



Jonathan Altshul  
Town Manager

# TOWN OF NEWINGTON

200 GARFIELD STREET  
NEWINGTON, CONNECTICUT 06111

## OFFICE OF THE TOWN MANAGER

### MEMORANDUM

To: Newington Town Council  
From: Jonathan Altshul, Town Manager (on behalf of Jaime Trevethan)  
Date: October 1<sup>st</sup> 2024  
Re: Monthly Report – June 2024

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#### **PERSONNEL**

- The vacant Town Manager position was posted to the public on May 1<sup>st</sup>, with a first review on May 17<sup>th</sup>. The Town Manager Search Subcommittee met periodically throughout the month.
- The vacant Assessment Technician II (T-3) position was posted externally to the public on May 7<sup>th</sup>, with a closing date of May 21<sup>st</sup>.
- The vacant part-time Library Substitute position in the Circulation Department was posted to the public on May 23<sup>rd</sup>, with a closing date of June 7<sup>th</sup>.
- Oral panel interviews for the part-time Sanitation Clerk were scheduled on May 9<sup>th</sup>, the final interview was scheduled on May 14<sup>th</sup>, a conditional offer was made.
- Interviews for the vacant Fire Marshal Administrative Aide II were scheduled on May 21<sup>st</sup>.
- We had two new hires in May, Spencer Pryzbek, Highway Equipment Operator I (HLT-9) and Evan Olsson, Certified Police Officer, they began their position on May 13<sup>th</sup>.
- Officer Eric Chapdelaine was promoted to Sergeant on May 20<sup>th</sup>.
- After 13 years of service, Richard (Rick) Wall, Assessment Technician II, submitted his retirement notice for June 14<sup>th</sup>.
- The Town is accepting employment applications for Recruit and Certified Police Officers.

#### **OVERTIME**

Paid overtime during the month of June 2024 was as follows: Note that overtime costs include all instances and may be charged to non-operating budgets (i.e., road projects).

	<b>23-24 Budget Overtime Appr.</b>	<b>Overtime Expended 23-24 YTD</b>	<b>22-23 Budget Overtime Appr.</b>	<b>Overtime Expended 22-23 YTD</b>
<b>POLICE DEPARTMENT</b>				
Administration	\$ 8,740.00	\$ 0.00	\$ 8,547.00	\$ 1,314.94
Patrol	726,993.00	907,644.91	710,781.00	959,587.64
Investigation	92,793.00	36,706.43	91,467.00	39,944.24
Traffic	5,006.00	3,334.87	5,006.00	5,603.54
Communication	175,681.00	177,450.49	183,778.00	183,129.00
Education/Training	146,205.00	137,504.05	142,800.00	167,800.18
Support Services	58,894.00	28,691.82	57,595.00	6,698.94
Animal Control	2,546.00	3,054.18	2,521.00	1,018.27
<b>Total</b>	<b>\$ 1,216,858.00</b>	<b>\$1,294,386.75</b>	<b>\$ 1,202,495.00</b>	<b>\$1,365,096.75</b>
<b>HIGHWAY DEPARTMENT</b>				
Highway Operations	\$ 29,834.00	\$ 46,829.56	\$ 29,834.00	\$ 34,124.88
Snow and Ice Control	133,578.00	78,492.24	133,578.00	54,086.96
Traffic	0.00	0.00	0.00	0.00
Vehicles and Equipment	34,486.00	35,369.13	34,486.00	33,451.71
Leaf Collection	35,972.00	34,937.93	35,972.00	31,459.41
<b>Total</b>	<b>\$ 233,870.00</b>	<b>\$ 195,628.86</b>	<b>\$ 233,870.00</b>	<b>\$ 153,122.96</b>
<b>PARKS AND GROUNDS</b>				
Parks and Grounds	\$ 105,001.00	\$ 141,785.34	\$ 105,001.00	\$ 123,620.74
Cemeteries	17,109.00	761.46	17,109.00	4,405.17
<b>Total</b>	<b>\$ 122,110.00</b>	<b>\$ 142,546.80</b>	<b>\$ 122,110.00</b>	<b>\$ 128,025.91</b>

## **RISK MANAGEMENT**

### 2023-24 Blue Cross/Blue Shield Plan Year

The eleventh month of the 2023-24 plan year produced a combined paid claim total that was higher than those estimates that were developed at renewal. The monthly claims for the 2023-24 plan year were estimated at \$1,006,480. The total paid claims from the Health Benefits Fund for May 2024 were \$ 1,092,571. It should be noted that the claims for retired participants are charged to the OPEB. The breakdown for the active participants for the Town and Board of Education is as follows.

### **Cumulative Claims through May, 2024**

	<b>Town</b>	<b>Board of Education</b>	<b>Total</b>
Estimated Claims	2,359,060	8,712,220	11,071,280
Actual Claims	2,350,428	8,492,661	10,843,089

## **FINANCE**

### **Accounting and Administration**

- Year End budget transfer request for the 2024 fiscal year were presented to the council at their meeting on June 11<sup>th</sup> and approved at their June 25<sup>th</sup> meeting.
- Finance Director, Janet Murphy attended contract planning and negotiations with the AFSCME Union and Town management team.
- The Assessment Tech II position has been filled. The new hire will be starting in the Assessor's Office on July 22<sup>nd</sup>.

- During the week of June 10<sup>th</sup>, our auditors were onsite to begin pre-audit work and planning. They will be coming back to perform the audit starting the end of September.
- The office continues to prepare for the fiscal year end with review of open purchase orders and updating of salary schedules and benefits.
- Our office continues to support all other grants that have been approved or are being submitted.

The Town received the Municipal Grants in Aid and the Mashantucket Pequot Grant from the State of Connecticut in the amount of \$1,785,740 and \$54,975 during this month. The Town received the following interest rates on investments. This list includes outstanding investments that are under the control of the Finance Department and includes the General Fund and other Town Funds.

### **INVESTMENTS, BY ACCOUNTING TYPE**

(Unaudited)

6/30/2024

	<u>Interest Earnings</u>		
	<u>Budget FY2023-24</u>	<u>Actual Year to Date</u>	<u>\$ Invested</u>
General Fund	\$250,000	2,619,819	\$46,923,456
Special Revenue Funds	48,000	37,887	776,469
Capital Projects Funds		63,535	1,203,806
Internal Service Fund	75,000	407,221	7,921,770
Trust and Agency Funds		49,695	1,561,175
<b>Total, Estimated by Fund</b>			<b>\$58,386,676</b>

### **INVESTMENTS, BY INSTITUTION TYPE**

(Unaudited)

6/30/2024

	<u>Interest %</u>		<u>Interest \$</u>		<u>\$ Invested</u>
	<u>Current Month</u>	<u>Last Month</u>	<u>Current Month</u>	<u>Last Month</u>	
STIF	5.43	5.42	184,567	241,319	36,975,844
Bank North	2.06	2.06	979	1,010	583,830
TDBank (new)	2.83	2.83	27,694	28,549	12,094,220
Farmington Bank	.00	.00	0	0	0
Webster Bank	2.57	2.57	6,940	7,156	3,324,785
Liberty Bank	4.67	4.60	20,266	21,874	5,407,997
<b>Total Outstanding Investments</b>					<b>\$58,386,676</b>

*Rates reflect avg. monthly yield, annualized*

### **Assessor**

- Files for tax bills for Real Estate, Personal Property, and Motor Vehicles were finalized, balanced and sent to our vendor, Quality Data for printing and mailing. All files were confirmed balanced by the vendor and the bills were printed and mailed out on June 28, 2024.
- Real estate deeds were read and entered in the computer assisted mass appraisal system through the end of June.
- Income and Expense forms for owners of incoming producing commercial property which were sent out back in April, were due back to the Assessor's office by June 1. Final notices have been sent out

advising them that a 10% assessment penalty will be added to their property assessment, pending non-receipt of the income & expense report.

- The Elderly Homeowner Tax Relief program was completed by the end of June. All reports associated with this program were filed with the State of Connecticut. This year, 391 elderly taxpayers participated in this program and were granted a total of \$233,848.81 in tax relief. Additionally, these 391 taxpayers were granted thru the Town of Newington's Local Elderly tax relief program a matching amount of \$233,848.81.

### **Revenue Collector**

- June Revenue Collections for Real Estate, Personal Property & Motor Vehicles amounted to \$80,434.19. Prior year taxes collected amounted to \$68,466.33 which includes \$15,724.77 for suspended accounts.
- This year's July collections of 99% were in line with last year's collections of 99%.
- The tax payment drop box is in the parking lot near the West side of the Town Hall entrance for the convenience of the taxpayers and is extremely full each day. The Tax Office staff retrieves payments several times a day.
- Legal Notices and News Releases were placed in several newspapers, online, and on social media giving taxpayers updated information.
- Many taxpayers came in early, prior to the tax bills being mailed, to pay without their tax bills, which meant we had to spend extra time searching for their information.
- All reports were sent to the State including the required M-1 Form notifying the State the amount we would be coming for the 2023 Grand List.

