



John Salomone
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

OFFICE OF THE TOWN MANAGER

MEMORANDUM

To: Newington Town Council
From: John Salomone, Town Manager
Date: May 11, 2007
Re: Monthly Report – April 2007

GENERAL ADMINISTRATION

During the month, the Town Manager focused on a number of matters including working with department heads, the Mayor and members of the Town Council on various issues as well as on a number of personnel matters. Other items of interest included:

- Finalization of the Town's operating budget and Capital Improvements Plan for FY 2007-08.
- Meetings regarding possible additional senior housing in Newington.
- Establishing contingency plans for sites for the Parks and Recreation summer programs after the Mortensen Community Center had to be closed due to falling ceiling tiles.
- Attending the Mid-State Collaborative Meeting in Berlin.
- Speaking at Cedar Mountain Commons.
- Attending the CCHD Volunteer Recognition Dinner, the Human Services Department's Volunteer Recognition Dinner and the Opening Night of the Board of Education's town-wide Student Art Show.
- Meeting with the Marcus Group and the Town Attorney to resolve outstanding issues regarding the cell tower on Willard Avenue
- Attending a reception at the new Stew Leonard's store on April 25.
- Preparing for and participating in a Community Forum which was held on April 30.
- Notification that the Town's comprehensive annual financial report for FY 2005-06 received a Certificate of Achievement for Excellence in Financial Reporting, the highest form of recognition in governmental accounting and financial reporting, from the Government Finance Officers Association.

Paid overtime for the month of April 2007 was as follows:

HIGHWAY DEPARTMENT	Overtime Hours	Cost
Vehicles and Equipment	78.80	\$ 2,124.97
Weekend Stand-by and Call-in	16.00	566.32
Road Maintenance	200.00	5,581.14
Landfill	<u>3.00</u>	<u>106.77</u>
Total	297.80	\$ 8,379.20

PARKS AND GROUNDS DIVISION		
Field Preparation	293.50	\$ 9,535.70
Weekend	24.00	867.60
Cemetery	36.00	1,219.81
Total	353.50	\$11,623.11
	2006-07 Budget Overtime Appr.*	Overtime Expended Fiscal Year to Date
POLICE DEPARTMENT		
Patrol	\$ 774,636.00	\$ 602,791.56
Investigation	95,048.00	67,690.85
Communication	113,132.00	88,764.40
Education/Training	54,837.00	54,106.66
Support Services	20,871.00	17,989.13
School Resources Officer Grant	8,349.00	6,062.14
Animal Control	11,000.00	5,394.82
Total	\$1,077,873.00	\$ 842,799.56

*Includes mid-year transfers

PERSONNEL

- The Town Engineer and Director of Facilities Management positions were advertised upon finalization of the 2007-08 budget.
- The vacancies for Engineering Technologist I and Assistant Highway Superintendent were posted internally.
- Raymond J. Reynolds, Jr., Master Police Officer, submitted his notice of intent to retire effective June 16, 2007.

RISK MANAGEMENT

The ninth month of the 2006-2007 Blue Cross/Blue Shield plan year produced a combined paid claim total that was lower than the estimates that were developed at renewal. The total claims were estimated at \$678,637 per month; the initial number for March 2007 came in at \$587,463.

INFORMATION SYSTEMS AND TECHNOLOGY

- Completed 197 help desk work orders, blocked 84,550 SPAM/ unsolicited emails from reaching Town employees and blocked/ quarantined 440 viruses from entering the Town's network.
- Gregg Breton, GIS Coordinator, attended an informational meeting on the upcoming distribution of "Oblique Aerial Photography." The State of Connecticut has contracted with a company called "Pictometry" to deliver the oblique imagery at no cost to the Town. The imagery will enhance the Town's current GIS system. For more information on "Oblique Aerial Photography" please visit <http://www.pictometry.com/>.
- Began the changeover to a web-based delivery to the Tax Office of lockbox payment information.
- Worked with an outside vendor, CLT, on software configurations for IAS World, a computer aided mass appraisal system used by the Assessor's office.
- Began work on remotely deploying a customer PDF writer application on all Town computers. Currently the application is being tested on selected computer systems. If testing is successful Town-wide distribution will take place in May.
- Updated remote virtual private networking (VPN) access directions to accommodate the Town's new domain registration (www.newingtonct.gov).
- Configured a site to site VPN with the Capitol Region Council of Governments (CRCOG). The VPN was established for public safety (fire and police) use.
- The Town website had approximately 45,000 visits in April with meetings and program calendars again drawing the most traffic.

