



John L. Salomone  
Town Manager

# TOWN OF NEWINGTON

131 CEDAR STREET  
NEWINGTON, CONNECTICUT 06111

## OFFICE OF THE TOWN MANAGER

### MEMORANDUM

To: Newington Town Council  
From: John L. Salomone, Town Manager  
Date: May 16, 2008  
Re: Monthly Report – April 2008

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#### 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. Items of interest included:

- Completion of the budget review process and adoption of the Town's operating budget for FY 2008-09.
- Meeting with several developers regarding potential development projects in town.
- Attending the Mid-State Collaborative Meeting in Rocky Hill.
- Meeting with Town Planner Ed Meehan and David Brown from New Samaritan Corporation, the preferred developer for proposed elderly housing on the New Meadow site.
- Speaking at the Rotary Club meeting at Indian Hill Country Club on April 16.
- Attending the Volunteer Breakfast at the Library and the Human Services Volunteer Recognition Dinner.
- Attending a promotional ceremony for Sgt. Chris Perry and Detective Larry DeSimone and the retirement gathering for Frank Sanzo, Superintendent of Highways.
- Attending the Mayor's economic breakfast at IHCC on April 25.
- Meeting with the Town's representatives from CL&P regarding various issues.
- Attending several meetings involving the MDC.

Paid overtime for the month of April 2008 was as follows:

HIGHWAY DEPARTMENT	Overtime Hours	Cost
Vehicles and Equipment	95.40	\$ 3,893.55
Weekend Stand-by and Call-in	16.00	603.76
Road Maintenance	6.10	224.84
Landfill	17.40	628.65
Sweeping	57.30	1,893.43
Total	192.20	\$ 7,244.23

<b>PARKS AND GROUNDS DIVISION</b>	<b>Overtime Hours</b>	<b>Cost</b>
Field Preparation	360.00	\$ 13,730.40
Cemetery	9.50	362.33
Turf Maintenance	50.00	1,907.00
Weekend Duty	24.00	915.36
Mowing	75.50	2,879.57
Herbicide Application	28.00	1,143.00
Total	547.00	\$ 20,937.66
<b>POLICE DEPARTMENT</b>	<b>2007-08 Budget Overtime Appr.</b>	<b>Overtime Expended Fiscal Year to Date</b>
Administration	\$ 4,167.00	\$ 1,677.47
Patrol	727,443.00	557,074.73
Investigation	76,000.00	56,985.32
Communication	104,486.00	99,684.41
Education/Training	66,026.00	73,002.31
Support Services	22,247.00	22,005.23
School Resources Officer Grant	14,580.00	6,704.48
Animal Control	11,706.00	5,363.06
Total	\$1,026,655.00	\$ 822,497.01

## **PERSONNEL**

- Master Police Officer Ron Tedeschi, a 21 year veteran, submitted his notice of retirement effective May 9, 2008.
- Detective Christopher Perry was promoted to the rank of Sergeant and Officer Larry DeSimone was promoted to Detective effective April 20, 2008.
- Three Police Officer candidates were given conditional offers of employment contingent upon satisfactory completion of various additional testing requirements.
- A written examination was administered to five internal candidates for the position of Dial-A-Ride Driver.
- The Account Clerk II position in the Finance Department was posted with a closing date of April 30; two internal applications were received.
- Librarian III Vicky Chase resigned effective May 2 to take a position with the Peace Corps.
- A Librarian I - Teen Services position at the Library was posted with a closing date of April 30; no internal applications were received and the position was advertised to the public on May 1.

## **RISK MANAGEMENT**

The ninth month of the 2007-2008 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 \$725,538 per month; the initial number for March 2008 is \$720,416.

## **FACILITIES MANAGEMENT**

- Demolition work began on Town Hall boiler #2 support equipment by the Town's Maintainer in anticipation of the replacement project getting underway during the summer months. This work will reduce the amount of contracted labor needed when the project begins and will clear a staging area for pre-purchased equipment for the project within the boiler room.
- The maintenance of the Town Hall HVAC systems began in anticipation of the summer cooling needs. Filter changes and belt adjustments are being handled by the Maintainer and refrigeration work needed will be handled under current contract with the Town's HVAC vendor.
- Repairs completed on the Senior and Disabled Center roof have eliminated the recurring leaks; leaks in the Engineering and Gym areas of the Town Hall are currently being addressed.
- The Facilities group completed 34 formal work orders during the month in addition to scheduled maintenance and project work assignments.

- Replacement of bus shelter vision panels is underway townwide to clean up the graffiti and damage to these units. Currently more than half of the shelters have been renovated with positive results.
- Specifications and work scopes are being developed for the carpeting replacement in the Senior and Disabled Center; work is anticipated to begin in July.

## **INFORMATION SYSTEMS AND TECHNOLOGY**

- The Town's Service Center (Town Website) logged 40 requests for service.
- Three computer viruses/ Trojans were detected, quarantined or deleted during the month; 6,840 unsolicited SPAM emails messages were blocked from being delivered.
- The Town's new website had approximately 27,643 visits during the month, 74,268 page views with an average of 2.78 pages viewed per visit. The Town home page, Lucy Robbins Welles Library, Assessor's Office, and Parks and Recreation were the most frequently visited.
- Paul G. Boutot, Director of Information Systems and Technology, and Scott Hoagland, Information Systems Specialist, attended a seminar on email archiving in New Haven.
- Network switches and firewalls were reconfigured to accommodate changes made by the Capitol Region Council of Governments for police mobile data terminals.