### **POLICE**

#### **Patrol Calls for June are as follows:**

Abandoned MV 0	Fire Task Force Activation 0	MV Evading 16
Administrative 0	Fire Training 0	MV Fatal 0
Alarm Commercial BurgAlarm 49	Fire Trouble Alarm 0	MV Injury 10
Alarm Hold Up Alarm 3	Fire Veh Maintenance 0	MV Property Only 78
Alarm Residential Burg Alarm 23	Fire Vehicle Fire 1	Neighbor 22
Altered Mental Status 0	Fire Veh Fire Near Stru 0	No Pol Actual Call Type 206
Animal Complaint 40	Fire Water Problem 0	Noise 33
Arson/Fire Invest 0	Fireworks 2	Non Collect Person 0
Assault 2	Follow Up 37	Notification 0
Assault in Progress 0	Found Property 9	Open Door/Window 8
Assist Motorist 8	Gun 0	Other Archive 0
Assist Notification 0	Harassment 9	Parking Violation 9
Assist Other Agency 24	Hazard 33	PD Assist Fire Dept 60
Bad Check Insufficient Funds 0	Hazmat 0	PD Vehicle Maintenance 0
Blighted Property 0	Hold Up Alarm 1	Personal Relief 0
Bomb Threat 0	HOPE Project 0	Pistol Permit 16
Breach of Peace/Disorderly 12	Identity Theft 6	Prisoner Care 16
Burglar Alarm 8	Illegal Dumping 1	Private Duty 0
Burglary 1	Impersonating Police 0	Property Found 4
Car Seat 1	Indecent Exposure 0	Property Lost 2
Check Welfare 65	Intoxicated 2	Prostitution 0
Check Welfare 911 27	Juvenile Complaint 17	Recovered Stolen MV 3
Check Welfare Other 11	K9 Assist 0	Rescue Call 0

Clear Lot 1	Kidnapping 0	Residential Lockout 1
Construction 0	Landlord/Tenant Dispute 2	Risk Protection Order 7
Court Detail 20	Larceny 53	Robbery 0
Crest Call Out 4	Larceny from MV 18	Roll Call 1
Criminal Mischief 5	Lift Assist Only 7	
CSO 0	Liquor 0	Serve Subpoena 0
Customer Dispute 16	Local Traffic Authority 1	Serve Warrant 35
Dog Complaint 34	Location Check 329	Sexual Assault 2
Domestic 29	Location General 1	Shots Fired 0
Door Check 0	Location School 0	Specific Detail 93
Drug 1	Lockout Building 1	State Pistol Permit – Tempo 0
DUI 4	Lockout MV 0	Stolen MV 3
EDP 16	Lost Property 5	Sudden Death 6
Escort/Transport 2	LTA 1	Suicide 0
Escort/Funeral 6	Meal 0	Suicide Attempt 0
Escort Other 0	Medical Alarm 14	Suspicious MV Unoccupied 11
Escort Retrieval 3	Medical Cardiac 3	Suspicious Report 134
Escort Tax 0	Medical Complaint 256	TEST 1
Fingerprint 0	Medical Diabetic 0	Threatening 8
Fire Alarm Commercial Bldg 9	Medical Fall 15	Tobacco 0
Fire Alarm Residential 1	Medical Other 0	Tow 6
Fire CO Detector no sympt 1	Medical Overdose 1	Town Ordinance Violation 0
Fire CO Detector with sympt 1	Medical Respiratory 2	Traffic Stop 394
Fire Extrication 0	Medical Stand By 2	Traffic Stop Attempt 12
Fire Hazmat 2	Medical Trauma 0	Traffic Survey 0
Fire Mutual Aid Request 0	Medical Unresponsive 0	Training 0
Fire Other 22	Missing 4	Trespass 12
Fire Rescue 0	MV Abandoned 1	Unknown 0
Fire Special Detail 0	MV Assist 34	Water problem 0
Fire Stand By 0	MV Complaint 55	
Fire Structure Fire 1	MV Fire 0	
		<b>Total: 2,584</b>

In June, the Detective Division Report:

- Handled 42 investigations, 42 remain ongoing.
- Served 36 warrants: 24 by Patrol officers, 12 by Detective Division.

**In June, the Patrol Division report:**

- On June 6, 2024 at 1330 hours officers responded to Reno Machine, 170 Pane Road for an active domestic dispute. The complainant on scene reported that his ex-girlfriend Jennifer Fontanez-Hernandez arrived at Reno Machine unannounced. Fontanez-Hernandez yelled at the victim and dragged her by the collar of her shirt backwards slamming her against a vehicle. Fontanez-Hernandez continued to yell at the victim and removed air pods from the victim's ears. The victim was able to free herself at which time Fontanez-Hernandez drove her vehicle at the victim and a co-worker in an attempt to hit them. Officers were able to locate Fontanez-Hernandez at her residence in New Britain. Fontanez-Hernandez became combative as officers were attempting to take her into custody. Officers were able to take Fontanez-Hernandez into custody utilizing minimal force resulting in no injuries to

the officers or Fontanez-Hernandez. Fontanez-Hernandez was charged with Breach of Peace, Assault 3<sup>rd</sup> Degree, Reckless Endangerment 1<sup>st</sup> Degree and 2 counts of Interfering with an Officer.

- On June 8, 2024 at 1317 hours the West Hartford Police Department requested assistance as they were following a vehicle south bound on Willard Avenue. The occupants of the vehicle were suspected of shooting at people with a BB gun in West Hartford resulting in injury. The occupants abandoned the vehicle in the area of Veterans Drive and St. Mary's Church. 3 suspects were immediately taken into custody and a fourth fled into the woods behind the church. Newington Officers established a perimeter and a short time later Newington Dispatch received a 911 call from an Apple Watch which was believed to belong to the suspect. Dispatch was able to track the call and relay location information to officers on scene. Officers were able to locate the suspect and take him into custody after a brief foot pursuit. The suspects were all turned over to the custody of the West Hartford Police Department.
- On June 21, 2024 at 1433 hours Officers responded to 726 Cypress Road for a semi responsive male with snoring respirations. Officers found the male lying on the floor, not breathing and without a pulse. Officers attached an AED and began CPR and ventilations with a bag valve mask. Officers continued life saving measures with the assistance of AMR for nearly an hour. The male regained and lost a pulse several times prior to transport to a local hospital. It has since been reported that the male suffered a heart attack and is expected to survive.
- On June 26, 2024 at 1509 hours Officers responded to an assault complaint at Stop and Shop, 44 Fenn Road. The suspect in the incident, Justin Deon Womack age 33 fled the scene and was located by Newington Officers at CT Fasttrack. The ensuing investigation revealed that Womack walked up to the 79-year-old victim as he was exchanging items at the service desk and punched him unprovoked and without warning. Womack was subsequently arrested and charged with Assault on an Elderly Person 3<sup>rd</sup> degree and Breach of Peace in the 2<sup>nd</sup> degree.
- On June 26, 2024 at 1100 hours Officers on routine patrol observed a green Subaru Forester enter the parking lot of the Grantmoor Motor Lodge at a high rate of speed. The occupants of the vehicle exited and entered room 218. A check of the vehicle registration revealed that the vehicle was listed as a stolen motor vehicle. Officers were able to locate the occupants of the vehicle and the ensuing investigation led to information to arrest Matthew Zongol and charge him with Larceny in the Second Degree for possession of the stolen motor vehicle. At the time of the investigation the vehicle was a suspect vehicle in multiple crimes throughout the state including robbery and burglary. Newington Officers collaborated with investigating agencies to provide relevant information regarding these investigations.

In June, the Support Services report:

- The Support Services Division continues to progress towards achieving State Tier II Accreditation. The assessment of written directives took place during the month of June of 2024. The assessment team put the Newington Police Department in 100% compliance with the State's Tier II Accreditation Standards.
- The Newington Police Department has developed new relationships with the LINKED- Autism Safety Project and the Newington Special Education Parent Teacher Organization. On June 2<sup>nd</sup>, Chief Perry, Lt. Aivano and MPO Rinaldo attended a sensory-friendly public safety event at Company 1 headquarters. The LINKED project enhances relationships between first responders and the neurodiverse community. The police department has been provided with three sensory bags to utilize on calls for service involving the neurodiverse community. Furthermore, we created a link on the police department website for families to register for the program. This provides first responders with crucial information that will enhance our response to calls for service involving registrants. Training will be taking place in the near future with police, fire, and emergency medical providers.
- The Support Services Division recently procured "CertAssist", a software designed to help track training and certifications that are mandated by the Police Officer Standards and Training Council. On June 10<sup>th</sup>, the Command staff and Training Sergeant conducted web-based training to learn how to utilize the system.
- On June 11<sup>th</sup>, several certified police officers came to Newington Police headquarters for testing and interviews. Currently, two certified police officers have moved forward in our hiring process.

