



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: May 22, 2025
Re: Monthly Report – April 2025

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

Sincerely,
Jonathan

TOWN MANAGER

The Town Manager's Office had a productive month of April. Some highlights of our departmental accomplishments are summarized below:

- 2025-2026 Budget & CIP adopted by Council on April 22.
- Continued discussions about location for new radio tower. Engaged Blue Wing, under our current contract, to identify best location and develop technical specifications.
- Continued website redesign; received and provided comment on revised design with CivicPlus.
- Continued outreach to Department Heads about project.
- Participated in tour of old Chapman Street fire facility and discussed renovation plans with Facilities Director and Fire Commissioners.
- Participated in Fire Commissioners Executive Session to discuss personnel matters.
- Responded to questions from architecture firms regarding pool evaluation RFP.
- Participated in discussions between Facilities Director and Parks Superintendent regarding respective department budget authority for maintenance expenses.
- Negotiated MOU with AFSCME regarding use of personal and vacation leave to address and settle two grievances; on-going negotiations with AFSCME continue on a separate grievance
- Finalized draft 2024-2028 Collective Bargaining Agreements with both Teamsters bargaining units and presented drafts to Council.
- Attended groundbreaking event for Spark/former National Welding.
- Participated in Town Center Study Steering Committee meeting.
- Continued negotiations with Indian Hills Country Club regarding lease extension.
- Met with Assessor and Planner to develop draft Tax Incentive Policy.

- Attended DOT Public Information Meeting regarding Cedar Street sidewalk project.
- Met with owner of Twin City Plaza regarding proposed improvements.
- Facilitated meeting with Police, Engineer, Facilities and Grounds to discuss concerns about gravel parking lot off Moreland Avenue.
- Proposed Building Permit Fee increases to Council.
- Scheduled first meeting of Fire Department Facilities Project Building Committee (5/21).

PERSONNEL-TMO

- The vacant part-time Youth Worker position was reposted externally on April 2nd, with a closing date of April 17th.
- The vacant Administrative Assistant to Police Chief (A-5) was posted externally on April 4th, with a closing date of April 18th. Interviews will be scheduled in May.
- The temporary Groundskeeper position was approved to assist with additional help during unanticipated needs in the Grounds Division.
- The vacant Seasonal Maintainer in the Highway Division was posted externally on April 10th with a closing date of March 24th.
- The vacant Equipment Mechanic II (HLT-17) position was posted internally to AFSCME on April 14th, with a closing date of April 21st.
- The vacant Groundskeeper I (LT-10) position was posted internally to AFSCME on April 23rd, with a closing date of April 30th.
- Interviews for the vacant Mason (HLT- 15) were held on April 2nd. The position was offered to Jeffrey Tardif, effective April 7th.
- The vacant Custodian II (LT-6) position was offered to Christopher Roy, he transferred from the Board of Education to the Town with an effective date of April 7th.
- The written examination for the Highway Equipment Mechanic (HLT-17) were held on April 8th. Panel interviews were held on April 23rd.
- Final Interviews for the vacant Dial-A-Ride Transportation Driver (LT-7) were held on April 10th, the position was offered to Janilah Parboo from the Board of Education.
- Panel interviews for the vacant Geographic Information Systems (GIS) (A-6) Technician were held on April 16th, with the final interview scheduled on April 28th. A conditional offer was made.
- The Town is accepting employment applications for Recruit and Certified Police Officers.
- The Town leadership met continuous throughout the month for Teamster's negotiations.
- The Employee Engagement Committee met continuously throughout the month to plan for upcoming events in the spring and summer.

ASSISTANT TOWN MANAGER-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 construction meetings
 - April 18th roof equipment installation
- Attended meetings re Union negotiations / Union matters
- Reviewed EOC plans / updated conceptual plans for project;
- Attended several meetings regarding JWMS project and State review;
 - Attended JWMS pre-bid walk through
- Attended CRCOG Municipal Services Committee

- AI Policy Working Group subcommittee
- Continued update and review of PMBC Ordinance
- Meetings and review of town radio tower needs
- Continued renewal of insurance through CIRMA
- Attended meetings re: Chapman Street building
- Attended NTC meetings and budget meetings
- Worked with Employee Engagement Committee to plan Wellness Fair
- Bid Openings for Liability Agent of Record
- Attended Spark ground breaking
- Toured South Windsor EOC
- Attended Town Center Study Steering Committee meeting

OVERTIME

| POLICE DEPARTMENT | 24-25 Approved Overtime Budget | Overtime Expended 24-25 YTD 4/30/25 | 23-24 Approved Overtime Budget | Overtime Expended 23-24 YTD 4/30/24 |
|-------------------------------|---|--|---|--|
| Administration | \$ 5,500.00 | \$ 0.00 | \$ 8,740.00 | \$ 0.00 |
| Patrol | 758,062.00 | 270,949.94 | 726,993.00 | 329,105.35 |
| Investigation | 93,826.00 | 14,668.75 | 92,793.00 | 9,925.38 |
| Traffic | 5,006.00 | 1,951.06 | 5,006.00 | 902.48 |
| Communication | 175,382.00 | 61,105.84 | 175,681.00 | 51,457.96 |
| Education/Training | 148,545.00 | 42,619.49 | 146,205.00 | 36,719.07 |
| Support Services | 65,033.00 | 16,575.27 | 58,894.00 | 5,076.80 |
| Animal Control | 5,295.00 | 3,282.86 | 2,546.00 | 850.47 |
| Total | \$ 1,256,649.00 | \$ 411,153.21 | \$ 1,216,858.00 | \$ 434,037.51 |
| HIGHWAY DEPARTMENT | | | | |
| Highway Operations | \$ 30,725.00 | \$ 7,489.31 | \$ 29,834.00 | 9,750.35 |
| Snow and Ice Control | 137,519.00 | 0.00 | 133,578.00 | 0.00 |
| Traffic | 0.00 | 0.00 | 0.00 | 0.00 |
| Vehicles and Equipment | 35,871.00 | 12,831.99 | 34,486.00 | 8,476.05 |
| Leaf Collection | 35,972.00 | 2,152.03 | 35,972.00 | 1,276.40 |
| Total | \$ 240,087.00 | \$ 22,473.33 | \$ 233,870.00 | \$ 19,502.80 |
| PARKS AND GROUNDS | | | | |
| Parks and Grounds | \$ 105,001.00 | \$ 43,067.34 | \$ 105,001.00 | \$ 49,718.46 |
| Cemeteries | 17,109.00 | 2,049.28 | 17,109.00 | 0.00 |
| Total | \$ 122,110.00 | \$ 45,116.62 | \$ 122,110.00 | \$ 49,718.46 |

RISK MANAGEMENT-TMO

2024-25 Blue Cross/Blue Shield Plan Year

The ninth month of the 2024-25 plan year produced a combined paid claim total that was lower than those estimates that were developed at renewal. The monthly claims for the 2024-25 plan year were estimated at \$1,082,896. The total paid claims from the Health Benefits Fund for March 2025 were \$947,014. 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 March, 2025

| | Town | Board of Education | Total |
|------------------|-----------|--------------------|-----------|
| Estimated Claims | 2,118,303 | 7,627,761 | 9,746,064 |
| Actual Claims | 2,297,943 | 6,346,657 | 8,644,600 |

BUILDING DEPARTMENT

Applications and Permits Issued in April:

- An application was submitted at 69 Culver Street for new construction of 4-story, 45-unit apartment building.
- A permit was issued at 301 Hartford Avenue for construction of steel-framed fabric building.
- A permit was issued at 172 Kelsey Street to install new signage.
- A permit was issued at 437 New Britain Avenue to install new signage.
- A permit was issued at 3313 Berlin Turnpike to install new signage.

Certificate of Occupancies issued in April:

- Tenant fit-out for Healthy Spa & Massage at 287 Main Street.
- Tenant fit-out for dispensary facility at 2661 Berlin Turnpike.
- Tenant fit-out for Chiropractic office at 3313 Berlin Turnpike.
- Single family residence at 200 Church Street.

These are the classes the inspectors took in April:

- D. Jourdan- None
- K. Kilkenny- April 3rd - IAEI Middletown -- Mechanical Exhaust Panasonic: 2 hours
April 15th Rocky Hill Inspector Meeting -- Final Deck Handout: 2 hours
- T. Greene - April 15th Rocky Hill ABO Meeting: 2 hours
Udemy Electrical Online Course 101: 15 hours

Building Department inspection activity for the month of April was as follows: The Inspectors completed a total of 265 Inspections. They were: A/C Install (5), Above Ceiling (3), Alarm (6), Chimney (1), Certificate of Occupancies (1), Dampproofing (1), Electrical (31), Erosion Control (1), Final (132), Footings (6), Foundation (7), Framing (5), Gas Line (8), Insulation (8), Mechanical (4), Plumbing (2), Pools (2), Rough (41), Site Visit (1).

The total number of Building/Renovation Permits issued/applied for the month of April produced a total permit value of **\$10,078,889.**

They are categorized as follows:

| TYPE OF PERMIT | # OF PERMITS, VALUE OF PERMITS | |
|----------------------------|---------------------------------------|----------------------|
| ADDITIONS/ALTERATIONS | 36 | 567,139.00 |
| DECKS | 6 | 199,616.00 |
| DEMOLITION | 0 | 0.00 |
| ELECTRICAL | 46 | 386,046.00 |
| FENCE | 0 | 0.00 |
| FIRE SUPPRESSION/SPRINKLER | 0 | 0.00 |
| FOOTING/FOUNDATION | 0 | 0.00 |
| FUEL TANK | 0 | 0.00 |
| GARAGE/SHED | 0 | 0.00 |
| MECHANICAL | 32 | 364,563.00 |
| NEW COMMERCIAL | 2 | 6,564,908.00 |
| NEW MUNICIPAL | 0 | 0.00 |
| NEW RESIDENTIAL | 0 | 0.00 |
| PLUMBING | 18 | 142,851.00 |
| POOL | 1 | 2,100.00 |
| ROOFING/SIDING | 54 | 1,831,966.00 |
| SIGN | 3 | 7,700.00 |
| SOLAR | 1 | 12,000.00 |
| TENT | 0 | 0.00 |
| OTHER | 0 | 0.00 |
| TOTAL | 199 | 10,078,889.00 |

The total Building income fees received in the month of April were **\$112,436.00**

The total fees for other income were as follows: Town Planning and Zoning (Applications/Publications) \$1,145.00, Environmental \$300.00, Conservation \$400.00, Copies \$35.00, Zoning Board of Appeals \$0.00, Driveway/Excavation \$1,150.00, Engineering copies \$6.00. The other total income is \$3,036.00.

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

| | <u>2025</u> | <u>2024</u> |
|------------------------------------|---------------|----------------|
| Value of Permits issued for April: | 10,078,889.00 | \$5,127,452.00 |
| Fees for Permits issued for April: | \$112,436.00 | \$58,034.00 |
| Other income Fees for April: | 3,036.00 | \$5,132.00 |
| Building Permits Issued for April: | 199 | 178 |

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

| <u>2024-2025</u> | | <u>2023-2024</u> | |
|------------------|-------------------|------------------|-------------------|
| <u>Value</u> | <u>Permit Fee</u> | <u>Value</u> | <u>Permit Fee</u> |
| \$105,509,332 | \$701,117 | \$37,837,212 | \$433,966 |

FACILITIES

The following is snap shot of ongoing work and projects the Facilities Department is working on or completed in the month of April. AkitaBox allows us to quantify our preventative maintenance tasks as

well as work order requests. We completed a total of 133 work orders and tasks this month. We completed 41 preventative maintenance tasks and the team responded to and completed 88 reactive work orders. Of the 88 reactive work orders 53 were calls for service from outside the Facilities Department. 56 out of the 133 work orders were completed in 1 day or less from the creation of the work order.

