



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: April 18, 2008
Re: Monthly Report – March 2008

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:

- Presenting the Town Manager's Proposed Budget at a Public Hearing on March 17 and reviewing the various components of the budget with the Town Council.
- Participating in several meetings regarding the proposed Capital Improvement Plan.
- Attending the Mid-State Collaborative Meeting in Wethersfield.
- Attending a hearing on Hotel Tax at the Legislative Office Building.
- Meeting with various representatives from the Connecticut Department of Transportation regarding several projects in the planning stage for Newington.
- Attending the Conversation on Community and School Safety gathering and the Town Center Business Association Social on March 27.

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

HIGHWAY DEPARTMENT	Overtime Hours	Cost
Vehicles and Equipment	1.60	\$ 66.58
Weekend Stand-by and Call-in	16.00	689.12
Road Maintenance	24.00	1,024.60
Snow Removal	244.70	9,432.60
Sweeping	7.30	280.18
Total	293.60	\$ 11,493.08
PARKS AND GROUNDS DIVISION		
Snow Removal	103.00	\$ 3,745.73
Cemetery	12.00	453.00
Total	115.00	\$ 4,198.73

POLICE DEPARTMENT	2007-08 Budget Overtime Appr.	Overtime Expended Fiscal Year to Date
Administration	\$ 4,167.00	\$ 1,677.47
Patrol	727,443.00	494,336.94
Investigation	76,000.00	47,304.49
Communication	104,486.00	86,048.10
Education/Training	66,026.00	52,615.76
Support Services	22,247.00	20,059.47
School Resources Officer Grant	14,580.00	5,689.43
Animal Control	<u>11,706.00</u>	<u>4,497.18</u>
Total	\$1,026,655.00	\$712,228.84

PERSONNEL

- Public Works Administrative Coordinator Shirley Amenta submitted a letter indicating her intent to retire as of April 4, 2008 after 22 years of service.
- Highway Superintendent Frank Sanzo submitted a letter of intent to retire on May 1, 2008 after 30 years of service.
- The written examination for the Police Sergeant promotional process was conducted on March 25. An oral interview panel will be conducted in April for those candidates who successfully completed the written examination.
- A 25-hour Dial-A-Ride Driver position was posted with five internal candidates applying.
- A 19-hour Dial-A-Ride Driver position was advertised with a closing date of April 4.
- Christopher Perry was promoted to the rank of Detective effective Sunday, March 23, 2008.

RISK MANAGEMENT

The eighth 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 February 2008 came in at \$685,509.

FACILITIES MANAGEMENT

- After a review of the Town Hall project and budgetary approval by the Town Council, a new work scope will be developed to replace the boiler system and as much of the heat distribution system as possible in FY 2008-09. Operating repairs were made to the condensate system last month to maintain heat for this system and are temporary at this time.
- The maintenance of emergency generators at all the Town facilities has been consolidated and is on a fixed schedule with the Highway Department mechanics. This will save the Town from continued outsourcing of this service since the capabilities and resources are available in-house.
- Major repairs were completed to the Senior and Disabled Center roof during March after a recent inspection found most of the joints in the membrane were separating and causing leaks. This work will extend the life of the roof for an estimated three to five years allowing for planned replacement in the future.
- Facilities staff completed 31 formal work orders during the month of March in addition to scheduled maintenance and project work assignments.
- Proposals for testing and maintenance of Town building fire alarm systems have been solicited from several new vendors in an effort to consolidate this service.
- Replacement of bus shelter vision panels is underway town-wide in order to clean up the graffiti and damage to these units. This work is a joint effort by the Facilities Department and the Highway Department.

INFORMATION SYSTEMS AND TECHNOLOGY

- No computer viruses/Trojans were detected during the month; 6,893 unsolicited SPAM emails messages were blocked.
- Completed 117 Work Orders.

- The Town's new website had approximately 12,333 visits during the month, 57,260 page views with an average of 2.87 pages viewed per visit. The Town Home Page, Lucy Robbins Welles Library, Assessor's Office, and Parks and Recreation were the most frequently visited.
- Assisted Lucy Robbins Welles Library staff with the configuration of PAC computers for "Kid's Night at the Library."
- Updated "Stormceptor" software application used by the Engineering Department.
- Updated firmware for the Police Department's closed circuit camera system.
- Prepared user manuals for posting meeting agendas and minutes and for using on-line calendars with the Town's new web hosting service.
- Met with Senior and Disabled Center staff to discuss the deployment of "MySenior Center" software application.
- Finalized specifications for 2008 computer replacements (laptops, workstations).
- Finalized specifications for switching equipment to be used in the Town's server room.

FINANCE

- The Town Manager's 2008-09 budget was finalized for submission to the Town Council on March 7th.
- Analysis was prepared on the Town's Capital Improvement Plan (CIP) for discussion by the CIP Committee which met on March 28th.
- The second installment of the Pequot grant was received during the month in the amount of \$90,916.