## **FINANCE**

### **Accounting and Administration**

- 2008-09 budget meetings were completed during the month. The Town's 2008-09 budget of \$93.3 million was adopted with a mill rate of 27.68.
- Changes to the 2008-09 budget and Capital Improvements Plan books got underway during the month. The Town's financial system was also updated with the 2008-09 budget.
- The Telecommunications grant was received during the month in the amount of \$149,625 as well as the final payment of the ECS grant in the amount of \$6,039,353.

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) 4/30/2008

	<u>Interest Earnings</u>		<u>\$ Invested</u>
	<u>Budget</u> 2007-08	<u>Actual</u> Y-T-D	
General Fund	\$1,425,000	\$1,298,940	\$43,539,759
Special Revenue Funds	\$138,000	\$106,496	2,232,554
Capital Projects Funds	\$18,000	\$16,336	641,636
Internal Service Fund	\$88,050	\$146,291	4,334,983
Trust and Agency Funds	\$64,000	\$54,267	1,371,793
TOTAL, ESTIMATED BY FUND			\$52,120,725

### **INVESTMENTS, BY INSTITUTION TYPE** (Unaudited) 4/30/2008

	<u>Interest %</u>		<u>Interest \$</u>		<u>\$ Invested</u>
	<u>Current</u> Month	<u>Last</u> Month	<u>Current</u> Month	<u>Last</u> Month	
STIF	2.43	3.03	38,876	66,502	\$22,508,488
CLASS PLUS	2.31	2.58	12,421	12,960	8,412,428
Financial Investor Trust	2.51	2.86	6,560	7,768	3,819,727
Bank North	2.11	2.56	14,436	17,971	8,400,813
Sovereign Bank MM	2.69	2.70	19,755	20,758	8,979,269
Total Outstanding Investments					\$52,120,725

*Rates reflect avg. monthly yield, annualized*

### Assessor

- Real estate deeds were read and entered in the computer assisted mass appraisal system through the month of March.
- Pro-rated assessments were completed on new construction and given to the Tax Collector for additional tax billing.
- Most of the elderly tax relief applications were processed and entered into the database. Fourteen renewal applications were sent out by certified mail as required by Connecticut state law.
- Reports on the grand list after adjustments by the Board of Assessment Appeals were processed and delivered to the State of Connecticut.

### 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.
- Intent to Lien notices were mailed to 313 delinquent real estate taxpayers.
- Real estate transfers were processed daily to ensure for proper distribution of tax bills to new homeowners.
- During the month \$262,193 was collected on the current levy.

### PURCHASING

#### BID NO. 6, 2007-08, GARFIELD STREET BRIDGE REPLACEMENT

Opening Date: April 2, 2008

Bidder	Address	Base Bid
Catco Construction	Bristol, CT	\$316,701.82
Standard Demolition Services, Inc.	Trumbull, CT	\$362,374.97
Bourgeois & Shaw	Simsbury, CT	\$363,330.00
Schultz Corporation	Terryville, CT	\$377,000.00
NJR Construction	Harwinton, CT	\$397,694.80
Dayton Construction	Watertown, CT	\$440,439.00
Hemlock Construction	Torrington, CT	\$441,025.00
Xenelis Construction	Middlefield, CT	\$508,000.00
New England Infrastructure	Upton, MA	\$517,818.50

The bid was awarded to Catco Construction for their low bid.

#### BID NO. 7, 2007-08, HIGH SCHOOL FIELD HOUSE RENOVATIONS, ADDITIONS AND CODE WORK

Opening Date: April 18, 2008

Bidder	Address	Base Bid
W. J. Mountford	S. Windsor, CT	\$1,064,000
Martindale & Salisbury	Vernon, CT.	\$1,180,612
Scope Construction	New Britain, CT	\$1,205,000
Sarazin General Contractors	N. Windham, CT	\$1,215,000
Pioneer Builders	Newington, CT	\$1,245,000
Kronenberger & Sons Rest.	Middletown, CT	\$1,245,000
Nosal Builders	Middletown, CT	\$1,270,000
LeBel Builders	Harwinton, CT	\$1,280,000
PDS Engineering & Construction	Bloomfield, CT	\$1,466,000
The Andrew Ansaldi Co.	Manchester, CT	\$1,766,000

After review of the bid results by the NHS Track Renovation PBC and approval by the Town Council, the bid was awarded to W. J. Mountford for their low base bid minus two deduct alternates for a total of \$1,041,000.

BID NO. 8, 2007-08, HIGHWAY DEPARTMENT ASPHALT PAVER

Opening Date: April 29, 2008

Bidder	Address	Base Bid
Acorn Thompson	Newington, CT	\$58,880

The bid was awarded to Acorn Thompson as the sole bidder.

BID NO. 9, 2007-08, TRIPLE COMBINATION PUMPER ENGINE

Opening Date: May 1, 2008

Bidder	Address	Base Bid
Pierce Manufacturing Inc.	Appleton, WI	\$483,400

The bid is being reviewed.

BID NO. 10, 2007-08, SALT SHED FOUNDATION

Opening Date: May 13, 2008

**TOWN CLERK**

- 604 documents were filed on the land records during the month of April. \$78,707.35 was collected in state conveyance tax and \$34,353.72 was collected in town conveyance tax.
- Property at 375 East Cedar Street conveyed for \$2 million from HCP, Inc. (fka Health Care Property Investors, Inc.) to MPT of Newington, LLC.
- There were seven residential sales each over \$300,000.
- There were 195 mortgages recorded; 27 assignments and 252 releases were filed. 30 liens, 9 probate certificates and 11 Trade Name certificates were placed on the land records.
- The office catalogued 14 notary public commissions and issued 56 copies of certified vital records; 10 burial permits and 3 cremation certificates were issued.
- The Town Clerk attended the annual Spring Conference sponsored by the Secretary of the State on 4/23/2008 – 4/25/2008.