Town Hall: (34 PM tasks and work orders completed)

- Stone veneer on exterior of Town Hall repaired/replaced under warranty (2 locations)
- Multiple key fob requests
- Multiple paper requests and conference room set ups for special meetings
- Hired and training in progress of new TH custodian
- Life Safety Inspections Full Sprinkler system check
- HVAC failures/issues
 - DOAS #2 recycling air wheel is going into lock out. Replaced motor for wheel, still going into lock out but not as often. Monitoring ongoing, may have a bad drive.
 - RTU-1 Drive malfunction caused 3 blown fuses. Fuses replaced waiting for new drive early May

Library: (19 PM tasks and work orders completed)

- Window leak repair in basement
- Fixed cracks and painted back wall in Biography section
- Hung white board, cork board, and file hanger in newly remodeled reference office
- Added two overflow safety switches in new overflow pans underneath AHU above magazine room
- Set up 2 office privacy dividers in admin offices
- Fixed 2 dented rain gutters

Highway Garage: (12 PM tasks and work orders completed)

- Life safety inspection Full sprinkler check
- PM door maintenance
- 2 sewer back ups/clogs, cleared both times and cleaned up
- Small plumbing leak repaired
- Back flow valve was air bound and had to be fixed

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

- PM maintenances for plumbing and emergency lighting
- Leak in sink repaired, replaced the leaking faucet
- Overhead door in long cold storage garage repaired. Opener bar came loose from the door.

Senior & Disabled Center: (12 PM tasks and work orders completed)

- Filled multiple requests for paper
- Multiple calls for adjustments to hvac system
- Turned the water on for back area gardens
- Fixed drywall crack and painted wall in computer room
- Fixed holes in walls and painted the entire woodworking room
- Life safety inspection Full sprinkler check
- Preventative maintenance of the water heaters performed.

Police Department: (42 PM tasks and work orders completed)

- Life Safety Inspection Full sprinkler check
- Painted roof louvers white

- Emergency lighting PM changed batteries on 4 units
- New locker installs in Women's locker room
 - Ran power to each of the new lockers
- Changed lighting in cold storage to work off motion instead of having to hit a switch
- Added FRP (fiber reinforced plastic) boards around boot shining stations in both women's and men's locker rooms. This allows the walls to be washed in this area.
- Painted both women's and men's locker room walls.
- Installed new ice making machine in cold storage

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**
 - **Project underway, rubber roofing and asphalt roofing completed**
 - **Completed about 30 work orders for this project in the month of May**
 - **Power shut down and crane work completed April 18th**
- 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
 - Received budget number in March
 - **Seeking a second budget number (ongoing)**
- Working on MDC water notices (ongoing)
 - Completed the known addresses, will seek assistance from MDC for locating remaining
 - **Fire department completed their buildings**
- 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)
 - **Started binder with all ACM reports**
- Multiple EOC planning and design meetings
- Town building lease evaluations ongoing
- Tent power for mill pond park
 - Assisting parks and grounds department multiple meetings
 - Materials ordered waiting for proper weather to start project
 - Running ground conduit to 3 locations for ground boxes with outlets for tents/events
 - **Completed this project 04/30**

FINANCE

Accounting and Administration

- Budget review meetings continued with the Town Council during the month with final budget adoption taking place at the meeting on April 22nd. Work on the final budget book has been started and should be finalized by the end of May.

- Finance Director, Janet Murphy attended meetings regarding the finalization of our health benefits renewal with Anthem BC/BS.
- We are scheduled to go out to bond on May 22nd so preparation started on the POS and planning for our rating call with S&P on May 6th.
- Negotiations with the Teamsters Union was completed and will be presented to the Council at their meetings during their May meetings.
- Our office continues to support all other grants that have been approved or are being submitted.

The Town received School Building and Education Cost Sharing Grant funds totaling in the amount of \$51,582 and \$8,027,443 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)

4/30/2025

| | <u>Interest Earnings</u> | | <u>\$ Invested</u> |
|--------------------------|--------------------------|----------------------------|--------------------|
| | <u>Budget FY2024-25</u> | <u>Actual Year to Date</u> | |
| General Fund | \$250,000 | 1,705,695 | \$55,891,582 |
| Special Revenue Funds | 48,000 | 30,387 | 932,310 |
| Capital Projects Funds | | 48,028 | 1,251,834 |
| Internal Service Fund | 75,000 | 303,454 | 8,027,806 |
| Trust and Agency Funds | | 49,677 | 2,008,227 |
| TOTAL, ESTIMATED BY FUND | | | \$68,111,759 |

INVESTMENTS, BY INSTITUTION TYPE

(Unaudited)

4/30/2025

| | <u>Interest %</u> | | <u>Interest \$</u> | | <u>\$ Invested</u> |
|-------------------------------|----------------------|-------------------|----------------------|-------------------|--------------------|
| | <u>Current Month</u> | <u>Last Month</u> | <u>Current Month</u> | <u>Last Month</u> | |
| STIF | 4.42 | 4.43 | 167,698 | 174,420 | 49,294,378 |
| Bank North | 1.66 | 1.66 | 803 | 828 | 592,556 |
| TDBank (new) | 2.22 | 2.22 | 16,648 | 17,171 | 9,223,315 |
| Farmington Bank | .00 | .00 | 0 | 0 | 0 |
| Webster Bank | 2.13 | 2.13 | 5,863 | 6,048 | 3,388,352 |
| Liberty Bank | 4.13 | 4.24 | 19,266 | 19,047 | 5,613,158 |
| Total Outstanding Investments | | | | | \$68,111,759 |

Rates reflect avg. monthly yield, annualized

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 in February, and in the month of April

80 reminder letters were sent to those who had not yet submitted applications. In addition; 49 phone calls were also made to those who had not yet reapplied, this is an excellent example of the Assessor's Office's dedication to ensuring that all who are eligible have the opportunity to apply for the tax credit. To date 221 (94%) have been returned to the office and processed. In addition; 45 Veterans Tax Credit forms have been processed to date.

- The Board of Assessment Appeals held a second round of hearings in April as a result of the passing of HB7607 allowing the Town to adopt a modified depreciation schedule for the valuation of Motor Vehicles. On April 23rd, the Board heard two hearings, both of which they decided to not make any change to the Assessment. Below is an updated overview of the Board of Assessment appeals decisions for the Spring 2024 Grand List Hearings:

| | |
|---|--------------|
| Assessment Reductions to the 2024 Grand List: | \$ 3,109,530 |
| Assessment Reductions to the 2023 Motor Vehicle Grand List: | \$ 0 |
| Current Mill Rate: | 0.03967 |
| Tax Loss @ 39.67 Mills Due to BAA Actions: | (-\$123,355) |
| Number of Appeals: | 12 |
| Number of Withdrawn/Failed to Show: | 6 |
| Accounts with Changes: | 2 |
| Accounts with No Changes: | 4 |

- During the second week of April, 543 Income & Expense Reports were sent to all Commercial Property owners. The Income & Expense report is required for all Commercial Properties to assist in valuing these properties using the Income Approach to Valuation which requires the estimation of operating income for these types of properties. To date; 62 (11.4%) Income & Expense reports have been received back to the Assessor's Office
- Revaluation data mailers continued to be sent to all residential property owners mid-March, these data mailers are being sent out by eQuality Valuation Services who were contracted to assist in completing the October 1, 2025 Revaluation. The data mailers are being sent out in batches, not to all property owners at once. Due to the data mailers being sent, the office saw increased traffic with taxpayer questions and inquiries.
- Briana Brumaghim, Assessment Technician II, successfully completed IAAO Course 102 Income Approach to Valuation. This course provides knowledge of the procedures and techniques required to estimate the market value of vacant or improved properties by the income approach. This course covers real estate finance and investment, capitalization methods and techniques, analysis of income and expenses to estimate operating income, selection of capitalization rates, and application of the approach.
- Real estate deeds were read and entered into the computer assisted mass appraisal system through the end of April, 78 property transfers were completed. In addition; 277 Real Estate properties were reviewed for accuracy and 195 permits were entered into the CAMA system. 36 Personal Property welcome packets were sent to businesses registered with the Secretary of the State since the end of March 2025, to date there are 50 new Personal Property Accounts and 208 pending inquires. Finally, the office completed a total of 355 certificates of correction.
- The focus for the month of May will be continuing the revaluation process and beginning a PR campaign to raise awareness on the revaluation process and what the public can expect during a

revaluation. The Assessor's Office will be doing an information on May 15th at the Senior Center as well as on May 19th in the Town Council Chambers.

Revenue Collector

- Revenue Collections for Real Estate, Personal Property, Motor Vehicle, and Supplemental Motor Vehicle taxes amounted to \$203,882.44. The back taxes collected were \$111,468.63 and we received \$5,588.61 in suspended accounts which are included in the back tax figure.
- Our current percentage of collection on the 2023 Grand List is 98.6% which is a little lower than last year's percentage of 99%.
- Delinquent statements were sent to 2,238 taxpayers for outstanding real estate, personal property and motor vehicles on our current 2023 GL. We also sent delinquent notices to 852 taxpayers for the added motor vehicle tax bills which were omitted from the 2021 and 2022 Grand Lists.
- Retention Schedules were signed and authorized by the State for shredding of documents which was completed in April.
- Information continues to be updated daily for the upcoming 2024 Grand List tax bills which will be mailed at the end of June.
- The Tax Collector mailed Demand Notices to taxpayers who have fallen behind with their taxes, and also notified several companies that UCC 1 Liens were filed with the State of CT for unpaid business taxes.

FIRE DEPARTMENT

The following is a report of the activities of the Newington Fire Department for the month of March, 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 | April | 9 Month Total |
|------|---|-------|---------------|
| | Fire | | |
| 100 | Fire, Other | 2 | 7 |
| 110 | Structure Fire, Other (conversion only) | 0 | 1 |
| 111 | Building fire | 2 | 10 |
| 112 | Fires in structure other than in a building | 0 | 1 |
| 113 | Cooking fire, confined to container | 1 | 22 |
| 114 | Chimney or flue fire, confined to chimney | 1 | 3 |
| 116 | Fuel burner/boiler malfunction, fire | 0 | 0 |
| 118 | Trash or rubbish fire, contained | 1 | 1 |
| 123 | Fire in portable building, fixed location | 0 | 0 |
| 130 | Mobile property (vehicle) fire, other | 0 | 2 |
| 131 | Passenger vehicle fire | 0 | 8 |
| 132 | Road freight or transport vehicle fire | 0 | 0 |
| 138 | Off-road vehicle or heavy equipment fire | 0 | 1 |
| 140 | Natural vegetation fire, other | 2 | 7 |
| 141 | Forest, woods or wildland fire | 1 | 2 |
| 142 | Brush or brush-and grass mixture fire | 3 | 12 |
| 143 | Grass Fire | 0 | 4 |

| | | | |
|-----|--|-----------|-----------|
| 150 | Outside rubbish fire, other | 0 | 4 |
| 151 | Outside rubbish, trash or waste fire | 0 | 2 |
| 154 | Dumpster or other outside trash receptacle | 0 | 3 |
| 160 | Special outside fire, other | 1 | 3 |
| 162 | Outside equipment fire | 0 | 0 |
| 170 | Cultivated vegetation, crop fire, other | 0 | 0 |
| | Total | 14 | 93 |

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Overpressure Rupture, Explosion, Overheat (No Fire)

| | | | |
|-----|---|----------|-----------|
| 200 | Overpressure rupture, explosion, overheat | 0 | 4 |
| 210 | Overpressure rupture from steam, other | 0 | 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 | 0 | 4 |
| | Total | 0 | 10 |

