



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: February 12, 2007  
Re: Monthly Report – January 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 items as well as on a number of personnel issues. Other items of interest included:

- Contract negotiations with the IBPO union as well as the first arbitration meeting.
- Conducting a number of employee interviews.
- Holding departmental budget reviews.
- Meeting with NVA representatives regarding the paramedic contract and with the Chair of the Police Department Renovation/Expansion PBC regarding the status of that project.
- Hosting the Mid-State Collaborative meeting.
- Attending the LaZBoy, McDonald's and CitiBank Grand Openings.
- Speaking to several Civics classes at Newington High School.
- Meeting with the Mayor and representatives of the Connecticut Conference of Municipalities.
- Attending the COST Connecticut Town Meeting in Cromwell and the CIRMA Annual Meeting in Rocky Hill.
- Meeting with Town Planner Ed Meehan and Dave Brown from New Samaritan Corporation regarding a draft agreement.
- Attending the Organizational Meeting of the Affordable, Age-Restricted Housing Study Committee and several CIP Committee meetings.
- Meeting with various staff members regarding zoning issues, blighted properties, the Daily News Show, Strategic Planning and various other issues.

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

<b>HIGHWAY DEPARTMENT</b>	<b>Overtime Hours</b>	<b>Cost</b>
Vehicles and Equipment	5.80	\$ 239.02
Weekend Stand-by and Call-in	16.00	665.76
Road Maintenance	1.50	50.23
Snow Removal	88.00	3,333.72
Total	111.30	\$ 4,288.73

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<b>PARKS AND GROUNDS DIVISION</b>		
Snow Removal	21.50	\$ 823.24
Cemetery	17.00	650.93
Miscellaneous	4.00	153.16
Total	42.50	\$ 1,627.33
	<b>2006-07 Budget Overtime Appr.</b>	<b>Overtime Expended Fiscal Year to Date</b>
<b>POLICE DEPARTMENT</b>		
Patrol	\$ 681,636.00	\$416,349.43
Investigation	73,048.00	45,747.41
Communication	57,035.00	59,628.79
Education/Training	54,837.00	32,523.59
Support Services	20,871.00	10,677.59
School Resources Officer Grant	3,349.00	3,178.80
Animal Control	11,000.00	3,009.64
Total	\$ 901,776.00	\$571,115.25

### **PERSONNEL**

- Recently appointed Police Officer Alessandro Giannone submitted his resignation to take a position with the State Police.
- Two certified Police Officers (Shannon Armstrong and Henry Rodriguez) were offered positions and will be sworn in on February 5<sup>th</sup>. A third candidate has completed the background investigation, received a conditional offer of employment and is continuing with the final phases of the hiring process.
- Rik Huggard was hired as the new Youth Worker and began his duties on January 22. Mr. Huggard brings a variety of knowledge and experience as a Senior Lead Facilitator for the Pine Lake Challenge Course in Bristol, a Program Coordinator at High Meadow Summer Day Camp in Granby and has taught classroom activities in East Hartford, Bristol and Windsor. He also has adventure education certifications from Northwest Community College, Project Adventure and is a Wilderness First Responder.
- Over 140 applications were received for the position of Assistant Town Clerk. Ten applicants were invited to an oral panel interview on January 26. An appointment is anticipated in early February.
- Five employees submitted applications for the Equipment Operator II vacancy in the Highway Department.

### **Professional Development**

- Groundskeeper III Steven Tofeldt attended a one day seminar on tree issues and maintenance.

### **RISK MANAGEMENT**

The sixth 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 December 2006 came in at \$565,438.

### **INFORMATION SYSTEMS AND TECHNOLOGY**

- Completed 264 work orders, blocked 78,305 SPAM/ unsolicited emails from reaching Town employees, and blocked/ quarantined 1,263 viruses from entering the Town's network.
- A final version of the Town Clerk's map index records was compiled and sent to the software developer for import into a new application.
- Traffic to the Town's webpage was down from December's level with just under 19,500 visits during January. The Community Calendar and departmental activity calendars continue as popular areas.
- Upgraded the Highway Department's Fleet Maintenance program to a newer version.
- Installed a new scanner at the Senior and Disabled Center for use by SeniorNet.
- The Lucy Robbins Welles Library went live (production) with their Time Access system for public computers. Information Systems and Technology staff continue to work with Library staff on troubleshooting the new system.