**Data Summary--April 2007**

	<u>April 2008</u>	<u>April 2007</u>	<u>FY 2007-08</u> <u>to Date</u>	<u>FY 2006-07</u> <u>to Date</u>
Land Record Documents	604	579	5,058	6,018
Dog Licenses Sold	36	22	538	474
Game Licenses Sold	801	383	1,932	2,880
Vital Statistics				
Marriages	8	14	189	199
Civil Unions	0	0	5	1
Death Certificates	31	58	260	282
Birth Certificates	37	18	245	216
Total General Fund Revenue	\$ 54,551.07	\$ 97,530.78	\$ 624,020.21	\$ 645,104.78
Town Document Preservation	\$ 1,194.00	\$ 1,110.00	\$ 10,591.00	\$ 11,466.00
State Document Preservation	\$ 1,194.00	\$ 1,110.00	\$ 10,594.00	\$ 11,496.00
State Treasurer (\$26 fee)	\$ 15,522.00	\$ 14,430.00	\$ 136,708.00	\$ 148,694.00
Locip	\$ 1,791.00	\$ 1,665.00	\$ 15,774.00	\$ 17,156.00
State Game Licenses	\$ 16,149.00	\$ 7,919.00	\$ 37,074.50	\$ 32,474.00
State Dog Licenses	\$ 224.00	\$ 187.50	\$ 3,629.50	\$ 3,537.00
Dog Licenses Surcharge	\$ 82.00	\$ 66.00	\$ 1,340.00	\$ 1,288.00
Marriage & CU Surcharge	\$ 209.00	\$ 323.00	\$ 2,394.00	\$ 2,499.00
<b>Grand Total</b>	<b>\$ 90,916.07</b>	<b>\$ 124,341.28</b>	<b>\$ 842,125.21</b>	<b>\$ 873,714.78</b>

## **POLICE DEPARTMENT**

- Police Recruit Ryan Williams graduated from the Police Academy on May 2, 2008 and is presently in the FTO (Field Training Officer) Program.
- A promotional ceremony was held for Sergeant Christopher Perry and Detective Laurence DeSimone on April 24<sup>th</sup>.
- The Certified Police Officer process continued with Oral Panel interviews on April 1<sup>st</sup>, followed by background investigations. Conditional Offers were given to three candidates on April 25<sup>th</sup>. The general recruitment process closed on April 18 with an entry level written exam scheduled for May 3<sup>rd</sup>.
- A grant application was submitted to the U.S. Department of Justice for eight bulletproof vests for a total reimbursement of \$2,600 representing 50% reimbursement for the cost of each vest.
- A request for reimbursement in the amount of \$2,952 was made to the Office of Statewide Emergency Telecommunications (OSET) for Dispatcher training for 911 emergency services. Courses included Emergency Medical Dispatch, Advanced Law Enforcement Dispatch, and Critical Incident Training for Emergency Response Dispatchers.
- Patrol has begun on the Berlin Turnpike for Hazardous Moving Violations under a grant funded by the Connecticut Department of Transportation. This grant is in corroboration with the Towns of Wethersfield and Berlin in an effort to maximize the efforts in seeking out violators that pass through the three towns on the Berlin Turnpike.
- On April 22<sup>nd</sup>, Community Service Officer Michael Webster presented a seminar to the National Federation of Women's Clubs at the Senior and Disabled Center. The topic of the presentation was Burglary Prevention and what to do in the event of a home invasion. He was also the facilitator for the Welles Drive and Welles Drive North Neighborhood Watch program.
- The CSO Unit was presented with a laptop computer by the Newington Rotary Club to assist the Unit in teaching the DARE program, in particular, Internet Safety classes. The laptop will also be utilized for Bike Safety, Vandalism classes and Community Safety Meetings.
- Sgt. Jeanine Allin presented a women's safety program to the Chamber of Commerce Women's Networking Group luncheon. Emphasis was on safety for women while they are out in the community.
- CSO Webster taught the DARE program at the John Wallace and Martin Kellogg Middle Schools in April. Students learned the dangers of alcohol, Internet safety, cyber bullying, and the resistance techniques of the cold shoulder and strength in numbers. He also taught a safety program to four Kindergarten classes at Anna Reynolds Elementary School.
- Sixty-five offenses were the subject of investigation by Detective Division personnel in April.
- On April 1, 2008, Patrol Officers responded to a home invasion. At 1:15 am, a male suspect had forced his way into a residence by kicking in an exterior door. He was confronted by the homeowner and fled the residence as Police responded to the scene. Officers converged on the suspect and took him into custody after a brief struggle.
- Patrol Officers investigated nine vehicle burglaries that occurred during the overnight hours. Electronic items such as GPS units, car stereos, and MP3 players were stolen from the vehicles. The incidents are currently under investigation.
- Patrol Officers investigated an armed robbery that occurred overnight at a local gas station. At approximately 11:55 pm, a lone gunman entered the gas station and held up the clerk at gunpoint. The gunman stole money from the cash register and fled the store in a nearby vehicle. The incident is currently under investigation.
- On April 7, 2008, Patrol Officers investigated an armed robbery that occurred at approximately 10:30 am at a local electronics store on the Berlin Turnpike. Two suspects entered the store and held employees at gunpoint as they stole cash and numerous electronics items. The suspects fled the store on foot and were seen getting into vehicle that was parked nearby. No employees were injured during the robbery. The incident is currently under investigation.
- Patrol Officers responded to local hotel on a reported armed, distraught subject. After negotiations, the subject was taken into custody. A handgun was located inside the subject's vehicle and several other weapons were later located in the subject's home.
- An officer in an unmarked cruiser observed a stolen vehicle traveling south on the Berlin Turnpike. The officer followed the stolen vehicle into a parking lot where the suspected exited the car and began to look into other vehicles suspiciously. The officer surprised the suspect before he could flee in the stolen car. He was taken into custody without incident.