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Rescue & Emergency Medical Service Incident

| | | | |
|-----|--|----------|-----------|
| 300 | Rescue, EMS incident, other | 0 | 4 |
| 311 | Medical assist, assist EMS crew | 1 | 7 |
| 322 | Motor vehicle accident with injuries | 0 | 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 |
| 341 | Search for person on land | 1 | 1 |
| 350 | Extrication, rescue, other | 0 | 1 |
| 352 | Extrication of victim(s) from vehicle | 1 | 4 |
| 353 | Removal of victim(s) from stalled elevator | 1 | 1 |
| 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 | 4 | 21 |

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Hazardous Condition (No Fire)

| | | | |
|-----|--|---|----|
| 400 | Hazardous condition, Other | 0 | 20 |
| 410 | Combustible/flammable gas/liquid condition | 0 | 1 |
| 411 | Gasoline or other flammable liquid spill | 2 | 10 |

| | | | |
|----------|--|-----------|------------|
| 412 | Gas leak (natural gas or LPG) | 4 | 12 |
| 413 | Oil or other combustible liquid spill | 1 | 2 |
| 420 | Toxic condition, other | 0 | 1 |
| 421 | Chemical hazard (no spill or leak) | 0 | 4 |
| 422 | Chemical spill or leak | 0 | 0 |
| 423 | Refrigeration leak | 0 | 0 |
| 424 | Carbon monoxide incident | 0 | 9 |
| 440 | Electrical wiring/equipment problem, Other | 1 | 24 |
| 441 | Heat from short circuit (wiring), defective/worn | 0 | 0 |
| 442 | Overheated motor | 0 | 4 |
| 443 | Breakdown of light ballast | 0 | 0 |
| 444 | Power line down | 5 | 28 |
| 445 | Arcing, shorted electrical equipment | 1 | 4 |
| 460 | Accident, potential accident, other | 0 | 1 |
| 461 | Building or structure weakened or collapsed | 0 | 2 |
| 463 | Vehicle accident, general cleanup | 0 | 7 |
| | Total | 14 | 129 |
| 5 | Service Call | | |
| 500 | Service Call, other | 1 | 8 |
| 510 | Person in distress, other | 0 | 3 |
| 511 | Lock-out | 1 | 8 |
| 512 | Ring or jewelry removal | 0 | 1 |
| 520 | Water problem, Other | 0 | 13 |
| 521 | Water evacuation | 0 | 7 |
| 522 | Water or steam leak | 0 | 4 |
| 531 | Smoke or odor removal | 4 | 22 |
| 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 | 1 | 7 |
| 553 | Public Service | 0 | 1 |
| 554 | Assist invalid | 0 | 1 |
| 561 | Unauthorized burning | 6 | 41 |
| 571 | Cover assignment, standby, move up | 6 | 26 |
| | Total | 19 | 146 |
| 6 | Good Intent Call | | |
| 600 | Good intent call, other | 4 | 52 |
| 611 | Dispatched & cancelled en route | 0 | 12 |

| | | | |
|-----|---|----------|-----------|
| 621 | Wrong location | 1 | 1 |
| 622 | No Incident found on arrival at dispatch | 0 | 2 |
| 631 | Authorized controlled burning | 0 | 6 |
| 641 | Vicinity alarm (incident in other location) | 0 | 1 |
| 650 | Steam, other gas mistaken for smoke, other | 0 | 1 |
| 651 | Smoke scare, odor of smoke | 1 | 7 |
| 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 | 1 | 9 |
| 672 | Biological hazard investigation, none found | 0 | 0 |
| | Total | 7 | 92 |

7 False Alarm & False Call

| | | | |
|-----|--|-----------|------------|
| 700 | False Alarm or false call, other | 3 | 48 |
| 710 | Malicious, mischievous false call, other | 0 | 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 | 0 | 13 |
| 731 | Sprinkler activation due to malfunction | 0 | 2 |
| 732 | Extinguishing system activation due to malfunction | 0 | 0 |
| 733 | Smoke detector activation due to malfunction | 0 | 21 |
| 734 | Heat detector activation due to malfunction | 0 | 3 |
| 735 | Alarm system sounded due to malfunction | 2 | 12 |
| 736 | CO detector activation due to malfunction | 1 | 15 |
| 740 | Unintentional transmission of alarm, other | 2 | 17 |
| 741 | Sprinkler activation, no fire | 1 | 6 |
| 742 | Extinguishing system activation | 0 | 0 |
| 743 | Smoke detector activation, no fire - unintentional | 9 | 62 |
| 744 | Detector Activation, no fire | 4 | 17 |
| 745 | Alarm system activation, no fire | 1 | 38 |
| 746 | Carbon monoxide detector activation, no CO | 0 | 9 |
| | Total | 23 | 282 |

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 | 1 | 3 |
| | Total | 1 | 7 |
| | Total Calls | 82 | 787 |

Fire Chiefs Activities April 2025

- Attended Department Informational / ISO Meeting
- Attended debriefing for fatal motor vehicle accident
- Attend monthly communications meeting for State Radio system
- Attend department live burn
- Attend monthly Chief's meeting
- Attend command staff meeting with Captains and Chiefs
- Attend monthly Board of Fire Commissioners meeting
- Attend Memorial Parade Day committee meetings
- Meet with vendor to discuss Company 1 floor refinishing and schedule
- Meet with TM, Lauren, Joe, Mayor over Chapman Street renovations/ tour of building
- Attend Town Council meetings over budget
- Meet with Chief Regina and Captain Machado over training tower improvements and department training schedule and topics
- Discussions on new Line Officer Appointment process for 2025
- Meet with Safety division officers
- Complete testing for Fire Officer II Certification
- Attend MCI Training in conjunction with Hartford Health Care
- Discussions with Chiefs on end of year budget items
- Meet with Newington Life for interview for ISO upgrade to Class 2
- Discussions on improvements at Company 5 parking lot area and surroundings
- Discussions with Deputy Chief Giansanti on apparatus and building issues
- Discussions with Deputy Chief Stegmaier on personnel activities
- Discussions with Asst. Chief Lapierre on budget and quarter master purchasing
- Discussions with CSU on possible new command post grant thru CROG
- Discussions on new Service 2 specifications
- Discussions on new Tac / Rescue 2 specifications
- Discussions on new Company 4 firehouse
- Meet with Blue Wing, Sgt. LaChance, Scott Sharlow on Callahan Tower Site
- Discussions with Hermas on new Chiefs vehicle delivery
- Discussions with Hermas on generator monitoring
- Discussions with Department Inc. on Buffalo repairs

- Discussions with Department Inc. on building improvements and scheduling
- Attend Town Council Meeting to announce Newington Fire Department receiving ISO Class 2
- Receive Proclamation and Citation from Mayor Jon Trister and Town Council members, Senator Matt Lesser and State Rep. Gary Turco on ISO Class 2 achievement
- Received notice from Chamber of Commerce, Newington Fire was awarded Public Safety Award for 2025.

Car 2 Fire Chiefs Activities April 2025

- Office time preparing for chiefs meeting.
- Chief's meeting attendance
- Bail out equipment grant follow up
- Task Force meeting attendance Cromwell
- Follow up with Jordan Jarvis for Life Star HHEMT drill
- Meet with Mark from Newington Life, along with other Chiefs.
- Attendance at budget public hearing
- Attendance at Town Council meeting for sole source approval.
- Attendance at commissioners meeting
- Participation in Hartford Hospital MCI drill.
- Office hours working on inventory and drone grant.
- Zoom meeting with Grant writer.
- Deliver lunch to dispatchers with DC Regina and Lt Carlone
- Sign and get documents notarized for bail out Grant.
- Meet flooring contractor with Chief Trommer and Captain Rosemond.
- Attendance at Town Council meeting for adoption of budget
- Office time completion of Incident report for motor vehicle accident.
- Attendance at Incident Stress Debriefing
- Department presentation for ISO
- Attendance at live fire training session both Sunday and Monday
- Command Staff meeting

Car 3 Fire Chiefs Activities April 2025

May 2025 Training Report

Progress History

- **Training Tower Updates**
 - Burn Room floor was repaired on Monday, May 5, 2025
 - Front door concrete at base of door was removed on Monday, May 5, 2025.
 - Safety railings were fabricated, installed and painted in April.
 - Concrete footings and pad were installed in March.
 - Delivery of prop is tentatively scheduled for June
 - Plans for additional props are being developed.
- **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.
 - Reflected in the Non-Incident Training Report for March.
 - Pre-Plan walkthroughs for April included:

- EDrive Actuators – April 14 (Co4)
- Stop & Shop – April 21 (Co1)
- Holiday Inn – April 21 (Co1)
- Millyard Apartments – April 30 (Co2)
- Amazon – April 30 (Co3)

Plans

- **Hartford Healthcare Center for Education, Simulation, and Innovation and the UCONN EMT Programs.**
 - Drill took place in the snow and all participants have requested additional drills in the future.
 - Multi-Agency Drill utilizing FD, PD, EMS and others.
- **Railroad Drill**
 - Possibility of drill taking place in Berlin or at drill already scheduled for Windsor in June
 - Meeting with Kevin Burns, State of Connecticut took place on April 15, 2025.
 - 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

| | | |
|---------------------------------|------------------------------|------------|
| May | | |
| Multi-Company Drill | Ladders & Victim Removal | 05/12/2025 |
| Officer Training | VA Walkthrough | 05/13/2025 |
| Multi-Company Drill (Day Drill) | Ladders & Victim Removal | 05/18/2025 |
| New Officer Candidate Training | Communications | 05/19/2025 |
| Multi-Company Drill | Ladders & Victim Removal | 05/21/2025 |
| June | | |
| Multi-Company Drill | Roof Prop & Truck Operations | 06/10/2025 |
| Officer Training | Pre-Plan – VA Hospital | 06/16/2025 |
| Multi-Company Drill (Day Drill) | Roof Prop & Truck Operations | 06/18/2025 |
| Multi-Company Drill | Roof Prop & Truck Operations | 06/22/2025 |
| New Officer Candidate Training | Incident Safety | 06/23/2025 |
| Department Drill | Wildfire Operations | 06/25/2025 |
| | | |
| Officer Training | Search | 07/08/2025 |
| New Officer Candidate Training | Community Risk Reduction | 07/17/2025 |
| Multi-Company Drill (Day Drill) | Air Management/Search | 07/20/2025 |
| Multi-Company Drill | Air Management/Search | 07/21/2025 |
| Multi-Company Drill | Air Management/Search | 07/28/2025 |

Drills in August (Railroad Operations), September (RIT), October (Low Angle Rescue/Ropes), November (Extrication) and December (Sexual Harassment)

CT Fire Academy Classes - 2025

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

- April 19st through June 11th
 - 8 Firefighters from Newington attending

Certifications

Fire Officer II – Chief Trommer, Lieutenant Tony Palazhi

CT Fire Academy Classes - 2025

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

- Classroom Portion Completed
 - Chief Stegmaier and Captain Rosemond are now certified.

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

- April 19st through June 11th
 - 8 Firefighters from Newington attending

Car 4 Fire Chiefs Activities April 2025

Month: May 2025

Submitted By: Deputy Chief Craig Stegmaier

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

Amber Lewis- Department Photographer/Videographer, Civilian Department Member under Support Services.