**FINANCE**

**Accounting and Administration**

- Departmental budget hearings with the Town Manager were held throughout the month of January.
- Several year-end 2006 tax reporting tasks were completed during the month, including the generation of 1099's and W-2's.
- Work continued to be performed for the Town's CIP Committee.
- The 2006-07 mid-year budget transfers as approved by the Town Council were recorded onto the Town's accounting system.
- The Town received the second installment of the ECS Grant in the amount of \$2,598,551.

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)  
1/31/07

General Fund	\$44,372,415
Special Revenue Funds	2,278,831
Capital Projects Funds	587,302
Internal Service Fund	3,680,378
Trust and Agency Funds	1,415,761
<b>TOTAL, ESTIMATED BY FUND</b>	<b>\$52,334,688</b>

**INVESTMENTS, BY INSTITUTION TYPE**  
(Unaudited)  
1/31/07

			Interest %		Interest \$		\$ Invested
<i>Ave. Annualized</i>	<i>Monthly</i>	<i>Yield,</i>	Current Month	Last Month	Current Month	Last Month	
STIF			5.36	5.48	30,318	33,936	24,072,560
Banknorth			5.43	5.30	44,255	56,936	9,920,165
CLASS PLUS			5.02	5.00	30,358	29,595	9,683,877
Financial Investors Trust			5.12	5.15	11,776	10,915	2,628,002
Sovereign Bank MM			5.27	5.20	29,359	54,328	<u>6,030,083</u>
<b>Total Outstanding Investments</b>							<b>52,334,688</b>

**Assessor**

- The Assessor's office worked the entire month on the October 1, 2006 Grand List. The overall Grand List increased by \$23.5 million dollars, approximately 1% above the 2005 total.
- The meetings for the Board of Assessment Appeals were established and will occur during the month of March. The applications were developed and mailed to owners as requested.
- Supplemental motor vehicle bills were sent out and several adjustments were made during the month to reflect vehicles that were sold, stolen, destroyed, or registered in another state.

**Revenue Collector**

- The Tax Office staff processed 12,389 accounts for collection as part of the second installment collection of the 2006-07 tax levy. Approximately \$23,000,000 was collected across all categories.
- The Revenue Collector's office organized tax payments for the January 1, 2006 through December 31, 2006 period for the convenience of taxpayers to enable them to look up their paid tax information for their 2006 IRS tax filings.

## PURCHASING

There was no activity to report for January.

## TOWN CLERK

- 570 documents were filed on the Newington Land Records in January. There were 106 property transfers with \$106,283.43 collected in State conveyance tax and \$33,891.72 collected in Town conveyance tax.
- Property at 176 Kelsey Street was transferred from RANDM Realty LLC to Souto Properties of Connecticut, LLC for \$800,000.
- 3050 Berlin Turnpike was sold for \$6.9 million from NNNTRS Inc to Cole LZ Newington CT, LLC. There were three residential sales during January—each over \$300,000.

### Data Summary—January 2007

	<u>January 2007</u>	<u>January 2006</u>	<u>FY 2006-07 to Date</u>	<u>FY 2005-06 to Date</u>
Land Record Documents	570	588	4,374	4,818
Dog Licenses Sold	38	18	418	411
Game Licenses Sold	278	239	1,004	632
Vital Statistics				
Marriages	13	9	167	152
Civil Unions	0	0	0	4
Death Certificates	40	16	169	149
Birth Certificates	23	7	170	81
Total General Fund Revenue	\$ 49,960.97	\$ 47,118.61	\$465,337.01	\$408,933.93
Town Document Preservation	\$ 1,078.00	\$ 1,150.00	\$ 8,211.00	\$ 6,464.00
State Document Preservation	\$ 1,078.00	\$ 1,150.00	\$ 8,230.00	\$ 9,300.00
State Treasurer (\$26 fee)	\$ 13,988.00	\$ 14,950.00	\$106,470.00	\$ 47,164.00
Locip	\$ 1,614.00	\$ 1,725.00	\$ 40,000.00	\$ 5,442.00
State Game Licenses	\$ 6,028.00	\$ 5,246.00	\$ 18,923.50	\$ 18,552.50
State Dog Licenses	\$ 311.00	\$ 130.00	\$ 3,100.00	\$ 2,966.50
Dog Licenses Surcharge	\$ 106.00	\$ 46.00	\$ 1,129.00	\$ 1,072.00
Marriage & CU Surcharge	\$ 276.00	\$ 114.00	\$ 1,910.00	\$ 1,596.00
<b>Grand Total</b>	<b>\$ 74,439.97</b>	<b>\$ 71,629.61</b>	<b>\$653,310.51</b>	<b>\$501,490.93</b>

