



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: July 18, 2014
Re: Monthly Report – June 2014

GENERAL ADMINISTRATION

- Town Manager John Salomone attended various CRCOG, MidState and CCM meetings.
- Mr. Salomone attended meetings for various projects related to the Town of Newington, including Town Hall renovations and the busway.
- Mr. Salomone met with the Public Works team to discuss various matters.
- Mr. Salomone met with residents & area business owners to address issues & concerns as needed.
- Mr. Salomone and department heads participated in a two-part ICMA webinar regarding ethics in the workplace
- Mr. Salomone met with staff, union and legal representatives regarding personnel issues.

Legal Services

The legal amounts for the June monthly report are as follows: Rome (Modern Tire/Firestone) - \$48,076.70. Murtha (Toll Bros) \$10,608.20.

Overtime

Paid overtime during the month of June 2014 was as follows: Note that overtime costs include all instances and may be charged to non-operating budgets (i.e. road projects).

HIGHWAY DEPARTMENT	Overtime Hours	Cost
VEHICLES AND EQUIPMENT	110.1	\$ 5,163.84
WEEKEND STAND-BY AND CALL-IN	16.0	\$ 678.08
ROAD MAINTENANCE	36.2	\$ 1,463.99
TRAFFIC DIVISION	12.0	\$ 496.68
JOHN PATERSON SCHOOL	50.0	\$ 2,042.92
TOTALS	224.3	\$ 9,845.51
PARKS AND GROUNDS DIVISION	Overtime Hours	Cost
Cemetery	8.0	\$ 380.70
Herbicide Application	40.0	\$ 1,868.16
Pool	40.0	\$ 1,675.00
Mowing	80.0	\$ 5,782.08
TOTALS	168.0	\$ 9,705.94

POLICE DEPARTMENT	13-14 Budget Overtime Appr.	Overtime Expended 13-14 YTD	12-13 Budget Overtime Appr.	Overtime Expended 12-13 YTD
Administration	\$ 6,734.00	\$ 4,011.11	\$ 6,734.00	\$ 5,781.73
Patrol	641,951.00	685,303.33	592,745.00	726,230.36
Investigation	77,883.00	73,400.80	77,582.00	43,259.29
Communication	118,117.00	118,315.21	117,787.00	131,624.40
Education/Training	121,801.00	65,764.78	107,795.00	80,512.20
Support Services	39,878.00	31,683.45	40,751.00	27,608.54
Animal Control	5,546.00	0.00	7,548.00	1,807.14
Total	\$ 1,011,910.00	\$ 978,478.68	\$ 950,942.00	\$ 1,016,823.66
HIGHWAY DEPARTMENT				
Highway Operations	\$ 29,225.00	\$ 26,371.69	\$ 29,225.00	\$ 24,948.63
Snow and Ice Control	137,119.00	177,503.74	137,119.00	150,128.44
Traffic	5,684.00	4,426.60	8,684.00	3,580.67
Vehicles and Equipment	28,981.00	26,483.88	28,981.00	20,329.85
Leaf Collection	55,937.00	37,720.33	55,937.00	38,401.53
Total	\$ 256,946.00	\$ 272,506.24	\$ 259,946.00	\$ 237,389.12
PARKS AND GROUNDS				
Parks and Grounds	\$ 91,968.00	\$ 135,512.68	\$ 142,799.00	\$ 148,715.73
Cemeteries	16,971.00	13,776.21	15,635.00	12,978.66
Total	\$ 108,939.00	\$ 149,288.89	\$ 158,434.00	\$ 161,694.39

PERSONNEL

- Seasonal Parks and Grounds employees have been hired and have begun their work.
- A posting for temporary help in the Revenue Collector's office for tax collection operations in July and August has been posted with a closing date of June 19.
- Preparations for posting the vacant Director of Facilities position are underway.

RISK MANAGEMENT

2013-14 Blue Cross/Blue Shield Plan Year

The eleventh month of the 2013-14 plan year produced a combined paid claim total that was higher than those estimates that were developed at renewal. The monthly claims for the 2013-14 plan year were estimated at \$801,556. The total paid claims from the Health Benefits Fund for May 2014 were \$889,916. It should be noted that claims for retired participants are charged to the OPEB. The breakdown for the active participants for Town and Board of Education is as follows:

	<u>Cumulative Claims through May, 2014</u>		
	Town	Board of Education	Total
Estimated Claims	1,792,516	7,024,600	8,817,116
Actual Claims	1,872,299	6,592,485	8,464,784

FACILITIES MANAGEMENT

- Data is unavailable at this time.

INFORMATION TECHNOLOGY

- The Town's Information Technology team consists of Mr. Paul G. Boutot, Chief Information Officer, Mr. John Bolduc, Network Administrator/ Project Leader, Mr. Scott Hoagland and Mr. Steve Pollock, Network/ Application Specialists, and Mr. Thad Dymkowski, GIS Technician. During the course of the month they participated, assisted and/or were directly involved in one or more of the following:
- Creating eight new virtual servers for a planned upgrade of the Town's remote access environment.

