



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: March 19th, 2025
Re: Monthly Report – February 2025

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

Sincerely,
Jonathan

TOWN MANAGER

- Finalized 2025-2026 Proposed Budget & CIP for presentation to Council on March 3
- Closed on sale of 1 Myra Cohen Way (National Welding)
- Adoption of Cultural District Ordinance and Resolution
- Coordinated decision on Camp Avenue resurfacing
- Worked with Parks and Recreation on proposed cemetery fee increase
- Proposed amended job description for Custodian II
- Held meeting with Grant Writer about upcoming grant opportunities and identification of Small Town Economic Assistance Program (STEAP) grant as funding source for Candlewyck Park renovations
- Developed draft RFP for design services for Town Pools Committee
- Coordinated discussions with NPD, Zoning, and Town Attorney regarding amendments to the Blight Ordinance
- Met with Dave Goodale to discuss renovation plans at Deming Young Farm
- Continued Teamsters negotiations
- Coordinated with Town Attorney on three AFSCME grievances
- Coordinated Governor Lamont and Representative Larson's visits to Council Chambers
- Handled various miscellaneous legal and personnel matters
- Prepared for Design Charette for Town Center study

PERSONNEL-TMO

- The vacant Dial-A-Ride Transportation Driver (LT-7) position was posted internally to the AFSCME union on February 4th, with a closing date of February 10th. The position was posted externally on February 12th, with a closing date of February 26th.
- The vacant Mason (HLT-15) position was posted internally to the AFSCME union on February 10th, with a closing date of February 18th. The position was posted externally on February 26th, with a closing date of March 13th.
- The vacant Geographic Information Systems (GIS) Technician position was posted externally on February 12th, with a closing date of February 27th.
- Interviews for the vacant Librarian I (T-2) position were held on February 5th, the final interview with the Town Manager was scheduled on February 19th. The position was offered to Julia Mazur.
- The written examination for Highway Equipment Mechanic (HLT-17) position took place on February 5th and February 11th.
- Ryan Doherty and Pablo Torres were hired as Police Recruit Officers, effective February 24th.
- After almost 21 years of service, Paula Quattromani, Dial-A-Ride Transportation Driver for the Senior and Disabled Center retired, effective February 12th
- The Town is accepting employment applications for Recruit and Certified Police Officers.
- The Town leadership met continuous throughout the month for Teamster's 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:

- Police Department HVAC/Roof Project Pre-construction meetings
- Attended meeting re Union negotiations / Union matters
- Reviewed Library OPM Grant for CHRO compliance
- Reviewed EOC plans / updated conceptual plans for project
- Attended CIRMA Risk Advisory Committee
- Attended several meetings regarding JWMS project and State review
- Attended CRCOG Municipal Services Committee
- Reviewed NEMS building lease with members of NEMS
- Reviewed Anna Reynolds payment request #4 for \$20million state reimbursement
- Continued update and review of PMBC Ordinance
- Attended Town Center Charette run through with Steering Committee

OVERTIME

POLICE DEPARTMENT	24-25 Approved Overtime Budget	Overtime Expended 24-25 YTD 2/28/25	23-24 Approved Overtime Budget	Overtime Expended 23-24 YTD 2/28/24
Administration	\$ 5,500.00	\$ 1,403.40	\$ 8,740.00	\$ 0.00
Patrol	758,062.00	340,711.62	726,993.00	670,622.37
Investigation	93,826.00	18,819.71	92,793.00	21,761.57
Traffic	5,006.00	1,951.06	5,006.00	1,383.80
Communication	175,382.00	73,887.50	175,681.00	112,101.73
Education/Training	148,545.00	56,529.51	146,205.00	75,885.49
Support Services	65,033.00	32,561.64	58,894.00	(5,393.69)
Animal Control	5,295.00	3,515.87	2,546.00	2,304.26
Total	\$ 1,256,649.00	\$529,380.31	\$ 1,216,858.00	\$ 878,665.53
HIGHWAY DEPARTMENT				
Highway Operations	\$ 30,725.00	\$ 8,610.58	\$ 29,834.00	22,456.82
Snow and Ice Control	137,519.00	0.00	133,578.00	77,046.84
Traffic	0.00	0.00	0.00	0.00
Vehicles and Equipment	35,871.00	21,231.17	34,486.00	20,356.34
Leaf Collection	35,972.00	34,804.44	35,972.00	34,937.93
Total	\$ 240,087.00	\$ 64,646.19	\$ 233,870.00	\$ 154,797.93
PARKS AND GROUNDS				
Parks and Grounds	\$ 105,001.00	\$ 51,762.79	\$ 105,001.00	\$ 104,864.94
Cemeteries	17,109.00	2,503.20	17,109.00	354.65
Total	\$ 122,110.00	\$ 54,265.99	\$ 122,110.00	\$ 105,219.59

RISK MANAGEMENT-TMO

2024-25 Blue Cross/Blue Shield Plan Year

The seventh month of the 2024-25 plan year produced a combined paid claim total that was higher 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 January 2025 were \$1,110,750. 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 January, 2025

	Town	Board of Education	Total
Estimated Claims	1,647,569	5,932,703	7,580,272
Actual Claims	1,727,686	4,868,858	6,596,544

BUILDING DEPARTMENT

Applications and Permits Issued in February:

- An application was submitted at 196 Kitts Lane for tenant fit-out
- An application was submitted at 2-12 East Cedar Street for new roof
- A permit was issued at 2300 Berlin Turnpike for tenant fit-out for veterinarian hospital.
- A permit was issued at 3313 Berlin Turnpike for fit-out.
- A permit was issued at 3164 Berlin Turnpike for tenant fit-out for Bob's Discount Furniture
- A permit was issued at 416 Hartford Avenue for new roof
- A permit was issued at 56 Budney Road for a new sign
- A permit was issued at 2384 Berlin Turnpike for a new sign.

Certificate of Occupancies issued in February:

- Single Family Residence at 65 Ashland Avenue.
- Multi-Unit Residential – Building B (36 units) at 552 Cedar Street/Cedar Pointe
- Multi-Unit Residential – Building C (36 units) at 554 Cedar Street/Cedar Pointe
- Club House at 550 Cedar Street for Cedar Pointe.

These are the classes the inspectors took in February:

D. Jourdan - Mass Timber in Housing; Aesthetics, Affordability & Sustainability

K. Kilkenny - 2/18/25 Rocky Hill - Decks Part 2 - 2 hours

T. Greene - 2/18/25 Rocky Hill - Decks Part 2 - 2 hours

Building Department inspection activity for the month of February was as follows: The Inspectors completed a total of 267 Inspections. They were: A/C Install (4), Above Ceiling (12), Alarm (1), Chimney (2), Certificate of Occupancies (1), Electrical (23), Exterior Walls (1), Final (195), Fire (1), Framing (2), Gas Line (4), Insulation (3), Mechanical (8), Plumbing (1), Rough (7), Site Visit (1), Solar (1).

The total number of Building/Renovation Permits issued/applied for the month of February was 131 producing a total permit value of **\$3,863,253**.

They are categorized as follows:

TYPE OF PERMIT	# OF PERMITS, VALUE OF PERMITS
ADDITIONS/ALTERATIONS	39 1,653,260.00
DECKS	0 0.00
DEMOLITION	0 0.00
ELECTRICAL	26 441,768.00
FENCE	0 0.00
FIRE SUPPRESSION/SPRINKLER	0 0.00
FOOTING/FOUNDATION	0 0.00
FUEL TANK	0 0.00
GARAGE/SHED	0 0.00
MECHANICAL	29 340,379.00
NEW COMMERCIAL	1 750,000.00

NEW MUNICIPAL	0	0.00
NEW RESIDENTIAL	1	248,000.00
PLUMBING	18	95,133.00
POOL	0	0.00
ROOFING/SIDING	14	283,643.00
SIGN	2	25,793.00
SOLAR	1	25,277.00
TENT	0	0.00
OTHER	0	0.00
TOTAL	131	3,863,253.00

The total Building income fees received in the month of February were **\$43,144.00**

The total fees for other income were as follows: Town Planning and Zoning (Applications/Publications) \$700.00, Environmental \$180.00, Conservation \$0.00, Copies \$0.00, Zoning Board of Appeals \$260.00, Driveway/Excavation \$250.00, Engineering copies \$0.00. The other total income is \$1,390.00.

Below is a comparison of the Permit Values for February 2025 and February 2024

	<u>2025</u>	<u>2024</u>
Value of Permits issued for February:	\$3,863,253.00	\$4,526,017.00
Fees for Permits issued for February:	\$43,144.00	\$52,535.00
Other income Fees for February:	\$1,390.00	\$2,140.00
Building Permits Issued for February:	131	174

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>
\$34,697,038	\$389,705	\$29,222,625	\$335,848

FACILITIES

The following is snap shot of ongoing work and projects the Facilities Department is working on or completed in the month of February. AkitaBox allows us to quantify our preventative maintenance tasks as well as work order requests. We completed a total of 122 work orders and tasks this month. We completed 47 preventative maintenance tasks and the team responded to and completed 70 reactive work orders. Of the 70 reactive work orders 47 were calls for service from outside the Facilities Department. 50 out of the 122 work orders were completed in 1 day or less from the creation of the work order.