## POLICE DEPARTMENT

- Oral interviews were conducted on non-certified police officer applicants in January. Of the 14 candidates interviewed, six have continued in the process with background checks and will be scheduled for pre-offer polygraphs sometime in February. Three other candidates will continue in the process within the next couple of months.
- Reimbursement for \$2,250 was requested from the State of Connecticut, Department of Highway Safety, for expanded DUI patrol/sobriety check point initiated on November 24, 2006. The patrol resulted in one DUI arrest as well as 5 motor vehicle arrests, 5 warnings, and 5 non-motor vehicle arrests.
- The Department of Public Safety has granted reimbursement up to \$2,964 for Public Safety Answering Points (PSAP) training. To date, \$803 has been received as reimbursement for dispatch training fees.
- Specific attention was given to four different streets and neighborhoods (Sunset Road by Farmstead Drive, Maple Hill Avenue by Spruce Street, Robbins Avenue by Golf Street and Cedar Street by Hartt Lane) where enforcement of speed, stop sign violations, and other violations took place. Approximately

16 traffic stops were made by the Community Services Unit in the month of January for speeding, stop sign violations, and other violations.

- The Community Service Officer (CSO) visited the retirement community of Middlewoods of Newington providing a lecture and written material regarding how to avoid being victimized by identity theft and common scams. Recent trends of telephone/internet scams and fraud being used to victimize the elderly were also discussed.
- The CSO completed a 40 hour school entitled "Crisis Negotiations for New Negotiators" at the Federal Bureau of Investigation New Haven, Connecticut Division. The course was hosted and instructed by veteran Federal Bureau of Investigation Special Agents as well as Connecticut State Police Detectives who specialize in crisis negotiations. The objectives of the school were to learn philosophy of crisis negotiations, types of crisis situations, core negotiation concepts, crisis negotiator's priorities and common errors.
- 33 offenses were the subject of investigation by Detective Division personnel in January.
- Members of the Detective Division are investigating a one-car fatal accident that occurred on January 29 shortly before 9:00 a.m. A 20 year-old local resident drove a vehicle off Mountain Road into concrete barriers.
- The Detective Division is also investigating an armed robbery of a local 7-11 Store that occurred on January 31 during the late evening. The suspects stole money from the cash register and fled the store on foot.

**Patrol Calls January 2007**

AlarmBurg		F/Hazmat	1	MVComplaint	37
AlarmHold	2	F/Other	9	Neighbor	2
Animal	18	F/Struc	16	Noise	9
AssaultIP	5	F/Veh	3	Notification	3
AssaultRep	5	F/Water	3	Opendoor/Win	2
Assist	33	Fingerprint	21	ParkingViol	10
BadCheckNSF	2	Followup	19	PropFound	10
BreachIP	11	Gun	1	PropLost	6
BreachRep	1	Harassment	28	Prostitution	1
BurgIP	2	Hazard	26	RobberyIP	1
BurgRep	11	IllegalDumping	3	ServWarrant	38
CarSeat	13	IndecentExp	1	SpecDetail	37
Check	78	Intoxicated	5	StolenMV	1
Clearlot	2	JuvComp	27	SuddenDeath	1
Court	21	Land/Tenant	8	Suicide	1
CrimMisRep	27	LarcFromMV	8	SuicideAtt	1
CustomerIP	9	LarcIP	12	Suspicious	106
CustomerRep	3	LarcRep	39	SuspMvOcc	25
Dog	27	Liquor	1	SuspMvUnOcc	4
DomesticIP	23	Loaction	181	ThreatRep	2
DomesticRep	13	LockoutResid	1	TownOrd	4
Drug	7	Medical	190	Traffic Stop	499
DUI	1	Missing	11	TrespassIP	5
EDP	3	MVAAband	1	TrespassRep	2
Escort	37	MVAEvading	12		
F/Alarm	34	MVAInjury	7		
F/COno	2	MVAProp	108		
F/COsymp	2	MVAssist	63	<b>TOTAL FOR NPD</b>	<b>2,131</b>