- Provisioning two physical servers to serve as hyper-visor hosts for a Regional License Plate Reader application. The servers will be accessed from the State of Connecticut's Public Safety Data Network (PSDN) and will service many public safety agencies.
- Finalizing PC order for the Senior and Disabled Center Technology Center. The PC's will become part of a inter-department program between the Senior and Disabled Center and Lucy Robbins Library. IT staff will facilitate networking changes to accommodate the program.
- Updating Emergency Operations Center (EOC) written documentation with regards to IT setup.
- Updating Departmental Office templates (Letterheads and Memos).
- Finalizing a service agreement for the town hall's uninterruptible power supply (UPS) batteries. The batteries reached their expected life expectancy and needed to be replaced.
- Working with Police Department staff and their Computer Aided Dispatch and Records Management vendor (KTI) on upgrading CAD and RMS applications as needed.
- Cleaning up unused folders on the town's email servers.
- Consolidating individual departmental budget folders into a single root level folder.
- Completing clean up and configuration of permission groups for police department.
- Installation of new records management system (Sierra) on all Library PC's.
- Installation of Sierra Report application on staff PC's.
- Exporting of exiting CAD and RMS data to facilitate importing of said data into new CAD/RMS system.
- Resolved Geographic Information System (GIS) issue experienced by Building Department staff using ViewPermit application.
- Working with the Assessor's Office to identify and sort out issues related to their recent upgrade and conversion to their vendors latest application.
- Finalized and issued purchase order for new firewalls.
- Attending demonstrations of various wireless vendor solutions.
- Attending demonstrations of various two-factor authorization solutions.

FINANCE

Accounting and Administration

- The fiscal year end 2014 transactions were processed throughout the month without any major appropriation issues.
- The 2013-14 year end closeout also got underway with a list of requests to be compiled for the Town auditors.
- Work on the Town Hall/Community Center Project took place, including preparation of the bond resolution in conjunction with the Bond Counsel, as well as information prepared for the public hearing held on June 24th.

Major grants received during the month included the final payment for the Pequot Grant in the amount of \$91,682. 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)

6/30/2014

	<u>Interest Earnings</u>		<u>\$ Invested</u>
	<u>Budget</u>	<u>Actual</u>	
	<u>FY2013-14</u>	<u>Year to Date</u>	
General Fund	\$30,000	\$61,503	\$23,356,826
Special Revenue Funds	2,057	6,048	3,264,211
Capital Projects Funds	600	1,321	1,028,483
Internal Service Fund	2,400	2,882	3,028,144
Trust and Agency Funds	450	2,455	772,192
TOTAL, ESTIMATED BY FUND			\$31,449,856

INVESTMENTS, BY INSTITUTION TYPE

(Unaudited)
6/30/2014

	<u>Interest %</u>		<u>Interest \$</u>		<u>\$ Invested</u>
	<u>Current Month</u>	<u>Last Month</u>	<u>Current Month</u>	<u>Last Month</u>	
STIF	0.16	0.15	1,262	1,558	\$9,866,013
CLASS PLUS	0.01	0.01	8	6	921,505
Bank North	0.20	0.20	88	91	533,488
People's Bank	0.32	0.32	2,641	2,728	10,041,353
Sovereign Bank	0.30	0.30	1,251	1,325	5,077,662
Farmington Bank	0.40	0.25	417	824	5,009,835
Total Outstanding Investments					\$31,449,856

Rates reflect avg. monthly yield, annualized

Assessor

- Real estate deeds were read and entered in the computer assisted mass appraisal system through the end of May.
- The Assessors office continued the conversion of the Computer Assisted Mass Appraisal (CAMA) database from Vision 6.5 to Vision 7.0 during the month. Assessor's office personnel received training on the utilization of this new program.
- The elderly homeowner program was completed by the end of June. There were 517 applicants who received \$303,793 in tax reductions from the State of Connecticut and \$254,071 from the Town of Newington. The average benefit from the state and town was \$587 and \$491 respectively. All reports of this activity were filed with the State of Connecticut before the deadline.
- The Assessor's office staff spent the last two weeks in June explaining and adjusting motor vehicle assessments after the tax bills were mailed out in mid June. There were 364 accounts that were adjusted downward with a total reduction of \$1,160,223. 343 of those adjustments were due to motor vehicle corrections. Adjustments to motor vehicles occurred because the vehicles were either sold, stolen, totaled, or registered in another town or state.

Revenue Collector

- Revenue Collections for June for Real Estate, Personal Property & Motor Vehicles amounted to \$134,803. The annual collection rate (unaudited) for the current Grand List is 99% and is in line with last year's collections.
- The Supplemental Motor Vehicle taxes collected were \$7,711 and \$1,812 was collected for prior year taxes.
- Tax bills were sent out on June 18th generating advanced collections on the 2013 Grand List of \$5,086,484.
- The Tax Collector completed the M-1 Report of Municipal Property Tax Collectors Certificate which was then filed with the Secretary of the Office of Policy and Management State of Connecticut. Forms M-35B (Owners' Program), M-36 (Freeze Program) and M-42B (Total Disabled Program) were also filed during the month of June to the Tax Relief Unit with the State of Connecticut.

TOWN CLERK

- There were 392 documents filed on the land records during June.
- There were 71 transfers for a total of \$10,942,127.35. State conveyance tax collected was \$96,490.97 and \$25,697.83 was collected in Town conveyance tax.
- Seven residential sales each sold for over \$300,000.
- There were three notable conveyances during the month:
 - A portion of 2368 Berlin Turnpike sold for \$975,000 from BT 2008, LLC to Cary's Real, LLC.
 - 182-186 Kelsey Street sold for \$1.195 million from RANDM Realty, LLC to 182-186 Kelsey LLC.
 - 176 Kelsey Street transferred for \$715,000 from Souto Properties of Connecticut LLC to 176 Kelsey LLC.
- Fifteen Foreclosure Registrations were filed during the month.