Town Hall: (41 PM tasks and work orders completed)

- Inspection of clean agent fire suppression system in Clerk's vault
- Multiple key fob requests
- Multiple paper requests and conference room set ups for special meetings
- Custodial duties increased for team to cover 2nd shift custodian 2-week vacation
- Smoke/CO detector failure/replacement in basement
- Safety training completed through Vector solutions
- Replace driver of gym light
- Gym bleacher power cord/plug repair

- Automatic door preventative maintenance completed

Library: (31 PM tasks and work orders completed)

- Multiple HVAC heat adjustments
- Added railing at top landing per OSHA requirements
- Multiple tasks for Reference room remodel project
 - Removed green shelf mounted to wall, repaired drywall
 - Removed book shelf hardware in preparation for paint
 - Remove and discard office furniture
 - Pull floor registers and paint/ reinstall after vacuuming
 - Add plexiglass to fireplace opening
 - Add and move outlets to align with furniture redesign
- HVAC duct cleaning

Highway Garage: (5 PM tasks and work orders completed)

- Emergency lighting check completed
- PM check of entire site/outside building
- PM door maintenance

Grounds Maintenance and West Meadow Cemetery office/chapel (8 PM tasks and work orders completed)

- PM maintenances for plumbing, door maintenance, electrical panels, and lighting
- Fire extinguisher replacements

Senior & Disabled Center: (8 PM tasks and work orders completed)

- Ice maker repair completed
- Monthly emergency lighting checks
- Replaced broken tstat for Trane unit
- PM plumbing checks
- Phone line issue for fire alarm panel investigated and fixed

Police Department: (23 PM tasks and work orders completed)

- Run wiring Electrical and data lines for new TV installation in Chief perry's office
- Gun Locker locks found to be missing a key pin in almost all locks
 - Researched and located lock pins and installed all
- Disconnect remove and discard Ice maker that is going to be replaced soon
- Roofing and HVAC site preparations
 - Moving of trailer, securing shelving in evidence Conex box, moving of both Conex boxes.
- Repaired exterior light pole near monument
- Installed new gasket that had small leak on Boiler #2
- Multiple PMing tasks
- Mounted a key box in detective division office
- Repaired Employee entrance door
- Multiple meetings for Roof and HVAC
- Locker room flooring completed just waiting on new lockers for women's locker room to complete that remodel project

Administrative Projects:

- Multiple meetings with Architects and MEP engineers for PD HVAC and roofing project

- **Reviewing submittals**
- **On site meetings held with GC**
- **Weekly Tuesday Meetings**
- Planning for next grant for our historical properties. Kellogg-Eddy needs siding repairs, painting (exterior), and stone wall/foundation slab repairs. Ongoing
 - site visit in December by contractor to get a budget number
 - still waiting for budget number
- Working on MDC water notices (ongoing)
 - Completed the known addresses, will seek assistance from MDC for locating remaining
- Town Hall Canopy Project
 - Held a punch list walk through and have a list of items to be completed sometime in December
 - Some items have been corrected; weather has prevented us from completing the punch list of items. (Spring)
- Multiple meetings with MEP engineers and Architects for feasibility Studies of Highway and Parks garages
- Completed most OSHA violations with a few remaining items - ACM lists for older buildings
 - Working with TRC (environmental company) to complete (ongoing)
- Multiple EOC planning and design meetings
- Town building lease evaluations ongoing
- Multiple meetings with contract cleaners regarding some minor performance issues

FINANCE

Accounting and Administration

- Deputy Finance Director, Lisa Rydecki, and Finance Director, Janet Murphy attended several meetings with the Town Manager and Department Heads were held throughout the month to finalize the Town Manager's proposed budget.
- After receipt of the final proposed Town Manager Budget, Deputy Finance Director, Lisa Rydecki, and Finance Director, Janet Murphy worked on finalizing the budget books for council. The final drafts were sent to copy on February 28th and Council received their books by March 1st.
- Work continued in the compilation of information for the Town Managers budget submission letter and for the Budget Public Hearing in March.
- Budget CIP books are being put together for delivery to the Council at their March 11th meeting so they can review prior to the CIP budget meeting on March 15th.
- Responses to our RFP for Medical Insurance Agent of Record were received back and interviews are scheduled with the three respondents on March 19th.
- 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 had the following interest rates for the month 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)

2/28/2025

	<u>Interest Earnings</u>		
	<u>Budget FY2024-25</u>	<u>Actual</u>	<u>\$ Invested</u>

		Year to Date	
General Fund	\$250,000	1,360,969	\$53,346,856
Special Revenue Funds	48,000	24,173	826,095
Capital Projects Funds		39,099	1,242,905
Internal Service Fund	75,000	246,723	7,688,557
Trust and Agency Funds		38,587	1,997,137
TOTAL, ESTIMATED BY FUND			\$65,101,550

INVESTMENTS, BY INSTITUTION TYPE

(Unaudited)

2/28/2025

	Interest %		Interest \$		\$ Invested
	Current Month	Last Month	Current Month	Last Month	
STIF	4.44	4.45	154,636	156,353	46,369,842
Bank North	1.66	1.66	747	826	590,925
TDBank (new)	2.22	2.22	15,483	17,110	9,189,496
Farmington Bank	.00	.00	0	0	0
Webster Bank	2.13	2.13	5,454	6,027	3,376,441
Liberty Bank	4.24	4.24	17,719	20,810	5,574,846
Total Outstanding Investments					\$65,101,550

Assessor

- February 1st was the start of the State of Connecticut M-25H Elderly and Disabled Homeowner Tax Credit filing period. 236 Tax Credit applications were mailed, and to date 52 (22%) have been returned to the office and processed. In addition; 10 Veterans Tax Credit forms have been processed to date. This filing period will continue through May 15th.
- A total of 2,639 Assessment notices were sent to all Personal Property accounts as well as all Real Estate Owners who saw an increase in assessment for the October 1, 2024 Grand List. The Assessor's office is required to send these notices within 10 days of the Grand List being signed.
- The Spring Board of Assessment Appeals hearing date was set for March 19th, with 8 appeals scheduled to be heard by the Board. Of these hearings; 2 were Motor Vehicle, 2 Real Estate and 4 were Personal Property. The Board is expected to make all necessary decisions the night of the hearings and no further meetings should be necessary for the Spring hearing requirement.
- A revaluation kick-off meeting was held at the eQuality Valuation Headquarters in Waterbury; attended by Assessor Lawrence LaBarbera and Deputy Assessor Danielle Dippolino. At this meeting a plan was put in place to make the October 1, 2025 town-wide revaluation a success. eQuality Valuation Services, who was contracted to complete the revaluation, noted that they had already begun the process of market analysis and data collection. Data Mailers are expected to begin being sent to all Real Property owners in late March.
- The DMV provided a list of vehicles with potentially expired registrations that had not appeared on the 2021, 2022 and 2023 Grand Lists. These vehicles were reviewed, confirmed to not be on the provided Grand Lists, and subsequently added for the appropriate years. In total, 179 Certificates of Correction were completed adding vehicles to subsequent Grand Lists.
- Real estate deeds were read and entered into the computer assisted mass appraisal system through the end of December, 71 property transfers were completed. In addition; 133

Revenue Collector

- Collections for February on the 2023 Grand List amounted to \$4,968,365.50 and back tax collections were \$37,248.54. Included in the back tax amount is \$7,307.98 which was collected for suspended accounts.
- This year's total collections through February were 98% which was in line with last year's collection rate.
- February remained busy with telephone calls and taxpayers arriving at the Town Hall to pay their overdue motor vehicle taxes due to either needing to register their cars, or to purchase a new one. After the payments are processed with either their bank check or money order, a motor vehicle release is processed by staff the same day.
- Delinquent Notices for real estate were mailed to 710 taxpayers who missed paying their January installment. Notices were also sent to 149 businesses for unpaid taxes. Motor Vehicle and Supplemental Motor Vehicle bills were mailed to 3,391 delinquent taxpayers. The printing and mailing of all notices are done in-house by staff.
- Taxpayers continue to call to have their motor vehicle accounts adjusted, or dispute their bill.
- Taxpayers are calling daily to get tax information for the IRS. We are also assisting taxpayers as they call needing assistance to gain their tax information by using the website.
- At the very end of the month the Dept. of Motor Vehicles added approximately 177 motor vehicle tax bills which they had missed from 2021, 2022, and 2023 Grand lists.

FIRE DEPARTMENT

The following is a report of the activities of the Newington Fire Department for the month of February, 2025. 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	February	Month Total
Fire			
100	Fire, Other	0	3
111	Building fire	2	8
112	Fires in structure other than in a building	1	1
113	Cooking fire, confined to container	2	18
114	Chimney or flue fire, confined to chimney	0	2
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	2	7
132	Road freight or transport vehicle fire	0	0
138	Off-road vehicle or heavy equipment fire	0	1
140	Natural vegetation fire, other	0	4
141	Forest, woods or wildland fire	0	1
142	Brush or brush-and grass mixture fire	0	9
143	Grass Fire	0	3

150	Outside rubbish fire, other	0	3
151	Outside rubbish, trash or waste fire	0	2
154	Dumpster or other outside trash receptacle	1	2
160	Special outside fire, other	0	2
162	Outside equipment fire	0	0
170	Cultivated vegetation, crop fire, other	0	0
Total		8	68

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Overpressure Rupture, Explosion, Overheat (No Fire)

200	Overpressure rupture, explosion, overheat	0	4
210	Overpressure rupture from steam, other	1	1
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	2	3
Total		3	9

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Rescue & Emergency Medical Service Incident

300	Rescue, EMS incident, other	0	4
311	Medical assist, assist EMS crew	1	5
322	Motor vehicle accident with injuries	1	1
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	1
340	Search for lost person, other	0	0
350	Extrication, rescue, other	0	1
352	Extrication of victim(s) from vehicle	0	3
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		2	16

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Hazardous Condition (No Fire)

400	Hazardous condition, Other	2	18
410	Combustible/flammable gas/liquid condition	0	1
411	Gasoline or other flammable liquid spill	0	7
412	Gas leak (natural gas or LPG)	0	7

413	Oil or other combustible liquid spill	0	1
420	Toxic condition, other	0	1
421	Chemical hazard (no spill or leak)	0	3
422	Chemical spill or leak	0	0
423	Refrigeration leak	0	0
424	Carbon monoxide incident	1	9
440	Electrical wiring/equipment problem, Other	3	23
441	Heat from short circuit (wiring), defective/worn	0	0
442	Overheated motor	1	4
443	Breakdown of light ballast	0	0
444	Power line down	2	18
445	Arcing, shorted electrical equipment	0	3
460	Accident, potential accident, other	0	1
461	Building or structure weakened or collapsed	0	2
463	Vehicle accident, general cleanup	0	6
Total		9	104

5	Service Call		
500	Service Call, other	0	6
510	Person in distress, other	0	3
511	Lock-out	1	7
512	Ring or jewelry removal	0	1
520	Water problem, Other	3	12
521	Water evacuation	0	5
522	Water or steam leak	3	4
531	Smoke or odor removal	1	17
540	Animal problem, other	0	0
542	Animal rescue	0	1
550	Public service assistance, Other	0	3
551	Assist police or other governmental agency	0	5
552	Police matter	0	0
553	Public Service	0	1
561	Unauthorized burning	0	32
571	Cover assignment, standby, move up	1	16
Total		9	113

6	Good Intent Call		
600	Good intent call, other	8	42
611	Dispatched & cancelled en route	0	12
621	Wrong location	0	0

622	No Incident found on arrival at dispatch	0	2
631	Authorized controlled burning	0	4
641	Vicinity alarm (incident in other location)	0	1
650	Steam, other gas mistaken for smoke, other	1	1
651	Smoke scare, odor of smoke	0	6
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	7
672	Biological hazard investigation, none found	0	0
Total		9	76