New Members/Applications

- (4) Members Sworn into Company 2.
(2) Applications in process
-

Housekeeping

- April 19th Cadet Easter Egg Hunt- Even though it was a tragic day here in Newington, the Easter Egg Hunt was a very successful community event.
 - May 4th- Cadet Open House. Huge success. Obtained a number of cadet applications. Fox 61 did a nice segment on the event highlighting our Cadet Division and Recruitment Activities.
 - June 7th Public Safety Day @ Town Hall
-

Car 5 Fire Chiefs Activities April 2025

- Met with the Town Manager, Mayor and other Town officials to discuss the ownership and plan of Chapman Street station. Against our wishes, the Town Manager will be creating a Building Committee to take over the renovations and make it a shared usage building. Further to come on this.
- A new storage shed was ordered for Headquarters from Kloter Farms. The Highway Dept. put in a new pad for the shed behind the lower parking lot next to the current patio and Company 1 shed. A quote was requested for electrical work for the sheds.

- New “ISO 2” decals for all the apparatus were ordered from Sign Pro and installed by apparatus division.
- Had a complete set of alarm panel keys and elevator control barrel key made for all Chiefs and each apparatus. Distribution will be done after they are mounted securely.
- Met with the Town Engineer, State Engineer and the Town’s Building Committee Chair about the parking lot renovations and re-development of the property of Station 5 on Maple Hill Ave. Great things developing there. Also informally discussed the Company 4 project with Stanley.
- Met with the flooring company to discuss, plan and schedule the floor resurfacing of Company 1. Dates have been set for replacement.
- Met with Clay and Steve from the Parks department about preparing the monument area and finishing the landscaping around the sign prior to Memorial Day weekend festivities.
- The following repairs and services were done in the follow stations:
 - Company 1- Lower Bay garage door window that was broken was replaced.
 - Company 2 –No issues were repaired or reported.
 - Company 3 – Issue with the Solar panels were taken care of by contractor
 - Company 4 – No issues repaired or reported
 - Company 5 – No issues reported
 - Chapman Street – No new progress this month.
- Various repairs have been done to all of the fleet by the Highway Dept. Hermes has begun the annual PM services for the fleet.

FIRE MARSHAL

Inspections by Inspector and Type

Time Period From 04/01/2025 to 04/30/2025

| Inspection Types | Newington Fire Department | | | | | | | | | | Total Insp |
|------------------------------------|---------------------------|-----------------|--------------|---------------|-----------------|-------------------|-------------------|------------------|-----------------|----------------|------------|
| | 2020 Carlson | 2116 Holmann | 1023 Muir | 752 Regina | 2117 Salonia | 23999 Sokolows | 0310 Stegmaier | 2010 Sullivan | 2202 Zadrick | 2113 Zordan | |
| Acceptance Testing | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Administrative Tasks | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Blasting - Witness/Follow-Building | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Complaint/Referral | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 2 |
| Complex - Landlord | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Construction/Site Inspection | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 |
| Consultation | 0 | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 1 | 1 | 4 |
| Documentation/Annual | 7 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 7 |
| Existing - Assembly (A1/A2) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 |
| Existing - Assembly (A3) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 1 |
| Existing - Assembly (A4/A5) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Existing - Educational | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Fire Drill - FMO On-site | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 2 |
| Fire Investigation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 |
| FMO Callout - Code | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Incident Response to | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Inspection - Annual | 1 | 19 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 0 | 23 |
| Inspection - Certificate of | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 3 |
| Inspection - Dwelling Unit | 0 | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5 |
| Inspection - Every 2 Years | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 1 | 3 |
| Inspection - Every 3 years | 4 | 3 | 0 | 0 | 0 | 6 | 0 | 20 | 0 | 0 | 33 |
| Inspection for Liquor Permit | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Knox Box Inspection | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Notification to FMO | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Occupant Load | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Permit Application | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Plan Review | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 9 | 9 |
| Re-Inspection | 3 | 4 | 0 | 0 | 0 | 3 | 0 | 0 | 0 | 3 | 13 |
| Safe Homes Taskforce | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| Special Event | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Special Inspection | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Vacant Building | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 16 | 36 | 0 | 0 | 0 | 10 | 0 | 21 | 10 | 18 | 111 |

Office Updates:

Training:

FM Staff attended training covering the following topics:

- Legal Overview/Rights of Entry with Office of the Chief State's Attorney
- Food Truck Inspections
- Modification Process
- Fire Pumps

The National Fire Academy Training program that FM Zordan and FI Sokolowski were scheduled to attend was cancelled due to the Federal Audit of FEMA. FM Zordan has been rescheduled for July and FI Sokolowski for September.

Staffing/Inspections: There was a concern voiced about the Fire Marshal's Office staffing. The office is staffed with two (2) full-time positions (Fire Marshal and Asst. Fire Marshal). There are six (6) part-time staff that work, generally, one day per week. At the request of the Fire Commission and Town Manager, the Fire Marshal will provide a study of the area fire Marshal's Offices.

Open Plans/Permits:

- 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
- 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

Budget: As we come to the end of the budget year, we are looking at any equipment that we might need. Additionally, we have put in our yearly uniform order and are hoping that everything will arrive prior to the end of June. A year-to date budget report (ledger) is attached.

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

| Inspection History | | | | Date Range: From 4/1/2025 to 4/30/2025 | | | |
|---------------------------|------------|--------------------|-------------------|--|---------------------------|-----------------------------------|--------------|
| Newington Fire Department | | | | Inspection Type: CALL, INVSTG, NOTIFY | | | |
| | | | | Inspection At Status Types | | | |
| Insp# | Date | Type | Status | Address | Address Type | Name | # Vio Length |
| 4314 | 04/02/2025 | Fire Investigation | Activity Complete | 228 RESERVOIR RD | | | 0 1.50 |
| 4166 | 04/07/2025 | Fire Investigation | Activity Complete | 2985 BERLIN TPKE | Mercantile | PRICE CHOFFER | 0 8.35 |
| 4315 | 04/17/2025 | Fire Investigation | Activity Complete | 178 GRSWOLDVILLE AVE | | | 0 0.00 |
| 4316 | 04/17/2025 | Fire Investigation | Activity Complete | 1439 WILLARD AVE 8 | Residential Dwelling Unit | 1439 STONEGATE UNIT 8 | 0 0.00 |
| | | | | Total Inspections: 4 | | Total Length of Inspections: 9.85 | |

The Fire Marshal's Office was requested to the major accident on Willard Ave and Greenlawn as there were some burn injuries. The burn injuries were secondary and the Fire Marshal's Office does not expect any further involvement.

Special Projects: We have implemented to the use of Body-worn cameras. Staff will be using them while doing residential inspections and any other activities they feel they will benefit.

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 Public Works group to discuss upcoming projects

- Coordinated crack sealing at EMS building
- Coordinated with contractor to install pavement markings on various roads to meet FHWA requirements
- Attended DEEP quarterly Solid Waste Meeting
- Conducted final interview for vacant Mason position
- Conducted interview for vacant Mechanic II position
- Hosted the Metropolitan District Commission Hazardous Waste Collection
- Met with contractor to discuss propane tank disposal program
- Met with paving contractor to discuss the upcoming paving program
- 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
- Completed Town Wide Street sweeping
- Swept and patched school parking lots during spring break
- Completed curbing and topsoil repairs damaged during the winter season
- Completed pathway repairs on Mill Pond Path
- Completed stone pad at Fire Company #1 for shed installation
- Completed basin repairs at the following locations, John H. Stewart Dr., Deming St., Mountain Rd/Bushnell, Liberty/Henry Ave., and Commonwealth/Bushnell
- Cleaned and repaired catch basins on Stafford Avenue and Sunnyside Road
- Vegetation clearing around outfall at the Town's Transfer Station
- Continued with preparations of catch basin repairs for upcoming road milling/overlay program
- No (0) after hour call in(s) for the month
- One (1) eviction scheduled for the month requiring storage

Fleet Maintenance

- Mechanics continued with preventive, snow seasonal services, scheduled maintenance and emergency repairs to all Town vehicles/equipment
- Police Mechanic continued upfitting of new patrol vehicles
- Continued with Fire, Parks and Highway Department spring services
- No (0) after hour call in(s) for the month

Sanitation/Recycling/Transfer Station

- Scheduled 158 residential bulk items for collection for the month
- Scheduled 15 condominium bulk items for collection for the month
- Scheduled 24 condo/residential scrap metal items for collection for the month
- 8299 tons of cumulative Municipal Solid Waste were collected from July through April
- 1708 tons of cumulative recyclables were collected from July through April
- 146 mattresses/box springs were recycled for the month
- Three (1) television(s) were collected for the month
- Issued 78 permanent Transfer Station permits and 11 temporary permits for the month

HUMAN SERVICES

- ALPS 5th Grade Challenge Class came to the ROPES course this month with 44 students and got to utilize the Lock-D course for the first time!
- Summer Youth Adventure Brochure is in progress and will be sent out first week of May
- April Vacation SCORE programs were a huge success. Many students had a great time and kept asking about summer offerings.
- QPR was facilitated by Kayla Hendrickson to the Youth Leadership Coalition.
- Human Services responded to MVA resulting in fatality of one NHS senior and the mothers of two other NHS students. Coordinators Manion & Hendrickson both served on the crisis response team coordinated by Brummett & Director LaBrecque by supporting students and staff impacted by these losses. During the debrief, Officer Buggee, SRO, mentioned a student who he saw earlier in the day that is going through a rough time with the accident but also a break up with his first girlfriend. Coordinator Manion knew the student, as he does programs with us and is a mentor, and coordinated reaching out to student directly to offer additional support. Student was very appreciative that Brett reached out and happy to know that he has a circle of support: school & Human Services that all work together.
- Student intern and CSC led a lunch-bunch group for 8th grade girls at Martin Kellogg Middle School. We wrapped up the group this month and noticed students reported higher self-esteem scores at the end of the group. Staff and students were appreciative of the group.
- Coordinator Hendrickson facilitated 3 QPR Suicide Prevention Community Helper trainings this month: 1 with our new Youth Leadership Coalition and the other 2 with Newington High School's SEL Counselor during her mental health awareness class. Almost 30 students were trained in this prevention model.
- A student, J, was referred for substance use counseling after she reported to her school counselor an increase in her alcohol and cannabis use. Student has been working with the school substance use counselor, but was referred to Coordinator Hendrickson as she was reporting increased consumption and needing additional support. Student was difficult to engage when she was first referred, but this month she attended all of her weekly sessions. Staff discussed higher level of care with student and stages of change. Student was hospitalized for a situation where she was under the influence at school. After discharging from hospital, J still made it to her afternoon session. We planned for student to check-in daily as we explored inpatient programs. Student was also exploring these options with her substance use counselor. In collaboration with Newington High School staff, student maintained all of her appointments this month. The plan is for this writer to continue to advocate for a higher level of care for this student and help to connect her with services. This was an excellent example of collaborative efforts of the school & Human Services to meet the needs of a youth with challenging MH & SUD issues.
- **Financial Casework Example:** Coordinator Wassik has been working with a family of 4 since 2013. This family consisted of 2 parents and 2 adult daughters. Over the years, she provided basic social services to the family – especially focusing on the 2 adult daughters. After many years, I assisted the 2 adult girls with an application for SSI - Social Security for the disabled for both adults as they do not have any work history. They were deemed disabled /unable to work. Because the 2 parents passed and extended family lived outside CT, we applied for a Voluntary Conservator of Estate and of Person. They were both assigned the same Conservator. Coordinator Wassik recently received a call from the family members who were concerned re allegations of fiduciary abuse against the Conservator. Per report, the Conservator charged the 2 bank accounts with multiple UBER charges over a period of time that were not valid. They reported there was a mismanagement of funds as well.