- On June 13<sup>th</sup>, members of the Support Services Division and Patrol Division collaborated to provide a student with a ride to school after winning a raffle prize through the E. Green Parent Teacher Organization. The student rode in an administrative vehicle capable of holding a car seat and was transported from his residence to E. Green School that morning.
- On June 14<sup>th</sup>, Lt. Aivano attended the Newington Police Accreditation Exit meeting with members of various police departments. During the meeting it was noted that the Department is 100% in compliance with the Tier II written directives, and we will be invited to the POST Council meeting in September to potentially receive our accreditation award.
- On June 19<sup>th</sup>, retired Wethersfield Police Lieutenant Kevin Dillon conducted a Use of Force Analysis for Supervisors and Command training at the Milk Lane training facility. This training was conducted as part of the Department of Justice COPS De-Escalation grant. This was the final training class in a series of six courses taught by Lt. Dillon. The Support Services Division also facilitated de-escalation training to Newington Library staff on June 19<sup>th</sup>. Officer Bugbee taught the class at their monthly staff meeting. We received positive feedback from the Assistant Library Director about Officer Bugbee's training.
- On June 21<sup>st</sup>, the Support Services Division facilitated a Law Enforcement Officers Safety Act (LEOSA) firearm qualification for a retired State Police Lieutenant who resides in Newington. The retired Lieutenant currently works for the United States Government and is stationed in Gaza while he trains Palestinian police officers. The Lieutenant was not able to attend the State Police LEOSA qualification due to his deployment, so we accommodated to ensure he maintained his certification. The Lieutenant was very appreciative of our assistance.
- On June 25<sup>th</sup>, Lt. Aivano and Lt. Deane met with representatives from Temple Vallabhdham ahead of a religious ceremony they were having on June 29<sup>th</sup>. Mr. Desai informed us that the priest who blessed their temple when it first opened was coming in from India to conduct a meet and greet and blessing. Mr. Desai said they were expecting a large turnout for the event and wanted to make sure proper plans were in place.
- On June 27<sup>th</sup>, Chief Perry, Lt. Deane and Lt. Aivano conducted oral board interviews for the 4-year rotator detective position. A total of four candidates were interviewed. This is a new approach to selecting personnel for specialized assignments that was well-received.
- Sgt. D'Esposito joined the Support Services Division and hit the ground running by ensuring twelve members of the department met their police officer re-certification criteria. We deployed CertAssist and fed paper training records into the system to identify any areas of training that were needed. The officers were provided with any additional training that was needed.
- During the month of June, 2024, eleven officers attended Capitol Region In-Service training in order to achieve re-certification.
- In-house training continues to be a priority of the Support Services Division. During the month of June, 2024, the Support Services Division held the following in-house training session:  
-Spring Firearms (June 7<sup>th</sup>)
  - During the month of June, 2024, the police department received thirty-seven (37) requests for body worn camera video.
  - During the month of June, Animal Control Officer Sawallich impounded 6 dogs and 1 cat in Newington and Wethersfield. She redeemed 3 animals and sold 5 animals as pets during the month of June. ACO Sawallich investigated 75 complaints in Newington during the month of June.

#### Police Department Overtime Report - June 2024

OT May	\$127,419 -3 pay periods (0 holiday)
OT June	\$101,836 -2 pay periods (1 holiday)
	\$25,582 decrease over May

- Applications continued to be received and testing continues for Police Officer vacancies. Currently 2 Certified Officers from out of State are going through the hiring process. The 4-year detective rotator was appointed to Ofc Adam Gore and will begin his new assignment in July. Officer Larrie Douglas was promoted to Sergeant in June. Sergeant Matthew D'Esposito was transferred to the Support Services Division, filling a vacancy as the Training Sergeant. June finishes with 3 officer positions still vacant, and 2 dispatcher positions currently in backgrounds.
- Administrative overtime of \$0.
- Patrol overtime of \$54,059, a decrease of \$5,841 from the previous month. Overtime included 2 pay periods, the filling of shifts for time off (vacation, sick, earned time) and for vacancies requiring overtime to fill them. Overtime was created when holding over to complete cases/reports and casework which included; domestics, Late calls, motor vehicle accident, Southington Police peer support, CREST call out, Mid State Accident Reconstruction call out, DUI arrest, radio project meetings, serve warrants, hospital detail, subpoenas, search warrant, video review, traffic detail, and other related duties.
- Detective Division overtime of \$1,355, a decrease of \$3,042 from the previous month. Overtime included crime scene investigation, sudden death investigation, and evidence collection.
- Traffic Division overtime of \$206, a decrease of \$919 over last month, to help with car show and a traffic light out.
- Communications overtime of \$19,972 a decrease of \$402 from the previous month. Overtime included the filling of shifts for time off (vacation, sick, earned time). Additionally, a second dispatcher is staffed on overtime from 0000hrs to 0400hrs on the midnight shift on Thursday, Friday and Saturday when the dispatch 3 shift jumper is not scheduled to work. There are currently two vacancies in this division.
- Educational overtime of \$20,167, a decrease of \$5,566 from the previous month. Overtime included the coverage of shifts for officers attending the following training or classes, recertification training, Mid State training, recruit training, Spring Firearms training, Baton training, Supervisor Liability for Telecommunications dispatchers, Pause, Reflect, and Act training, Dispatch Response to Active Killers, training Basic Police Firearms Instructor Pretest, Search and Seizure training, Use of Force training, and Report writing training.
- Support Services overtime of \$5,826 decrease of \$9,068 from the previous month. Overtime included the radio project, Juvenile review board, RPO hearings, Touch a Truck, POST Academy stations day, and Graduation coverage.
- Animal Control overtime of \$251, a decrease of \$795 from the previous month. Overtime included an animal neglect call out. Overtime costs are split with Wethersfield as well as the salary.

## **FIRE DEPARTMENT**

The following is a report of the activities of the Newington Fire Department for the month of June, 2024. During this period, fire department members responded to alarms or emergencies. A summary of these alarms and a manpower response break down is detailed below:

<b>Code</b>	<b>Incident Type</b>	<b>June</b>	<b>12 Month Total</b>
<b>1</b>	<b>Fire</b>		
100	Fire, Other	2	20
111	Building fire	0	14
112	Fires in structure other than in a building	0	0
113	Cooking fire, confined to container	2	13
114	Chimney or flue fire, confined to chimney	0	5
116	Fuel burner/boiler malfunction, fire	0	2



123	Fire in portable building, fixed location	0	1
130	Mobile property (vehicle) fire, other	0	2
131	Passenger vehicle fire	1	10
132	Road freight or transport vehicle fire	0	2
140	Natural vegetation fire, other	1	5
141	Forest, woods or wildland fire	0	1
142	Brush or brush-and grass mixture fire	0	4
143	Grass Fire	0	0
150	Outside rubbish fire, other	1	10
151	Outside rubbish, trash or waste fire	0	3
154	Dumpster or other outside trash receptacle	1	2
160	Special outside fire, other	4	7
162	Outside equipment fire	0	2
170	Cultivated vegetation, crop fire, other	0	1
	<b>Total</b>	<b>12</b>	<b>104</b>

## **2 Overpressure Rupture, Explosion, Overheat (No Fire)**

200	Overpressure rupture, explosion, overheat	0	2
210	Overpressure rupture from steam, other	0	0
211	Overpressure rupture of steam pipe	0	0
212	Overpressure rupture of steam boiler	0	2
221	Overpressure rupture of air or gas	0	1
223	Air or gas rupture of pressure or process	0	0
251	Excessive heat, scorch burns with no fire	1	2
	<b>Total</b>	<b>1</b>	<b>7</b>

## **3 Rescue & Emergency Medical Service Incident**

300	Rescue, EMS incident, other	0	5
311	Medical assist, assist EMS crew	1	11
322	Motor vehicle accident with injuries	0	1
323	Motor Vehicle/pedestrian accident (MV Ped)	0	0
324	Motor Vehicle Accident with no injuries	2	7
340	Search for lost person, other	0	0
350	Extrication, rescue, other	1	6
352	Extrication of victim(s) from vehicle	0	7
353	Removal of victim(s) from stalled elevator	2	4
356	High-angle rescue	0	1
360	Water & ice-related rescue, other	0	2
362	Ice Rescue	0	0
381	Rescue or EMS standby	0	1
	<b>Total</b>	<b>6</b>	<b>45</b>

## **4 Hazardous Condition (No Fire)**

400	Hazardous condition, Other	4	35
410	Combustible/flammable gas/liquid condition	0	4

411	Gasoline or other flammable liquid spill	0	7
412	Gas leak (natural gas or LPG)	2	17
413	Oil or other combustible liquid spill	4	13
420	Toxic condition, other	0	0
421	Chemical hazard (no spill or leak)	0	1
422	Chemical spill or leak	0	0
423	Refrigeration leak	0	0
424	Carbon monoxide incident	1	10
440	Electrical wiring/equipment problem, Other	3	29
441	Heat from short circuit (wiring), defective/worn	0	1
442	Overheated motor	0	1
443	Breakdown of light ballast	0	1
444	Power line down	10	34
445	Arcing, shorted electrical equipment	3	11
451	Biological hazard, confirmed or suspected	0	0
460	Accident, potential accident, other	0	1
463	Vehicle accident, general cleanup	1	10
	<b>Total</b>	<b>28</b>	<b>175</b>
<b>5</b>	<b>Service Call</b>		
500	Service Call, other	2	8
510	Person in distress, other	2	3
511	Lock-out	2	9
512	Ring or jewelry removal	0	0
520	Water problem, Other	0	21
521	Water evacuation	0	16
522	Water or steam leak	0	5
531	Smoke or odor removal	0	20
540	Animal problem, other	0	0
542	Animal rescue	2	2
550	Public service assistance, Other	0	0
551	Assist police or other governmental agency	2	9
552	Police matter	0	0
553	Public Service	0	1
561	Unauthorized burning	1	6
571	Cover assignment, standby, move up	1	12
<b>Total</b>	<b>12</b>		<b>112</b>
<b>6</b>	<b>Good Intent Call</b>		
600	Good intent call, other	4	55
611	Dispatched & cancelled en route	0	5
621	Wrong location	0	0
622	No Incident found on arrival at dispatch	1	4
631	Authorized controlled burning	0	4

641	Vicinity alarm (incident in other location)	0	2
650	Steam, other gas mistaken for smoke, other	0	1
651	Smoke scare, odor of smoke	0	15
652	Steam, vapor, fog or dust thought to be smoke	0	4
653	Smoke from barbecue, tar kettle	0	0
661	EMS call, party transported by non-fire	0	0
671	HazMat release investigation w/no HazMat	0	13
672	Biological hazard investigation, none found	0	1
	<b>Total</b>	<b>5</b>	<b>104</b>