**UCR/NIBRS Selected Crimes**

**Dec 2006**

**Dec 2005**

<b>Type of Crime</b>	<b># of Offenses</b>	<b>Value of Crime</b>	<b># of Offenses</b>	<b>Value of Crime</b>
Murder	-0-	-0-	-0-	-0-
Forcible Rape	0	0	2	-0-
Robbery	1	\$108	3	\$5,976
Assault	10	-0-	6	-0-
Burglary	4	\$369	6	\$7,008
Larceny Theft	38	\$97,983	48	\$39,635
Auto Theft	0	0	4	\$68,220
<b>Totals</b>	<b>53</b>	<b>\$98,460</b>	<b>69</b>	<b>\$120,839</b>

- In October 2006 the Police Department arrested 71 adults; 1 for robbery, 8 for assaults, 4 for burglary, 1 for motor vehicle theft, 1 for forgery/fraud, 1 for weapon violation, 12 for narcotic violations, 9 for DUI, and 34 for other miscellaneous offenses. The Department also referred 10 persons under the age of 18 for criminal acts; 3 for assaults, 3 for larcenies, 1 for sex offense, and 3 for other miscellaneous offenses.

**FIRE DEPARTMENT**

The Fire Department responded to 82 alarms/emergencies as follows:

	<b><u>January 2007</u></b>	<b><u>7 months Cum.</u></b>
Residential	19	114
Commercial, Industrial, Office	6	33
Hospital, School	4	31
Vehicle	5	26
Rescue, Police Assistance	1	10
Dumpster, Rubbish, Grass, Brush, Leaves	6	28
Hazardous Materials/Clean up	2	20
Investigative Alarm	35	183
False Alarm	0	0
Mutual Aid/Standby	3	7
Carbon Monoxide Investigation	1	14
Water Related Incidents/Pump-Outs	0	0
<b>Total</b>	<b>82</b>	<b>466</b>

**Training Summary:**

<b>Training</b>	<b>Members</b>	<b>Hours</b>
FEMA Training (classroom)		
NIMS-100	18	72
NIMS-200	16	65
NIMS-700	3	14
NIMS-800	2	8
Aerial Truck Class	5	15
Multi-Company Training (Haz/Mat Decon)	56	168
Haz/Mat Operational Class	12	566

**FIRE MARSHAL**

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

Inspections	23
Inspection Follow-Ups	47
Plan Review	8
Job Site Inspections	8
Underground Tank Removal	0
Fire Investigations	4
Fire Alarm Trouble	3
Complaints	0
Haz/Mat	1
Bomb Threats	0
Blasting	2

Incidents

- Fire Investigators were on the scene of a fatal one vehicle accident with fire on Mountain Road on January 29th.

Training

- The secretary for the Fire Marshal's Office, Sherry Rusbarsky, completed the State of Connecticut Department of Public Safety Fire Marshal certification program and was sworn in as a Deputy Fire Marshal on January 12, 2007.

**PUBLIC WORKS/FACILITIES MANAGEMENT**

- Submitted a pavement rehabilitation application (Stoddard Avenue) to CRCOG for a possible future STP Urban Transportation Grant.
- Attended a CRCOG Transportation Committee Meeting (TCM) chaired by CRCOG. TCM intends to establish a subcommittee to evaluate the 37 applications received for the STP Urban Transportation Grant.
- Participated in a meeting chaired by Connecticut DOT pertaining to the New Britain – Hartford bus rapid transit facility. The purpose of the meeting was to review the two bus stations that will be constructed in Newington. DOT has also scheduled a presentation and question/answer session for the benefit of the general public to be held on the evening of February 6, 2007 at the Senior and Disabled Center.
- Met on site with the developer for the subdivision on Waverly Drive to go over corrective measures needed prior to the final placement of the pavement surface course on the street.
- Responded to a sewer backup problem on Robbins Avenue as a result of work being performed at the former Hartford Drive-In site. The sewer backup was caused by the MDC when they were flushing a newly installed water main and discharged the flows directly to the sewer line rather than into the storm drain line. Once the problem was noticed, the MDC took immediate steps to resolve the backup.
- Field inspected the installation of storm drains and underground detention systems at several developments and noted several deficiencies.