### Patrol Calls for April

Alarm Burglary	129	F/Hazmat	2	MVA Fatal	0
Alarm Hold-up	7	Fingerprints	26	MVA Injury	14
Animal Complaint	24	Fire/COnoSymptoms	3	MVA Property	95
Assault IP	3	Fire/COSymptoms	0	Neighbor Dispute	4
Assault Report	4	Fire/Other	12	Noise Complaint	25
Assist Other PD	41	Fire/Rescue	1	Notification	4
Bad Check NSF	0	Fire/Structure	9	Open Door/Window	4
Bike Found	2	Fire/Vehicle	1	Parking Violation	9
Bike Lost	0	Fire/Water	1	Property Found	9
BOLO	4	Fireworks Complaint	0	Property Lost	5
Breach of Peace IP	12	Follow-up Invest.	55	Recovered MV	2
Breach Of Peace Report	3	Gun Call	1	Robbery IP	2
Burglary IP	2	Harassment	20	Serve Subpoena	2
Burglary Report	1	Hazardous Condition	19	Serve Warrant	55
Car Seat Install	10	Illegal Dumping	6	Sexual Assault Report	1
Check the Welfare	102	Indecent Exposure	2	Shots Fired	0
Clear Lot	28	Intoxicated Person	15	Special Detail	63
Court Detail	22	Juvenile Complaint	59	Stolen MV	6
Criminal Mischief Graffiti	1	K9	6	Sudden Death	1
Criminal Mischief IP	4	K9 Other	0	Suicide	0
Criminal Mischief Report	24	Landlord/Tenant	9	Suicide Attempt	4
CSO Detail	0	Larceny from MV	36	Suspicious MV Occ	25
Customer Dispute IP	12	Larceny IP	8	Suspicious MV Unocc	4
Customer Dispute Report	1	Larceny Report	54	Suspicious Person	120
Directed Patrol / Location	128	Liquor	2	Test Police	0
Dog Complaint	50	Lockout MV	2	Threatening IP	3
Domestic IP	24	Lockout Residence	0	Threatening Report	3
Domestic Report	6	Medical	156	Town Ordinance Vio.	2
Drug Investigation	7	Missing Person	6	Traffic Stop	475
DUI	5	MV Assist	70	Trespass IP	7
Emotionally Disturbed Pers	11	MV Complaint	83	Trespass Report	3
Escort	25	MVA Abandoned	3		
F/Alarm	14	MVA Evading	11	<b>Totals</b>	<b>2,331</b>

### UCR/NIBRS Selected Crimes

#### March 2008

#### March 2007

<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-
Forcible Rape	0		1	-0-
Robbery	1	\$169	2	\$184
Assault	10		9	-0-
Burglary	5	\$14,578	9	\$15,811
Larceny Theft	64	\$16,356	42	\$11,547
Auto Theft	1	\$3,000	3	\$27,500
<b>Totals</b>	<b>81</b>	<b>\$34,103</b>	<b>66</b>	<b>\$55,042</b>
<b>1<sup>st</sup> Quarter Totals</b>	<b>230</b>	<b>\$195,466</b>	<b>202</b>	<b>\$508,102</b>

During the month of March 2008, 81 adults were arrested: 10 for assaults, 7 for burglary, 1 for motor vehicle theft, 4 for forgery/embezzlement, 1 for receiving stolen property, 2 for offenses against family & children, 2 for disorderly conduct, 2 for vandalism, 5 for narcotic violations, 16 for DUI, 15 for larceny, and 16 for other miscellaneous offenses. 18 persons under the age of 18 were arrested: 6 for assaults, 1 for burglary, 4 for larcenies, 2 for weapon violations, 2 drug violations, and 3 for other offenses.

## **FIRE DEPARTMENT**

The Fire Department responded to 53 alarms/emergencies as follows:

	<u>April 2008</u>	<u>10 months Cum.</u>
Residential	24	180
Commercial, Industrial, Office	3	40
Hospital, School	0	11
Vehicle	3	29
Rescue, Police Assistance	0	9
Dumpster, Rubbish, Grass, Brush, Leaves	4	41
Hazardous Materials/Clean up	1	35
Investigative Alarm	14	197
False Alarm	0	0
Mutual Aid/Standby	1	11
Carbon Monoxide Investigation	4	32
Water Related Incidents/Pump-Outs	0	0
Total	53	585

### Training Summary:

Training	Members	Hours
Officer Training - Strategies & Tactics	32	96
Driver Training	17	85
Multi-Company Training - Confined Space (Hands on Training)	20	100
NIMS Training - 400 IS	1	3 days
Pump Training	10	20

## **FIRE MARSHAL**

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

Inspections	21
Inspection Follow-Ups	46
Plan Review	14
Job Site Inspections	32
Underground Tank Removal	0
Fire Investigations	9
Fire Alarm Trouble	7
Complaints	3
Haz/Mat	3
Bomb Threats	0
Blasting	3

- On Saturday, April 19, the Fire Department responded to the report of a porch fire at 87 Kinnear Avenue. The back of the home was fully involved upon arrival. The fire spread from a charcoal grill on the back porch to the structure, resulting in a total loss. The cause of the fire was ruled accidental. One firefighter was transported to the hospital with minor injuries.
- The Fire Marshal's staff attended the Annual Connecticut Fire Marshals Association Conference in Cromwell. Topics of the two day training sessions were: Principles of Effective Leadership in an Age

of Scandal, Issues of Crisis Management, Dealing with Difficult People and Consent and Search & Seizure Warrants.

