



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: December 31, 2024
Re: Monthly Report – November 2024

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

Sincerely,
Jonathan

TOWN MANAGER

The Town Manager's Office had a productive November. I have highlighted a number of our departmental accomplishments:

- Drafted 30-year lease extension with Indian Hills Country Club
- Reached tentative agreement with AFSCME on 2024-2028 labor contract
- With Parks & Recreation staff, filmed "Trail Wars" video with Mayor Trister on Cedar Mountain
- Inspected CT-K9 facility with Facilities and Police staff in light of new Animal Control Shelter Law (Public Act 23-138)
- Planned 2024 Holiday Party
- Conducted Assistant Town Manager interview and ultimately offered the position to Lauren Rhines
- Coordinated mandated Town-wide harassment training
- Attended Senior & Disabled Center "office hours" with Mayor Trister
- Coordinated with Board of Education, Police and IT regarding NPS's use of emergency radios
- Provided Weathersfield with notice to terminate inter-municipal agreement for shared Animal Control Officer
- Participated in meetings regarding new Cultural District
- Coordinated meetings of senior staff regarding possible Town-run warming centers
- Participated with IT in kick-off discussions with CivicPlus regarding website redesign project
- Discussed Town's processes for responding to FOI requests with Department Heads to ensure that requests are responded to and tracked efficiently
- With Finance Department, drafted and distributed 2025-2026 Budget and CIP guidance materials

PERSONNEL-TMO

- No positions were posted.
- The vacant Engineering Technologist I (T-6) position was offered to Zachariah Viereck.
- The job description for the Assistant Town Manager (A-12) was approved by Town Council on October 22nd, the position was posted to the public on October 28th, with a closing date of November 11th. Interviews were scheduled on November 18th.
- Interviews for the vacant Equipment Mechanic (HLT-17) position were scheduled on November 20th.
- Interviews for the vacant part-time Administrative Secretary for the Senior and Disabled Center were scheduled on November 13th.
- Jonathan Sykes was appointed to the position of Certified Officer, effective November 4th.
- 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.
- We partnered with Wheeler Clinic to provide harassment training for recent hires and supplemental training. This training is an important opportunity to reinforce our commitment to a respectful, inclusive, and safe workplace for everyone.

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
- Attended Town Council Meetings; drafted FD Building Committee Resolution
- Continued overall review of all Town leases and contracts
- Met with Conn-Osha to review inspection reports / findings
- Attended meetings re: pending litigation
- Attended meetings re: union contract negotiations
- Attended Town Center Plan Steering Committee meeting(s)
- Attended CIRMA Risk Management Advisory Board
- Attended meeting re: paper streets

OVERTIME

POLICE DEPARTMENT	24-25 Approved Overtime Budget	Overtime Expended 24-25 YTD 11/30/24	23-24 Approved Overtime Budget	Overtime Expended 23-24 YTD 11/30/23
Administration	\$ 5,500.00	\$ 1,403.40	\$ 8,740.00	\$ 0.00
Patrol	758,062.00	340,711.62	726,993.00	469,991.60
Investigation	93,826.00	18,819.71	92,793.00	13,788.27
Traffic	5,006.00	1,951.06	5,006.00	902.48
Communication	175,382.00	73,887.50	175,681.00	72,248.67
Education/Training	148,545.00	56,529.51	146,205.00	45,766.55
Support Services	65,033.00	32,561.64	58,894.00	8,868.98
Animal Control	5,295.00	3,515.87	2,546.00	2,346.14
Total	\$ 1,256,649.00	\$529,380.31	\$ 1,216,858.00	\$ 613,912.69

HIGHWAY DEPARTMENT				
Highway Operations	\$ 30,725.00	\$ 8,610.58	\$ 29,834.00	14,885.57
Snow and Ice Control	137,519.00	0.00	133,578.00	3,101.87
Traffic	0.00	0.00	0.00	0.00
Vehicles and Equipment	35,871.00	21,231.17	34,486.00	15,758.14
Leaf Collection	35,972.00	34,804.44	35,972.00	7,154.56
Total	\$ 240,087.00	\$ 64,646.19	\$ 233,870.00	\$ 62,563.02
PARKS AND GROUNDS				
Parks and Grounds	\$ 105,001.00	\$ 51,762.79	\$ 105,001.00	\$ 60,362.84
Cemeteries	17,109.00	2,503.20	17,109.00	0.00
Total	\$ 122,110.00	\$ 54,265.99	\$ 122,110.00	\$ 60,362.84

RISK MANAGEMENT-TMO

2024-25 Blue Cross/Blue Shield Plan Year

The fourth 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 October 2024 were \$768,937. 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 October, 2024

	Town	Board of Education	Total
Estimated Claims	941,468	3,390,116	4,331,584
Actual Claims	835,119	2,353,102	3,188,221

BUILDING DEPARTMENT

Applications and Permits Issued in November:

- An application was submitted for 172 Kitts Lane for a new sign
- A permit was issued at 175 Lowrey Place for renovations.
- A permit was issued at 451 New Britain Avenue for renovations.
- A permit was issued at 2585 Berlin Turnpike for renovations for a temporary holiday store.
- A permit was issued at 3066 Berlin Turnpike for demolition of former Shriner's building and adjacent storage building.
- A permit was issued at 157 Kelsey Street for new roof.
- A permit was issued at 105-113 Pane Road for new roof.
- A permit was issued at 580 Church Street for new solar panels.

Certificate of Occupancies issued in November:

- Multi-Unit Residential (92 units) at 100 Pane Road.
- Commercial change of use at 2585 Berlin Turnpike for temporary holiday store.
- Commercial fit-out at 3313 Berlin Turnpike for PJ's Coffee Shop.

These are the classes the inspectors took in November:

D. Jourdan - 2021 IBC Fire & Smoke on 11/14/24 – International Code Council 6 hours

K. Kilkenny - Independent Alliance of the Electrical Industry (IAEI) on 11/14/24..... National Electric Code Chapter (3)- Jack Lyons -- 2 hrs.

T. Greene –

11/4	Tale of Two Timber Towers	1 credit
11/5	IBC 2021 Code Conforming Wood Design	1.5 credit
11/5	2021 IRC Deck Codes	1 credit
11/10	Overview of ANSI/AWC FDS-2024	1.5 credits
11/11	Decarbonizing the Built Environment	1 credit
11/11	The Ascent: Approving the Climb	1.5 credits
11/14	Significant changes to the 2021 International Residential Code Part 1	1.5 credits
11/15	Significant changes to the 2021 International Residential Code Part 2	1.5 credits

Building Department inspection activity for the month of November was as follows: The Inspectors completed a total of 182 Inspections. They were: A/C Install (6), Above Ceiling (14), Alarm (2), Chimney (1), Damp-proofing (1) Electrical (19), Final (92), Footings (5), Foundations (1), Framing (7), Gas Line (6), Insulation (6), Mechanical (1), Plumbing (3), Rough (14), Site Visit (1), Solar (2), Water-proofing (1).

The total number of Building/Renovation Permits issued/applied for the month of November was **168** producing a total permit value of **\$9,399,395**.

They are categorized as follows:

TYPE OF PERMIT	# OF PERMITS, VALUE OF PERMITS	
ADDITIONS/ALTERATIONS	31	603,897.00
DECKS	1	17,000.00
DEMOLITION	2	175,025.00
ELECTRICAL	51	799,944.00
FENCE	0	0.00
FIRE SUPPRESSION/SPRINKLER	0	0.00
FOOTING/FOUNDATION	0	0.00
FUEL TANK	1	1,000.00
GARAGE/SHED	0	0.00
MECHANICAL	26	475,252.00
NEW COMMERCIAL	1	6,525,000.00
NEW MUNICIPAL	0	0.00
NEW RESIDENTIAL	0	0.00
PLUMBING	21	132,697.00
POOL	0	0.00
ROOFING/SIDING	24	533,623.00
SIGN	1	4,000.00

SOLAR	9	131,957.00
TENT	0	0.00
OTHER	0	0.00
TOTAL	168	9,399,395.00

The total Building income fees received in the month of November were **\$104,905.00**

The total fees for other income were as follows: Town Planning and Zoning (Applications/Publications) \$415.00, Environmental \$60.00, Conservation \$0.00, Copies \$19.00, Zoning Board of Appeals \$0.00, Driveway/Excavation \$1,325.00, Engineering copies \$.00. The other total income is \$1,819.00.