7 False Alarm & False Call

700	False alarm or false call, Other	3	42
710	Malicious, mischievous false call, other	4	11
711	Municipal alarm system, malicious false	0	2
714	Central station, malicious false alarm	0	6
715	Local alarm system,	0	0
721	Bomb Scare – no bomb	0	0
730	System malfunction, Other	1	13
731	Sprinkler activation due to malfunction	0	1
732	Extinguishing system activation due to malfunction	0	0
733	Smoke detector activation due to malfunction	0	19
734	Heat detector activation due to malfunction	0	3
735	Alarm system sounded due to malfunction	0	8
736	CO detector activation due to malfunction	1	14
740	Unintentional transmission of alarm, other	4	14
741	Sprinkler activation, no fire	2	5
742	Extinguishing system activation	0	0
743	Smoke detector activation, no fire - unintentional	4	48
744	Detector Activation, no fire	1	11
745	Alarm system activation, no fire	5	32
746	Carbon monoxide detector activation, no CO	3	9
Total		28	238

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	2
	Total	0	6
	Total Calls	68	637

Fire Chiefs Activities February 2025

- Discussions with Chief Regina and Captain Machado about training division activities
- Work with Chief Regina on site work contractor for roof prop
- Discussions with Chief Stegmaier on personnel recruitment and retention ideas being discussed with his staff/ Upcoming events, onboarding of new members
- Discussions with Chief Stegmaier over personnel issues, firefighter PMP's
- Discussion with Deputy Chief Giansanti on apparatus and building projects
- Discussions with Assistant Chief Lapierre on budget purchases
- Discussions with Chief Lapierre on grant opportunities and acceptance of grant for drone
- Discussions with Chief Regina on training certification spreadsheet and RedNMX updates
- Meet with vendors on Company 1 floor
- Work with SCOTT and SDI for SEMS upgrade to SCBA
- Attend meeting with Blue wing and town staff over radio billing issues for FD
- Attend weekly State Radio meetings for new radio system
- Attend Monthly Board of Fire Commissioners meeting
- Attend Monthly Chiefs Meeting
- Work with CSU on FD radio issues and continued improvements
- Attend Eversource training
- Finish camera and generator monitoring at all companies
- Attend Officer Training – Anna Reynolds walk thru
- Attend Multi Company training on Ice Water Rescue at Church Hill with State reginal assets
- Review proposals for Chapman Street renovations
- Meet with Board of Fire Commissioners and Chiefs on operational changes and discussions
- Meet with Safety division staff over policies and procedures and operations
- Meeting with Tilcon safety staff for confined space needs
- Attend Fire Officer II training in East Haddam multiple weekends
- Attend town council meeting over CIP redistribution for Company 1 bay floor
- Meet with Town manager over Chapman Street
- Discussions over filling FD building committee
- Discussions over Chief's annual evaluations
- Discussions on line officer appointment process
- Complete UTV Policy
- Complete Exposure Control Policy
- Work on Respiratory Policy
- Discussions with Hermas on new service 2
- Meet with Taste of Ramadhan Staff- donation by staff
- Meet with BAPS staff for walk a thon MOU

- Work on posting for new safety division staffing positions
- Work with Department Inc. on buffalo restoration completion
- Work with PD, FD, EMS patch collection for Hailey, and coordinate drive by with State Police and Rocky Hill, Newington FD, PD, and EMS
- Complete State Wide survey for Fire Departments
- Complete 4 gas meter replacement for Chief's vehicles

Car 2 Fire Chiefs Activities February 2025

- Prepare for Chief's meeting
- Attendance at Apple Crisp fundraiser
- Chief's meeting
- Fire Rescue 1 Academy assignment
- Meeting with Tilcon on confined space needs.
- ISO webinar attended.
- Meet flooring contractor for estimate.
- Secure PO and order helmets for UT
- Reminder memo to Tim Wall on pension upgrade ideas.
- Department training Ice Rescue.
- Officer Training Anna Reynolds School pre plan walk through.
- Zoom meeting for bailout grant opportunity.
- Pick up helmets for UTV from Cofields.
- Town Hall meeting with Congressmen Larson
- Attendance at Rocky Hill Fire Awards night.
- Grant information for Drone Grant award
- Town Council meeting for firehouse floor funding
- Project steering committee meeting attendance for Chief Trommer
- Meeting on confined space rescue needs at Tilcon
- AI reporting presentation at Glastonbury Fire Department
- Meet with Fire Commissioners on Chapman Street.

Car 3 Fire Chiefs Activities February 2025

March 2025 Training Report

Progress History

- **Training Tower Updates**
 - Concrete footings and pad are scheduled to be installed in March.
 - Electrical piping will be installed at same time.
 - Safety railing will be installed as part of installation.
 - Plans for additional props are being developed.
- **ISO**
 - **No further information on ISO rating available at this point in time.**
- **Pre-Plans**
 - Training Division will be scheduling additional walk-throughs based on our ISO data.
 - A minimum of two pre-plans will be scheduled each month.
 - Completed walk-through of Saputo and uploaded data to RedNMX
 - Issue with Knox Box at front gate. Fire Marshal notified and box was repaired.

- Additional contact information and plans placed in box with updated key access.
- Scheduling Pre-Plan walkthroughs for March 11, 2025 to include:
 - John Wallace Middle School
 - Emmanuel Christian Academy
 - Elizabeth Green School
 - John Patterson School
 - C&C Janitorial Supply

Plans

- **Tilcon Confined Space**
 - Meeting held with All American Rescues at Fire Headquarters regarding confined space at Tilcon
 - Meeting held at Tilcon regarding 18 confined space locations at Newington plant.
- **Hartford Healthcare Center for Education, Simulation, and Innovation and the UCONN EMT Programs.**
 - Multi-Agency Drill utilizing FD, PD, EMS and others.
 - Telegram group established for communications.
 - Looking for possible site in town for LifeStar landing in conjunction with mass casualty drill.
 - Possible locations include Mill Pond Park, Beacon Industries and Hartford Hospital (Children's Hospital)
- **Railroad Drill**
 - Meeting with Newington Police on a railroad related drill
 - Multi-Agency Drill to include PD, EMS, Taskforce 51 and others.
 - Table-Top Drill is an option if we are unable to secure a siding or other location suitable for large scale drill.

Drill Schedule - March through June 2025

March		
Officer Training	SCBA	03/11/2025
Department Drill	Bailout – “Back to Basics Training”	03/15/2025
New Officer Candidate Training		03/19/2025
Multi-Company Drill (Day Drill)	SCBA	03/23/2025
Multi-Company Drill	SCBA	03/24/2025
Multi-Company Drill	SCBA	03/31/2025
April		
Officer Training	Pre-Plan	04/08/2025
Multi-Company Drill (Day Drill)	Live Burn	04/13/2025
New Officer Candidate Training	Pre-Plan	04/16/2025
Multi-Company Drill	Live-Burn	04/21/2025
Multi-Company Drill	Live-Burn	04/28/2025
May		
Multi-Company Drill	Roof Prop & Truck Operations	05/12/2025
Officer Training	Pre-Plan – VA Hospital	05/13/2025
Multi-Company Drill (Day Drill)	Roof Prop & Truck Operations	05/18/2025

Multi-Company Drill	Roof Prop & Truck Operations	05/19/2025
New Officer Candidate Training	Incident Safety	05/21/2025
June		
Officer Training	Victim Removal	06/10/2025
Multi-Company Drill	Ladders & Victim Removal	06/16/2025
New Officer Candidate Training	SOP/SOG	06/18/2025
Multi-Company Drill (Day Drill)	Ladders & Victim Removal	06/22/2025
Multi-Company Drill	Ladders & Victim Removal	06/23/2025

CT Fire Academy Classes - 2025

CT Fire Academy - Incident Safety Officer (ISO) Course – Hosted by Newington Fire Department

- CLASSROOM PORTION COMPLETED
 - 4 Newington Fire Officers (Stegmaier, Rosemond, Machado, and Rosemond)

CT Fire Academy – Fire Officer I (FOI) Course – Kalasky Room

- April 1st through June 11th

Car 4 Fire Chiefs Activities February 2025

Department Status

Regular Members: 98

Cadets: 12

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

Promotions

Peter Sweeney- Captain Safety Division

Brian Martinchek- Lieutenant Safety Division

Ed Patz- Lieutenant Safety Division

New Members/Applications

(6) Applications in the process

Housekeeping

- NFIRS Reporting up to date.
- Developing new recruitment strategies- Looking at Quarterly New Member Orientation
- Forming a FD Dodgeball Team for Project Graduation Fundraiser
- Upcoming Events:
 - March 13th ‘spring into Volunteering’ at Library
 - April 2nd- NHS Career Fair
 - April 19th- Cadet Easter Egg Hunt
 - May 4th- Cadet Open House
 - June 7th Public Safety Day @ Town Hall

Car 5 Fire Chiefs Activities February 2025

- We met with the Architect, Jenni Morganthau, and the structural, electrical and mechanical engineers at Chapman Street to review the plans for the renovations.
- Sent out the leaking RAM tool for repair

- Met with 3 different abatement companies at Chapman Street and received all 3 quotes for consideration of the asbestos and lead removal.
- Sent out and received 2 of 6 requested quotes for the finalized tool and equipment list for the new Engine 2
- Welcomed in the new Staff Lieutenant for the division Marc Fox from Company
- Had the quarterly Sprinkler tests completed at Companies 2 & 3 by FCS
- Had the annual kitchen hood system at Company 1 tested and inspected. The hood system at Company 3 could not be tested because it is obsolete and cannot be repaired if something went wrong. A quote to have this upgraded has been requested.
- The following repairs and services were done in the follow stations:
 - Company 1- Kitchen stove repaired, most violations from the FMO's Safety inspection have been rectified. The remaining will be by next month. The leaking rear hose reel has been repaired
 - Company 2 –No issues were repaired or reported.
 - Company 3 – No issues were repaired or reported
 - Company 4 – Rear door of dayroom resealed to prevent water from entering when rainy, leaking toilet in the dayroom has been repaired
 - Company 5 – No issues were repaired or reported
 - Chapman Street – No new progress this month.
- Various repairs have been done to all of the fleet by the Highway Dept. Hermis has been asked to get a quote for the replacement of Service 2.