## **HIGHWAY DEPARTMENT**

- Preparation work began for the Louis Street reconstruction project with the removal of curbing on Louis Street to prepare for the milling and overlaying of the street.
- Highway personnel completed the drainage project on Jeffrey Lane which will improve storm water run off.
- Crews completed a drainage project on Mohawk Circle which also was to improve water run off.
- The townwide spring sweeping program began in April. Two sweepers are utilized for approximately six weeks to clean roadside sand and debris from all Town-owned roads and parking lots. Town schoolyards were also swept during spring vacation to avoid the volume of traffic while schools are in session.
- 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.
- Traffic Division personnel continued with the scheduled replacement of street name signs to improve night visibility and reflectivity and also added permitted signs for speed limits.
- Crews also completed miscellaneous projects such as patching, assisting the Police Department's dive team to recover cars that were immersed in a pond, repairing drainage at Martin Kellogg School, and beginning curb and topsoil repairs of damage which occurred during winter snow plowing operations.
- The Sanitation Division scheduled 849 residential bulky items, 61 metal items and 128 condo bulk items for weekly pick up during the month of April for a total of 1,038 items. A landfill permit is not required to dispose of metal items at the landfill, only verification of residency is required.
- During the month, mechanics continued with spring services on Fire Department apparatus, completed seasonal maintenance on most Parks and Highway Department equipment, started equipment install on one new Ford Expedition police cruiser along with fleet emergency repairs, unscheduled repairs and scheduled preventative maintenance.

## **ENGINEERING DEPARTMENT**

- The selection committee completed interviews of five consultants for the Kelsey Street/Christian Lane Roadway Rehabilitation Project and selected the firm of Milone & MacBroom to perform the design services. The State Department of Transportation has approved the selection made by the Town.
- Nine contractors submitted proposals to reconstruct the Garfield Street Bridge. The submitted quotes ranged from a low bid of \$316,701.82 to a high bid of \$517,818.50. The low bid was submitted by Catco Construction, LLC located in Bristol, CT. Staff has contacted the references and received favorable comments regarding this contractor. The bridge is scheduled to be reconstructed during the July-August 2008 timeframe.
- The specifications for the Reservoir Road Drainage Project have been drafted and are being reviewed by staff. This project is also scheduled to be constructed during the July-August 2008 timeframe.
- Anthony Ferraro, Town Engineer, met with Mike Turner, Director of Public Works, and Lieutenant Andrew Power from Wethersfield to review complaints originating in Wethersfield regarding the speeding of vehicles as they exit from Cottonwood Road in Newington onto Back Lane in Wethersfield. Since several potential solutions warrant modifications to be made on Cottonwood Road, a private road maintained as part of the Glen Oaks Condos, a separate meeting will be scheduled in May with the Glen Oaks Condo Association to solicit their support and comments.

## **TOWN PLANNER**

- EPA Brownfield Assessment Grant Projects
  - ❖ The soil collection and laboratory analysis for 21 Boulevard was completed on April 29<sup>th</sup>. The Town's environmental consultants found that this property's use as a foundry has polluted the area immediately adjacent to and under the floor of the building with metals and petroleum. There are also areas with deposits of ash and coal fragments. If the Town wishes to pursue

acquisition of this property for open space buffer purposes, it should be aware that Connecticut DEP remediation standards could require the removal and or capping of contaminated soils. In addition, the blighted structure must be removed. The Town Planner will inform the property owner of these findings.

- ❖ A first draft of the Request for Proposals (RFP) for redevelopment of 690 Cedar Street, National Welding, has been completed. An important component of this site's reuse potential will be the resolution of access from Fenn Road and sharing the driveway and proposed traffic signal with the adjacent commercial project and busway station.
- Town Center Phase III Main Street Streetscape - The project's contractor was issued a Certificate of Substantial Completion on April 15, 2008, and field measurement of extra work completed was made to determine change order costs. We are waiting for the activation of lawn irrigation systems to verify proper operation prior to releasing the contractor. The contractor's pavement markings are dependent on the Department of Transportation's completion of Main Street milling and repaving.
- Commercial Façade Rehabilitation Loan Program - Façade improvements at OFI, 28 Garfield Street, have been completed and certified as in compliance with the building renovations approved by the Loan Committee. Building permits were issued for the façade work at 1052-1068 Main Street. These improvements are progressing on schedule.