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)
3/31/2008

	<u>Interest Earned</u>		<u>\$ Invested</u>
	<u>Budgeted</u>	<u>Actual</u>	
	<u>FY 2007-08</u>	<u>Year to Date</u>	
General Fund	\$1,425,000	\$1,222,657	\$42,093,321
Special Revenue Funds	\$138,000	\$102,356	2,228,366
Capital Projects Funds	\$18,000	\$15,521	640,425
Internal Service Fund	\$88,050	\$137,830	4,774,436
Trust and Agency Funds	\$64,000	\$94,616	1,369,048
TOTAL, ESTIMATED BY FUND			\$51,105,596

INVESTMENTS, BY INSTITUTION TYPE

(Unaudited)
3/31/2008

	<u>Interest %</u>		<u>Interest \$</u>		<u>\$ Invested</u>
	<u>Current</u>	<u>Last</u>	<u>Current</u>	<u>Last</u>	
	<u>Month</u>	<u>Month</u>	<u>Month</u>	<u>Month</u>	
STIF	3.03	3.44	66,502	79,325	\$22,430,259
CLASS PLUS	2.58	3.00	12,960	16,179	7,516,279
Financial Investor Trust	2.86	3.43	7,768	9,781	3,813,167
Bank North	2.56	2.88	17,971	18,855	8,386,378
Sovereign Bank MM	2.70	3.04	20,758	22,834	8,959,513
Total Outstanding Investments					\$51,105,596

Rates reflect avg. monthly yield, annualized

Assessor

- The Board of Assessment Appeals held hearings on March 11th, 12th, and 13th. There were 19 appeals to the Board. The total adjustment was a reduction of \$558,530 in assessed values.
- Ownerships changes were entered into the database.
- The Assessor valuation software known as IAS was finalized and accepted by the Assessor's office. This will change the database used by the Assessor's office and those using the public computer.

Revenue Collector

- The Tax Office staff provided IRS tax information to taxpayers, banks, and accountants on a daily basis.
- Delinquent notices were mailed to 1,969 taxpayers for motor vehicles, 46 personal property, and 395 real estate accounts.
- During the month \$293,820 was collected on the current levy.

PURCHASING

RFP NO. 5, 2007-08, KELSEY STREET AND CHRISTIAN LANE PAVEMENT REHABILITATION ENGINEER

Opening Date: February 22, 2008

Respondents

BETA Group, Inc., Rocky Hill
Anchor Engineering Services, Glastonbury
Lenard Engineering, Inc., Storrs
Vanasse Hangen Brustlin, Inc., Middletown
Wengell, McDonnell & Costello, Newington
Weston & Sampson Engineers, Inc., Rocky Hill
DeCarlo & Doll, Inc., Hamden
BL Companies, Meriden
Milone & MacBroom, Cheshire
GM2 Associates, Inc., Glastonbury
Cardinal Engineering Associates, Inc., Meriden
Purcell Associates, Glastonbury

After a review of the proposals and an interview of a short-list of firms, the internal committee has recommended that Milone & MacBroom be awarded the contract.

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

Opening Date: April 2, 2008

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

Opening Date: April 18, 2008

TOWN CLERK

- There were 545 documents recorded on the land records during March. \$143,628.36 was collected in state conveyance tax and \$23,312.93 was collected in town conveyance tax.
- There were two residential sales each over \$300,000.
- 177 mortgages were filed. 211 releases, 23 liens and 64 deeds were recorded this month; 8 Notary Public commissions, 6 Trade Name Certificates and 4 survey maps were catalogued.
- The office issued 59 certified copies of vital records; 4 cremation certificates and 9 burial permits were issued.
- On March 13th the Town Clerk met with the Charter Revision Commission.
- Several years ago the Connecticut Town Clerks Association launched a Mentoring Program to assist newly appointed or elected Town Clerks who sought assistance to guide them in their new duties and

responsibilities. During March, the Town Clerk volunteered to mentor the West Hartford Town Clerk, Essie Labrot. This year-long commitment is an opportunity for the Town Clerk to share knowledge and experience gained through years of service.

- On March 26th the Town Clerk attended a Hartford County Meeting. This venue was a brainstorming session to formulate questions and concerns for the Office of the Secretary of the State regarding the Presidential Election.
- For the past few months, the office has re-indexed and re-catalogued the property survey maps filed in the office. It is estimated that there are close to 6,000 specimens in this collection. This endeavor has involved making manual corrections to over 3,000 computerized map entries. More than 1,000 maps were disassembled and re-filed into a more manageable filing system making the maps more accessible to the public. Corrections to the indexing system have greatly facilitated computer searches.

