



# 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: January 13, 2026  
Re: Monthly Report – December 2025

I am pleased to provide Council with the Monthly Report for the month of December. 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 December. Some highlights of our departmental accomplishments are summarized below:

- Newington was appointed to the CRCOG Executive Committee for 2026. In addition, I continued to participate in the CRCOG Ad Hoc Legislative Committee, plus the Policy Board.
- Met with *Newington Life* to discuss the recent Revaluation
- Spoke at and participated in Human Services Narcan Training at Newington High School
- Reviewed 2026-2027 budget proposal for the Town Manager's Office
- Conducted two facilities tours for Council members
- Convened meeting with stakeholders regarding red light camera deployment
- Convened meeting with stakeholders regarding historical preservation in Newington Junction area
- Held Holiday Luncheon for Town staff
- Discussed equipment reserve replacement schedule for fire apparatus with key stakeholders
- Closed on the Budney Road Stub sale to adjacent landowners.
- Continued discussions regarding lease for emergency radio tower with key stakeholders
- Participated in Human Services Gift Distribution event in multi-purpose room
- Met with Fire & Police Chief to discuss new counter-drone technology that the Fire Department received through a CRCOG grant
- Attended CT City Management Association luncheon regarding implementation of HB 8002 (housing bill)
- Facilitated meeting with CIRMA, CCTHD and Town Attorney regarding Town pools
- Conducted final interview for Librarian III (Head of Reference) and offered position to Michelle Patnode
- Held Step 2 AFSCME Grievance

## **PERSONNEL**

- The vacant Administrative Secretary I (C-8) position was posted externally to the public on December 15<sup>th</sup>, with a closing date of December 29<sup>th</sup>.
- The vacant Network/Application Specialist (Non-Supervisors Teamsters) position was posted to the Union on December 9<sup>th</sup>, with a closing date of December 16<sup>th</sup>. No internal applications were received, the position was posted externally to the public on December 17<sup>th</sup>, with a closing date of January 2<sup>nd</sup>.
- The written examination was held on December 12<sup>th</sup> for the vacant Librarian III (T-5), final interviews were scheduled on December 30<sup>th</sup> with the Town Manager. The position was offered to Michelle Patnode.
- Interviews for the vacant Recreation Supervisor (Non-Supervisors Teamsters) position were scheduled on December 22<sup>nd</sup>. Final interviews will be scheduled in January.
- Panel Interviews were scheduled on December 16<sup>th</sup> for the vacant Deputy Director of Finance position. Final interviews will be scheduled in January.
- To assist with winter storm operations and staffing needs, a conditional offer was made for a temporary Groundskeeper I position in the Park Grounds Department.
- After almost 33 years of service, Karen Benner, Assistant Library Director from the Lucy Robbins Welles Library retired, effective December 31, 2025.
- The Town is accepting employment applications for Recruit and Certified Police Officers.
- The Employee Engagement Committee met continuously throughout the month to plan for upcoming events in the winter, the annual Holiday Jolly Jamboree was held on December 10<sup>th</sup>.

## **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:

- Procurement / Construction:
  - JWMS
  - ARES
- Labor:
  - Worked with Employee Engagement Committee to plan and execute 12/10 staff luncheon / Human Services fundraiser
  - Continued review / revision of personnel policy
  - Attended ConnPelra Annual Meeting
  - Sat on panel for Deputy Finance Director
- Risk Management:
  - EOC project weekly construction meetings; additional meetings regarding scope
- Government:
  - Attended NTC meetings and NTC building tours
  - Attended CTCMA Executive Board meeting and quarterly member meeting
  - Attended CRCOG Municipal Services Committee meeting

- o Attended EMD Region 3 Annual Meeting
- o Attended Connecticut Conferences of Municipalities Annual Convention

## **BENEFITS MANAGEMENT-TMO**

### **2025-26 Blue Cross/Blue Shield Plan Year**

The fifth month of the 2025-26 plan year produced a combined paid claim total that was lower than those estimates that were developed at renewal. The monthly claims for the 2025-26 plan year were estimated at \$1,187,691. The total paid claims from the Health Benefits Fund for November 2025 were \$1,068,236. 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 November, 2025**

	Town	Board of Education	Total
Estimated Claims	1,436,695	4,501,760	5,938,455
Actual Claims	928,043	3,539,510	4,467,553

## **OVERTIME**

<b>POLICE DEPARTMENT</b>	<b>25-26 Approved Overtime Budget</b>	<b>Overtime Expended 25-26 YTD 12/30/25</b>	<b>24-25 Approved Overtime Budget</b>	<b>Overtime Expended 24-25 YTD 12/30/24</b>
Administration	\$ 5,623.00	\$ 702.85	\$ 5,500.00	\$ 1,403.40
Patrol	797,772.00	494,400.76	758,062.00	340,711.62
Investigation	73,284.00	17,414.00	93,826.00	18,228.80
Traffic	5,471.00	3,001.95	5,006.00	1,951.06
Communication	148,076.00	57,417.96	175,382.00	73,887.50
Education/Training	193,780.00	89,580.20	148,545.00	56,529.51
Support Services	67,396.00	23,701.85	65,033.00	32,561.64
Animal Control	5,547.00	644.77	5,295.00	3,515.87
<b>Total</b>	<b>\$ 1,296,949.00</b>	<b>\$686,864.34</b>	<b>\$ 1,256,649.00</b>	<b>\$528,789.40</b>
<b>HIGHWAY DEPARTMENT</b>				
Highway Operations	\$ 32,591.00	10,016.03	\$ 30,725.00	8,610.58
Snow and Ice Control	148,560.00	19,321.02	137,519.00	565.03
Traffic	0.00	0.00	0.00	0.00
Vehicles and Equipment	38,057.00	31,466.21	35,871.00	21,231.17
Leaf Collection	40,606.00	30,441.37	35,972.00	34,804.44
<b>Total</b>	<b>\$ 259,814.00</b>	<b>\$ 91,244.63</b>	<b>\$ 240,087.00</b>	<b>\$ 65,211.22</b>
<b>PARKS AND GROUNDS</b>				
Parks and Grounds	\$ 135,606.00	\$ 66,455.34	\$ 105,001.00	\$ 51,762.79
Cemeteries	17,109.00	1,496.69	17,109.00	2,503.20
<b>Total</b>	<b>\$ 152,715.00</b>	<b>\$ 67,952.03</b>	<b>\$ 122,110.00</b>	<b>\$ 54,265.99</b>

## **BUILDING DEPARTMENT**

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

An application was submitted at 723 New Britain Avenue for interior alterations.

An application was submitted at 1181 Main Street for interior alterations.

A permit was issued at 3563 Berlin Turnpike for interior alterations.

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

None

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

D. Jourdan – 2024 IRC Significant Changes to Deck Provisions 12/30/25

2024 IRC Provisions Prescriptive Wall Bracing – (Part 1) 12/30/25

K. Kilkenny - IAEI - 2023 NEC CODE, Middletown 12/4/25 2 hours

Inspector Group Meeting - Authorization Letters, Rocky Hill 12/16/25 2 hours

T. Greene - None

**Building Department inspection activity for the month of DECEMBER was as follows:** The Inspectors completed a total of 256 Inspections. They were: A/C Install (1), Above Ceiling (2), Alarm (1), Boiler (1), Certificate of Occupancy (1), Dampproofing (1), Deck (1), Electrical (27), Final (107), Footings (10), Foundation (8), Framing (6), Gas Line (5), Hood (1), Inspection (1), Insulation (13), Mechanical (11), Plumbing (2), Roofing (4), Rough (40), Siding (2), Site Visit (1), Solar (10).

The total number of Building/Renovation Permits issued/applied for the month of DECEMBER produced a total permit value of **\$3,044,427.**

They are categorized as follows:

<b>TYPE OF PERMIT</b>	<b># OF PERMITS, VALUE OF PERMITS</b>	
ADDITIONS/ALTERATIONS	21	342,530.00
DECKS	3	100,410.00
DEMOLITION	0	0.00
ELECTRICAL	35	513,626.00
FENCE	0	0.00
FIRE SUPPRESSION/SPRINKLER	0	0.00
FOOTING/FOUNDATION	0	0.00
FUEL TANK	1	5,090.00
GARAGE/SHED	0	0.00
MECHANICAL	34	457,704.00
NEW COMMERCIAL	0	0.00
NEW MUNICIPAL	0	0.00
NEW RESIDENTIAL	1	296,400.00
PLUMBING	28	1,052,824.00
POOL	0	0.00

ROOFING/SIDING	16	268,303.00
SIGN	0	0.00
SOLAR	1	7,540.00
TENT	0	0.00
OTHER	0	0.00
<b>TOTAL</b>	<b>140</b>	<b>3,044,427</b>

The total Building income fees received in the month of DECEMBER were **\$46,805**

The total fees for other income were as follows:

Town Planning and Zoning (Applications/Publications) \$680.00, Environmental \$240.00, Conservation \$200.00, Copies \$0.00, Zoning Board of Appeals \$0.00, Driveway/Excavation \$550.00, Engineering copies \$0.00. The other total income is \$1,670.00.

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

	<u>2025</u>	<u>2024</u>
Value of Permits issued for DECEMBER:	\$3,044,427.00	\$2,453,628.00
Fees for Permits issued for DECEMBER:	\$46,805.00	\$25,538.00
Other income Fees for DECEMBER:	\$1,670.00	\$400.00
Building Permits Issued for DECEMBER:	140	143

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

<u>2025-2026</u>		<u>2024-2025</u>	
<u>Value</u>	<u>Permit Fee</u>	<u>Value</u>	<u>Permit Fee</u>
\$34,040,566	\$464,508	\$27,483,959	\$309,034

## **FACILITIES DEPARTMENT**

The following is snap shot of ongoing work and projects the Facilities Department is working on or completed in the month of December. AkitaBox allows us to quantify our preventative maintenance tasks as well as work order requests. We completed a total of 165 work orders and tasks this month. We completed 67 preventative maintenance tasks and the team responded to and completed 97 reactive work orders. Of the 97 reactive work orders 61 were calls for service from outside the Facilities Department.

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

Town Hall Building in AkitaBox is also used for Town Hall Annex Building, downtown lighting, and other miscellaneous work orders without an actual building in AkitaBox.

- Multiple HVAC adjustments for temperature change requests
- Multiple downtown lighting repairs
- Replaced 2 light ballasts in Gym
- Multiple copy paper requests, and conference room set ups for meetings, and multiple key fob requests
- Multiple PM's completed, door maintenance, plumbing checks, electrical lighting checks
- HVAC preventative Maintenance, changed fan coil unit filters
- Preventative maintenance, ladder safety checks completed of all ladders
- Cleaned and organized facilities shop at bus garage

### **Library: (34 PM tasks and work orders completed)**

- Repaired lock for bathroom
- Replaced all 4 toilet seats in women's room
- Installed additional emergency light
- Multiple PM'ing Tasks
  - Door maintenance
  - Hot water heater maintenance
  - Plumbing and electrical checks
- Repaired green cabinets in reference office
- Patched walls and painted Lineheart room
- Replaced stained ceiling tiles in bathrooms
- Hung white board
- Changed light lenses in teen section and back isle
- Assisted engineering department by moving electrical ground box away from new curb line in library parking lot

#### **Highway Garage: (18 PM tasks and work orders completed)**

- Replaced 2 site flood lights
- Deep cleaning completed
- Hot water heater maintenance completed
- PM's completed
  - Door maintenance
  - Emergency lighting checks
  - Plumbing checks
  - Heating tune ups and filter changes
- Fixed light out in salt shed

#### **Grounds Maintenance Garage (11 PM tasks and work orders completed)**

- HVAC adjustments per requests
- Monthly PM checks
  - Plumbing, lighting checks, door maintenance
- Repaired trim on overhead door struck by vehicle
- Replaced weather stripping on emergency exit door and added plastic to windows to cut down on drafts in the break room
- Floor drain maintenance

#### **Senior & Disabled Center: (22 PM tasks and work orders completed)**

- Repaired drywall and painted in old gym where items were removed for the walls
- Replaced specialty bulb and cleaned filter on projector mounted to ceiling in gym/auditorium
- Multiple PM'ing inspections and tasks completed
- Installed new window blinds in new work out gym
- Replaced broken circ. Pump coupler for pump #4

#### **Police Department: (28 PM tasks and work orders completed)**

- Multiple PM'ing tasks and inspections completed
- Completed water heater maintenance
- Toilet repair to flush valve (replaced)
- Repaired flooring that was bubbling
- Multiple HVAC tasks, temp checks, adjustments, loud exhaust fan repair, bms programing tasks with ESC

#### **Historical Houses Kelsey and Kellogg-Eddy (4 PM tasks and work orders completed)**

- PM task for electrical panels
- Building checks following single digit temps over a weekend

#### **Administrative Projects:**

- Multiple meetings with Architects and MEP engineers for PD HVAC and roofing project
  - Working out Issues with Commissioning, Balancing, and final Punch Lists
    - Multiple meetings, Multiple hours/days spent commissioning testing ongoing
    - Have identified 5 VAV's that require controller replacement that was not a part of this project but their deficiencies were identified and are necessary to replace. Ongoing
    - We replaced 5 VAV controllers and ESC fixed programing for 22 total VAV's
    - Awaiting a change order from sub to cover the additional work for things identified during this project that were either broken or not part of the original scope of work.
    - **Change order not accepted for balancing of 22 vav's**
    - **Final punch list should be completed in January**
- Planning for next grant for our historical properties. Kellogg-Eddy needs siding repairs, painting (exterior), and stone wall/foundation slab repairs.
  - Received budget number in March
  - Second budget number received end of Aug
  - Provided Budget information to TMO
- Working on MDC water notices (ongoing)
  - Completed the known addresses, will seek assistance from MDC for locating remaining
  - Fire department completed their buildings
  - In June I was told by a customer service rep from MDC we will get letters from them if there are any on going issues that need attention
  - Received new notifications and reached out to follow up with MDC, no response yet.
  - **Meeting set up with MDC for January 15th**
- ADA Action Plans Completed for Library, Police Department, Senior Center, Parks and Grounds Garage, and Highway Garage
  - Received approval from Carol on our ADA action plan format. Finished all but two locations that are waiting for clarification on some of the potential violations.
  - Carol is waiting for verification from the state on some of our borderline/questionable violations
  - **Carol requested some additional information that was provided, awaiting the response from the state**
- Multiple EOC Construction meetings
  - **Weekly progress meetings held every Tuesday**
- Town building lease evaluations ongoing
- Senior Center Security Upgrades
  - Work is completed

## **FINANCE**

### **Accounting and Administration**

- The final audit report was received at the middle of December and should be placed on the Town's website shortly.
- Departmental CIP budget request were received this month. They have been compiled and copies for review by the Town Manager. Operational department budget request are due January 2<sup>nd</sup> and meetings to review both of the departmental request will be held at the end of January.
- A tour of the building along with summary presentation of what each department does was held for the Council members on December 8<sup>th</sup> and 9<sup>th</sup> that Finance Director Janet Murphy attended.