FIRE MARSHAL

Inspections by Inspector and Type

Time Period From 01/01/2025 to 01/31/2025

Newington Fire Department

Inspection Types	2020	2116	1023	23999	0310	2010	2202	2113	Total Insp
Carlson	Hofmann	Muir	Sokolows	Stegmaier	Sullivan	Zadrick	Zordan		
Acceptance Testing	0	0	0	0	0	0	0	2	2
Administrative Tasks	0	0	0	0	0	0	0	0	0
Blasting - Witness/Follow-	0	0	0	0	0	0	0	0	0
Building	0	0	0	0	0	0	0	0	0
Complaint/Referral	0	1	0	0	0	0	0	0	1
Complex - Landlord	0	0	0	0	0	0	0	0	0
Construction/Site Inspection	0	2	0	0	0	0	0	0	2
Consultation	1	1	0	1	0	0	1	0	4
Documentation/Annual	8	0	0	0	0	4	1	0	13
Existing - Assembly (A1/A2)	0	1	0	0	0	0	1	0	2
Existing - Assembly (A3)	0	0	0	0	0	0	0	0	0
Existing - Assembly (A4/A5)	0	0	0	0	0	0	0	0	0
Existing - Educational	0	0	0	0	0	0	0	0	0
Fire Drill - FMO On-site	0	0	0	0	0	0	0	0	0
Fire Investigation	1	0	0	0	0	0	0	1	2
FMO Callout - Code	0	0	0	0	0	0	0	1	1
Incident Response to	0	0	0	0	0	0	0	0	0
Inspection - Annual	0	8	0	0	0	0	1	0	9
Inspection - Certificate of	0	0	0	0	0	0	0	3	3
Inspection - Dwelling Unit	0	55	0	0	0	0	0	0	55
Inspection - Every 2 Years	0	0	0	0	0	0	0	0	0
Inspection - Every 3 years	5	0	0	1	0	5	6	4	21
Inspection for Liquor Permit	0	0	0	0	0	0	0	0	0
Knox Box Inspection	0	0	0	0	0	1	0	0	1
Notification to FMO	0	0	0	0	0	0	0	0	0
Occupant Load	0	0	0	0	0	0	0	0	0
Permit Application	0	0	0	0	0	0	0	0	0
Plan Review	1	0	0	0	0	0	0	8	9
Re-Inspection	4	0	0	3	0	0	0	1	8
Safe Homes Taskforce	0	5	0	0	0	0	0	0	5
Special Event	0	0	0	0	0	0	0	0	0
Special Inspection	0	0	0	0	0	0	0	0	0
Vacant Building	0	1	0	0	0	0	0	0	1
Total	20	74	0	5	0	10	10	20	139

Office Updates:

Staffing/Inspections: With the newly completed construction projects and the proposed development that is in process or starting shortly, it would be difficult for the Fire Marshal's Office to be able to complete all of the required inspections.

Intern: We have an individual, Emma Sweeney, that has expressed interest in shadowing the fire marshal staff to see if it might be a career path that she might like to pursue. She did shadow FCI Muir and has visited the office on a few occasions. With the Fire Commission's permission, I would like to officially offer her to be an intern (unpaid) which will allow her to gain some insights into how the office operates and use it for future job experience on a resume or application.

Open Plans/Permits: We have been working on cleaning up and closing permits for projects that have been completed. There are a few, less than 5, that show on our report due to them still being open via the Building Department. The Fire Marshal's Office has 88 open permits/projects as of March 10, 2025.

- Meadow Commons Site (3313-3333 Berlin Turnpike)
 - 100% Chiropractic
 - Club Pilates
 - Marketplace at Meadow Commons (Beso)
- Culver Street Apartments (69 Culver Street)
 - Started site work – construction/framing will not be allowed to begin until the water mains are tied into the existing high-pressure system and accepted by the MDC.
- The Spark (1 Myra Cohen)
 - The property has been purchased and construction/site work will begin shortly
- Dispensary (2661 Berlin Turnpike)
 - This project is almost complete – fire alarm and final inspections are still outstanding
- Walmart (3164 Berlin Turnpike)
 - They are nearly complete with Phase 1 of their renovation (rear of store) and will be starting on Phase 2 shortly
- Hartford Veterinary Office (2300 Berlin Turnpike)
 - Significant remodel of two areas within facility
- 196 Kitts Lane (Former Urgent Care)
 - Interior Renovation for Proposed Restaurant
- Planet Fitness (182 Kitts Lane)
 - Interior Renovation
- 136 Day Street
 - Commercial Solar – 490 Panels

Recently Closed Projects:

- Cedar Pointe Apartments and Clubhouse (550, 552, 554 Cedar Street)
- Dave's Hot Chicken (3384 Berlin Turnpike)
- Trumpf (81 Alumni)

Budget:

Although purchased earlier in the budget year, the Fire Marshal's Office will be implementing the use of Body Worn Camera's (BWC) for specific inspection and investigative activities in the near future. We have been working closely with the Newington Police Department and the IT Department to provide user accounts and appropriate access. These BWC's will provide a level of protection to FMO staff while performing inspections alone, as well as provide for increased accountability should any issues ever arise.

Events:

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

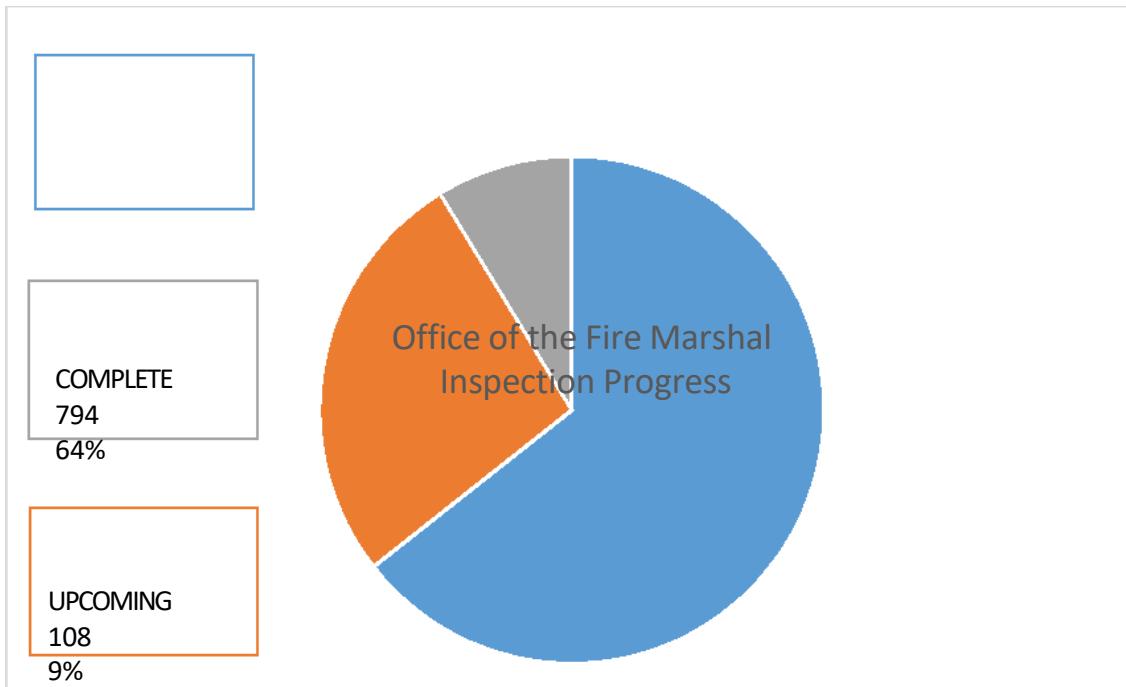
Inspection History			Date Range: From 02/01/2025 to 02/28/2025					
Newington Fire Department			Inspection Type: CALL, INVSTG, NOTIFY					
			Inspection All Status Types					
Insp#	Date	Type	Status	Address	Address Type	Name	# Vio	Length
3861	02/01/2025	Fire Investigation	Activity Complete	2384 BERLIN TPKE	Assembly	WENDYS	0	4.15
3862	02/02/2025	Fire Investigation	Activity Complete	0 Route 9 Nb Exit 29			0	0.50
3994	02/23/2025	Fire Investigation	Activity Complete	81 CEDAR ST			0	0.00
3995	02/23/2025	Fire Investigation	Activity Complete	1056 WILLARD AVE	Business	VIVA RADIO	0	0.00

Total Inspections: 4

Total Length of Inspections: 4.65

Special Projects:

AFM Hofmann has worked with Lowe's to obtain some smoke detectors and CO detectors for the Safe Homes Taskforce. Lowe's has graciously donated 20 detectors and offered a 50% discount on the CO detectors which were recently purchased.



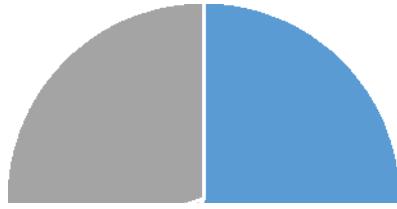
DUE
331
27%

COMPLETE
42
58%

Office of the Fire Marshal
Inspection Progress - Residential

UPCOMING
22
30%

DOE
9
12%



HIGHWAY DEPARTMENT

Administration

- Continued to meet with residents to discuss various issues and concerns
- Continued with ongoing Landfill post closure requirements
- Met with Engineering Department to discuss various projects and drainage concerns
- Met with the Parks Department to discuss upgrades to Candlewyk Park
- Met with Public Works group to discuss upcoming projects
- Administered written exam for vacant Mechanic II position
- Met with concrete contractor to discuss stair installation on Theodore St
- Met with consultant to discuss upgrades for pavement management
- Met with the MDC to discuss the annual hazardous waste collection
- Coordinated CT DEEP Transfer Station recertification for staff members
- Coordinated respirator use training for staff members to meet OHSA compliance
- Continued discussion with CONN OSHA regarding site inspection

Roadway Maintenance

- Continued with litter pickup/graffiti removal Town wide
- Highway operators continued with Transfer Station material processing
- Completed miscellaneous patching of various potholes
- Cleaned various catch basins throughout Town
- Completed vegetation grinding at Transfer Station
- Completed roadside trimming of branches/vegetation
- Began pick up of damaged curbing due to snow plowing operations throughout Town
- Operators completed Target Safety tests for the year
- Two (2) Equipment Operator I's completed CT DEEP Transfer Station/Landfill exam
- Five (5) call ins for snow/ice for a total accumulation of 13.95" for the month
- One (1) 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
- Police Mechanic continued upfitting of other patrol vehicles
- Upfitting of new Traffic Division vehicle was completed
- Assisted Highway Operators when needed for snow/ice control events
- Began Highway Department spring services
- Assisted Parks and Grounds Department in preparing their equipment for annual spring servicing
- No (0) after hour call in(s) for the month