Data Summary—March 2008

	<u>March 2008</u>	<u>March 2007</u>	<u>FY 2007-08 to Date</u>	<u>FY 2006-07 to Date</u>
Land Record Documents	545	529	4454	5439
Dog Licenses Sold	9	20	502	452
Game Licenses Sold	68	184	1131	2497
Vital Statistics				
Marriages	8	12	181	185
Civil Unions	0	0	5	1
Death Certificates	42	40	229	224
Birth Certificates	24	12	208	198
Total General Fund Revenue	\$ 1,532.13	\$ 42,703.98	\$ 569,469.14	\$ 549,574.00
Town Document Preservation	\$ 1,090.00	\$ 1,109.00	\$ 9,397.00	\$ 10,356.00
State Document Preservation	\$ 1,066.00	\$ 1,114.00	\$ 9,400.00	\$ 10,386.00
State Treasurer (\$26 fee)	\$ 13,442.00	\$ 14,352.00	\$ 121,186.00	\$ 134,264.00
Locip	\$ 1,551.00	\$ 1,656.00	\$ 13,983.00	\$ 15,491.00
State Game Licenses	\$ 1,417.00	\$ 3,910.00	\$ 20,925.50	\$ 24,555.00
State Dog Licenses	\$ 57.00	\$ 136.00	\$ 3,405.50	\$ 3,349.50
Dog Licenses Surcharge	\$ 24.00	\$ 46.00	\$ 1,258.00	\$ 1,222.00
Marriage & CU Surcharge	\$ 95.00	\$ 133.00	\$ 2,185.00	\$ 2,176.00
Grand Total	\$ 60,274.13	\$ 65,159.98	\$ 751,209.14	\$ 751,373.50

POLICE DEPARTMENT

- The certified officer process continued with the written test conducted on March 18th. Oral Panel interviews are planned for early April with background investigations to follow. A general recruitment process began in late March with a closing date of April 18th.
- The Police Department received a second grant award for additional patrolling on the Berlin Turnpike, a Hazardous Moving Violation Enforcement Grant for \$25,650. The combined grants will enhance the existing patrol on specific evenings from April until September 2008.
- The balance of \$5,000 reimbursement from the Universal Hiring Grant funded by the Office of Justice was received for a total of \$25,000 for this fiscal year. In fiscal year 2008-09, the department will receive its final payment of \$20,000.
- On March 4th, 2008, Community Service Officer (CSO) Michael Webster provided a seminar to the Newington Garden Club on burglary prevention and scams involving fraudulent home contractors.
- On March, 11, CSO Webster gave a tour of the Newington Police station to a local Cub Scout Troop. The Scouts were shown the communications area, the booking area, which included the AFIS machine, the evidence room and a police cruiser. They were also given a demonstration of the 911 system, a Taser, and how to fingerprint someone.

- On March 28th, 2008, Sgt. Jeanine Allin and CSO Webster attended the Newington High School Career Day and handout informational packets on the requirements to become a Newington Police Officer.
- CSO Webster and a representative of the MDC met with residents from the Eighth Street and Seventh Street neighborhoods to plan out an area where a new gate and fence would be placed to prohibit any ATV's or vehicles from going down near the Amtrak or MDC property which has been the site of illegal dumping and vandalism.
- Sixty offenses were the subject of investigation by Detective Division personnel in March.
- On March 20, 2008, Patrol Officers responded to a commercial burglary that occurred at a local electronics retail outlet on the Berlin Turnpike. The incident is under investigation.
- On March 24 2008, patrol officers responded to a former factory for a reported burglary in progress. The location has been the site of several thefts of copper pipe and wire. A suspect was placed under arrest for burglary and larceny related charges.
- Patrol officers responded to several vehicle break-ins in commercial and business districts in March. Many of the vehicles had GPS units stolen from inside the car. These incidents are currently under investigation.