- Deputy Finance Director, Lisa Rydecki will be retiring at the end of the fiscal year. Her job was posted and we reviewed all of the applicants. First round interviews were held in December and the second interviews will be held at the start of January.
- Both Accounts Payable and Payroll are working on their year-end reporting in anticipation of the processing of W-2s and 1099s in January.
- Our office continues to support all other grants that have been approved or are being submitted.

The Town received the Pequot Grant in the amount of \$54,975 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)

12/31/2025

	<u>Interest Earnings</u>		
	<u>Budget FY2025-26</u>	<u>Actual Year to Date</u>	<u>\$ Invested</u>
General Fund	\$800,000	888,586	\$42,599,771
Special Revenue Funds	53,000	19,189	979,369
Capital Projects Funds		27,038	1,288,292
Internal Service Fund	200,000	128,551	7,841,914
Trust and Agency Funds		43,350	2,049,968
TOTAL, ESTIMATED BY FUND			\$54,759,314

INVESTMENTS, BY INSTITUTION TYPE

(Unaudited)

12/31/2025

	<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	3.95	4.05	135,718	152,175	38,650,459
Bank North	1.39	1.46	704	712	598,846
TDBank (new)	1.89	1.92	9,656	9,830	6,314,288
Farmington Bank	.00	.00	0	0	0
Webster Bank	1.66	1.78	4,794	4,964	3,433,310
Liberty Bank	3.82	3.82	18,323	17,676	5,762,411
Total Outstanding Investments					\$54,759,314

*Rates reflect avg. monthly yield, annualized*



## Assessor

- In the month of December, the Assessor's Office finalized the October 1, 2024 Supplemental Motor Vehicle Grand List. 5,375 accounts were loaded, 266 of which needed to be researched and have MSRPs assigned. Much like the October 1, 2024 Regular Motor Vehicle Grand List, the Supplemental saw an overall decrease due in part to legislative changes mandating the use of MSRPs to value motor vehicles. In addition, an increase in the exemption amount was due to both the inclusion of Town owned vehicles and an increase in the number of M-65 heavy truck exemptions.

<b>2024 Supplemental Motor Vehicle Grand List Summary</b>				
	<b># Of Vehicles</b>	<b>Gross Assessment</b>	<b>Net Assessment</b>	<b>Tax Revenue</b>
2023 Supplemental	4471	\$ 44,317,303	\$ 44,259,668	\$ 1,436,669
2024 Supplemental	5375	\$ 43,241,894	\$ 42,569,539	\$ 1,381,807
Difference	904	\$ (1,075,409)	\$ (1,690,129)	\$ (54,862)
Difference %	20.22%	-2.43%	-3.82%	-3.82%

- The 2025 Declarations of Personal Property were sent at the beginning of September to all businesses operating within our jurisdiction, approximately 1,931 were mailed Declarations. To date, 1,258 or 65% have been returned to the office. Work continued throughout the month of December processing the declarations, of the 1,258 returned declarations, 715 or 33% had been reviewed and entered into the Assessor system. The month of January will see a push to complete entering and reviewing the remaining declarations in order to finalize the Grand List.
- Informal hearings were completed in the month of December. Approximately 400 informal hearings were conducted between the representatives at eQuality Valuation Services and the Assessor's Office. A review was conducted of the commercial property informal hearings as well as a handful of the residential hearings. Decision notices were sent to all property owners who had a hearing at the end of December.
- On December 3<sup>rd</sup>, the Board of Assessment Appeals held a Zoom organization meeting. The purpose of this meeting was to set dates for the upcoming March hearings. Due to the 2025 Revaluation, an increase in the number of appeals is expected requiring the scheduling of multiple hearing dates and times.
- Work began on the October 1, 2025 Motor Vehicle Grand List. 28,741 accounts were loaded into the Assessor system, with 3,487 needing to have an MSRP assigned. By the close of December, all vehicles had been assigned an MSRP and all personal use trailers had been removed from the list bringing the number of accounts to 28,688. In the month of January exemptions will be applied and the list will be finalized.
- Real estate deeds were read and entered into the computer assisted mass appraisal system through the end of October, 110 property transfers were completed. After the October 1<sup>st</sup> Grand List Date and prior to the signing of the Grand List, permits for the October 1, 2026 Grand List are uploaded into the system and flagged so work can begin on February 1<sup>st</sup> for the next year's Grand List.
- In the month of January, the Assessor's Office will be in full swing continuing to work on the October 1, 2025 Grand List. An increase in traffic is expected as Supplemental tax bills arrive in taxpayer mailboxes. In addition, the office will prepare to send out applications for the 2025 Elderly & Disabled homeowners tax credit program.
- The 2025 Declarations of Personal Property were sent at the beginning of September to all businesses operating within our jurisdiction, approximately 1,931 were mailed. To date, 1,190 or 61% of the Declarations have been returned to the office. The last week of November, prior to the Thanksgiving holiday, 770 letters were sent to those accounts that had not filed by the November 1<sup>st</sup> deadline as a reminder to file.
- The next phase of the 2025 Revaluation began in November. Assessment increase notices were sent to the owners of all 12,540 parcels in the Town of Newington. The notices provide property owner's their old and new assessment, information on the informal hearing process and all information needed to schedule an informal hearing. As of the end

of the month 379 informal hearings had been scheduled with eQuality, with another 20 held in person at the Assessor's Office. The deadline to file an informal hearing is December 1<sup>st</sup>, and the hearing decision notices will be sent early January.

- In order to provide the public with wealth of information, the Assessor's Office collaborated with the Town GIS Technician Monique Michaud to build a data platform website. This website went live at the same time the assessment notices were sent. In addition, a video was created outlining the informal hearing process. Assessor Lawrence LaBarbera, Deputy Assessor Danielle Dippolino and GIS Technician Monique Michaud presented to the Town Council on November 25<sup>th</sup>. They covered the revaluation results and the use of the Town's revaluation data platform.
- The 2024 Motor Vehicle Supplemental Grand List was processed in the month of November. MSRPs were assigned to the 266 vehicles that were not priced by the DMV, exemptions were applied and the list was balanced. The files were then sent to QDS and the Tax Collector's Office to complete the next steps. In the month of December, the list will be finalized and signed by the Assessor's Office in order for the bills to be sent for the start of January.
- Real estate deeds were read and entered into the computer assisted mass appraisal system through the end of October. 89 property transfers were completed. After the October 1<sup>st</sup> Grand List Date and prior to the signing of the Grand List, permits for the October 1, 2026 Grand List are uploaded into the system and flagged so work can begin on February 1<sup>st</sup> for the next year's Grand List.
- In the month of December, the Assessor's Office will be in full swing continuing to work on the October 1, 2025 Grand List. Informal hearing decisions will be reviewed by both the Town and eQuality valuation services. Declarations of Personal Property will continue to be reviewed and entered into the CAMA software. The 2024 Motor Vehicle Supplemental will be finalized and signed. Finally, work will begin on the 2025 Motor Vehicle Grand List.

### **Revenue Collector**

- Collections for December on the 2024 Grand List amounted to \$12,413,410 and back tax collections were \$56,828. Included in the back tax amount was \$9,639.78 which was collected for suspended accounts.
- This year's total collections through December were 66.8% which is higher than last year's 63% collection rate for December 2024.
- Delinquent Notices were mailed for current and back tax delinquent accounts for the 2023 and 2024 Grand List totaling 4,287 tax bills.
- The staff were extremely busy daily updating tax accounts prior to finalizing the file for the mailing of the 2024 GL SMV tax bills so the information could be as accurate as possible.
- There were 5,375 Supplemental Motor Vehicle tax bills mailed at the end of the December for individuals who registered cars after October 1, 2024. These new tax bills were placed online as soon as the information was available.
- Legal Notices were published for the second installment on Real Estate, Personal Property and the Supplemental Motor Vehicle taxes.
- Press Releases were also placed in the Rare Reminder, as well as on Newington's website and social media to remind taxpayers of their second installments due in January. Releases were also sent to the Library and Senior Center to post for taxpayers using their services.

### **FIRE DEPARTMENT**

The following is a report of the activities of the Newington Fire Department for the month of December, 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	November	6 Month Total
------	---------------	----------	---------------

	<b>Fire</b>		
100	Fire, Other	1	7
110	Structure fire, other (conversion only)	1	1
111	Building fire	1	6
112	Fires in structure other than in a building	0	1
113	Cooking fire, confined to container	2	13
114	Chimney or flue fire, confined to chimney	1	1
116	Fuel burner/boiler malfunction, fire	0	1
123	Fire in portable building, fixed location	0	0
130	Mobile property (vehicle) fire, other	0	0
131	Passenger vehicle fire	0	4
132	Road freight or transport vehicle fire	0	0
140	Natural vegetation fire, other	0	9
141	Forest, woods or wildland fire	0	4
142	Brush or brush-and-grass mixture fire	0	5
143	Grass Fire	0	0
150	Outside rubbish fire, other	0	0
151	Outside rubbish, trash or waste fire	0	0
153	Construction or demolition landfill fire	0	1
154	Dumpster or other outside trash receptacle	0	0
160	Special outside fire, other	0	2
162	Outside equipment fire	0	2
170	Cultivated vegetation, crop fire, other	0	0
	<b>Total</b>	<b>6</b>	<b>57</b>

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

200	Overpressure rupture, explosion, overheat	0	1
210	Overpressure rupture from steam, other	0	0
211	Overpressure rupture of steam pipe	0	0
212	Overpressure rupture of steam boiler	0	1
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	0
	<b>Total</b>	<b>0</b>	<b>2</b>

**3 Rescue & Emergency Medical Service Incident**

300	Rescue, EMS incident, other	0	1
311	Medical assist, assist EMS crew	0	5
320	Emergency medical service incident, other	0	2
322	Motor vehicle accident with injuries	0	3
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	0
340	Search for lost person, other	0	0
350	Extrication, rescue, other	1	2
352	Extrication of victim(s) from vehicle	2	5
353	Removal of victim(s) from stalled elevator	0	3
356	High-angle rescue	0	0
360	Water & ice-related rescue, other	0	0
362	Ice Rescue	0	0
381	Rescue or EMS standby	0	1
	<b>Total</b>	<b>3</b>	<b>22</b>

<b>4</b>	<b>Hazardous Condition (No Fire)</b>		
400	Hazardous condition, Other	1	9
410	Combustible/flammable gas/liquid condition	0	1
411	Gasoline or other flammable liquid spill	0	2
412	Gas leak (natural gas or LPG)	2	9
413	Oil or other combustible liquid spill	0	1
420	Toxic condition, other	0	0
421	Chemical hazard (no spill or leak)	1	5
422	Chemical spill or leak	0	1
423	Refrigeration leak	0	0
424	Carbon monoxide incident	1	4
440	Electrical wiring/equipment problem, Other	6	29
441	Heat from short circuit (wiring), defective/worn	0	1
442	Overheated motor	1	2
443	Breakdown of light ballast	0	0
444	Power line down	1	8
445	Arcing, shorted electrical equipment	0	6
451	Biological hazard, confirmed or suspected	0	0
460	Accident, potential accident, other	2	4
463	Vehicle accident, general cleanup	0	5
	<b>Total</b>	<b>15</b>	<b>87</b>

<b>5</b>	<b>Service Call</b>		
500	Service Call, other	1	4
510	Person in distress, other	1	1
511	Lock-out	0	1
512	Ring or jewelry removal	0	0
520	Water problem, Other	0	2
521	Water evacuation	1	1
522	Water or steam leak	0	0

531	Smoke or odor removal	1	9
540	Animal problem, other	0	0
542	Animal rescue	0	0
550	Public service assistance, Other	0	1
551	Assist police or other governmental agency	1	3
552	Police matter	0	0
553	Public Service	0	0
561	Unauthorized burning	1	13
571	Cover assignment, standby, move up	3	22
	<b>Total</b>	<b>9</b>	<b>57</b>

<b>6</b>	<b>Good Intent Call</b>		
600	Good intent call, other	7	27
611	Dispatched & cancelled en route	3	14
621	Wrong location	0	0
622	No Incident found on arrival at dispatch	0	2
631	Authorized controlled burning	2	7
641	Vicinity alarm (incident in other location)	0	0
650	Steam, other gas mistaken for smoke, other	0	2
651	Smoke scare, odor of smoke	1	10
652	Steam, vapor, fog or dust thought to be smoke	0	0
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	11
672	Biological hazard investigation, none found	0	0
	<b>Total</b>	<b>14</b>	<b>73</b>

<b>7</b>	<b>False Alarm &amp; False Call</b>		
700	False alarm or false call, Other	3	32
710	Malicious, mischievous false call, other	1	1
711	Municipal alarm system, malicious false	0	0
714	Central station, malicious false alarm	0	1
715	Local alarm system,	0	0
721	Bomb Scare – no bomb	1	1
730	System malfunction, Other	1	17
731	Sprinkler activation due to malfunction	1	3
732	Extinguishing system activation due to malfunction	0	0
733	Smoke detector activation due to malfunction	0	14
734	Heat detector activation due to malfunction	0	0
735	Alarm system sounded due to malfunction	0	6
736	CO detector activation due to malfunction	1	14