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

	<u>2024</u>	<u>2023</u>
Value of Permits issued for November:	\$9,399,395.00	\$2,358,260.00
Fees for Permits issued for November:	\$104,905.00	\$28,383.00
Other income Fees for November:	\$1,819.00	\$1,948.00
Building Permits Issued for November:	168	186

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

<u>2024-2025</u>		<u>2023-2024</u>	
<u>Value</u>	<u>Permit Fee</u>	<u>Value</u>	<u>Permit Fee</u>
\$25,030,331	\$283,496	\$20,181,862	\$229,908

FACILITIES

The following is snap shot of ongoing work and projects the Facilities Department is working on or completed in the month of November. AkitaBox allows us to quantify our preventative maintenance tasks as well as work order requests. We completed a total of 132 work orders and tasks this month. We completed 48 preventative maintenance tasks and the team responded to and completed 81 reactive work orders. Of the 81 reactive work orders 54 were calls for service from outside the Facilities Department. 51 out of the 132 work orders were completed in 1 day or less from the creation of the work order.

Town Hall: (48 PM tasks and work orders completed)

- Reprogrammed VAV#13 for our HVAC system
- Multiple key fob requests
- Replaced motor for return air mixing wheel in DOAS-2
- Heat tune up completed, all interior HVAC filters changed
- Multiple gym lighting repairs
- Election set up and break down moving

Library: (19 PM tasks and work orders completed)

- Pre-con meeting for upstairs office renovation
 - **Completed renovations – fixed drywall (patches holes), painted walls, put up new baseboard cove molding, cut in new carpet squares, painted baseboard heat cover, installed all new Electrical switches, plugs and plates.**
- Second floor dormer window sill repair and painting completed
- Added fire extinguisher signs where needed per OSHA visit

- Rebuilt light fixture in magazine room
- Periodic deep cleaning done
- Painted the ceiling of the magazine room
- Multiple PM'ing tasks
- Roof Leak from Slate roof into closet
 - Investigated cause, set up containment to catch any water that comes in.
 - Fix will be done in December

Highway Garage: (9 PM tasks and work orders completed)

- Heat Tune up completed, changed filters
- Cleaned roofs and gutters
- Fire extinguisher checks
- Fixed police bay door latch
- PM building checks electrical panels, door maintenance
- Replaced garage door pull down rope

Grounds Maintenance and West Meadow Cemetery office/chapel (14 PM tasks and work orders completed)

- Electrical panel maintenance completed
- Periodic deep cleaning done; floors waxed
- Cleaned roofs and gutters
- Added drip cap to man door
- Multiple PM'ing tasks, door maintenance, fire extinguisher checks, emergency lights
- Cleaned roof and gutters of cemetery buildings

Senior & Disabled Center: (14 PM tasks and work orders completed)

- Painting of trim work and window sills completed in 80% of the building, remaining to be done soon
- Periodic deep cleaning done, waxed floors
- Heat Tune ups including chiller conversion
- Shut water off to garden area
- Added fire extinguisher signs in areas per the OSHA visit
- Multiple PMing tasks

Police Department: (21 PM tasks and work orders completed)

- Replaced broken exhaust fan for the women's locker room
- Issue with circulator pump #2 – Investigation identifies the drive to be bad (continued)
 - **Replaced bad drive**
- Assisted with the camera upgrade project
- Periodic deep cleaning done; floors waxed
- Cleaned roofs and gutters
- Multiple PM'ing tasks completed
- Fixed hole in wall of stairwell from door handle impact

Kellogg-Eddy (3)

- Fixed leaking toilet
- Repaired door lock and striker place/door jamb
- Yearly electrical maintenance of panels

Administrative Projects:

- Multiple meetings with Architects and MEP engineers for PD HVAC and roofing project
 - Posted for public bid on OCT 28
 - **BID opening, Reviewed 1 bid received and set up scope review with bidder for beginning of December**
- Planning for next grant for our historical properties. Kellogg-Eddy needs siding repairs, painting (exterior), and stone wall/foundation slab repairs. Ongoing
 - **Scheduled site visit in December by contractor to get a budget number**
- Install completed for Generator upgrade, final inspections will be in December
- 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
 - **Job Completed in November**
- Town Hall Canopy Project
 - Held a punch list walk through and have a list of items to be completed sometime in December
- Multiple meetings with MEP engineers and Architects for feasibility Studies of Highway and Parks garages

FINANCE

Accounting and Administration

- Auditors forwarded the draft audit report which was reviewed and comments sent back to them. The audit is on target to finish the report by the middle of December.
- Lisa Rydecki, Deputy Finance Director, sent out to all department heads the memo for submission of the 2025-2026 fiscal year Operating Budgets. CIP budget submission continues with a due date of December 6th. Other work to prepare for budget preparation is ongoing.
- 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.
- Fauna Eller, Town Assessor, resigned and we are working on getting in a replacement to finish the certification of our grand list.
- Employee Pension and Insurance Benefits Committee meeting was held on Monday, November 25th.
- Finance Director, Janet Murphy attended additional contract negotiations with the AFSCME Union. We hope to have an approved settlement prior to the holidays.
- Our office continues to support all other grants that have been approved or are being submitted.

The Town did not receive any grants 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)

11/30/2024

	<u>Interest Earnings</u>		<u>\$ Invested</u>
	<u>Budget FY2024-25</u>	<u>Actual Year to Date</u>	
General Fund	\$250,000	873,859	\$51,454,047
Special Revenue Funds	48,000	15,939	817,862
Capital Projects Funds		25,828	1,229,634
Internal Service Fund	75,000	162,518	8,084,915
Trust and Agency Funds		25,328	1,983,878
TOTAL, ESTIMATED BY FUND			\$63,570,336

INVESTMENTS, BY INSTITUTION TYPE

(Unaudited)

11/30/2024

	<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	4.82	5.00	163,117	157,248	41,471,081
Bank North	1.74	1.76	830	870	588,514
TDBank (new)	2.46	2.53	25,626	27,178	12,634,508
Farmington Bank	.00	.00	0	0	0
Webster Bank	2.28	2.34	6,222	6,569	3,358,767
Liberty Bank	4.60	4.60	20,368	21,643	5,517,466
Total Outstanding Investments					\$63,570,336

Rates reflect avg. monthly yield, annualize

Assessor

- The focus in the month of November for the Assessor's Office was split between processing Personal Property declarations and processing the 2023 Supplemental Motor Vehicle List.
- In September 1,780 Personal Property Declarations were sent to all of the known businesses with a situs in Newington. To date 1,154 have been received back to be processed, a 65% return rate. In the month of November 548 of the returned Personal Property Declarations have been processed and filed. In order to improve on the percentage of returned declarations, reminder letters will be sent the first week of December to any business that has not yet filed.
- The 2023 Supplemental Motor Vehicle list was received from DMV, and processed. 4,745 accounts were loaded, 1,646 of which were unpriced by the DMV. These unpriced vehicles were researched and a JD Power clean retail value was assigned. Once this task was completed, the Supplemental Grand List was balanced and sent to the Tax Collector's Office for next steps. Overall, there was a 10.45% increase in gross assessment as you can see from the below summary:

2023 Supplemental Motor Vehicle Grand List Summary					
	# Of Vehicles	Gross Assessment	Exemptions	Net Assessment	Tax Revenue
2022 Supplemental	4093	\$ 40,125,603	\$ 33,364	\$ 40,092,239	\$ 1,301,394
2023 Supplemental	4471	\$ 44,317,303	\$ 57,635	\$ 44,259,668	\$ 1,436,669
Difference	378	\$ 4,191,700	\$ 24,271	\$ 4,167,429	\$ 135,275
Difference %	9.23%	10.45%	72.75%	10.40%	10.40%

- 23 Income & Expense penalty notices and bills were processed and sent to those property owners who failed to file for the 2023 filing period.
- Real estate deeds were read and entered into the computer assisted mass appraisal system through the end of November, 65 property transfers were completed.
- Finally, the office completed a total of 121 certificates of correction. The focus for the month of December will be pricing and processing the Motor Vehicle Grand List, continuing to process Declarations of Personal Property and finalizing the Real Estate Grand List.

