



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  
Date: November 8<sup>th</sup>, 2024  
Re: Monthly Report – October 2024

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I am pleased to provide Council with the Monthly Report for the month of October. Please do not hesitate to contact me with any questions or concerns.

Sincerely,  
*Jonathan*

### TOWN MANAGER

- Onboarded new Staff Assistant
- Continued AFSCME contract negotiations
- Began discussions with Facilities and NPD regarding new animal shelter requirements
- Attended meeting with DOT Commissioner Eucalitto and State Delegation and coordinated follow-up, including on affordable housing covenants for 690 Cedar/1 Myra Cohen Way, resolution for train station, vehicular safety concerns on Cedar St and Berlin Turnpike, and recommendations for bus stop enhancements
- Attended meeting with State Housing Commissioner Mosquero-Bruno
- Coordinated waiver of Right-of-First Refusal for 10 acres at 525 Russell Road
- Facilitated joint Town-Lt Governor Halloween Safety event at Mill Pond Waterfall
- Reviewed and refined onboarding process
- Developed more robust social media presence
- Posted Assistant Town Manager position

## **PERSONNEL-TMO**

- The vacant Engineering Technologist I (T-6) position was reposted to the public on October 1<sup>st</sup>, with a closing date of October 21<sup>st</sup>. Interviews were scheduled on October 31<sup>st</sup>.
- To assist with highway winter operations, a temporary Truck Driver/Laborer position was posted, with a closing date of October 25<sup>th</sup>, a conditional offer was made.
- The vacant part-time Library Substitute position in the Circulation Department was posted to the public on October 23<sup>rd</sup>, with a closing date of November 6<sup>th</sup>.
- The job description for the Assistant Town Manager (A-12) was approved by Town Council on October 22<sup>nd</sup>, the position was posted to the public on October 28<sup>th</sup>, with a closing date of November 11<sup>th</sup>.
- The written examination for the Equipment Mechanic (HLT-17) position was scheduled on October 17<sup>th</sup> and October 31<sup>st</sup>.
- The vacant Equipment Operator I position (HLT-9) was offered to Timothy Fletcher; he started his position on October 21<sup>st</sup>.
- Interviews for the vacant part-time Administrative Secretary for the Senior and Disabled Center were scheduled on October 24<sup>th</sup>.
- The promotional Lieutenant position was offered to Sergeant Scott Amalfi, effective October 13<sup>th</sup>.
- Anthony Cascone was appointed to the position of Recruit Officer, effective October 21<sup>st</sup>. The vacant Certified Police Officer position was offered Jonathan Sykes, effective November 4<sup>th</sup>.
- The Town is accepting employment applications for Recruit and Certified Police Officers.
- The Town leadership met continuous throughout the month for AFSCME and Teamsters negotiations.

## **ADMINISTRATIVE SERVICES-TMO**

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: new town EOC, and data collection for EOC project; met with On-call Architect, reviewed project scope and feasibility study
- JWMS AIA Contract drafting, review and negotiations
- Attended Town Council Meetings; processed through bid waiver for the Fire Department training prop; attended potential acquisition meeting
- Continued overall review of all Town leases and contracts
- Attended meeting re: Onboarding process and streamlining notifications
- Attended CTCMA Meeting with area Assistant/Town Managers
- Met with Conn-Osha to review inspection reports / findings
- Held CIRMA policy delivery and workers comp claim review meetings
- Attended meetings re: pending litigation
- Attended meetings re: union contract negotiations

## OVERTIME

<b>POLICE DEPARTMENT</b>	<b>24-25 Budget Overtime Appr.</b>	<b>Overtime Expended 24-25 YTD</b>	<b>23-24 Budget Overtime Appr.</b>	<b>Overtime Expended 23-24 YTD</b>
Administration	\$ 5,500.00	\$ 0.00	\$ 8,740.00	\$ 0.00
Patrol	758,062.00	271,778.48	726,993.00	329,105.35
Investigation	93,826.00	14,668.75	92,793.00	9,925.38
Traffic	5,006.00	1,951.06	5,006.00	902.48
Communication	175,382.00	61,105.84	175,681.00	51,457.96
Education/Training	148,545.00	42,619.49	146,205.00	36,719.07
Support Services	65,033.00	16,575.27	58,894.00	5,076.80
Animal Control	5,295.00	3,282.86	2,546.00	850.47
Total	\$ 1,256,649.00	\$411,981.75	\$ 1,216,858.00	\$ 434,037.51
<b>HIGHWAY DEPARTMENT</b>				
Highway Operations	\$ 30,725.00	\$ 7,489.31	\$ 29,834.00	9,750.35
Snow and Ice Control	137,519.00	0.00	133,578.00	0.00
Traffic	0.00	0.00	0.00	0.00
Vehicles and Equipment	35,871.00	12,831.99	34,486.00	8,476.05
Leaf Collection	35,972.00	2,152.03	35,972.00	1,276.40
Total	\$ 240,087.00	\$ 22,473.33	\$ 233,870.00	\$ 19,502.80
<b>PARKS AND GROUNDS</b>				
Parks and Grounds	\$ 105,001.00	\$ 43,067.34	\$ 105,001.00	\$ 49,718.46
Cemeteries	17,109.00	2,049.28	17,109.00	0.00
Total	\$ 122,110.00	\$ 45,116.62	\$ 122,110.00	\$ 49,718.46

## RISK MANAGEMENT-TMO

### 2024-25 Blue Cross/Blue Shield Plan Year

The third month of the 2024-25 plan year produced a combined paid claim total that was lower than those estimates that were developed at renewal. The monthly claims for the 2024-25 plan year were estimated at \$1,082,896. The total paid claims from the Health Benefits Fund for September 2024 were \$811,091. 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 September, 2024

	Town	Board of Education	Total
Estimated Claims	706,101	2,542,587	3,248,688
Actual Claims	644,070	1,775,214	2,419,284

## BUILDING DEPARTMENT

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

- An application was submitted for 2551 Berlin Turnpike to open El Diamante Meat Market.
- A permit was issued at 81 Alumni Road to change commercial space to warehouse space.
- A permit was issued at 28 Market Square for new roofing.

- A permit was issued at 66 Cedar Street for new roofing.
- A permit was issued at 3275 Berlin Turnpike for new signage.
- A permit was issued at 220 Kitts Lane to demolish existing structure.

**Certificate of Occupancies issued in October:**

- Single Residence at 15 Peckham Farm Drive.
- Single Residence 90 Peckham Farm Drive.
- Commercial fit-out at 67 Pane Road (Sunbelt Rentals).
- Commercial fit-out at 3313 Berlin Turnpike (Playa Bowls).
- Commercial fit-out at 2600 Berlin Turnpike (Hound and Home).
- Multi-Unit Residential 2 (75 unit) buildings at 227 Pane Road (The Pike).

**These are the classes the inspectors took in October:**

D. Jourdan - 10/7-10/9/24 NEBOEA 58<sup>th</sup> Annual Conference

K. Kilkenny -10/3/24 IAEI 2020 CODE CHANGES 2 HRS

10/15/24 ROCKY HILL INSPECTOR MTG/DECK CONSTRUCTION 2 HRS

T. Greene - 10/15/24 ROCKY HILL INSPECTOR MTG/DECK CONSTRUCTION 2 HRS

10/24 SIMPSON STRONG TIE – SIX ONLINE CLASSES 4.5 HRS

**Building Department inspection activity for the month of October was as follows:** The Inspectors completed a total of 245 Inspections. They were: A/C Install (6), Above Ceiling (4), Alarm (3), Boiler (2), Chimney (1), C.O. (1), Electrical (26), Final (132), Footings (9), Foundations (4), Framing (7), Gas Line (9), Inspection-property (1), Insulation (6), Mechanical (5), Plumbing (3), Pools (2), Rough (23), Shed (1).

The total number of Building/Renovation Permits issued/applied for the month of October was **233** producing a total permit value of **\$3,239,347**

They are categorized as follows:

TYPE OF PERMIT	# OF PERMITS	VALUE OF PERMITS
ADDITIONS/ALTERATIONS	33	532,291.00
DECKS	4	78,950.00
DEMOLITION	2	62,500.00
ELECTRICAL	57	760,821.00
FENCE	0	0.00
FIRE SUPPRESSION/SPRINKLER	0	0.00
FOOTING/FOUNDATION	0	0.00
FUEL TANK	1	1,190.00
GARAGE/SHED	2	2,610.00
MECHANICAL	42	572,281.00
NEW COMMERCIAL	0	0.00
NEW MUNICIPAL	0	0.00
NEW RESIDENTIAL	0	0.00
PLUMBING	31	162,866.00
POOL	3	113,545.00
ROOFING/SIDING	45	808,633.00
SIGN	2	29,995.00
SOLAR	11	113,665.00
TENT	0	0.00
OTHER	0	0.00

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<b>TOTAL</b>	<b>233</b>	<b>3,239,347.00</b>
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The total Building income fees received in the month of October were **\$37,837.00**

The total fees for other income were as follows: Town Planning and Zoning (Applications/Publications) \$1500.00, Environmental \$300.00, Conservation \$0.00, Copies \$23.00, Zoning Board of Appeals \$520.00, Driveway/Excavation \$1,000.00, Engineering copies \$0.00. The other total income is \$3,343.00.