FINANCE

- The Town's FY 2007-08 budget of \$89.9 million was adopted with a mill rate of 26.91.
- The Town's financial system was updated with the FY 2007-08 budget information.
- The on-going dispute with the Marcus Group regarding shared revenue from the cell tower culminated in a meeting with all parties. It appears that the Town will prevail in its assertion of income for the past two years of \$62,000. A finalized letter from the Marcus is anticipated in the next few weeks.
- With the IBPO tentative agreement finalized, the new rates and retro payments to active and retirees were calculated during the month. In addition, the new medical plan and flexible spending plan was coordinated with the respective providers.
- The three year term for Town auditor has expired. As a result, an RFP for audit services was drafted and distributed with responses due on May 9.
- The Telecommunications grant was received during the month in the amount of \$147,291 as well as the final payment of the ECS grant in the amount of \$5,191,784.

The Town received the following interest rates on investments. This list includes outstanding investments that are under the control of the Finance Department and includes the General Fund and other Town Funds.

INVESTMENTS, BY ACCOUNTING TYPE

(Unaudited)
April 30, 2007

General Fund	\$36,773,395
Special Revenue Funds	2,101,451
Capital Projects Funds	584,250
Internal Service Fund	3,859,323
Trust and Agency Funds	1,434,687
TOTAL, ESTIMATED BY FUND	\$44,753,106

INVESTMENTS, BY INSTITUTION TYPE

(Unaudited)
April 30, 2007

	<u>Interest %</u>		<u>Interest \$</u>		<u>\$ Invested</u>
<i>Ave. Monthly Yield, Annualized</i>	Current Month	Last Month	Current Month	Last Month	
STIF	5.40	5.36	61,293	91,936	15,650,001
Banknorth	5.07	5.16	44,804	43,071	11,055,017
CLASS PLUS	5.04	5.05	31,502	32,337	8,268,980
Financial Investors Trust	5.13	5.15	12,808	14,154	3,166,860
Sovereign Bank MM	5.17	5.17	27,877	25,402	6,612,248
Total Outstanding Investments					44,753,106

Assessor

- Real estate transfers were read and entered in the Assessor database through the end of April 2007.
- Elderly applications were processed throughout the month. More than 55 homeowners were sent reminder letters that their timeframe for applying to continue to receive the elderly benefit was ending on May 15, 2007.
- The conversion process for the Assessor valuation software known as IAS continued throughout the month with the Assessor's staff entering all transactions into the new and old data bases.
- Eight newly constructed real estate properties with Certificates of Occupancy were inspected

Revenue Collector

- The Tax Office staff was busy preparing for the next fiscal year's tax bills.

- Bank and mortgage company requests for new escrow accounts were brought up to date daily.
- Delinquent notices were mailed to the 2004 Grand List Motor Vehicle taxpayers prior to suspending the accounts. In addition delinquent notices were sent to all 2005 Grand List Motor Vehicle Taxpayers generating payment of current and prior bills.
- The Newington Tax Office hosted Quality Data System's set-up meeting to review the process for preparing the 2006 Grand List file prior to printing. Twenty-five representatives from various towns attended.
- Alias Tax Warrants for Personal Property were given to Constable Dave Pruett.

PURCHASING

BID NO. 7, 2006-07, CLEANING SERVICES, LUCY ROBBINS WELLES LIBRARY

Opening Date: April 4, 2007

Bidder	Location	Annual Rate
Class Act Cleaning Service	Berlin	\$20,400
Capitol Cleaning Contractors	Hartford	\$23,800
Glastonbury Building Maintenance	Glastonbury	\$28,000
Jani-King	Windsor Locks	\$45,660

The bid was awarded to Class Act, the lowest bidder.

BID NO. 8, 2006-07, SCHOOL ROOF REPLACEMENT PROJECTS

Opening Date: May 9, 2007

RFP NO. 3, 2006-07, TOWN HALL BUILDING STUDY

Opening Date: April 10, 2007

Respondents

Salamone and Associates, Hamden
 C. J. Lawler Associates Architects, West Hartford
 J Associates Architects, Farmington
 Kaestle Boos Associates, Inc., New Britain
 Sevigny Architects, Hartford
 Kagan Architecture and Planning, New Haven
 TLB Architecture, Chester
 Silver Petrucelli and Associates, Hamden

The proposals are under review.

RFP NO. 4, 2006-08, PROFESSIONAL AUDITING SERVICES

Opening Date: May 9, 2007

TOWN CLERK

- Town Clerk Tanya Lane attended the Annual Spring Conference sponsored by the Secretary of the State and also addressed the Connecticut Association of Assessors at a luncheon on April 12.
- 579 documents were filed on the Land Records including 189 mortgages, 172 releases and 13 liens.
- The office issued 14 Burial Permits, filed 12 Notary Public Certificates and 12 Trade Name Certificates.
- There were 94 property transfers; \$190,930.93 was collected in State conveyance tax and \$73,143.10 was collected in Town conveyance tax.
- There were 9 residential property sales—each over \$300,000.
- \$16.7 million in commercial property transferred:
 - ✓ 1431 Willard Avenue sold for \$5.1 million from Wilston Associates LP to Rowaben Holdings LLC
 - ✓ 610 North Mountain Road sold for \$1 million from KJB, LLC to 610 North Mountain Road, LLC