- Staff issued 130 certified copies of vital records & catalogued 11 burial permits & three cremation permits.
- Eight liquor permits, six Notary Public commissions, seven Trade Name certificates were catalogued.
- There were eight Notary Public commissions filed; two survey maps and five Trade Name certificates were catalogued.
- The office recorded 108 mortgages, 38 liens, 114 releases and 20 probate documents.
- June was a slow month for land records—activity was down nearly 22% from last year. Overall revenue was slightly better (about 2%) than a year ago. Dog license activity was very brisk.
- During June the Town Clerk, Tanya Lane, devoted many hours to learning how to prepare and enhance professional presentations using PowerPoint 2013. These skills were parlayed into a presentation used by the Town Manager at the June 24th Public Hearing for the upcoming September 9th Referendum.
The presentation explained why the Town supported the Town Hall renovation project and the new Mortensen Community Center, and how the Town proposed to fund these improvements. Mrs. Lane dedicated many hours throughout the month meeting with key stakeholders gathering knowledge and perspective enabling her to craft a simple and understandable production so residents and taxpayers could clearly comprehend the entire process prior to voting on this project at the September Referendum.
Several additional hours were then committed to writing the script used for narrating the PowerPoint presentation.
- On June 20th Mrs. Lane was asked to sit on an Oral Review Panel to interview candidates for an Assistant Town Clerk position in West Hartford.

DATA SUMMARY JUNE 2014				
	<u>June - 14</u>	<u>June - 13</u>	<u>FY 13/14 to Date</u>	<u>FY 12/13 to Date</u>
Land Record Documents	392	520	5242	6736
Dog Licenses Sold	1445	1386	1989	1879
Game Licenses Sold	71	37	654	736
Vital Statistics				
Marriages	16	28	176	198
Death Certificates	16	41	320	332
Birth Certificates	13	34	251	271
Total General Fund Revenue	\$ 43,348.33	\$ 33,098.55	\$ 451,584.24	\$433,528.27
Town Document Preservation	\$ 962.00	\$ 955.00	\$ 11,935.00	\$ 12,448.00
State Document Preservation	\$ 594.00	\$ 960.00	\$ 7,504.00	\$ 12,466.00
State Treasurer (\$36 fee)	\$ 10,620.00	\$ 17,100.00	\$ 135,865.00	\$223,658.00
State Treasurer (\$127 fee)	\$ 2,159.00	\$ -	\$ 51,308.00	\$ -
State Treasurer (\$110 fee)	\$ 4,070.00	\$ -	\$ 47,850.00	\$ -
Locip	\$ 885.00	\$ 1,425.00	\$ 11,229.00	\$ 18,639.00
State Game Licenses	\$ 568.00	\$ 292.00	\$ 6,689.00	\$ 14,303.00
State Dog Licenses	\$ 7,679.00	\$ 7,234.00	\$ 11,493.00	\$ 10,440.00
Dog Licenses Surcharge	\$ 3,138.00	\$ 190.00	\$ 4,462.00	\$ 1,331.00
Marriage Surcharge	\$ 76.00	\$ 95.00	\$ 1,425.00	\$ 1,501.00
Grand Total	\$ 74,099.33	\$ 61,349.55	\$ 741,344.24	\$728,314.27

POLICE DEPARTMENT

- The Police Department coordinated the Statewide Emergency Hurricane Drill with the State of Connecticut. The Town’s EOC (Emergency Operations Center) was activated for the duration of the drill on June 23rd. Police, Fire, EMS, Highway, Town Manager’s Office, Human Services, Board Of Education, and others participated in drill. The Town’s Emergency Plan was tested and worked well.
- On June 6 members of the Police Department participated in the Statewide Special Olympics Torch Run. The Newington portion of the run was from Newington Center to the New Britain Town Line via Cedar Street. There was a great turn out of Newington Police Department officers for the event to support the Special Olympics.
- Patrol has continued on the Berlin Turnpike under the Department of Transportations, DUI Enforcement Grant.
- In June, both ACO’s (Animal Control Officer’s) dealt with aggressive pit bulls. One dog was in a hot car and the other where an officer was bitten. Dog license renewal took place in June; therefore, the list of folks ACO’s have been tracking will get letters if their dogs are not licensed effective July 1st. If necessary, infractions will be written.
- Patrol Calls for June are as follows:

ALARMBURG	101	F/OTHER	7	Neighbor	5
ALARMHOLD	9	F/STRUC	5	NOISE	21
ANIMAL	36	F/TROUBLE	1	NOTIFICATION	1
ASSAULTIP	3	FINGERPRINT	28	OPENDOOR/WIN	6
ASSAULTREP	4	FIREWORKS	6	PARKINGVIOL	16
ASSIST	49	FOLLOWUP	100	PISTOLPERMTEMP	13
BREACHIP	9	HARASSMENT	24	PROPFOUND	12
BREACHREP	3	HAZARD	31	PROPLOST	7
BURGREP	7	INDECENTEXP	1	SERVSUBPOEN	1
CARSEAT	1	Intoxicated	10	SERVWARRANT	30
CHECK	76	JUVCOMP	21	SEXASSAULTRE	1
CLEARLOT	22	K9	7	SPECDETAIL	87
COURT	25	LAND/TENANT	4	STOLENMV	5
CRIMMISGRAF	1	LARCFROMMV	11	SUDDENDEATH	1
CRIMMISIP	2	LARCIP	12	SUICIDE	2
CRIMMISREP	12	LARCREP	58	SUSPICIOUSIP	110
CUSTOMERIP	5	LOCATION	191	SUSPICIOUSREP	50
CUSTOMERREP	4	LOCKOUTMV	3	THREATIP	2
DOG	58	LOCKOUTRESID	2	THREATREP	1
DOMESTICIP	27	M	236	TOW	24
DOMESTICREP	15	MISSING	7	TOWNORD	3
DRUG	8	MVABAND	3	TRAFFIC STOP	496
DUI	4	MVAEVADING	10	TrespassIP	1
EDP	14	MVAINJURY	14	TRESPASSREP	1
ESCORT	19	MVAPROP	86		
F/ALARM	23	MVASSIST	42		
F/HAZMAT	1	MVCOMPLAINT	59	TOTAL FOR NPD	2,313

Patrol Investigations

- **Breach of Peace** - On 6/4/14, officers were dispatched to a medical facility for a reported disturbance between the staff and a male and female party. As officers arrived, they observed the male suspect waving his arms, screaming, and aggressively approaching one of the medical

staff. Officers immediately detained the male suspect. As the officer did so, the female approached the lone officer several times screaming at him to let go of her boyfriend. Officers stated the female continued to scream and wave her arms after being told several times to step back. Officers then took custody of the female.