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

	<u>2024</u>	<u>2023</u>
Value of Permits issued for October:	\$3,239,347.00	\$2,723,119.00
Fees for Permits issued for October:	\$37,837.00	\$32,158.00
Other income Fees for October:	\$3,343.00	\$3,362.00
Building Permits Issued for October:	233	196

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

2024-2025		2023-2024	
<u>Value</u>	<u>Permit Fee</u>	<u>Value</u>	<u>Permit Fee</u>
\$15,630,936	\$178,591	\$17,823,602	

**FACILITIES**

The following is snap shot of ongoing work and projects the Facilities Department is working on or completed in the month of October. AkitaBox allows us to quantify our preventative maintenance tasks as well as work order requests. We completed a total of 148 work orders and tasks this month. We completed 56 preventative maintenance tasks and the team responded to and completed 85 reactive work orders. Of the 85 reactive work orders 48 were calls for service from outside the Facilities Department. 66 out of the 148 work orders were completed in 1 day or less from the creation of the work order.

**Town Hall: (43 PM tasks and work orders completed)**

- Life Safety Inspection of Sprinkler system
- Fire Marshal 2-year Inspection completed
- Multiple key fob requests
- Investigating Noise Complaint from Roof top units above
  - Added Noise canceling insulation above ceiling of Human services office
  - Called in Ferguson and Swan to investigate curbing and noise issues
  - **Isolation springs in the curbing were tightened to cause the unit to float more. (Continuing to monitor the situation)**
- Early voting tasks. Room set ups, key fobs, signage
- Furniture moving from Children's hospital to different departments
- Canopy Project Meetings and started construction
- Multiple PM'ing tasks

**Library: (19 PM tasks and work orders completed)**

- Pre-con meeting for upstairs office renovation
- Heat tune up
- RTU 1 issue fixed, was not staying in heat mode
- Thermal scan of all electrical panels
- Repaired cabinet door
- Repaired exterior brick that came loose

- Multiple PM'ing tasks
- Fire Marshal 2-year Inspection completed

**Highway Garage: (7 PM tasks and work orders completed)**

- Life Safety Inspection – quarterly sprinkler inspection completed
- Installed new wireless access point on the police training building
- Emergency lighting check
- Fixed entry door to police training building and to men's room in highway garage
- PM building checks exterior building and fire extinguishers
- Fire Marshal 2-year Inspection completed

**Grounds Maintenance and West Meadow Cemetery office/chapel (16 PM tasks and work orders completed)**

- Fill holes in siding and paint around new lighting
- South side of long garage – fixed door trim and siding damage, painted
- Heat tune ups for all buildings
- Put new tarp over failing salt roof
- Multiple PM'ing tasks
- Repaired door to chapel HVAC closet
- Cleaned roof and gutters of cemetery buildings
- Fire Marshal 2-year Inspection completed

**Senior & Disabled Center: (31 PM tasks and work orders completed)**

- Life safety Inspection – Quarterly Sprinkler inspection – drop test performed on roll up fire door
- Thermal scans of all electric panels
- Heat Tune ups including chiller conversion
- Changed all fan coil unit filters
- Installed 2 new window blinds in the gift shop
- Started generator replacement project
- Multiple PMing tasks
- Fire Marshal 2-year Inspection completed

**Police Department: (22 PM tasks and work orders completed)**

- Heat Tune up completed
- Issue with circulator pump #2 – Investigation identifies the drive to be bad (continued)
- Fixed bathroom door
- Life Safety Inspection – Quarterly sprinkler inspection completed
- Multiple furniture manipulations and room set ups completed (hanging white boards, hanging mail boxes)
- Multiple PM'ing tasks completed
- Fire Marshal 2-year Inspection completed

**Historical Houses (2 PM tasks and work orders completed)**

**Young House (1)**

- Winterized bathrooms/turned water off

**Kellogg-Eddy (2)**

- Cleaned gutters
- Heat Tune up

**Kelsey House (2)**

- Heat Tune up
- Gutters cleaned

## **Church Hill Park and Mill Pond Park (4 PM tasks and work orders completed)**

### **Church Hill Park (3)**

- Completed the wiring to the new scoreboard and passed electrical inspection
- Power investigation at light pole in parking lot for future plans to add surveillance camera

### **Mill Pond Park (1)**

- Investigated electrical issues for Mill Pond basketball court lighting

### **Administrative Projects:**

- Multiple meetings with Architects and MEP engineers for PD HVAC and roofing project
  - Posted for public bid on OCT 28
- Planning for next grant for our historical properties. Kellogg-Eddy needs siding repairs, painting (exterior), and stone wall/foundation slab repairs. Ongoing.
- Started Generator Replacement at Senior Center
- Osha Inspections and fixes/solutions for violations, ongoing
- Silo demo at parks and grounds garage
  - Contractor Released, Job to start in Sometime October/November
  - Pre-Con Meeting with Contractor Job to start first week in November

## **FINANCE**

### **Accounting and Administration**

- Auditors had follow up questions and documentation that they need from when they were in house. All staff member spent time gathering documents and answering their questions. We continue to give them additional information as requested and hope to have the draft of our report by the end of November.
- Lisa Rydecki, Deputy Finance Director, sent out to all department heads the memo for submission of the 2025-2026 fiscal year CIP budgets. Other work to prepare for budget preparation has begun.
- The pension and OPEB census information was completed and the reports for the auditors were received in early October. Work still continues with the actuary to complete our valuation report which will determine the amount of contribution required for the next fiscal year.
- Budget meetings with the MDC continued. After they finish putting their suggested budgets through the internal process, the results will be presented to the member Towns.
- Stipend payments for both the Volunteer Fire Department and Ambulance staff went out during the month.
- Finance Director, Janet Murphy attended additional contract negotiations with the AFSCME Union.
- Our office continues to support all other grants that have been approved or are being submitted.

The Town received \$4,180,060 of Educational Cost Share Grant from the State of Connecticut 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)

10/31/2024

	<u>Interest Earnings</u>		
	<u>Budget FY2024-25</u>	<u>Actual Year to Date</u>	<u>\$ Invested</u>
General Fund	\$250,000	701,862	\$51,440,563
Special Revenue Funds	48,000	12,959	814,882
Capital Projects Funds		20,992	1,224,798

Internal Service Fund	75,000	130,718	7,894,613
Trust and Agency Funds		20,778	2,232,841
<b>Total, Estimated By Fund</b>			<b>\$63,607,697</b>

### INVESTMENTS, BY INSTITUTION TYPE

(Unaudited)

10/31/2024

	Interest %		Interest \$		\$ Invested
	Current Month	Last Month	Current Month	Last Month	
STIF	5.00	5.26	157,248	158,512	41,307,964
Bank North	1.76	2.01	870	956	587,684
TDBank (new)	2.53	2.77	27,178	28,762	12,862,395
Farmington Bank	.00	.00	0	0	0
Webster Bank	2.34	2.51	6,569	6,814	3,352,556
Liberty Bank	4.60	5.04	21,643	21,334	5,497,098
<b>Total Outstanding Investments</b>					<b>\$63,607,697</b>

*Rates reflect avg. monthly yield, annualized*

### Assessor

- Real estate deeds were read and entered in the computer assisted mass appraisal system (CAMA) up to October 1, 2024.
- Personal property declarations were sent out the last week in September 2024 and are being returned by mail, email or in person at the counter. There were 1,758 declarations sent out, approximately 40% (714) of the 1,758 declarations have been returned to the Assessor's office.
- The 2023 Motor Vehicle Supplemental List was downloaded from the State of Connecticut Department of Motor Vehicles. The initial download contains a total of 4,745 vehicles, which is 433 more vehicles than the 2022 Supplemental List. These are the initial download figures and will be adjusted as we receive motor vehicle adds/removals between towns for relocation as well as vehicles which may have been sold or transferred. The vehicles have already been priced, and are waiting for final formatting for the middle of December, for the tax bills to be mailed at the end of December.
- Building permits and sales are being reviewed for real estate property changes effective October 1, 2024 assessment date, and will be on-going to January 31, 2025. Parcels are reviewed on a continual basis for changes due permits, listing information, changes found in aerial imagery and homeowner provided information.
- Town wide GIS has launched to the public, and the efforts continue to refine and update parcel acreage, dimensions and shape; this project is in conjunction with GIS/Scott Sharlow. Mapping changes for 2024 are still in process.

### Revenue Collector

- Collections for October on the 2023 Grand List amounted to \$484,700.50 and back tax collections totaled \$54,346.90. Included in the back tax amount is \$7,948.28 which was collected on suspense accounts.
- This year's total collections through October are the same as last year's collections of 56%.
- Daily taxpayers come into the office making payments. Recently, many taxpayers are only making partial payments. Others are taking advantage of our late hours by coming in on their way home from work and are happy with our late night. Taxpayers continue to use the tax payment drop box, pay by mail, or make online payments. The staff in the Tax Office retrieves the payments from the drop box several times during the day and the payments are processed the same day.
- Delinquent statements were mailed to 3,220 taxpayers owing taxes on the current 2023 Grand List.

- Research is being done for the personal property accounts which have not yet been paid by the business taxpayers.