- ✓ 3563 Berlin Turnpike sold for \$6.5 million from First Brook Properties, LLC to Newington-Berlin Retail, LLC
- ✓ 3465 Berlin Turnpike sold for \$2 million from RK Newington, LLC to Newington-Berlin Retail, LLC
- ✓ Property on East Cedar Street transferred for \$1.2 million from Connecticut Children's Medical Center to Marcap CO LLC

Data Summary—April 2007

	<u>April 2007</u>	<u>April 2006</u>	<u>FY 2006-07 to Date</u>	<u>FY 2005-06 to Date</u>
Land Record Documents	579	604	6,018	6,480
Dog Licenses Sold	22	18	474	466
Game Licenses Sold	383	750	1,646	1,812
Vital Statistics				
Marriages	14	10	199	185
Civil Unions	0	1	2	9
Death Certificates	58	32	282	245
Birth Certificates	18	24	53	211
Total General Fund Revenue	\$ 97,530.78	\$ 68,159.75	\$604,400.80	\$559,219.05
Town Document Preservation	\$ 1,110.00	\$ 1,266.00	\$ 11,466.00	\$ 9,549.00
State Document Preservation	\$ 1,110.00	\$ 1,266.00	\$ 11,496.00	\$ 12,396.00
State Treasurer (\$26 fee)	\$ 14,430.00	\$ 16,458.00	\$148,694.00	\$ 87,126.00
Locip	\$ 1,665.00	\$ 1,899.00	\$ 44,872.00	\$ 10,053.00
State Game Licenses	\$ 7,919.00	\$ 15,079.00	\$ 32,473.50	\$ 42,820.50
State Dog Licenses	\$ 187.50	\$ 138.00	\$ 3,536.50	\$ 3,403.50
Dog Licenses Surcharge	\$ 66.00	\$ 48.00	\$ 1,279.00	\$ 1,208.00
Marriage & CU Surcharge	\$ 323.00	\$ 171.00	\$ 4,409.00	\$ 2,014.00
Grand Total	\$124,341.28	\$104,484.75	\$862,626.80	\$727,789.05

POLICE DEPARTMENT

- A written exam was administered on Saturday, April 14, to 63 entry-level Police Officer applicants; 44 passed. Oral Interviews are scheduled to be conducted in mid-May.
- Reimbursement from the Department of Transportation (DOT) was requested for overtime associated with the DUI sobriety check point set up April 20, 2007 on the Berlin Turnpike.
- An application for a DUI Enforcement Grant with the DOT was submitted for roving patrol of the Berlin Turnpike during the holiday weekends, 10 evenings. The total overtime costs associated with this extra coverage is \$8,100. If approved, the grant will be funded 75% (\$6,075) by the DOT and 25% (\$2,025) by the Town.
- The Police Department will increase its patrol on the Berlin Turnpike beginning May 4 through the summer months. This increased patrol will allow for a detail to focus on the enforcement of motor vehicle violations which commonly increase in the warmer summer months.
- Twenty traffic stops were made by the Community Services Unit in April for speeding, stop sign violations, and other violations. Specific attention was given to the areas of Garfield Street by Walsh Avenue, Little Brook Drive by Trout Brook Circle, Starbuck's Plaza, Cedar Street by Hartt Lane, Robbins Avenue by Golf Street, Superior Avenue by Miami Avenue, Sunset Road by Farmstead Drive, Farmstead Drive by Dowd Street and Martin Kellogg School.
- The Community Services Unit participated in a meeting with residents who reside in the Mill Pond Park neighborhood. The discussion was related to quality-of-life issues associated with living in close proximity to the park. Among the concerns of the residents were juveniles being in the park after hours, vandalism, car break-ins, trash being left in the park and neighborhoods, speeding on Browning Avenue, juveniles being able to turn on park lights at night, drug/alcohol activity, reckless burning, beautification efforts being destroyed, and no park hours signage. Recommendations

made during the meeting included cameras being installed in the park, chains being installed across the parking lot entrance/exit at night and increased presence in the park of marked Police Department units.

- The Community Services Officer (CSO) also participated in a Men's Breakfast Club meeting and an identity theft presentation at Cedar Mountain Commons. The CSO provided a lecture and written material on how to avoid being victimized by identity theft and common scams. A discussion of recent trends of telephone/internet scams and fraud being used to victimize the elderly was also held.
- Sixty-one offenses were the subject of investigation by Detective Division personnel in April.

