhood parks, they create a sense of community. Think it's difficult for someone not to be impacted by your department in this town – you touch everybody from preschool, to taking care of trees and cemeteries. I appreciate that. What are you doing about the geese?
- Mr. DeMaio stated that he's done a lot of study on geese. It's difficult – some people like the geese, some don't. We did sign an agreement with the USDA who has a goose program and they will do things to make it uncomfortable for them to stay here and become residents. It is a serious problem and it's not healthy. People continue to feed them even though we have signs that say don't feed the geese. Everybody has the same issues we have.
- Mayor DeBuono stated that you do so much to raise funds and fund your own programming.
- Mr. DeMaio stated that the recreation division takes care of their staff costs, health care, and raise \$1.6 million yearly to run the department. It's a challenge. The businesses in town are so supportive – we give them advertising and they give us money.

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

A. Public Comments

- Diane Stamm, 104 Steeplechase Drive. We are now coming back to a more normal lifestyle and want to empathize that at the library. People enjoy being at the library and what they do. Would like for you to take a behind the scenes tour to see how crowded they are. The board is working with Library Design Solutions in terms of what the community needs going forward. The use of the library has changed, it's more collaborative now. Many years ago the library board spent over \$500,000 to expand. That's almost 20 years ago. We are trying to put something together and get a vision. Some went to the Meriden library and their Mayor and Town Council are their biggest supporters.

B. Email Correspondence

- None

6. REMARKS BY COUNCILORS ON PUBLIC PARTICIPATION

- Councilor Page thanked the parks & recreation department and Mr. Chapman for taking care of the cemeteries. I appreciate all the comments from the library and look forward to a public dialogue regarding the future envisioned for the library. It's a gem and we need to continue to support it.

7. CONSIDERATION OF OLD BUSINESS

A. Job Description – Director of Administrative Services (A-9)

Motion by Deputy Mayor Budrejko

**RESOLVED:**

**The Newington Town Council hereby approves the amendment to the “Classification and Pay Plan” by approving a job description for the Director of Administrative Services (A-9) position, as recommended by Keith Chapman, Town Manager, in his capacity as Personnel Director.**

Seconded by Councilor Donahue. Motion passed 9-0.

B. Great Blue Research, Inc. – Community Assessment Survey

- *After a lengthy discussion this has been tabled.*
- Town Manager Chapman stated he would like to have a survey done to solicit comments from the residents of Newington and what they would like to see in town. Think a survey through a professional process will help guide us going into the future. We ask that if people receive the survey, they seriously consider voicing their views and help us to do a better job operating the town in the future.
- Councilor Manke stated he thinks that the survey is a great idea. A little fuzzy on how it's being sent out and where the surveys will be available. Also think that this should be postponed until we have a new town manager so he/she are on board with the process.
- Councilor Donahue stated that he agrees.
- Councilor Radda asked what the time frame was for getting these out.
- Town Manager Chapman stated that the objective was to get them out by the election in November. Entering into an agreement with this group does not lock you into a time frame.
- Councilor Radda asked if we could see a copy of the proposed contract.
- Town Clerk Krupinski stated that it was in your packet last month.
- Councilor Radda stated that if we are going to vote on this, would like see what it is.
- Town Manager Chapman stated that there is no negative to voting on this, but the sooner you act on this...was hoping to use this information for budget season.

- Councilor Page stated that we would be gathering this information before Mr. Chapman leaves and regardless of who's in charge, we will have the information. Don't know how that will affect the citizen's opinions. All in favor of going forward with it.
- Councilor Manke stated he is in favor of the survey. My concern is who it's sent out to, when it's sent out, etc. Don't like the idea of it being sent out during election process. Don't want to rush it. Again, I'm not opposed to the survey, think it is a great idea. It should be built into the budget and done every 3-4 years.
- Town Manager Chapman stated that having the surveys at the polling places would be just one of the places the survey will be available.
- Councilor Page stated that the process is taken care of by the company and the scientists who design it. Want to capture as many people as possible. Need to get
- Councilor Radda stated we all asked questions of Great Blue at our last meeting and was impressed with their responses. This could also be helpful in providing background and information for a new town manager.
- Councilor Manke stated that he is not opposed to the survey. Don't think it should be done during the election cycle. If this is available at the polls, what is stopping someone from filling out another survey; think it may be skewed.
- Councilor Radda stated that hopefully the researchers have that built in. Can we table this until the next meeting and have the people from Great Blue join us.
- Councilor Manke stated that people will say what they want numerous times. The data could be skewed. In favor of having the company come back. Have questions.
- Town Clerk Krupienski stated that it's tabled to the next meeting it won't be ready in time for the November election.
- Deputy Mayor Budrejko stated that there is no way I would vote for a survey if people have the opportunity to respond twice; I didn't get that impression. I got the impression it was going to be controlled otherwise the data is meaningless. I don't agree with doing during the election cycle, there are other issues that people are more focused on during that time. Will not support doing during the election cycle. I would rather we take our time to make sure the questions are fair minded and inclusive of all town services, controlled and balanced. Don't want to rush into this.
- Town Manager Chapman suggested tabling this until another date. It's obvious you all have questions. Would be helpful if you submit your questions ahead of time.
- Councilor Manke stated he supports tabling this. Again, for the record, I am not opposed to the survey.