**Highway Department**

- Only two snow related call-outs occurred during the month of January, both of which produced less than one inch of snow each and required limited personnel for salting/sanding.
- Training continued for equipment operators to provide proficiency preparation and advancement opportunities within the Highway Department.
- Miscellaneous projects completed throughout the month included: pothole patching, landfill organizational maintenance, tree branch trimming, litter clean-up, Christmas tree collection, water course maintenance and catch basin cleaning.
- Replacement of catch basin tops has begun on Lamplighter Lane in preparation for spring paving.
- Mechanics started the yearly maintenance of the street sweepers, continued with new vehicle setup along with scheduled and emergency repairs for all Town vehicles and equipment. Annual lift and crane safety inspections in the Repair Garage were also performed during the month of January.

## **Facilities Management**

- Problems continued with the steam pipes that provide heat to the Town Hall and with leaks in the boilers.
- Repairs to a section of the floor in the Council Chambers were made as a result of the steam pipe leaks. The railing section was also replaced.

## **TOWN PLANNER**

- 690 Cedar Street: Phase II, National Welding Site Assessment  
On January 17, Fuss & O'Neill, the project environmental engineer, reported that soil samples indicate releases of various metals, petroleum and PCB's into the surficial soils around the building, in addition groundwater sampling also reveals contamination that exceed criteria for water quality. The results laboratory analyses are scheduled for completion in mid February.

Another potential Brownfield Assessment property is 21 Boulevard. The Town Planner met with the owner on January 16 to discuss the offer of a free Phase I Site Assessment and granting the Town's environmental engineers access to investigate the property's conditions. The old foundry on this property is in a blighted condition and should be removed once environmental assessments are completed.

- Town Center Streetscape STEAP Grant  
On January 17, the Town Planner and the Acting Town Engineer met with representatives of the Maguire Group, project engineer for Phase I and Phase II Main Street STEAP grant improvements. Maguire was requested to draft a professional services agreement that includes their assistance in updating the project manual and bid documents, as well as a fee schedule for construction management. This agreement will be submitted to the Town Council.
- Hartford – New Britain Busway Station Designs  
On January 31, Mayor Mortensen, Acting Town Engineer Tony Ferraro and Town Planner Ed Meehan met with ConnDOT design engineers and their consultants to review the preliminary plans for the Cedar-Fenn and Newington Junction busway stations. This meeting was held in advance of ConnDOT's February 6 workshop to give the project engineer a preview of some of the site specific issues they should address. Among the suggestions offered were the needs to ensure good, safe access to each station, address off-site traffic, provide interconnections to adjacent properties, use quality construction materials, design a quality station structure that is safe for users, anticipate parking needs and future maintenance requirements.
- Griswoldville / Deming Traffic Signal – Walgreen/Waverly Estates Subdivision  
On January 23, the contractor responsible for the installation of this new traffic signal submitted certification that the 30 day working test period was successfully completed and the malfunction of the signal's flash mode was corrected. The bond posted by the Walgreen's developer has been released while the bond held for the Waverly Drive leg of this intersection will be held until this subdivision street is satisfactorily completed.

## **Development Project Status**

- 68-80 Maple Hill  
A proposed 10 single family subdivision continues to be reviewed by the Town Plan and Zoning Commission (TPZ). Town staff has recommended that the developer conduct test hole analysis to determine potential ground water problems and address neighbors' concerns for storm water run off onto surrounding parcels.
- Deming Street Age Restricted Housing  
The developer is addressing Town staff reports recommending density reduction, redesign of house placements and numerous suggestions for improvements to upgrade the project's quality and appearance.

- Cedar Ridge Commerce Park  
The TPZ's denial of this subdivision development, which would require blasting and quarrying of 775,000 cubic yards of rock, an estimated 104,000 off site truck trips, has been appealed to Superior Court.
- Shoppes at East Cedar Street  
The developer for this project has resubmitted revised site plans for the gas station component of this mixed use project. The Town Attorney has advised the TPZ that even though the Commission's denial of the gas station use is under appeal they are obligated to accept and act on the revised site plan application.
- "Parcel E" New Meadow Proposed Senior Housing  
On January 30, New Samaritan Corporation, the Town's selected preferred developer for the second phase of senior housing at New Meadow, submitted a draft "option to lease" for Parcel E. This option outlines New Samaritan's obligation to obtain advanced financing from HUD to prepare a project plan for Parcel E. The proposed option would extend to December 31, 2007. This draft option has been referred to the Town Attorney for review.
- Affordable Age Restricted Housing Study Committee  
The initial meeting of this committee was held January 22. Councilor Maureen Klett was elected chairperson. The Town Planner's office will provide administrative and technical assistance. The committee listed its charges to include: (A) defining "age restricted" and "affordable ranges," (B) documenting the housing needs of Newington's older residents, (C) identifying potential properties that might be suitable for age restricted housing.