Sanitation/Recycling/Transfer Station

- Scheduled 59 residential bulk items for collection for the month
- Scheduled 10 condominium bulk items for collection for the month
- Scheduled 12 condo/residential scrap metal items for collection for the month
- 6674 tons of cumulative Municipal Solid Waste were collected from July through February
- 1435 tons of cumulative recyclables were collected from July through February
- 63 mattresses/box springs were recycled for the month
- One (1) television(s) were collected for the month
- Issued 17 permanent Transfer Station permits and 1 temporary permit for the month

HUMAN SERVICES

- SCORE started at the end of the month and it was a great turn out!
- Ski & Snowboard Club met weekly with almost perfect attendance each week. It was a great start and many of the students want to make it a larger group!
- Youth Leadership Coalition went to an escape room to gain some teambuilding skills. It was very challenging but everyone persevered and it went very smoothly overall (had to get some added extra time, but escaped)! The group also went to the House of Bread and volunteered by cleaning and prepping the cafeteria for the lunch wave guests to come and organizing their food storage area.
- *While Youth Leadership was at the House of Bread, a leader who I have known for the past year, started to open up. When we first arrived, House of Bread provided a small overview of the guests who attend and also went over what it means to be homeless and how homelessness looks different for everyone. It was very informational and the group got a lot out of it. They gave us our tasks and we were on our way.*
- *Male youth- one of the leaders, opened up to me while we were cleaning next to each other. He said, "Brett, did you know that I was homeless before?" I had no idea. He shared that he used to utilize going to soup kitchens and details of his earlier years when he was homeless. His experience was eye opening and he recognized that he had come full circle- from needing services to offering services. The development of a trusting relationship with adult youth leader allowed the youth to feel comfortable and disclose all of this information. Youth leader expressed gratitude to youth as he was open & honest in this situation.*
- Clinical Coordinator- Hendrickson and student intern led a mindfulness presentation to the Newington High School Crochet Club. This presentation included a brief PowerPoint and many examples and practice opportunities for students to try out mindfulness. This led to a dynamic conversation about how students can incorporate mindfulness throughout their day and how crocheting can be a mindfulness activity. Students provided feedback and said they thought it was a helpful presentation and they felt it would be especially helpful around test-taking times.
- Staff closed 1 JRB case this month. *This student was referred for a fight that happened at school between her and another student. She identified struggling with supports at the time of the incident. Her JRB agreement included community service hours which she completed with Newington High School by providing tours to new students. She also was responsible for maintaining her engagement with counseling and JRB mentoring/case management. Part of her agreement was also to complete an apology letter to the staff- monitor involved during the altercation. Student completed her JRB agreement, and it was noted at her closing meeting that she was inducted into the National Art Honor Society, One of her art pieces was displayed at the high school, and the JRB team and parents commended student on how well she is doing -seeing a huge change in student's behavior and follow-*

though. Student decided to stay involved with post-JRB mentoring for continued support and assistance with resume building and continuing her job search.

- Two students were referred for youth substance use education and support – one 8th grader and one high school senior. Staff met with students & their parents to share information and resources with the re: the risks of vaping and ongoing supports to quit.
- **Social Casework case examples:**
- *59 year old male, whom has been seeking permanent housing since 2023-successfully secured housing through the Newington Housing Authority. This was secured through a lengthy process of Coordinator Wassik applying for numerous housing options & communicating with the Housing Authority re current availability and advocating for same. This gentleman was extremely grateful as he had strong ties to Newington-including friends, services, physical & mental health providers.*
- *45yo single female, who resides alone in an apartment in Newington. She was placed on medical leave late Nov 2024 and did not return to work until 2/8/25. She was approved for short term disability-however due to previous overpayment this benefit went to recoup previous overpayment. She presented with a balance of \$4173 in rental arrearage. Her landlord advised Caseworker that if she does not have some sort of an outlined plan for payment in full by 2/28, she will have no choice but to begin eviction process. Client has returned to work at 50% capacity and will receive \$896/week from 2/8-4/4. After that, she will increase hours up to 75% capacity from 4/5-7/31. She will increase hours to 100% capacity on August 1. Client disclosed in addition to her chronic medical conditions, she was also involved in a domestic violence situation last year. This resulted in her abuser knocking out multiple teeth during a violent altercation. Newington Human Services assisted her with a Larrabee fund application, requesting \$2000 towards overall balance due (which was approved). Newington Human Services paid \$2000 via Ruth Miller Fund-(fund for those w DV history) Client paid remaining balance and she will be self-sustaining moving forward.*

February 2025 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/# attendees	18 1/20	11 1/11	82 7/31	58 0
Youth & Family Service Hours	28.75	20.75	121.75	72.25
JRB cases : JRB hearings: JRB Service hours: New Cases	8 1 closing 16.75 1 (hearing to be held in 3- 25)	9 1 17.5 1	94 7 141.25 4	39 9 60.25
Positive Youth Development	61	66	602	904

Adult to Youth Mentoring: Cases sessions Service hours	9 9 14	5 9 15	28 31 454.2	
Community Service # of hours completed Challenge Course: Adult youth(outside)	1 50 0 0	0 0 0 0	3 301 47 0	11 74 0 60
Social Casework Cases Under 55 = Under 55 disabled = Over 55 =	77 24 7 46	94 20 15 58	1069* plus FB 98 68 310	968 261 116 623
Social Casework Service Hours	114.25	146.5	822.1	1265
Food Bank Household visits # bags of groceries distributed Mobile truck	140 1119 122	174 1562 222	1476 10186 1902	1338 9921 3176
Special Needs	7	17	58	64

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 February, the Department of Information Technology and GIS participated, assisted, and/or were directly involved in the completion of 43 formal requests for service. In addition, the department worked on the following projects:

- Continued work on audio recording implementation for the Town radio system
- Video Management System software and firmware updated
- Performed user account review and cleanup
- Virtual server client upgrade on all VM
- Continued troubleshooting print quality issues with color documents
- Troubleshoot and resolved issue with NPD call recording solution
- Fixed issue with NPD RapidSOS 911 text/video
- Deployed PhishAlert security feature in MS365 environment
- Tested and validated MFA for NPD command staff implementation
- Assessor revaluation CAMA database setup

- Tested MS365 mail setup for Town Councilors
- NPD CAD/RMS system pre-engineering meeting to discuss system upgrade
- Worked with Assessor vendor to complete tasks on the Grand List
- Provided website training to Town departments
- Replacement NPD sign shop computer imaged and configured
- Assorted website updates as requested by departments
- Continued testing Town implementation of MS365 with email migration
- Continued maintenance of Town GIS datasets and applications
- Continued with Town website update project
- Continued review of emergency communications infrastructure and backup analog lines

LIBRARY

- After a very successful Winterfest event in January, the Friends are now working hard to prepare for their spring book sale that will be held on May 2, 3 & 4. Donations are coming in and are sorted and boxed almost daily by the many dedicated volunteers.
- The Library Board of Trustees have begun planning for the 2025 Newington 5K Challenge Road Race that will be held on Sunday, May 18th. This is the 28th year of the race and is an important fundraiser for the library board. The Library Board of Trustees Facilities and Site Committee finished working on the conceptual drawings and gave them to the Library Renovation and Renovation Committee. On February 25, LARC presented the conceptual drawings in an informational presentation to the Town Council.
- Outreach to the senior living facilities in town continues to thrive thanks to Head of Community Services Michelle Royer and the wonderful volunteers who help Michelle. In addition to Masonicare at Middlewoods, New Meadow Apartments and Cedar Mountain Commons, Jefferson House has asked to be added the monthly rotation of Books for You deliveries and staff outreach.
- The Children's department staff offered 32 programs to 875 children and their caregivers. Archived views of previous online programs for the month of February were 140. Class visits to the library continued with students from Ruth Chaffee learning about library and the resources available to them. In honor of winter reading's theme *Let's Glow @ at the Library*, children enjoyed a *Galactic Glow in the Dark* event where they made glow in the dark crafts. With the kind generosity from a local family, the library hosted a Hijab Storytime. Celebrating World Hijab Day, a guest reader shared a story and a bit of information about hijabs. Kids were able to make some crafts and practice with a hijab. Highlights of other programs include *Poop-A-Palooza*, an afternoon of poo-tacular activities for the kids, *Take Your Child to the Library Day* where kids could pick up a special *Grab & Go* activity and join the fun at the Literary Station created by two NHS students and *Baby Soft Play* for babies ages 6 -18 months. Outreach to daycares and preschools and regular storytimes rounded out the month.
- In February, 4 programs were offered to 46 teens. Archived views of previous online programs for the month were 25. Teens had a *Glow in the Dark Art* nighttime program to tie in with the winter reading theme. Thanks to a grant from the *Triumph Charitable Foundation* the *Science Heroes* visited the library, inviting teens to participate in several dry ice experiments. Teens also had a *Pop-Up Valentine's Day Card Making* program and could sign up for a *Money-Eating Machine Grab & Go* kit.
- Adult were offered 28 programs attended by 412 adults. Archived views of previous online programs for the month of February were 838. Adults learned about the causes and symptoms of hip and knee pain at the *Getting Healthy in the New Year* program. They also learned about who solo agers are and strategies for coping, managing, and conquering loneliness while living your best life as a solo ager. Our own Dorothy Russell held a crochet program that had adults crocheting squishy Valentine Day hearts. Assistant Director Karen Benner and Head of Reference Jennifer Hebert presented their annual *2025 Book Tasting program* that highlight some of the most anticipated books of 2025. An

Afternoon of Broadway Tunes concert was sponsored by the GFWC in honor of Patty Foley. This month's *Library Speakers Consortium Virtual Author Talks* featured How We Create Pandemics, From Our Bodies to Our Beliefs with Smithsonian Curator Sabrina Sholts, Dystopian Tropes from an Indigenous Perspective: In Conversation with Waubgeshig Rice and I Am Nobody's Slave: An Author Talk with Pulitzer Prize Finalist Lee Hawkins. Highlights of other programs included *Brown Bag it With a Movie* where the film *Saturday Night* was shown, *Page Turners*, an evening book discussion that talked about the novel *Tom Lake* by Ann Pratchett and *Brown Bag It with a Book Discussion* that featured book was *Olive Kitteridge* by Elizabeth Strout. *Grab & Go* coloring pages and puzzle packets and *Spice It to Go* completed the month. February spice was ground cayenne pepper with a recipe for Stacey's Hamburger Seasoning.