Patrol Calls - March

Alarm Burglary	123	F/Hazmat	3	MVA Fatal	0
Alarm Hold-up	7	Fingerprints	24	MVA Injury	11
Animal Complaint	12	Fire/COnoSymptoms	4	MVA Property	73
Assault IP	4	Fire/COSymptoms	0	Neighbor Dispute	10
Assault Report	4	Fire/Other	11	Noise Complaint	17
Assist Other PD	47	Fire/Structure	12	Notification	5
Bad Check NSF	2	Fire/Trouble	1	Open Door/Window	5
Bike Found	0	Fire/Vehicle	3	Parking Violation	24
Bike Lost	1	Fire/Water	3	Property Found	4
BOLO	7	Fireworks Complaint	0	Property Lost	10
Breach of Peace IP	16	Follow-up		Recovered MV	0
Breach Of Peace		Investigation	44	Robbery IP	0
Report	0	Gun Call	0	Serve Subpoena	0
Burglary IP	4	Harassment	21	Serve Warrant	44
Burglary Report	4	Hazardous Condition	29	Sexual Assault Report	1
Car Seat Install	8	Illegal Dumping	2	Shots Fired	1
Check the Welfare	84	Indecent Exposure	0	Special Detail	53
Clear Lot	6	Intoxicated Person	8	Stolen MV	5
Court Detail	20	Juvenile Complaint	34	Sudden Death	2
Criminal Mischief IP	6	K9	5	Suicide	0
Criminal Mischief		K9 Other	0	Suicide Attempt	6
Report	39	Landlord/Tenant	1	Suspicious MV Occ	24
CSO Detail	2	Larceny from MV	28	Suspicious MV Unocc	3
Customer Dispute IP	7	Larceny IP	8	Suspicious Person	100
Customer Dispute		Larceny Report	59	Test Police	0
Report	2	Lockout MV	2	Threatening IP	2
Directed Patrol	71	Lockout Residence	2	Threatening Report	2
Dog Complaint	29	Medical	191	Town Ordinance	
Domestic IP	27	Missing Person	9	Violation	1
Domestic Report	8	MV Assist	62	Traffic Stop	523
Drug Investigation	4	MV Complaint	64	Trespass IP	3
DUI	13	MVA Abandoned	4	Trespass Report	4
Emotionally		MVA Evading	22	Total	2,198
Disturbed Person	8				
Escort	27				
F/Alarm	17				

Part 1 UCR Crimes

February 2008

February 2007

<u>Type of Crime</u>	<u># of Offenses</u>	<u>Value of Crime</u>	<u># of Offenses</u>	<u>Value of Crime</u>
Murder		-0-	0	-0-
Forcible Rape	2	-0-	1	-0-
Robbery	1	\$248	-0-	-0-
Assault	8	-0-	6	-0-
Burglary	9	\$6,533	7	\$26,399
Larceny Theft	61	\$34,903	43	\$275,978
Auto Theft	5	\$51,200	5	\$65,100
Totals	86	\$92,884	62	\$367,477

- In February 2008 the Police Department arrested 84 adults: 2 for robbery, 11 for assaults, 2 for burglary, 1 for motor vehicle theft, 4 for forgery, 12 for narcotic violations, 2 for vandalism, 9 for DUI, 4 for offenses against family & children, and 37 for other miscellaneous offenses. We also arrested or referred 5 persons under the age of 18: 2 for assault and 3 for larcenies.

FIRE DEPARTMENT

The Fire Department responded to 68 alarms/emergencies as follows:

	<u>March 2008</u>	<u>9 months Cum.</u>
Residential	23	156
Commercial, Industrial, Office	4	37
Hospital, School	0	11
Vehicle	3	26
Rescue, Police Assistance	0	9
Dumpster, Rubbish, Grass, Brush, Leaves	6	37
Hazardous Materials/Clean up	5	34
Investigative Alarm	26	183
False Alarm	0	0
Mutual Aid/Standby	1	11
Carbon Monoxide Investigation	0	28
Water Related Incidents/Pump-Outs	<u>0</u>	<u>0</u>
Total	68	532

Training Summary:

<u>Training</u>	<u>Members</u>	<u>Hours</u>
Haz/Mat Operational Class	13	520
Officer Training	21	63
Driver Training	10	30
Multi-Company Training Confined Space	25	75

FIRE MARSHAL

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

Inspections	22
Inspection Follow-Ups	35
Plan Review	10
Job Site Inspections	14
Underground Tank Removal	0
Fire Investigations	7
Fire Alarm Trouble	9
Complaints	4
Haz/Mat	2
Bomb Threats	0
Blasting	0

- Blasting permits were issued for the Balf-Tilcon Plant on Hartford Avenue. The blasting season is scheduled to begin in April.
- Fire Marshal Chris Schroeder along with Deputies Muisener and Woods attended an all day training session sponsored by the New England Fire Marshals Association. Topics: Building Construction Types and Fire Rated Assemblies.
- Deputy Fire Marshal Woods attended a three day seminar on Fire/Arson Investigations and Arson Case Management.