Coordinator Wassik initiated process of filing a letter of concern with Probate – requesting a hearing with judge & all interested parties- including the Conservator. The family, with guidance from coordinator Wassik will gather necessary evidence from Social Security & the Bank to supply proof of their concern to the Judge of Probate at the upcoming hearing.

- Client is a 35yo female who is legally separated from her husband following a volatile and emotionally abusive relationship. She resides with her 16yo daughter in an apartment she rents. She does not receive child support at this time while her divorce is in progress. She works in construction, and has been with the same company for the last 8 years. Typically, her employer furloughs workers for 3 months during the winter season, at which time she collects unemployment. This year, however, she was furloughed in September and remained out of work through last week. Her 6mo benefit period of collecting UIB ended March 31. She was receiving \$721/week in UIB (\$2884/mo). She currently owes \$3741 back rent (which includes a past due balance and the month of April). Her monthly rental obligation is \$1500. She typically has no problem affording monthly expenses, but since she was furloughed for longer than expected, her budget has been tight. Her daughter has also undergone numerous medical procedures and hospitalizations which have resulted in unexpected increase in expenses (gas, food, etc). She has not received a notice to quit as of yet and her landlord has been flexible with her as long as she continued to make payments. She has been paying \$400-\$450/week to maintain her apartment and chip away at arrearage. However, she has been unable to pay off a substantial amount of the arrearage and the property is now under new ownership. She has returned to work in April in a limited capacity since it is still early in the season, and will be back at full-time capacity by 5/1. Upon discussion with her property manager, if they do not receive a payment of \$3k they will pursue legal action (eviction). Client was approved for a total payment of \$3,000 via Ruth Miller fund to ensure her housing stability.

April 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 | 28 4/30 | 28 0 | 110 11/61 | 75 6 |
| Youth & Family Service Hours | 36.75 | 66.5 | 225 | 89.75 |
| JRB cases : | 8 | 9 | 111 | 53 |
| JRB hearings: | 1 | 1 | 9 | 11 |
| JRB Service hours: | 14.5 | 19.25 | 175 | 82.75 |
| New Cases | 1 | 1 | 6 | |
| Positive Youth Development | 174 | 119 | 195 | 1081 |
| Adult to Youth Mentoring: | | | | |
| Cases | 9 | 7 | 44 | NA |
| sessions | 9 | 6 | 52 | |
| Service hours | 15.25 | 14.75 | 484.25 | |

| | | | | |
|--|--------------|---------------|--------------|----------------|
| Community Service | 1 | 1 | 6 | 13 |
| # of hours completed | 50 | 0 | 351 | 144 |
| Challenge Course: Adult | 0 | 0 | 47 | 0 |
| youth(outside) | 0 | 0 | 0 | 60 |
| Social Casework Cases | 69 | 84 | 1222 | 1055 |
| Under 55 = | 18 | 18 | 134 | 288 |
| Under 55 disabled = | 6 | 9 | 83 | 125 |
| Over 55 = | 45 | 57 | 412 | 674 |
| Social Casework Service Hours | 94.25 | 120.75 | 1037 | 1393.25 |
| Food Bank Household visits | 166 | 160 | 1802 | 1492 |
| # bags of groceries distributed | 1376 | 1321 | 12883 | 11131 |
| Mobile truck | 273 | 130 | 2305 | 3395 |
| Special Needs | 8 | 9 | 75 | 73 |

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 March, the Department of Information Technology and GIS participated, assisted, and/or were directly involved in the completion of 70 formal requests for service. In addition, the department worked on the following projects:

- Continued work on audio recording implementation for the Town radio system
- Continued work configuring the new Building Management Server for PD HVAC project
- Computer patch and security audit performed on all endpoints
- Application updates researched and deployed
- Pre sales engineering and purchase of new UPS in PD MDF
- Researched, installed, configured, and deployed body cam solution for Fire Marsal Office
- Deployed NPD laptop for mobile traffic enforcement
- Updated remote site firewalls to latest firmware
- Installation and configuration of FD air pack monitoring solution
- Continued email migration to MS365 solution
- Relocated Library Reference Office back to renovated space
- Installed battery backup modules in phone system for resiliency
- Reviewed and updated multiple department websites for inclusion in new web design
- Updated FD CAD integration and troubleshoot issues related to its implementation
- Updated CAMA system upgrades and DB cleanup
- Collaborated with PD and Facilities to maintain dispatch operations during planned power outage

- Provided website training to Town departments
- Continued maintenance of Town GIS datasets and applications
- Continued review of emergency communications infrastructure and backup analog lines

LIBRARY

- The Friends of the Library held a special donation day on Saturday, April 12 in the library parking lot for a final push of donations prior to the upcoming book sale that will be held on May 2, 3 & 4 at the Newington Senior and Disabled Center. Despite being a rainy day, many people came out to make their donations and support the book sale.
- The Library Board of Trustees is in the final stages of planning for the 2025 Newington 5K Challenge Road Race that will be held on Sunday, May 18th. This will be the 28th year of the race and is an important fundraiser for the library board. We are thrilled that 4-time Boston & NYC Marathon winner and former Newington resident Bill Rodgers will be running the race again this year with his brother Charlie.
- The Town Council passed the 2025-2026 Town budget in April with no reductions to the library budget. The library also received money in the Capital Improvement Budget to replace the three self-checkout stations that patrons can use to check out their library materials and the security gates. This equipment is more than 10 years old and has been having issues for the past year.
- The Children's department staff offered 41 programs to 1,383 children and their caregivers. Archived views of previous online programs for the month of April were 107. Class visits to the library continued with students from Ruth Chaffee, Elizabeth Green and John Paterson Elementary Schools. Two National Honor Society students reached out to staff to run a children's program assisted by a librarian that featured slime. It included a story, discussing the science behind slime and having the kids make their own slime. Highlights of other programs include *Spring Diamond Art*, where kids in grades 3 - 5 made their own mini diamond art keychains, local author Laerta Premto read from her latest book *Rosie Goes to Paris*, *Game Play Circuit* for kids in grades K – 2 who teamed up to play different games and *Cookbook Clubs* for kids in Grades K-2 and kids ages 3 -5 who learned how to make mug cakes. Outreach to daycares and preschools and regular storytimes rounded out the month.
- In April, 5 programs were offered to 52 teens. Archived views of previous online programs for the month were 32. Teens had a *Vision Board Workshop*, where they used a mix of library-provided crafting supplies to design their own vision board and a *Teen Pop-Up Perler Bead Bookmark* program. The Teen Council returned with a great mix of middle and high school students who shared their thoughts on how to make the summer reading program better.
- Adult were offered 22 programs attended by 341 adults. Archived views of previous online programs for the month of March were 198. The *Seed Library and Propagation Station* opened on Earth Day, April 22. Patrons can take up to 2 seed packets as well as plant cuttings to begin their spring gardens. This station is open throughout the summer and is funded by the Friends of the Library. That same day Circulation Supervisor Katie Cornell and Librarian Alex Johnson hosted an afternoon and evening program that had patrons making wildflower seed bombs. Physical therapists from Physical Therapy and Sports Medicine offered patrons an interactive program to help stay active and maintain good balance. This month's *Library Speakers Consortium Virtual Author Talks* featured *Wordsmith and Wonder: An Author Talk with Jodi Picoult*, *The Stories, Science, and History of Trees* with Smithsonian Gardens Greenhouse Horticulturalist Matthew Fleming, and *The Thrill of Writing Action, Adventure, and Suspense: A Conversation with Bestselling Author Gregg Hurwitz*. Highlights of other programs included *Brown Bag it With a Movie* where the film *You Gotta Believe* was shown, *Page Turners*, an evening book discussion that talked about the novel *Breathing Lessons* by Anne Tyler and *Brown Bag It with a Book Discussion* that featured book was *The Violin Conspiracy* by Brenda Slocomb. *Grab & Go* coloring pages and puzzle packets and *Spice It to Go* completed the month. April's spice was Cracked Rosemary with a recipe for Salt & Vinegar Potatoes.

- Total circulation was 21,984. Circulation of digital materials was 4,306. Total number of people that entered the building 9,244. 24 curbside service transactions were processed. Staff processed and pulled 1,971 holds on shelf to be processed for curbside pickups and interlibrary loans. Staff answered 3,450 reference questions during the month. Meeting room and study room space were used 313 times. Head of Community Services Michelle Royer and Business Manager Karolyn McLain notarized 42 documents for patrons. Volunteers and staff delivered 153 items to our homebound patrons. Staff offered technology help 171 times to patrons. Online resources that were popular this month included *Value Line*, *Consumer Reports*, *PebbleGo Animal*, *Science* and *Social Studies* databases and the *PebbleGo Next States* databases.
- In technology news, Digital Services Librarian Michelle Patnode and Teen Librarian had an *Into to CSS 101* program for teens and adults. She also had 2 *Tech Help @ Lucy*, one-on-one tech help sessions. Michelle Patnode and Assistant Director Karen Benner hosted a program to demonstrate some of the new Assistive Technology available at the library. Michelle Patnode is doing a great job creating social media graphics promoting the library and its services. Her post about Bill Rodgers who will be running in the library's road race on May 18 that also highlighted his 50-year anniversary of winning the Boston Marathon had more than 6,400 views.
- In personnel news, testing for the open part-time children's department position took place in April. Four applicants were moved forward for interview that will be held in May. Reference refresher training for staff kicked off this month led by Head of Reference Jennifer Hebert. Jennifer went over the library phone system and the many features on the phone that are available to staff. Several children's librarians were out in the community promoting library services for children at the Literacy Nights at Elizabeth Green and Anna Reynolds Elementary Schools and at the SEPTO Resource Fair. Finally, Head of Children's Bailey Francis and Librarian Julia Mazur presented program about Social and Emotional Learning at the Connecticut Library Association Annual Conference on April 29. This program highlighted the library's SEL storytimes and SEL collection for children and parents. We are very proud they were chosen to present to their fellow peers.
- In facilities news, the reference staff has done a great job organizing their personal workspace and the office in general after receiving new furniture last month. The administration office had two new storage cabinets installed and we are in the process of reorganizing files and supplies to make the office less cluttered. The mold/mildew remediation project was completed. In total more than \$18,000 was spent to clean the ductwork and for abatement. In addition, 51 books totaling more than \$1,400 were damaged by the mold and will have to be discarded and/or replaced if possible. The staff led by Dorothy Russell, Bette Kapij and Pat Ronalter worked on shifting the non-fiction collection to allow for additional room for the biography collection. Because of the mold/mildew problem and the need for better airflow in this area, we can no longer shelve books on the top shelves along the back wall. All of the shifting that took most of the month to complete had to be done to make room for the entire biography collection.

PARKS AND RECREATION

RECREATION DIVISION:

- Planning continues for the Department's two special events in June at Mill Pond Park: Newington Goes Country on June 12, 2025 and Food Truck Friday on June 13, 2025.
- Planning continues for the events of the Life. Be in it. Extravaganza week at Mill Pond Park: July 16 – 19, 2025.
- The interview process for Summer Concessions is complete, and six new staff members have been hired. Staff training is scheduled for late May.