740	Unintentional transmission of alarm, other	2	17
741	Sprinkler activation, no fire	1	4
742	Extinguishing system activation	0	0
743	Smoke detector activation, no fire - unintentional	3	30
744	Detector Activation, no fire	3	14
745	Alarm system activation, no fire	5	27
746	Carbon monoxide detector activation, no CO	3	16
	<b>Total</b>	<b>25</b>	<b>197</b>
<b>8</b>	<b>Severe Weather &amp; Natural Disaster</b>		
800	Severe weather or natural disaster, other	0	0
812	Flood Assessment	0	0
813	Wind Storm, tornado/hurricane assessment	0	0
814	Lightning strike (no fire)	0	0
	<b>Total</b>	<b>0</b>	<b>0</b>
<b>9</b>	<b>Special Incident Type</b>		
900	Special type of incident, other	0	2
911	Citizen complaint	0	0
	<b>Total</b>	<b>0</b>	<b>2</b>
	<b>Total Calls</b>	<b>72</b>	<b>497</b>

#### Chief's Activities December 2025

- Discussions with Chief Regina on NERIS conversion – cutover date
- Discussions with Chief Regina on training tower lighting project – needs for improvements
- Attend MPO Lavery Ceremony
- Meet with TM, Chief Perry to discuss recent CROG grant
- Provide info to architect for company 4 building project
- Discussions with Deputy Chief Giansanti on apparatus and building issues
- Discussions with vendor for Company 1 floor repairs
- Discussions with Deputy Chief Stegmaier on personnel activities / issues
- Discussions with Asst. Chief Lapierre on budget and quarter master purchasing
- Discussions with vendors on delivery of new equipment for E2
- Work with highway on equipment install date for new E2
- Work with IT Staff on Kalasky Room / Conference room video conferencing improvements
- Discussions with staff on awards night planning
- Attend NVFA Christmas party
- Discussions with town staff on Kitts Lane Development

- Review plans for BESS on East Cedar Street- Emergency response plan review
- Review site plans for new development on Louis and Pascone
- Monitor construction on Cedar Street garage / new development
- Discussions with Hermas on Service 2 delivery, lighting and outfitting
- Meet and discuss with Capt. Carlone and Lt. Gionfriddo on Zello work platform roll out
- Meet with BOFC and Chiefs to discuss and present operating budget for 2026/2027
- Attend Board of Fire Commissioners meeting
- Discussions with Captain Lapierre on Newington recruit class
- Discussions with Wethersfield for install of radio frequencies in radios
- Discussions with IT for fiber install project in firehouses
- Discussions with Chief Lapierre, Chief Regina, and Chief Carter about GFFC being presented in Newington
- Discussions with Captain Carlone on radio tower project and FD radio inventory audit
- Discussions with TM on truck 3 status
- Discussions about Chapman Street renovations with members appointed to committee
- Attend in person sexual harassment training-mandatory for all members

#### **Car 2 Fire Chiefs Activities December 2025**

- Office time, reports, uniform sheets
- Pick up jackets at Security Uniform
- Hartford Healthcare trophy delivery
- Complete assignments on Fire Rescue1
- Approve requisitions for Finance
- Company 2 Christmas party
- Cadet Christmas party
- Sexual Harassment training
- Cold water/ ice emergency Interview channel 30
- Office time reports, 2026/27 Budget beginning
- Company 3 Christmas party
- Wake visitation Dougherty
- Chiefs meeting with Captains budget requests
- Office time budget prep
- Deliver equipment to Highway
- Chief Carter meeting prep
- Company 1 Christmas Party
- Complete budget for review
- Budget meeting Chiefs and Commissioners
- Budget narratives update

#### **Car 3 Fire Chiefs Activities December 2025**

#### **January 2026 Training Report Progress History**

- Training Tower Updates

- Electrical work for lighting is in progress.
- Burn room was updated with panels we had from the last rebuild. This will hold us over until the CIP is approved.
- Met with United Restoration to discuss dry ice cleaning of interior of training tower.

- **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 each month.
  - We are planning to do a walkthrough of Hanwa Aerospace USA Rotating Components on Richard Street.
    - This facility has a BESS used in conjunction with their solar farm.

#### **Drill Schedule – November through December 2025**

<b>January</b>		
Multi-Company (Co1 and Co4)	Hazmat	1/12/2026
Officer Training	Hazmat	1/13/2026
Multi-Company (Co2 and Co3)	Hazmat	1/19/2026
New Officer Candidate Program	NERIS	1/21/2026
No Day Drill This Month		

#### **December 2025 (Sexual Harassment)**

Five members did not attend the sexual harassment training sessions and have been suspended until completion of this required training.

(Please note that our Sexual Harassment training is in-person and ALL members are required to attend this training. Members who do not make this training or the provided make-up events are suspended from the Department until such training is completed.)

#### **CT Fire Academy Classes - 2026**

Spring classes for Firefighter I and II (FFI, FFII), and Incident Safety Officer (ISO) have members attending.

#### **Car 4 Fire Chiefs Activities November 2025**

Month: December 2025 - Nothing new to report

#### **Car 5 Fire Chiefs Activities November 2025**

- Additional new equipment for the Engine 2 arrived and was inventoried.
- The annual Cascade System Service and Air test were completed.
- The 2Q Cone course was upgraded with new markings, cones and flags.
- The 2Q class was given with 10 members in attendance.
- The following repairs and services were done in the follow stations:
  - Company 1- New lines were installed on the bay floor. Eye wash station repaired.
  - Company 2 – No new issues were reported.
  - Company 3 – No new issues were reported
  - Company 4 – Boiler repair was completed.
  - Company 5 – No new issues were reported.
  - Chapman Street – No new progress this month.
- Various repairs have been done to all of the fleet by the Highway Dept. The new Service pick-up arrived at Highway. It is being prepped for duty. All new tool brackets were mounted to the new Engine 2. 2 more brackets were ordered that we were short.



## **FIRE MARSHAL**

Commissioners, Town Manager, and Town Councilors;

Please accept the following report outlining the daily operations of the Fire Marshal's Office.

### **Code Enforcement Inspections:**

The Town Manager has requested a summary of inspection data to be added to the report. The general summary of inspections performed is contained on the Fire Marshal Dashboard (attached).

For reference, the Town of Newington is divided into 6 Inspection Districts.

Compliance	
District 1	87.47%
District 2	78.51%
District 3	
District 4	
District 5	
District 6	67.99%
Town Complete	67.99%

### **Training:**

The National Fire Academy has advertised several courses with vacancies. Assistant Fire Marshal Hofmann has indicated interest in attending a course titled "Hazardous Materials Code Enforcement" which will run from February 21 – February 28. There is no fee for the training as this is covered by the Federal Government. The only financial responsibility that the Town of Newington will be responsible for is the meal program which is required for every student. This will be paid for out of the FMO Operating Budget.

Acceptance and participation in this training program will provide a good foundation and best practices that can be incorporated into the Town of Newington Hazardous Materials Reporting Program which we have been unable to support over the last several years.

### **Staffing –**

FI Sullivan is still out of work due to an injury. He is not expected back until January 2026. The Fire Marshal's Office has an open position (Muir) which has not yet been filled. The Fire Marshal will be evaluating the best use of the hours/funds made available by this vacancy.

Emma Sweeney – Intern, has left the office due to personal reasons. She was very appreciative of everything she learned and she did a great job setting up the Building Plan scanning project. Emma will be welcomed back when she is ready. FM Zordan will discuss any future internships with the Commission as appropriate.

### **Budget:**

The FMO Operating Budget was presented to the Fire Commission at the Special Meeting on December 31, 2025. The Commission did not approve the budget as presented. This decision was based on a requested staffing increase that the Commission was not in favor of. The final budget that was submitted to the Finance Department reflected the current staffing structure.

### **Events:**

The Fire Marshal's Office sponsored the 2025/2026 Safety Patrol at Anna Reynolds Elementary School. Fire Marshal Zordan was honored as the keynote speaker. The school trained 38 students to help their peers when needed.

The Rocky Hill Fire Marshal's requested assistance on 12/28/2025 for a building fire. Fire Marshal Zordan responded and conducted the investigation and is coordinating all information and activities with DFM Kelley.

### Special Projects:

Digitizing Plans has been postponed as our Intern, Emma Sweeney, resigned for personal reasons. Emma worked very hard to start this project and she will be welcomed back when she is ready.

John Wallace Middle School project is 2/3 complete with students being allowed to occupy the 2 newly renovated wings. Approvals were given at the end of December and students will move in when the return to school in January.

### CCOUNTS FOR:

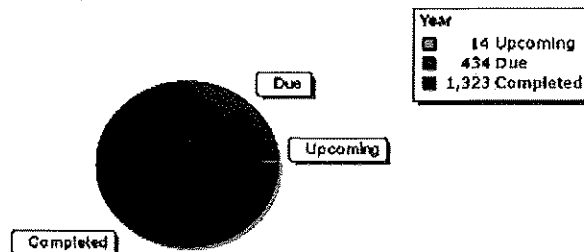
000 General Fund

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE S	AVAILABLE BUDGET	PCT US ED
230 Fire Department							
.0238 Full time salaries	219,893	0	219,893	113,534.78	.00	106,358.22	51.6%
.0238 Overtime	0	0	0	.00	.00	.00	.0%
.0238 Part Time	75,048	0	75,048	26,756.37	.00	48,291.63	35.7%
.0238 Dues and Subscriptio	3,935	-475	3,460	235.00	225.00	3,000.00	13.3%
.0238 Transportation	0	0	0	.00	.00	.00	.0%
.0238 Conferences,Meetings	1,800	1,175	2,975	2,261.87	.00	713.13	76.0%
.0238 Postage and Shipping	0	0	0	.00	.00	.00	.0%
.0238 Telephone	0	0	0	.00	.00	.00	.0%
.0238 Equipment Maintenan	1,400	-700	700	.00	.00	700.00	.0%
.0238 Motor Vehicle Mainte	1,000	0	1,000	.00	.00	1,000.00	.0%
.0238 Office Supplies	700	0	700	291.01	.00	408.99	41.6%
.0238 Technical Supplies	2,300	0	2,300	1,231.46	323.91	744.63	67.6%
.0238 Uniforms and Clothin	5,500	0	5,500	499.99	375.01	4,625.00	15.9%
.0238 Motor Fuel and Lubri	0	0	0	.00	.00	.00	.0%
.0238 Other Materials	3,500	0	3,500	1,158.66	2,270.28	71.06	98.0%
.0238 Technical Equipment	2,600	0	2,600	.00	.00	2,600.00	.0%
TOTAL Fire Department	317,676	0	317,676	145,969.14	3,194.20	168,512.66	47.0%
TOTAL General Fund	317,676	0	317,676	145,969.14	3,194.20	168,512.66	47.0%
TOTAL EXPENSES	317,676	0	317,676	145,969.14	3,194.20	168,512.66	

## Inspections in Compliance

## Inspection Progress to Date

Status	Total Occupancies	Percent Of Total
Complete	1323	75%
Due	434	25%
Upcoming	14	1%
Grand Total	1771	100%



## Fire Marshall's Office Interactions by Type

Inspections	Investigations	Incidents
90	2	5

## Inspections Summary Inspections by Inspector

Investigator	Count
.	1
Carlson, Anthony	10
Hofmann, John	39
Sokolowski, John	5
Zadrick, Michael	20
Zordan, Douglas "DJ"	15

## Fire Investigations

Address: 5 ADAM DR

Fire Date and Time: 12/22/2025 16:13

Investigator: Anthony Carlson

Occupancy Type: Residential - Single/Two Family

Investigation Close Date and Time: 12/30/1899 00:00

Status: Investigation Active

Address: 11 Laurel Road - Rocky Hill, CT

Occupancy Type: Storage

Fire Date and Time: 12/30/1899 00:00

Investigation Close Date and Time: 12/28/2025 11:30

Investigator: Douglas "DJ" Zordan

Status: Investigation Closed - Undetermined

## **HIGHWAY DEPARTMENT**

### **Administration**

- Continued to meet with residents to discuss various issues and concerns
- Continued with ongoing Landfill post closure requirements
- Received authorization from CT DEEP for Leaf Composting permit at the Transfer Station
- Met with Engineering Department to discuss various projects and drainage concerns
- Met with Blue Earth Compost to discuss Food Scrap Collection Program
- Met with various departments to discuss CIP projects
- Met with consultant to discuss various updates to permits for Highway facility
- Attended Town Council introductory meeting and tour

### **Roadway Maintenance**

- Continued with litter pickup/graffiti removal Town wide
- Highway operators continued with Transfer Station material processing
- Cleaned and prepared leaf collection equipment for seasonal storage
- Completed CCTV of pipe at Highway Garage Facility
- Clear waterway on Brookdale Drive
- Clear vegetation Millbrook at Main St
- Began annual Christmas tree collection
- Completed Town Center Snow removal
- Six (6) call ins for snow/ice for a total accumulation of 11.3" for the month
- No (0) Road Maintenance after hour call in(s) for the month
- Two (2) eviction(s) scheduled for the month requiring storage

### **Fleet Maintenance**

- Mechanics continued with maintenance of snow plows/equipment along with scheduled maintenance and emergency repairs to all Town vehicles/equipment
- Completed services for sanders, snow plows and blowers for Parks and Highway Departments
- Police Mechanic continued with the upfitting of other new patrol vehicles along with routine services and repairs
- Assisted Highway crews as drivers when needed for snow/ice control
- Continued maintenance of snow removal vehicles and equipment
- No (0) after hour call in(s) for the month

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

- Scheduled 89 residential bulk items for collection for the month
- Scheduled 23 condominium bulk items for collection for the month
- Scheduled 11 condo/residential scrap metal items for collection for the month
- 4309 tons of cumulative Municipal Solid Waste were collected from July through December
- 1046 tons of cumulative recyclables were collected from July through December
- XX mattresses/box springs count was reported for the month
- One (1) television(s) were collected for the month
- Issued 21 permanent Transfer Station permits and 1 temporary permit(s) for the month

HIGHWAY OVERTIME  
DECEMBER (12/1/25- 12/31/25)

VEHICLES AND EQUIPMENT	56.2	\$	3,409.52
WEEKEND STAND-BY AND CALL-IN	16.0	\$	1,023.84
ROAD MAINTENANCE	8.9	\$	550.98
LEAVES	40.6	\$	2,242.75
LANDFILL	31.4	\$	1,930.46
PARKS - TREE LIGHTING	17.2	\$	937.89
SNOW	822.5	\$	51,428.20
	992.8	\$	61,523.64

**HUMAN SERVICES**

- Youth Leadership Coalition got together for some teambuilding and went to an escape room. Many enjoyed it and it built a stronger connection within the group.
- Two vacation programs were held this month during winter break and many of the youth mentioned that they had a great time and happy that they got to do these trips rather than sitting home all day.
- Coordinators Manion & Hendrickson did a home visit with two YDT cases that are brothers. Toys were delivered to the younger sibling and mom was connected to resources. She admitted that she has been bad with appointments due to the little ones she has. It was noted that the older (YDT) brothers interacted with their younger sibling in a caring and positive way. It was a great sight to see. The entire family seemed so happy to be connected with us, even if it was through the YDT process. The silver linings are seen a lot more often than not! Later on in the month, we showed up to the house again to drop off some Uber gift cards to help support one of the boys to get to the barbershop that we connected him to as part of his YDT agreement. This shadowing gives him the opportunity to explore possible future career directions. The other brother also expressed gratitude for our connection & guidance. working with us. We discussed ongoing mentoring for both boys.
- A youth referred to YDT was involved in 2 separate altercations on the same day: a fight on the bus & then at the middle school. She participated in adult to youth mentoring & assisted in Get Together- a summer girls' group. At closing, she shared that "while I never should have been involved in the first place, I am glad that we've had the chance to meet over the past few months because I can manage my anger better now & I really liked helping with the group. I am hoping to assist again next year."
- Staff attended 2 days of Trauma-Informed Victim Engagement Training as it relates to youth diversion team & restorative practices. Some focus.
- Director LaBrecque & Coordinator Hendrickson in collaboration with CCHD, Newington PD, AMR, Intercommunity presented on the effects of opioids, naloxone administration, police response & emergency response & follow up case management from Human Services, AMR, & Intercommunity. National Guard provided their "Stash Away" trailer so that attendees could experience first hand the various hiding spots for substance use.