## **7 False Alarm & False Call**

700	False alarm or false call, Other	9	62
710	Malicious, mischievous false call, other	0	3
711	Municipal alarm system, malicious false	0	2
714	Central station, malicious false alarm	0	0
715	Local alarm system,	0	0
721	Bomb Scare – no bomb	0	0
730	System malfunction, Other	2	27
731	Sprinkler activation due to malfunction	0	6
732	Extinguishing system activation due to malfunction	0	0
733	Smoke detector activation due to malfunction	2	25
734	Heat detector activation due to malfunction	0	4
735	Alarm system sounded due to malfunction	4	28
736	CO detector activation due to malfunction	3	18
740	Unintentional transmission of alarm, other	1	22
741	Sprinkler activation, no fire	2	6
742	Extinguishing system activation	0	1
743	Smoke detector activation, no fire - unintentional	3	39
744	Detector Activation, no fire	2	16
745	Alarm system activation, no fire	5	57
746	Carbon monoxide detector activation, no CO	2	15
	<b>Total</b>	<b>35</b>	<b>331</b>

## **8 Severe Weather & Natural Disaster**

800	Severe weather or natural disaster, other	0	1
812	Flood Assessment	0	2
813	Wind Storm, tornado/hurricane assessment	1	2
814	Lightning strike (no fire)	0	1
	<b>Total</b>	<b>1</b>	<b>6</b>

## **9 Special Incident Type**

900	Special type of incident, other	0	4
911	Citizen complaint	0	0
	<b>Total</b>	<b>0</b>	<b>4</b>

**Fire Chief**

- Discussions with Chief Regina and Captain Machado about training division activities
- Discussions on Training tower improvements with training division
- Discussions with Chief Stegmaier on personnel recruitment and retention ideas being discussed in weekly meetings with his staff/ Upcoming events
- Discussions with Chief Stegmaier over personnel issues
- Discussion with Deputy Chief Giansanti, Capt. Valvo, Lt. Muir, Lt. Castro on apparatus and building projects
- Communicate with Fire Marshal to discuss new development in town
- Attend weekly State Radio meetings for new radio system
- Attend Monthly Board of Fire Commissioners meeting
- Attend Multi Company - Bail Out System Training
- Attend Department Drill - Seek Thermal Imager Training
- Discussions with Dept. Inc. on Buffalo mechanical needs/ Motor /Transmission restoration
- Assist Department Inc with Fire/ Security Alarm, new boiler and hot water heater installs
- Discussions with Hermas on Sale of old Engine 5
- Review new Truck 1 specifications
- Attend monthly Chiefs meeting
- Attend Command Staff meeting
- Discussions with Town Manager about Department Space needs and West Hill Rd
- Design new Chiefs Car and lighting package
- Discussions with State of CT about Callahan Site possible build
- Checking in with members at State of CT DOT Fire Watch/ Time Records
- Attend BAPS Charities – Joy of Others Walk/Run in Rocky Hill
- Attend and review Annual Chiefs Evaluations with Board of Fire Commissioners
- Attend SEPTO/ Linked Autism Event at Company 1
- Finalize FEMA Safer Grant Reimbursement paperwork
- Attend Public Hearings on new EOC
- Work with 1<sup>st</sup> in Products on new thermal holders design
- Work with Lt. Marty Ball on Fire Billing documentation
- Finalize EOY Budget for Fire Department

**July 2024 Training Report****Progress History**

- **Fire Service Instructor I (FSI)** – We are hosting a FSI class in the Kalasky Room on August 24<sup>th</sup> and 31<sup>st</sup>, September 7<sup>th</sup>, 14<sup>th</sup>, 21<sup>st</sup> and 28<sup>th</sup>. The class size is 18 and 16 firefighters from our department have signed up. Berlin Fire requested and was allocated the remaining 2 seats.
- **Training Tower** – A meeting was held with Chief Perry regarding the former impound lot at our training grounds. Chief Perry has no plans for this area. I also met with the Rob Hillman and Hermas Lavoie regarding our plans to install the roof prop. As no final location on the training grounds has been finalized; we will move forward with having the existing pole structure, fencing from the impound lot and other cleanup completed to better understand our available space.
- Building permits for our CIP approved roof prop were submitted the week of July 8<sup>th</sup>.
- Paperwork requesting a bid waiver for the roof prop was submitted to Lauren Rhines for submission to the Newington Town Council.
- The manufacturer/vendor holds the patent on this training prop.

- I did inquire with the CT Fire Academy about their purchase of the same brand of roof prop. I was told that they purchased their prop as a sole source vendor.
- The Wethersfield Fire Department has purchased 25 sheets of ½” sheetrock and 25 sheets of ¾” plywood for the new roof prop.
- This material was delivered a week ago.

#### Plans

- **ISO** - Preplan activities and training continue with specific businesses identified and sent to each company to begin the preplan process. This work is imperative to our ISO rating and we are engaging all of our firehouses/companies in this effort.
- We contacted our ISO representative after receiving fire hydrant testing updates from the MDC. The MDC worked with our representative to identify and provide the flow testing information needed.
- All hydrant information has been entered in to RedNMX for reporting purposes.
- We will be meeting with our ISO representative beginning in July to move forward on discussions around resubmitting our updated data. I have contacted her and am awaiting a callback to confirm our meeting date.
- **West Hartford Fire CPR/AED Training** – We are working with West Hartford to begin our training and recertifications on our AED/CPR in September.
- **West Hartford Summer Camp** – We are working with West Hartford Fire on their upcoming summer camp at our training tower.
- **National Guard** – The National Guard is scheduled to train on vehicle extrication at our training tower on July 23<sup>rd</sup>. They are supplying the vehicles; our training officers will be assisting and Rescue 1 and/or the Tac will be onsite for equipment needs. Their original plans were to perform a live burn but their SCBA is over 10 years old and cannot be used on our grounds.

#### Drill Schedule

<b>July</b>		
Officer Training	Mayday/RIT	07/09/2024
Multi-Company Drill	Mayday/RIT – Company 1 & 3	07/15/2024
New Officer Candidate Training	Screwdrivers	07/17/2024
Day Drill	Mayday/RIT	07/21/2024
Multi-Company Drill	Mayday/RIT – Company 2 & 4	07/22/2024
<b>August</b>		
Officer Training	Ropes	08/13/2024
Day Drill	Ropes	08/18/2024
Multi-Company Drill	Ropes – Company 1 & 4	08/19/2024
New Officer Candidate Training	Screwdrivers	08/21/2024
Multi-Company Drill	Ropes – Company 2 & 3	08/26/2024
<b>September</b>		
Officer Training	Flash Fire/Building Construction	09/10/2024
Multi-Company Drill	Flash Fire/Building Construction	09/16/2024
New Officer Candidate Training	Screwdrivers	09/18/2024
Multi-Company Drill	Flash Fire/Building Construction	09/23/2024
Department Drill	Flash Fire Trailer	09/28/2024
<b>October</b>		
Officer Training	Extrication & Airbags	10/08/2024
New Officer Candidate Training	Screwdrivers	10/16/2024
Day Drill	Extrication & Airbags	10/20/2024

Multi-Company Drill	Extrication & Airbags	10/21/2024
Multi-Company Drill	Extrication & Airbags	10/28/2024
<b>November</b>		
Officer Training	Forcible Entry/Disoriented	11/12/2024
Day Drill	Forcible Entry/Disoriented	11/17/2024
Multi-Company Drill	Forcible Entry/Disoriented	11/18/2024
New Officer Candidate Training	Screwdrivers	11/20/2024
Multi-Company Drill	Forcible Entry/Disoriented	11/25/2024

### **Classes in 2024**

#### **FF1 Training –300 Hours**

#### **Wolcott Fire School – March 5, 2024 through June 27, 2024 (1 Firefighter)**

- Ryan Rizzo
- Regional Fire School – Wolcott, CT – Nights and weekends
  - Awaiting test results

### **HIGHWAY DEPARTMENT**

#### **Administration**

- Continued to meet with residents to discuss various issues and concerns
- Continued with ongoing Landfill post closure requirements
- Continued with all project planning and scheduling
- Met with Engineering Department to discuss various projects and drainage concerns
- Met with Public Works group to discuss upcoming projects
- Met with IT to discuss project at Mill Pond
- Met with Sanitation contractor to discuss collection services
- Met with various departments to discuss upcoming vehicle purchases
- Met with milling contractor to discuss paving project at John Wallace school
- Met with New Britain water to discuss pavement repairs on Eight St
- Completed hiring process for vacant Sanitation Clerk position
- Attended Statewide Emergency Planning and Preparation Initiative (EPPI) Exercise sponsored by State of Connecticut Division of Emergency Management and Homeland Security
- Coordinated grinding of vegetation at Transfer Station with outside vendor
- Attended meeting to discuss town EOC
- Attended public informational meeting to discuss Camp Ave. paving project

#### **Roadway Maintenance**

- Continued with litter pickup/graffiti removal Town wide
- Highway operators continued with Landfill material processing
- Completed miscellaneous patching of various potholes and topsoil repairs
- Equipment Operator II worked with outside vendor for the grinding and removal of vegetation at Transfer Station
- Crews continued preparation work (saw cutting; replacing catch basins) for 24-25 Overlay Program
- Crews patched Bus garage and driveway at Eddy Far
- Completed catch basin repair on Stamm Road and Hartt Lane
- Completed vegetation removal (mowing) at Transfer Station and Highway Facility
- Crews cleaned up limbs/branches at roadside
- Several employees completed Town sponsored CPR training
- Responded to seven (7) after hour call ins for the month
- Two (2) evictions scheduled for the month requiring no storage