8. RESIGNATIONS/APPOINTMENTS

A. Appointment – Town Plan & Zoning Commission, Alternate

Motion by Councilor Page

RESOLVED:

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

**Town Plan & Zoning Commission**

7 Members – 4 year term  
 3 Alternates – 4 year term  
 Member Max: 5  
 Alternate Max: 2

Name	Address	Party	Term	Replaces
Gia Georgette Pascarelli, Alternate	62 Welles Drive North	D	10/13/2022- 11/30/2025	DeFacto Term of H Braverman since 12/1/2021

Seconded by Councilor Manke. Motion passed 9-0.

9. REFUNDS (Action Requested)

A. Approval of October 13, 2022 Refunds for an Overpayment of Taxes

Motion by Deputy Mayor Budrejko

**RESOLVED:**

**That property tax refunds in the amount of \$10,705.15 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.**

Seconded by Councilor Nagel. Motion passed 9-0.

10. APPROVAL OF MINUTES

A. August 16, 2022 Special Meeting Minutes

Motion by Councilor Radda to accept the minutes of the August 16, 2022 Special Meeting. Seconded by Councilor Donahue. Motion passed 8-0-1.

B. September 29, 2022 Regular Meeting Minutes

Motion by Councilor Nagel to accept the minutes of the September 29, 2022 Regular Meeting, as amended. Seconded by Councilor Radda. Motion passed 9-0.

- Deputy Mayor Budrejko stated that on page 6, sixth bullet up from the bottom, it says Councilor Manke but I believe that was me.

11. EXECUTIVE SESSION

A. 1-200(6)(A) – Personnel -Town Manager’s Contract

Motion by Councilor Manke

**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 Manager’s Contract.**

Seconded by Councilor Donahue. Motion passed 9-0.

*Council adjourned to Executive Session at 8:52 p.m.*

*Council returned to the Regular Meeting at 10:14 p.m.*

12. NEW BUSINESS

A. Resignation – Town Manager, Keith Chapman

- Mayor DelBuono stated that on September 30<sup>th</sup> the Council received an email from Mr. Chapman (a copy of which is attached hereto). The council is now beginning the process and to take the appropriate steps regarding this. We will be moving this item to take action at our meeting on October 25<sup>th</sup> and we will be accepting the registration in accordance with our rules of procedure.

13. WRITTEN/ORAL COMMUNICATIONS FROM THE TOWN MANAGER

- Town Manager stated that we just finished reviewing RFPs for architectural firms to be brought on an on-call basis and their first assignment will be the operations center, want that designed as quickly as possible. Regarding the public safety radio system, there is a glitch, the state attorney general has put a halt to any license agreements by any state agencies. We are hoping whatever the

issue is, it will get turned around fast. Regarding the bands concerts in the municipal parking lot for next year, Bill needs to book the bands now, we have some money in the budget for bands, but need to decide if we are going to continue the band program there next year, the council needs to commit to the funding to be included in next year's budget. Need to get a feel from you if we should continue with the concerts. This is regarding the Saturday concerts in the municipal parking lot.

- Mayor DelBuono stated we have the Thursday night concerts that are funded and very well attended. The Saturday and Sunday concerts were added as part of the COVID protocol to make outdoors spaces available and gathering in a safe way. Don't know about attendance at those concerts.
- Town Manager Chapman stated that it's part of helping the Kiwanis out with their tag sale Sundays. Recommend going ahead with them again. I just need a consensus to continue.
- Mayor DelBuono asked the cost of the concerts.
- Town Manager Chapman stated it's about \$1,000 per performance.
- Councilor Page stated on thing to consider is when we bring concerts into the center, the businesses get some benefit from it.
- Councilor Manke stated that he has attended concerts on Saturday night and has gotten food from the restaurants in town.
- Town Manager Chapman stated that he's attended several of the concerts and has gotten food from the restaurants in town. Think you would get more attendance now that COVID is over. Would continue this again for this year.
- Mayor DelBuono stated that there is a consensus from the council to continue these concerts.

14. COUNCIL LIAISON/COMMITTEE REPORTS

- None

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

- Rose Lyons, 46 Elton Drive asked to not send any surveys to me. Please don't take away my leaf collection.


16. REMARKS BY COUNCILORS

- None

17. ADJOURNMENT

Motion by Councilor Manke to adjourn the meeting at 10:23 p.m. Seconded by Councilor Donahue.  
The motion passed unanimously.

Respectfully submitted,



Susan Gibbon  
Councilor Clerk

Krupiensi, James

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**From:** Chapman, Keith  
**Sent:** Friday, September 30, 2022 10:08 AM  
**To:** DL Town Council Staff  
**Cc:** DL Town Department Heads; Massaro-Cook, Jennifer; Shonty, Heather; Avey, Theresa; Marie Fox  
**Subject:** Resignation

Please be advised that in conformance with my employment contract, I am providing the required 60 day notice of resignation from my the position as Newington's Town Manager. Therefore, my last day of employment will be December 2, 2022.

Keith Chapman, Town Manager

Sent from my iPhone

*James O. Krupiensi*  
Town Clerk

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2022 SEP 30 AM 10:15