Revenue Collector

- Collections for November on the 2023 Grand List amounted to \$703,768.80 and back tax collections totaled \$56,691.05 which includes \$8,464.21 for suspense collections.
- This year's total collections through November were 56.9% which is a little lower than last year's figure of 57.5%.
- Delinquent notices on the 2023 Grand List were mailed the first week of November to 188 real estate taxpayers, 2,886 for motor vehicles and 114 for personal property tax bills.
- Telephone calls and emails were made to businesses regarding the delinquency of their unpaid personal property taxes.
- Preparation is under way for the Supplemental Motor Vehicle bills. New Real Estate owners are being sent their January tax bill. The Supplemental Motor Vehicle tax bills will be mailed at the end of December since changes are still being made in the Tax Office and Assessor's Office before final steps are taken for balancing and submission to the software company for printing and mailing.

FIRE DEPARTMENT

The following is a report of the activities of the Newington Fire Department for the month of November, 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:

Code	Incident Type	November	5 Month Total
1	Fire		
100	Fire, Other	0	4
111	Building fire	2	5
112	Fires in structure other than in a building	0	0
113	Cooking fire, confined to container	1	13

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	0	2
131	Passenger vehicle fire	1	2
132	Road freight or transport vehicle fire	0	0
138	Off-road vehicle or heavy equipment fire	1	1
140	Natural vegetation fire, other	1	6
141	Forest, woods or wildland fire	0	1
142	Brush or brush-and grass mixture fire	4	12
143	Grass Fire	1	2
150	Outside rubbish fire, other	0	2
151	Outside rubbish, trash or waste fire	1	2
154	Dumpster or other outside trash receptacle	1	1
160	Special outside fire, other	1	3
162	Outside equipment fire	0	0
170	Cultivated vegetation, crop fire, other	0	1
	Total	14	57

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Overpressure Rupture, Explosion, Overheat (No Fire)

200	Overpressure rupture, explosion, overheat	1	3
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	0	1
	Total	1	5

3

Rescue & Emergency Medical Service Incident

300	Rescue, EMS incident, other	1	3
311	Medical assist, assist EMS crew	2	4
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	0	2
352	Extrication of victim(s) from vehicle	0	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
	Total	3	14

4 Hazardous Condition (No Fire)

400	Hazardous condition, Other	1	10
410	Combustible/flammable gas/liquid condition	0	1
411	Gasoline or other flammable liquid spill	0	5
412	Gas leak (natural gas or LPG)	1	7
413	Oil or other combustible liquid spill	0	1
420	Toxic condition, other	1	1
421	Chemical hazard (no spill or leak)	0	2
422	Chemical spill or leak	0	0
423	Refrigeration leak	0	0
424	Carbon monoxide incident	3	5
440	Electrical wiring/equipment problem, Other	5	17
441	Heat from short circuit (wiring), defective/worn	0	0
442	Overheated motor	1	2
443	Breakdown of light ballast	0	0
444	Power line down	2	14
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	3	5
	Total	17	73

5 Service Call

500	Service Call, other	0	5
510	Person in distress, other	0	2
511	Lock-out	1	5
512	Ring or jewelry removal	0	1
520	Water problem, Other	0	7
521	Water evacuation	0	3
522	Water or steam leak	0	0
531	Smoke or odor removal	5	9
540	Animal problem, other	0	0
542	Animal rescue	1	1
550	Public service assistance, Other	0	1

551	Assist police or other governmental agency	0	2
552	Police matter	0	0
553	Public Service	0	1
561	Unauthorized burning	10	22
571	Cover assignment, standby, move up	1	13
	Total	18	72

6 Good Intent Call

600	Good intent call, other	5	25
611	Dispatched & cancelled en route	1	6
621	Wrong location	0	0
622	No Incident found on arrival at dispatch		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	3
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
	Total	7	43

7 False Alarm & False Call

700	False alarm or false call, Other	3	30
710	Malicious, mischievous false call, other	2	7
711	Municipal alarm system, malicious false	0	1
714	Central station, malicious false alarm	3	3
715	Local alarm system,	0	0
721	Bomb Scare – no bomb	0	0
730	System malfunction, Other	1	5
731	Sprinkler activation due to malfunction	0	1
732	Extinguishing system activation due to malfunction	0	0
733	Smoke detector activation due to malfunction	1	19
734	Heat detector activation due to malfunction	1	2
735	Alarm system sounded due to malfunction	1	7
736	CO detector activation due to malfunction	1	9
740	Unintentional transmission of alarm, other	1	8
741	Sprinkler activation, no fire	0	1
742	Extinguishing system activation	0	0
743	Smoke detector activation, no fire - unintentional	6	33
744	Detector Activation, no fire	1	6

745	Alarm system activation, no fire	5	19
746	Carbon monoxide detector activation, no CO	2	4
	Total	28	155
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
	Total	0	7
9	Special Incident Type		
900	Special type of incident, other	0	4
911	Citizen complaint	0	1
	Total	0	5
	Total Calls	88	431

Fire Chiefs Activities November 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
- 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
- Attend weekly State Radio meetings for new radio system
- Attend Radio Training for Department
- Attend Monthly Board of Fire Commissioners meeting
- Attend Monthly Chiefs Meeting
- Attend Fundraiser for LODD for Robert Sharkevich Sr. at Casa Mia
- Attend Town Council Meeting to discuss FD Building Committee
- Work with Norcomm and CSU on Mobile Installs
- Attend CT Fire Academy Class for Incident Safety Officer in Waterford
- Attend CT Fire Academy Health and Safety Officer in New Haven -Testing
- Attend CT Fire Academy Class on Health and Safety Officer in New Haven
- Meet with Town Manager Altshul
- Work with Hermas on Generator monitoring installs- testing
- Work with Lt. Carlone on inventory of new radios delivered and secure storage
- Work with CSU for Cutover Plan to CLMRN
- Work with Hermas on new Seek Thermal Cameras installs in apparatus
- Discussions with Hermas on new Chief Vehicle order
- Work with Hermas on Extrication equipment installs on apparatus
- Assist Human Services on Turkey Deliveries

- Work with department personnel to assist Stew Leonard's on Turkey give away
- Attend Department Awards Night
- Work with Chief Officers on Capitol Improvement Budget submission
- Work with Chief Lapierre on SIMS upgrade to SCBA
- Work with Chief Lapierre on budget items
- Attend department training at Tower
- Work with Department Inc. on ARPA Funding project completion

Car 2 Fire Chiefs Activities November 2024

- Attended Cadet pancake breakfast.
- Follow up email to Tim Wall
- Attend project steering committee meeting for Chief Trommer.
- Pick up items need for awards night from Security Uniform.
- Awards night attendance
- ESS training class Killingworth
- Prepare CIP documents from last year for review in preparation of this year's CIP requests.
- New radio training
- Attendance at monthly Commissioner's meeting
- Multi Company drill attendance.
- Department tent set up for Human services.
- Prepare for command staff meeting.
- Follow up with Brandon at Scott for air pack upgrade equipment.
- CIP meeting with Chiefs
- Phone call with Chris Babcock for AFG application.
- Attendance at second multi company drill to observe remaining companies.
- Follow up and quote request for Streamlight repair/replacement.
- Deliver remainder of SEEK equipment to Highway Garage for installation.

Car 3 Fire Chiefs Activities November 2024

December 2024 Training Report

Progress History

- **Training Tower Updates**
 - Concrete footings in pad are scheduled to be installed on Monday, December 16, 2024.
- **ISO**
 - **ISO documentation submitted to Verisk (ISO) underwriters by our representative.**
 - 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.
 - **Make-up date is Monday, December 16, 2024 @ Fire Headquarters (18:00 hours)**

Drill Schedule

Classes in 2024

FF1 Training –300 Hours

- **Hartford County Fire School – (3 Firefighters in training at CFA.)**
 - A graduation ceremony was held at the Hartford County Fire School on Thursday, December 5, 2024.
 - The three students have taken their written exams and are awaiting their final scores for certification.