Officers then spoke to an employee of medical facility who was working the front desk area. She stated that the female and male came to the medical facility because the males stated he hurt his ankle. A short time later, the medical facility employee informed the male and female that their insurance was not valid and they could not be seen at the care center. An argument ensued and the male and female began to threaten the care center employees. Multiple times the care center employees asked the male and female to leave but they refused. During the incident, the male and female were also yelling obscenities at the care center staff.

Both the male and female were taken into custody and transported to Newington Police Headquarters for processing.

- **Larceny** – On 06-26-14 officers were dispatched to a residence in Newington on a larceny complaint. Dispatch reported the resident stated a cleaning woman just stole a large amount of money from him. Officers arrived and located the suspect in the front yard with her 12 year old son.

Officers spoke with the female suspect who denied stealing any money. Officers asked her for permission to search her purse which she granted. During the search, officers found the large sum of money. The female stated that her son was with her the entire time and he could confirm she did not steal any money.

Officers then spoke with the victim who stated that the cleaning woman arrived at his house to clean it. He stated that he was unaware she was coming to his house that day and stated that she was scheduled to clean the day before but never arrived. The homeowner stated that at one point he observed the woman vacuuming his first floor bedroom where he had the money in an envelope inside a plastic bag on the floor. The homeowner stated that after the cleaning woman was finished in the bedroom he checked on his money and noticed the money was missing. He then confronted the woman but she denied stealing it and walked outside.

Based on the above facts and circumstances, the woman was charged with the following: 53a-125 Larceny in the Fourth Degree and 53-21(a) Risk of Injury to a Minor. As the woman was being processed, she confessed to stealing the money from the homeowner. The Department of Children and Families was notified of the woman's arrest and her son's presence at the theft.

- **Domestic Violence** - On 6/14/14 officers were dispatched to a residence on a report that an ex-boyfriend was at the residence and the female resident, who was not at home at the time, wanted him removed.

While en route to the residence, dispatch informed officers that there was an active protective order against the male protecting the female resident. One of the conditions of the protective order was for the male to stay away from the female and the second was for the male not to have any type of contact with the female.

Upon arrival, officers observed the upstairs and downstairs lights were on. Officers knocked on the front door several times with no answer. The female resident arrived on scene and stated that approximately two weeks ago her ex-boyfriend was arrested by Newington Police in a domestic dispute. She stated that the ex-boyfriend has not been staying at her apartment since the arrest and wants him removed from the house. The female stated that today the ex-boyfriend called her cell phone but she did not answer. He continued to call her and after the sixth phone call she answered. The ex-boyfriend then asked the female where she was and when she was coming home.

The female knew the ex-boyfriend was at her home and she asked him to leave. The ex-boyfriend made threatening comments towards the female and told her to come home. The female then contacted the police.

Officers on scene then contacted the ex-boyfriend by phone. He stated that he was in the house and he was not coming out. The ex-boyfriend was complaining about the female and her parenting skills. Officers continued to speak with the ex-boyfriend on the phone and he refused to exit the house. He expressed that the police were going to have to enter the house and take him out.

A short time later, officers entered the home in an attempt to remove the ex-boyfriend and arrest him. As officers entered the home, they announced they were in the home and again asked the ex-boyfriend to exit. He still refused to exit and made no verbal communication.

Officers searched the residence with the assistance of a K-9 and located the ex-boyfriend in an upstairs bedroom. He refused to comply with commands to surrender and became agitated. The

ex-boyfriend then stood up raised both his arms which showed he had sustained two large self-inflicted lacerations to both of his upper inside arm areas and was bleeding profusely.

The ex-boyfriend continued to refuse commands and was becoming more aggressive. Officers then deployed their taser as the ex-boyfriend approached the officers. The taser was effective and the ex-boyfriend was taken into custody without further incident.

The suspect was treated for his self-inflicted injuries and also from being struck by the taser. He was arrested for the violation on C.G.S. 53a-223 Violation of a Protective Order, 53a-103 Burglary 3rd degree, 53a-108 Criminal Trespass 2nd degree and 53a-167a Interfering with a Police Officer.