## **FIRE DEPARTMENT**

The following is a report of the activities of the Newington Fire Department for the month of October, 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>October</b>	<b>4 Month Total</b>
<b>1</b>	<b>Fire</b>		
100	Fire, Other	2	4
111	Building fire	1	3
112	Fires in structure other than in a building	0	0
113	Cooking fire, confined to container	4	12
114	Chimney or flue fire, confined to chimney	0	0
116	Fuel burner/boiler malfunction, fire	0	0
123	Fire in portable building, fixed location	0	0
130	Mobile property (vehicle) fire, other	2	2
131	Passenger vehicle fire	0	1
132	Road freight or transport vehicle fire	0	0
140	Natural vegetation fire, other	4	5
141	Forest, woods or wildland fire	1	1
142	Brush or brush-and grass mixture fire	5	8
143	Grass Fire	0	1
150	Outside rubbish fire, other	1	2
151	Outside rubbish, trash or waste fire	0	1
154	Dumpster or other outside trash receptacle	0	0
160	Special outside fire, other	0	2
162	Outside equipment fire	0	0
170	Cultivated vegetation, crop fire, other	1	1
<b>Total</b>		<b>21</b>	<b>43</b>
<b>2</b>	<b>Overpressure Rupture, Explosion, Overheat (No Fire)</b>		
200	Overpressure rupture, explosion, overheat	0	2
210	Overpressure rupture from steam, other	0	0
211	Overpressure rupture of steam pipe	0	1
212	Overpressure rupture of steam boiler	0	0
221	Overpressure rupture of air or gas	0	0
223	Air or gas rupture of pressure or process	0	0
251	Excessive heat, scorch burns with no fire	1	1
<b>Total</b>		<b>1</b>	<b>4</b>

<b>3</b>	<b>Rescue &amp; Emergency Medical Service Incident</b>		
300	Rescue, EMS incident, other	1	2
311	Medical assist, assist EMS crew	0	2
322	Motor vehicle accident with injuries	0	0
323	Motor Vehicle/pedestrian accident (MV Ped)	0	0
324	Motor Vehicle Accident with no injuries	0	0
331	Lock-in (if lock out, use 511)	0	2
340	Search for lost person, other	0	0
350	Extrication, rescue, other	1	2
352	Extrication of victim(s) from vehicle	1	2
353	Removal of victim(s) from stalled elevator	0	0
356	High-angle rescue	0	0
360	Water & ice-related rescue, other	0	1
362	Ice Rescue	0	0
381	Rescue or EMS standby	0	0
	<b>Total</b>	<b>3</b>	<b>11</b>
<b>4</b>	<b>Hazardous Condition (No Fire)</b>		
400	Hazardous condition, Other	7	9
410	Combustible/flammable gas/liquid condition	1	1
411	Gasoline or other flammable liquid spill	3	5
412	Gas leak (natural gas or LPG)	1	6
413	Oil or other combustible liquid spill	0	1
420	Toxic condition, other	0	0
421	Chemical hazard (no spill or leak)	1	2
422	Chemical spill or leak	0	0
423	Refrigeration leak	0	0
424	Carbon monoxide incident	0	2
440	Electrical wiring/equipment problem, Other	2	12
441	Heat from short circuit (wiring), defective/worn	0	0
442	Overheated motor	1	1
443	Breakdown of light ballast	0	0
444	Power line down	0	12
445	Arcing, shorted electrical equipment	0	1
460	Accident, potential accident, other	0	1
461	Building or structure weakened or collapsed	0	1
463	Vehicle accident, general cleanup	0	2
	<b>Total</b>	<b>16</b>	<b>56</b>
<b>5</b>	<b>Service Call</b>		
500	Service Call, other	1	5
510	Person in distress, other	0	2
511	Lock-out	1	4
512	Ring or jewelry removal	0	1

520	Water problem, Other	1	7
521	Water evacuation	0	3
522	Water or steam leak	0	0
531	Smoke or odor removal	2	4
540	Animal problem, other	0	0
542	Animal rescue	0	0
550	Public service assistance, Other	1	1
551	Assist police or other governmental agency	0	2
552	Police matter	0	0
553	Public Service	0	1
561	Unauthorized burning	9	12
571	Cover assignment, standby, move up	8	12
<b>Total</b>		<b>23</b>	<b>54</b>

#### **6 Good Intent Call**

600	Good intent call, other	6	20
611	Dispatched & cancelled en route	0	5
621	Wrong location	0	0
622	No Incident found on arrival at dispatch	1	1
631	Authorized controlled burning	0	3
641	Vicinity alarm (incident in other location)	0	0
650	Steam, other gas mistaken for smoke, other	0	0
651	Smoke scare, odor of smoke	1	2
652	Steam, vapor, fog or dust thought to be smoke	0	1
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	4
672	Biological hazard investigation, none found	0	0
<b>Total</b>		<b>8</b>	<b>36</b>

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

700	False alarm or false call, Other	7	27
710	Malicious, mischievous false call, other	1	5
711	Municipal alarm system, malicious false	0	1
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	0	4
731	Sprinkler activation due to malfunction	0	1
732	Extinguishing system activation due to malfunction	0	0
733	Smoke detector activation due to malfunction	3	18
734	Heat detector activation due to malfunction	0	1
735	Alarm system sounded due to malfunction	1	6
736	CO detector activation due to malfunction	1	8
740	Unintentional transmission of alarm, other	0	7

741	Sprinkler activation, no fire	0	1
742	Extinguishing system activation	0	0
743	Smoke detector activation, no fire - unintentional	6	27
744	Detector Activation, no fire	1	5
745	Alarm system activation, no fire	7	14
746	Carbon monoxide detector activation, no CO	1	2
<b>Total</b>		<b>28</b>	<b>127</b>

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

800	Severe weather or natural disaster, other	0	0
812	Flood Assessment	0	0
813	Wind Storm, tornado/hurricane assessment	0	7
814	Lightning strike (no fire)	0	0
<b>Total</b>		<b>0</b>	<b>7</b>

#### **9 Special Incident Type**

900	Special type of incident, other	1	4
911	Citizen complaint	0	1
<b>Total</b>		<b>1</b>	<b>5</b>

**Total Calls** **101** **343**

#### **Car 1 Fire Chiefs Activities October 2024**

- Discussions with Chief Regina and Captain Machado about training division activities
- Work with Chief Regina and highway dept. on site work for roof prop
- Finalize Roof prop order with Chief Regina
- 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 on apparatus and building projects
- Review site plan for work on Maple Hill Ave and Company 5 with TPZ Chair
- Attend weekly State Radio meetings for new radio system
- Attend SDI Department Training
- Attend Monthly Board of Fire Commissioners meeting
- Review new Truck 1 specifications
- Attend Monthly Chiefs Meeting
- Attend Chamber of Commerce Trick or Stroll event at Fire Museum
- Work with Chief Regina on ISO Review Submission
- Attend Wethersfield Fire Robert Sharkevich Sr. Wake and Funeral
- Finalize Department Camera Project
- Attend Standby coverage for Town of Wethersfield for LODD
- Attend Task Force Call Berlin Brush Fire
- Call and check on members that were part of incident in Berlin Brush Fire LODD
- Attend FD Escort for Wethersfield LODD to ME Office
- Assist with Flag Setup in Wethersfield for LODD

- Attend CT Fire Academy Class on Health and Safety Officer in New Haven
- Meet with TM, Janet, Joe and Lauren on Chapman Street renovation project
- Work with Hermas on Generator monitoring installs
- Work with Lt. Carbone on inventory of new radios delivered and secure storage
- Work with Lt. Carbone and Norcomm on Install schedule for new mobile radios
- Work with Hermas on new Seek Thermal Cameras installs in apparatus
- Discussions with Deputy Chief Giansanti on new extrication tool placement and install
- Attend NFD Fire Prevention Open House
- Assist Human Services in providing storage of school supplies
- Work with Deputy Chief Giansanti to ensure department hose/ ladder testing
- Work with Asst. Chief Lapierre on new gear order PFAS Free
- Work with Asst. Chief Lapierre on Class A and B uniform orders
- Work with committee on awards night dinner/ Awards order /program
- Work with Berlin Fire Chief on interagency training for ladder trucks on new developments in both towns
- Attend Instructors Dinner at Casa Mia for retired member Eric Fischl Award presentation
- Assist with command post for Berlin Brush Fire Incident
- Work with Chief Garrahy, Thurz on Wethersfield Fire Town Coverage for multiple days

#### **Car 2 Fire Chiefs Activities October 2024**

- Prepare minutes from Chiefs and officers meeting
- EOC meeting attendance for Chief Trommer
- Wake visitation Barbra Nadeau.
- Develop list for uniforms
- Fire prevention open house.
- Instructor dinner/awards presentation Casa Mia.
- Commissioner's meeting
- Create 2024/25 uniform needs list for approval
- Officer training attendance
- Department drill attendance SDI.
- Wake visitation for Ed Czelazewicz.
- Pack and deliver gear for alterations and repairs to UPS
- Prepare pension packet for Tim Wall to review for us.
- Multi Company Training attendance 10-21 at Tower.
- Town coverage Wethersfield 10/22 1600-2300H
- Wethersfield town coverage 10/24 0730-1600h
- Develop coverage plans with Chiefs Thurz and Garrahy for wake and funeral.
- Final meeting with area Chiefs on wake and funeral plans. 10/25 1330-1530h.
- Wake Visitation WFD Robert Sharkevich.
- Funeral attendance WFD Robert Sharkevich.
- Create individual forms for members approved for Class B uniform sizing.
- Arrange dinner catering with Public Market for awards night coverage crews.