Car 4 Fire Chiefs Activities November 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

None to Report

New Members/Applications

(4) Applications in the process

Housekeeping

- NFIRS Reporting up to date.
 - Developing new recruitment strategies
 - Autism Wrap removed from E1
-

Car 5 Fire Chiefs Activities November 2024

- The 3rd quarter testing of the sprinkler systems at Companies 2 & 3 have been completed. The systems passed as usual. There was a malfunction of the alarm bell at Station 2 that was repaired.
- The kitchen hood systems for Companies 1 & 3 were inspected and tested and found to be in good working conditions.
- Engine 3 came back with several damaged areas from the wrap being removed. After several discussions and some stern persuasion, the contractor repaired all issues at his cost.
- All the Chiefs' vehicles and Staff cars have been cleaned, detailed and readied for the winter season.
- All Camera (TIC) chargers and radios have been completed installations for the fleet.
- The final parts for the SCBA upgrades have been shipped and are scheduled to be installed on December 17th.
- The following repairs and services were done in the follow stations:
 - Company 1- the stove in the kitchen has a small gas leak, parts have been ordered and will be installed as soon as they come in. The lights down in the lower bay were repaired. Some units had wrong bulbs in it and others had a bad ballast.
 - Company 2 – No issues repaired at this time

- Company 3 – Quotes were requested for hot water heater replacement. It is showing signs of wear and rust.
- Company 4 – No issues repaired at this time. Past roof leak repairs are being monitored.
- Various repairs have been done to all of the fleet by the Highway Dept. Hermis has been given access to the software for the work orders but has not had time to complete all the closed work orders.
- Multiple quotes have been requested and are being requested for the renovations to the Chapman Street station. An Architect has been contacted and will meet with us on December 18th for planning. Due to the scope of work 2 contractors dropped from project, another has been contacted.
- One member of my staff has resigned from the department and division limiting the timeframe at which some repairs have been made. A replacement search is in the works

FIRE MARSHAL

Inspections by Inspector and Type								Time Period From 11/01/2024 to 11/30/2024
Newington Fire Department								
Inspection	2020	2116	1023	23999	0310	2202	2113	Total
Types	Carlson	Hofmann	Muir	Sokolowski	Stegmaier	Zadrick	Zordan	Insp
Acceptance Testing	0	0	0	0	0	0	0	0
Administrative Tasks	0	0	0	0	0	0	0	0
Blasting - Witness/Follow-	0	0	0	0	0	0	0	0
Building	0	0	0	0	0	0	0	0
Complaint/Referral	0	0	0	0	0	0	0	0
Complex - Landlord	0	0	0	0	0	0	0	0
Construction/Site Inspection	0	0	0	0	0	0	0	0
Consultation	0	1	0	0	0	2	0	3
Documentation/Annual	0	0	0	0	0	0	0	0
Existing - Assembly (A1/A2)	0	0	0	0	0	0	0	0
Existing - Assembly (A3)	0	0	0	0	0	1	0	1
Existing - Assembly (A4/A5)	0	0	0	0	0	0	0	0
Existing - Educational	0	0	0	0	0	0	0	0
Fire Drill - FMO On-site	0	0	0	0	0	0	0	0
Fire Investigation	0	0	0	1	0	0	0	1
FMO Callout - Code	0	0	0	0	0	0	0	0
Incident Response to	0	0	0	0	0	0	0	0
Inspection - Annual	2	5	0	1	0	1	0	9
Inspection - Certificate of	0	0	0	0	0	0	2	2
Inspection - Dwelling Unit	0	113	0	0	0	0	0	113
Inspection - Every 2 Years	0	0	0	0	0	1	0	1
Inspection - Every 3 years	1	2	0	5	0	8	1	17
Inspection for Liquor Permit	0	0	0	0	0	0	0	0
Knox Box Inspection	0	0	0	0	0	0	0	0
Notification to FMO	0	0	0	0	0	0	0	0
Occupant Load	0	0	0	0	0	0	0	0
Permit Application	0	0	0	0	0	0	0	0
Plan Review	0	0	0	0	0	0	1	1
Re-Inspection	11	1	0	10	0	0	0	22
Safe Homes Taskforce	0	1	0	0	0	0	0	1
Special Event	0	0	0	0	0	0	0	0
Special Inspection	0	0	0	0	0	0	0	0
Vacant Building	0	0	0	0	0	0	0	0
Total	14	123	0	17	0	13	4	171

Staff Updates:

Per Diem Update:

- Tym Sullivan: Tym was able to capitalize on a State Holiday (Veteran's Day) and come work with the Fire Marshal's Office. While at Town Hall, Tym was sworn in and is able to assist on weekends. Once Tym graduates from the Recruit Program, he will be working for approximately 3 weeks on day shift. He expects to be assigned to his normal shift in early January and will set up a schedule to work with the FMO at that time.

Budget:

- No significant budgetary purchases were made in the month of November.

Events:

- Please see the attached report for Call-outs and Investigations.

Inspection History Newington Fire Department			Date Range: From 11/01/2024 to 11/30/2024 Inspection Type: CALL, INVSTG, NOTIFY Inspection All Status Types					
Insp#	Date	Type	Status	Address	Address Type	Name	# Vio	Length
3117	11/16/2024	Fire Investigation	Activity Complete	52 CLARENDON TER			0	3.00
3308	11/13/2024	Fire Investigation	Activity Complete	80 CORNISH DR	Residential - Single/Two		0	4.92
3309	11/06/2024	Fire Investigation	Activity Complete	280 HARTFORD AVE	Property/Multi-tenant	Multi-Tenant - Property	0	0.33
3310	11/25/2024	Fire Investigation	Activity Complete	86 COOLIDGE AVE	Residential - Single/Two		0	1.25
3312	11/18/2024	Fire Investigation	Activity Complete	2384 BERLIN TPKE	Assembly	WENDYS	0	0.00
3313	11/05/2024	Fire Investigation	Inspection Closed	240 HARTFORD AVE	Factory/Industrial	DataMail	0	0.00
				Total Inspections: 6		Total Length of Inspections: 9.50		

HIGHWAY DEPARTMENT**Administration**

- Continued to meet with residents to discuss various issues and concerns
- Continued with ongoing Landfill post closure requirements
- Completed crack sealing program of approximately 14.5 miles of roadway
- 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
- Continued discussion with CONN OSHA regarding site inspection
- Prepared CIP request for upcoming budget season
- Coordinated annual hearing test for all Highway and Parks and Grounds staff
- Administered oral board interview for vacant Mechanic II position
- Attended Town Council meeting to discuss Camp Ave paving and potential composting programs
- Attended Federal Highway Winter Operations Practices webinar

Roadway Maintenance

- Continued with litter pickup/graffiti removal Town wide
- Highway operators continued with Transfer Station material processing
- Completed miscellaneous patching of various potholes
- Crews began Annual Leaf Collection Program with the assistance of one Parks and Grounds crew and five (5) seasonal employees
- No after hour call in(s) for the month
- No evictions scheduled for the month

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
- Mechanics continued with the servicing/maintenance of leaf machines, vehicles and equipment
- Assisted Highway Operators as needed in Leaf Collection Program
- Assisted Contractor with the installation of new mobile radios
- Continued the preparation of snow control equipment
- One (1) after hour call in(s) for the month

Sanitation/Recycling/Transfer Station

- Scheduled 120 residential bulk items for collection for the month
- Scheduled 20 condominium bulk items for collection for the month
- Scheduled 21 condo/residential scrap metal items for collection for the month
- 4367 tons of cumulative Municipal Solid Waste were collected from July through November
- 917 tons of cumulative recyclables were collected from July through November
- 116 mattresses/box springs were recycled for the month
- One (1) television(s) were collected for the month
- Issued 34 permanent Transfer Station permits and 5 temporary permits for the month
- Submitted Annual Recycling Report to CT DEEP