- There were numerous clients needing assistance with open enrollment for Access Health CT and Medicare annual enrollment due to application deadlines & unpredictability of ongoing coverage through AFCA.
- We distributed gifts to 410 households and 762 individuals. We were assisted with 66 volunteers providing 196 hours of volunteer assistance. Numerous town employees contributed to this program either personally or as a town department. We had 50 sponsors (comprised of individual residents, groups, civic organizations, businesses, houses of worship & schools) who provided specific gift requests for our 762 individuals. Police & Fire organized a Stuff A Cruiser & Stuff A Truck event providing cash & gift card donations along with numerous mail bins of gifts for all ages. The High School sponsored a Stuff A School event – providing numerous teen gifts. This truly is a community event with every part of our community contributing.
- Our Student intern completed her first semester and was outstanding. She was so invested in the departments programs that she volunteered several days over her school break so that she could be a part of the holiday distribution & groups that she co-facilitated with coordinator Hendrickson.
- Financial Casework Examples: Caseworker Tarantello worked with a 27yo single mother (never married) who resides with her four minor children. She currently works two jobs and earns a combined total of \$4381/mo from employment. She does not receive child support for any of the children. She had her youngest child in the Spring, and was out of work for 5 months due to medical complications and lack of childcare. She received 12 weeks of FMLA, reduced pay of \$250 for 6 weeks following that, and zero income for another 2 weeks. During this time, she fell behind on her rent. She owed \$2070 (including Dec rent). She is back to work in full time capacity now and can afford her ongoing monthly expenses which total \$3866. Newington Human Services paid a total of \$1600 toward the arrearage, and the client paid the remaining balance of \$479. She also participated in our foodbank and holiday gift program.
- Coordinator Wassik worked with a young disabled female who has a history of anxiety, OCD and environmental allergies. She has recently relocated to Newington - in an apartment where she has been experiencing environmental conditions that are triggering her allergies. I recommended various means of handling her situation such as speaking with the landlord to rectify the situation/make changes to accommodate her needs, speak with various Regional and Town Departments to check if they have any jurisdiction over her rental lease arrangement and to research air purifiers. Ultimately, an air purifier will be the selected manner to rectify her situation.

### September 2025 Statistics

	FY 26 Total This Month	FY 26 Total Last Month	FY 25-26 Cumulative Total YTD	FY 24-25 Cumulative Total YTD
<b>Selected Programs</b>				
Y&F Counseling cases	11	15	93	53
Clinical presentations/# attendees	1/40	3/60	6/126	6
<b>Youth &amp; Family Service Hours</b>	<b>18.75</b>	<b>25.75</b>	<b>136.5</b>	<b>72.25</b>
YDT (formerly JRB) cases:	10	9	52	77
YDT hearings:	1	0	7	5
YDT Service hours:	13.25	16.25	87	107
New Cases	1	0	5	2
<b>Positive Youth Development</b>	<b>76</b>	<b>61</b>	<b>565</b>	<b>475</b>
Adult to Youth Mentoring:				New in fy25
Cases	18	13	77	14
Service hours	18.75	18	113	16.25
Community Service	0	0	2	2
# of hours completed	0	0	56	251
Challenge Course: Adult	0	0	0	47
youth(outside)	0	0	1	0
<b>Social Casework Cases</b>	<b>61</b>	<b>115</b>	<b>748</b>	<b>474</b>
Under 55 =	12	36	193	78
Under 55 disabled =	6	14	72	53
Over 55 =	41	66	480	252
<b>Social Casework Service Hours</b>	<b>74</b>	<b>119</b>	<b>764</b>	<b>675.6</b>
Food Bank Household visits	139	569	1391	1302
# bags of groceries distributed	1136	2654	9344	8824
Mobile truck	110	152	1527	1680
<b>Special Needs</b>	<b>6</b>	<b>16</b>	<b>64</b>	<b>49</b>

### **INFORMATION TECHNOLOGY**

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

During the course of the month of December, the Department of Information Technology and GIS participated, assisted, and/or were directly involved in the completion of 50 formal requests for service. In addition, the department worked on the following projects:

- Continued work on forensic audio recording implementation for the PD CAD system
- Update GIS datasets to include bus routes, roadways, flood zones, contours, places of worship, cemeteries, historic and zoning districts
- Refreshed website static map library to include latest data layers
- Created maps for Engineering sidewalk project for DOT submittal
- Continued GIS needs assessment, meeting with departments
- Began work on crime and public safety data portal for NPD
- Began deployment of Windows 11 25H2 major update
- Security assessment performed for internet facing devices
- Quotes obtained from vendors for budget preparation
- Worked with AV vendor to create a solution or equipment to receive NTP data to correct timing issue
- Automated firmware update for laptop docking stations to correct fan issues
- Upgraded security and firmware management appliance for firewall solution
- Troubleshoot and resolved issue affecting email to certain vendors
- Corrected issue with network connectivity to Fire Company #4
- Upgrade remote site firewalls to latest supported version
- Purchase and installation of people counter software at Library
- Application and DB driver upgrades for PD CAD/RMS system
- Automation of dog licensing backup
- Data conversion for cemetery management system for Parks and Grounds
- Restored Highway fleet management software
- Worked with AV vendor to troubleshoot Council Chambers camera issue
- PCI compliance DSS were completed to Town credit card processing
- Continued maintenance of Town website
- Setup and configured new mapping solution for PD CAD mapping
- Continued IT involvement in the EOC project
- Continued work on fiber optic and wireless deployment at Town Facilities and Parks

## **LIBRARY**

- The Friends of the Library are deep into preparation mode for Winterfest 2026 that will be held on Friday, January 16, 2026. This annual fundraiser is an evening of fun and entertainment but requires a lot of work seeking donations, organizing the vendors and making sure that all aspects necessary to have this event are in order. The planning committee and Head of Community Services, Michelle Royer are doing a great job.
- The library is completing its proposed 2026-2027 budget for submission to the Town on January 2, 2026.
- The Library Board of Trustees presented an afterhours concert on December 5. *Jukebox 45*, a Premiere CT Oldies Band played many favorites from the 50s & 60s. It was a very enjoyable evening. The cultural event was offered as part of the *George G. Hanel Fine Arts Series* that are



made possible thanks to an endowment to the library by Mr. George G. Hanel.

- The Friends of the Library held a gift-wrapping fundraiser on December 6 & 7. Friends' volunteers wrapped holiday gifts for patrons and were given donations for their efforts.
- The Children's department staff offered 22 programs to 669 children and their caregivers. Archived views of previous online programs for the month were 54. The children's staff takes a break from regular story times and school visits during this month but offered many special programs to our Newington families. The 3<sup>rd</sup> annual Kids and Teen Winter Arts & Crafts Fair was on December 13. The crafts were impressive and the kids did such a great job promoting and selling their original works. The popular *Winter Wonder Workshop* returned with families creating winter-themed crafts together. Other special December events included Baby Soft Play, Little Yogi, Cookbook Club, Brie's Balloons, Storytime in Sign, Reindeer Goats, STEAM Fun, and a Noon Year's Eve celebration. All were well-attended and the kids had a great time.
- Teens were offered 6 programs to 112 teens. Archived views of previous online programs for the month were 31. Teen Cookbook Club had teens make recipe jars of layered dry ingredients and then decorated the jars and gift tags. Tweens in grades 4 – 8 had an afternoon of friendly competition playing board games, card games and video games. Other teen programs included teens making their own ornaments and teens making creative works of art that light up using simple circuits, LEDs and copper tape.
- Adults were offered 22 programs attended by 426 adults. Archived views of previous online programs for the month of December were 2,059. Adults had the opportunity to make some holiday crafts during the month, including upcycled book ornaments, Diamond Art snowflakes, and 3-D Holiday stars from old book pages. Other programs included *Brown Bag It with a Book Discussion* with a great discussion on the book *The Library Book* by Susan Orleans. This month's *Page Turners Book Discussion* was a great discussion of the book *Someone Else's Shoes* by Jojo Moyes. *Brown Bag It with a Movie* program presented the film *The Naked Gun* starring Liam Neeson. This month's *Library Speakers Consortium Virtual Author Talks* featured *Scheming Wives and High-Stakes Hilarity with Author Sue Hincenbergs*. Grab & Go kits, coloring pages and puzzle packets completed the month.
- Total circulation was 21,017. Circulation of digital materials was 4,278. Total number of people that entered the building 8,192. 16 curbside service transactions were processed. Staff processed and pulled 1,807 holds on shelf to be processed for curbside pickups and interlibrary loans. Staff answered 2,947 reference questions during the month. Meeting room and study room space were used 287 times. Head of Community Services Michelle Royer and Business Manager Karolyn McLain notarized 43 documents for patrons. Volunteers and staff delivered 132 items to our homebound patrons. Staff offered technology help 123 times to patrons. Online resources that were popular this month included *Value Line*, Learning Express, *PebbleGo Animal*, and Social Studies databases.
- In technology news, the library received new WiFi hotspots that are being processed to be circulated to the public. New hotspots were purchased with grant money. Digital Services Librarian Michelle Patnode had 11 *Tech Help @ Lucy*, one-on-one tech help sessions, and several walk-ins. The library continues to work with Library Connection to clean-up the online materials records and patron records to prepare for the upcoming migration to a new integrated library system.

- In personnel news, Assistant Director Karen Benner retired after 12 years in her position. She will continue at the library as a Part-time Reference Librarian in January. Digital Services Librarian Michelle Patnode has been promoted to Head of Refence replacing Jennifer Hebert who has been promoted to the Assistant Library Director. Michelle will begin her new position in early January. Technology training sessions for staff continued in December. This month Jennifer Hebert held several sessions to teach staff about Mail Merge for letters, labels and envelopes.
- In facilities news, due to the Garfield Parking lot project that was extended through all of November, parking has been extremely challenging for patrons and staff alike. During most days there are chunks of times that there is no library parking for anyone. This has made parking for library programs and regular services very problematic. We are looking forward to the lot being completed. The cleaning service continues to do a wonderful job.

## **PARKS AND RECREATION**

### **RECREATION DIVISION:**

- The Department hosted the Night of Lights on Friday, December 5, 2025, from 6:00 to 8:30 p.m. Entertainment featured a fire juggling performance, presented for the first time, followed by the second annual Laser Light Show. During the event, the Department recognized Mr. Don Woods upon his announcement that he would be concluding 38 years of dedicated service as a member of the Newington Parks and Recreation Board. Approximately 15,000 people attended this special event.
- The first week of youth basketball practices took place from December 15 - 19, 2025, officially kicking off the new season with 47 teams and 390 players.
- On Tuesday, December 16, 2025, students from the Creative Playtime Preschool Program enjoyed a special visit from Santa Claus! The children were thrilled to meet Santa and hear stories about his home at the North Pole.
- Winter P.E. Camp was held at Ruth Chaffee School from December 29 - 31, 2025, with a total of 37 students registered.
- The Department certified 9 new American Red Cross lifeguards at the Newington High School indoor pool.
- Preparations are currently underway for Summer 2026 operations at both Churchill and Mill Pond Pools.

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

- Parks & Grounds staff worked closely with NHS Athletic Department and CIAC to prepare Alumni Stadium's grass field for a home playoff football game in the first week of December.
- Parks & Grounds staff that participate in the Highway Department's leaf pickup ended their duties in early December.
- Our staff completed its holiday decorations, set up the holiday float, and prepared for another successful Night of Lights event.
- The plows and sanders were mounted. The Department plowed and salted, on several different days, during December.

- NHS marching band scaffolding was removed for the winter.
- Cemetery leaf cleanup was completed.
- A new gate was installed at Churchill Park to control traffic to the rear parking lot.
- “How ‘Can’ I Help?” recycling shed has been moved to the Parks & Grounds Facility located at 679 Willard Avenue for improved access and security.
- Two new light poles were installed at the Mill Pond Park tennis courts. New lights were installed at the Mill Pond Park tennis courts, basketball courts, and parking lot.
- A library cleanup was completed this month.
- Parks & Grounds staff responded to several winter storms that moved through CT during the holidays.

Cemeteries: 2 Singles, 2 Double, 2 Ash, 5 sales

Overtime: 469 hours, \$23,450

### **TREE WARDEN**

Parks staff removed two storm damaged trees at Deming Young Farm.

Hazardous tree removed on Miami Avenue by B&M Tree Service.

Tree on Golf Street, containing deadwood and falling branches, pruned by B&M Tree Service.

Parks staff removed large fallen tree behind Mill Pond Park tennis courts.

### **PLANNING AND ZONING**

#### **MEETING SCHEDULED ON 12/10/25:**

#### **Petitions Approved**

Petition TPZ-25-22: Special Permit for Free-Standing Sign (Sec. 6.2.5) at 77 (AKA 77 & 93) Pane Road in the PD (Planned Development) Zone. Applicant/Contact: Gary Dayharsh, Owner: SBS Realty, LLC.