**Fleet Maintenance**

- Mechanics continued with preventive, spring seasonal services, scheduled maintenance and emergency repairs to all Town vehicles/equipment
- Responded to one (1) after hour Call In(s) for the month

**Sanitation/Recycling/Landfill**

- Scheduled 130 residential bulk items for collection for the month
- Scheduled 13 condominium bulk items for collection for the month
- Scheduled 41 condo/residential scrap metal items for collection for the month
- 10246 tons of cumulative Municipal Solid Waste were collected from July to June
- 2265 tons of cumulative recyclables were collected from July to June
- 213 Mattresses/box spring quantities were received from Vendor for the month
- One (1) television(s) was collected for the month
- Issued 60 permanent landfill permits and 6 temporary permits for the month

**TOWN ENGINEER****Permits:**

- Reviewed 4 contractor license applications (bond/insurance/agreement)
- Reviewed and approved permits: 180
- Excavation: 06
- Driveways: 12
- Reviewed utility clearance notifications (routine & emergency): 208

**Meetings:** Represented the Town/Department at

- CRCOG transportation committee meeting
- TON economic development meeting (engineering, planning, building, fire marshal, assessor)
- Town Council Meeting(s), as requested
- TON CIP/budget, Conservation Commission, Planning and Zoning meeting(s), as requested
- Eversource/CL&P planning/construction meeting(s), as requested
- MDC planning/construction meeting(s), as requested
- CNG planning/construction meeting(s), as requested
- DOT planning/coordination meeting(s), as requested
- Project meeting(s) with residents, businesses, developers and engineers/architects, as requested

**Site Plan Review and project Monitoring:** Reviewed plans and calculations for conformance with the Town of Newington Planning & Zoning Commission and monitor project progress.

Reviewed site plans and projects that are still ongoing:

- 712 Cedar Street – Site plan review
- 3333 Berlin Turnpike – Site plan review
- 77-93 Pane Road – Site plan review
- 227 Pane Road – Site plan review
- 35-67-69 Culver Street – Site plan review
- Rock Hole Lane subdivision – site plan and easement review
- 105 Cedarwood Lane – Re-subdivision review
- 65 Holmes Road – Site plan modification review
- 680 N. Mountain Road – Site plan
- 60 Prospect Street – Site plan review
- 2176-2180 Berlin Turnpike – Site plan review
- 1170 Main Street – Site plan review (Keeney bldg)
- 2151 Berlin Turnpike – Site plan review
- Peckham Farm Drive subdivision - Plot plan review as needed

- 161 Carr Ave – site plan review
- 79 East Cedar St – site plan review
- 200 Church Street – Site plan review
- 67 Pane Road – site plan review
- 250 Cedarwood – subdivision review
- Lot 17/479/101 Cedarwood – subdivision review
- Kitts Lane – concept plan

**Public Works:** Assessed, investigated and inspected infrastructure (roads, parking lots, bridges, curb, sidewalks, traffic signals, street lights, dams, drainage, stonewalls) throughout town.

#### **Engineering:**

- Assisted public (residents, developers, contractors, realtors, title searchers, etc.) with Town engineering data (GIS, maps, etc.), ordinances, engineering procedures, building/property addresses, etc.
- Assisted public (residence and businesses) with drainage/flooding concerns and inspected portions of drainage system.
- Coordinated with Hartford and West Hartford in follow up to annual CTDEEP and NRCS inspection of portions of Piper/Mill Brook (South Branch Park River Flood Control System).
- Coordinated with MDC/CNG/ Eversource (CL&P) regarding utility projects in Newington
- Coordinated with CDOT regarding state projects in Newington
- Coordinated with MDC regarding sewage service, water service, CWP, and road restoration
- Research and provide engineering data to defend TON against lawsuits, as needed

#### **Town Projects - Construction:**

- Public Works (LOTICIP 2018): Complete Street Project - Robbins Avenue and Maple Hill Avenue
- Public Works: 1537-1551 Willard Avenue – Sidewalk improvements
- Public Works: Annual sidewalk replacement program
- Public Works: Annual mill and overlay program
- Public Works: Annual sidewalk grinding program
- Public Works: Retaining wall, CT. Ave.

#### **Town Projects – Design:**

- Public Works: Alumni Road & Cedar Street – Intersection improvement plan, spring construction
- Public Works: Garfield Street Parking Lot: Site improvement plan
- Public Works: Gilbert/Fisk Drive – Storm drainage evaluation
- Public Works: Brookside Avenue – Storm drainage evaluation
- Public Works: drainage improvements: Pheasant Run – Ridgeway intersection improvement
- Planning: Garfield Street 2018 Community Connectivity Project – preliminary design
- Planning: Garfield Street EVCS grant Project – preliminary design
- Planning: Garfield Street Town Hall parking area reconstruction project – preliminary design
- Public Works: 1936-1940 Main Street – Sidewalk Improvement plan – design
- Planning (CT Urban Funding Grant): Elm Hill Business District Streetscape – New Britain Ave – conceptual design
- Planning: North End Business District Streetscape – Hartford-Stoddard Ave – conceptual design
- Public Works: drainage improvements: Parker Avenue neighborhood
- Replacement of the pedestrian bridge over Mill Pond dam.
- West Meadow Cemetery drainage improvements
- Public Works: Alumni Road, Maple Hill & Cedar Street – LoTCIP complete streets project
- Parks: ADA accessible route for new playground, Candlewyck Park.

#### **Town Projects – Planning:**

- Town Manager: Future Transportation Center – Conceptual Plan
- Public Works: Styles Avenue (plan and profile) – design
- Police Department: assess Dowd Avenue (No Thru Truck)
- Parks (Clem Lemire – Memorial Field) – survey and drainage improvement



- Public Works/BOE: 490 Church Street to 534 Church Street Sidewalk Gap
- Planner: Main Street, Stoddard Avenue, Hartford Avenue-Streetscape North–Parking lot layouts
- Engineering: Camp Avenue reconstruction.
- Flooding mitigation Ct. Ave at Brentwood.
- Flooding mitigation Timber Lane/Badger Field.
- Flooding mitigation North Main Street/Brookside area.

#### **Town Projects – Future:**

- Public Works: Rockhole Brook drainage improvements
- Public Works: Anna Reynolds Brook drainage and culvert improvements
- Public Works: Francis Street Culvert Improvements.
- Public Works: Veterans Monument in Newington Center Green.
- Public Works: 1136-1142-1150 Schoolhouse Brook drainage and culvert improvements
- Public Works: Main Street culvert to Mill Pond drainage and culvert improvements
- Public Works: Timber Lane drainage and culvert improvements
- Public Works: Ct. Ave. detention pond improvements

#### **Town Project - Other:**

- 14 Hawley Street: Acquire excess DOT ROW for residential use.

#### **Town Grant Applications:**

- Public Works: Main Street 2020 Community Connectivity Project
- Public Works (LOTICIP 2020): Complete Street Project - Maple Hill Avenue and Alumni Corridor Improvements
- Town of Berlin+Newington (LOTICIP 2022): Complete Street Project – Rowley Street & Episcopal Road Corridor Improvements
- Public Works (supplemental LOTICIP 2023): Complete Street Project – Garfield Street Corridor Improvements or Robbins Avenue sidewalk (and culvert extension) or Francis Street culvert or Fenn road Complete Street)
- Public Works (LOTICIP 2024): Complete Street Project – Garfield Street Corridor Improvements or Robbins Avenue sidewalk (and culvert extension) or Francis Street culvert or Fenn road Complete Street)
- Public Works: CTDEEP VW Settlement – EV charging stations grant (\$70k)
- Public Works: Eversource Rebate – EV charging stations (\$20k)
- NCRS Watershed Program – Preliminary Investigation Feasibility Report phase
- SS4A with CRCOG
- Locip for flooding projects thru CT. OPM
- STEAP Grant application for Mill Pond Dam Pedestrian Bridge
- WRDA 24 application for regional flooding associated with the Mill Brook/Piper Brook and Webster Brook watersheds.
- RAISE grant via CRCOG with Wethersfield and Berlin.
- CDS grant – Candlewyck playground, Holly Drive area.

#### **Town project: Managed consultant projects:**

- Public Works: inspect bridges under 20 feet long (arch/box/pipe) culvert (GM2)
- Public Works: Kelsey Street & Christian Lane traffic signal improvements (VHB)
- Engineering: Updating sidewalk specification (WMC)
- Public Works: Camp Avenue – Pavement widening assessment (GM2)

### **BUILDING DEPARTMENT**

#### **Applications and Permits Issued in June:**

- An application was submitted at 77 Pane Road for pickle-ball courts.

- An application was submitted for Walmart at 3164 Berlin Turnpike to remodel parts of the interior.
- An application was submitted for a café at 39 East Cedar Street to remodel interior.
- An application was submitted to remodel offices at 28 Costello Place.
- An application was submitted for 228 Kelsey Street for the demolition of two small barns.
- An application was submitted for Banner Doors at 46-48 Commerce Court for solar panels.
- A permit was issued at 1042-1046 Main Street for new store front, steel door, patio and ADA compliant ramp and stairs.
- A permit was issued at 461 New Britain Avenue at Seven-Eleven for 21 new grill tanks and cages.
- A permit was issued at 12 E Fenn Road for interior remodeling.
- A permit was issued at 2431-2461 Berlin Turnpike for new signage.
- A permit was issued at 2985-3017 Berlin Turnpike for new signage.