HUMAN SERVICES

- Challenge Course Facilitators were trained with The Adventure Network on the new Lock-D course that was installed
- Hiked Heublin Tower with the Adventure Club at Newington High School, planning trip for winter
- Two adults to Youth mentoring examples:
 - JL is an 8th grade mentee who is going through the JRB process. JL likes to play lacrosse and is a goalie. During mentoring sessions, we have been going out to Clem Lemiere field in Newington and having a pass together and talking and building the connection. I noticed that JL has had some strict consequences both at home and at school. JL seems to be doing well with the consequences and understands why mom is extremely upset. JL is trying to earn her trust back and has not had too much of a social life outside of school. JL expressed that he looks forward to the mentoring sessions as it is giving him somewhat more of a social life and mom has been trusting him more. JL has been very open throughout the sessions and even the school expressed that they are happy that he is seeing a mentor to help process everything that has happened.
 - IPR is another mentee that has been really standing out during the overall process of JRB and mentoring. IPR has been going to every session planned, reaches out if needs to be rescheduled, and even has done some community service with our department. He has actively been applying for jobs because he wants to make his own money but also help his mom at the same time. It is a goal of his and together I think he will achieve it soon!
- Clinical Coordinator Hendrickson presented QPR Question, Persuade, Refer-suicide prevention strategy) training and three separate presentations on Human Services Resources-including counseling & referrals & mentoring for 3 high school classes including 60 student's freshmen through seniors.
- Two new JRB referrals: one threat against the school & one student fight. Students recognized the seriousness of their actions and participated in plan to give back to the community through assisting with Cram a Cruiser food collection sponsored by police.
- Referral from Financial Casework Coordinator after conversation with client regarding mom's concerns for adult child & suicidal ideation to Coordinator Hendrickson resulted in connection to ongoing counseling services.
- Social Casework case example:
 - In November I was approached by the Fire Marshal's Office to assist in coordination of services for a known client. She experienced a fire and hoarding conditions were noted. I reached out to my client, offered my emotional support. Her health and safety were discussed. She was placed in a hotel – paid by her insurance carrier. I conducted a home visit with the Fire and Asst Fire

Marshal, my client's family member, Inspector at the State Fire Marshal's Office and Insurance Inspector. I offered background knowledge and emotional support with the family member. Based on the condition of the fire and the insurance coverage – all contents in the home were to be replaced; the structure would be renovated; contents that were salvaged were to be placed in storage for the family members to assist in the discarding of contents. Thereafter, the Director of Human Services continued to work with the client to offer emotional support and to answer any further questions.

November2024 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
Youth & Family Counseling cases Clinical presentations	10 6	9 0	42 6	35 0
Youth & Family Service Hours	13.5	11	58.25	45.75
JRB cases : JRB hearings: JRB Service hours: New Cases	10 2 18 2	14 0 20.5	66 5 88.5 2	21 5 30.25
Positive Youth Development	36	67	263	765
Adult to Youth Mentoring: Cases Sessions Service hours	6 8 12.25		6 8 12.25	
Community Service # of hours completed Challenge Course: Adult youth(outside)	1 50 0 0	0 1 47 0	1 231 47 0	7 46 0 60
Social Casework Cases Under 55 = Under 55 disabled = Over 55 =	53 7 8 38	86 18 13 55	421 62 44 224	771 210 92 503
Social Casework Service Hours	81.75	104	596.35	937.5

Food Bank Household visits	508	170	1158	1040
# bags of groceries distributed	2513	1340	7700	7320
Mobile truck	161	454	1525	2689
Special Needs	8	4	27	42

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 November, the Department of Information Technology and GIS participated, assisted, and/or were directly involved in the completion of 92 formal requests for service. In addition, the department worked on the following projects:

- Continued work on Verint audio recording solution for Town radio solution
- Troubleshoot and correct issue with Town Clerk records application printing issue
- Updated printer firmware on all printers
- Worked on a team to update the exterior cameras at the Police Department
- Adjusted permissions to allow PD access to cameras at their training facility
- Troubleshoot, and replaced Library self-check-out kiosk PC
- Worked on issue with email receipts not being received at Library
- Tested, configured, and replaced Library Pay-for-Print stations in Adult and Children's departments
- Troubleshoot Library AWE solution and advised replacement
- Updated certificate settings for MFA implementation
- Continued testing Town implementation of MS365 with email migration
- Assisted with November election and setup District 1 EDR
- Provided Police Department a test environment for e-ticket version 2
- Address testing database routine to clean up mailing addresses prior to sending tax bills
- Conducted website training for various departments
- Temporarily moved Library Children's Department office for office renovation
- Assisted FMO with test application to monitor call transfer to RedNMX solution
- Per Police Department, PD staff directory updated and published to Town Website
- Continued maintenance of Town GIS datasets and applications

LIBRARY

- The Friends are busy planning for Friends Winterfest 2025 that will be held on Friday, January 17, 2025 with a snow date of January 24. Tickets will go on sale December 1st. This fun evening will include beer, wine and spirits tasting, light refreshments, teacup and silent auctions and musical entertainment by *The Boomers*. The Friends were present at three of the voting polls to promote library services and the benefit of being a Friend.
- Budget instructions for the 2025-2026 budget were sent out on November 11. Town departments are asked to submit a 0% increase budget for next year. The budget request is due on January 3. We will begin inputting information when Munis opens on November 18.
- The Library Board of Trustees Building Committee had its annual walk-thru on November 16. The purpose of this wall-thru is to see the condition of the library building both inside and out and identify any areas of concern that could be addressed by the library, Town Facilities or the Board.

- The library is now open on Sundays. The first Sunday opening was November 10 from 1:00 pm – 4:00 pm. The library will now be open on Sundays until the first Sunday in May.
- The *Newington Information Packet*, designed to provide a brief outline of community information and town services and the *Newington Organization List*, a list of clubs and organizations located in Newington, were updated. Print copies are available at the Adult Information Desk or they can be accessed from the library's website.
- The Children's department staff offered 33 programs to 863 children and their caregivers. Archived views of previous online programs for the month of November were 153. Students in grades K – 2 from Anna Reynolds Elementary School visited the library in November to learn about the library and to check out books. *Babies Softplay*, a program where babies can play and self-explore in a soft play environment continued to be very popular. The *Poop Museum* was back to explore what happens to all our poop – bringing kids down the sewer, into space, under the sea and back with dinosaurs to learn about it. Highlights of other programs include a *Tea-Rex Dino Tea Party*, a *Pokemon Kids* game program, *L'il Chefs* program that had kids ages 3 & 4 making butternut squash humus and *Junior Cookbook Club* for little chefs in grades K – 2 who made butternut squash fritters. Regular storytimes, outreach to daycares and Friday Bus Visits to the library for preschoolers completed out the month.
- In November, 3 programs were offered to 41 teens. Archived views of previous online programs for the month of October were 27. Crafty teens learned how to upcycle old books into cute hedgehogs in one program and how to sew felt turkeys in another one. *Teen Movie Night* featured the film, *Pixar's Inside Out 2*. Snacks and refreshments were provided while they watched the movie. The teen librarians added a passive programming option in the teen department with the launching of the teen craft box. Teens can find coloring pages, markers, crayons and colored pencils as well as origami paper and instructions in the box that they can use while hanging out at the library.
- Adult were offered 24 programs attended by 340 adults. Archived views of previous online programs for the month of November were 296. *Let's Talk*, that encourages people that are learning English to practice in a comfortable setting, offered conversation, crafts and cupcakes to the adults and families who came. *Grief During the Holiday Season* program, offered strategies on how to cope for people grieving their loved ones during the season. This month's *Library Speakers Consortium Virtual Author Talks* featured *A Navajo Investigator's Search for the Unexplained* with **Stanley Milford, Jr., and On Childhood Migration** with author Javier Zamora. The program with Mr. Zamora was also offered in Spanish on a different day. Highlights of other programs included a holiday card making program, *Page Turners*, an evening book discussion talked about the novel *Lessons in Chemistry* by Bonnie Garmus, *Brown Bag It with a Book Discussion* that talked about the book *Refusal* by Felix Francis, *Movies @ Your Library* featuring the film, *Thelma* and *Grab & Go* coloring pages and puzzle packets. *Spice It to Go* kits are back. November's spice was basil leaves with a recipe for sugar snap pea crisps.
- Total circulation was 21,501. Circulation of digital materials was 3,960. Total number of people that entered the building was 8,605. 30 curbside service transactions were processed. Staff processed and pulled 1,854 holds on shelf to be processed for curbside pickups and interlibrary loans. Staff answered 3,286 reference questions during the month. Meeting room and study room space were used 364 times. Head of Community Services Michelle Royer and Business Manager Karolyn McLain notarized 27 documents for patrons. Volunteers and staff delivered 100 items to our homebound patrons. Staff offered technology help 142 times to patrons. Online resources that were popular this month included *A to Z Database*, *Value Line*, *Consumer Reports*, *PebbleGo Animal* and *Social Studies* databases.
- In technology news, the computer reservation system Cassie did not connect several times during the month. The IT staff replaced one of the computers and were able to troubleshoot the issue. Digital Services Librarian Michelle Patnode and Assistant Librarian Karen Benner offered several training sessions for staff to learn about the new Assistive Technology the library will be offering our patrons.