HIGHWAY DEPARTMENT

- One snow event dropped 4 ½ inches of snow requiring the snow plowing operations of all 14 operators.
- Highway personnel began a small drainage project on Jeffrey Lane to improve stormwater run off. Approximately 190' of 12" ADS pipe, a catch basin and 80 ton of process stone were installed. A permanent patch will be done when the plants begin to produce hot material.
- Crews continued with the Timber Lane drainage improvement project which included the construction of a detention basin in the adjacent area of Badger Field. Trees were cleared in preparation. Approximately 40' of 18" ADS pipe, a curbless catch basin and 35 tons of surge and ¾" stone were put in place to improve storm water capacity.
- Highway crews cleared brush, tree limbs and debris from the pathway behind the Senior and Disabled Center and St. Mary's to Elton Drive to make the pathway more visible and safer for pedestrians to walk.
- Miscellaneous projects completed throughout the month included the construction of batting cages for the baseball field, hauling of sand and salt back to the Highway facility from the second location on Garfield Street, pothole patching, curb pick up, stormwater basin cleaning and pick up of litter and debris from the side of the roads.
- The Sanitation Division scheduled 483 residential bulky items, 37 metal items and 54 condo bulk items for weekly pick up during the month of March for a total of 574 items. A landfill permit is not required to dispose of metal items at the landfill only verification of residency is required.
- 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.
- Seasonal maintenance of street sweepers was completed by the mechanics during the month.
- Spring services to all Fire Department apparatus and equipment began.
- Mechanics maintained the readiness of the snow equipment along with starting seasonal maintenance on all lawn mowers, trailers, related equipment, scheduled PM's and emergency breakdowns.

ENGINEERING DEPARTMENT

- Staff completed a short list of five firms to be interviewed in April for the Kelsey Street/Christian Lane Pavement Rehabilitation Project.
- The plans for the Reservoir Road Drainage Project are substantially complete with specifications being drafted. This project is planned to be advertised in the latter part of April.

- The Engineering Department received numerous calls from residents regarding the amount of water being pumped out by their sump pumps. Per the precipitation records maintained at Bradley International Airport, the month of February was recorded as one of the wettest Februaries in over 100 years. Residents were advised that they should continue to experience a high water table in the ground through the month of April as well.
- Anthony Ferraro, Town Engineer, met with representatives of the Indian Hill Golf Club regarding dredging anticipated to be done this summer. The dredging at issue will warrant an Inland-Wetlands application.
- A cease and desist letter was sent to a property owner who had been discarding materials on wetlands within the confines of his property. The property owners took immediate action to rectify the violation.

TOWN PLANNER

- EPA Brownfield Assessment Grant - Authorization to complete the Phase III assessment investigation at 690 Cedar Street was given to Fuss & O'Neill on March 24, 2008. Additional soil and groundwater sampling borings are recommended to complete this project as well as 16 borings for soils and nine monitoring wells for water quality analysis. The Town Planner has begun to draft a Request for Proposal for 690 Cedar Street for review by the Town Plan and Zoning Commission (TPZ) and the Town Council. This RFP will be used to pursue the redevelopment of this property.
- At 21 Boulevard, an abandoned foundry, Phase III soil sampling has been completed for 13 locations, both under the building and around the property perimeter. Upon completion of Fuss & O'Neill's laboratory analysis, the Town will be able to evaluate reuse options to remove this blighted structure.
- Town Center Phase III Main Streetscape - On March 14, the project contractor, GEG Construction, and our consultant engineer conducted a field inspection and prepared a final punch list and measurements for the project area. The contractor will complete this work during April.
- Commercial Façade Rehabilitation Loan Program - As part of the Town's 2007 STEAP Grant, two façade rehabilitation loans were approved. OFI at 28 Garfield Street has completed its improvements and submitted a request to the Town Planner for payment of their \$75,000 loan. The loan documents will be reviewed by the Town Attorney and a closing date set upon approval. The second façade rehabilitation project is 1052-1068 Main Street. Building permitting is complete and work will start later in April.
- Cedar/Fenn Intersection Area Traffic and Land Development - On March 26, Mayor Wright, the Town Planner, Town Engineer and I met with the ConnDOT project engineers working on replacement of the Cedar Street Bridge over the proposed future busway line. This is a significant construction project that has immediate (traffic) and long range (development) opportunities for the Cedar/Fenn area. Construction is tentatively scheduled to start in spring 2010.
- On March 28, the Mayor and staff members met with Acting ConnDOT Commissioner James Boice. The purpose of this meeting was to discuss development projects impacting the Cedar/Fenn intersection area, both private sector and public sector, such as the New Britain-Hartford busway, the Town's desire to redevelop the National Welding property, and CCSU's longer range future campus plans in Newington.

TPZ Development Projects

- 712 Cedar Street / 16 Fenn Road - proposed rezoning to Planned Development District for mixed use commercial and 124 room hotel. Possible traffic signal control on Fenn Road and improved access to busway station and National Welding could result from this development project.
- 395 Willard Avenue - proposed adult day care plan presented to TPZ on March 26. Site design and building architecture will be coordinated with the recently opened Fountain Pointe Office Park.
- 240 Culver Street, a 7.5-acre property in the R-20 Zone district, approved for 6-lot subdivision with connection of Shady Hill Lane to Rockledge Drive.
- Tim Horton's restaurant, 2,400 sq. ft. building with drive through window service, approved March 12th for property abutting the north side of Wendy's on the Berlin Turnpike.