Patrol Calls April 2007

Alarm Burglary	111	F/COno	3	MV Assist	48
Alarm Hold-up	3	F/Hazmat	2	MV Complaint	70
Animal	23	F/Other	14	Neighbor Dispute	19
Assault IP	8	F/Struc	4	Noise Complaint	19
Assault Report	7	F/Veh	2	Notification	2
Assist Other PD	31	F/Water	14	Open Door / Window	5
Bad Check NSF	1	Fingerprint	20	Parking Violation	13
Bicycle - Lost / Found	1	Fireworks	1	Property Found	15
BOLO	13	Follow-Up	24	Property Lost	2
Breach IP	13	Harassment	20	Recovered MV	3
Breach Report	1	Hazard	30	Serve Subpoena	1
Burglary IP	4	Illegal Dumping	2	Serve Warrant	28
Burglary Report	12	Intoxicated	6	Special Detail	47
Car Seat Install	7	Juvenile Comp	40	Stolen MV	7
Check the Welfare	85	Landlord / Tenant	5	Sudden Death	1
Clear Lot	18	Larceny From MV	21	Suicide	1
Court Detail	21	Larceny IP	11	Suicide Attempt	4
Criminal Mischief IP	4	Larceny Report	39	Suspicious Person	88
Criminal Mischief Rep	35	Liquor Violation	1	Susp MV Occ	28
Customer Dispute IP	9	Location - Directed Patrol	107	Susp MV UnOcc	4
Dog Complaint	46	Lockout MV	1	Threatening IP	1
Domestic IP	21	Lockout Residence	3	Threatening Report	4
Domestic Report	9	Medical Emergency	155	Town Ordinance Viol	3
Drug Investigation	7	Missing Person	10	Traffic Stop	462
DUI	5	MV Abandoned	5	Trespass IP	2
Emotionally Disturbed	12	MVA Evading	15	Trespass Report	3
Escort	27	MVA Injury	12		
F/Alarm	15	MVA Property	77	TOTAL FOR NPD	2,073

UCR/NIBRS Selected Crimes

March 2007

March 2006

Type of Crime	# of Offenses	Value of Crime	# of Offenses	Value
Murder	0	-0-	-0-	-0-
Forcible Rape	1	-0-	-0-	-0-
Robbery	2	\$184	0	-0-
Assault	9	-0-	4	-0-
Burglary	9	\$15,811	8	\$17,985
Larceny Theft	42	\$11,547	34	\$98,135
Auto Theft	3	\$27,500	3	\$55,000
Totals	66	\$55,042	50	\$171,121

In March 2007 the Police Department arrested 65 adults: 1 for robbery, 13 for assaults, 2 for burglary, 2 for motor vehicle theft, 2 for forgery, 10 for narcotic violations, 6 for DUI, and 29 for other miscellaneous offenses. The department also arrested or referred 11 persons under the age of 18: 3 for larcenies, 1 for weapon violations, 2 drug violations, 1 for vandalism, and 1 for vandalism.

FIRE DEPARTMENT

The Fire Department responded to 81 alarms/emergencies as follows:

	<u>April 2007</u>	<u>10 months Cum.</u>
Residential	38	211
Commercial, Industrial, Office	3	45
Hospital, School	2	43
Vehicle	1	30
Rescue, Police Assistance	4	18
Dumpster, Rubbish, Grass, Brush, Leaves	6	37
Hazardous Materials/Clean up	2	28
Investigative Alarm	15	245
False Alarm	0	0
Mutual Aid/Standby	4	12
Carbon Monoxide Investigation	6	28
Water Related Incidents/Pump-outs	0	0
Total	81	697

Training Summary:

	Training	Members	Hours
Officer Training	Orientation and Safety	30	180
MVA Extrication Drill		20	20
Multi-Company Training	SCBA Search & Rescue – Training Tower	48	144
Driver Training		8	47
Target Safety – Online Training	4 Topics	52	189

FIRE MARSHAL

The Fire Marshal's Office completed the following activities during the month of April:

Inspections	16
Inspection Follow-Ups	29
Plan Review	7
Job Site Inspections	24
Underground Tank Removal	0
Fire Investigations	0
Fire Alarm Trouble	2
Complaints	2
Haz/Mat	1
Bomb Threats	0
Blasting	3

PUBLIC WORKS/FACILITIES MANAGEMENT

- Last fall the Town had forwarded to the Department of Environmental Protection (DEP) plans to rebuild the Garfield Street Bridge for their review. DEP has requested additional drainage information and plans to complete the review by the end of May.

- On April 19, 2007, representatives from the Department of Transportation (DOT) provided the Town all their records pertaining to State Project 93-161, Church Street/Maple Hill Avenue Pavement Rehabilitation Project. The records will be maintained in the Engineering Department for a period of at least seven (7) years provided there is no pending litigation.
- Interim Town Engineer Tony Ferraro participated in a pre-construction meeting with the consultants and the field construction company for the Sam's Club project. One of the first things they were asked to resolve is the damming (by beavers) of the outlet structure between the two (2) ponds on the property. The damming of the ponds was causing a drainage concern to the residents on Willow Lane.
- The week of April 23, 2007 Engineering staff inspected and confirmed that the underground detention system installed by Toll Brothers at the former Hartford-Drive-In site had been installed correctly. Since staff had previously noted the contractor had installed the wrong exterior bands at the joints of the detention system, they wanted to verify the contractor was taking corrective measures by installing the proper joint bands placed from the interior of the system. The spot inspections performed confirmed the contractor was performing to standard.
- Engineering staff confirmed with the MDC that a pavement collapse at the northwesterly corner of Faith Road with Richard Street was not due to a failure of the MDC's sewer or water system. Since Faith Road is a private street, the repairs to the collapsed pavement will be pursued through the on-site manager for the Southfield Apartments.