Michelle Patnode hosted a new program called *Morning Tech Talk*, a program that is intended to teach patrons about what is new in technology and for patrons to also learn about technology experiences from one another. She also had one Tech Help @ Lucy (formerly known as Tech 4U) one-on-one tech help appointment.

- In personnel news, Circulation Supervisor Katie Cornell went out on maternity leave in mid-November and will return in mid-February. Library Director Lisa Masten and Assistant Library Director Karen Benner, attended the Connecticut Library Consortium's Vendor Expo at Southern Connecticut State University in November. It was a great way to meet participating vendors and learn about their products and the discounts available through our CLC membership. Several staff members attended the mandatory sexual harassment training offered by the Town. Children's Librarian Beth Mendelsohn reviewed a newly released book titled *Poppy and Marigold* by Meg Welsh Dendler, and her review and name were published on the back of the book. Teen Librarians Sarah Riordan and Jennifer Basset attended several excellent webinars geared towards teen services including *Read Me in the Middle: Best Books for 7th & 8th Graders* and *Understanding and Advocating for Teens*.
- In facilities news, the staff in the children's department worked hard to pack up and clean out their office space to prepare for the new furniture that will be arriving on December 2. They moved all of their work materials and computers to Lienhard Room for most of the month of November, using this space as their temporary office. The Town IT staff moved the computers to the Lienhard Room. Facilities took out all of the old furniture, replaced some carpet pieces, and patched and painted the walls. The space looks great and is ready for the new furniture. This reconfiguration of the space will allow for all six children's staff members to have a desk and a computer to call their own. Carpets were cleaned throughout the library.

PARKS AND RECREATION

- Registration for the Winter Youth Basketball Program concluded on November 22, 2024. The season is set to begin during the first week of January, with 440 participants registered and 50 teams formed across all divisions.
- A DJ from Campardy visited our Exercise the Right Choice After-School Program on Tuesday, November 12, 2024. The students had the opportunity to participate in a variety of fun games and competitions. All 44 participants, ranging from kindergarten through 4th grade, thoroughly enjoyed the experience.
- The Department successfully hosted two volleyball tournaments on November 9, 2024 and November 23, 2024 at the Mortensen Community Center. Both events were a great success. The volleyball group expressed their appreciation for our facility and staff, leading them to schedule another one-day event in December.
- The Creative Playtime Preschool Program hosted its annual Thanksgiving luncheon, which was attended by 75 people. The Department provided the turkey and ham, while each family contributed side dishes and desserts. Students and their families had a wonderful time celebrating together at this festive event.
- The fall session of swim lessons, including both group and private lessons, has wrapped up for the season. We are currently finalizing the winter swim lesson schedule, which will feature the upcoming lifeguard training course scheduled throughout December.
- The Department's Recreation Supervisors participated in the Annual Connecticut Recreation and Parks Association (CRPA) Conference on November 25–26, 2024. The Department was honored with the 2024 CRPA Volunteer of the Year Award, recognizing Carol Anest and Diana Serra as a volunteering duo.
- The Winter Program Guide was published on the Department website, mailed to 13,500 Newington households through the Rare Reminder, as well as distributed from the Parks and Recreation office. Most winter programs will begin the first week of January 2025. Online and in-person registration is

available to Newington residents starting December 4, 2024. Non-resident registration begins on December 11, 2024.

PARKS, GROUNDS & CEMETERIES DIVISION:

- Fall sports (with the exception of Newington High School's varsity football team) wrapped up their fall seasons in November bringing our field maintenance operations to an end.
- November is leaf season throughout the town. Parks & Grounds sent four of our staff to Highway to participate in town-wide street leaf pick up, as we do every year.
- Parks & Grounds performed its own leaf clean up at all parks, government buildings and school properties in November.
- Parks & Grounds staff completed the installation of Christmas decorations and lights in the center of town and along Garfield Street.
- Our staff set up and assisted with the annual Night of Lights event hosted by Parks & Recreation. The hayride wagon was decorated, by Parks & Grounds staff, for the Night of Lights event. Fantastic teamwork was demonstrated by all and everyone agreed this was one of our best events yet.
- The fountains have been removed from Mill Pond for the winter.
- Winterization of all non-heated park buildings was completed.
- Staff has coordinated with Highway to prepare trucks for snow removal this winter.
- The first freezes occurred, requiring overtime to salt at school parking lots, government buildings, firehouses, etc.
- Parks & Grounds staff closed the bridge over Mill Pond Falls in anticipation of the new bridge being installed in early December.

Cemeteries: 5 Singles, 1 Double, 6 Ash, 1 sale

Overtime: 241 hours, \$11,596

TREE WARDEN:

- B&M Tree Service removed a group of hazardous trees corner of Superior Ave. and Schoolhouse Road
- B&M Tree Service removed two hazardous trees on Wilber Drive from rear of property, crane was needed
- B&M Tree Service removed large deteriorating oak tree on Dowd Street.

PLANNING AND ZONING

TOWN PLAN AND ZONING COMMISSION –

MEETING SCHEDULED ON 11/13/24 WAS CANCELLED

MEETING SCHEDULED ON 11/25/24:

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-24-21: Zoning Regulation Text Amendment to amend the following sections of the Newington Zoning Regulations: (Section 6.1.1C) Parking Spaces for All Other Uses, add Indoor Retail Showrooms and associated parking requirements to the parking table, and (Section 9.2) Definitions, add a definition for Indoor Retail Showroom(s). Applicant/Contact: Sami Abunasra.

Bond Release And Reduction For Petition # TPZ-23-21 At 3313-3333 Berlin Turnpike (Meadow Commons – Commercial) Contact: Jamie Anderson.

FAVORABLE REFERRAL APPROVED:

C.G.S Chapter 126, Section 8-24 Referral – Disposition of Unimproved Future Road Stub on Budney Road (+/- 0.27 Acres).

CONSERVATION COMMISSION –

MEETING SCHEDULED FOR 11/19/24:

PUBLIC HEARING CONTINUED:

Application IW-24-13: To construct a 44-unit residential project and associated infrastructure within the URA (Upland Review Area) at 220 Kitts Lane, 226 Kitts Lane, 226 Kitts Lane Rear and 244 Kitts Lane. Applicant/Contact: Patrick Snow, Owner: Kitts Lane Apartments LLC.

ZONING BOARD OF APPEALS –

MEETING SCHEDULED FOR 11/07/24:

VARIANCE GRANTED:

Petition ZBA-24-4: Requesting a variance of 16.70 square feet, to increase the allowable signage from 20.66 square feet to 37.36 square feet, from Section 6.2.4 of the NZR (Newington Zoning Regulations) to allow an additional advertising wall sign for a pick-up window, for Salsa Fresca, at 12 Fenn Road, (AKA 12-14 Fenn Road) Unit A, in the PD (Planned Development) Zone Applicant/Contact: Karin Knobel, Owner: Fenn Road Associates, LLC.

VARIANCE WAS GRANTED WITH A CONDITION:

Petition ZBA-24-5: Requesting a variance of 20' from Section 4.5 Table A of the NZR (Newington Zoning Regulations), to reduce the required frontage on a Town Road (Vincent Drive) from 80' to 60' in the R-12 Zone for a residential lot at 124 Maple Hill Avenue, Owner/Applicant: Grace Church Parish, Contact: Meghan Hope.

OPEN SPACE COMMITTEE –

No Meeting Held in November.

ECONOMIC DEVELOPMENT COMMISSION –

Meeting held on November 06.

AFFORDABLE HOUSING MONITORING AGENCY –

No scheduled meeting for November.

ZONING OFFICER ACTIVITIES:

Issued 18 Zoning Permits for various projects in town.

Received 90 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, 2 notice of blight warnings, and 1 blight citation.

Closed 3 zoning violations and 5 blight violations.

Removed 25 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.