Economic Development Commission Activities

- The Development Commission sponsored a successful social gathering on March 27th at Cugino's Restaurant for Town Center businesses and property owners. The Commission is encouraging the creation of a private Town Center Business Association and has offered its assistance as a catalyst to bring this to fruition.

- The Development Commission is also planning a promotional breakfast for April 25 at the Indian Hill Country Club. Former 2nd District Congressman Rob Simmons will be the keynote speaker; Mr. Simmons was recently appointed by Governor Rell as Connecticut's Business Advocate for Small Business Development.

BUILDING DEPARTMENT

- 17 permits were issued for new residential homes in March (21 Taft Avenue, 79 Barkledge Drive, 85 Barkledge Drive, 91 Barkledge Drive, 97 Barkledge Drive, 127 Barkledge Drive, 133 Barkledge Drive, 139 Barkledge Drive, 145 Barkledge Drive, 103 Barkledge Drive, 109 Barkledge Drive, 115 Barkledge Drive, 121 Barkledge Drive, 112 Barkledge Drive, 118 Barkledge Drive, 106 Barkledge Drive, and 100 Barkledge Drive).
- Two Permits were issued for the Town of Newington. One was an Electrical Permit to install underground conduits to the training tower located at 281 Milk Lane for the Fire Department; the other was a Plumbing Permit to replace the gas water heater in the Town Hall.
- Seven Certificates of Occupancy were issued in March, five for residential homes (188 Sterling Drive, 12 Bogart Lane, 211 Cottonwood Road, 213 Cottonwood Road and 245 Sterling Drive) and two commercial (Parth Patel Medical Office, 2335 Berlin Turnpike, and The Structured Body LLC, 133 Louis Street).

Building Inspectors completed a total of 386 inspections: Above Ceiling (1), Alarm (4), Boiler (1), CO (19), Code (7), Electrical (64), Fire Wall (10), Footings (32), Foundation (2), Framing (27), Gas Fireplace (3), Gas Line (15), Gypsum (9), Hot Water Heaters (2), Insulation (14), Mechanical (34), Piers (8), Plumbing (35), Rebars (23), Roof (1), Rough (57), Sheathing (4), Siding (1), Sill (4), Sprinkler (3), Tank (1), Trench (5).

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

David Zwick	IBS Chapters 7, 16, 17, 22: Curtain Wall Assemblies of Cold-formed Steel, 3/19/08
Art Hanke	IBS Chapters 7, 16, 17, 22: Curtain Wall Assemblies of Cold-formed Steel, 3/19/08
Richard Smith	IBS Chapters 7, 16, 17, 22: Curtain Wall Assemblies of Cold-formed Steel, 3/26/08
Pete Hobbs	IBS Chapters 7, 16, 17, 22: Curtain Wall Assemblies of Cold-formed Steel, 3/5/08

Building/Renovation Permit Statistics

Type of Permit	No. of Permits	Value of Permits
Addition/Alterations	13	510,500
Deck	3	13,100
Demolition	1	2,000
Electrical	30	127,034
Fence	0	0
Fire Suppression/Sprinkler	1	20,300
Footing/Foundation	0	0
Fuel Tank	1	2,000
Garage/Shed	1	800
Mechanical	31	142,828
New Commercial	0	0
New Residential	17	4,359,799
Plumbing	17	50,425
Pool	0	0
Roofing/Siding	12	184,895
Sign	2	12,563
Tent	0	0
Trailer	1	297
Total	130	\$ 5,426,541

Permit Value Comparison for March

	2008	2007
Value of Permits Issued	\$5,426,541	\$3,172,173
Building Permit Fees Received	\$63,277	\$36,808
Other Income Fees	\$1,907	\$869
Building Permits Issued	119	133

Total Value of Permits and Permit Fees

2007-2008		2006-2007	
Value	Permit Fee	Value	Permit Fee
\$45,998,672	\$525,883	\$48,056,815	\$545,179

HEALTH (CENTRAL CONNECTICUT HEALTH DISTRICT)

- Attended the Newington Environmental Quality Commission Meeting on March 13, 2008. Discussed ideas and worked with members to plan Newington Earth Day events (educational component with guest speakers, materials booth set up, park cleanup, and youth activities).
- Attended training at the UCONN Cooperative Extension Center "Regulation of Farmers' Markets - a Cooperative Effort." Presenters discussed the role of the CT Department of Consumer Protection and the CT Department of Agriculture in inspection, regulation, and licensing of Farmers' Markets.
- Gave a presentation to the Men's Club members at Cedar Mountain Commons to discuss CCHD's overall mission, and details concerning food service inspections, inspection tools, and food safety.
- Met with Newington Waterfall Committee members to revise and simplify the CCHD Temporary Food Service License; proposed CCHD food service training for food vendors to discuss booth set up and food storage/handling requirements.
- Responded to a food recall from the CT Department of Agriculture and the Department of Public Health regarding shellfish (oysters, clams and mussels) harvested in Texas waters because they may be contaminated with diarrhetic shellfish poisoning.
- Licensed and inspected 15 temporary food service operations at the 16th annual Newington Business Showcase and Taste of Newington. Local restaurants offered samples of their foods to the public including everything from drinks and main courses to desserts. The Health District routinely inspects these types of operations to ensure safe food preparation, handling, and dispensing practices.