#### Town Plan and Zoning Commission (TPZ) Development Projects

- Site plan approval was granted for 25 Holly Drive to United Technologies to construct a co-generation unit. This equipment, plus additional personal property that may result from this innovative "green energy," will substantially increase the grand list value of this property.
- The TPZ approved a Zone Map Amendment, Special Exception and Site Plan Development for the seven acre Hayes Kaufman property on Fenn Road that will include the construction of a hotel, restaurant, bank and possible 15,000 sq. ft. retail use. The development of this parcel, together with the Town's goal to reuse the National Welding site and the State busway project, are contingent on Conn DOT's approval a new traffic signal on Fenn Road to control site access.
- A 14,800 sq. ft. adult day care use was approved April 23<sup>rd</sup> for 395 Willard Avenue, Fountain Pointe Office Park. The developer presented compelling information to the Commission on the growing need for this type of facility. The building will share a common entrance with the office park and similar architectural design elements will create an attractive development.
- Site Plan approval was granted for the redevelopment of the former EPPCO property on the Berlin Turnpike for a granite counter design center. The developer is restoring the existing building, upgrading the site for retail use and has plans for a future 8,600 sq. ft. warehouse and production space.

#### Economic Development Commission

- The Development Commission hosted a very successful business breakfast on April 25<sup>th</sup> at the Indian Hill Country Club. Rob Simmons, Connecticut's Business Advocate, gave an energizing presentation to about 80 attendees.
- The Development Commission has divided the Town into nine business areas and each member will make calls to collect information and promote growth in Newington. This calling effort will be coordinated with one that the Mayor and I will begin in an effort to meet with our largest taxpayers and businesses to help expand and to address any concerns.
- At the request of the Development Commission, the Town Planner has researched the historical effort initiated by the Commission and TPZ in late 1970 to consolidate properties within the Main Street, East Cedar, Constance Leigh and Market Square block into a free public parking area. Over the years, numerous development projects have been approved that dedicated land to the Town to increase the size of the municipal lot. The Town Planner is reviewing these project restrictions and will submit his findings for review by the Town Attorney.

#### **BUILDING DEPARTMENT**

- 5 permits were issued for new residential homes in April (68 Ralph Avenue, 20 Harlow Drive, 22 Harlow Drive, 24 Harlow Drive, and 26 Harlow Drive).
- One permit was issued for commercial (People's United Bank, 95 Lowery Place).

- Two permits were issued for Footings and Foundations (Bel Air Manor Nursing Home, 256 New Britain Avenue and 1052 Main Street, an addition).
- One permit was issued for the Town of Newington to install a new 800 amp electrical source to replace the existing source at the Newington High School field house.
- Eleven Certificates of Occupancy were issued in April. Nine were for residential single family homes (251 Sterling Drive, 26 Bogart Lane, 24 Bogart Lane, 257 Sterling Drive, 10 Bogart Lane, 82 Barkledge Drive, 263 Sterling Drive, 76 Barkledge Drive, and 194 Sterling Drive) and two for commercial (Shuco, 393 Alumni Road, and The Wheeler Clinic Group Home, 81 Edward Street).

Building Department Inspectors completed a total of 517 inspections: Above Ceiling (1), Alarm (6), Boiler (3), Chimney (2), CO (22), Code (8), Drains (6), Electrical (115), Final (29), Footings (48), Foundation (13), Framing (23), Gas Fireplace (1), Gas Line (17), Gypsum (10), Hood (1), Insulation (16), Mechanical (33), Piers (5), Plumbing (47), Pool (1), Pool Bonding (1), Rebars (16), Roof (9), Rough (54), Sheathing (4), Sheds (1), Sign (1), Site Visit (9), Sprinkler (7), Stairs (2), Tank (1), Tent (1), Water Proof (4).

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

Art Hanke	NEC 2005: Wiring Methods II, 4/25/08
Richard Smith	NEC 2005: Wiring Methods II, 4/25/08
Pete Hobbs	NEC 2005: Wiring Methods II, 4/16/08 59 <sup>th</sup> Annual Building Officials Conference, 4/6-9/08

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

<u>Type of Permit</u>	<u>No. of Permits</u>	<u>Value of Permits</u>
Addition/Alterations	28	\$ 566,459
Deck	5	26,100
Demolition	3	27,500
Electrical	39	300,327
Fence	0	0
Fire Suppression/Sprinkler	6	285,345
Footing/Foundation	2	0
Fuel Tank	5	6,227
Garage/Shed	6	19,569
Mechanical	37	351,744
New Commercial	1	645,598
New Residential	5	1,204,391
Plumbing	27	134,675
Pool	7	42,176
Roofing/Siding	20	164,138
Sign	8	20,100
Tent	0	0
Trailer	0	0
<b>Total</b>	<b>199</b>	<b>\$3,794,349</b>

### **Permit Value Comparison for April:**

	<u>2008</u>	<u>2007</u>
Value of Permits Issued	\$3,794,349	\$1,868,674
Building Permit Fees Received	\$44,065	\$22,883
Other Income Fees	\$3,403	\$947
Building Permits Issued	199	169

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

<u>2007-2008</u>		<u>2006-2007</u>	
<u>Value</u>	<u>Permit Fee</u>	<u>Value</u>	<u>Permit Fee</u>
\$49,793,021	\$569,948	\$49,925,489	\$568,062