#### **Car 3 Fire Chiefs Activities October 2024**

##### **November 2024 Training Report**

###### **Progress History**

- **Training Tower Updates**
  - Quotes were requested from four contractors for the concrete footings and pad that are necessary for the prop.
  - Site work to open the space behind the Training Tower was started on October 18, 2024. The town crews completed the preliminary work on October 31<sup>st</sup>.

- **ISO** - We are awaiting further information from our ISO representative, but continuing discussions with her on our current changes, additions, updates and improvements.
  - Spoke to our Verisk representative on October 30, 2024 to understand her process. She has not yet submitted her documents to the underwriters at Verisk. She will notify us when she does and expects their review to take another month from her submittal date.
  - Spoke to Verisk representative on October 18, 2024 regarding hose tests and ladder testing completed. She also added the hose clamps procured to meet the apparatus requirement.
  - ISO documentation submitted to Verisk (ISO) on Sunday, September 8, 2024.

#### **Plans**

- **CIRMA Sexual Harassment Prevention Training scheduled for two dates in December 2024.**
  - All members are required to attend.
  - Training must be completed in December and any member not attending is suspended until training is completed with CIRMA.

#### **Drill Schedule**

**Due to the LODD and our station coverage for the Wethersfield Fire Department, our Multi-Company drill for Company 2 and Company 3, on October 28<sup>th</sup>, has been moved to November 11<sup>th</sup>.**

<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 (2/3)	Extrication & Airbags	10/28/2024
<b>November</b>		
Multi-Company Drill (2/3)	Extrication & Airbags	11/11/2024
Officer Training	Forcible Entry/Disoriented	11/12/2024
Multi-Company Drill (1/3)	New Radio System – Part 2	11/12/2024
Multi-Company Drill (2/4)	New Radio System – Part 2	11/14/2024
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**

**Hartford County Fire School – (3 Firefighters in training at CFA.)**

#### **Car 4 Fire Chiefs Activities October 2024**

Department Status

Regular Members: 97

Cadets: 12

Co#1= 26   Co#2= 27   Co#3= 25   Co#4= 13   Co#5= 12   HQ = 5

#### **Promotions**

Joanna Cistulli is now in Quality Assurance (Still staff Lt. with Cadets)

#### **New Members/Applications**

(2) Applications in the process

#### **Housekeeping**

- Working on NFD Annual Report for FY 2023/2024
- NFIRS Reporting up to date.

- Developing new recruitment strategies
- Completed all Fire Prevention School visits with the exception of two (due to Wthsfld LODD). Will reschedule.
- Autism Wrap being removed from E1

### **Car 5 Fire Chiefs Activities October 2024**

- Power washed Shed at Company 5
- Installed a new dishwasher at Company 4
- Division Staff developed a new Driver Qualification Program that will be implemented this coming month
- The new SEEK camera charging base installed started this month on Truck 1, Truck 2 and Ladder 3. Remaining will be in October.
- All back flow devices for the department had their annual test completed.
- The annual A/C pm service have been completed. Next year and going forward, this will be completed in May
- The last of the LED light fixture upgrade was completed at HQ
- All 3 Ladder companies had their pre-inspection work completed in preparation for their 5-year inspection.

Various repairs have been done to all of the fleet by the Highway Dept. Hermis is still waiting for access to our computer system to complete the workorders

## **HIGHWAY DEPARTMENT**

### **Administration**

- Continued to meet with residents to discuss various issues and concerns
- Continued with ongoing Landfill post closure requirements
- Continued work with contractor on crack sealing program
- Met with Engineering Department to discuss various projects and drainage concerns
- Met with Public Works group to discuss upcoming projects
- Met with CT DOT to discuss outstanding concerns and projects
- Met with Facilities Dept and FD to discuss site work for training prop
- Met with CONN OSHA to discuss site inspection
- Site visit with CT DEEP and NRCS for annual flood control inspection of Piper Brook
- Met with candidates for open seasonal and temporary river position
- Attended Public Works Leadership meeting
- Administered testing for vacant Mechanic II position

### **Roadway Maintenance**

- Continued with litter pickup/graffiti removal Town wid
- Highway operators continued with Transfer Station material processing
- Completed miscellaneous patching of various potholes
- Boxed and paved trenches at Town Hall in preparation for parking lot lighting upgrades
- Repaired catch basin at the intersection of Orchard Avenue and Kelsey Street
- Operators completed roadside mowing as needed
- Cut and remove curbing on Pane Road in preparation for paving
- Provided Leaf Equipment training for newer Highway Operators
- Assisted Fire Department of the construction of concrete wall at the Fire Tower
- Assisted Human Services with site preparation for new shed at the Challenge Course
- Relocate blocks for outside dining at several restaurants
- Participated in Active Shooter Training presented by the Police Department
- Cleared the waterway at Grandview Drive, CT Ave, Kelsey St and Piperbrook for flood contro

- Continued with catch basin cleaning in preparation for 2025 road paving program along with clearing basins on Hartford Avenue and Shepherd Drive
- No after hour call ins for the month
- One (1) eviction scheduled for the month no storage required

#### **Fleet Maintenance**

- Mechanics continued with preventive, snow seasonal services, scheduled maintenance and emergency repairs to all Town vehicles/equipment
- Continued upfitting of new police K-9 vehicle – temporary vehicle set up and entered into service until completed
- Continued Fire Department fall services
- Mechanics continued with the servicing/maintenance of leaf machines, vehicles and equipment
- Began preparation of snow control equipment
- No after hour call ins for the month

#### **Sanitation/Recycling/Transfer Station**

- Scheduled 119 residential bulk items for collection for the month
- Scheduled 27 condominium bulk items for collection for the month
- Scheduled 12 condo/residential scrap metal items for collection for the month
- 3590 tons of cumulative Municipal Solid Waste were collected from July through September
- 750 tons of cumulative recyclables were collected from July through September
- 146 mattresses/box springs were recycled for the month
- No (0) television(s) were collected for the month
- Issued 57 permanent Transfer Station permits and 10 temporary permits for the month

Submitted quarterly transfer Station report for CT DEEP

#### **HUMAN SERVICES**

- SCORE officially began and is off to a great start!
- Challenge Course renovations were completed this month, training for staff is will happen during November
- Several youth have connected to counseling services going forward. Assisting in making these connections is an appreciated service as it is often difficult to connect with mental health services.
- There were 5 JRB successful case closings scheduled for this month. They all engaged in mentoring & counseling, and adhered to JRB recommendations. This is seen as a successful new beginning for these youth.
- Adult to youth mentoring assisted one youth in consistent meetings, assisted another youth who was struggling in get to class on time & worked with another youth who had a difficult month of transitions in residence & truancy. This program has been a helpful resource in meeting youth where they are & supporting them to move forward in an increasingly positive direction.
- Social Casework case example:
  - Referral from Department of Social Services (DSS) Social Worker from Protective Services the Elderly (PSE) regarding an elderly gentleman. She inquired about resources in Newington as they are the Conservator of Person and Estate. Per PSE, he is gravely disabled, residing temporarily at one of the motels on the Berlin Turnpike and in need of food and housing. Coordinator Wassik met with both the PSE worker and the elderly gentleman. He was registered for the Food Bank as a Home Delivery and food was given. Housing options were explored. Application for Newington Housing Authority was given to the PSE worker who will complete the application and submit. Application for Dial-A-Ride at the Senior and Disabled Center with "Fee Waiver" was submitted by Coordinator Wassik. Wassik followed up with the Housing Authority to confirm receipt of application from PSE.

### October2024 Statistics

Selected Programs	FY 25 Total This Month	FY 25 Total Last Month	FY 24-25 Cumulative Total YTD	FY 23-24 Cumulative Total YTD
<b>Youth &amp; Family Counseling cases</b> <b>Clinical presentations</b>	<b>9</b> <b>0</b>	<b>11</b> <b>0</b>	<b>32</b> <b>0</b>	<b>21</b> <b>0</b>
<b>Youth &amp; Family Service Hours</b>	<b>11</b>	<b>7.75</b>	<b>44.75</b>	<b>29.5</b>
<b>JRB cases :</b> <b>JRB hearings:</b> <b>JRB Service hours:</b>	<b>14</b> <b>0</b> <b>20.5</b>	<b>14</b> <b>0</b> <b>9.25</b>	<b>56</b> <b>3</b> <b>70.5</b>	<b>13</b> <b>1</b> <b>14</b>
<b>Positive Youth Development</b>	<b>67</b>	<b>40</b>	<b>227</b>	<b>126</b>
<b>Community Service</b> <b># of hours completed</b> <b>Challenge Course: Adult</b> <b>youth(outside)</b>	<b>0</b> <b>1</b> <b>47</b> <b>0</b>	<b>0</b> <b>0</b> <b>0</b> <b>0</b>	<b>0</b> <b>181</b> <b>47</b> <b>0</b>	<b>6</b> <b>26</b> <b>0</b> <b>48</b>
<b>Social Casework Cases</b> <b>Under 55 =</b> <b>Under 55 disabled =</b> <b>Over 55 =</b>	<b>86</b> <b>18</b> <b>13</b> <b>55</b>	<b>91</b> <b>15</b> <b>17</b> <b>59</b>	<b>368</b> <b>55</b> <b>36</b> <b>186</b>	<b>685</b> <b>170</b> <b>75</b> <b>435</b>
<b>Social Casework Service Hours</b>	<b>104</b>	<b>121.75</b>	<b>514.60</b>	<b>816</b>
<b>Food Bank Household visits</b> <b># bags of groceries distributed</b> <b>Mobile truck</b>	<b>170</b> <b>1340</b> <b>454</b>	<b>156</b> <b>1255</b> <b>318</b>	<b>650</b> <b>5187</b> <b>1364</b>	<b>612</b> <b>4624</b> <b>2446</b>
<b>Special Needs</b>	<b>4</b>	<b>3</b>	<b>19</b>	<b>34</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 October, the Department of Information Technology and GIS participated, assisted, and/or were directly involved in:

- Completion of 122 formal requests for service
- Migrated PD Watchguard camera system to Town Azure Instance
- Continued work on Verint audio recording solution for Town radio solution
- Configured, tested, and deployed new UPS for data cabinets for Highway and Parks
- Continued work on PD traffic camera solution; Troubleshoot network connectivity
- Worked collaboratively on the PD Dispatch furniture replacement project

- Upgraded Town WiFi solution to latest security and firmware patches
- Configured, tested, and deployed new network switch to Mill Pond Park
- Configured and deployed iPad for PD dispatch operations
- Conducted website training for various departments
- Troubleshoot and correct issue for Highway department phones
- Assisted Registrar of Voters with election preparations and solutions
- Fixed data transfer issue between Assessor and Permit system
- Updated Town Hall signboard software solution/created and deployed content
- New Scanner deployed in Town Clerk's office
- Updated online GIS data layers
- Packed GIS data for Town consultants working on various projects
- Continued review of utility accounts

## **LIBRARY**

- The Friends of the Library held a reception on October 19 for its current members to thank them for their membership and support of the Friends and the library. Invited guests dropped in between 1:00 – 3:00 pm, received a gift, enjoyed light refreshments and mingled with fellow friends. A drawing for a special prize giveaway was held at the end of the two hours. Anyone who had renewed or joined the Friends between September 1 – October 18 was eligible to win. The Friends of the Library also had a very successful Fall Book Sale at the Newington Senior and Disabled Center on October 25, 26, 27. Thousands of books were sold to very happy customers. Friends, book sale volunteers, Boys Scouts and student volunteers worked long hours to make this 3-day event the success it was. The next book sale will be held in the spring of 2025. The Friends are continuing to plan for Winterfest 2025 that will be held on Friday, January 17, 2025.
- Business Manager Karolyn McLain and Head of Reference Jennifer Hebert completed the CT State Library Annual Statistical Report on October 1. They had been working on the report since September. The report requires a lot of library statistics and analysis. They did a great job.
- *The 2024 Newington Information Packet* that is designed to provide a brief outline of community information and town services was completed by the staff and is available to the public both in print and digital formats.
- The Children's department staff offered 45 programs to 1,056 children and their caregivers. Archived views of previous online programs for the month of October were 362. More than 100 kids of all ages, attended *Spooktober*, an evening where kids enjoyed making spooky crafts and participated in spooky activities. *Wonderland Works* was back with pumpkin painting with Cinderella. Kids were welcome to dress up to listen to a story, take photos with Cinderella and paint porcelain pumpkins. *Sensory Shenanigans* returned with sensory bins that kids between the ages of 2 – 5 were invited to explore and play with at each station, including an apple pie themed sensory bin. Highlights of other programs included *Wiggle Workshop* for kids ages 2 – 7, *Junior Cookbook Club* for kids in grades K – 2, who made pumpkin chocolate chip bread, *Cookbook Club* for kids in grades 3 – 5 who made pumpkin pudding parfait and *Ghoulish Grab and Go* kits. Regular storytimes, outreach to daycares and Friday Bus Visits to the library for preschoolers completed out the month
- In October, 3 programs were offered to 55 teens. Archived views of previous online programs for the month of October were 21. Teens designed creepy creations and then ate them at the *Teen Creepy Cupcakes and Zombie Cookies* program. Teens enjoyed snacks and refreshments while watching the film *Coraline at The Teen Not So Spooky Movie Night*. Their month was rounded out with a *Teen Fall Crafts Grab and Go* kits.
- Adult programming was varied with 26 programs attended by 754 adults. Archived views of previous online programs for the month of October were 242. Local author Erik Hinckley presented a program titled *Lost in Time*, where he discussed his ongoing journey to identify old Victorian and Edwardian era portraits and reunite them with present-day family. Daria Davis held a Friday evening *Sound Bowl Healing* program at the library under the atrium. This month's *Library Speakers Consortium Virtual Author Talks* featured *A Journey into the Hidden World of Tropical Bats with Scientists from the*

Smithsonian Tropical Research Institute with Dr. Rachel Page, Dr. Dina Dechmann, and Dr. Teague O'Mara, Liberating Latin American Genre Fiction with author Silvia Moreno-Garcia and Maybe You Should Talk to Someone with author Lori Gottlieb. Highlights of other programs included a virtual *Trick or Trivia* program, *Page Turners*, an evening book discussion talked about the novel *The Plot* by Jean Hanff Korelitz, *Brown Bag It with a Book Discussion* that talked about the book *The Magnificent Lives of Marjorie Post* by Allison Pataki, *Movies @ Your Library* featuring the film, *The Fall Guy* and *Grab & Go* coloring pages and puzzle packets

- Total circulation was 21,029. Circulation of digital materials was 3,818. Total number of people that entered the building was 9,016. 30 curbside service transactions were processed. Staff processed and pulled 1,843 holds on shelf to be processed for curbside pickups and interlibrary loans. Staff answered 3,119 reference questions during the month. Meeting room and study room space were used 333 times. Head of Community Services Michelle Royer and Business Manager notarized 38 documents for patrons. Volunteers and staff delivered 97 items to our homebound patrons. Staff offered technology help 153 times to patrons. Online resources that were popular this month included *Ancestry.com*, *Value Line*, *Consumer Reports*, *PebbleGo Animal* and *Biography* databases.
- In technology news, Digital Services Librarian Michelle Patnode hosted a *Drop-in Technology Hour* that focused on Microsoft Office. She also had two *Tech 4 U* one-on-one tech help appointments. Michelle and Assistant Director Karen Benner held a *Social Media for Books* program that highlighted the use of *Instagram*, *Pinterest* and *Good Reads* to find your next good read.
- In personnel news, Sam Lee, the chair of the Connecticut Library Association, Intellectual Freedom Committee came to the October staff meeting to talk about censorship and book banning in Connecticut. Head of Community Services Michelle Royer continued with her outreach efforts, connecting with Sage Maier from New Meadow Apartments and meeting with Robert Blozzin and his social group from the VA at the library. Michelle Royer and Children's Librarian Joanne Cocola met to reorganize the teen volunteer network. Children's Librarian Julia Mazur attended her first virtual New Librarians Roundtable. Head of Collection Management Dorothy Russell attended at the Connecticut Library Association Technical Services meeting at the Middletown Library Service Center. Dorothy also hosted the Library Connection Inc. Bibliographic Services Committee at the library.
- In facilities news, the staff in the children's department is working hard to cleaning up the office to prepare for the delivery of new furniture in the beginning of December. The office space is being redesigned to allow for work space for all 6 employees in office. Currently one person has a countertop and a drawer with no computer to do her work. Most of the furniture is more than 30 years old and is not technology friendly. The Town Facilities and IT department will help breakdown the old furniture and get the space ready for the new furniture. The It depart will help breakdown the staff computers in the office and set them up in a temporary space until the new furniture is delivered. Two small tables were purchased to be used near the three new lounge chairs under the atrium. The chairs at the Adult Information were replaced. The old chairs were falling apart. The lighting project in the Garfield Parking Lot began was completed. The parking lot will still need to be repaved.

## **PARKS AND RECREATION**

- Creative Playtime Preschool took its first ever field trip to Fairweather Growers Fall Festival and Pumpkin Patch. It was a wonderful day for the 27 students, along with 12 of their families who joined us! The preschoolers enjoyed a school bus ride, a hayride, sliding through tunnels, playing in a corn pit, and choosing a pumpkin to take home. We had a fantastic time and look forward to another trip next year!
- Registration for the Winter Youth Basketball Program began on October 2, 2024. Early Bird Registration pricing ended October 31, 2024. The last day of registration for youth basketball is November 22, 2024 at 11:00 a.m. The youth basketball season is scheduled to start on January 4, 2025.
- The Department successfully hosted its first ever Taekwondo Tournament on October 5, 2024 at the Mortensen Community Center. The tournament was a hit. We are hoping the Taekwondo group returns in the future for more tournaments.

- The aquatics program completed a full session of semi-private swim lessons, at the Newington High School Pool, on Wednesday, October 16, 2024, and began a new session on Wednesday, October 23, 2024. Both sessions were fully booked, with all ten semi-private slots filled.
- The preschool held its annual trick-or-treating event, on the first floor of Town Hall, on October 31, 2024. We extend our gratitude to the Assessor's Office, Registrar of Voters' Office, Town Clerk's Office, Tax Office, and the Newington Transition Academy for their invaluable support, which contributed greatly to the success of this event.
- Fall programs have continued with great success and high participation numbers.
- The Winter Program Guide is being finalized by the Recreation staff. The program guide will be released in the Rare Reminder on Wednesday, November 27, 2024.
- Preparation has begun for the 2024-2025 Winter Men's and High School Basketball Leagues. Registration for both leagues is scheduled to begin in November.