HUMAN SERVICES

- On March 7 the Youth-Adult Council annual Super Hoop-La Basketball game had a higher than anticipated attendance. \$1,700 was raised from this event to use toward scholarships to three graduating high school students.
- The Joint Committee on Community Safety discussed their report with the Town Council on March 18.
- The Early Childhood Council sponsored the annual "Getting Ready for Kindergarten" program on March 26 with 93 parents and 42 children attending.
- The Educational Conversation on Community and School Safety with Newington, Wethersfield and Rocky Hill occurred on Thursday, March 27. Over 40 people attended and engaged in a spirited discussion of topics ranging from Internet Safety to Bullying to Community Service, among many others.
- Human Services Director Ken Freidenberg collaborated with Sergeant Jeanine Allin from the Police Department to develop and submit a grant to the State Office of Policy and Management to involve patrol officers, Human Services staff and youth working together.
- The Youth and Family Counseling Program had an active caseload of 58 with 11 new referrals and 4 cases on the waiting list. Staff and contractors provided 98 clinical therapy sessions and made 125 contacts with families and other agencies.
- The Juvenile Review Board handled three cases during the month. Since October 2007 16 cases have been before the Board with 7 cases scheduled for April.
- Positive Youth Development programs involved 151 youths during March.

- The SCORE after-school program involved a variety of indoor and outdoor activities.
- The seventh cycle of ROPE was provided to 43 sixth grade students at Martin Kellogg and John Wallace.
- Youth Worker Rik Huggard is collaborating with high school staff to provide several activities with 12 students in the self-awareness class.
- There were five youths involved in community service projects totaling 30 hours.
- Part-time Student Assistance Counselor Christine Stoloff resigned during the month; Clinical Coordinator Christina Salvio will work with the middle schools for a smooth transition.
- Newington Housing Authority part-time Resident Services Coordinator Paula Pisano set up her main office at Cedar Village. She will also offer office hours for tenants at all three housing complexes. During the month she handled four active cases and provided information and consultation to eight other tenants. Ms. Pisano is also participating in the department's monthly case review team.
- The Social Casework Program had a caseload of 92 with 25 new referrals. Unemployment, financial, medical, housing, mental health, substance abuse and domestic conflict are among the varied issues residents are presenting.
- The Food Bank and Outdoor Food Market experienced increases in use with 96 and 74, respectively. Clothing Closet and Special Needs requests remained constant.

March 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	58	50	138	149
Positive Youth Development	151	319	3,154	2,774
Youth Works (Job Bank)	8	2	44	42
Information and Referral	308	314	2,413	2,084
Social Casework Cases Under 55 = 57 Over 55 = 35	91	75	232	259
Food Bank Participants	96	92	764	706
Special Needs	12	19	161	169

SENIOR AND DISABLED CENTER

- The Hartford Foundation for Public Giving awarded grant funding to 10 local Senior Centers, including Newington, to acquire and implement MySeniorCenter, a database solution for records management. This grant, worth almost \$14,000 to Newington, will be administered by the Granby Senior Center.
- The Senior and Disabled Center staffed an exhibit booth at the Newington Business Showcase.
- Center Director Dianne Stone attended the annual National Council on Aging/American Society on Aging Conference in Washington D.C. as well as the spring meeting of the National Institute of Senior Centers as the at-large delegate from Connecticut.
- The Newington Memorial Funeral Home sponsored the annual St. Patrick's Day party at the Center on March 14th featuring refreshments and entertainment.
- HealthNet sponsored a Day at the Beach on March 28th. Featuring calypso music, popcorn and pina colodas, the day was enjoyed by more than 60 revelers.
- The first of four scheduled dental screenings was held at the Center on March 25th as part of a collaborative program coordinated by the CCHD and funded by the Older American's Act. The grant will also provide dental education programs to each of the CCHD member Towns.
- The AARP Tax-Aide program provided a special drop in program on March 18th to provide assistance with completing 1040A returns to qualify for Stimulus Payments. These are specifically for those who have at least \$3,000 in qualifying income but who are not otherwise required to file a return. More than 90 people have been assisted to date.
- Center Nurse Practitioner Stacie Zibel provided training to staff of the Senior and Disabled Center and the Lucy Robbins Welles Library in dealing safely with blood borne pathogens.
- Almost 1,300 people have registered with the Center under its new registration policies.