- The Exercise the Right Choice (E.R.C.) After-School Program welcomed the Central Connecticut Health District on April 22, 2025 for a healthy fruit salad activity and to promote the "Walk This May" four-town walking competition.
- Registration for Summer Sunshine is now open, with limited spots available for the nine-week preschool program. Take advantage of early bird pricing through Wednesday, May 14th, 2025. Interviews for Summer Sunshine counselors have begun; however, we anticipate only needing a few new hires, as most of our preschool staff have opted to work this summer.
- Summer Aquatics training is underway. We recently hosted a lifeguard certification course with nine participants - all of whom successfully passed. Additionally, six individuals completed and passed a Water Safety Instructor course. We are actively hiring and recruiting new staff for our pools.
- Spring swim lessons at Newington High School are in full swing, held on Monday and Wednesday evenings, with approximately 70 participants currently enrolled.
- Creative Playtime Preschool hosted three exciting egg hunts in the gymnasium at the Mortensen Community Center, featuring over 600 treat-filled eggs. The children had a blast running around searching for them!
- Creative Playtime Preschool held an Open House on Wednesday, April 23, 2025, from 6:00 to 7:00 p.m., welcoming prospective families to tour the classroom, meet the teachers, and learn more about our program. As a result, we have already received a new registration for a three-day enrollment for next school year!
- Staff is preparing for the Memorial Day Parade. We are hosting the preschool students on the train and handing out free ice cream coupons.
- The hiring process for Summer Camp RECreate has been completed. There were over 50 applications received for 5 available positions.
- Weeks are quickly filling up for the Summer Camp RECreate program, especially for campers entering grades kindergarten through grade 3.
- There are currently 50 vendors registered for the Life. Be in it. Extravaganza vendor show, which is to be held on Saturday, July 19, 2025 from 10:00 a.m. to 4:00 p.m. Vendor prices begin at \$105.00 for a 10 x 10 space.

PARKS, GROUNDS & CEMETERIES DIVISION:

- Completed pavilion repairs at Churchill Park.
- Cleared overgrown shrubbery and weeds from the south fence of Center Cemetery, dramatically improving cemetery aesthetics.
- Parks staff worked throughout the month on the area to the southwest of the new bridge at Mill Pond Park. The embankment was raked clean of all leftover organic matter. Topsoil was added along both sides of the path and three bench foundations were installed. A berm was created next to the bridge to accommodate some new plantings and act as a buffer for the falls. The Highway Department repaired the asphalt path that was damaged during bridge installation and at the end of the month, the entire area was seeded with our hydro seeder. A wildflower/tall fescue mix was sprayed on the steep banks to aid in erosion control and won't require frequent mowing. A ryegrass/bluegrass blend was seeded in the remaining areas that will be accessible for the benches and will be mowed during regular mowing frequency.
- In collaboration with the Facilities Department, Parks staff installed new conduit and wiring across Mill Pond Park for future use during special events.
- Parks staff visited various locations repairing plow damage from the winter.

- The new canopy located at the Mill Pond wading pool has been installed.
- The final steps to installing the new scoreboard at Churchill Park have been completed.
- Irrigation and water to Parks & Grounds facilities have been turned on.
- Baseball field prep and edging work wrapped up in April.
- The first mowing of the season began during the third week of the month.
- Extensive spring clean-up and mowing were completed at Paterson and Anna Reynolds Schools during spring break. Parks & Grounds has also been evaluating autonomous mowers for future consideration in these courtyards.
- Parks staff is preparing to build a Memorial Day float.

Cemeteries: 7 Singles, 3 Double, 1 Ash, 9 sales

Overtime: 27 hours, \$1,350

TREE WARDEN

- Parks and Grounds staff removed a dead tree at Newington High School.
- Parks and Grounds staff picked up sticks and branches at parks.
- Parks and Grounds staff removed a dead ash tree at West Meadow Cemetery.
- Parks and Grounds staff planted trees at Mill Pond Falls.
- Parks and Grounds staff removed hazardous trees on Frederick Street.

PLANNING AND ZONING

TOWN PLAN AND ZONING COMMISSION –

MEETING SCHEDULED ON 4/9/25:

Petition Approved with Conditions

- Petition TPZ-25-3: Special Permit (Sec 3.15.3) for a restaurant at 196 Kitts Lane (AKA 162-192 Kitts Lane and 196-206 Kitts Lane) in the B-BT (Business Berlin Turnpike) Zone. Applicant/Contact: Patrick Chan, Owner: 172 Kitts LLC.

Petitions Continued

- 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
- Petition TPZ-25-4 Zoning Regulation Text Amendment To Add Sec. 6.9 Alternative Energy Accessory Structures (AES). Applicant: Newington TPZ, Contact: Paul Dickson
- Petition TPZ-25-5: Zoning Regulation Text Amendment to Section 6.1 Street Parking and Loading Regulations, add Sec. 6.1.1L Electric Vehicle Parking Requirements, and Amend Section 9.2 Definitions to add a definition for Electric Vehicle Charging Station. Applicant: Newington TPZ, Contact: Paul Dickson.

MEETING SCHEDULED ON 4/23/25:

Applications Approved with Conditions

- Petition TPZ-25-1: Site Plan Approval And Special Permit (Sec: 3.19.5) For A DriveThrough Restaurant At 56 Costello Road In The PD (Planned Development) Zone. Applicant/Contact: Sami Abunasra, Owner: Zynn, LLC
- Petition TPZ-25-7: Site Plan Modification And Request For A 3-Year Extension OfThe Site Plan Approved On 9/8/2021 (Petition 37-21) For The Spark Apartments At 1 Myra Cohen Way In The PD (Planned Development) Zone. Owner: APR Newington LLC, Applicant/Contact: Brian Shiu.

Petitions Continued

- Petition TPZ-25-4 Zoning Regulation Text Amendment To Add Sec. 6.9 Alternative Energy Accessory Structures (AES). Applicant: Newington TPZ, Contact: Paul Dickson.
- Petition TPZ-25-5: Zoning Regulation Text Amendment to Section 6.1 Street Parking and Loading Regulations, add Sec. 6.1.1L Electric Vehicle Parking Requirements, and Amend Section 9.2 Definitions to add a definition for Electric Vehicle Charging Station. Applicant: Newington TPZ, Contact: Paul Dickson.

C.

Petitions Received for Scheduling

- Petition TPZ-25-6: Site Plan Modification at 207 Deming Street and 3066 Berlin Turnpike, both in the PD (Planned Development) zone for the construction of a 6,000 sf building for an existing fraternal organization and associated utility and site improvements. Owner: Scottish Rite Foundation of Hartford, Inc, Applicant/Contact: Bruce Work. (Application received 3/26/2025 – 65-day decision due by 5/30/2025)
- Petition TPZ-25-8: Special permit (section 3.17.8) for a motor vehicle sales use (construction vehicles) at 15 Holmes Road (a/k/a 15-19 Holmes Road) in the I (Industrial) zone, Owner: Stamm LLC, Applicant: Bituminous Equipment LLC, Contact: Alicia Comer. (Application received 4/23/2025 – 65 days to open public hearing by 6/27/2025)

B.

CONSERVATION COMMISSION –

MEETING SCHEDULED FOR 4/15/25:

Application Approved with Standard Conditions

- 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.

Agent Approvals with Standard Conditions

- Application IW-25-3: To remove and replace 6 decks, piers and staircases at 466-504 Churchill Drive for Building 5, Units 466,472,482, 488, 498 and 504 in the RP (Residential-Planned) Zone within the URA (Upland Review Area). Applicant: Imagineers LLC, Contact: Dave Kurtz, Owner: Churchill Bridge Association.
- Application IW-25-4: To remove and replace 15' x 12' foot deck at 146 Glenview Dr. in the R12 Zone within the URA (Upland Review Area). Applicant/Contact: Mike Ruel, Owner: Maria Ruel.

ZONING BOARD OF APPEALS –

MEETING SCHEDULED FOR 4/3/25:

- *Cancelled due to no applications being filed.*

OPEN SPACE COMMITTEE –

- NO MEETING HELD IN MARCH.

ECONOMIC DEVELOPMENT COMMISSION –

- MEETING HELD ON APRIL 02.

AFFORDABLE HOUSING MONITORING AGENCY –

- NO MEETING HELD IN FEBRUARY

ZONING OFFICER ACTIVITIES:

- Issued 33 Zoning Permits for various projects in town.
- 1 Certificate of Zoning Compliance
- Received 124 questions and/or complaints (via emails, phone calls, Civic Plus, in-person etc.) about zoning regulations, blight and zoning complaints, and property information.
- Performed 27 inspections for zoning complaints and 13 for blight complaints. The following items were issued and/or closed;
- 11 Zoning Notices of Violation
- Closed 8 Zoning cases
- 3 Blight Notice of Violation
- Closed 5 Blight cases
- Removed 106 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.
- 3210 Berlin Turnpike
- 83 Cambria Ave
- 40 Commerce Ct
- 56 Costello Rd
- 136-140 Day St
- 300 Lloyd St
- 103 Louis St
- 1170 Main St
- 64 Richard St
- 1581 Southeast Rd
- 375 Willard Ave
- 505 Willard Ave

POLICE

Patrol Calls for April are as follows:

| | | |
|---------------------------------|------------------------------|-------------------------------|
| Abandoned MV 1 | Fire Task Force Activation 0 | MV Complaint 48 |
| Administrative 0 | Fire Training 0 | MV Evading 21 |
| Alarm Commercial Burg Alarm 56 | Fire Trouble Alarm 0 | MV Fire 0 |
| Alarm Hold Up Alarm 2 | Fire Veh Maintenance 0 | MV Fatal 1 |
| Alarm Residential Burg Alarm 13 | Fire Vehicle Fire 0 | MV Injury 17 |
| ALTERED MENTAL STATUS 0 | Fire Veh Fire Near Stru 0 | MV Property Only 61 |
| Animal Complaint 19 | Fire Water Problem 0 | Neighbor 12 |
| Arson/Fire Invest 0 | Fireworks 1 | No Pol Actual Call Type 181 |
| Assault 5 | Follow Up 53 | Noise 16 |
| Assault in Progress 0 | Found Property 5 | Non Collect Person 0 |
| Assist Motorist 4 | Gun 2 | Notification 0 |
| Assist Notification 2 | Harassment 8 | Open Door/Window 2 |
| Assist Other Agency 38 | Hazard 25 | Other Archive 0 |
| Bad Check Insufficient Funds 0 | Hazmat 0 | Parking Violation 7 |
| Blighted Property 0 | Hold Up Alarm 0 | PD ASSIST FIRE DEPT 50 |
| Bomb Threat 0 | HOPE PROJECT 0 | PD Vehicle Maintenance 0 |
| Breach of Peace/Disorderly 12 | IDENTITY THEFT 6 | Personal Relief 0 |
| Burglar Alarm 0 | Illegal Dumping 2 | Pistol Permit 13 |
| Burglary 1 | Impersonating Police 0 | Prisoner Care 14 |
| Car Seat 2 | Indecent Exposure 0 | Private Duty 0 |
| Check Welfare 85 | Intoxicated 4 | Property Found 5 |
| Check Welfare 911 38 | Juvenile Complaint 18 | Property Lost 1 |
| Check Welfare Other 0 | K9 Assist 1 | Prostitution 0 |
| Clear Lot 3 | K9 Narcotics 0 | Recovered Stolen MV 2 |
| Construction 0 | K9 Track 1 | Rescue Call 0 |
| Court Detail 22 | Kidnapping 0 | Residential Lockout 2 |
| CREST CALL OUT 0 | Landlord/Tenant Dispute 2 | Risk Protection Order 2 |
| Criminal Mischief 4 | Larceny 76 | Robbery 0 |
| CSO 0 | Larceny from MV 6 | Roll Call 3 |
| Customer Dispute 9 | Lift Assist Only 2 | Serve Subpoena 0 |
| Dog Complaint 37 | Liquor 0 | Serve Warrant 44 |
| Domestic 23 | Local Traffic Authority 0 | Sexual Assault 1 |
| Door Check 0 | Location Check 95 | Shots Fired 0 |
| Drug 5 | Location General 0 | Specific Detail 84 |
| DUI 2 | Location School 0 | State Pistol Permit – Tempo 0 |
| EDP 16 | Lockout Building 0 | Stolen MV 2 |
| Escort/Transport 2 | Lockout MV 1 | Sudden Death 2 |
| Escort/Funeral 2 | Lost Property 4 | Suicide 0 |
| Escort Other 0 | LTA 0 | Suicide Attempt 0 |
| ESCORT RETRIEVAL 1 | Medical Alarm 22 | Suspicious MV Unoccupied 14 |

| | | |
|-------------------------------|------------------------|----------------------------|
| Escort Tax 0 | Medical Cardiac 0 | Suspicious Report 110 |
| Fingerprint 0 | Medical Complaint 230 | TEST 1 |
| Fire Alarm Commercial Bldg 3 | Medical Diabetic 0 | Threatening 7 |
| Fire Alarm Residential 2 | Medical Fall 6 | Tobacco 0 |
| Fire CO Detector no sympt 0 | Medical Other 0 | Tow 17 |
| Fire CO Detector with sympt 0 | MEDICAL OVERDOSE 0 | Town Ordinance Violation 0 |
| Fire Extrication 0 | Medical Respiratory 0 | Traffic Stop 369 |
| Fire Hazmat 1 | Medical Stand By 0 | Traffic Stop Attempt 14 |
| Fire Mutual Aid Request 3 | Medical Trauma 0 | Traffic Survey 0 |
| Fire Other 4 | Medical Unresponsive 0 | Training 0 |
| Fire Rescue 0 | MIDSTATE ACCIDENT 0 | Trespass 5 |
| Fire Special Detail 0 | Missing 3 | Unknown 0 |
| Fire Stand By 0 | MV Abandoned 0 | Water problem 0 |
| Fire Structure Fire 2 | MV Assist 25 | |