- Total circulation was 21,524. Circulation of digital materials was 3,842. Total number of people that entered the building 8,779. 27 curbside service transactions were processed. Staff processed and pulled 1,996 holds on shelf to be processed for curbside pickups and interlibrary loans. Staff answered 3,008 reference questions during the month. Meeting room and study room space were used 325 times. Head of Community Services Michelle Royer and Business Manager Karolyn McLain notarized 39 documents for patrons. Volunteers and staff delivered 168 items to our homebound patrons. Staff offered technology help 131 times to patrons. Online resources that were popular this month included *Jobs.now*, *Value Line*, *Consumer Reports*, *PebbleGo Science* database and the *PebbleGo Next Social Science* and Biographies databases.
- In technology news, Digital Services Librarian Michelle Patnode had another *Morning Tech Talk* program where patrons were encouraged to come and discuss new and relevant technology topics as well as *4 Tech Help @ Lucy*, one-on-one tech help sessions.
- In personnel news, Circulation Supervisor Katie Cornell returned to work from her maternity leave. Bette Kapij who works full-time in the Circulation department and Assistant Library Director did a great job helping in this department while Katie was out. Julia Mazur was hired for the Librarian I position in Collection Management/Community Services. She worked part-time in the Children's Department and will begin her new position in March. Julia's soon-to-be open part-time position will be posted in March. Jill Levin began her training as a Circulation Part-time Substitute in February.
- In facilities news, the redesign of the reference office began in February. Reference staff temporarily relocated to the Lienhard Room for the duration of the redesign. The office was painted and new carpet was installed. The new furniture will arrive in March. Business Manager Karolyn McLain has done a great job overseeing this project. The mold/mild remediation project began in February. The bottom three shelves of each section along the wall housing the biography collection were removed and placed on carts. Head of Collection Management Dorothy Russell organized the books on the carts. The carts were placed in Study Room 3 to allow patrons to browse this part of the collection and or staff to access if needed. The top three shelves of each section along the wall will remain unavailable until the shelves, wall and books are remediated in early March.

PARKS AND RECREATION

RECREATION DIVISION:

- The Department successfully hosted the 35th Annual Connecticut Recreation and Parks Association (CRPA) Entertainment Showcase at the Mortensen Community Center on Friday, February 14th. The all-day event featured live performances by more than 74 bands and entertainers. Additionally, the event included more than 74 expo booths, enhancing the experience for all attendees.
- The Department has confirmed performers for all 20 concerts of the Edythe and Harry Mandell 2025 Summer Concert Series at Mill Pond Park and the Municipal Parking Lot.

- The Spring 2025 Program Guide was distributed to 13,500 Newington households, as an insert in the February issue of the Rare Reminder. This was the largest Spring Program Guide, consisting of 24 pages offering our upcoming programs, events, and camps.
- Registration for spring programs, including summer camps, opened on Wednesday, February 26th, and on the first day alone, Camp RECreate generated \$127,746.04, while Summer Sunshine brought in \$18,893.71, for a total of \$146,639.75 in revenue.
- Applications are currently being accepted for the Life. Be in it. Extravaganza vendor show on Saturday, July 19th at Mill Pond Park. There are currently 30 vendors registered for the event.
- Creative Playtime Preschool Program hosted its first-ever Preschool Prom on Friday, February 7th, in the Mortensen Community Center Gymnasium. The event featured a dance floor, disco lights, music, two photo booth opportunities, and pizza for attendees. With 110 people in attendance, the evening was a great success and enjoyed by all participating families. A video recap of the event is available on our Department's Facebook page.
- Registration for the 2025-2026 school year for the Creative Playtime Preschool Program began on January 29th for current preschool families, followed by February 5th for new families residing in Newington, and February 19th for new non-resident families. Due to the new kindergarten age requirement implemented by the State of Connecticut last year, we anticipate a surge in registrations toward the end of March as families receive decisions on their child's early admission eligibility.
- Over 50 swimmers successfully completed our winter session of American Red Cross swim lessons, which covered all levels from Preschool & Parent classes through Learn-to-Swim Level 6.
- Registration for food vendors is underway for our June events at Mill Pond Park, including Newington Goes Country on Thursday, June 12th, and Food Truck Friday on Friday, June 13th. We have secured 17 food vendors, reflecting a 42% increase from this time last year. Additionally, 21 food trucks are registered for the Life. Be in it. Extravaganza from Wednesday, July 16th through Saturday, July 19th, resulting in a sellout of food vendor spaces. This reflects a 110% increase from this time last year.

PARKS, GROUNDS & CEMETERIES DIVISION:

- Parks & Grounds staff responded to multiple storm events throughout the month of February.
- Every storm has required additional cleanup in the following days. This includes follow-up salt treatments, pushing back plow piles in parking lots, and continued sidewalk inspections.
- Staff continued pushing back overgrowth along property lines with forestry cutter at parks and schools in early February.
- The Department continues to work diligently to address the list of tree complaints.
- Due to frozen ground, all cemetery burials this month have required our propane heaters to thaw ground ahead of time.
- Parks & Grounds staff assisted with set up and coordination of the CRPA Entertainment Showcase for the second year in a row.
- Several staff worked on OSHA compliance, which is nearly complete, including the installation of new eye wash stations, new stair railing in Churchill pool house, and various new electrical outlets at Mill Pond concession stand.
- Parks and Grounds staff began reinstalling plumbing fixtures in all park buildings which had been disconnected for winterization purposes in the fall.

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

Overtime: 266 hours, \$30,674

TREE WARDEN

- Parks and Grounds staff completed tree removals at Chapman Street Firehouse.
- Parks and Grounds staff removed downed broken branches on Brookdale Avenue.
- Parks and Grounds staff removed a diseased tree at 32 Vivian Road.
- Parks and Grounds staff picked up sticks and branches at parks after snow/ice storm.
- Parks and Grounds staff removed hazardous trees on Frederick Street.
- Parks and Grounds staff removed a hazardous tree at Mill Pond Falls.

PLANNING AND ZONING

TOWN PLAN AND ZONING COMMISSION –

MEETING SCHEDULED ON 2/12/25:

Discussion:

- Proposed Text Amendment_ Alternative Energy Accessory Structures.
- Future priorities and updates to the Newington Zoning Regulations.

Petitions Received For Scheduling

- Petition TPZ-25-1: Site Plan approval and Special Permit (sec. 3.19.5) for a drive-through restaurant at 56 Costello Road in the PD (Planned Development) Zone. Applicant/Contact: Sami Abunasra, Owner: Zynn, LLC.
- B. Petition TPZ-25-2: Special Permit (sec. 3.15.6) for a place of recreation, for an indoor pickleball facility, at 172 Kitts Lane (AKA 162-192 Kitts Lane) in the B-BT (Business Berlin Turnpike) Zone. Applicant/Contact: Jun Zhang, Owner: 172 Kitts LLC.

MEETING SCHEDULED ON 2/26/25:

Application Approved with Conditions:

Petition TPZ-25-2: Special Permit (sec. 3.15.6) for a place of recreation, for an indoor pickleball facility, at 172 Kitts Lane (AKA 162-192 Kitts Lane) in the B-BT (Business Berlin Turnpike) Zone. Applicant/Contact: Jun Zhang, Owner: 172 Kitts LLC.

Petitions Received For Scheduling

A. Petition TPZ-25-1: Site Plan approval and Special Permit (sec. 3.19.5) for a drive-through restaurant at 56 Costello Road in the PD (Planned Development) Zone. Applicant/Contact: Sami Abunasra, Owner: Zynn, LLC.

B.

B. Petition TPZ-25-3: Special Permit (Sec 3.15.3) for a restaurant at 196 Kitts Lane (AKA 196-206 Kitts Lane) in the B-BT (Business Berlin Turnpike) Zone. Applicant/Contact: Patrick Chan, Owner: 172 Kitts LLC.

CONSERVATION COMMISSION –

MEETING SCHEDULED FOR 2/18/25:

Withdrawn:

- 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.

Approved as Submitted:

- Application IW-25-1: Modification to Condition #14 of Approved Application 2018-06 at 550 Cedar St. Applicant: Dakota Partners, Inc, Owner: DPI LLC, Contact: Deborah Brancato.

Application Received For Scheduling

- Application IW-25-2: To construct a 40-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 2/6/25:

- *Cancelled due to no applications being filed.*

OPEN SPACE COMMITTEE –

- NO MEETING HELD IN FEBRUARY.

ECONOMIC DEVELOPMENT COMMISSION –

- MEETING HELD ON FEBRUARY 05.

AFFORDABLE HOUSING MONITORING AGENCY –

- NO MEETING HELD IN FEBRUARY

ZONING OFFICER ACTIVITIES:

- Issued **18** Zoning Permits for various projects in town.
- Received 91 questions and/or complaints (via emails, phone calls, Civic Plus, in-person etc.) about zoning regulations, blight and zoning complaints, and property information.
- Performed 22 inspections for zoning complaints and 2 for blight complaints. The following items were issued:
 - 3 Certificates of Zoning Compliance
 - 6 Zoning Notices of Violation
 - Closed 9 Zoning Violations
- Performed 2 c/o inspections and coordinated the posting of site bonds
- Performed court ordered inspections at 2 properties in town and documented 173 vehicles on those 2 properties. Currently working with the attorney to file the next motion in court.
- Removed 21 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.
 - 62 Barnard Dr
 - 45 Basswood St
 - 2258 Berlin Turnpike
 - 3413 Berlin Turnpike
 - 66 Cambria Ave
 - 124 Costello Rd
 - 151 Kitts Ln
 - 133 Louis St
 - 160 Olympia Ave
 - 115 Pane Rd
 - 282 Reservoir Rd
 - 20 Ridgeview Xing
 - 140 Walsh Ave
 - 692 Willard Ave

POLICE

Patrol Calls for January are as follows:

Abandoned MV 2	Fire Task Force Activation 0	MV Complaint 26
Administrative 0	Fire Training 0	MV Evading 22
Alarm Commercial Burg Alarm 51	Fire Trouble Alarm 0	MV Fire 0
Alarm Hold Up Alarm 8	Fire Veh Maintenance 0	MV Fatal 0
Alarm Residential Burg Alarm 10	Fire Vehicle Fire 0	MV Injury 9
ALTERED MENTAL STATUS 0	Fire Veh Fire Near Stru 0	MV Property Only 64
Animal Complaint 13	Fire Water Problem 0	Neighbor 3
Arson/Fire Invest 0	Fireworks 0	No Pol Actual Call Type 156
Assault 3	Follow Up 42	Noise 1
Assault in Progress 0	Found Property 5	Non Collect Person 0
Assist Motorist 7	Gun 1	Notification 1
Assist Notification 2	Harassment 6	Open Door/Window 2
Assist Other Agency 21	Hazard 37	Other Archive 0
Bad Check Insufficient Funds 0	Hazmat 0	Parking Violation 41
Blighted Property 0	Hold Up Alarm 0	PD ASSIST FIRE DEPT 47
Bomb Threat 0	HOPE PROJECT 0	PD Vehicle Maintenance 0
Breach of Peace/Disorderly 4	IDENTITY THEFT 7	Personal Relief 0
Burglar Alarm 0	Illegal Dumping 0	Pistol Permit 9
Burglary 1	Impersonating Police 0	Prisoner Care 10
Car Seat 2	Indecent Exposure 0	Private Duty 0
Check Welfare 35	Intoxicated 3	Property Found 1
Check Welfare 911 46	Juvenile Complaint 14	Property Lost 1

Check Welfare Other 0	K9 Assist 1	Prostitution 0
Clear Lot 1	K9 Narcotics 6	Recovered Stolen MV 0
Construction 0	K9 Track 1	Rescue Call 0
Court Detail 15	Kidnapping 0	Residential Lockout 2
CREST CALL OUT 0	Landlord/Tenant Dispute 4	Risk Protection Order 5
Criminal Mischief 4	Larceny 44	Robbery 1
CSO 0	Larceny from MV 15	Roll Call 0
Customer Dispute 14	Lift Assist Only 0	Serve Subpoena 0
Dog Complaint 13	Liquor 0	Serve Warrant 38
Domestic 23	Local Traffic Authority 0	Sexual Assault 2
Door Check 0	Location Check 85	Shots Fired 0
Drug 7	Location General 0	Specific Detail 87
DUI 5	Location School 0	State Pistol Permit – Tempo 0
EDP 9	Lockout Building 1	Stolen MV 5
Escort/Transport 9	Lockout MV 2	Sudden Death 3
Escort/Funeral 1	Lost Property 5	Suicide 0
Escort Other 0	LTA 0	Suicide Attempt 0
ESCORT RETRIEVAL 0	Medical Alarm 12	Suspicious MV Unoccupied 17
Escort Tax 0	Medical Cardiac 0	Suspicious Report 112
Fingerprint 2	Medical Complaint 257	TEST 0
Fire Alarm Commercial Bldg 3	Medical Diabetic 0	Threatening 4
Fire Alarm Residential 0	Medical Fall 13	Tobacco 0
Fire CO Detector no sympt 0	Medical Other 0	Tow 34
Fire CO Detector with sympt 0	MEDICAL OVERDOSE 0	Town Ordinance Violation 2
Fire Extrication 0	Medical Respiratory 0	Traffic Stop 333
Fire Hazmat 1	Medical Stand By 0	Traffic Stop Attempt 14
Fire Mutual Aid Request 0	Medical Trauma 0	Traffic Survey 0
Fire Other 0	Medical Unresponsive 0	Training 0
Fire Rescue 0	MIDSTATE ACCIDENT 0	Trespass 10
Fire Special Detail 0	Missing 4	Unknown 0
Fire Stand By 0	MV Abandoned 0	Water problem 0
Fire Structure Fire 1	MV Assist 31	

Total: 1,971

In February, the Detective Division Report:

The Detective Division submitted 87 case management sheets and typed 62 reports during the month of February, 2025. The case load consisted of the following:

- Assist Other Agency: 2
- Background Investigation: 1
- Burglary: 1
- CDI Lab: 1

- Crime Scene Processing: 5
- Death Investigation: 1
- Discovery Request: 11
- Evidence Processing: 1
- Firearms Compliance: 1
- Juvenile Complaint: 2
- Larceny: 2
- Narcotics Investigation: 3
- PD Assist: 26
- Property Disposal: 15
- Risk Protection Order: 3
- Serve Arrest Warrant: 1
- Serve Search Warrant: 1
- Sex Offender Registry Compliance: 1
- Sexual Assault: 2
- SLFU Referral: 1
- Task Force Assist: 4

The Department served 38 warrants this month; 31 by Patrol and 7 by the Detective Division. During the month of February, 2025, Detective Pagan began working with the DEA- Hartford Regional Office. He is still going through the credentialing process but has been allowed to start working with the task force. Detective Gore continues to attend operational days with the Greater Hartford Regional Auto Theft Task Force in Hartford once per week using the Auto Theft and Violence (ATV) grant funds to pay for his overtime. Sergeant Rodriguez joined the FBI- Northern Connecticut Gangs Task Force and is assigned to the unit full-time while still being able to be full-time at Newington PD.

The Detective Division has been investigating complaints of criminal activity taking place at two massage parlors in town. Previously, undercover investigators went into the establishments and substantiated the allegations; however, the court declined to sign search warrants as part of the investigation. In an effort to continue to address the complaints, the Detective Division collaborated with the Department of Labor to conduct a compliance check at the establishments. As a result of the compliance check, one massage parlor was issued a “stop-work” order due to cash payment of wages to employees. The other establishment was found to be in compliance with Department of Labor guidelines.

Property Report February 2025:

<u>Category</u>	<u># of Counts</u>	<u>Property Value (\$)</u>
Burned	0	\$ 0
Counterfeited/Forged	2	\$ 3,805
Damaged/Destroyed	18	\$ 13,722
Vehicle Inventory	0	\$ 0
Stolen	72	\$ 279,578
Abandoned	1	\$ 0
Evidence	67	\$ 171
Found	19	\$ 1
Lost	7	\$ 245

Seized	14	\$ 24
Recovered	26	\$ 10,111
Impounded	0	\$ 0
Informational	11	\$ 700
Vehicle Inventory	0	\$ 0
Total	237	\$ 308,357

In February, the Patrol Division report:

- On 2/13/2025 at approximately 1743 hours, patrol officers were dispatched to Target located at 3265 Berlin Turnpike in Newington, CT for a Robbery complaint. The suspect was reported to have left the store without paying for merchandise and pushed a loss prevention associate when confronted. A responding officer located the suspect, identified as Allison Holden walking south bound on the Berlin Turnpike in the area of Checker's Pizza, 3269 Berlin Turnpike. As the officer attempted to detain Holden to further investigate the complaint, she became physically aggressive with the officer attempting to strike the officer with her hands. The suspect slapped and kicked toward the officer with her left leg. Holden was yelling derogatory comments at the officers during the encounter and was eventually taken into custody utilizing minimal force. Holden was charged in violation of C.G.S. 53a-167c Assault of a Public Safety Officer, C.G.S. 53a-136, Robbery in the Third Degree C.G.S. 53a-167a Interfering with an Officer C.G.S. 53a-125b Larceny in The Sixth Degree.
- During the month of February officers responded 13 separate complaints of harassment, threatening and witness intimidation involving a 17-year-old male suspect and juvenile victims. The 17-year-old male is accused of sending messages via social media and text messages to the victims threatening harm and disseminating lewd images. The 17-year-old male has been arrested 7 times in the month of February as a result of these investigations resulting in juvenile and adult charges. The arrests stem from the harassment and escalated as the 17-year-old male continued attempts to contact the victims and intimidate them regarding testifying in the cases resulting in witness intimidation charges and violations of protective orders which were transferred to adult court. The investigations into these incidents are ongoing with additional charges expected.

In February, 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.
- Sergeant LaChance continues to assist with accreditation, body worn cameras, and video requests.
- Lieutenant Amalfi continues to work towards the Police Department achieving Tier 3 Accreditation
- The command staff took part in a monthly meeting with Chris Watson from GA-15. Some issues that were discussed were prisoner care, nuisance calls, and asset forfeiture.
- Lieutenant Amalfi, Sergeant LaChance, and Sergeant D'Esposito conducted oral boards for multiple Police Officer candidates over two days.

- The Support Service Division readied the Newington Police Department for electronic paperwork submission to court. At this time, court is not ready for the Police Department to submit electronic paperwork.
- Chief Perry, Lieutenant Amalfi, Sergeant Lachance have continued meetings in regards to the roofing and HVAC project.
- Chief Perry, Lieutenant Amalfi, Sergeant Lachance have continued meetings in regards to Emergency Operations Center.
- Lieutenant Amalfi received quotes to carpet the report writing room.
- The command staff and Officer Backman attended a Special Olympics of Connecticut seminar at Foxwoods Casino.
- A student from the Central Connecticut University continued an internship at the Newington Police Department. This student has passed the entry level officer exam is preparing to take the physical agility test.
- Community Services has continued to engage with the community through the use of Facebook, Instagram, and Atlas One.
- 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. Sergeant LaChance estimates he spends over 20 hours per week on this project.
- Sergeant LaChance is actively involved several days a week in coordination with implementing the License Plate Reader System.
- Officer Casasanta and K-9 Ray continue to supplement patrol.
- Two new Police Officers were sworn in. Officer Flores-Torres and Officer Doherty were hired and will start the Police Academy in March. K-9 Ray was officially sworn in.
- Officer Petoskey was promoted to the rank of Master Police Officer.
- Lieutenant Amalfi started a four-day accreditation manager training.
- In the month of January, the Police Department had 65 body camera video requests from court. This is over double from the previous month. In February this task was assigned to Lieutenant Amalfi and took a majority of his work week. There were 9 Freedom of Information body worn camera video request from civilians. Freedom of Information requests take an exorbitant amount of time to fulfill due to the mandatory redaction process. Sergeant LaChance is tasked with fulfilling these requests. There are currently 31 requests pending dating back to June of 2024.
- Master Police Officer Buggee who is our School Resource Officer attended four sessions of the Juvenile Review Board and one session of the Youth Adult Council.
- Animal Control Officer Sawallich impounded three dogs, zero cats, and investigated 27 complaints.

Police Department Overtime Report February 2025

OT January	\$	117,344	2 pay periods (2 holidays)
OT February	\$	112,655	2 pay periods (1 holidays)
	\$	4,689	increase over December

- Applications continued to be received and testing continues for Police Officer vacancies. February finishes with 4 officer positions vacant. One recruit is in the New Britain Police Academy graduating

in March and 2 new recruits were hired in February going the Academy in March. There is one additional recruit starting in March, leaving the balance of vacancies at 3 as we go into March.