- The Social Worker carried a caseload of 62 this month which is higher than normal. While financial assistance remains the greatest area of need (including navigating the maze of health care funding), the needs of older residents who are living independently but becoming more frail are increasing.

Dial-A-Ride

Wellness Clinic

Senior Café

Trips	Miles	On-site	Off-site	Meals Served
1,290	4,004	141	12	1,288

Project Homeshare

	Current Matches	Providers	Seekers	Counseling Calls
Newington	2	7	4	1
Other Comm.	10	36	37	15

PARKS AND RECREATION

- Spring registration was held with a March 16th deadline.
- Recreation Supervisors Alison Alberghini attended the Environmental Quality Commission meeting to assist with planning of the upcoming Earth Day event.
- Staff also met with Laura Morris from Central Connecticut Health District concerning a grant the department received.
- On Friday, March 14, the Mortensen Community Center was the venue for the annual Basketball Hoopla sponsored by the Youth-Adult Council.
- On Saturday, March 3, the Youth Basketball program held a Jamboree at Newington High School for the boys and girls in grades 3 and 4.
- Youth Basketball concluded on Saturday, March 15th, and the 11th volunteer coaches' luncheon, sponsored by the Richard Hollfelder family, was held.
- Extensive planning for summer programs, the golf tournament, and the Extravaganza is underway.

Parks & Grounds Division

- A snowfall of 4.5" on March 1 was the only actionable snow event in March.
- Division personnel continued equipment repair and painting operations through mid-month.
- Pruning continued on Pane Road as well as at the north end of the Clem Lemire recreation area adjacent to New Britain Avenue. Work was also conducted along the Newington High School pathway adjacent to the Veterans Hospital.
- Two tree removals were conducted by contract forces with Town assistance, and six pine trees were removed from Board of Education sites by Town personnel.
- Ballfield painting and preparation began mid-month at the high school to accommodate practice starts. Wet grounds have been a limiting factor throughout the month.
- Parks and Grounds assisted the Newington Baseball Boosters Club by receiving and assembling a new portable batting cage for the high school and assisted Little League efforts by beginning assembly of two batting cages purchased by the Newington Little League. Highway Department workers prepared a stone dust area to receive the batting cages.
- There were 12 interments in Town cemeteries during the month of March.

LIBRARY

- Seventy programs were conducted by the Children's Room staff for 2,250 children and their caregivers, a 21% increase over this time last year. Nursery and childcare center outreach was also on the rise.
- *Tumblebooks*, the new online "book" service for young children and their parents, was used by 435 people in March. This early learning online resource is an excellent way for families to use technology together, with easy access from the library's webpage.
- The sixth year of the FilmFest Italiana was once again a big hit, as 275 people screened four Italian movies and joined in post-film discussions with Deborah Gaudet, Curator of Film and Theater at the Wadsworth Athenaeum. Patrons enjoy the coffee and Italian pastries at the start of each event, which was co-sponsored by the Newington chapter of UNICO.

- Eleven programs were held for a combined audience of 462 adults and teens. A panel consisting of the Reverend Jan Nielson (formerly a bankruptcy lawyer), botanist Bob Capers (formerly a Pulitzer prize winning journalist), and furniture maker Ted Esselstyn (formerly a physician) was convened so that an audience of over 50 people could hear them tell their stories of re-invention and ask questions about the steps they took in making career changes.
- Teens were treated to a *Gaming after Hours* program on a Friday night in March. 67 students played games such as Guitar Hero and DDR, used the popular Wii, as well as online gaming. The popularity of this type of event for teens points to the great need in Newington for more events in various venues.
- Topics of note that were researched this month included:
 - ❖ Diary of a Wimpy Kid series.
 - ❖ Ratings of hearing aids.
 - ❖ How to repair a garbage disposal.
 - ❖ Benefits of CoQ10.
 - ❖ Area Easter egg hunts.
- 5,627 reference questions were answered and there was an increase in the number of online searches, both in the library and from remote sites. The readers' advisory database entitled *Novelist* and the magazine index entitled *Master File Premier* were both heavily used during the month.
- A book discussion on *The Maltese Falcon* and a screening of the biography film on Humphrey Bogart, star of the *Maltese Falcon*, attracted nearly 50 patrons as the library began its participation in *The Big Read*. More events are planned for April.
- Circulation of library materials was 36,398; 1,285 items were added to the collection, and 317 items were mended by volunteers who logged in 150 hours. The library was used by 1,466 patrons on Sunday afternoons in March.
- 8,075 visits were logged on the Library's webpage; 2,845 users were logged onto Internet computers throughout the Library.
- Internal IST work included the continuation of the development of the Library's frontpage as well as redesigning other pages after the successful migration to the new web address.
- The Library Board began preparations for the 12th running of the Newington Library 5K Road Race on May 18.
- The Friends are preparing for the annual May book sale that will take place on May 2-4.