#### **Certificate of Occupancies issued in June:**

85 Peckham Farm Drive

#### **These are the classes the inspectors took in June:**

D. Jourdan: none

K. Kilkenny: none

**Building Department inspection activity for the month of June was as follows:** The Inspectors completed a total of 178 Inspections. They were: A/C Install (1), Electrical (18), Final (111), Footings (6), Foundations (1), Framing (6), Gas Line (7), Hot Water (1), Insulation (4), Mechanical (2), Pools (3), Roofing (1), Rough (16), Siding (1), Solar (1).

The total number of Building/Renovation Permits issued/applied for the month of June was **171** producing a total permit value of **\$3,702,610**.

They are categorized as follows:

<b>TYPE OF PERMIT</b>	<b># OF PERMITS, VALUE OF PERMITS</b>	
ADDITIONS/ALTERATIONS	22	1,798,849.00
DECKS	7	59,098.00
DEMOLITION	1	3,000.00
ELECTRICAL	49	440,562.00
FENCE	0	0.00
FIRE SUPPRESSION/SPRINKLER	0	0.00
FOOTING/FOUNDATION	0	0.00
FUEL TANK	0	0.00
GARAGE/SHED	0	0.00
MECHANICAL	32	491,913.00
NEW COMMERCIAL	1	17,000.00
NEW MUNICIPAL	0	0.00
NEW RESIDENTIAL	0	0.00
PLUMBING	10	38,429.00
POOL	3	21,300.00
ROOFING/SIDING	32	515,681.00
SIGN	2	3,633.00
SOLAR	8	299,346.00
TENT	4	13,799.00
OTHER	0	0.00

**TOTAL****171****3,702,610.00**

The total Building income fees received in the month of June were **\$42,255.00**

The total fees for other income were as follows: Town Planning and Zoning (Applications/Publications) \$770.00, Environmental \$240.00, Conservation \$400.00, Copies \$69.00, Zoning Board of Appeals \$0.00, Driveway/Excavation \$900.00, Engineering copies \$171.00. The other total income is \$2,550.00.

**Below is a comparison of the Permit Values for June 2024 and June 2023**

	<u>2024</u>	<u>2023</u>
Value of Permits issued for June:	\$3,702,610.00	\$5,171,670.00
Fees for Permits issued for June:	\$42,255.00	\$58,868.00
Other income Fees for June:	\$2550.00	\$2,366.00
Building Permits Issued for June:	171	219

**Total Value of Permits and Permit Fees for the Fiscal Year:**

<u>2023-2024</u>		<u>2022-2023</u>	
<u>Value</u>	<u>Permit Fee</u>	<u>Value</u>	<u>Permit Fee</u>
\$45,771,415	\$524,541	\$105,197,484	\$1,179,277

## **HUMAN SERVICES**

- Summer Youth Adventures started this month! Off to a great start!
- Held two Wellness Wednesday events – Drum Circle and Breathing/Mindfulness
- Held a staff and mentor training to prepare everyone for Summer Youth Adventures
- A mentor who has been a participant in the program for many years. Mentor turned 16 this year & was not prepared to be a mentor last summer. This year, this mentor has started off and has been continuing to do an awesome job. On the first day, mentor took initiative and decided to take attendance on all the participants arriving and then continued throughout the day when we boarded the vans, got off, etc. Mentor then demonstrated great mentoring qualities by not only being with peers, but being with the younger participants. Mentor helped clean up and model for the younger participants, made sure that sunscreen/bug spray was applied and reapplied, and also stayed in the water and played with the participants. This mentor has shown much growth is off to a great start and has shown everyone how much a year of maturity can help prepare a young adolescent to become the mentor/leader they want to be!
- Clinical Coordinator attended training for SMART Recovery Substance Use Group Facilitator training.
- Successful clinical intervention with middle school youth presenting with- withdrawing from previously enjoyed activities & friendships- successfully connected with individual counseling & equine therapy.
- 2 Successful JRB completions who have both moved on to work with P&R as summer program staff.
- Worked with complex case with homeless woman with traumatic history of domestic violence & mental health issues. Assisted in securing housing through sec 8 & applied for SNAP benefits for her. An example of an unusual success story with housing.
- Currently we have all volunteer positions & needs met.
- Started receiving donations for Back to School Supply distribution

*June 2024 Statistics*

	<b>FY 23-24 Total This Month</b>	<b>FY 23-24 Total Last Month</b>	<b>FY 23-24 Cumulative Total YTD</b>	<b>FY 22-23 Cumulative Total YTD</b>
<b>Selected Programs</b>				
<b>Youth &amp; Family Counseling cases Clinical presentations</b>	15	16 0	106 6	62 0
<b>Youth &amp; Family Service Hours</b>	21.25	21.25	153.5	118
<b>JRB cases : JRB hearings: JRB Service hours:</b>	14 1 24.5	14 3 26	81 15 133.25	30 7 150
<b>Positive Youth Development</b>	63	87	1231	845
<b>Community Service # of hours completed Challenge Course: Adult youth(outside)</b>	0 80 0 0	0 80 0 0	13 224 0 60	4 111 0 101
<b>Information and Referral</b>	No longer reported-			
<b>Social Casework Cases Under 55 = Under 55 disabled = Over 55 =</b>	103 24 16 63	118 32 21 65	1276 344 162 802	466 111 71 284
<b>Social Casework Service Hours</b>	147.50	133.75	1674.5	1130
<b>Food Bank Household visits # bags of groceries distributed Mobile truck</b>	159 1256 262	160 1389 405	1811 13776 4062	1124 11996 1431
<b>Special Needs</b>	4	8	85	83

**SENIOR AND DISABLED CENTER-** No data provided

## **PARKS AND RECREATION**

### **Recreation Division:**

- The 2024 Summer Concert Series kicked off with Thursday night concerts at Mill Pond Park and Sunday concerts at the Municipal Parking Lot.
- Our Summer Outdoor Cornhole League began playing on Thursday nights at Mill Pond Park. Thirty teams are registered.
- After a brief hiatus, we have reintroduced an Adult Art Class. The 'Intro to Painting Landscapes in Acrylic' class started on June 13<sup>th</sup> and will continue on Thursday nights in the Mortensen Community Center throughout the summer.
- Newington Goes Country was held on Thursday, June 13<sup>th</sup>, featuring food trucks, a petting zoo, mechanical bull riding, cornhole, trackless train rides, and a concert by the North County Band. We had 26 food vendors at the event.
- Food Truck Friday took place on Friday, June 14<sup>th</sup>, with 26 food trucks, train rides, a beer and wine garden, and a concert by Mass-Conn-Fusion. Due to inclement weather, the event was successfully moved to the Mortensen Community Center Gymnasium.
- All aquatics staff members were recertified in Lifeguarding, First Aid, CPR, and AED usage through training sessions held throughout the month.
- All new seasonal summer staff members were certified in First Aid, CPR, AED, and Injectable Medication Administration.
- Comprehensive staff training was held throughout the month for all seasonal employees, including lifeguards, Summer Sunshine & Summer Camp staff, concessions attendants, and cashiers.
- The 2023-2024 Creative Playtime Preschool Program graduation ceremony was held at the Mortensen Community Center with 200 guests in attendance. We had 20 students graduate from preschool and head off to kindergarten. The ceremony included performances by the children, end-of-the-year slideshows, and an ice cream social for all 200 guests.
- Yearbooks featuring memories from the entire 2023-2024 school year were created and distributed to all students in the program.
- Mill Pond Pool and Churchill Pool opened for the season on Saturday, June 15<sup>th</sup>, and swim lessons at both facilities began on Monday, June 17<sup>th</sup>.
- Summer Camp RECreate began its first week on Monday, June 17<sup>th</sup> with “Music Week” as the theme week. The special guests for June were Prismatic Magic Laser Show and a Science Show. The field trips were to the Science Center and Dinosaur State Park. The summer camp welcomed over 500 campers!
- The Leaders in Training (LIT) camp began on Monday, June 24<sup>th</sup> with 19 LITs. The LIT Camp has had a change in curriculum and schedule to allow children to gain the best experience for future jobs. Their camp experience will be split between in-classroom leadership training and on-site shadowing of counselors.

### **PARKS, GROUNDS & CEMETERIES DIVISION:**

- Parks & Grounds staff proudly prepared athletic fields at Newington High School for two tournaments, soccer and lacrosse, during the month of June.
- Parks & Grounds staff assisted with set up and operation of Newington Goes Country and Food Truck Friday at Mill Pond Park.
- Mowing frequency remained high though operators reported that, due to the extended heat wave, grass was beginning to slow its growth.
- Parks & Grounds staff assisted with set up of preschool graduation at the beginning of the month.
- Roadside mowing has increased during the month.
- Pools were opened on schedule thanks in large part to the efforts of Tom Lapierre.
- Irrigation maintenance was critical as the month moved on due to summertime weather.

- Spring baseball/softball has shifted into summer and travel league schedules. Our daily field preparation continues.
- Soccer and lacrosse are nearing an end, so field painting is slowing its frequency.
- We hired a new part-time cemetery worker and he is making excellent progress.
- Seasonal maintenance at the Bob Stanley Nature Trail including mowing and pruning back vegetation on the boardwalk that connects to Clem Lemire Sports Complex.
- Parks and Grounds staff removed the old guardrail and junipers at the NHS northside parking lot.