- The Detective Division Personnel:
 - Handled 66 investigations, all remain ongoing.
 - Served 31 arrest warrants, 23 by Patrol Officers and 8 by Detective Division personnel
 - On June 2nd, Newington Detectives arrested 41 year old Ismael Medina Delgado of Newington for two separate burglaries of local restaurants, on 9/25/13 11/22/13.
 - From September 2013 through December of 2013 Delgado also committed a series of burglaries involving a total of six Newington restaurants and one Newington residence. Through an extensive criminal investigation including the analysis of forensic evidence located at the various crime scenes, investigators were able to link the burglaries to one another and identify him as the individual responsible. Arrests warrants for the remaining burglaries have been obtained. Medina Delgado is currently incarcerated on charges related to a previous arrest for burglary that occurred in another jurisdiction.
 - On June 4th, detectives initiated an investigation into the death of a 49 year old female. The deceased was discovered by a neighbor who had stopped in to check on her. Personnel from the detective division and Office of the Chief Medical Examiner responded. Detectives processed the scene for physical evidence and the deceased was transported to the medical examiner's office for autopsy. The cause of death is currently unknown and this case remains under investigation.
 - On June 19th, Detectives arrested Stephen Schafer of New Britain after he was identified as the individual responsible for damaging the Newington Police Department's MRAP tactical vehicle. Investigation by Newington detectives revealed that Schafer introduced sugar into the fuel system, causing significant damage. The total cost to tow and repair the MRAP was \$6,613.27. This incident occurred while the vehicle was being stored in the Newington highway department salt storage shed located at 281 Milk Lane. Schafer was charged with Burglary 3rd Degree, Criminal Mischief 1st Degree, and Trespassing 2nd Degree. He was subsequently held on a \$5,000.00 court set bond.
 - On June 23rd, detectives initiated an investigation into the death of a 34 year old male, which occurred at a Willard Avenue Apartment. The deceased was discovered by a maintenance worker performing work on the property. Personnel from the detective division and Office of the Chief Medical Examiner responded. Detectives processed the scene for physical evidence and the deceased was transported to the medical examiner's office for autopsy. This case is currently under investigation.
- The Community Service Officer (CSO):
 - Taught 80 Elizabeth Green 3rd graders Bike Safety with Officer Gonzalez.
 - Attended a EOC (Emergency Operations Center)/Major Incident meeting with Sgt. Saccente
 - Coordinated the police department's involvement with Touch A Truck.
 - Conducted an audit of training records for all sworn officers.
 - Presented a Safety Talk to Parks and Recreation counselors with MPO Kaufmann.
 - Worked on the presentation for the Senior Picnic, to be held on Friday, August 1.
 - Participated in an EOC Mock Incident Drill with department heads and State of Connecticut.
 - Worked with Sergeant. Moon to review all domestic cases.

CR/NIBRS Selected Crimes

Type of Crime	<u>May 2014</u>		<u>May 2013</u>	
	Preliminary # of Offenses	Value of Crime	# of Offenses	Value of Crime
Murder	0	0	0	0
Forcible Rape	0	0	0	0
Robbery	0	\$	0	\$0
Assault	10	0	8	0
Burglary	4	\$2,085	2	\$
Larceny Theft	56	\$57,559	58	\$51,012
Auto Theft	1	\$20,000	1	\$18,258
Totals	71	\$79,644	69	\$69,270

- In May 2014 the police department arrested 70: 6 for assaults, 2 for forgery, 2 for stolen property, 1 for vandalism, 9 for narcotic violations, 10 for DUI, 1 for offenses against family and children, 4 for disorderly conduct, 12 for larcenies and 22 for miscellaneous offenses. The department also arrested or referred 4 persons under the age of 18: 1 for assaults, 1 for larceny theft, 1 for liquor law violation, and 1 for all other offenses.
- Police Department Overtime
 - Comparison
 - OT May \$ 147,607 6 weeks pay (2 holidays)
 - OT June \$ 132,150 5 weeks pay (1 Holiday)
 - Total increase \$ 15,457
 - There was one officer in Field Training, one officer vacancy, and one Sergeant out on medical leave In June. In addition, there were two officers on light duty. These vacancies in Patrol have an impact on the overtime for a total of 4 positions vacant on the schedule in the patrol division. The police department has worked diligently to keep overtime to a minimum.
 - Administration overtime of \$1,528 is an increase of \$1,264. Overtime included staff coverage.
 - Patrol overtime of \$81,882 is a decrease of \$20,515. Calls included domestic calls, motor vehicle investigations, larceny and burglary investigations, DWI arrest, several domestics, court appearances, warrants, holdovers, interviews, 2 suicide call outs, accident reconstruction call outs, subpoenas, DUI arrest, and overtime for time off/vacancies. \$10,000 for Holiday overtime.
 - Detective Division Overtime of \$14,421 is an increase of \$5,762. Overtime included serving warrants, evidence and scene processing, suicide investigation, sudden death investigation, DNA casework, court appearance, surveillance, accident investigation, and interviews.
 - Communications overtime of \$22,148 is a decrease of \$4,843. Overtime included several time off leaves, staffing for weekends to allow for 2 dispatchers on for all shifts, staffing for special assignment for CAD data, and holiday pay.
 - Education overtime of \$5,940 is a decrease of \$5,269 for training classes. Training included CAD training, firearms training, ERT training, Interview and Interrogation, High Visibility Traffic Enforcement, Critical Incident, Domestic Violence, and EMS Instructor training.
 - Support Services overtime of \$6,231 is a decrease of \$2,149. Overtime included a Bike Safety workshop, Graduation coverage, and staffing coverage.
 - ACO overtime was \$0.

FIRE DEPARTMENT

- The following is a report of the activities of the Newington Fire Department for the month of June, 2014. During this period Fire Department members responded to 49 alarms or emergencies. A summary of these alarms and a manpower response breakdown is detailed below:

	June 2014	12 Months Activity
Residential	2	92
Commercial, Industrial, Office	2	22
Hospital, School	3	14
Vehicle	1	20
Rescue, Police Assistance	5	53
Dumpster, Rubbish, Grass, Brush, Leaves	7	38
Hazardous Materials/Clean up	3	45

Investigative Alarm	11	143
False Alarm	10	77
Mutual Aid/Standby	1	11
Carbon Monoxide Investigation	4	64
Water Related Incidents/Pump-Outs	0	34
Total	49	613

Training Summary

Multi-Company Training	Co. # 2&4 Haz-Mat Decon Co. # 1&3 Haz-Mat Decon	50 hours 79 hours
Officer Training	Firefighter Safety/Communication	29 hours
Department Training	Hazardous Materials	108 hours
Haz-Mat Training	Train the Trainer	16 hours
Rescue Training	Vehicle Extrication	48 hours
Driver Training	Road time	20 hours
Capitol Region Training	Chiefs	6 hours
Target Safety Training	Assigned Topics	318 hours
Total Hours		701 hours

FIRE MARSHAL

- The Fire Marshal's Office completed the following activities during the month of June, 2014.