Highway Department

- Brush grinding at the Town's landfill was completed by a bid-awarded contractor with assistance from Highway personnel. Brush and vegetation brought to the landfill by Town residents is stockpiled and then ground-up when feasible.
- Crews continued with curb pickup from winter operations and pothole patching.
- Catch basin top replacements and under-drain installation continued on Lamplighter Lane. Once completed, the road will be roto-milled and then paved.
- The town-wide spring sweeping program began with two sweepers utilized for approximately six weeks to clean road side sand and debris from all Town-owned roads and parking lots.
- Miscellaneous projects during the month included: assisting the Board of Education with drainage improvements at the Elizabeth Green School, hauling and spreading woodchips at the Newington Challenge Course, and minor improvements to the Fire Training Tower surrounding areas.
- Mechanics continued with spring services on Fire Department apparatus, completed seasonal maintenance on all Parks mowers, and began equipment installation on three new Ford Crown Victoria police cruisers. Scheduled preventative maintenance services were ongoing throughout the month and included emergency repairs as well.

TOWN PLANNER

- 690 Cedar Street – National Welding - On April 24 the Town Council authorized Fuss & O'Neill to prepare the Phase III work plan for the National Welding property. EPA has received the Phase II Environmental Study and reported that in conjunction with Phase III work a building materials survey will be paid for with the Town's Brownfield grant. It is believed that the building's exterior siding contains asbestos.
- Town Center STEAP Streetscape Grant - Project bid manual, construction plans and invitation to bid schedule were completed during April. DECD also received and commented on the Phase III bid manual as did ConnDOT District I construction engineers. This project will be advertised for bid May 9th.
- Small Cities Community Development Fair Housing and Civil Rights Compliance - On April 24 the Town Council approved Resolution 2007-42 endorsing Newington's commitment to equal housing opportunities and fair housing choices on a non-discriminatory basis. As a recipient of Small Cities CDBG funding Newington annually renews these actions as evidence of its support for fair housing. This documentation will be included in any future Small Cities Programs or other federal grants for which the Town may apply.

Development Projects

- 68-80 Maple Hill Avenue Subdivision - The Town Plan and Zoning Commission (TPZ) approved this application with the requirement that the number of new lots be reduced from eight to six. This modification was approved because of water problems associated with the proposed development parcels. The approved subdivision plan will also have to set aside about 12,000 sq. ft. of conservation open space along the back yards of Vincent Drive.
- Deming Street Age Restricted Active Adult Housing - This 55 years old and over development was approved April 25. The number of homes was reduced to 19 and access to Deming Street will be limited to one location where safe sight lines are available. The Commission's approval motion contains several restrictions on the project's site design and architectural requirements for the cape style homes.
- 56 Fenn Road – Grody Property - Approval was granted to a wholesale fence company to redevelop the former Grody property located behind the Mobil gas station on Fenn Road. This 5 acre parcel has been on the Town's blighted property list because of its disrepair from many years of vacancy. The new use will be limited to only wholesale and storage operations because the property's driveway onto Fenn Road is very restrictive, only 30 feet frontage, and the high traffic congestion near the Holley Drive intersection.

BUILDING DEPARTMENT

- One permit was issued for footing and foundation for a commercial building (485 Willard Avenue).
- A permit was issued for new construction of an approx. 9,625 sq. ft. medical office building (435 Willard Avenue).
- Work continued at Arby's Restaurant at 3206 Berlin Turnpike.
- Work also continued at Stew Leonard, 3475 Berlin Turnpike. Permits were issued for Fire Suppression / Sprinkler System, a Sign Permit and a Tent Permit.
- One permit was issued for Town of Newington work (wiring a terminate and testing approximately 46 locations using cat6non plenum cables for voice and data at the Library).
- Four Certificates of Occupancy issued in April, three for single family houses (18 Pfister Drive, 191 Sterling Drive, and 28 Barkledge Drive) and one for a two family residence (436-438 Connecticut Avenue).

Building Inspectors completed a total of 462 inspections: Alarm (19), CO (17), Code (10), Decks (4), Electrical (99), Footings (29), Foundation (24), Framing (47), Gas Line (11), Gypsum (8), Hood (12), Insulation (14), Lintels (1), Mechanical (50), Piers (7), Plumbing (49), Rebars (3), Roofing (2), Rough (19), Sheathing (2), Sill (2), Site (10), Sprinkler (20), Tank (2), Water Proof (1).