- 2950 Berlin Turnpike
- 14-16 Eighth St
- 103 Kelsey St
- 101 Liberty St
- 450 New Britain Ave
- 518 New Britain Ave
- 203 (rear) – Tremont St

POLICE

Patrol Calls for November are as follows:

Abandoned MV 1	Fire Task Force Activation 0	MV Evading 15
Administrative 0	Fire Training 0	MV Fatal 0
Alarm Commercial Burg Alarm 52	Fire Trouble Alarm 0	MV Injury 16
Alarm Hold Up Alarm 2	Fire Veh Maintenance 0	MV Property Only 86
Alarm Residential Burg Alarm 13	Fire Vehicle Fire 1	Neighbor 8
Altered Mental Status 0	Fire Veh Fire Near Stru 0	No Pol Actual Call Type 188
Animal Complaint 12	Fire Water Problem 0	Noise 19
Arson/Fire Invest 0	Fireworks 3	Non Collect Person 0

Assault 1	Follow Up 50	Notification 0
Assault in Progress 0	Found Property 8	Open Door/Window 7
Assist Motorist 3	Gun 1	Other Archive 0
Assist Notification 1	Harassment 8	Parking Violation 16
Assist Other Agency 30	Hazard 19	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 12
Breach of Peace/Disorderly 8	Identity Theft 6	Prisoner Care 9
Burglar Alarm 12	Illegal Dumping 3	Private Duty 0
Burglary 2	Impersonating Police 0	Property Found 1
Car Seat 1	Indecent Exposure 1	Property Lost 0
Check Welfare 62	Intoxicated 3	Prostitution 0
Check Welfare 911 52	Juvenile Complaint 15	Recovered Stolen MV 2
Check Welfare Other 8	K9 Track 1	Rescue Call 0
Clear Lot 5	Kidnapping 0	Residential Lockout 1
Construction 0	Landlord/Tenant Dispute 1	Risk Protection Order 4
Court Detail 23	Larceny 51	Robbery 1
Crest Call Out 3	Larceny from MV 32	Roll Call 0
Criminal Mischief 4	Lift Assist Only 0	
CSO 0	Liquor 0	Serve Subpoena 0
Customer Dispute 23	Local Traffic Authority 4	Serve Warrant 29
Dog Complaint 13	Location Check 254	Sexual Assault 2
Domestic 25	Location General 0	Shots Fired 0
Door Check 0	Location School 0	Specific Detail 89
Drug 4	Lockout Building 1	State Pistol Permit – Tempo 0
DUI 2	Lockout MV 2	Stolen MV 11
EDP 19	Lost Property 2	Sudden Death 1
Escort/Transport 0	LTA 0	Suicide 0
Escort/Funeral 3	Medical Alarm 15	Suicide Attempt 0
Escort Other 0	Medical Cardiac 0	Suspicious MV Unoccupied 17
Escort Retrieval 2	Medical Complaint 202	Suspicious Report 161
Escort Tax 0	Medical Diabetic 0	TEST 1
Fingerprint 0	Medical Fall 9	Threatening 3
Fire Alarm Commercial Bldg 2	Medical Other 0	Tobacco 0
Fire Alarm Residential 0	Medical Overdose 0	Tow 6
Fire CO Detector no sympt 0	Medical Respiratory 0	Town Ordinance Violation 1
Fire CO Detector with sympt 0	Medical Stand By 1	Traffic Stop 371
Fire Extrication 0	Medical Trauma 0	Traffic Stop Attempt 7
Fire Hazmat 0	Medical Unresponsive 0	Traffic Survey 0
Fire Mutual Aid Request 0	Midstate Accident 0	Training 0
Fire Other 4	Missing 7	Trespass 11

Fire Rescue 0	MV Abandoned 0	Unknown 0
Fire Special Detail 0	MV Assist 25	Water problem 1
Fire Stand By 0	MV Complaint 44	
Fire Structure Fire 1	MV Fire 0	

Total: 2,320

In November, the Detective Division Report:

- Handled 48 investigations, 48 remain ongoing.
- Served 28 warrants: 26 by Patrol officers, 2 by Detective Division.

Property Report November 2024:

<u>Category</u>	<u># of Counts</u>	<u>Property Value (\$)</u>
Burned	0	\$ 0
Counterfeited/Forged	0	\$ 0
Damaged/Destroyed	11	\$ 5,100
Vehicle Inventory	0	\$ 0
Stolen	172	\$ 289,445
Abandoned	0	\$ 0
Evidence	246	\$ 398
Found	5	\$ 0
Lost	6	\$ 190
Seized	27	\$ 5
Recovered	24	\$ 45,735
Impounded	0	\$ 0
Informational	9	\$ 0
Vehicle Inventory	0	\$ 0
Total	500	\$ 340,873

In November, the Patrol Division report:

- On November 06, 2024 Officers responded to Price Chopper, 2985 Berlin Turnpike for a report of a purse snatching robbery from a 67-year-old woman. Officers conducted a thorough investigation which determined that the suspect had fled the area. Officers continued investigative efforts and were able to identify a suspect in the case. Officers applied for and were granted an arrest warrant for Gabriel Ortiz for Robbery 3rd, Larceny 6th, and Breach of Peace as a result of the investigation.
- On November 13, 2024 Officers responded to Len's Crafters, 2691 Berlin Turnpike for a report of a Larceny of sunglasses involving 4 suspects that had just fled the store. A description of the suspects was provided as officers were arriving at the store. Multiple officers began a coordinated search for the suspects. Officers were able to locate and arrest all 4 suspects at various locations along the Berlin Turnpike. The value of the sunglass stolen were determined to be \$2,344.00 many of which were recovered.
- On November 15, 2024 with the assistance of the Newington Detective Division and regional partners a search and seizure warrant was served at the Grantmoor Motor Lodge, 3000 Berlin Turnpike for several rooms. The warrant was granted after an extensive investigation into illegal narcotic activity.

The search revealed that Joseph Finner Pouncey was in possession of illegal narcotics. Pouncey was arrested and charged with multiple drug related charges including Operating a Drug Factory, Possession of Controlled Substances, Possession with Intent to sell Prescription Drugs. The investigation is ongoing.

- On November 27, 2024 with the assistance of the Newington Detective Division and regional partners a search and seizure warrant was served at 15 Meadow Street. The warrant was granted after an extensive investigation into illegal narcotic activity. The search resulted in the arrest of Vincent J. Quaranta and Gabiella M. Molloy and the seizure of narcotics and a firearm. Quaranta was charged with Possession of Controlled Substance with Intent to Distribute, Negligent Storage of a Firearm, Operating a Drug Factory, Use of Drug Paraphernalia, and Possession of a Controlled Substance. Molloy was charged with Possession of a Controlled Substance, Operation of a Drug Factory, Possession with Intent to Distribute amongst other charges.

In November, 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, Lieutenant Amalfi, Lieutenant Aivano, Lieutenant Deane took part of a charity fundraiser called Bogies for the Brave.
- Lieutenant Amalfi and Sergeant D'Esposito hosted two days of oral board interviews for entry level candidates.
- Lieutenant Amalfi met with Axon representatives to obtain a quote for transitioning the Police Department to Axon from Watchguard.
- The last session of fall firearms was completed. The Police Department utilized the range on Milk Lane. This was for the low light qualifications
- Lieutenant Amalfi and multiple other officers planned and held "Tip a Cop" at the Chic-fil-A in Newington. This was a fundraiser to benefit the Special Olympics of Connecticut.
- A Certified Officer from Florida was interviewed. A polygraph and psychological test were scheduled.
- Department wide training for CISS was completed. This is the first step for paperwork to be completely transferred to court electronically.
- Community Services has continued to engage with the community through the use of Facebook, Twitter, and Atlas One.
- Lieutenant Amalfi and Sergeant D'Esposito attended media training at WFSB.
- Lieutenant Amalfi and multiple other officers planned and held "Cram a Cruiser" This event was a fundraiser for the Newington Food Bank.
- The command staff held a budget meeting and started completing the budget for the respective divisions.
- Thomas Bugbee was promoted to the rank of Sergeant. Sergeant Bugbee was assigned as a Patrol Sergeant.
- 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 and multiple other officers took part in the “Turkey Brigade” at Stew Leonard’s. This event helped provide turkeys to the less fortunate.
- Continued to research and gather quotes to add five lockers to the women’s locker room.
- Met with IT to learn how to make changes to the police department website.
- Officer Casasanta and K-9 Ray graduated the K-9 academy and have started working.
- In the month of November, the Police Department had 35 body camera video requests.
- Master Police Officer Buggee who is our School Resource Officer attended two sessions of the Juvenile Review Board and one session of the Youth Adult Council.
- Animal Control Officer Sawallich impounded three dogs this month and investigated 25 complaints.