## **HEALTH (CENTRAL CONNECTICUT HEALTH DISTRICT)**

- Attended Environmental Quality Commission Meeting on April 1, 2008 to review details for Newington Earth Day Event to include Teen Center exhibits, door prizes, obtaining volunteers for waste clean-up, t-shirts and food for volunteers.
- Attended Hazardous Waste Coordinators Meeting at the MDC on April 1, 2008 to review changes/additions for items that can be recycled this year, and to receive schedule for Hazardous Waste Day events in the district towns.
- Attended CCHD Environmental staff meeting on April 9, 2008 to discuss staff training in "Learning to Lead" DPH program, reviewed farmers' market inspection regulations, temporary food event booth set up, and proposed revision of CCHD pool inspection form.
- Completed ICS-400 Advanced Incident Command System course through the Department of Emergency Management and Homeland Security. Reviewed command and general staff procedures and activities for complex incidents.
- Provided support for Newington Earth Day activities on April 19, 2008. CCHD provided a booth with educational materials concerning Earth Day topics in the Teen Center. Two trees were planted at the Town Hall in observance of Earth Day. Volunteers also participated in a town wide litter clean up.
- Temporarily closed a food service operation in Newington. The closure took place after a routine inspection revealed lack of heat and hot water, lack of cleanliness, and lack of overall sanitation practices. The Connecticut Department of Consumer Protection aided in the process in which large amounts of food were removed from the store, disposed of, and destroyed. A follow up inspection was conducted prior to reopening to ensure all items listed on the routine inspection report had been corrected.
- Completed the annual motel inspections for the Town of Newington. Inspections are conducted annually to ensure compliance with a variety of code requirements including good repair and cleanliness of the rooms.
- Attended a Lead Poisoning Prevention and Control program spring meeting. The meeting focused on the new lead legislation mandated for physicians and the impact on local health departments.
- Attended a training seminar on the use of a Disaster Field Manual designed and produced by the Connecticut Department of Public Health and the Yale Center for Public Health Preparedness. The manual is designed to assist trained environmental health personnel to respond to a major disaster.
- Sampled water from two monitoring wells at the Newington Vegetation Landfill. The sampling is done on a quarterly basis to check for certain parameters required by a State permit.

## **HUMAN SERVICES**

- Human Services held its annual Volunteer Recognition program with 65 attendees. Over 100 residents and numerous local organizations volunteer for department programs including Food Bank, Holiday Food, Toy and Gift, Clothing Closet, Youth Mentoring, ICAN, Boards and Commissions and Community Service Projects.
- ICAN (Interfaith Community Action of Newington) volunteers supported the Environmental Quality Commission's Earth Day activities by washing and cleaning the playscape at Mill Pond Park on April 19.
- The Social Casework Program had an active caseload of 107 with 22 new referrals.
- Part-Time Housing Authority Resident Services Coordinator Paula Pisano has nine active cases and handled information and consultation with 15 other tenants.
- Residents in need under age 60 who struggle with chronic illness, unemployment, housing and other basic needs continue to have limited options. Staff is also experiencing an increase in financial assistance requests for all ages due to rising utility and food prices.
- Information and Referral, Food Bank, Clothing Closet, Energy Assistance and Special Need requests are also on the rise.
- The Youth and Family Counseling Program had an active caseload of 64, with 21 new referrals and three cases on the waiting list. There were 15 inactive cases and 5 closed cases. Staff and contractors provided 122 clinical therapy sessions and made 193 contacts with families and other agencies.
- Joanna Karp began this month as a new contract clinical therapist. She is a Marriage and Family Therapist and most recently worked for East Hartford Youth Services.

- The Juvenile Review Board handled nine cases during the month. Since October 2007 25 cases have been before the Board with five cases scheduled for May.
- Positive Youth Development programs involved 313 youths.
- The April ROPE cycle provided 15 class sessions and final challenges with 65 sixth-grade students at both middle schools and at St. Mary's.
- SCORE after-school programs for middle school age youth were well attended. School vacation programs including "Awesome April Adventures" doubled the number of participating youth.
- The High School Adventure Club went whitewater rafting on the Miller's River in Northfield, MA with 16 youth who braved 34 degree water in Class 4 rapids.
- The high school self-awareness class participated in two days on the Challenge Course, and staff is working to integrate adventure based activities into the curriculum for the next school year.
- There were four youth involved in community service projects totaling 55 hours.

### April 2008 Statistics

Selected Programs	FY 07-08 Undp. Total This Month	FY 07-08 Undp. Total Last Month	FY 07-08 Cum. Undp. Total YTD	FY 06-07 Cum. Undp. Total YTD
Youth and Family Counseling	64	58	159	170
Positive Youth Development	313	151	3,467	2,995
Youth Works (Job Bank)	5	8	49	49
Information and Referral	273	308	2,686	2,353
Social Casework Cases Under 55 = 45 Over 55 = 62	107	92	284	293
Food Bank Participants	92	96	856	797
Special Needs	20	12	181	209

### SENIOR AND DISABLED CENTER

- The Senior and Disabled Center officially kicked off a re-accreditation process with orientation programs for participants of the self-assessment process. The Center was the first in the state to achieve National Accreditation almost five years ago.
- The foyer of the Center was transformed into a virtual bowling alley during the week of April 7-11 with a demonstration of the Wii system donated by HealthNet. More than 100 people tried their hand at bowling and several signed up for a Bowling Wiigue to start soon.
- The CRT Senior Community Café (congregate meal) served 1,458 meals this month, an increase of about 20% over the same month last year. This increase is likely due to the rising cost of food and will probably continue.
- The Victorian Lady, an entertainer/educator, demonstrated Edwardian dress and culture at a Spring Tea held on April 11<sup>th</sup>.
- As part of the Smiles for Life program funded by the Older American's Act, the Central Connecticut Health District (CCHD) sponsored a dental education program on April 1<sup>st</sup>. This complements the four dental screenings that are being offered at the Center. The CCHD submitted an application to expand this program so that dental cleanings can be offered next year.
- Mayor Jeff Wright was the guest at the monthly Coffee Talk program at the Center on April 25<sup>th</sup>.
- The Newington Health Care Center continued their Creative Minds series with this month's focus on creating memory books from old pictures.
- The MySeniorCenter project, which will bring a new database and membership system to the Center, was moved forward by the installation of a kiosk by the Facilities Department. The system is likely to be installed in May. At that time, the more than 1,300 people who have completed a re-registration process will be issued key tag cards.
- A training session for drivers from the Board of Education who substitute as Dial-A-Ride drivers was conducted on April 3<sup>rd</sup>.