Cemeteries: 2 Singles, 1 Double, 6 Ash, 4 sales

Overtime: 271 hours, \$13,008

#### **Tree Warden:**

- Parks staff picked up branches at all parks and town facilities after storm
- Emergency removal of storm damaged tree on Johnson and Stewart
- B&M Tree Service cleanup from fallen tree on Main St by Churchill Park
- Parks staff removed two damaged trees from Kellogg Eddy House, storm related

#### **LIBRARY**

•Summer reading kicked off in June. This year's summer reading program is a conservation theme "Read Renew Repeat." The adult summer reading kickoff and registration program was held on June 5 from 10:00 am – 7:00 pm. People registered in person or online any time that day. Anyone who registered on that day was eligible for the kickoff prize giveaway. People who registered in person also received a small gift. At the end of the day, 238 people had registered. By the end of the month 755 adults had registered, a 69 % increase from the same time last year. The children's and teen summer reading programs began on June 14 with an afterhours program that was attended by had more than 500 children, teens and caregivers. Kids and teens were offered prize giveaways, saw reptiles from the Lutz Museum, got glitter tattoos, made crafts, navigated an obstacle course and more. 455 children and 142 teens had registered by the end of June.

•The Friends of the Library held their annual meeting on June 12. During the business part of the meeting officers were elected – Nora Bassell, President, Sheila Rowell, Vice President, Mary Wood, Treasurer and JoAnn Cromwell, Secretary. In addition, Certificates of Appreciation were given out and the Friend of the Year Award was presented to Daryl Googel. The first two Friends Scholarships were handed out as well to graduating high school students who lived in Newington who volunteered at the library. The recipients were Dylan Anctil and Madison Conforto. After the business meeting, author and historian Marty Podskoch gave a very fun and engaging program discussing his book Connecticut 169 Club. The Friends were also present at the kids and teen summer reading kickoff on June 14, handing out small American flags on what was also Flag Day.

•The library was closed on Thursday, July 11 due to a power outage caused by a severe rainstorm that took down power lines.

•The Children's department staff offered 22 programs to 918 children and their caregivers. In addition to the summer reading kickoff, kids enjoyed a fun programming which consisted of Sensory Shenanigans that had sensory stations that included a watermelon slime station, a farm station with crushed cereal as sand and an ice cream station, a visit from the Poop Museum that covered the serious science of poop, Insect Investigations with the Children's Museum, Sensory Emotional Learning Storytime, Rockin' Harmonicas and Storytime Yoga, as well as, regular story times. Thanks to a grant from the Triumph Group Foundation STEM Grant, the library was able to offer a limited supply of UConn 4-H Earth Agent Activity Kits to children between the ages of 7 – 12 that allow kids to explore physical and biological sciences. June's kits included How to Make Your Own Pizza Box Solar Oven and Create Your Own Compost.

- Teen programming for the summer has taken off. Nearly all of the program offered were full. 5 programs were offered with 130 teens participating. In addition to the summer reading kickoff program, highlights included Teen Laser Tag, a Teen Pop Up that had teens making friendship bracelets, Teen Yoga and a Grab & Go Kit that featured a lighthouse craft. Next month's programming promises to offer even more.
- Adults continued to offer a great variety of programs in the month of June with 22 programs attended by 547 adults. The daytime Brown Bag It with a Book Discussion talked about the book *The Kennedy Debutante* by Kerri Maher. The new Library Speakers Consortium Virtual Author Talks program that offers 2 -3 live virtual author talks each month, featured Smithsonian Curator Matt Shindell Brunt who spoke about *For the Love of Mars: A Human History of the Red Planet*, Queen of Twists and Turns, Freida McFadden author of *The Housemaid* spoke about writing psychological thrillers and author and educator Tiffany Jewell author of *This Book is Antiracist* spoke about a history of systematic racism in the American education system. This month two movies were shown as part of the Movies @ Your Library program including *It Happened One Night* and *Bob Marley: One Love*. Highlights of other programs included Renew and Revitalize with Yoga and Meditation, Summer Sound Bowl Healing, Rules for Investing and Make Your Own Diamond Magnet. The month was completed with Grab & Go coloring pages and puzzle packets.
- Total circulation was 22,461. Circulation of digital materials was 4,400. Total number of people that entered the building was 9565. 23 curbside service transactions were processed. Staff processed and pulled 1,856 holds on shelf to be processed for curbside pickups and interlibrary loans. Staff answered 3,423 reference questions during the month. Meeting room and study room space were used 277 times. Volunteers and staff delivered 102 items to our homebound patrons. Staff offered technology help 102 times to patrons. Online resources that were popular this month included Ancestry, Value Line, Consumer Reports and PebbleGo Animal and Biographies databases. In technology news, Digital Services Librarian Michelle Patnode and Teen Librarian hosted the Intro to CSS 101 program. Michelle also had 6 Tech 4 U appointments; The People Counter project is complete. Everything is running smoothly recording the number of people who enter the building each day. Niche Academy training modules are now available for staff to use for in-house training.
- In personnel news, Officer Bugbee from the Newington Police Department spoke at the June staff meeting about active de-escalation strategies. He gave staff a lot of great strategies when dealing with difficult patron interactions. The job ad for two open Circulation Substitute positions was posted in June. Interviews will be held in July.
- In facilities news, the Town Facilities department in anticipation of summer recharged the rooftop A/C units with freon. The cleaning service continues to do a good job.

## **TOWN CLERK**

- There were 73 property transfers during the month of June for a total of \$15,492,909.00 in sales. State conveyance tax collected was \$130,146.82; Town conveyance tax collected was \$38,732.28.
- There were ten (10) residential sales over \$400,000.
- Three commercial sales: one for \$815,000 at 22-28 Shepard Drive from S D Associates of Newington LP to Connecticut Commercial Real Estate LLC; \$1,300,000 at 596-600 North Mountain Road from John Rondeau Trustee of the Gryphon Beneficial Trust to Mlima Wa Tatu LLC; \$675,000 at 2300 Berlin Turnpike from William A. Haines Estate to Nutmeg Properties LLC.
- There were 443 documents filed on the land records: 96 mortgages, 134 liens, 83 releases, 20 probate documents. 81 documents were electronically recorded for \$8,534.00 in Revenue.
- Staff certified 255 copies of vital records, and issued 4 burial permits and 16 cremation permits. Nine marriage licenses were issued.
- June is "dog license renewal month" – 1,283 dog licenses and 2 kennel licenses were issued to residents.

- One liquor permit was put on record and eight notary public commissions were catalogued.
- The office issued 25 dump passes on behalf of the Highway Department.
- Swore in two Patrol Officers on June 20, 2024 & one promotion on June 10, 2024.

<b>DATA SUMMARY June 2024</b>				
	<u>June-23</u>	<u>June-24</u>	<u>FY22/23 to Date</u>	<u>FY23/24 to Date</u>
Land Record Documents	514	443	4,575	4,323
Dog Licenses Sold	1,547	1,285	2,452	2,063
Game Licenses Sold	25	40	392	377
Vital Statistics				
Marriages	15	10	185	173
Death Certificates	31	31	423	383
Birth Certificates	18	20	293	268

Total General Fund Revenue	\$ 63,026.25	\$ 59,348.03	\$ 726,247.34	\$ 679,449.06
Town Document Preservation	1,204.00	1,108.00	14,307.00	13,569.00
State Document Preservation	2,336.00	1,976.00	28,592.00	26,392.00
State Treasurer (\$36 fee)	10,440.00	8,784.00	121,644.00	116,316.00
State Treasurer (\$127 fee)	3,937.00	3,175.00	45,085.00	42,164.00
State Treasurer (\$110 fee)	3,630.00	4,070.00	41,580.00	41,140.00
LoCIP	870.00	732.00	10,137.00	9,693.00
State Game Licenses	105.00	248.00	2,232.00	1,849.00
State Dog Licenses	8,449.00	6,904.00	14,788.50	12,892.50
Dog Licenses Surcharge	3,450.00	2,848.00	5,678.00	4,758.00
Marriage Surcharge	204.00	306.00	2,890.00	3,298.00
<b>Grand Total</b>	<b>\$ 97,651.25</b>	<b>\$ 89,499.03</b>	<b>\$ 1,013,180.84</b>	<b>\$ 951,520.56</b>

## **INFORMATION TECHNOLOGY**

The Town's Information Technology team consists of Scott Sharlow, Chief Information Officer, Steven Pollock, Network Administrator/Project Leader, John Bolduc, Network Administrator/Project Leader, and Scott Hoagland, Network/Application Specialist.

During the course of the month of June, the Department of Information Technology and GIS participated, assisted, and/or were directly involved in:

- Completion of 82 formal requests for service
- Internal audit and security patching
- New rack and UPS battery backup installed at Highway Department
- Extended power outage workaround and recovery
- Annual maintenance and renewal quotes obtained
- Deprecation of some old servers
- New server created for FD CAD refresh application
- Continued troubleshooting and setup of PD traffic camera solution
- Tax Office report generated to fix incorrect addresses



- Wifi and POS device setup for Parks Events at Mill Pond Park
- Attended CPR/First Aid training class
- Continued work on Town Hall Council Chambers Audio/Video issues
- Deployed new phones for various departments
- Updated to latest version of people counting software and migrated to new server
- Updated BIOS on Dell PC to address hardware issue
- Made security adjustments for SOTS voter registration system
- Continued work on radio project including SDI APAA application
- Updated Town network documentation

## **PLANNING AND ZONING**

### **Town Commission Actions/Activities:**

#### **Town Plan and Zoning Commission –**

#### **Applications Approved with Conditions:**

Petition 24-9: Special Permit (Sec 3.4.4) For A Home Occupation, As A Personal Trainer, At 303 Walsh Ave. In The R12 Zone (Residential Zone) Owners: William Ratcliffe & Danielle Leshinsky.  
Applicant/Contact: Danielle Leshinsky.