Total: 2,145

In April, the Detective Division Report:

The Detective Division submitted 52 case management sheets and typed 54 reports during the month of April, 2025. The case load consisted of the following:

- Assist Other Agency: 1
- Crime Scene Processing:
- Discovery Request: 2
- Firearms Compliance: 1
- Juvenile Complaint: 1
- Larceny: 1
- PD Assist: 9
- Property Disposal: 19
- Risk Protection Order: 3
- Robbery: 1
- Search & Arrest Warrants Served: 1
- Specific Detail: 1
- Task Force Assist: 9

The Newington Police Department served 44 warrants this month; 38 by Patrol and 6 by the Detective Division.

During the month of April, 2025, Detective Walker assisted the Fort Mill Police Department with a larceny/fraud investigation. A suspect who resides in Newington was involved in a six-figure fraud in which money was fraudulently deposited into his account. Detective Walker assisted by conducting a suspect interview.

Detective Kelliher is investigating an attempted ATM theft/burglary at the Phillips 66 gas station. The New Britain Police Department assisted in this investigation as they recovered a stolen vehicle that was believed to have been used in the incident. A potential suspect has been identified and the case is ongoing.

The Detective Division is also working on two missing person cases that were reported during the month of April, 2025. The first case involves a male subject from Plainville who was dropped off at the CT FastTrak in Newington on January 1st, 2025 by his mother. The mother reported she has not seen or heard from her son since then, although he had police contact in Hartford in March. The subject has not appeared for his scheduled court dates, and the case remains under investigation. The other missing person case stemmed from the Department of Veteran Affairs. A client of theirs was discharged from a hospital in New London and was not present when the VA went to pick her up in that city. She was subsequently reported missing to the Newington Police and the case was transferred to the Detective Division. The female was located on May 6th, 2025 in Mystic, CT.

The Department continues to fulfill its commitment to the Greater Hartford Regional Auto Theft Task Force in Hartford once per week using the State-awarded Auto Theft and Violence (ATV) grant funds to pay for the overtime. Detective Gore was promoted to the rank of Sergeant effective on March 30th, 2025. Lieutenant Aivano and Detective Camara have been participating in operation days, which included April 8th, April 11th, April 17th, April 23rd, and April 29th.

Property Report April 2025:

| Category | # of Counts | Property Value (\$) |
|----------------------|-------------|---------------------|
| Burned | 0 | \$ 0 |
| Counterfeited/Forged | 0 | \$ 0 |
| Damaged/Destroyed | 11 | \$ 8,853 |
| Recovered | 18 | \$ 7,191 |
| Seized | 21 | \$ 11 |
| Stolen | 65 | \$ 50,831 |
| Evidence | 90 | \$ 174 |
| Found | 12 | \$ 4 |
| Impounded | 0 | \$ 0 |
| Lost | 4 | \$ 1,936 |
| Informational | 10 | \$ 1,100 |
| Abandoned | 0 | \$ 0 |
| Vehicle Inventory | 0 | \$ 0 |
| Total | 231 | \$ 70,100 |
| | | |

In April, the Patrol Division report:

- On 04/27/2025, at approximately 00:32 hours, officers were dispatched to Cumberland Farms (724 Cedar Street, Newington, CT 06111), on the report of a Commercial Burglary Alarm complaint. Dispatch informed responding units that the alarm company had received a "Right Glass Break" notification from the business. Officers conducted a canvass of the parking lot and exterior of the building, at which time, they observed a broken window on the south side of the building, located to the right of the main entrance door. There was a small rock that was located on the ground, which was surrounded by shattered glass and the broken part of the window. (K9) OFC. Casasanta and his K9

Ray began a track of the area in an attempt to locate the suspect. During the track, an officers observed a male individual sitting at the picnic area in front of Starbucks as K9 Ray approached. Jahlmar Cintron was identified as the suspect. Upon further questioning Cintron admitted that he was trying to break into the gas station because he was hungry. Cintron was arrested and charged with C.G.S. 53a-49/53a-103: Criminal Attempt of Burglary in the 3rd Degree and C.G.S. 53a-117: Criminal Mischief in the 3rd Degree.

- On Friday, April 25th, 2025 at 0100 hours, an officer was conducting proactive patrol northbound on the Berlin Turnpike at Arrow Road when he observed a black, 2009 Hyundai Sonata 4-door sedan bearing Connecticut license plate BN00974. This vehicle was occupied by a Hispanic male driver with a goatee and a white male passenger with a gray sweatshirt and salt and pepper facial hair. The officer was aware that this vehicle is known as a suspect vehicle in numerous larcenies across the State of Connecticut. Furthermore, this vehicle has engaged multiple agencies in a pursuit. The officer after activating his emergency lights and sirens and observing the vehicle began accelerating at a high rate of speed down Cedar Mountain towards Patricia M. Genova Drive successfully deployed a StarChase GPS tracking device onto the vehicle. StarChase reported that the vehicle became stationary on the side of the road, just south of Rocky Hill Avenue and Bingham Street, in New Britain, Connecticut. Information was provided to New Britain Police who responded to the area. A New Britain Police Officer located the vehicle as the occupants were exiting and had begun to run away. The New Britain Police Officer engaged the passenger in a foot pursuit and apprehended him in the vicinity of the vehicle. The driver of the vehicle was subsequently located hiding under a parked vehicle. The driver was identified as Jason Bartone and the passenger was identified as Tucker Platt. A search of the vehicle uncovered narcotics and narcotic paraphernalia. Jason Bartone was charged with C.G.S. 14-223(b)** Engaging Police in a Pursuit, 14-222 Reckless Driving, 53a-167a Interfering with an Officer, 21a-279(a)(2) Possession of a Controlled Substance 2ndOffense, and 21a-267(a) Use of Drug Paraphernalia. Tucker Platt was charged with C.G.S. 53a-167a Interfering with an Officer and 21a-267(a) Use of Drug Paraphernalia.
- On 4/19/25 at approximately 0856 hours, officers were dispatched to the area of Willard Avenue and Greenlawn Avenue regarding a motor vehicle accident with injuries. Upon their arrival, they observed that there were three total vehicles involved with 4 occupants sustaining fatal injuries. The initial investigation has revealed that the operator of a vehicle traveling south bound at a high rate of speed crossed over the lane divider and struck the rear of one vehicle traveling north bound on Willard Avenue then stuck another vehicle head on. The operator and two occupants of the speeding car as well as the occupant that was struck head on were pronounced deceased on scene. The operator of the third vehicle was uninjured. The Mid-State Accident Reconstruction team is continuing the investigation.

In April, 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.
- Sergeant D'Esposito continues to assure that every sworn member meets the standards for yearly training requirements.

- Lieutenant Amalfi continues to work towards the Police Department achieving Tier 3 Accreditation.
- Lieutenant Amalfi reviewed approximately 24 entry level Police Officer applications. Oral boards for 13 of those applications have been scheduled for a date in May.
- Chief Perry, Lieutenant Amalfi, Sergeant Lachance have continued meetings in regards to the roofing and HVAC project.
- Lieutenant Amalfi, Sergeant LaChance, and Sergeant. D'Esposito held entry level oral boards for approximately 8 candidates. Some of those candidates have moved on in the hiring process.
- The final Ciara McDermott basketball fundraiser was played at the Newington Highschool in memory of SRO McDermott.
- A representative from OFI came to the Newington Police Department to provide a quote for new furniture in the report writing room.
- Lieutenant Amalfi and Lieutenant Deane attended a board meeting for Bogies for the Brave. Bogies for the Brave is a charitable organization that gives back to the military and first responders.
- Sergeant D'Esposito attended a career fair at Central Connecticut State University.
- Lieutenant Amalfi and Sergeant LaChance met with the Town Manager regarding a website update.
- Lieutenant Amalfi and Chief Perry met with representatives from Connecticut K-9 in regards to the town possibly purchasing the property.
- Adam Gore was promoted to the rank of Sergeant. Sergeant Gore was assigned to the Patrol Division and Sergeant Benham was moved to the administrative Sergeant position.
- The Newington Police Department had to prepare for total power loss due to the roofing project. SPSD Garuti dispatched from Wethersfield PD for a span of less than two hours.
- Officer Zielinski attended the second annual resource special education fair held at the Newington High School.
- POST has started auditing the Newington Police Department to ensure that the department is in compliance with Tier 3 standards. This audit process will last approximately two weeks and will go into the month of May.
- Spring firearms qualifications has started. During spring qualifications officers must qualify with the handgun, rifle, shotgun, and any off-duty firearm.
- Two peer support grief debriefings were organized for employees who responded to the four-person fatal car accident that occurred this month. The first debriefing was held for Newington Police Department members. The second debriefing was open to any agency that responded to the incident.
- The women's locker room had five new lockers installed. This completed a project that took seven months.
- Lieutenant Amalfi and Sergeant LaChance gave a driving under the influence presentation to the Junior class at the Newington High School. This was part of the "Prom Promise" assembly in an attempt to deter drunk driving at prom.
- Master Police Officer Rinaldo took part in the DEA drug take back event. Master Police Officer Rinaldo set up a booth at library for residents to drop off unused and unwanted prescription drugs.
- Lieutenant Amalfi and Sergeant D'Esposito had a meeting with the town attorneys regarding a new contract for the tow companies we use at the police department.
- Lieutenant Amalfi attended a meeting at the fire department for "Public Safety Day." This is a community service event that Newington Fire, Police, and EMS host.

- 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.
- 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 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.
- In the month of April, the Police Department had 34 body camera video requests from court. There were 7 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 34 requests pending.
- Master Police Officer Buggee who is our School Resource Officer attended one session of the Juvenile Review Board and one session of the Youth Adult Council.
- Animal Control Officer Sawallich impounded 4 dogs, 2 cats, 5 "other animals" and investigated 56 complaints.