Seminars attended by the Building Inspectors for their continuing education credit were:

Richard Smith	Customer Service for Code Administration - 4/25/07
Pete Hobbs	Residential Accessibility Scoping Requirements and Demolition 101 - 4/4/07 Introduction to Incident Command System – 4/9/07
A. Cerniglia	Customer Service for Code Administration - 4/25/07

Building/Renovation Permit Statistics

Type of Permit	No. of Permits	Value of Permits
Addition/Alterations	16	\$ 217,908
Deck	9	67,371
Demolition	1	15,000
Electrical	50	136,350
Fence	0	0
Fire Suppression/Sprinkler	4	37,400
Footing/Foundation	1	25,000
Fuel Tank	1	500
Garage/Shed	6	34,800
Mechanical	34	182,322
New Commercial	1	963,000
New Residential	0	0
Plumbing	12	14,985
Pool	9	26,235
Roofing/Siding	17	131,858
Sign	7	14,945
Tent	1	1,000
Trailer	0	0
Total	169	\$ 1,868,674

Permit Value Comparison for April:

	<u>2007</u>	<u>2006</u>
Value of Permits Issued	\$1,868,674	\$4,000,527
Building Permit Fees Received	\$22,883	\$49,074
Other Income Fees	\$947	\$1,754
Building Permits Issued	169	179

Total Value of Permits and Permit Fees:

<u>2006-2007</u>		<u>2005-2006</u>	
Value	Permit Fee	Value	Permit Fee
\$49,885,489	\$568,062	\$29,402,058	\$430,985

HEALTH (CENTRAL CONNECTICUT HEALTH DISTRICT)

Newington staff representative Greg Mattus:

- Inspected several classrooms and playground areas of Ruth Chaffee Elementary School with State daycare licensing specialist Susan Rosen to ensure compliance with State daycare regulations for the NECCI after school day care program held at the school.
- Attended the CCHD volunteer reception located at the Wethersfield Community Center
- Performed numerous preoperational inspections with other district staff for the new Stew Leonard's store in Newington.
- Conducted well water sampling at the Newington Vegetation Landfill with Chief of Environmental Health Services Nancy Brault as part of the D.E.P. permit requirements for the landfill.
- Inspected a home at the request of the Newington Police Department in response to an emergency call with a child suffering from health complications attributed to the living conditions.
- Responded to and investigated a complaint involving indoor air quality at a facility housing multiple businesses. Assistance from State and Federal OSHA was requested due to the nature and complexity of the complaint.

Statistical Summary

Food Service Inspections	26
Complaints	16
Hotels/Motels	4

HUMAN SERVICES

- Human Services held its annual Volunteer Recognition program with over 50 attendees. There are over 100 residents who assist the department with a variety of programs.
- Director Ken Freidenberg, Superintendent of Parks and Recreation Wendy Rubin and Wethersfield Department Heads met with representatives from the Greater Hartford Jaycees Foundation to review the two-town \$50,000 grant proposal for after-school and summer programming. The Jaycees' full committee will interview three final grantee candidates on May 12 and make a final decision shortly thereafter.
- The Tri-Town Youth Leadership project held its first meeting on April 11 with 45 middle and high school students actively participating from Newington, Wethersfield and Rocky Hill. Parents, Human Services, Youth-Adult Council, Town Council, Police and school representatives also attended from the three towns. They will meet twice in May and participate on the Newington Challenge Ropes Course on June 8.
- The Town Meeting on Community Safety was held with over 150 residents attending. Many constructive comments were made; the Youth-Adult Council will discuss this at their next meeting. Human Services provided a list of documents and resources about violence prevention and mental health which are also available on the Town website.
- Interfaith Community Action Newington (ICAN) will celebrate its first year of operation as a human services volunteer group during May. In April they assisted Parks and Recreation by washing the Our Children's Place playscape at Mill Pond Park as part of Earth Day activities. They continue to offer temporary assistance to individual residents in need with yardwork, housecleaning, visiting, shopping and transportation.
- Positive youth development activities and programs were planned and conducted by Youth Worker Rik Huggard, Coordinator Karen Futoma, student interns, contract staff and included:
 - The seventh cycle of the ROPE program at both middle schools.
 - The distribution of the Summer Youth Adventure brochure through the schools, Parks & Recreation, Library, Human Services and on the website.
 - Preparation for the 7th grade all-day challenge for Martin Kellogg.
 - Spring SCORE after-school programs for middle school age youth.
 - Whitewater rafting on the Housatonic River with the high school Adventure Club.
 - The Challenge Ropes Course is in the process of spring maintenance with significant help from the Highway Department. Groups participating in April included Bristol Girl Scouts, Wethersfield and Granby Youth Services and Central Connecticut State University.
- The Youth and Family Counseling Program handled 21 new referrals with an active caseload of 52. There were 11 inactive cases and 15 closed cases. Staff and contractors conducted 95 clinical therapy sessions and made 107 contacts with families and other agencies. Clinical Coordinator Christina Salvio continues to collaborate with schools and police through meetings at the schools, telephone consultations and crisis response.
- Information and Referral requests were very active with 269 calls or walk-ins.
- The Social Casework Program had an active caseload of 75 with 34 new referrals. Social Worker Carol LaBrecque and Coordinator Karen Futoma and other staff provide case management, counseling, advocacy and assistance with public and private resources. Residents in need under age 60 who struggle with chronic illness, unemployment, housing and other basic needs continue to have limited options.
- The Food Bank, Clothing Closet and Special Needs remained constant or increased. The Special Needs Fund had a record number of requests with 40, of which 17 were seniors. Amazing support from the Jefferson House Good Samaritan Fund has allowed the department to keep pace with the growing need of low-income seniors who struggle with increased utility, medical and medication costs.