## **BUILDING DEPARTMENT**

- One permit was issued for a single family home (21 Church Terrace).
- One permit was issued for a commercial building in January (a 32,964 sf manufacturing building at 183 Louis Street).
- Plans were received for an Arby's Restaurant to replace Roy Rogers, 3206 Berlin Turnpike.
- Ground was broken for the Toll Brothers project at the former drive-in site on the Berlin Turnpike.
- Three Certificates of Occupancy were issued in January, all for single family houses (149 Sterling Drive, 161 Sterling Drive, and 167 Sterling Drive).

Building Inspectors completed a total of 442 inspections: Boiler (1), CO (17), Code (25), Dampproofing (4), Electrical (75), Final (10), Fire Wall (1), Footings (26), Foundation (21), Framing (58), Gas Fireplace (1), Gas Line (13), Gypsum (18), Hot Water Heaters (2), Insulation (10), Mechanical (42), Piers (3), Plumbing (43), Rebars (10), Roofing (4), Rough (21), Sheathing (5), Sheetrock(1), Sign (1), Sill (2), Site (7), Sprinkler (18), Sub Slab (1), Wood / Pellet Stove (2).

### **Building/Renovation Permit Statistics**

<u>Type of Permit</u>	<u>No. of Permits</u>	<u>Value of Permits</u>
Addition/Alterations	7	\$ 367,625
Deck	1	2,500
Demolition	1	900
Electrical	30	79,824
Fence	0	0
Fire Suppression/Sprinkler	2	4,000
Footing/Foundation	1	0
Fuel Tank	0	0
Garage/Shed	0	0
Mechanical	31	122,537
New Commercial	1	1,474,744
New Residential	1	214,750
Plumbing	10	34,234

Pool	0	0
Roofing/Siding	7	192,869
Sign	2	33,500
Tent	0	0
Trailer	<u>0</u>	<u>0</u>
Total	94	\$ 2,527,483

**Permit Value Comparison for January:**

	<u>2007</u>	<u>2006</u>
Value of Permits Issued	\$2,527,483	\$1,784,232
Building Permit Fees Received	\$29,499	\$27,080
Other Income Fees	\$752	\$722
Building Permits Issued	94	111

**Total Value of Permits and Permit Fees:**

2006-2007		2005-2006	
Value	Permit Fee	Value	Permit Fee
\$42,558,617	\$481,393	\$17,151,624	\$270,288

**HEALTH (CENTRAL CONNECTICUT HEALTH DISTRICT)**

Staff members serving Newington:

- Performed several routine inspections for standardization purposes.
- Met with representatives of Stew Leonard's on several occasions to discuss food service plans for the store currently under construction. An on-site inspection was performed to review the completed construction.
- Met with new owners of the food service facility at Indian Hill Country Club to discuss planned renovation work and licensing of the new business.
- Sampled monitoring well water at the Newington Vegetation Landfill and Recycling Center and an adjacent residence as part of the landfill's D.E.P. permit sampling requirements.
- Attended a CCHD staff meeting in Wethersfield.
- Met with prospective owners of a business on Fenn Road to discuss a planned food service operation at the business. The proposed food service operation will be part of a laundromat.
- Completed food service plan reviews for the Spin Cycle Laundromat and Indian Hill Country Club.
- Attended a training session on updates to the Connecticut Sewage Disposal Technical Standards.
- Responded to numerous complaints involving trash / litter and illegal dumping.

**Statistics**

Complaints	17
Food Service Inspections	45

**HUMAN SERVICES**

- The Early Childhood Council sponsored its second parent program on February 1 with over 60 parents, teachers and child care workers attending. Parent Educator Ruth Freeman offered a very spirited presentation on "Young Children and their Emotions."
- On January 30, Human Services Director Ken Freidenberg participated in a disaster simulation conducted by the State as part of the Connecticut Behavioral Health Crisis Team.
- Staff participated in a variety of regional and local planning and coordination meetings including the Mid-State Collaborative, Inter-Community Mental Health, North Central Mental Health Board,

American Red Cross, Local Emergency Planning Committee, Choices training, Area Agency on Aging and Operation Fuel.