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

- Staff installed foundations and poles for a new shade structure at Mill Pond Pool, replacing the old shade structure next to the wading pool.
- Set up and clean up for tennis tournament hosted at Newington High School.
- Ground and removed various stumps around town.
- Fall sports seasons for baseball, softball, football and soccer are ongoing and staff is keeping up with mowing, grooming and field painting on a daily basis.
- Repaired irrigation leak at Community Gardens.
- Put finishing touches and set up for Eagle Park grand opening.
- Added soil and seed along new walking paths at Mill Pond and Falls.
- Moved picnic tables from the Municipal Parking Lot to the Parks Facility in anticipation of holiday lighting decorations.
- The process of winterizing irrigation systems throughout town is ongoing
- Performed some late season aeration and overseeding at ballfields at Clem Lemire.
- Leaf cleanup has begun at parks and schools.
- New playground safety woodchips were installed at Starr Park and the older playscape at Clem Lemire.
- Nets removed from various batting cages at ballfields as well as large netting behind Legends Field and Willard Avenue.

Cemeteries: 4 Singles, 0 Double, 4 Ash, 6 sales

Overtime: 68 hours, \$3,264

#### **TREE WARDEN:**

- Parks and Grounds staff picked up branches at all parks and town facilities.
- Parks and Grounds staff executed removal of hazardous trees at O.F.I
- Parks and Grounds staff removed stumps from Maple Hill Avenue, West Hill Road and Theodore Street.
- Parks and Grounds staff removed trees in preparation of Mill Pond bridge replacement.
- Eversource removed hazardous tree on Cedar Street behind Newington Police Department.
- B&M Tree Service removed tree behind 145 Hillcrest Avenue.
- Parks and Grounds staff spent several days clearing trees at Highway Garage area near Training Tower.

#### **PLANNING AND ZONING**

#### **TOWN PLAN AND ZONING COMMISSION –**

**MEETING SCHEDULED ON 10/9/24 WAS CANCELLED**

**MEETING SCHEDULED ON 9/25/24:**

***Pre-Application Discussion:***

Pre-Application - 3413 Berlin Turnpike concerning potential amendment of the Newington Zoning Regulations including Section 6.10.4.B.

***Approved With Conditions:***

Petition TPZ-24-18: Special Permit (sec. 3.13.0 and 3.11.1) for a place of recreation, for seasonal indoor pickleball courts, at 175 Lowrey Place (AKA 103-175 Lowrey Place) in the B-TC (Business-Town Center) Zone and the Town Center Village Overlay District. Applicant/Contact: Jim Burda, Owner: Lowrey Place Realty LLC.

Petition TPZ-24-17: Site Plan Modification (section 5.3.9) for a change of access and parking lot reconfiguration for the construction of a new driveway from Hartford Avenue to the site at 280 Hartford Avenue and parking lot and drainage improvements in the I (Industrial) Zone. Applicant/Owner: The Newington Property Group, LLC, Contact: J-R Laliberte.

Request for Bond Reduction and Modification of Partial Site Plan Acceptance (approved March 27, 2024, April 10, 2024, and August 14, 2024) for building 3 at 96-100 Pane Road for the approved Petition 23-21 at 3333 Berlin Turnpike. Applicant/Contact: Scott Nielsen, Owner: Residences at Newington LLP.

**CONSERVATION COMMISSION –**

**MEETING SCHEDULED FOR 10/15/24:**

***APPROVED WITH CONDITIONS:***

Application IW-24-15: Application to reconstruct an existing parking area, construct a new drive access in from Hartford Avenue and construct a sub-surface storm water detention system within the URA (Upland Review Area) at 280 Hartford Avenue. Applicant/Contact: J.R. Laliberte, Owner: The Newington Property Group LLC.

**AGENT APPROVALS:**

***APPROVED WITH CONDITIONS:***

Application IW-24-17: Modification to Approved Application No. 2023-01AA, 109 Brookside - to construct a driveable surface within the URA (Upland Review Area) at 641 North Mountain Rd. Applicant: The Metropolitan District, Owner: Connecticut Light & Power Company (Eversource), Contact: Lindsay Birchall.

**ZONING BOARD OF APPEALS –**

October Meeting Cancelled.

**OPEN SPACE COMMITTEE –**

Meeting Held on October 10..

## **ECONOMIC DEVELOPMENT COMMISSION –**

Meeting held on October 02.

## **AFFORDABLE HOUSING MONITORING AGENCY –**

No scheduled meeting for October.

### **ZONING OFFICER ACTIVITIES:**

Issued 24 Zoning Permits for various projects in town.

Received 105 questions and/or complaints (via emails, phone calls, Civic Plus, in-person etc.) about zoning regulations, blight complaints, and property information.

Performed 21 inspections for zoning and/or blight complaints. The following items were issued; 1 zoning notice of violation and 1 blight citation.

Closed 7 zoning violations and 7 blight violations.

Removed 99 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.

- 64 Barn Hill Ln
- 2434 Berlin Turnpike
- 2640 Berlin Turnpike
- 3140 Berlin Turnpike
- 29 Burdon Ln
- 180 Carr Ave
- 719 Cedar St
- 134 Cedarwood Ln
- 265 Field St
- 172 Kitts Ln
- 1076 Main St
- 1665 Main St
- 171 Market Sq
- 175 Nicholson St
- 705 North Mountain Rd
- 76 Superior Ave
- 8 Tom-Lin Rd
- 203 Tremont St (Rear)
- 51 Welles Dr
- 269 West Hill Rd

## **POLICE**

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

Abandoned MV 1	Fire Task Force Activation 1	MV Evading 13
Administrative 0	Fire Training 0	MV Fatal 1
Alarm Commercial Burg Alarm 59	Fire Trouble Alarm 0	MV Injury 18

Alarm Hold Up Alarm 3	Fire Veh Maintenance 0	MV Property Only 80
Alarm Residential Burg Alarm 11	Fire Vehicle Fire 0	Neighbor 11
Altered Mental Status 0	Fire Veh Fire Near Stru 0	No Pol Actual Call Type 226
Animal Complaint 19	Fire Water Problem 0	Noise 18
Arson/Fire Invest 0	Fireworks 1	Non Collect Person 0
Assault 2	Follow Up 19	Notification 0
Assault in Progress 0	Found Property 12	Open Door/Window 12
Assist Motorist 2	Gun 0	Other Archive 0
Assist Notification 0	Harassment 10	Parking Violation 0
Assist Other Agency 22	Hazard 21	Pd Assist Fire Dept 56
Bad Check Insufficient Funds 0	Hazmat 0	PD Vehicle Maintenance 0
Blighted Property 0	Hold Up Alarm 0	Personal Relief 0
Bomb Threat 0	HOPE PROJECT 0	Pistol Permit 15
Breach of Peace/Disorderly 12	Identity Theft 9	Prisoner Care 7
Burglar Alarm 1	Illegal Dumping 0	Private Duty 0
Burglary 2	Impersonating Police 0	Property Found 4
Car Seat 8	Indecent Exposure 0	Property Lost 0
Check Welfare 65	Intoxicated 1	Prostitution 0
Check Welfare 911 33	Juvenile Complaint 11	Recovered Stolen MV 1
Check Welfare Other 9	K9 Assist 0	Rescue Call 0
Clear Lot 6	Kidnapping 0	Residential Lockout 0
Construction 0	Landlord/Tenant Dispute 1	Risk Protection Order 3
Court Detail 21	Larceny 55	Robbery 2
Crest Call Out 3	Larceny from MV 19	Roll Call 1
Criminal Mischief 6	Lift Assist Only 3	
CSO 0	Liquor 0	Serve Subpoena 0
Customer Dispute 25	Local Traffic Authority 0	Serve Warrant 36
Dog Complaint 30	Location Check 303	Sexual Assault 2
Domestic 27	Location General 1	Shots Fired 1
Door Check 0	Location School 0	Specific Detail 114
Drug 6	Lockout Building 4	State Pistol Permit – Tempo 0
DUI 5	Lockout MV 1	Stolen MV 4
EDP 21	Lost Property 1	Sudden Death 4
Escort/Transport 1	LTA 0	Suicide 0
Escort/Funeral 2	Medical Alarm 26	Suicide Attempt 0
Escort Other 0	Medical Cardiac 2	Suspicious MV Unoccupied 11
Escort Retrieval 2	Medical Complaint 221	Suspicious Report 152
Escort Tax 0	Medical Diabetic 2	TEST 0
Fingerprint 0	Medical Fall 12	Threatening 8
Fire Alarm Commercial Bldg 1	Medical Other 1	Tobacco 0
Fire Alarm Residential 2	Medical Overdose 2	Tow 11
Fire CO Detector no sympt 1	Medical Respiratory 0	Town Ordinance Violation 0
Fire CO Detector with sympt 0	Medical Stand By 0	Traffic Stop 397
Fire Extrication 0	Medical Trauma 0	Traffic Stop Attempt 9
Fire Hazmat 1	Medical Unresponsive 0	Traffic Survey 0

Fire Mutual Aid Request 0	Midstate Accident 2	Training 0
Fire Other 5	Missing 3	Trespass 5
Fire Rescue 0	MV Abandoned 0	Unknown 0
Fire Special Detail 0	MV Assist 31	Water problem 0
Fire Stand By 1	MV Complaint 45	
Fire Structure Fire 2	MV Fire 0	

**Total: 2,462**

**In October, the Detective Division Report:**

- Handled 51 investigations, 51 remain ongoing.
- Served 37 warrants: 31 by Patrol officers, 8 by Detective Division.