Police Department Overtime Report April 2025

| | | | |
|----------|----|---------|----------------------------------|
| OT March | \$ | 102,448 | 2 pay periods (1 holiday) |
| OT April | \$ | 156,603 | 3 pay periods (\$37,717 holiday) |
| | \$ | 54,155 | increase over March |

- Applications continued to be received and testing continues for Police Officer vacancies. April finishes with 3 officer positions vacant (1 Patrol, 1 Detective Division, 1 support Services – CSO). Three recruits are in the New Britain Police Academy and 1 officer is in NPD's FTO program.
- Administrative overtime of \$0.
- Patrol overtime of \$100,804, an increase of \$42,426 from the previous month. Overtime included 3 pay periods with two holidays (\$30,000), 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, surveillance, medical calls, Larceny calls, Narcotics investigation, special details, serve warrants, subpoenas, robbery, sex assault, recert drug testing, shoplifting, found dog, Jr. Prom, Funeral coverage for fatal MVA, Academy assistance, prescription drug collection, multiple fatality MVA, prisoner release, DUI, evaluations, traffic stops, Mid State Accident Reconstruction call outs, court appearances, prisoner detail, and other related duties.
- Detective Division overtime of \$6,363 a decrease of \$1,249 from the previous month. Overtime included drug investigations, fatal MVA, home invasion, robbery investigation, investigation out of state, surveillance, and crime scene investigation
- Traffic Division overtime of \$212, a decrease of \$212 for stop sign drop offs.
- Communications overtime of \$16,228 an increase of \$9,802 from the previous month. Overtime included the filling of shifts for time off (vacation, sick, earned time) and costs for 2 holidays

(\$6,000). Due to loss of power in dispatch, temporary dispatch set up in Wethersfield required overtime. The dispatcher overtime continues to show signs of the savings by hiring the 9th dispatcher.

- Educational overtime of \$27,201, an increase of \$2,280 from the previous month. Overtime included the coverage of shifts for officers attending the following training or classes, Negotiator training, drone training, Crest training, Recertification training, and Cell phone class.
- Support Services overtime of \$5,176 an increase of \$799 from the previous month. Overtime included Holiday pay (\$1,500) attendance at a Job Fair/recruitment fair, debriefing at High School for Fatal MVA, Drone mapping and investigation.
- Animal Control overtime of \$619, an increase of \$309 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 April programs including: intergenerational dance classes, card craft classes, discussions on CBD and medical marijuana, the gut/brain connection and fall prevention, a class on how to take better cell phone pics, among many others.
- Congressman Larson visited the Center and spoke to a full house on April 17.
- The Center held a Cinco de Mayo celebration on April 30.
- Staff and Commission members held input/feedback session, on April 2, in which about 40 members provided over 250 suggestions, program ideas and feedback. We will use the feedback to create and prioritize long and short-term goals at the Center.
- Center staff coordinated with the Library to host the Friends of the Library Book sale and with the Newington Schools Art staff to host the annual K-12 Art Show. Both events will take place in May.
- Staff and Commissioners continued planning for the nutrition program fundraiser dinner/dance: Spring into Action for Senior Nutrition, to take place on Friday, April 25 at the Portuguese Club in Newington. Tickets went on sale on March 10.
- The volunteer gift shop sales were \$1,259 from 3/7/25 – 4/11/25. Coffee shop sales were \$1,448 for the month.
- ARPA-funded projects in-progress or completed in April 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 April, 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.
- Janilah Parboo was hired for the 25-hour AFSCME Dial-A-Ride driver position, effective April 28.

- During the month of April, the DAR drivers (with subs as necessary) completed 506 trips for 2,290 miles and 268.0 hours.
- Facilities and Parks staff continued work to open the Giving Garden for the season.
- Town Manager Altshul appointed the Director to the Municipal Veteran's Representative position. The Director will attend state-wide training for the position in June.
- The Director met with the Commission on Aging and Disability on April 2. Topics of discussion included the CRT/nutrition program shortage, member input, center operations, fundraising and programming.
- The Director attended a website redevelopment meeting on April 14 and a meeting with grant writers on April 16, among other meetings and development sessions.

TOWN CLERK

- There were 54 transfers during April for a total of \$9,381,100.00 in sales. State conveyance tax collected was \$64,513.76; Town conveyance tax collected was \$20,533.75.
- There were four (4) residential sales over \$400,000.
- There were (2) commercial sales; one for \$880,000.00 at 1125 Willard Avenue from 1125 Willard LLC to Royal 1125 Willard Avenue LLC & one for \$1,107,000.00 at 2176 & 2180 Berlin Turnpike from BDC Holdings Inc. to Pack N Stor Wethersfield LLC.
- There were 286 documents filed on the land records during April including: 85 mortgages, 73 releases, 14 probate certificates & 26 liens. 95 of these documents were electronically recorded bringing in revenue of \$10,459.00.
- Staff certified and issued 253 vital records (birth, marriage & death certificates). Thirteen burial permits and eight cremation permits were issued. Six marriage licenses were issued.
- Ten Notary Public commissions, two Liquor permits and five Trade Name certificates were catalogued. Two cancellations Trade Names previously filed.
- During April the Town Clerk's staff issued 32 Land Fill permits for the Highway Dept.
- On April 24th, the Town Clerk's office attended the annual Spring Connecticut Town Clerk's Association (CTCA) Conference. Presentations were made by the association's Legislative Committee, State Elections Enforcement Commission on candidate filing procedures, Secretary of the State Elections Division reviewed Minority Representation and upcoming Municipal election processes, Knowink presented an overview of the TotalVote software, reviewing the new Election Management System (EMS), Absentee Ballot procedures and updates to the Connecticut Voter Registration System (CVRS). The Mashantucket Pequot Tribal Clerk's office reviewed the duties completed within their office.
- The Town Clerk was sworn-in during the evening banquet as Vice-President of Hartford County, representing the 29 towns on the Association Executive Board.
- The Town Clerk, on April 25th, attended the Essential Best Practices, Mastering Decision-Making, Problem-Solving and Motivation with Instructor Dr. Hyoun Sook Lim", presented by Connecticut Town Clerks Association & The Office of Continuing Education at CCSU.
- The Town Clerk swore-in one (1) promotion to Sergeant on April 10, 2025.

| DATA SUMMARY April 2025 | | | | |
|--------------------------------|---------------------|---------------------|------------------------|------------------------|
| | <u>April-24</u> | <u>April-25</u> | <u>FY23/24 to Date</u> | <u>FY24/25 to Date</u> |
| Land Record Documents | 370 | 286 | 3,556 | 3,381 |
| Dog Licenses Sold | 21 | 16 | 772 | 892 |
| Game Licenses Sold | 72 | 65 | 286 | 308 |
| Vital Statistics | | | | |
| Marriages | 12 | 11 | 154 | 195 |
| Death Certificates | 35 | 26 | 318 | 334 |
| Birth Certificates | 19 | 18 | 196 | 199 |
| | | | | |
| Total General Fund Revenue | \$ 49,964.05 | \$ 37,147.55 | \$ 554,488.73 | \$ 639,852.53 |
| Town Document Preservation | \$ 1,146.00 | \$ 908.00 | \$ 11,360.00 | \$ 11,155.00 |
| State Document Preservation | \$ 2,280.00 | \$ 1,624.00 | \$ 22,440.00 | \$ 20,736.00 |
| State Treasurer (\$36 fee) | \$ 9,936.00 | \$ 7,272.00 | \$ 98,640.00 | \$ 88,956.00 |
| State Treasurer (\$127 fee) | \$ 3,556.00 | \$ 3,556.00 | \$ 34,671.00 | \$ 35,179.00 |
| State Treasurer (\$110 fee) | \$ 3,300.00 | \$ 3,300.00 | \$ 33,110.00 | \$ 37,400.00 |
| LoCIP | \$ 828.00 | \$ 606.00 | \$ 8,220.00 | \$ 7,413.00 |
| State Game Licenses | \$ 412.00 | \$ 258.00 | \$ 1,347.00 | \$ 1,357.00 |
| State Dog Licenses | \$ 208.50 | \$ 168.00 | \$ 5,914.50 | \$ 6,089.50 |
| Dog Licenses Surcharge | \$ 66.00 | \$ 48.00 | \$ 1,894.00 | \$ 2,166.00 |
| Marriage Surcharge | \$ 442.00 | \$ 204.00 | \$ 2,788.00 | \$ 3,264.00 |
| | | | | |
| Grand Total | \$ 72,138.55 | \$ 55,091.55 | \$ 774,873.23 | \$ 853,568.03 |

TOWN ENGINEER

Permits:

- Reviewed 7 contractor license applications (bond/insurance/agreement)
- Reviewed and approved permits: 29
 - Excavation: 4
 - Driveways: 25
- 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

- Storm Resilience Public Information meeting held in New Britain and run by CIRCA (a UConn institute). We have been active with this collaboration with CRCOG and our neighbors.
- Regional Stormwater Authority advisory committee – Feasibility Study meeting.

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 – Punch list and developer bond work remaining.
- 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 – Project progressed to gas and electric utilities, MDC water and sewer main work complete. Preparing to place the binder course for the road, developer's engineer notified to provide documentation for subgrade depth and material suitability.
- 101 Cedarwood – under construction, MDC issues with the cul de sac.
- 680 N. Mountain Road – Site plan review, project pending application to TPZ.
- 60 Prospect Street – Site plan review, drainage approved, project idle.
- 2176-2180 Berlin Turnpike – Site plan review, project idle.
- 1170 Main Street – Building for sale, project status unknown.
- Peckham Farm Drive subdivision - Plot plan review as needed
- 161 Carr Ave – under construction, site monitoring
- 200 Church Street – under construction
- 67 Pane Road –Punch list items outstanding, review in spring.
- 250 Cedarwood – subdivision review, on hold by owner.
- Kitts Lane – Completed Conservation Commission, approved. Next step, TPZ.
- 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 MDC/CNG/ Eversource (CL&P) regarding utility projects in Newington
- Coordinated with CDOT regarding state projects in Newington, PIM held for Cedar Street sidewalk project.
- Coordinated with MDC regarding sewage service, water service, CWP, and road restoration
- Research and provide engineering data to defend TON against lawsuits, as needed
- Parks Garage boundary and limited topographic survey field work complete for Facilities feasibility study. Sent to the architect.
- Transfer station boundary and limited topographic survey field work complete for DEEP leaf composting permit. CAD drawing provided to consultant, Town to provide boundary map.
- Facilities – Survey of old firehouse #3 at 2 Chapman Street, field work complete, survey drawing in progress.

Town Projects - Construction:

- Public Works (LOTICIP 2018): Complete Street Project - Robbins Avenue and Maple Hill Avenue, now in close out phase, minor additional work expected. Final items for traffic signal at Willard installed, 30 day test period to run until June 5th.
- 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.
- Town Hall parking lot EVCS conduit and base installation complete, EV Stations expected in May pending Eversource installation of the transformer.
- Mill Pond Bridge installed, grant close out in progress.
- Alumni Road right in right out island constructed, gate removed. Final work underway, completion expected by end of May/early June.

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 Town Hall parking area reconstruction project – nearly ready to bid.
- Public Works: Garfield Street mill and overlay.
- 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. Work to begin early May.
- Public Works: LOTICIP 2020/2024 Complete Street Project - Maple Hill and Alumni Road, rescope, updated costs, PD complete, revised application to CRCOG asap.
- 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
- 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 Project - other:

Town Grant Applications:

- Public Works: Main Street 2020 Community Connectivity Project
- Public Works (LOTICIP 2020): Complete Street Project - Maple Hill Avenue and Alumni Corridor Improvements
- Town of Berlin+Newington (LOTICIP 2022): Complete Street Project – Rowley Street & Episcopal Road Corridor Improvements, managed by Berlin.
- 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)