Petition TPZ-25-23: Biennial Review Of Balf Quarry Operations And Site Plan At The Balf Company, 301 Hartford Avenue in the I (Industrial) Zone, Applicant/Contact: Christopher J. Costello, 624 Black Rock Avenue, New Britain, CT: Owner: The Balf Company (Tilcon Connecticut, Inc.)

#### **Petitions Scheduled for Public Hearing in January**

Petition TPZ-25-24: Special Permit to allow live entertainment within an existing restaurant with alcoholic beverage sales permitted pursuant to N.Z.R. Sections (3.17.6) and (6.6), at 217 Kelsey Street in the PD (Planned Development) Zone. Applicant/Contact: Mariela Barreto Perdomo, Owner: Reno Properties II LLC.

Petition TPZ-25-25: Special Permit for a change of use from a Convenience Store to a Liquor Store pursuant to N.Z.R. Section (6.6.2) at 1125 Willard Avenue within the B (Business) Zone. Applicant, Owner; Royal 1125 Willard Avenue LLC, Contact: Nibesh Paudel and Madhu Aryal

#### **CONSERVATION COMMISSION – MEETING SCHEDULED FOR 12/11/25:**

**Applications Approved with standard Conditions**

Application IW-25-14: To construct a single family residence within the Wetland/URA (Upland Review Area) at 33 Laurel Circle in the R-20 Zone. Applicant: Rossetti Development LLC, Owner: S.J. Fish & Sons, Inc., Contact: Robert Rossetti.

**Agent Approval: Applications Approved with standard Conditions**

Application IW-25-19 To construct an addition within the URA (Upland Review Area) at 40 Commerce Court in the I (Industrial) Zone. Applicant: PDS Engineering & Construction, Inc. Contact: Bill Jodice. Owner: ATD Realty, LLC

Application IW-25-20: To construct a sunroom addition off of existing deck in The URA (Upland Review Area) in the R-12 Zone at 135 Meadow St. Applicant: Carlson Enterprises LLP. Contact: Anthony Carlson. Owner: John Connery.

**Application continued to January Meeting:**

Application IW-25-18: To extend parking lot approximately 180 feet and add a retaining wall at the southern portion of the existing parking lot into the historical "pad site" at 2929 Berlin Turnpike in the PD (Planned Development) Zone. Applicant: BSC Group Inc., Contact: Frank Vacca, Owner: Berlin Turnpike 2929 LLC..

**ZONING BOARD OF APPEALS – NO MEETING HELD IN DECEMBER**

**OPEN SPACE COMMITTEE – NO MEETING HELD IN NOVEMBER**

**ECONOMIC DEVELOPMENT COMMISSION – MEETING HELD ON DECEMBER 03.**

**AFFORDABLE HOUSING MONITORING AGENCY – NO MEETING HELD IN NOVEMBER .**

**ZONING OFFICER ACTIVITIES:**

Issued **02** Zoning Permits for various projects in town.

**01 Certificate of Zoning Compliance**

Received 43 questions and/or complaints (via emails, phone calls, Civic Plus, in-person etc.) about zoning regulations, blight and zoning complaints, and property information.

Performed 16 inspections for zoning complaints and 5 for blight complaints. The following items were issued and/or closed;

2 Zoning Notices of Violation  
Closed 6 Zoning cases

0 Blight Warning Notice  
Closed 2 Blight cases

Continued visual inspections at 366 Maple Hill Ave and 174 Francis Ave

Removed 16 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.

3269 Berlin Turnpike  
274 Cedarwood Ln  
212 Church St  
252-260 Hartford Ave  
15 Jeffrey Ln  
75 Kitts Ln  
425 New Britain Ave  
731 Russell Rd  
16 Southwood Rd

## **POLICE**

**Patrol Calls for December are as follows:**

Abandoned MV 0	Fire Training 0	MV Complaint 35
Administrative 0	Fire Trouble Alarm 0	MV Evading 23
Alarm Commercial Burg Alarm 58	Fire Veh Maintenance 0	MV Fire 0
Alarm Hold Up Alarm 9	Fire Vehicle Fire 0	MV Fatal 1
Alarm Residential Burg Alarm 12	Fire Veh Fire Near Stru 0	MV Injury 13
ALTERED MENTAL STATUS 0	Fire Water Problem 0	MV Property Only 125
Animal Complaint 6	FLOCK ALERT 10	Neighbor 10
Arson/Fire Invest 0	Fireworks 0	No Pol Actual Call Type 574
Assault 1	Follow Up 39	Noise 6
Assault in Progress 0	Found Property 4	Non Collect Person 0
Assist Motorist 1	Gun 1	Notification 0
Assist Notification 0	Harassment 8	Open Door/Window 3
Assist Other Agency 23	Hazard 36	Parking Violation 25
Bad Check Insufficient Funds 0	Hazmat 0	PD ASSIST EMS 272
Blighted Property 0	Hold Up Alarm 0	PD ASSIST FIRE DEPT 31
Bomb Threat 1	IDENTITY THEFT 7	PD Vehicle Maintenance 0
Breach of Peace/Disorderly 5	Illegal Dumping 3	Personal Relief 0
Burglar Alarm 10	Impersonating Police 0	Pistol Permit 12
Burglary 1	Indecent Exposure 0	Prisoner Care 13
Car Seat 3	Intoxicated 0	Private Duty 0
Check Welfare 79	Juvenile Complaint 8	Property Found 3
Check Welfare 911 42	K9 Assist 3	Property Lost 0
Check Welfare Other 0	K9 Community Service 0	Prostitution 0
Clear Lot 0	K9 Narcotics 0	Recovered Stolen MV 1

Construction 0	K9 Track 1	Rescue Call 0
Court Detail 21	Kidnapping 0	Residential Lockout 3
CREST CALL OUT 2	Landlord/Tenant Dispute 6	Risk Protection Order 3
Criminal Mischief 5	Larceny 56	Robbery 0
CSO 0	Larceny from MV 15	Roll Call 0
Customer Dispute 17	Lift Assist Only 0	Serve Subpoena 0
Dog Complaint 17	Liquor 0	Serve Warrant 40
Domestic 27	Local Traffic Authority 0	Sexual Assault 0
Door Check 0	Location Check 166	Shots Fired 0
Drug 10	Location General 0	Specific Detail 79
DUI 16	Location School 0	State Pistol Permit – Tempo 0
EDP 14	Lockout Building 2	Stolen MV 8
Escort/Transport 3	Lockout MV 2	Sudden Death 3
Escort/Funeral 4	Lost Property 6	Suicide 0
Escort Other 0	LTA 0	Suicide Attempt 1
ESCORT RETRIEVAL 0	Medical Alarm 1	Suspicious MV Unoccupied 13
Escort Tax 0	Medical Cardiac 0	Suspicious Report 101
Fingerprint 0	Medical Complaint 3	TEST 0
Fire Alarm Commercial Bldg 1	Medical Diabetic 0	Threatening 6
Fire Alarm Residential 0	Medical Fall 0	Tobacco 0
Fire CO Detector no sympt 3	Medical Other 0	Tow 22
Fire CO Detector with sympt 0	MEDICAL OVERDOSE 0	Town Ordinance Violation 0
Fire Extrication 0	Medical Respiratory 0	Traffic Stop 255
Fire Hazmat 0	Medical Stand By 0	Traffic Stop Attempt 14
Fire Mutual Aid Request 0	Medical Trauma 0	Traffic Survey 0
Fire Other 7	Medical Unresponsive 0	Training 0
Fire Rescue 0	MIDSTATE ACCIDENT 1	Trespass 2
Fire Special Detail 0	Missing 4	Unknown 0
Fire Stand By 0	MV Abandoned 1	Water problem 0
Fire Structure Fire 1	MV Assist 48	
Fire Task Force Activation 0		

Total: 2,534

#### **In December, the Detective Division Report:**

During the month of December, 2025, the Detective Division submitted 43 case management sheets and typed 68 reports. There are currently 37 open cases being investigated by the Detective Division. The caseload this month consisted of the following:

Crime Scene Processing: 1  
 Discovery Request: 1  
 Evidence Processing: 2  
 Juvenile Complaint: 1  
 Narcotics Investigation: 1  
 PD Assist: 14

Property Disposal: 1  
Risk Protection Order: 8  
Serve Search Warrant: 1  
Serve Arrest Warrant: 2  
Specific Detail: 6  
Task Force Assist: 5

Total Warrants Served in December, 2025: 44: Patrol- 29, Detectives- 15

On December 3rd, 2025, the Detective Division served a search warrant and arrest warrant at 17 Johnson Street regarding a Child Sex Abuse Material (CSAM) Investigation. One male was arrested and several items of evidence were seized from the residence. Detective LaChance had been working on this case for several months, and after several search warrants were issued to confirm the location of the activity, the investigation culminated in the arrest of the male subject.

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. This month the operation days took place on December 4<sup>th</sup>, 10<sup>th</sup>, 15<sup>th</sup>, 22<sup>nd</sup>, and 29<sup>th</sup>. During the month of December, Officers Camara, Sykes, Rivera, Petoskey, Casasanta, Pekoske, Thibault, Zajac, and Shaw attended an operation day. Sergeant Rodriguez also continues to work with the FBI-Northern Connecticut Gangs Task Force, whose primary focus is narcotics and firearm trafficking investigations, and Detective Pagan is an active member of the DEA- Hartford Resident Office Task Force.

**Property Report December 2025:**

Category	# of Counts	Property Value (\$)
Burned	0	\$ 0
Counterfeited/Forged	0	\$ 0
Damaged/Destroyed	10	\$ 10,172
Recovered	20	\$ 46,038
Seized	23	\$ 1,871
Stolen	120	\$ 317,664
Abandoned	0	\$ 0
Evidence	109	\$ 87,751
Found	10	\$ 110
Impounded	0	\$ 0
Lost	6	\$ 1,833
Informational	8	\$ 0
Vehicle Inventory	0	\$ 0
Total	306	\$ 465,439

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

**25-00026307**

On 12/19/2025 at approximately 2318 hours, Officers responded to the area of East Cedar Street and Constance Leigh Drive for a reported motor vehicle accident. Newington Police Department Dispatch advised responding units that a vehicle crashed into a CT Transit bus. Upon officer arrival they observed

a gray 2010 Honda Civic significant front-end damage and a CT Transit bus with significant driver side damage. Lifesaving emergency care was provided to the operator of the Honda Civic, Zackariah Berlepsch who was transported to a local hospital. Berlepsch was subsequently pronounced deceased at the hospital. Initial investigation indicates that Berlepsch was traveling above the posted speed limit east bound on East Cedar Street. Berlepsch failed to stop for a red traffic control signal at the intersection with Constance Leigh Drive crashing into the side of the CT Transit Bus which was traveling northbound from Constance Leigh Drive. Video evidence depicts the bus having a green traffic control signal at the time of the crash. The crash is being investigated by Newington Police Officers assigned to the Mid-State Accident Reconstruction Squad.

#### **25-00026107**

On 12/18/2025 at 0925 hours, officers were alerted by the FLOCK LPR system that a reported stolen Honda Civic, bearing CT registration BM50876, had traveled south on the Berlin Turnpike at its intersection with Prospect Street. Officers located, the Honda parked in the Stop and Shop parking lot located at 206 Kitts Lane in Newington. Officers approached the vehicle and removed the driver, Luis Santos and his two passengers, Galberton Reyes and Yessenia Torres from the vehicle. A fourth passenger, Gregory Swartz was located inside of Stop and Shop and was in the process of stealing merchandise from the store and subsequently arrested for shoplifting.

Officers observed in plain view inside the vehicle narcotics, narcotic paraphernalia, a fixed blade hunting knife and a facsimile firearm. Santos was charged with violations of CGS 53a-124: Larceny in the Third Degree (due to the Honda being valued at \$8,000.00), 53a-48/53a-124: Conspiracy to Commit Larceny in the Third Degree, and 21a-279(a)(1): Possession of a Controlled Substance. He was held on a \$10,000.00 bond

Reyes was charged with e violations of CGS 53a-48/53a-124: Conspiracy to Commit Larceny in the Third Degree, and 21a-267(a): Possession of Drug Paraphernalia. He was held on a \$10,000.00 bond.

Torres was charged with violations of CGS 53a-48/53a-124: Conspiracy to Commit Larceny in the Third Degree, Two Counts 29-38: Illegal Possession of a Weapon in a Motor Vehicle, 21a-267(a): Possession of Drug Paraphernalia and 21a-279(a)(1): Possession of a Controlled Substance. She was held on a \$30,000.00 bond.

#### **In December, 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 accreditation for the Police Department. There is a new accreditation manual being scheduled for release in early 2026. Lieutenant Amalfi is preparing for that transition.

The Support Service Division readied the Newington Police Department for electronic paperwork submission to court. The process started on December 16<sup>th</sup> and the transition is ongoing.



Community Services has continued to engage with the community through the use of Facebook, Instagram, and Atlas One.

Chief Perry took part in the monthly Safe Homes Task Force meetings.

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.

Support Services continue to clean and organize the cold storage area.

Officer Casasanta and K-9 Ray continue to supplement patrol.

The Command Staff met with Newington IT regarding GIS and how to better show the public crime statistics.

The Command Staff held two tours of the Police Department for the newly elected Town Council.

The Command Staff met with Flock Staff to go over the current progress of implementation and use.

Sergeant LaChance had multiple meetings regarding the radio system and future lease agreements/sites for a radio tower.

The Command Staff held a budget meeting to talk about and plan a budget for the 2026 fiscal year.

In the month of September, the Police Department had 27 body camera video requests from court. There were 9 Freedom of Information body worn camera video request from civilians. Freedom of Information requests take an exorbitant amount of time to fulfill due to the mandatory redaction process.

Master Police Officer Buggee who is our School Resource Officer attended one Youth Adult Council and two sessions of Juvenile Review Board.

Animal Control Officer Sawallich impounded three dogs and one cat. She investigated 26 complaints this month.

#### **Police Department Overtime Report December 2025**

OT November	\$ 99,899	2 pay periods (Oct 26 – Nov 22) (pay Nov 13 and 27)
OT December	\$ 104,770	2 pay periods (Nov 23 – Dec 20) (pay Dec 11 and 24)
Difference	\$ 4,871	Increase from November

Four recruits are in the New Britain Police Academy. Three recruits graduated the New Britain Police Academy on 10/10/2025. One is deployed with the Military and two are currently in our Field Training Program, expected to be completed late January 2026. This report includes two pay periods and one holiday (Thanksgiving 11/27/2025).