**Property Report October 2024:**

Category	# of Counts	Property Value (\$)
Burned	0	\$ 0
Counterfeited/Forged	0	\$ 0
Damaged/Destroyed	12	\$ 7,572
Vehicle Inventory	0	\$ 0
Stolen	114	\$ 108,428
Abandoned	3	\$ 50
Evidence	102	\$ 2,662
Found	9	\$ 0
Lost	0	\$ 0
Seized	14	\$ 2
Recovered	11	\$ 34,978
Impounded	1	\$ 0
Informational	20	\$ 0
Vehicle Inventory	0	\$ 0
<b>Total</b>	<b>286</b>	<b>\$ 153,692</b>

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

- On 10/02/2024 at 4:23am Officers responded to Robbins Avenue at Walsh Avenue for a report of two individuals wearing masks dressed in all black attempting to open car doors. Arriving Officers observed the males running from 16 Robbins Avenue and enter a silver Toyota Camry. A traffic stop was initiated and parties were detained. The investigation revealed that Aniyah Greco and Sirena Diaz took a ride sharing service to 16 Robbins Avenue with the intent to fight the residents and to retaliate for an incident that occurred in Hartford earlier in the evening. Greco and Diaz once they arrived at the residence broke the front window with a rubber mallet. Greco and Diaz were charged with Breach of Peace 2<sup>nd</sup>, Criminal Mischief 2<sup>nd</sup>, and Conspiracy to Commit Criminal Mischief 2<sup>nd</sup> and held on a \$5,000.00 bond.
- On 10/15/2024 at 8:14 pm Officer responded to a motor vehicle crash on East Cedar Street in the vicinity of Mountain Road involving a Ford Fusion and a Lexus RX450H. The crash resulted in the Lexus rolling over on its side on the east bound lanes and the Fusion with extensive damage in the west bound lanes. The operator of the Fusion was trapped in the vehicle and was suffering from severe injuries. The Newington Fire Department was summoned to the scene to perform extrication of the operator from the vehicle. The female operator was transported to a local hospital where she was pronounced deceased. The operator of the Lexus was also transported to the hospital with non-life-

threatening injuries. The Mid-State Accident Reconstruction Squad responded to the scene and the investigation is being led by Newington Police Officer Christopher Cappiello.

- On 10/22/2024 at 5:26pm Officers responded to the Carrier Motor Lodge on a report of shots fired. Upon officers' arrival they were able to determine that Raymond Cortez was visiting a party residing at the Carrier Motor Lodge and was asked to leave the room. Cortez became angry at the request to leave and after leaving the room fired one round from a handgun into the air. No one was injured in the incident. Cortez fled the scene prior to officers' arrival. Officers in the course of the investigation were able to share information regarding Cortez to law enforcement partners including the vehicle Cortez was believed to be operating. The Connecticut State Police later in the evening came into contact with Cortez and took him into custody on charges unrelated to this incident. An arrest warrant was granted charging Cortez with Reckless Endangerment 1<sup>st</sup>, Unlawful Discharge of a Firearm, Possession of a Firearm by a Convicted Felon, Breach of Peace 2<sup>nd</sup>, Operating a Motor Vehicle Under Suspension, and Operating an Unregistered Motor Vehicle.

**In October, the Support Services report:**

- The Support Services Division continues to play a large role in the operations of the Police Department in the areas of recruitment, hiring, training, accreditation, records, communications, public information, and community engagement
- Chief Perry took part in a press conference with local news agencies regarding Halloween safety tips. The press conference included the Lt. Governor Susan Bysiewicz along with officials from the Department of Transportation.
- Lieutenant Amalfi and Master Police Officer Rinaldo participated in the Drug Enforcement Agency Drug Takeback program at the Walgreens located on the Berlin Turnpike
- The first session of fall firearms was completed. The Police Department utilized the range on Milk Lane. This was for the low light qualifications
- Sergeant D'Esposito and Master Police Officer Rinaldo collaborated with the Center of Excellence on Autism Spectrum Disorder at Southern Connecticut State University. They demonstrated and conducted mock traffic stop with people who have been diagnosed with Autism.
- Chief Perry, Lieutenant Deane, Lieutenant Aivano, Sergeant D'Esposito, Detective Kelliher and Master Police Officer Rinaldo attended Coffee with a Cop at Starbucks in the Target located on the Berlin Turnpike.
- The Newington Police Department held an awards ceremony for the Officers located at the Newington High School. This was headed by Sgt. Rodriguez, Chief Perry, Lieutenant Deane and Lieutenant Aivano.
- Multiple applications of new hires were reviewed. The passing applicants were all scheduled oral board interviews for the month of November.
- A distracted driving grant was applied for through the Department of Transportation
- Community Services has continued to engage with the community through the use of Face Book, Twitter and Atlas One.
- Anthony Cascone has been offered and accepted a police officer position and started to attend the New Britain Police academy. Currently we have 2 recruit officers in training at various training academies across the state. Support Services continues to support the training mandates and equipment needs of the recruits including firearms and practical skills days
- The command staff attended a FLOCK presentation. There is consideration in using this as the Police Department's LPR system.
- Scott Amalfi was promoted to the rank of Lieutenant. Lieutenant Amalfi was assigned as the Support Service Lieutenant.
- Officer Backman continues to plan for the fundraising of the Special Olympics Torch Run
- Officer Backman is in talks with Chick Fil A to host a fundraising even there.
- Sergeant LaChance is actively involved several days a week in coordination with the radio project. Sergeant LaChance is the project manager for the entire town. The Fire Department has started receiving their radios

- Sergeant LaChance is actively involved several days a week in coordination with implementing the License Plate Reader System.
- Lieutenant Amalfi met with a WatchGuard representative to discuss the issues uploading videos to court.
- Continued research and quotes gathered to add five lockers to the Women's locker room. Spoke to two companies regarding building and installing the lockers.
- Met with IT to learn how to make changes to the police department website.
- The month of October the Police Department had 35 body camera video requests.
- Master Police Officer Buggee who is our School Resource Officer assisted with four out of school investigations. MPO Buggee went to two sessions of the Juvenile Review Board and one session of the Youth Adult Council.
- Animal Control Officer Sawallich impounded six dogs and one cat this month.

### **Police Department Overtime Report October 2024**

OT September	\$ 96,637	2 pay periods (0 holiday)
OT October	\$ 160,148	3 pay periods (1 holiday approx. \$35,000)
	\$ 63,511	increase over September (extra pay period)

- Applications continued to be received and testing continues for Police Officer vacancies. October finishes with 5 officer positions vacant. One recruit has been hired and sent to the New Britain Police Academy and 1 Certified Officer from Florida has been hired and in Newington's training program. October had 3 pay periods and a Holiday also reflected in the overtime costs.
- Administrative overtime of \$0
- Patrol overtime of \$110,430, an increase of \$45,756 from the previous month. Overtime included 3 pay periods with one holiday pay (\$23,000), 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, motor vehicle accidents, breach of peace, CREST call outs (2), Mid State accident reconstruction call outs (2), assistance with Berlin fire, trash pull, sudden death, stolen vehicle, car break in, special detail, drug arrest, radio project meetings, serve warrants, hospital detail, prisoner detail (16 shifts), and other related duties.
- Detective Division overtime of \$5,465, an increase of \$1,048 from the previous month. Overtime included Holiday pay (\$2,500) crime scene investigation, drone callout, and sudden death investigation (2)
- Traffic Division overtime of \$412, a decrease of \$481 over last month, traffic lights out and Waterfalls festival.
- Communications overtime of \$19,852 an increase of \$4,978 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. Training of 2 new dispatchers continued through the month. Overtime for Holiday pay (\$6,000), the delivery of new dispatch furniture and console set up.
- Educational overtime of \$17,762, an increase of \$8,321 from the previous month. Overtime included the coverage of shifts for officers attending the following training or classes, Human trafficking, officer training, fall firearms, K9 training, Mid State training, CREST training, Fire Investigation training, and Drone training
- Support Services overtime of \$5,478 an increase of \$3,657 from the previous month. Overtime included Holiday pay (\$3,500), LPR Project, the radio project, DEA Drug takeback program, the Lavery ride, Academy stations day, Awards Ceremony citations, and Honor Guard dut
- Animal Control overtime of \$749, an increase of \$232 from the previous month. Overtime included roaming dog, dog bite, sick racoon, sick skunk, abandoned cat, and dog vs dog call out

- Overtime costs are split with Wethersfield as well as the salary.