INSPECTIONS	21
INSPECTION FOLLOW-UPS	33
PLAN REVIEW	20
JOB SITE INSPECTIONS	9
FIRE INVESTIGATIONS	0
FIRE ALARM TROUBLE	0
COMPLAINTS	1
HAZ/MAT	0
BLASTINGS	46

Incidents:

- There were no significant fire incidents or injuries reported in June.

Fire Marshal's Activities:

- Responded to 31 fire calls during the month.
- Attended a meeting of the Departments 100th Anniversary Committee at fire headquarters.
- Issued a blasting permit and monitored blasting activities for Harvest Ridge a new residential development which will extend Shady Hill Lane to Rockledge Drive.
- Conducted the quarterly meeting of Task Force - 51 in Cromwell.
- Conducted several meetings of the Chiefs Staff to review and finalize the 2013-2014 end of year budget closeout.
- Attended a going away party for Company #2 Lieutenant Vincent Jankowski who is moving to Florida.
- Attended a meeting of the 9-11 Memorial Committee at fire headquarters.
- Attended the monthly Connecticut Fire Marshals Association meeting in Southington.
- Conducted the quarterly Local Emergency Planning Committee meeting at town hall.
- Attended the Annual Haz/Mat Refresher training at fire headquarters.
- Attended the Annual Beacon Falls Firefighters Parade along with the Crew from Company #3. Trophy: "Best Department with fewer than 15 Marchers".
- Attended the monthly Officers training session at fire headquarters.
- Met with the committee to review the progress of the department's long range planning report.
- Attended the Annual New England Fire Chiefs Association Conference in Springfield MA. Topics: Hybrid Vehicle & Firefighter Safety and Firefighter Cancer Awareness and Prevention.
- Participated in the Annual BAPS Charities Walkathon at Mill Pond Park. The event raised funds for the American Cancer Society and NVFD.

- Attended the monthly company drill at the training tower: Decontamination Procedures.
- Participated along with town staff in the Annual Statewide DEMHS Hurricane Exercise in the Emergency Operations Center at police headquarters.
- Conducted the quarterly Chiefs and Officers meeting at fire headquarters.
- Attended the monthly Capital Region Fire Chief Association meeting in New Britain.
- Attended a vehicle extrication drill at the training tower.

HIGHWAY DEPARTMENT

Administration

- Attended Department Head and Public Works team meetings.
- Met with residents to discuss various issues and concerns.
- Continued with project construction coordination meetings throughout the month.
- Met with representatives from Covanta Energy to discuss organics recycling.
- Met with representatives from DEEP and other area towns concerning Piper Brook and Mill Brook.
- Attended landfill closure meetings with State DOT.
- Coordinated annual paper shredding event for Town residents.
- Coordinated Town Hall lower lot crack seal – pavement marking project.
- Renewed Ecovanta electronics recycling collection contract.
- Scheduled Constitution Plaza concrete curb repairs.
- Attended LEPC statewide hurricane exercise.
- Assisted with blight remediation efforts.
- Assisted Town of West Hartford with promotional process.
- Coordinated landfill vegetation grinding schedule with outside contractor.
- Continued with plans for alternate Police Impound parking relocation effort.
- Attended Department Head ICMA real world ethics webinar.

Roadway Maintenance

- Highway operators continued with Landfill material processing.
- Test pits completed on Birch St.
- Miscellaneous roadway pot hole patching, curb and top soil repairs continued throughout the month.
- Miscellaneous roadside litter removal.
- Several storm water catch basin cleaned and repaired including top replacement at various locations.
- Cleaned various waterways town-wide.
- Completed playground pavement repairs at John Paterson School.
- Assisted outside vendor with vegetation grinding at landfill.
- Assisted with annual Touch a Truck event.
- Saw cut roadways in preparation of milling and overlays.

Traffic Division

- Replaced and/or repaired missing/damaged street name and regulatory signs.
- Assisted with Food Share and Farmers Market setup.
- Painted stop bars, crosswalks and yellow centerlines at various locations town-wide.
- Assisted Police Department in relocation/removal of speed boxes.

Fleet Maintenance

- Mechanics began outfitting new Police Department vehicle.
- Continued with scheduled preventative maintenance and unscheduled emergency repairs on all town vehicles and equipment.

Sanitation/Recycling/Landfill

- Scheduled 804 residential bulk items for collection.
- Scheduled 69 condominium bulk items for collection.
- Scheduled 20 condo/residential scrap metal items for collection.
- 7,620 tons of cumulative Municipal Solid Waste were collected from July 1 through May 31, 2014.
- 2,819 tons of cumulative recyclables were collected from July 1 through May 31, 2014.
- 918 mattresses collected from July 1 through May 31, 2014.
- Issued 49 permanent landfill permits and 16 temporary permits.

TOWN PLANNER

Town Plan and Zoning Commission Actions:

Regular TPZ Meeting on June 11, 2014:

- Approved, with conditions, Petition #33-14: Convalescent or Nursing Home) at 2125 Main Street. Middlewoods of Newington, owner/applicant.
- Approved, with conditions, Petition #34-14: Site Plan Approval (Additional Parking) at 2125 Main Street. Middlewoods of Newington, owner/applicant.
- Approved, with conditions, Petition #35-14: Free-Standing Sign at Constitution Plaza. Val Ginn, applicant; Town of Newington, owner.
- Approved, with conditions, Petition #18-14: Site Plan Approval (Commercial Building) at 2272 Berlin Turnpike. Parth Patel, applicant; Seva Sadan LLC, owner.
- Approved, with conditions, Petition #22-14: Fireworks Tent Sale at 2985 Berlin Turnpike. TNT Fireworks, applicant; Brixmor Property Group, owner.
- Approved, with conditions, Petition #32-14: Site Plan Approval (Building Addition) at 218-240 Hartford Avenue ("Data-Mail"). Data-Mail Inc, applicant; Mandell Properties LLC, owner.
- Approved, with conditions, Petition #36-14: Tent Sale at 2985 Berlin Turnpike (Dick's Sporting Goods). Dick's Sporting Goods, applicant; Brixmor Property Group, owner.