Administrative overtime of \$0, no change from the previous month.

Patrol overtime of \$80,124 an increase of \$13,181 from the previous month. Overtime included one holiday (\$16,811), the filling of shifts for time off (vacation, sick, earned time, personal time) and for vacancies requiring overtime to fill them. Overtime was created for holding over to complete casework and handle calls for service which included: domestics, shopliftings, warrant services, missing person, prisoner duty, motor vehicles accidents, medical / sudden death, larcenies, and court attendance for subpoenas and hearings.

Detective Division overtime of \$927, a decrease of \$734 from the previous month. Overtime included scene processing, and follow ups to cases.

Traffic Division overtime of \$793, an increase of \$793 from previous month. Overtime included call outs for wires down and road closure.

Communications overtime of \$8,306, an increase of \$207 from the previous month. Overtime included one holiday (\$3,957), and the filling of shifts for time off (vacation, sick, earned time).

Educational / Training overtime of \$11,892, a decrease of \$6,402 from the previous month. Overtime included the coverage of shifts for officers attending training including: In Service Training (3 officers), FTO Class, Building Clearing / Active Shooter (10 officers), CREST training, and MSARS.

Support Services overtime of \$2,675, a decrease of \$1,934 from the previous month. Overtime included Stuff a Cruiser and community events.

Animal Control overtime of \$53, a decrease of \$240 from the previous month.

### **SENIOR AND DISABLED CENTER**

- The Center was open daily from 8:30am – 4:30pm and was busy with daily activities and special December programs, holiday socials and concerts, a lunch and learn on coping with holiday stress, a walk-in vaccine clinic, a winter solstice meditation, Tai Je Quan: Moving for Better Balance, and more!
- The WISE program continued in November. WISE is an intergenerational program in which CCSU students and Center members participate in guided discussions on various topics of mutual interest.
- Staff continued work on the Center's short-term, long-term, and 5-year strategic plans. Staff made program suggestion/interest surveys available to members, with over 150 responses. The data from the surveys will be used along with input obtained at recent member meetings to plan new upcoming programs.
- Facilities staff completed the work on relocating the Center's exercise room to the former A&B meeting room. The new, renovated space will allow a better layout and flow to the room, and will allow us to utilize additional recumbent exercise equipment, recently purchased through ARPA funding and a grant from the Greater Hartford Foundation for Giving.
- Center staff continued to work with Facilities staff to complete installation of the new security cameras and door locks throughout the Center. As of December, the project is complete
- Staff is seeking to fill vacant volunteer positions in the Coffee Shop, Gift Shop and Meals on Wheels programs.

- As part of the Center's activity offerings, the Trip Committee is selling tickets for 2026 trips. Participants can enjoy trips to Foxwoods casino, or special events such as comedy shows, river cruises or dinner theaters. These trips offer social and recreational opportunities for participants.
- We continue to offer weekly telephone-based programs, including Boggle, meditation, and bingo. When possible, we provide speaker programs and lectures in a hybrid format via Zoom. The weekly robocalls to members, providing 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 serves hot lunches to an average of 40-50 members daily.
- In November, Meals on Wheels volunteers delivered a hot, balanced meal to an average of 64 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 24 Meals on Wheels drivers who volunteer on a weekly or on-call basis. Meals are provided along four routes, with an average of 13 deliveries per route each day.
- Supporting transportation needs, the DAR drivers (with subs as necessary) completed 522 trips covering 2,128 miles and 251.25 hours in December.
- The Giving Garden volunteers closed the garden for the season.
- Wood pallet garden beds were removed from the Giving Garden to begin preparations for the construction of raised garden beds in the spring.
- Director Jaime Trevethan attended meetings with the Commission on Aging & Disability, the America 250 Planning Committee, with the grant writers, department head meetings, Safe Homes Taskforce.
- The Director submitted a Capital Improvement Plan (CIP) request, in the amount of \$60,000 for kitchen renovations to allow for in-house lunch preparation in the future. The Town Manager and Council will consider the request.
- The Director worked with Center staff to create the departmental budget request for FY 2026-27, with no major changes or increases. The Town Manager and Council will consider the operating budget request during the budget process this winter and spring.

## TOWN CLERK

### TOWN CLERK MONTHLY REPORT DECEMBER 2025

- There were 60 property transfers during the month for a total of \$15,389,930.00 in sales. State conveyance tax collected was \$120,856.76; Town conveyance tax collected was \$38,362.37.
- There were 14 residential sales each over \$400,000. There was one commercial sale for \$750,000 at 33 Spring Street from Copper Beech Associates LLC to 33 Spring St LLC.
- There were 302 documents filed on the Land Records during December: 6 liens, 92 mortgages, 87 releases and 16 probate documents. One hundred-eleven of these documents were electronically recorded bringing in revenue of \$14,210.00.
- Staff certified and issued 198 copies of vital records. Eighteen burial and 8 cremation permits were issued. Nine Marriage Licenses were issued to couples.
- Seven Trade Name certificates, two Trade Name cancellations certificates, and four Notary Public commissions were catalogued. Staff issued 5 passes to the landfill station on behalf of the Highway Department.

<b>DATA SUMMARY DECEMBER 2025</b>				
	<u>December-24</u>	<u>December-25</u>	<u>FY24/25 to Date</u>	<u>FY25/26 to Date</u>
Land Record Documents	332	302	2,173	2,039
Dog Licenses Sold	28	20	823	566
Game Licenses Sold	4	6	70	79
Vital Statistics				
Marriages	10	12	129	144
Death Certificates	19	31	196	196
Birth Certificates	11	22	121	122

Total General Fund Revenue	\$ 44,473.93	\$ 57,462.89	\$ 460,650.15	\$ 373,277.90
Town Document Preservation	\$ 1,121.00	\$ 1,350.00	\$ 7,148.00	\$ 8,618.00
State Document Preservation	\$ 2,032.00	\$ 1,824.00	\$ 12,912.00	\$ 11,928.00
State Treasurer (\$36 fee)	\$ 9,108.00	\$ 10,215.00	\$ 56,160.00	\$ 65,925.00
State Treasurer (\$127 fee)	\$ 4,699.00	\$ 4,699.00	\$ 23,749.00	\$ 27,051.00
State Treasurer (\$110 fee)	\$ 3,960.00	\$ 4,400.00	\$ 25,960.00	\$ 27,060.00
LoCIP	\$ 759.00	\$ 681.00	\$ 4,680.00	\$ 4,395.00
State Game Licenses	\$ 80.00	\$ 18.00	\$ 568.00	\$ 653.00
State Dog Licenses	\$ 303.00	\$ 204.00	\$ 5,503.50	\$ 3,858.00
Dog Licenses Surcharge	\$ 108.00	\$ 66.00	\$ 2,000.00	\$ 1,354.00
Marriage Surcharge	\$ 374.00	\$ 306.00	\$ 2,040.00	\$ 2,006.00
<b>Grand Total</b>	<b>\$ 67,017.93</b>	<b>\$ 81,225.89</b>	<b>\$ 601,370.65</b>	<b>\$ 526,125.90</b>

## **TOWN ENGINEER**

### **Permits:**

- Reviewed 1 contractor license applications (bond/insurance/agreement)
- Reviewed and approved permits: 07
  - Excavation: 5
  - Driveways: 2
- Reviewed utility clearance notifications (routine & emergency): 77

### **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.
- Others as required.

**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 –Punch list and bond items
- 77-93 Pane Road –Developer bond posted for punch list items
- 227 Pane Road – Developer bond posted for punch list items
- 35-67-69 Culver Street –Project in construction, permit for several buildings issued. Water and sewer service installed and operating, permanent patch in spring 2026.
- Rock Hole Lane subdivision – Gas and electric utilities, MDC water and sewer main work complete. Binder course for the road and curbing placed. Engineer provided certification for the drainage system substantially built to plan and a cost estimate of remaining public work. Several building permits issued and under construction.
- 101 Cedarwood – under construction, MDC road patch accepted.
- 680 N. Mountain Road – project idle.
- 60 Prospect Street – Site plan review, drainage approved, project idle.
- 2176-2180 Berlin Turnpike – Site plan review, project idle.
- 1170 Main Street (Keeney Bldg) – Building for sale, project status unknown.
- Peckham Farm Drive subdivision - Plot plan review as needed, last few lots under construction.
- 161 Carr Ave – construction substantially complete, site inspection held, punch list items remain.
- 200 Church Street – under construction
- 67 Pane Road – Developer bond posted for punch list items.
- Kitts Lane housing project – Completed land use commission approvals, site work has begun.
- 280 Hartford Ave. – approved by CC and TPZ. Construction in progress.
- 1 Myra Cohen Way (FKA 690 Cedar Street) – in construction.

**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.
- Coordinated with MDC regarding sewage service, water service, CWP, and road restoration.

- Research and provide engineering data to defend TON against lawsuits, as needed
- Survey of Budney Road paper street. Drawings sent to attorney with drafts of legal descriptions of the parcels. Attorney to advise of any revisions as to form.
- Hosting a UConn stormwater corps. student project. They met with staff to discuss potential projects, visited potential sites Friday Oct. 3<sup>rd</sup>. Presented recommendations to Staff in early December, will review and determine project implementation feasibility, funding and schedule.

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

- Public Works (LOTICIP 2018): Complete Street Project - Robbins Avenue and Maple Hill Avenue, now in close out phase, all work completed. Close out of grant will begin with final invoice.
- Public Works: Annual sidewalk replacement program
- Public Works: Annual mill and overlay program
- Public Works: Annual sidewalk grinding program
- Town Hall parking lot EVCS installation complete, EV Stations waiting for software commissioning, working with Facilities to implement. When operational will begin close out of grant.
- Mill Pond Bridge grant close out in progress.
- Garfield Street project mostly complete. Remaining work in the municipal parking area in spring due to soil issues. Road work complete, line striping complete, RRFB's being assembled and tested at vendor, to be installed in January.

#### **Town Projects – Design:**

- Public Works: Gilbert/Fisk Drive – Storm drainage evaluation, MDC clearing trees, evaluating their end of this issue. Pipe is in an MDC easement from when they operated the storm sewer system, working with them to find a way for us to work in their easement.
- Public Works: Brookdale Avenue – Storm drainage evaluation, survey work done.
- Public Works: Garfield Street 2018 Community Connectivity Project – now part of the Garfield project. Grant work nearing completion with the installation of the RRFB's.
- Public Works: 1936-1940 Main Street – Sidewalk Improvement plan – preliminary design
- Planning (CT Urban Funding Grant): Elm Hill Business District Streetscape – New Britain Ave – final design, public input. Survey work complete. Update report to council October 15<sup>th</sup>. Preparing a draft bid package for DECD review.
- Planning: North End Business District Streetscape – Hartford-Stoddard Ave – Concept plans complete, moving toward 90% design, survey for final design in progress. DOT required a Flood Management General Certification request, submitted 11-5-25. When approval received draft plans will be submitted for review.
- Public Works: drainage improvements: Parker Street neighborhood, determine scope of work.
- Cedarwood storm drainage – failed piping, priority. Plans complete, project funding TBD.
- Public Works: LOTICIP 2020/2024 Complete Street Project - Maple Hill and Alumni Road, rescoped, updated costs, PD complete, revised application to CRCOG submitted, field survey work begun by Town Staff.
- Public Works: Basswood sidewalks at Robbins, done under the LOTICIP project.
- Evergreen Area drainage project was begun summer of 2024 with field survey and in house design. Project funding TBD.
- Town retaining wall repairs, current project is for the east end of Dowd, plans complete, next step is community outreach. Coordinate phases with Highway for in house construction.

### **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 pipe in January, repairs made, camera inspection pending.
- Public Works: 1537-1551 Willard Avenue – Sidewalk improvements
- Public Works: Cedar Street from Maple Hill to Vincent – sidewalk improvements, seeking LOTCIP grant.
- Flooding mitigation Pheasant Run area.

### **Town Projects – Future:**

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

### **Town Project - other:**

### **Town Grant Applications:**

- Public Works: Main Street 2020 Community Connectivity Project
- Public Works (LOTICP 2020): Complete Street Project - Maple Hill Avenue and Alumni Corridor Improvements.
- Town of Berlin+Newington (LOTICP 2022): Complete Street Project – Rowley Street & Episcopal Road Corridor Improvements, managed by Berlin.
- Public Works: CTDEEP VW Settlement – EV charging stations grant (\$70k)
- Public Works: Eversource Rebate – EV charging stations (\$20k)
- NRCS 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, in close out.
- RAISE grant via CRCOG with Wethersfield and Berlin, funding in limbo.

- STEAP grant – Candlewyck playground, Parks project.
- LOTCIP application for Cedar Street sidewalks – Maple Hill to Vincent.