- Administrative overtime of \$0.
- Patrol overtime of \$70,448, a decrease of \$12,828 from the previous month. Overtime included 2 pay periods with one holiday pay (\$8,000), the filling of shifts for time off (vacation, sick, earned time, and FMLA) and for vacancies requiring overtime to fill them. Overtime was created for holding over to complete cases/reports and casework which included; domestics, motor vehicle accidents, motor vehicle theft, surveillance, medical calls, Breach of Peace, Larceny calls, Narcotics investigation and arrests, special details, serve warrants, subpoenas, RPO hearings, and other related duties.
- Detective Division overtime of \$9,325, an increase of \$5,932 from the previous month. Overtime included \$3000 for holiday, drug investigations and search warrants, crime scene investigation.
- Traffic Division overtime of \$212, a decrease of \$71 for stop signs.
- Communications overtime of \$9,707 a decrease of \$7,922 from the previous month. Overtime included the filling of shifts for time off (vacation, sick, earned time) and costs for 1 holiday (\$3,000). Overtime for scheduled vacancies 0000hr to 0400hr on the midnight shift on Thursday, Friday and Saturday has been drastically reduced now that the 9th dispatcher is off training and filling these vacancies. The dispatcher overtime is showing the signs of the savings by hiring the 9th dispatcher.
- Educational overtime of \$20,242, an increase of \$12,222 from the previous month. Overtime included the coverage of shifts for officers attending the following training or classes, Collect Recert, CISS Training, Sexual Harassment Prevention, Intro to Patrol Rifle, Officer Rescue, Triple Cert Instructor, Prisoner Restraints and Vehicle Extrication, Arrest and Control, K9, Midstate and CREST training.
- Support Services overtime of \$2,462 a decrease of \$2,074 from the previous month. Overtime included holiday pay (\$1,060), the radio project, and Juvenile Review Board mtg.
- Animal Control overtime of \$259, an increase of \$52 from the previous month. Overtime included late calls. 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 February programs including: Probate and You, and Overview of the Probate Court and Estate Administration Process, a presentation on Women in Aviation, a program celebrating Joy, Happiness and Humor, adult coloring and craft classes, an AARP Driver’s Safety Course, a beginner pickleball clinic, among many others.
- The Center partnered with CCSU for a special one-day session of the WISE intergenerational program on February 12. College students and Center members met with the CEO of the Gerontological Society of America to discuss topics of aging across generations.
- The Commission on Aging announced a nutrition program fundraiser dinner/dance: Spring into Action for Senior Nutrition, to take place on Friday, April 25 at the Portuguese Club in Newington. Details and ticket sales to follow.
- In September, Community Renewal Team (CRT) announced major cuts to the elderly nutrition program effective November 1, 2024. These continued cuts significantly affected our Meals on Wheels clients and those who utilize our daily congregate lunch program at the senior center. The staff is committed to continuing to serve meals without any service reductions and is planning to seek sponsorships and donations to supplement Council and ARPA funding allocated to cover the programs. From November 1, 2024 – February 28, 2025 we replaced:

- 1,56 in-person congregate meals and
 - Approx. 2,816 Meals on Wheels meals
- The volunteer gift shop sales were \$780 for the month of February (through 2/14). Coffee shop sales were \$974 for the month.
- ARPA-funded projects in-progress or completed in February include the purchase of high-quality air purifiers to be used throughout the Center, and purchase of portable exercise equipment that will eventually be used in the new exercise equipment loaning closet program, scheduled to begin in late Spring.
- The Trip Committee is planning for 2025 trips. So far, there are trips planned to: A St. Patrick's Day Celebration at Aqua Turf, an Elvis tribute show at Villa Louisa, Waitress the musical at the Majestic Theater, and a Summer Breeze trip to Amarante's Sea Cliff in New Haven.
- 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 February, 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.
- Dial A Ride Driver Paula Quattromani retired on February 12. The position was posted to the AFSCME union with no applicants, and to the public with 60 applicants. The hiring process is ongoing.
- During the month of February, the DAR drivers (with subs as necessary) completed 517 trips for 2,239 miles and 224.0 hours.
- The Director met with the Commission on Aging and Disability on February 12. Topics of discussion included the CRT/nutrition program shortage, center operations, fundraising and programming.
- The Director provided an update to the Town Council regarding nutrition program updates on February 11 and attended multiple meetings regarding the Downtown Development Study project, including a public information session on February 4.

TOWN CLERK

- There were 36 transfers during February for a total of \$8,130,400.00 in sales. State conveyance tax was \$70,924.25; Town conveyance tax collected was \$19,724.75. There were three residential sales over \$400,000. There were two commercial sales: 111 Holmes Road, from EMM Properties LLC to Bell 111 Holmes Road LLC for \$2,350,000.00 & 1 Myra Cohen Way (690 Cedar Street), from Town of Newington to APR Newington LLC formerly known as National Welding.
- There were 244 documents filed on the land records during the month: 59 mortgages, 6 liens, 90 releases, and 13 probate certificates. 75 of these documents were electronically submitted for a total of \$8,006.00 in revenue.
- Staff certified 228 copies of vital records. Fifteen burial and 17 cremation permits were issued. Seven Marriage Licenses were issued to couples.
- Ten Notary Public commissions and eight Trade Name certificates were catalogued.

- The Town Clerk swore-in one (1) promotion to Master Police Officer; swore-in two (2) Police Officer Recruits & K9 Team Officer Nicholas Casasanta & K9-Ray on February 24, 2025.

DATA SUMMARY February 2025				
	<u>February-24</u>	<u>February-25</u>	<u>FY23/24 to Date</u>	<u>FY24/25 to Date</u>
Land Record Documents	306	244	2,908	2,776
Dog Licenses Sold	27	7	732	852
Game Licenses Sold	45	32	134	150
Vital Statistics				
Marriages	10	16	134	176
Death Certificates	23	33	248	277
Birth Certificates	18	17	175	160
Total General Fund Revenue	\$ 37,114.50	\$ 34,388.20	\$ 459,573.73	\$ 536,371.00
Town Document Preservation	926.00	\$ 694.00	\$ 9,301.00	\$ 9,177.00
State Document Preservation	2,032.00	\$ 1,488.00	\$ 18,312.00	\$ 16,992.00
State Treasurer (\$36 fee)	8,928.00	\$ 6,552.00	\$ 80,748.00	\$ 72,324.00
State Treasurer (\$127 fee)	2,921.00	\$ 2,921.00	\$ 28,321.00	\$ 29,972.00
State Treasurer (\$110 fee)	1,870.00	\$ 1,540.00	\$ 27,280.00	\$ 31,020.00
LoCIP	744.00	\$ 546.00	\$ 6,729.00	\$ 6,027.00
State Game Licenses	76.00	\$ 55.00	\$ 772.00	\$ 714.00
State Dog Licenses	252.00	\$ 42.00	\$ 5,508.00	\$ 5,749.50
Dog Licenses Surcharge	54.00	\$ 14.00	\$ 1,772.00	\$ 2,062.00
Marriage Surcharge	204.00	\$ 238.00	\$ 2,142.00	\$ 2,788.00
Grand Total	\$ 55,121.50	\$ 48,478.20	\$ 640,458.73	\$ 713,196.50

TOWN ENGINEER

Permits:

- Reviewed 0 contractor license applications (bond/insurance/agreement)
- Reviewed and approved permits: 4
 - Excavation: 4
 - Driveways: 0
- Reviewed utility clearance notifications (routine & emergency): 54

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 – Held As Built inspection, developer will bond for minor site issues.
- 3333 Berlin Turnpike – As Built inspection complete, final in spring for punch list items
- 77-93 Pane Road – As Built inspection complete, developer to post a bond, 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, idle for 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), revisions pending per developer.
- 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 complete, punch list items outstanding, review in spring.
- 250 Cedarwood – subdivision review, on hold by owner.
- Kitts Lane – Before Conservation Commission – public hearing in progress. Application voluntarily withdrawn and new application submitted to allow the Public Hearing process to continue as plans are revised per commission discussions.
- 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
- Public Works: Camp Avenue – PIM's held, added to mill and overlay 2025.

Town Projects - Construction:

- Public Works (LOTCIP 2018): Complete Street Project - Robbins Avenue and Maple Hill Avenue, now in close out phase, minor additional work expected.
- 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 installed, now monitoring.
- Carr Ave. drainage maintenance – completed, site monitoring
- Town Hall parking lot lighting project/EVCS conduit installation complete, new lights installed.
- Mill Pond Bridge installed, opened to the public 12/23/24, minor items remaining.
- Alumni Road right in right out island constructed, gate removed. Some remedial work required in spring with favorable weather.

Town Projects – Design:

- Public Works: Gilbert/Fisk Drive – Storm drainage evaluation, MDC clearing trees, evaluating their end of this issue.
- Public Works: Brookside Avenue – Storm drainage evaluation
- Public Works: drainage improvements: Pheasant Run – Ridgeway intersection improvement
- Public Works: Garfield Street 2018 Community Connectivity Project – preliminary design
- Public Works: Garfield Street EVCS grant Project – construction in September 2024.
- Public Works: Garfield Street Town Hall parking area reconstruction project – preliminary design
- Public Works: Garfield Street mill and overlay. Items 4-7 will be bid as one project spring 2025.
- 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, public input.
- Planning: North End Business District Streetscape – Hartford-Stoddard Ave – Concept plans complete, moving toward 90% design, survey for final design in progress
- Public Works: drainage improvements: Parker Street neighborhood, determine scope of work.
- Parks: ADA accessible route for new playground at Candlewyck Park, survey complete, site design and plans complete.
- Cedarwood storm drainage – failed piping, priority. Plans complete, project funding TBD.
- Culver/Cobblestone drainage - failed piping, priority. Plans complete, project funding TBD.
- Public Works: LOTCIP 2020/2024 Complete Street Project - Maple Hill and Alumni Road, rescoped, updated costs, PD complete, revised application to CRCOG December
- Public Works: Basswood sidewalks

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.
- Senior Center – Proposed replacement of the sanitary sewer lateral, result of failure of existing in January, repairs made, camera inspection pending.

- Public Works: 1537-1551 Willard Avenue – Sidewalk improvements

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, about 60% complete.
- Facilities – Survey of old firehouse #3 at 2 Chapman Street, pending weather.

Town Project - other:

- 14 Hawley Street: Acquire excess DOT ROW for residential use. Unlikely to move forward at this time.

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, funding in limbo.
- CDS grant – Candlewyck playground, Holly Drive area, funding not approved.

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)