Petition TPZ-24-11: Site Plan Modification At 80 Walsh Ave. For The Construction Of An ADA Accessible Lobby With Accessible Lift With A Request For Commission Approval Of The Utilization Of Town Center Village Overlay District Special Provision, Section 3.12.A.5(A), To Reduce The Front Yard Setback From 25' To 15' In The B-TC (Business Town Center) Zone And Town Center Village Overlay District. Owner: Sequin Building Association, Contact/Applicant: Clifford Stamm.

#### **Conservation Commission–**

#### **Meeting Scheduled for 6/18/24:**

#### **Application Continued:**

Application 2024-03: For The Demolition Of An Existing Garage And Construction Of 24 Ft By 40 Ft Detached Garage, 12 Ft By 12 Ft Building Addition And 40 Ft By 40 Ft Paved Driveway Within The URA (Upland Review Area) At 54 Northwood Road, Applicant/Owner/Contact: Michael Campbell.

#### **Application Continued/Public Hearing Scheduled:**

Application IW24-4: For The Reconstruction Of The Pedestrian Bridge Within The URA (Upland Review Area) At 123 Garfield St. (Mill Pond Park). Applicant/Owner: Town Of Newington, Contact: Christopher Zibbideo.

#### **Agent Approvals:**

Application IW-24-6AA: For the construction of replacement decks within the URA (Upland Review Area) at 388-442 Churchill Dr. Applicant: Imagineers LLC, Owner: Contact: Dave Kurtz.

Application IW-24-7AA: To install an above ground pool within the URA (upland Review Area) at 75 Kimberley Road. Applicant/Owner/Contact: Jose Cedeno

Application IW-24-8AA: To remove an in-ground pool and fill the void with structural fill within the URA (Upland Review Area) at 49 School House Road. Applicant/Contact: Tyler Falcone, Owner: William C. Chisholm & Susan M. Pizzolongo, surv.

Application IW-24-9AA: To construct a 12' X 16' deck with stairs within the URA (Upland Review Area) at 15 Highland Street. Applicant/Contact: Tom Luszczak, Owner: Jessica Ziff.

#### **Zoning Board of Appeals-**

No meeting held in June.

#### **Open Space Committee-**

No meeting held in June.

#### **Economic Development Commission-**

Meeting held on June 05, 2024

#### **Affordable Housing Monitoring Agency-**

No scheduled meeting for June.

#### **Town Planner/ Zoning Officer Activities:**

Issued 39 Zoning Permits for various projects in town.

Received 112 questions and/or complaints (via emails, phone calls, Civic Plus, in-person etc.) about zoning regulations, blight complaints, and property information.

Performed 28 inspections for zoning and/or blight complaints. The following items were issued; 3 zoning notices of violations, 8 blight notice of violation warnings, and 1 blight citation.

Closed 6 zoning violations and 10 blight violations.

Performed 2 c/o inspections for new homes.

Scheduled and participated in 1 court ordered Blight Remediation at 261 Maple Hill Avenue.

Removed 52 illegal signs from the Town and/or State R/W.

Spoke with realtors/potential developers, owners, and/or potential tenants for the following properties. Typically, we discussed allowable uses and the permitting process for their potential projects.

549 Cedar St  
274 Cedarwood Ln  
King Arthur's Way  
124 Maple Hill Ave  
25 Market Sq  
100 Milk Ln

#### **FACILITIES**

The following is snap shot of ongoing work and projects the Facilities Department is working on or completed in the month of June. AkitaBox allows us to quantify our preventative maintenance tasks as well as work order requests. We completed a total of 118 work orders and tasks this month. We completed 23 preventative maintenance tasks and the team responded to and completed 89 reactive work orders. Of the 89 reactive work orders 52 were calls for service from outside the Facilities Department. 61 out of 118 work orders we completed in 1 day or less.

**Town Hall: (44 PM tasks and work orders completed)**

- Completed yearly PM with Swan on our HVAC equipment
- Repaired broken door to Gym
- Added dedicated electrical outlet for new paper shredder in mail room
- Multiple furniture manipulations
- Added over ride switch for contactor for site lighting
- Installed AED life safety item
- Added electrical outlets in fire marshal's office
- Multiple key fob requests

**Library: (16 PM tasks and work orders completed)**

- Made duplicates of Library master key for staff
- Exhaust fan for entire first floor down –
  - Fan Replaced
  - Balancing Company Released to do testing and balance the system projected sometime in May/June
  - Balancing completed and report just received, review report and take action in June/July
  - Changes to pulley and motor planned/contractor released scheduled sometime this summer
- Changed/Replaced compressor on RTU-6
- Repaired GFI outlet in children's program room and labeled all other outlets

**Highway Garage: (11 PM tasks and work orders completed)**

- Installed rubber pads behind brackets of the salt shed that were in danger of puncturing cover
- Painted wood soffit and rake trim on right and rear sides of the Police training building
- Installed Vinyl siding to both gable ends of the Police training building
- Repaired sink faucet
- Released contractor for surveillance Camera upgrades

**Grounds Maintenance: (9 PM tasks and work orders completed)**

- Contractor (Tower Generator) added communication devise to communicate alarms to staff when generator is in operation
- Repaired Overhead door multiple times, overhead door #6 has been malfunctioning since it was installed new last year. Contractor to fix the issue in July by changing parts
- Investigation into power issues continues
  - **Completed, old poles have been removed, power issue resolved**
- New AED device added to break room for life safety
- **Mill Pond Park (3)**
  - Town Electrician checked installation of A-frame power outlets for event
  - Pool pump not working – Pump impeller not spinning due to impeller shaft being seized, removed motor spun impeller shaft and pool pump put back in and operated as it should
  - Mounted WI-FI access point to pole in park for WI-FI access for event venders

**Historical Properties: (3 PM tasks and work orders completed)**

- Kellogg-Eddy - 3
  - Contractor replaced broken copper gutter downspout strap
  - Loss of power – set up generator and switch house to generator power

**Senior & Disabled Center: (16 PM tasks and work orders completed)**

- Replaced motor in fan coil unit #22
- Replaced all filter in fan coil units
- Repaired front entry Door handles
- Obtained a quote for kitchen plumbing issue's – reviewing quote contractor to be released in July
- Fixed toilet seat

**Police Department: (16 PM tasks and work orders completed)**

- Police Monument project - all materials for our (facilities) portion of the job are in waiting for Parks to pull the trigger and select a start date.
- Assisted IT with testing of low voltage network wiring
- Mounted a new Wi-Fi Access point onto corner of building
- Repaired Toilet flush handle
- Hung mail box in admin area
- Multiple copy paper requests
- Contractor
- Contractor (Tower Generator) added communication device to communicate alarms to staff when generator is in operation

**NEMS: 2 work orders completed:**

- Contractor (Tower Generator) added communication device to communicate alarms to staff when generator is in operation
- Contractor installed new front door key pad locking system

**Administrative Projects: (New activities in BOLD)**

- Planning started for Parks Garage Salt shed, plan to relocate on property
  - 2 of our on-call Architect firms to present proposals for feasibility study
  - Reviewed proposals and selected one firm and released to start studies
  - Firm Released initial meetings at both locations completed
- More in depth meetings planned for June.
  - **In Depth Meetings with building occupants completed, discussed daily operations, work flow and wish lists for needs and wants to incorporate into design**
- Planning for next grant for our historical properties. Kellogg-Eddy needs siding repairs, painting (exterior), and stone wall/foundation slab repairs.
- Generator upgrade/replacement for senior and disabled center
  - Contractor released 10–12-month lead time Sept/Nov '24
  - New switch gear has been received, planning ongoing for installation July/august.
- Planning Continued for HVAC RTU replacement at Police Department
  - Architect and engineer selected for HVAC replacement and roofing replacement
  - **Multiple meetings on site for engineers ongoing**
- Canopy project meetings and reviews of plans and docs
  - Opened up for public Bid on 03/28
  - Reviewed multiple Bids
  - Awarded contractor and working on Contract Doc's
  - **Contracts signed, documents received, pre-con meeting scheduled**
- Planning started for Silo demo at parks and grounds garage
  - 2 quotes obtained and environmental testing completed
  - **2 additional quotes requested from 2 contractors on a state environmental demo contract**
- **Meetings scheduled for pre-con mobilization for new contractor taking over Senior Center Window Project - July**

## **ADMINISTRATIVE SERVICES**

In addition to general day-to-day tasks, oversight of administrative tasks, claims processing, etc. the following is a snapshot of other work performed:

- Continued meetings re: EOC project, including EOC Public Hearings and drafting FAQ document for project
- Attended 6/11 and 6/25 Town Council Meetings re: EOC and litigation updates
- Presented at 6/11 Public Hearing re: same
- Continued negotiation conversations with property owner, 28 Garfield Street, and lease negotiations with business owner
- Continued meetings re: Town Center Plan RFP responses
- Reviewed IHCC lease and attended meetings re: same
- Continued meetings for Library Renovations/Additions PBC
- Attended meetings re: pending litigation
- Attended meetings re: union contract negotiations
- Transitioned SDC window project to new vendor and reviewed with State
- Attended State-Wide EPPI (EOC) Exercise
- Executed Sanitation contracts