**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)



**TOWN OF NEWINGTON**  
**Status of Expenditures, Department**  
**As of December, 2025**

		2025-26 REVISED BUDGET	YTD EXPENDED	ENCUMBERED	AVAILABLE BUDGET	PCT USED
	DEPARTMENT & ACCOUNT					
8103	Part Time	5,282	1,037	-	4,245	19.63%
8201	Public Notification	2,500	169	-	2,331	6.76%
8202	Dues and Subscriptions	44,054	44,054	-	-	100.00%
8204	Conferences,Meetings,Training	50	-	-	50	0.00%
8216	Printing and Binding	1,500	-	-	1,500	0.00%
8301	Office Supplies	200	77	-	123	38.46%
8310	Other Materials	1,350	238	-	1,112	17.60%
	<b>TOTAL Town Council</b>	<b>54,936</b>	<b>45,575</b>	<b>-</b>	<b>9,361</b>	<b>82.96%</b>
8101	Full time salaries	601,568	283,204	-	318,364	47.08%
8103	Part Time	-	1,288	-	(1,288)	100.00%
8202	Dues and Subscriptions	3,303	312	-	2,991	9.45%
8204	Conferences,Meetings,Training	3,675	528	-	3,147	14.36%
8216	Printing and Binding	200	-	-	200	0.00%
8217	Consultants/Special Contractor	29,000	11,909	-	17,091	41.07%
8301	Office Supplies	600	62	200	338	43.69%
8310	Other Materials	850	422	-	428	49.65%
	<b>TOTAL Town Manager</b>	<b>639,196</b>	<b>297,725</b>	<b>200</b>	<b>341,271</b>	<b>46.61%</b>
8220	Other Contractual Services	41,000	15,652	-	25,348	38.18%
	<b>TOTAL Probate Court</b>	<b>41,000</b>	<b>15,652</b>	<b>-</b>	<b>25,348</b>	<b>38.18%</b>
8103	Part Time	90,389	44,011	-	46,378	48.69%
8201	Public Notification	1,500	564	-	936	37.57%
8202	Dues and Subscriptions	300	170	-	130	56.67%
8203	Transportation	660	-	-	660	0.00%
8204	Conferences,Meetings,Training	2,000	1,200	-	800	60.00%
8205	Postage and Shipping	650	43	-	607	6.57%
8212	Equipment Maintenance	11,880	-	-	11,880	0.00%
8216	Printing and Binding	31,775	2,679	-	29,096	8.43%
8220	Other Contractual Services	114,445	56,741	1,818	55,886	51.17%
8301	Office Supplies	550	310	7	233	57.60%
8302	Technical Supplies	350	-	-	350	0.00%
8310	Other Materials	350	199	-	151	56.77%
	<b>TOTAL Elections</b>	<b>254,849</b>	<b>105,916</b>	<b>1,825</b>	<b>147,108</b>	<b>42.28%</b>
8101	Full time salaries	1,055,087	468,193	-	586,894	44.37%
8103	Part Time	1,500	-	-	1,500	0.00%
8105	Longevity	100	50	-	50	50.00%
8201	Public Notification	1,740	249	-	1,491	14.34%
8202	Dues and Subscriptions	7,215	1,000	-	6,215	13.86%
8204	Conferences,Meetings,Training	6,250	951	100	5,199	16.82%
8205	Postage and Shipping	15,861	-	-	15,861	0.00%
8212	Equipment Maintenance	565	15	185	365	35.40%
8216	Printing and Binding	7,120	2,663	-	4,457	37.40%
8217	Consultants/Special Contractor	93,850	56,570	-	37,280	60.28%
8220	Other Contractual Services	600	-	-	600	0.00%
8224	Local Elderly Tax Relief Pgrm	538,000	475,088	-	62,912	88.31%
8301	Office Supplies	2,200	309	22	1,869	15.05%
8302	Technical Supplies	4,714	937	1,108	2,669	43.38%
8406	Office Equipment	-	2,488	-	-	100.00%

	<b>TOTAL Finance</b>	<b>1,734,802</b>	<b>1,008,514</b>	<b>1,414</b>	<b>724,873</b>	<b>58.22%</b>
8202	Dues and Subscriptions	1,825	-	-	1,825	0.00%
8217	Consultants/Special Contractor	40,000	17,472	-	22,528	43.68%
8220	Other Contractual Services	144,600	33,526	-	111,074	23.19%
	<b>TOTAL Town Attorney</b>	<b>186,425</b>	<b>50,988</b>	<b>-</b>	<b>135,427</b>	<b>27.35%</b>
8101	Full time salaries	248,744	125,303	-	123,441	50.37%
8103	Part Time	-	-	-	-	200.00%
8104	Seasonal	4,700	-	-	4,700	0.00%
8202	Dues and Subscriptions	775	335	390	50	93.55%
8203	Transportation	140	99	-	41	70.68%
8204	Conferences,Meetings,Training	1,690	555	-	1,135	32.84%
8211	Facilities Rental & Storage	1,882	-	1,882	-	100.00%
8212	Equipment Maintenance	1,179	311	544	324	72.52%
8216	Printing and Binding	450	-	-	450	0.00%
8220	Other Contractual Services	12,249	2,452	3,312	6,485	47.06%
8301	Office Supplies	440	397	-	43	90.16%
8302	Technical Supplies	13,070	3,225	333	9,512	27.22%
	<b>TOTAL Town Clerk &amp; Records Admin.</b>	<b>285,319</b>	<b>132,677</b>	<b>6,461</b>	<b>146,181</b>	<b>48.77%</b>
8201	Public Notification	1,000	150	-	-	15.00%
8202	Dues and Subscriptions	35	-	-	-	0.00%
8204	Conferences,Meetings,Training	5,500	4,075	-	-	74.09%
8217	Consultants/Special Contractor	42,000	15,867	7,625	-	55.93%
8301	Office Supplies	450	169	-	-	37.51%
	<b>TOTAL Personnel</b>	<b>48,985</b>	<b>20,261</b>	<b>7,625</b>	<b>-</b>	<b>56.93%</b>
8101	Full time salaries	1,142,279	501,183	-	641,096	43.88%
8102	Overtime	9,575	1,637	-	7,938	17.10%
8103	Part Time	-	-	-	-	0.00%
8104	Seasonal	-	-	-	-	0.00%
8105	Longevity	1,450	200	-	1,250	13.79%
8202	Dues and Subscriptions	1,564	475	-	1,089	30.37%
8204	Conferences,Meetings,Training	5,025	308	-	4,717	6.13%
8205	Postage and Shipping	41,250	25,148	10,000	6,102	85.21%
8206	Utilities	598,882	268,306	-	330,576	44.80%
8207	Clothing Allowance	800	-	-	800	0.00%
8208	Telephone	138,000	48,814	14,957	74,229	46.21%
8209	Uniform Rental & Cleaning	2,650	885	1,665	100	96.23%
8210	Equipment Rental	11,148	5,042	693	5,413	51.45%
8212	Equipment Maintenance	763,850	609,896	46,601	107,353	85.95%
8213	Facilities Maintenance	79,300	25,807	36,965	16,528	79.16%
8220	Other Contractual Services	416,843	156,261	164,578	96,003	76.97%
8301	Office Supplies	12,600	4,985	3,024	4,591	63.56%
8302	Technical Supplies	27,176	13,099	12,245	1,832	93.26%
8303	Uniforms and Clothing	600	272	28	300	50.00%
8305	Cleaning Supplies	27,230	6,935	8,565	11,730	56.92%
8306	Constr.& Maintenance Materials	28,200	6,310	9,662	12,228	56.64%
8307	Equipment Parts	9,500	-	331	9,169	3.48%
8308	Heating Fuel	160,250	30,601	-	129,649	19.10%
8310	Other Materials	500	-	-	500	0.00%
8402	Technical Equipment	2,500	94	-	2,406	3.75%
8405	Constr. & Maint Equipment	5,000	1,411	89	3,500	30.00%
8406	Office Equipment	2,500	-	180	2,320	7.20%
8407	Building Equipment	5,500	95	-	5,405	1.73%
8408	Building Improvements	12,500	2,324	3,035	7,141	42.88%

<b>TOTAL General Services</b>		3,506,672	1,710,090	312,618	1,483,965	57.68%
8101	Full time salaries	7,089,882	3,124,207	-	3,965,675	44.07%
8102	Overtime	1,296,949	686,864	-	610,085	52.96%
8103	Part Time	182,421	86,044	-	96,377	47.17%
8105	Longevity	2,850	900	-	1,950	31.58%
8108	Education Incentive	300	300	-	-	100.00%
8202	Dues and Subscriptions	100,957	77,239	11,536	12,182	87.93%
8204	Conferences,Meetings,Training	56,617	20,612	5,555	30,450	46.22%
8207	Clothing Allowance	60,450	48,050	-	12,400	79.49%
8209	Uniform Rental & Cleaning	21,604	2,487	7,513	11,604	46.29%
8210	Equipment Rental	7,520	3,608	3,882	30	99.60%
8212	Equipment Maintenance	56,240	14,152	4,800	37,288	33.70%
8214	Motor Vehicle Maintenance	7,700	2,076	3,160	2,464	68.00%
8216	Printing and Binding	1,999	58	743	1,199	40.02%
8217	Consultants/Special Contractor	57,290	33,009	25,805	(1,524)	102.66%
8220	Other Contractual Services	22,346	8,038	2,850	11,458	48.72%
8221	Higher Education Support	3,000	-	-	3,000	0.00%
8301	Office Supplies	4,900	2,291	954	1,655	66.22%
8302	Technical Supplies	134,389	23,745	7,414	103,230	23.19%
8303	Uniforms and Clothing	43,851	18,168	13,473	12,209	72.16%
8310	Other Materials	7,369	110	-	7,259	1.50%
8402	Technical Equipment	8,288	989	701	6,598	20.39%
8406	Office Equipment	3,500	-	-	3,500	0.00%
<b>TOTAL Police Department</b>		9,170,422	4,152,948	88,386	4,929,088	22.75%
8101	Full time salaries	288,458	137,614	-	150,844	47.71%
8103	Part Time	113,552	41,825	-	71,727	36.83%
8105	Longevity	1,000	500	-	500	50.00%
8110	Fringe Benefits	706,232	339,954	-	366,278	48.14%
8202	Dues and Subscriptions	8,385	2,280	225	5,880	29.87%
8204	Conferences,Meetings,Training	1,800	2,262	-	(462)	125.66%
8209	Uniform Rental & Cleaning	2,000	208	392	1,400	30.00%
8212	Equipment Maintenance	15,600	2,565	1,149	11,886	23.81%
8213	Facilities Maintenance	43,400	23,547	13,648	6,204	85.70%
8214	Motor Vehicle Maintenance	13,000	1,081	836	11,083	14.75%
8216	Printing and Binding	2,050	1,512	-	538	73.77%
8217	Consultants/Special Contractor	50,000	19,155	8,285	22,560	54.88%
8218	Contributions and Subsidies	29,000	29,000	-	-	100.00%
8220	Other Contractual Services	93,220	35,868	18,609	38,743	58.44%
8301	Office Supplies	2,700	603	-	2,097	22.34%
8302	Technical Supplies	40,920	15,828	3,860	21,231	48.12%
8303	Uniforms and Clothing	30,500	5,299	1,194	24,007	21.29%
8310	Other Materials	33,000	11,385	2,492	19,124	42.05%
8402	Technical Equipment	115,450	55,429	55,592	4,429	96.16%
8407	Building Equipment	8,500	300	100	8,100	4.71%
8408	Building Improvements	30,900	22,781	2,880	5,239	83.04%
8517	Trans.to Miscellaneous Grants	1,500	1,500	-	-	100.00%
<b>TOTAL Fire Department</b>		1,631,167	750,497	109,262	771,409	52.71%
8206	Utilities	360,800	132,614	-	228,186	36.76%
<b>TOTAL Street Lighting</b>		360,800	132,614	-	228,186	36.76%
8101	Full time salaries	26,987	13,199	-	13,788	48.91%
8103	Part Time	6,000	2,700	-	3,300	45.00%
8202	Dues and Subscriptions	100	-	-	100	0.00%
8204	Conferences,Meetings,Training	2,500	576	220	1,704	31.86%

8302	Technical Supplies	4,000	2,600	7	1,393	65.17%
8303	Uniform and Clothing	2,000	1,808	-	192	90.41%
	<b>TOTAL Emergency Management</b>	<b>41,587</b>	<b>20,883</b>	<b>227</b>	<b>20,477</b>	<b>50.76%</b>
8110	Fringe Benefits	54,000	42,301	-	11,699	78.34%
8204	Conferences,Meetings,Training	1,000	-	-	1,000	0.00%
8220	Other Contractual Services	20,000	20,000	-	-	100.00%
8521	T/F to Volunteer Ambulance Fd	6,000	6,000	-	-	100.00%
	<b>TOTAL Emergency Medical Service</b>	<b>81,000</b>	<b>68,301</b>	<b>-</b>	<b>12,699</b>	<b>84.32%</b>
		-	-	-		
8219	Hydrants	131,295	121,935	-	9,360	92.87%
	<b>TOTAL Hydrants</b>	<b>131,295</b>	<b>121,935</b>	<b>-</b>	<b>9,360</b>	<b>92.87%</b>
8101	Full time salaries-Engineering	351,796	169,318	-	182,478	48.13%
8102	Overtime	2,000	-	-	2,000	0.00%
8103	Part Time	7,000	-	-	7,000	-100.00%
8105	Longevity	-	-	-	-	-100.00%
8202	Dues and Subscriptions	720	250	-	470	34.72%
8203	Transportation	250	-	-	250	0.00%
8204	Conferences,Meetings,Training	2,360	1,175	-	1,185	49.78%
8207	Clothing Allowance	400	-	-	400	0.00%
8212	Equipment Maintenance	300	-	-	300	0.00%
8216	Printing and Binding	200	-	-	200	0.00%
8217	Consultants/Special Contractor	2,000	-	-	2,000	0.00%
8220	Other Contractual Services	7,500	2,375	5,125	-	100.00%
8301	Office Supplies	400	101	-	299	25.13%
8302	Technical Supplies	500	52	-	448	10.49%
8303	Uniforms and Clothing	50	-	-	50	0.00%
	<b>TOTAL Engineering</b>	<b>375,476</b>	<b>173,271</b>	<b>5,125</b>	<b>197,080</b>	<b>47.51%</b>
8101	Full time salaries-Operations	1,636,065	722,061	-	914,004	44.13%
8102	Overtime	259,814	91,245	-	168,569	35.12%
8103	Part Time	19,246	9,213	-	10,033	47.87%
8104	Seasonal	61,510	35,089	-	26,421	57.05%
8105	Longevity	8,150	4,000	-	4,150	49.08%
8202	Dues and Subscriptions	734	50	-	684	6.81%
8204	Conferences,Meetings,Training	3,290	1,988	-	1,302	60.43%
8207	Clothing Allowance	6,200	200	-	6,000	3.23%
8207	Tool Allowance	2,400	400	-		
8209	Uniform Rental & Cleaning	10,809	3,558	5,467	1,784	83.49%
8212	Equipment Maintenance	6,800	166	-	6,634	2.44%
8214	Motor Vehicle Maintenance	52,170	39,480	11,959	731	98.60%
8217	Consultants/Special Contractor	2,260	1,964	-	296	86.88%
8220	Other Contractual Services	4,150	(45)	-	4,195	-1.08%
8301	Office Supplies	720	344	99	277	61.54%
8302	Technical Supplies	36,940	4,321	782	31,837	13.82%
8303	Uniforms and Clothing	2,170	377	-	1,793	17.39%
8304	Agricultural Supplies	150	-	-	150	0.00%
8306	Constr.& Maintenance Materials	221,290	3,033	50,667	167,590	24.27%
8307	Equipment Parts	311,147	98,412	90,023	122,712	60.56%
8309	Motor Fuel and Lubricants	409,500	152,089	11,558	245,853	39.96%
8310	Other Materials	12,412	3,359	1,769	7,284	41.31%
8405	Construction & Equipment		8,654		(8,654)	
	<b>TOTAL Highway Department</b>	<b>3,067,927</b>	<b>1,179,956</b>	<b>172,325</b>	<b>1,722,300</b>	<b>44.08%</b>
8102	Overtime	2,303	2,705	-	(402)	117.45%
8103	Part Time	36,391	17,017	-	19,374	46.76%