April 2007 Statistics

Selected Programs	FY 06-07 Undp. Total This Month	FY 06-07 Undp. Total Last Month	FY 06-07 Cum. Undp. Total YTD	FY 05-06 Cum. Undp. Total YTD
Youth and Family Counseling	52	47	170	142
Positive Youth Development	221	109	2,774	2,159
Youth Works (Job Bank)	5	4	43	43
Information and Referral	269	293	1,791	1,795
Social Casework Cases	75	75	293	213
Under 55 = 47				
Over 55 = 28				
Food Bank Participants	91	79	797	830
Special Needs	40	14	209	119

SENIOR AND DISABLED CENTER

- Center Director Dianne Stone was a guest speaker at the CCSU Gerontology Career Day program on April 12. A corollary benefit will be the recruitment of student interns from this new area of academics.
- Ms. Stone also attended a steering committee meeting with Senator Paul Doyle and representatives of area towns at the Legislative Office Building to begin planning a district wide Senior Expo.
- Staff of the Senior and Disabled Center attended the CPR and AED training offered by the Newington Volunteer Ambulance Corps in preparation for the installation of an AED in the Center.
- Ms. Stone attended three meetings of an advisory committee established by New Samaritan Corporation as part of the HUD application procedure for senior housing.
- Special health programs this month included: - "Humor As a Coping Strategy" on April 13 featuring Pam Atwood from Hebrew Health Care and, on April 24th, a respiratory program on inhaled medications and oxygen sponsored by Lincare. Important information about how to use Medicare Part B to cover the cost of respiratory medications was especially useful.
- The Community Renewal Team held its annual volunteer breakfast and four Meals on Wheels volunteers were recognized. They were: Maria and Ramiro Durau (5 years); Bob Reale (10 years); and Dino Nucci (15 years).
- The Senior and Disabled Center hosted a meeting of the regional Municipal Geriatric Social Service Worker group. Senior Solutions, a new venture form Hartford Hospital, was featured.
- Social Worker Teri Snyder has an active caseload of 54 with 8 new clients this month. Ms. Snyder has also been working toward expanding the information available in the information and referral center.
- The Center has a current membership of 3,651 with 44 new memberships in April. The Center continues to work with the IT Department to acquire a new membership database.

Dial-A-Ride

Wellness Clinic

Senior Café

Trips	Miles	On-site	Off-site	Meals Served
1,234	3,825	111	12	1,041

Project Homeshare

	Current Matches	Providers	Seekers	Counseling Calls
Newington	6	13	6	3
Other Comm.	10	50	72	20

PARKS AND RECREATION

Administration

- Key personnel continued working with Decision Point LLC to develop leadership and team building skills.
- Several meetings were held with Human Services for the Jaycees grant for after school and summer programs.
- Meetings were held with the Building Inspector and Facilities Management staff to discuss the closing of the gymnasium due to falling ceiling tiles. The gym had to be closed until the situation can be remedied, causing many programs to have to be relocated or cancelled.
- Wendy Rubin, Superintendent of Parks and Recreation, was the keynote speaker at the Rotary Club luncheon to discuss the Newington Greenways Alliance and attended several special events including the ICAN Earth Day clean-up of Our Children's Place, the AARP Walk Kick-off and the Annual Fishing Derby.
- Ms. Rubin attended a Police Department meeting with neighbors of Mill Pond Park to discuss recent vandalism concerns.
- Ms. Rubin and Parks and Grounds Supervisor Dennis Bonitsky hiked the Bob Stanley Nature Trail with Tim LaPierre, Eagle Scout candidate, to review his upcoming project as well as attending a meeting with an OSHA representative to review our safety plan for pool painting.
- Kristine Kravontka, Recreation Supervisor, attended AED Training and a joint programming meeting of the Tri-Town Collaborative,

Recreation Division

- This spring there are 138 programs offered and 1,232 registrations, comparable to last year.
- On Saturday, April 28, the 18th annual Fishing Derby was held. Over 100 families experienced a beautiful Saturday morning at Mill Pond. A special thanks to sponsors David Charamut and the Trout Unlimited Group.
- A Water Safety Instructor Course was completed April 19 for five new Water Safety Instructors.
- Swimming Lessons began on Wednesday, April 4, at the Indoor Pool for the spring session. All the spots were filled for group lessons and semi-private lessons.
- With assistance from the Board of Parks & Recreation, planning for summer programs, the Extravaganza, and the golf tournament on May 14th is underway.
- The AARP Walking Program Kickoff was held with approximately 150 older adults in attendance. The walking program continues through June.
- Sponsorships from Price Chopper, AT&T, Radio Disney, and Dick's Sporting Goods have been acquired for spring and summer special events.