**Dial-A-Ride****Wellness Clinic****Senior Café**

Trips	Miles	On-site	Off-site	Meals Served
1,290	4,323	72	11	1,458

**Project Homeshare**

	Current Matches	Providers	Seekers	Counseling Calls
Newington	2	7	5	2
Other Comm.	10	37	38	10

**PARKS AND RECREATION**

- For the spring session, the department offered 141 programs with 1,232 registrations, comparable to last year.
- Planning for the Extravaganza and the annual Golf Tournament on Monday, May 12, continued.
- Plans are underway to host the AARP/NRPA Walking Program in May. Newington was chosen as one of 15 cities in the United States for this program.
- 40 participants traveled to Boston for a Noshing Tour on Saturday, April 26<sup>th</sup>.
- Community gardens became available during the month. Gardeners have the opportunity to reclaim their plots from previous year.
- Indoor pool swim lessons began on April 2<sup>nd</sup> with high attendance.
- The Teen Center, in conjunction with Human Services, hosted a Spring Fling Dance for over 250 7<sup>th</sup> and 8<sup>th</sup> graders.
- The Summer Brochure was completed. The department will offer over 300 programs, classes, and sessions.
- The selection process for new summer staff members will continue through early May.

**Parks And Grounds**

- Preparation of ballfields and field painting were priority issues in April, as approximately 40 fields were prepared for spring use.
- Scholastic sports of baseball, softball, and lacrosse started in early April; Little League baseball, soccer, and lacrosse started on April 19.
- Removal of leaves, winter debris, and plow damage occupied a crew for several weeks in early April.
- Division personnel completed final assembly of the batting cages at Clem Lemire Complex.
- Irrigation start-ups and repairs and general sprinkler repair and replacement were undertaken.
- Sports areas were aerated, fertilized and seeded.
- Groundskeeper III Steven Tofeldt was a guest speaker at Anna Reynolds School on the topic of tree care. This resulted in a class field trip to the Maple Hill Green on April 18<sup>th</sup> to have the children assist in planting five maple trees to replace those previously removed. On April 19, Earth Day, a tree planting ceremony was held at the Town Hall as part of the day's events.
- Two large trees and various smaller ones were removed during April by contracted forces.
- There were nine interments in Town cemeteries during April.

**LIBRARY**

- The Children's Department staff conducted 68 programs for 1,937 children and their caregivers. Programs included the performance of several cast members from the *Newington Children's Theater* who did a special Cinderella story time and Nicole Kasper from the *Lutz Children's Museum* who brought some creepy crawlies to celebrate Earth Day. These, in conjunction with library story times, visits by Newington classes, outreach to preschool centers, as well as lunchtime book discussions, made for a busy month.
- The *Big Read*, a nationwide program that invites people to read a single book of American literature, concluded. The Library joined other area libraries in reading *The Maltese Falcon* by Dashiell Hammett. Related programs held at the library were two book discussions and a viewing of the film, *The Maltese Falcon*.

- Eleven programs were held for a combined audience of 362 adults and teens. Highlights included “30 Minute Meals” with Chef Lori Hunter, “Games and Goodies” for teens (co-sponsored by the Parks & Recreation Department), mystery author Rosemary Harris who spoke about her new book *Pushing Up Daisies* and a consumer series that featured Commissioner Jerry Farrell from the Connecticut Department of Consumer Protection and George Gombossy, the *Consumer Watchdog* for the *Hartford Courant*. Two more consumer programs are scheduled to be held in May.
- The library hosted an electrifying jazz concert sponsored by the Procko family in memory of Tom Procko at the Town Hall Council Chambers on April 11. The concert featured the *Ben Altman Group* with Honey Laroche on vocals. The musicians were very engaging and gave the audience a very enjoyable evening of great jazz music.
- Topics of note that were researched included:
  - How to file for bankruptcy.
  - What is the Connecticut state gas tax?
  - Retail unions in Connecticut.
  - History of peanut butter.
  - How to make paper.
- 4,980 reference questions were answered. The use of online resources both in the Library and from remote sites continued to be popular. The *Historical New York Times* newspaper database and the *EBSCO Literature Reference Center* saw the greatest use.
- Circulation of library materials was 33,275. 1,404 items were added to the collection, and 146 items were mended by volunteers who logged in 124 hours. The Library was used by 1,487 patrons on Sunday afternoons in April, who checked out nearly 2,700 items.
- Several library staff members attended the annual Connecticut Library Association Conference held this year in Mystic, Connecticut. Two staff members participated in a teen program.
- The library web page continues to evolve. The front page has a new look. Susan Schneider has begun redesigning areas of the teen section and Carlene Peterson is working on the online resources section. New webpage software has allowed more staff to be involved in the design and maintenance of the library website.
- The Library Board continued planning for the 12<sup>th</sup> running of the *Newington Library 5K* road race to be held on May 18<sup>th</sup> at Mill Pond Park.
- Library staff is also making preparations for the three “Bug” themed summer reading programs, as well as the many special events throughout the summer.
- Staff is planning a promotional campaign to inform patrons about detours and changes in directions to the Library due to the closing of Garfield Street and the Cedar Street construction during the months of July and August.