8220	Other Contractual Services	2,791,125	1,006,624	1,728,175	56,326	97.98%
8302	Technical Supplies	15,000	1,645	-	13,355	10.97%
8310	Other Materials	500	-	-	500	0.00%
	<b>TOTAL Solid Waste Services</b>	<b>2,845,319</b>	<b>1,027,991</b>	<b>1,728,175</b>	<b>89,153</b>	<b>96.87%</b>
8101	Full time salaries	343,191	145,458	-	197,733	42.38%
8103	Part Time	-	-	-	-	0.00%
8202	Dues and Subscriptions	1,250	664	-	586	53.12%
8204	Conferences,Meetings,Training	1,100	63	-	1,037	5.73%
8220	Other Contractual Services	11,500	7,998	3	3,500	69.57%
8301	Office Supplies	300	40	-	260	13.37%
8310	Other Materials	100	-	-	100	0.00%
	<b>TOTAL Planning and Development</b>	<b>357,441</b>	<b>154,222</b>	<b>3</b>	<b>203,216</b>	<b>43.15%</b>
8103	Part Time	10,906	4,742	-	6,164	43.48%
8201	Public Notification	7,500	2,250	-	5,250	30.00%
8204	Conferences,Meetings,Training	500	-	-	500	0.00%
8310	Other Materials	100	-	-	100	0.00%
	<b>TOTAL Town Planning &amp; Zoning</b>	<b>19,006</b>	<b>6,992</b>	<b>-</b>	<b>12,014</b>	<b>36.79%</b>
8103	Part Time	1,696	565	-	1,131	33.34%
8201	Public Notification	1,020	705	-	316	69.07%
8301	Office Supplies	10	-	-	10	0.00%
8310	Other Materials	-	-	-	-	0.00%
	<b>TOTAL Zoning Board of Appeals</b>	<b>2,726</b>	<b>1,270</b>	<b>-</b>	<b>1,456</b>	<b>46.59%</b>
8101	Full time salaries	314,122	151,257	-	162,865	48.15%
8103	Part Time	-	-	-	-	0.00%
8105	Longevity	-	-	-	-	0.00%
8202	Dues and Subscriptions	735	285	-	450	38.78%
8203	Transportation	100	-	-	100	0.00%
8204	Conferences,Meetings,Training	1,500	750	-	750	50.02%
8207	Clothing Allowance	600	213	-	387	35.45%
8301	Office Supplies	500	112	-	388	22.41%
8310	Other Materials	1,800	-	-	1,800	0.00%
	<b>TOTAL Building Department</b>	<b>319,357</b>	<b>152,617</b>	<b>-</b>	<b>166,740</b>	<b>47.79%</b>
8103	Part Time	5,222	2,611	-	2,611	50.00%
8201	Public Notification	1,895	1,085	-	810	57.25%
8202	Dues and Subscriptions	500	-	-	500	0.00%
8204	Conferences,Meetings,Training	300	-	-	300	0.00%
8301	Office Supplies	-	-	-	-	0.00%
	<b>TOTAL Conservation Commission</b>	<b>7,917</b>	<b>3,696</b>	<b>-</b>	<b>4,221</b>	<b>46.68%</b>
8103	Part Time	1,539	855	-	684	55.54%
8202	Dues and Subscriptions	-	-	-	-	0.00%
8220	Other Contractual Services	3,500	415	90	2,995	14.43%
	<b>TOTAL Economic Development</b>	<b>5,039</b>	<b>1,270</b>	<b>90</b>	<b>3,679</b>	<b>26.99%</b>
8220	Other Contractual Services	276,359	138,180	-	138,180	50.00%
8302	Technical Supplies	807	-	-	807	0.00%
8310	Other Materials	500	-	-	500	0.00%
	<b>TOTAL Health Services</b>	<b>277,666</b>	<b>138,180</b>	<b>-</b>	<b>139,487</b>	<b>49.76%</b>
8101	Full time salaries	469,761	230,358	-	239,403	49.04%
8103	Part Time	53,213	16,628	-	36,585	31.25%
8104	Seasonal	10,500	-	-	10,500	0.00%

8105	Longevity	1,000	500	-	500	50.00%
8202	Dues and Subscriptions	870	775	-	95	89.05%
8203	Transportation	100	-	-	100	100.00%
8204	Conferences,Meetings,Training	1,353	1,090	-	263	80.53%
8212	Equipment Maintenance	1,950	534	556	860	55.90%
8216	Printing and Binding	440	-	-	440	0.00%
8217	Consultants/Special Contractor	6,483	3,120	-	3,363	48.13%
8218	Contributions and Subsidies	2,250	-	-	2,250	0.00%
8220	Other Contractual Services	10,000	1,165	-	8,835	11.65%
8225	Special Needs	5,000	4,654	177	169	96.62%
8301	Office Supplies	600	353	-	247	58.78%
8310	Other Materials	3,712	856	1,124	1,732	53.34%
	<b>TOTAL Human Services</b>	<b>567,232</b>	<b>260,031</b>	<b>1,857</b>	<b>305,344</b>	<b>46.17%</b>
8101	Full time salaries	505,873	248,845	-	257,028	49.19%
8102	Overtime	1,000	-	-	1,000	0.00%
8103	Part Time	123,092	38,918	-	84,174	31.62%
8105	Longevity	2,900	950	-	1,950	32.76%
8202	Dues and Subscriptions	505	50	-	455	9.90%
8204	Conferences,Meetings,Training	400	170	-	230	42.50%
8210	Equipment Rental	1,175	948	108	120	89.81%
8212	Equipment Maintenance	3,735	1,496	1,251	989	73.53%
8213	Facilities Maintenance	1,200	72	328	800	33.33%
8214	Motor Vehicle Maintenance	120	-	-	120	0.00%
8216	Printing and Binding	1,550	573	-	977	36.97%
8217	Consultants/Special Contractor	26,738	5,724	8,871	12,144	54.58%
8220	Other Contractual Services	5,400	1,544	498	3,359	37.80%
8301	Office Supplies	1,000	335	501	164	83.59%
8302	Technical Supplies	3,240	1,141	847	1,252	61.36%
8402	Technical Equipment	-	-	-	-	#DIV/0!
	<b>TOTAL Sr. and Dis. Center Services</b>	<b>677,928</b>	<b>300,765</b>	<b>12,402</b>	<b>364,761</b>	<b>46.19%</b>
8103	Part Time	1,561	468	-	1,093	29.99%
8216	Printing and Binding	300	-	-	300	0.00%
8218	Contributions and Subsidies	1,260	-	-	1,260	0.00%
8220	Other Contractual Services	1,000	400	-	600	40.00%
8301	Office Supplies	60	-	-	60	0.00%
	<b>TOTAL Boards and Commissions</b>	<b>4,181</b>	<b>868</b>	<b>-</b>	<b>3,313</b>	<b>20.76%</b>
8101	Full time salaries	1,240,560	590,258	-	650,302	47.58%
8102	Overtime	8,849	2,463	-	6,386	-100.00%
8103	Part Time	525,062	209,896	-	315,166	39.98%
8104	Seasonal	8,471	4,925	-	3,546	58.14%
8105	Longevity	3,300	1,350	-	1,950	40.91%
8202	Dues and Subscriptions	68,309	20,035	-	48,274	29.33%
8203	Transportation	415	-	-	415	0.00%
8204	Conferences,Meetings,Training	1,382	65	-	1,317	4.70%
8205	Postage and Shipping	2,000	(42)	-	2,042	-2.09%
8210	Equipment Rental	715	412	-	303	57.64%
8212	Equipment Maintenance	1,164	98	52	1,014	12.89%
8213	Facilities Maintenance	1,104	-	-	1,104	0.00%
8216	Printing and Binding	1,759	-	-	1,759	0.00%
8220	Other Contractual Services	5,730	2,216	-	3,514	38.67%
8222	Data Services	45,948	44,846	-	1,102	97.60%
8301	Office Supplies	2,175	1,042	203	930	57.24%
8302	Technical Supplies	9,091	1,241	2,580	5,269	42.04%
8305	Cleaning Supplies	175	102	73	-	100.00%

8310	Other Materials	575	-	180	395	31.30%
8401	Public Circ Downloadable Media	185,177	46,965	26,772	111,440	39.82%
	<b>TOTAL Library Operations</b>	<b>2,111,961</b>	<b>925,872</b>	<b>29,860</b>	<b>1,156,229</b>	<b>45.25%</b>
8220	Other Contractual Services	30	-	-	30	0.00%
	<b>TOTAL Hubbard Book Fund</b>	<b>30</b>	<b>-</b>	<b>-</b>	<b>30</b>	<b>0.00%</b>
8101	Full time salaries	240,181	231,921	-	8,260	96.56%
8103	Part Time	-	-	-	-	0.00%
8202	Dues and Subscriptions	1,380	840	-	540	60.87%
8204	Conferences,Meetings,Training	3,360	3,120	-	240	92.86%
8210	Equipment Rental	1,800	495	780	525	70.83%
8212	Equipment Maintenance	350	-	-	350	0.00%
8301	Office Supplies	1,900	392	158	1,350	28.95%
8310	Other Materials	300	-	-	300	0.00%
	<b>TOTAL Parks &amp; Recreation Administr.</b>	<b>249,271</b>	<b>236,767</b>	<b>938</b>	<b>11,565</b>	<b>95.36%</b>
8101	Full time salaries	1,108,811	519,903	-	588,908	46.89%
8102	Overtime	152,715	67,952	-	84,763	44.50%
8103	Part Time	46,228	11,295	-	34,933	24.43%
8104	Seasonal	150,855	79,683	-	71,172	52.82%
8105	Longevity	6,550	3,250	-	3,300	49.62%
8202	Dues and Subscriptions	1,000	-	-	1,000	0.00%
8204	Conferences,Meetings,Training	5,520	3,202	-	2,318	58.00%
8206	Utilities	2,120	1,146	-	974	54.07%
8207	Clothing Allowance	2,800	1,607	-	1,193	57.39%
8210	Equipment Rental	40,423	27,706	10,367	2,350	94.19%
8212	Equipment Maintenance	4,758	854	-	3,904	17.94%
8217	Consultants/Special Contractor	60,000	18,700	10,300	31,000	48.33%
8220	Other Contractual Services	52,269	21,622	17,545	13,102	74.93%
8302	Technical Supplies	69,159	28,948	32,762	7,450	89.23%
8303	Uniforms and Clothing	7,580	343	6,457	780	89.71%
8304	Agricultural Supplies	102,321	41,435	30,365	30,521	70.17%
8306	Constr.& Maintenance Materials	45,320	17,278	9,406	18,637	58.88%
8307	Equipment Parts	5,000	1,994	2,948	58	98.84%
8310	Other Materials	5,700	2,132	1,584	1,984	65.20%
8402	Technical Equipment	28,600	9,609	7,693	11,298	60.50%
8406	Office Equipment	800	-	700	100	87.50%
8408	Building Improvements	2,000	2,000	-	-	100.00%
	<b>TOTAL Grounds Maintenance</b>	<b>1,900,529</b>	<b>860,660</b>	<b>130,125</b>	<b>909,744</b>	<b>52.13%</b>
	<b>TOTAL Municipal Insurance</b>	<b>1,045,254</b>	<b>808,238</b>	<b>-</b>	<b>237,016</b>	<b>77.32%</b>
	<b>TOTAL Greater Htfd. Transit District</b>	<b>5,802</b>	<b>5,802</b>	<b>-</b>	<b>0</b>	<b>100.00%</b>
	<b>TOTAL Employee Benefits</b>	<b>12,569,980</b>	<b>9,297,442</b>	<b>-</b>	<b>3,272,538</b>	<b>73.97%</b>
	<b>TOTAL Donations &amp; Contributions</b>	<b>20,000</b>	<b>5,000</b>	<b>-</b>	<b>15,000</b>	<b>25.00%</b>
	<b>TOTAL Contingency</b>	<b>388,500</b>	<b>6,675</b>	<b>1,025</b>	<b>380,800</b>	<b>1.98%</b>
	<b>TOTAL Interest Expense</b>	<b>1,158,500</b>	<b>572,342</b>	<b>-</b>	<b>586,158</b>	<b>49.40%</b>
	<b>TOTAL Principal Payments</b>	<b>1,950,000</b>	<b>-</b>	<b>-</b>	<b>1,950,000</b>	<b>0.00%</b>
	<b>TOTAL Metropolitan District Tax</b>	<b>4,891,524</b>	<b>2,428,975</b>	<b>-</b>	<b>2,462,549</b>	<b>49.66%</b>
	<b>TOTAL Capital Improvement Program</b>	<b>4,966,698</b>	<b>4,966,698</b>	<b>-</b>	<b>-</b>	<b>100.00%</b>
	<b>TOTAL Equipment Reserve-CIP</b>	<b>1,458,112</b>	<b>1,458,112</b>	<b>-</b>	<b>-</b>	<b>100.00%</b>
	<b>TOTAL ELLR Fund -Board of Education</b>	<b>3,100</b>	<b>3,100</b>	<b>-</b>	<b>-</b>	<b>100.00%</b>
	<b>TOTAL ELLR Fund -Town Operations</b>	<b>4,900</b>	<b>4,900</b>	<b>-</b>	<b>-</b>	<b>100.00%</b>
	<b>TOTAL Board of Education</b>	<b>91,613,371</b>	<b>41,667,331</b>	<b>-</b>	<b>49,946,040</b>	<b>45.48%</b>
	<b>TOTAL General Fund</b>	<b>151,033,202</b>	<b>75,283,626</b>	<b>2,609,944</b>	<b>73,137,233</b>	<b>51.57%</b>