## **SENIOR AND DISABLED CENTER**

- The Center was open daily from 8:30am – 4:30pm and was busy with daily activities and special October programs including: a Chat and Learn with Central Community Health, a Fall Favorites Reimagined Cooking Demo, an informational session on Medicare plans, a presentation on Newington History – Deming Young Farms, various art and craft class, and much more.
- The Center partnered with CCSU psychology students and professors for the intergenerational WISE program, and dance classes with CCSU students.
- Staff made final plans for the 26<sup>th</sup> annual EXPO, to take place on November 7. There are 50 vendors registered for the event, which is expected to raise about \$5,000 for Center programming.
- Staff received notification of the \$90,000 ARPA award for center programming and facilities improvements. The funding was designated for senior center use through the State Unit on Aging. The funding will cover several ARPA and Council-approved projects in the next two years, including: replacement recumbent exercise equipment, purchase of health and safety items including hand sanitizer stations and air purifiers, replacement accessible furniture for the TV lounge, the construction of additional raised garden beds in the Giving Garden, renovations and materials to create a maker space in the Center, educational materials, seed money to start an adventure club/series of programs, and a public outreach campaign.
- In September, Community Renewal Team (CRT) announced major cuts to the elderly nutrition program effective November 1, 2024. These cuts will significantly affect our Meals on Wheels clients and those who utilize our daily congregate lunch program at the senior center. Based on our current participation in both programs, we will lose approximately 306 meals per week, effective November 1. The cuts are due to reductions in state and federal funding as well as the end of ARPA funding. The Town Council previously allocated \$88,000 in ARPA and budgetary funding in anticipation of potential cuts to the nutrition program. This funding will cover shortages for approximately six months. The staff is committed to continuing to serve meals without any service reductions and is planning to seek sponsorships and donations to supplement the Council funding. Staff is also working with affected senior centers across the state to share resources and ideas.
- The Giving Garden is winding down for the season. Volunteers continued to maintain the beds, vegetables and herbs while preparing for the winter shut-down.
- The volunteer gift shop sales were \$1,075 for the month of September. Coffee shop sales were \$946 for the month.
- The Trip Committee is planning for 2025 trips. All trips for the remainder of 2024 are sold out.
- We continue to offer weekly telephone-based programs such as Boggle, mediation, and bingo. When possible, we provide speaker programs and lectures in a hybrid format via Zoom. The weekly robocalls to members with updates about the Center, the community, and other important information remain popular.
- The in-person congregate lunch program operates Monday – Friday. A crew of 4-5 volunteers serve hot lunches to an average of 30-50 members daily.
- In October, Meals on Wheels volunteers delivered a hot, balanced meal to an average of 62 clients Monday through Friday. Recipients are eligible to receive weekend meals if requested. Volunteers deliver an average of 1,200 meals per month. There are currently 23 Meals on Wheels drivers who volunteer weekly or on-call. Meals are provided along four routes, with an average of 13 deliveries per route each day.
- During the month of October, the two DAR drivers (with subs as necessary) completed 646 trips for 2,559 miles and 295 hours.
- Facilities:

- Facilities and the Center continued addressing the recommendations for improvement that were made as a result of a site assessment in January.
- The Director attended the October 8 Town Council meeting to give a general departmental update and to discuss the CRT budget/nutrition program shortage with the Council.
- The Director met with the Commission on Aging and Disability on October 9. Topics of discussion included the CRT/nutrition program shortage, center operations, fundraising and the Expo.

## **TOWN CLERK**

- Revenue for the Month of October was \$83,191.25. There were 80 property transfers for a total of \$25,111,260.00 in sales. State conveyance tax collected was \$229,484.45; Town conveyance tax collected was \$62,778.15.
- Eleven Residential properties conveyed for over \$400,000. We had three (3) commercial sales; one for \$3,500,000 at 172 Kelsey Street - LNL Realty LLC to Churchill Realco Holdings LLC; one for \$3,480,000 at 172 Kelsey Street – Churchill Realco Holdings LLC to Cadet 23 LLC & one for \$1,250,000 at 129 Willard Avenue – Gibbs Oil Company Limited to Royal 129 Willard Avenue LLC.
- There were 391 documents filed on the land records during the month: 110 mortgages, 105 releases, 27 liens, and 22 probate documents.
- 274 certified copies of vital records were issued. Six burial permits and 21 cremation permits were issued. Ten marriage licenses were issued to couples.
- Staffed catalogued 3 liquor permits, 12 Trade Name Certificates and 14 Notary Public commissions.
- Staff issued Transfer Station passes for 11 vehicles and 17 trucks.
- \$10,320.00 in revenue was generated from 95 electronically recorded documents.
- Land Record copy revenue totaled \$1,342.00, \$1,078.00 was attributed to use of the online portal.
- The Assistant Town Clerk swore-in one (1) promotion to Lieutenant on October 16, 2024 & the Town Clerk swore-in one (1) Patrol Officer on October 21, 2024.
- Absentee ballots for the Presidential Election became available on October 4<sup>th</sup> (31 days before an election). The office issued 1,220 Absentee Ballots for the month of October in addition to the regular office duties. The office also received 16 applications for citizens residing overseas and issued Federal Ballots for the November 5, 2024 Election.

<b>DATA SUMMARY OCTOBER 2024</b>				
	<u>October-23</u>	<u>October-24</u>	<u>FY23/24 to Date</u>	<u>FY24/25 to Date</u>
Land Record Documents	384	391	1,603	1,508
Dog Licenses Sold	126	37	632	770
Game Licenses Sold	4	7	37	60
Vital Statistics				
Marriages	20	8	81	75
Death Certificates	26	40	106	144
Birth Certificates	22	25	88	78
Total General Fund Revenue	\$ 60,161.30	\$ 83,371.25	\$ 254,441.33	\$ 313,025.34
Town Document Preservation	\$ 1,207.00	\$ 1,312.00	\$ 5,076.00	\$ 4,914.00
State Document Preservation	\$ 2,288.00	\$ 2,280.00	\$ 9,712.00	\$ 8,840.00
State Treasurer (\$36 fee)	\$ 10,260.00	\$ 10,152.00	\$ 43,128.00	\$ 39,384.00
State Treasurer (\$127 fee)	\$ 2,921.00	\$ 3,683.00	\$ 16,002.00	\$ 15,875.00
State Treasurer (\$110 fee)	\$ 3,850.00	\$ 5,060.00	\$ 15,950.00	\$ 17,710.00
LoCIP	\$ 855.00	\$ 846.00	\$ 3,594.00	\$ 3,282.00
State Game Licenses	\$ 27.00	\$ 58.00	\$ 347.00	\$ 362.00
State Dog Licenses	\$ 1,183.00	\$ 308.00	\$ 4,560.00	\$ 4,962.50

Dog Licenses Surcharge	\$ 324.00	\$ 96.00	\$ 1,526.00	\$ 1,816.00
Marriage Surcharge	\$ 238.00	\$ 340.00	\$ 1,190.00	\$ 1,462.00
<b>Grand Total</b>	<b>\$ 83,314.30</b>	<b>\$ 107,506.25</b>	<b>\$ 355,526.33</b>	<b>\$ 411,632.84</b>

## **TOWN ENGINEER**

### **Permits:**

- Reviewed 1 contractor license applications (bond/insurance/agreement)
- Reviewed and approved permits: 19
  - Excavation: 10
  - Driveways: 09
- Reviewed utility clearance notifications (routine & emergency): 192

### **Meetings:**

Represented the Town/Department at:

- CRCOG transportation committee monthly meeting
- TON economic development meeting (engineering, planning, building, fire marshal, assessor)
- Town Council Meeting(s), as requested
- Conservation Commission monthly meeting
- TON CIP/budget, 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, anticipate As Built inspection soon.
- 3333 Berlin Turnpike – As Built inspection on going
- 77-93 Pane Road – As Built inspection on going
- 227 Pane Road – As Built inspection complete, project nearly finished.
- 35-67-69 Culver Street – Site plan review, project in early-stage construction
- Rock Hole Lane subdivision – site plan and easement review
- 101 Cedarwood – under construction
- 65 Holmes Road – Site plan modification review
- 680 N. Mountain Road – Site plan
- 60 Prospect Street – Site plan review, drainage approved
- 2176-2180 Berlin Turnpike – Site plan review
- 1170 Main Street – Site plan review (Keeney bldg)
- Peckham Farm Drive subdivision - Plot plan review as needed
- 161 Carr Ave – under construction, site monitoring
- 200 Church Street – under construction
- 67 Pane Road – CO inspection in progress
- 250 Cedarwood – subdivision review, on hold by owner.
- Lot 17/479/101 Cedarwood – subdivision review, on hold by owner
- Kitts Lane – Before Conservation Commission – public hearing in progress
- 280 Hartford Ave. – approved by CC, moved to TPZ.

**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 (LOTCP 2018): Complete Street Project - Robbins Avenue and Maple Hill Avenue, now in close out phase
- Public Works: 1537-1551 Willard Avenue – Sidewalk improvement
- Public Works: Annual sidewalk replacement program
- Public Works: Annual mill and overlay program
- Public Works: Annual sidewalk grinding program
- Walsh/Main St back flow valves on Town Storm system.
- Carr Ave. drainage maintenance – early December
- Town Hall parking lot lighting project/EVCS conduit installation complete
- Mill Pond Bridge expected early December
- Alumni Road right in right out island early November

**Town Projects – Design:**

- 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 – construction in September 2024.
- 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
- Public Works: Alumni Road, Maple Hill & Cedar Street – LoTCIP complete streets project
- Parks: ADA accessible route for new playground, Candlewyck Park.
- Cedarwood storm drainage – failed piping, priority.
- Culver/Cobblestone drainage - failed piping, priority.

**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 Survey Project:**

**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 (LOTCIP 2020): Complete Street Project - Maple Hill Avenue and Alumni Corridor Improvements
- Town of Berlin+Newington (LOTCIP 2022): Complete Street Project –
  - Rowley Street & Episcopal Road Corridor Improvements
- Public Works (supplemental LOTCIP 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 (LOTCIP 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)