Parks and Grounds

- Weather played a major role throughout April as the Division dealt with precipitation of over 7.5 inches, including a trace of snow at midmonth. Set up of fields for Little League, soccer, lacrosse, baseball and softball was impacted resulting in overtime expenditures in field preparation.
- Irrigation set up and building opening were affected by cool temperatures, and the need to restructure certain fields required staff members to remove a number of recently installed heads and redo other work.
- The less than ideal weather did permit a number of other activities to proceed such as bed cleanup for a number of landscape beds and snow removal damage.
- At Fire Company #2, Division personnel addressed a corner area overgrown with brush and debris, and with the assistance of contracted tree service removed a number of scrub trees at the end of Dewey Street to avoid a hazardous situation.
- A recent playground inspection revealed certain deficiencies in the play systems requiring repairs which staff personnel have addressed or ordered replacements parts.
- An extensive rainfall and flooding has caused damage to the small pedestrian bridge at Mill Pond and erosion on the popular pathway. Temporary repairs have been made and conditions in the area are being monitored until permanent repairs can be made.

- A substantial amount of groundwork was required to repair damage caused by difficult weather condition interments in Town cemeteries.
- There were 9 interments in Town cemeteries during April.

LIBRARY

- The *One Book 4 Towns* project for 2007 continued throughout the month of April, as Newington, Berlin, Rocky Hill, and Wethersfield residents read the mystery crime novel The Surrogate Thief by Archer Mayor. The finale will be on May 16th at the Berlin Peck Library, where the author, Archer Mayor, will be the guest speaker.
- Children, their parents, and caregivers attended 58 literature-based programs during April. Highlights included a visit by author Kate Klise, who inspired her audience by enthusiastically speaking about the writing process. Many field trips by local elementary schools, Nutmeg book discussions in the schools, and special vacation events brought in a combined audience of 1,995.
- Topics of note that were researched this month included:
 - Parenting books on EQ (emotional quotient).
 - Foreign language books on divorce for children.
 - Ratings of tires.
 - How to block caller ID.
 - IBM - the financials and the competitors.
- Ten programs were held for adults and teens, including a segment of the World Cuisine series, *The Flavors of Vietnam*.
- *Gaining Control over Home Downsizing* and *Giving Back: Volunteerism and You* were two other stand-outs during April.
- Ann Butler Rice, curator at the Wadsworth Athenaeum, was a guest at the Brown Bag It series. A full house enjoyed her slide show of the museum's treasures.
- *Magic the Gathering* card gaming was a hit with teens during school vacation week.
- The online database that saw the most increase in usage during April was Novelist and Kids' Novelist. This readers' advisory tool is used by both patrons and staff to recommend titles based on genre interest.
- 5,269 reference questions were answered and 1,389 items were processed and added to the collection. 35,890 items were circulated, a 4% increase over last April. An average of 771 entering the building each day, for a total of 21,579 for the month, a 16% increase. Sundays continued to be very popular in April with an 18% increase in the number of items circulated from the same time last year.
- Downloadable audio books, a new service that the Library is offering from their website, were circulated 69 times during the month. This service is beginning to see more use as patrons discover that they can download an entire book onto their MP3 devices for their listening pleasure.
- The Library Board continued to prepare for their annual 5K road race, which will be held on May 20th. Registration forms are available around town and in the Library. Online registration is also available from the Library's website.
- The Friends continue to prepare for their annual weekend book sale which will take place May 4 - 6 at the Senior and Disabled Center, a quick change from the usual location of the Community Center.
- In technology matters, staff has compiled a series of online training on topics pertaining to Web 2.0. The rest of the staff can make their way through these tutorials in order to keep current on this new generation of the World Wide Web, including wikis, blogging, etc. The "classes" will begin in May.
- The 30 plus volunteers who work at the Library on a weekly basis were honored during April at a breakfast planned and prepared by Library staff. This group logs in the equivalent hours of one full time staff member during the course of a year.
- Vandalism and loitering issues continue to plague the Library. Two youths were arrested for vandalizing the front of the library and attempting to break into the building. Several of the staff members' personal vehicles along with Town pool cars and others were vandalized in the Garfield Street parking lot. People entering the building have been harassed and hit with stones. Library monitors and other staff continue to attempt to deal with this problem that continues to escalate.
- Several staff members attended AED training offered by the Volunteer Ambulance Corps in anticipation of a unit being installed in the Library.