Police Department Overtime Report November 2024

OT October	\$	160,148	3 pay periods (1 holiday)
OT November	\$	116,290	2 pay periods (1 holiday)
	\$	43,858	decrease over October

- Applications continued to be received and testing continues for Police Officer vacancies. November finishes with 5 officer positions vacant. 1 Certified Officer is in Field Training (Officer Sykes).
- Administrative overtime of \$0.
- Patrol overtime of \$69,761, a decrease of \$40,669 from the previous month. Overtime included 2 pay periods with one holiday pay (\$13,000), 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, Narcotics investigation, MSAR Vehicle inspections, meeting with LPR vendor, Senior Center Event, CREST call out, Mid-State accident reconstruction call out, sudden death, missing juvenile, Drone call out, court detail, booking hold-over, Drug arrest debriefing, Honor Guard for Veterans Day, stolen vehicle, special detail, drug arrest, radio project meetings, serve warrants, subpoenas, RPO hearings, car break-ins, and other related duties.
- Detective Division overtime of \$3,621, a decrease of \$1,844 from the previous month. Overtime included crime scene investigation, Fire investigation, Burglary investigation, Auto Theft Task force duty, sudden death investigation, search warrants for investigation.
- Traffic Division overtime of \$0, a decrease of \$412 over last month
- Communications overtime of \$12,781 a decrease of \$7,071 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. Currently 1 dispatcher on FMLA requiring some overtime costs, Training of 1 new dispatcher continued through the month. Overtime for Holiday play (\$2,300).
- Educational overtime of \$13,909, a decrease of \$3,853 from the previous month. Overtime included the coverage of shifts for officers attending the following training or classes, mandatory Fall firearms training, Advanced DUI training, Assist at New Britain Academy with recruit, K9 training, Mid State training, CREST training.

- Support Services overtime of \$15,985 an increase of \$10,507 from the previous month. Overtime included Holiday pay (\$3,500), Draeger recertification, LPR Project, Tip a Cop event for Special Olympics, the radio project, Stuff a Cruiser event, Juvenile Review Board mtg, and Honor Guard duty.
- Animal Control overtime of \$233, a decrease of \$516 from the previous month. Overtime included roaming dog; 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 November programs including: an AARP Driver's Safety Course, a presentation on CT Aviation History, a Hip-Hop Line Dance class, various card and craft classes, and much more.
- The Center partnered with CCSU psychology students and professors for the intergenerational WISE program, and dance classes with CCSU students.
- The 26th annual EXPO, took place on November 7 and was a great success with 52 vendors and about 300 members in attendance. The EXPO raised \$5,000 for Center programming.
- The Center hosted the annual Veteran's Day Ceremony with coffee and pastries served on November 11.
- 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 \$429 for the month of November (through 11/19/24). Coffee shop sales were \$542 for the month (through 11/19/24).
- 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 November, 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 549 trips for 2,284 miles and 231.50 hours.
- Facilities:
 - Facilities oversaw the installation of the new whole-building generator, which was completed on November 8.
 - Facilities and the Center continued addressing the recommendations for improvement that were made as a result of a site assessment in January.
- The Director met with the Commission on Aging and Disability on November 13. Topics of discussion included the CRT/nutrition program shortage, center operations, fundraising and the Expo.

TOWN CLERK

- There were 61 property transfers in November for a total of \$34,182,373.61 in sales. State conveyance tax collected was \$256,367.80; Town conveyance tax collected was \$85,455.93.
- There were ten residential sales over \$400,000. There was one commercial transfer for the amount of: \$19,868,000 at 11 King Arthurs Way from Fennwoode Apartments LLC to Fennwoode Property LP.
- There were 333 documents filed on the Land Records: 99 mortgages, 42 liens, 81 releases and 13 probate documents, and 94 of these documents were electronically filed on the land records generating \$11,445.00 in revenue.
- The staff issued a total of 172 certified copies of birth, death and marriage certificates. Twenty-seven burial permits and 15 cremation permits were issued. Six Marriage Licenses were issued to couples.
- Staff catalogued nine Notary Public commissions and seven Trade Name certificates.
- The office issued fourteen (14) passes to the landfill station.
- Copy revenue totaled \$2,345; \$1,995 was generated by the online land record portal.
- Staff issued 1,246 absentee ballots for the November 5th Municipal Election.
- The Assistant Town Clerk swore-in one (1) promotion to Sergeant on November 18, 2024.
- The Town Clerk swore-in one (1) Certified Police Officer on November 4, 2024 & the Assistant Town Clerk swore-in one (1) promotion to Sergeant on November 18, 2024.

<u>DATA SUMMARY NOVEMBER 2024</u>				
	<u>November-23</u>	<u>November-24</u>	<u>FY23/24 to Date</u>	<u>FY24/25 to Date</u>
Land Record Documents	347	333	1,950	1,841
Dog Licenses Sold	28	25	660	795
Game Licenses Sold	4	6	41	66
Vital Statistics				
Marriages	10	9	82	119
Death Certificates	28	31	155	177
Birth Certificates	25	11	91	96
Total General Fund Revenue	\$ 53,806.50	\$ 103,150.88	\$ 308,247.83	\$ 416,176.22
Town Document Preservation	\$ 1,175.00	\$ 1,113.00	\$ 6,251.00	\$ 6,027.00
State Document Preservation	\$ 2,296.00	\$ 2,040.00	\$ 12,008.00	\$ 10,880.00
State Treasurer (\$36 fee)	\$ 10,116.00	\$ 7,668.00	\$ 53,244.00	\$ 47,052.00

State Treasurer (\$127 fee)	\$ 3,937.00	\$ 3,175.00	\$ 19,939.00	\$ 19,050.00
State Treasurer (\$110 fee)	\$ 3,520.00	\$ 4,290.00	\$ 19,470.00	\$ 22,000.00
LoCIP	\$ 843.00	\$ 639.00	\$ 4,437.00	\$ 3,921.00
State Game Licenses	\$ 58.00	\$ 126.00	\$ 405.00	\$ 488.00
State Dog Licenses	\$ 238.00	\$ 238.00	\$ 4,798.00	\$ 5,200.50
Dog Licenses Surcharge	\$ 62.00	\$ 76.00	\$ 1,588.00	\$ 1,892.00
Marriage Surcharge	\$ 374.00	\$ 204.00	\$ 1,564.00	\$ 1,666.00
Grand Total	\$ 76,425.50	\$ 122,719.88	\$ 431,951.83	\$ 534,352.72

TOWN ENGINEER

Permits:

- Reviewed 1 contractor license applications (bond/insurance/agreement)
- Reviewed and approved permits: 20
 - Excavation: 16
 - Driveways: 04
- Reviewed utility clearance notifications (routine & emergency): 130

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, and other Town departments 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, final in spring for punch list items
- 77-93 Pane Road – As Built inspection on going, final in spring for punch list items
- 227 Pane Road – As Built inspection complete, final in spring for punch list items
- 35-67-69 Culver Street –Project in early-stage construction, permit for first building in process
- Rock Hole Lane subdivision – Initial site work on going, expect winter shut down
- 101 Cedarwood – under construction
- 65 Holmes Road – Site plan modification review
- 680 N. Mountain Road – Site plan review
- 60 Prospect Street – Site plan review, drainage approved, project idle.
- 2176-2180 Berlin Turnpike – Site plan review, project idle
- 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, punch list items outstanding
- 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 (LOTICIP 2018): Complete Street Project - Robbins Avenue and Maple Hill Avenue, now in close out phase
- 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
- 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 installed, should be finished 12/13/24
- Alumni Road right in right out island early December, DOT ROW permit pending

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.
- Public Works: LOTCIP 2020/2024 Complete Street Project - Maple Hill and Alumni Road, rescope, updated costs, PD complete, revised application to CRCOG December

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, meetings held, TC to decide issue
- 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:

- Parks Garage for Facilities feasibility study

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