Regular TPZ Meeting on June 25, 2014:

- Approved, with conditions, Petition #37-14: Outdoor Restaurant Seating at 3260 Berlin Turnpike (Plaza Azteca). Hector Angel, applicant; Kleban Newington LLC, owner.

Town Planner Activities:

Approved, Pending, and Future TPZ Applications

- May 1: Met with applicant's engineer re GKN facility on Stanwell Road.
- June 16: met with owner re proposed new construction on Costello Road.
- June 19 and 23: met with homeowner re accessory apartment application.

CTfastrak/Amtrak Corridor Planning:

- June 12: participated in tour of CTfastrak line.
- June 27: met with Newington Junction TOD committee.

Grant-Funded Project Activities

- None.

Other Boards and Committees:

- June 11: met with TPZ Signage subcommittee.

Miscellaneous:

- June 12: attended annual CRCOG meeting in New Britain.
- June 13: attended annual planner training in Hartford.
- June 20: attended conservation easement training in Middletown.
- June: Responded to approximately 39 phone messages from citizens, applicants and elected/appointed officials.
- June: received and responded to or initiated approximately 340 emails from and to citizens, applicants and elected/appointed officials.

TOWN ENGINEER

- During the month of June, thirty-four excavation permits were issued:
 - 9 gas lateral permits
 - 2 gas main permits
 - 1 sewer permit
 - 1 sewer lateral permit
 - 1 road paving
 - 20 driveway permits
- Engineering staff is preparing drainage design analysis and estimates for Town infrastructure that experience periodic flooding or are in need of maintenance. Highway forces will attempt to incorporate drainage operations within the roadway construction schedule.

- Engineering staff continues to meet with a number of residents and/or applicants (monthly) and discuss and perform site analysis as it relates to future Inland Wetlands applications. Engineering continues to serve the public with requests for mapping and other engineering resources, information, etc.
- The MDC has completed the major operations on the Church Street and Windmill Lane Sanitary Reconstruction project. The timeline for final restoration efforts are schedule for late summer and or fall of 2014. VMS (MDC contractor) is scheduled to re-mobilize in August in preparation for final restoration efforts that will include the mill & overlay of Church Street within the project limits.
- The Town Engineer attended the monthly Inland Wetland meeting as staff Agent.
- The Town Engineer attended the monthly CRCOG Transportation meetings.
- The Town Engineer attended the monthly Public Works meeting.
- The Town Engineer attended an Ethics training seminar.
- The Town Engineer attended a DEEP Inland Wetland Seminar on Administrative and Legal Updates.
- The Town Engineer attended a Stormwater Management Seminar.
- Engineering staff is actively engaged in the final design phase (field survey) for anticipated road and infrastructure projects. Design and estimating phases will continue during the upcoming summer months.
- The Engineering staff continues to review and prepare the necessary legislative updates for the Inland Wetland regulations. Additionally, the regulations, related forms, and the Official Town Map will be updated, prepared for review (includes TPZ, Town Council & DEEP) and scheduled for public hearing in preparation for approval.
- Engineering Staff continues to review sidewalks and develop estimates as the department prepares for the next phase of walks scheduled for replacement this summer and fall. Additional administrative tasks included the re-bidding of the sidewalk contract. Pursuant to a pre-construction meeting, including the contractor to demonstrate the required bonding and insurance, the sidewalk installation should begin.
- Engineering staff is in the final review stage of the roadway surface data provided by the consultant. This data represents the culmination of the field work (road survey) representing the “road surface” rating to assist in the development of selecting roads for mill & overlay and/or construction.
- Engineering staff continues to assist consultants with the LID aspects (requirements) for recent TPZ applications. Sites are now required to incorporate L.I.D. techniques and methods to manage stormwater runoff. Engineering continues to educate and develop the necessary resources to assist design professionals with this new town regulation, stormwater requirement. Engineering has additionally assisted Zoning with the plan review, education and design support (with applicants) in the development of residential site plans required to incorporate LID methods and techniques.

BUILDING DEPARTMENT

- Permits were issued for an interior renovation of a large room to make the new STEM (science, technology engineering and mathematics) academy at the Martin Kellogg Middle School located at 155 Harding Avenue.
- Permits were issued for an addition to the band room and an upgrade of the air conditioning in several locations at the Newington High School, 605 Willard Avenue.
- Permits were issued for renovations to the cafeteria, card room and exercise room at the Senior Center located at 120 Cedar Street.
- Assistant Building Official David Zwick left Newington on June 17th after 9 years of service. He took the Chief Building Official’s position in Meriden. He will be greatly missed.
- Seminars attended by our Inspectors for their continuing education credit were:
 - D. Zwick - Hydraulic Calculations Review – June 17, 2014
 - A. Hank - Hydraulic Calculations Review – June 17, 2014

There were three Certificates of Occupancy issued in June. All were residential. The addresses were: 78 Harvest Court, 82 Harvest Court, and 85 Harvest Court.