- Director Freidenberg along with Police, School and Central Connecticut Health District representatives will participate in a regional committee on violence and vandalism.
- Information and Referral requests totaled 236 this month.
- The Social Casework Program handled 72 active cases with 28 new referrals.
- The Food Bank and Clothing Closet experienced an increase this month.
- Special Need requests rose this month with 27 households approved for basic need assistance. Resident needs included utilities, furnace repair, rent, medical and medication and home assistance.
- Interfaith Community Action of Newington (ICAN), a volunteer group with representatives from the faith community, assisted four residents during the month and will continue to explore a volunteer driving program.
- Youth and Family Counseling provided services to 41 active cases with 8 inactive and 16 closed cases. There were 15 new referrals, 85 clinical therapy sessions and 109 contacts with families and other agencies. A third of new intakes involved violence in the home.
- The Juvenile Review Board reviewed four cases.
- Positive youth development included:
  - Registration for the Winter/Spring SCORE after-school program for middle school age youth with several programs filled to capacity. The deadline was extended to February 9 to allow for additional participants for skiing and two new school vacation programs.
  - The fifth cycle of ROPE was facilitated by a combination of staff and contractors.
  - Youth Worker Rik Huggard began orientation and met with school, Parks & Recreation and department staff.

**January 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	41	47	124	116
Positive Youth Development	124	337	2,273	1,799
Youth Works (Job Bank)	4	4	33	29
Information and Referral	236	268	1,536	1,314
Social Casework Cases	72	82	218	195
Under 55 = 45				
Over 55 = 27				
Food Bank Participants	94	74	543	582
Special Needs	27	21	142	85

**SENIOR AND DISABLED CENTER**

- Special events included a lunch and learn sponsored by Andrew House Health Care and a presentation by Center Nurse Stacie Zibel highlighting some of the ways that Medicare is now supporting preventive health.
- The Meals on Wheels program continues to serve more than 40 residents each month. Recruiting and retaining volunteers to deliver the meals is a challenge and there is currently a shortage.
- The Red Hat Society has flourished in its few months of existence with invitations from other groups in neighboring towns to participate in their activities.
- Brittany Shaw, a student at CCSU, began an internship at the Senior and Disabled Center and will work on special projects.
- A focus group met on January 22 to discuss potential changes to the membership policy of the Senior and Disabled Center in preparation for the implementation of MySeniorCenter ©.
- Social work services were in high demand. Social Worker Teri Snyder carried an active caseload of more than 60. In addition, there were several calls for assistance with the myriad problems encountered by residents with Medicare Part D and ConnPACE.

- Ms. Snyder, along with Human Services staff and CRT Energy Assistance representative Karen Halpert, attended an orientation program for a new approach to heating utilities matching payment plans.
- The Center currently has 3,621 members with 32 new members this month.

**Dial-A-Ride**

**Wellness Clinic**

**Senior Café**

Trips	Miles	On-site	Off-site	Meals Served
1,235	3,910	97	12	N/A

**Project Homeshare**

	Current Matches	Providers	Seekers	Counseling Calls
Newington	6	13	6	2
Other Comm.	8	48	68	22

**PARKS AND RECREATION**

**Administration:**

- A luncheon was held in honor of Administrative Secretary Nancy Battistini who retired on January 2.
- A \$1000 grant was received from Wal-Mart for the Greenways Alliance.
- Dragonfly Marketing donated graphic design work to create a new logo for the Parks & Recreation Department and a logo for the Greenways Alliance.
- A \$500 donation was received from the NRPA and People Magazine for helping them with product sampling over the summer months.
- Superintendent of Parks and Recreation Wendy Rubin applied for grants from the 1772 Foundation for the Town's historic properties, a grant from Hamburger Helper – Community Helpers for the Little League ballfield lights project, and a Hershey's Track & Field after school Pilot Site program.

**Recreation Division**

- Winter registration was held with 102 programs/classes and 1,495 registrations, down from last season of 119 programs and 1,750 registrations.
- Dick's Sporting Goods and the Junior WNBA/NBA programs supplemented the Youth Basketball Program with gift certificates, discount coupons, posters, calendars & coaches guides.
- Recreation Supervisor Kristine Kravontka attended a Planning Workshop of the NRPA/AARP Pilot Site Walking Program in Washington, DC. Newington is one of 10 communities in the nation chosen to participate.
- Recreation Supervisor Alison Alberghini attended former NFL All Pro Defensive Tackle Joe Ehrmann's talk on *Coaching for Life: Building Men and Women for Others* at the Legislative Office Building in Hartford.
- An American Red Cross lifeguard challenge was held for Aquatics Staff at the Newington High School indoor pool. All participants were successfully re-certified.
- The Programming Committee, composed of Human Services, Senior & Disabled Center, and Parks & Recreation representatives, met to discuss partnership and collaborative opportunities to include February vacation activities, cross brochure and publication promotion and special events.
- Basketball completed its ninth week without any weather cancellations. Each week, 1,000 individuals participate.

**Parks & Grounds Division**

- With moderate temperatures and lack of snow, Division staff completed safety code modifications to outdoor bleachers. Seat closures and rails were added to elevated units, and various others were modified to restrict fall heights.
- Division personnel fabricated and installed a gate to permit access to parts of the south side fields at Newington High School.
- Parks workers replaced benches and repaired those removed from the Mill Pond Waterfall area for use on the Greenways trails.

- At the request of the Police Department, the skate park cement structures were painted in an effort to control graffiti.
- Division personnel removed a substantial number of overgrown bushes and several trees which showed deterioration at the Town Hall to prepare the area for future replanting.
- Division members performed brush and debris removal and general mowing in the vacant lot next to the Garfield Street parking area.
- Parks personnel began the Pane Road crabapple trimming program to control unproductive growth.
- To address a leaking problem at the Churchill Park Pool, a major 6 inch cast iron flow control valve was replaced.
- There were 9 interments in Town cemeteries during January.

## LIBRARY

- Newington's teen population continues to be a focus, as the annual high school student art display was viewed by many during January.
- In other teen activity, the library hosted a gaming night. Entitled *After Hours at the Library*, popular computer games, including Dance Dance Revolution, were available for use. Over 60 teens thoroughly enjoyed the evening of games, food, and fun.
- Almost 1,900 children and their caregivers attended 54 programs. Highlights included the kick-off event for *Set Goals for Reading*, a winter reading program that encourages children to read for 600 minutes and make three visits to the library during a six week period. State media personalities, as well as the four elementary school principals, were the celebrity guest readers at this event. 425 children and their families visited the library in a two hour period to begin their reading and be a part of the festivities.
- The first session of *Play For All*, a playgroup for special needs children, was convened in January. This series will run on Saturday mornings through June 2.
- A record number of students (316) voted for their favorite title among the Nutmeg Book Award nominees (CT Children's Choice Book Awards). This was the culmination of an entire year of reading and book discussions with students by Newington Library children's librarians both at the library and in the Newington schools.
- Five programs for adults and teens attracted 248 participants. A highlight was the screening of the movie *An Inconvenient Truth* featuring Al Gore. It was followed by a scholar-led discussion about the topic of global warming, and attracted an audience of 75.
- Topics of note that were researched this month included:
  - Room redecoration for children.
  - Books about moving from a high school boy's perspective.
  - New laws regarding CPAs.
  - Comparisons of central air conditioning systems.
  - Starting a women's fitness center as a business.
- An automated PC reservation system was introduced during the month. It immediately put an end to flagrant abuse of the Internet stations by the public. More patrons are able to use the computers now, and in an orderly fashion.
- 5,053 reference questions were answered and 1,629 items were processed and added to the collection. At 39,849, circulation of library materials enjoyed a 12% increase over that of January 2006. There was a 20% increase of people using the library, at 22,760. As for Sunday usage, an average of over 400 people visits on any given Sunday. Over 750 items are checked out each Sunday during that four hour period, making it one of the busiest times of the week.
- Web hosting problems plagued the library's webpage during January, resulting in its inaccessibility to the public for a period of time that is not acceptable for superior customer service. A migration to a new web host needs to be made, and that will necessitate the change of the library's website address. Plans for this major change will continue to move forward during February.
- The library's blogs continue to receive visitors. The blog dealing with the MySpace controversy, the *Library News and Events* blog, and the *What We're Reading* blog are currently on the website and available for comments.
- Cigarette smoking and loitering at the entrance to the library building continue to be an issue with which patrons and staff are dealing. Efforts are being made to divert smokers away from the building, and the Police are called when staff needs assistance to help address the groups of loitering young people.