Building Department activity for the month of June was as follows: The Inspectors completed a total of 181 Inspections. They were: Above Ceiling (4), Air Condition (3), Apartment Inspection (5), Building Maintenance (1), Boiler (1), CO (8), Decks (11), Electrical (21), Final (80), Footing (5), Foundation (2), Framing (2), Gas Line (13), Insulation (3), Pools (3), Rough (14), Sill (1), Site Visit (3), Slab (1).

The total number of Building/Renovation Permits issued for the month of June was **166** producing a total permit value of **\$2,191,014.00**.

They are categorized as follows:

<u>TYPE OF PERMIT</u>	<u># OF PERMITS</u>	<u>VALUE OF PERMITS</u>
ADDITIONS / ALTERATIONS	20	280,860.00
DECK	5	29,600.00
DEMOLITION	0	0.00
ELECTRICAL	45	296,448.00
FENCE	0	0.00
FIRE SUPPRESSION / SPRINKLER	0	0.00
FOOTING / FOUNDATION	0	0.00
FUEL TANK	1	2,275.00
GARAGE / SHED	2	3,816.00
MECHANICAL	27	600,141.00
NEW COMMERCIAL	0	0.00
NEW MUNICIPAL	0	0.00
NEW RESIDENTIAL	0	0.00
PLUMBING	18	56,585.00
POOL	7	39,231.00
ROOFING / SIDING	28	827,393.00
SIGN	10	49,950.00
TENT	3	4,715.00
TRAILER	0	0.00
TOTAL	166	\$2,191,014.00

The total Building income fees received in the month of June was **\$20,746.00**.

The total fees for other income were as follows: Town Planning and Zoning (Applications/Publications) \$1000.00, Environmental \$240.00, Conservation \$0.00, Zoning Board of Appeals \$0.00, Copies, Books and Maps \$180.00, Driveway / Excavation \$1150.00 Engineering copies \$114.00. The other total income is \$2684.00.

Below is a comparison of the Permit Values for June 2014 and June 2013:

	<u>2014</u>	<u>2013</u>
Value of Permits issued for June:	\$2,191,014.00	\$2,547,096.00
Fees for Permits issued for June:	\$20,746.00	\$32,929.00
Other income Fees for June:	\$2,688.00	\$4,990.50
Building Permits Issued for June:	166	206

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

<u>2013-2014</u>		<u>2012-2013</u>	
Value	Permit Fee	Value	Permit Fee
\$27,027,129.00	\$326,803.00	\$38,065,959.00	\$423,672.50

HUMAN SERVICES

- The Food Bank assisted 159 households, with 753 bags of groceries distributed. The Newington Food Bank was the beneficiary of the Rotary Club collection held on June 21st at 3 town grocery stores. Food and monetary donations were made to support the Newington Food Bank. The community response was tremendous. This effort is especially helpful during the summer months, when donations tend to drop.
- Open Air Market served 169 households during 2 bi-weekly distributions this month.
- The Clothing Closet use nearly doubled, serving 24 households, providing 26 bags of clothes. Summer weather had folks looking for cooler clothing options.
- The Special Needs Fund assisted 10 households with 11 bills, 9-utility, 2 housing. 3 bills were for senior residents.

- The Social Casework Program had an active caseload of 101 with 53 new referrals.
- The Youth and Family Counseling Program had a caseload of 14. Clinicians provided 40 clinical therapy sessions with a total of 48 clinical service hours.
- The MKMS Fuel Up to Play (FUTP60) program participated in a kayaking program and a challenge course program to finish up their grant year. FUTP60 promotes young people participating in 60 minutes of physical activity each day, along with learning how to make healthy decisions and promote healthy dietary choices for youth. It is coordinated by Health and Wellness teacher, Kathy Leslie.
- The High School Self Awareness group wrapped up with a recognition gathering in their classroom and a planning meeting for Sept-Dec activities. 13 students participated.
- We facilitated the 4th grade picnic day for John Paterson Elementary School at Mill Pond Park.
- The CT Office of Policy & Management awarded the Town a second year \$10,000 grant to support the Adventures Build Bridges program designed to enhance relationships between Newington police and Newington Youth. We are thrilled to receive this award for two consecutive years and look forward to our continued partnership with the police department in providing beneficial programs for town youth and officers.
- Summer Youth Adventure has 86 Newington youth registered for the summer programs. We had a great first week the last week of June. 28 high school mentors have joined the program. Most are prior participants of SCORE and SYA programs.
- Newington CERT members continue to participate in ongoing training opportunities and will have a booth at the Newington Extravaganza on July 19th to promote the program and to distribute emergency preparedness materials with a Newington specific handout with critical information/important phone numbers and recommendations. Look for them next to the Fire Department.
- 2 new people provided community service, 50 hours were completed.
- There was 1 JRB referral this month.
- Several staff attended workshops, trainings and meetings throughout the month.
- Staff was invited to attend the Transition Academy graduation party to wish students well going forward. It was a wonderful event to be part of.
- Director Futoma and Human Services Coordinator LaBrecque participated in the EOC Statewide Disaster Exercise, which involved the opening of a mock shelter.
- American Eagle Credit Union presented Youth Services Coordinator Rik Huggard with a check for \$2,500 to support the SCORE program.

June 2014 Statistics

Selected Programs	FY 13-14 Undp. Total This Month	FY 13-14 Undp. Total Last Month	FY 13-14 Cum. Undp. Total YTD	FY 12-13 Cum. Undp. Total YTD
Youth and Family Counseling	14	18	105	155
Positive Youth Development	305	252	2641	2435
Information and Referral	552	487	7188	2784
Social Casework Cases Under 55 = 65 Over 55 = 66	101	111	613	513
Food Bank Households	159	157	1755	1771
Special Needs	10	11	125	106

SENIOR AND DISABLED CENTER

- The coffee shop and fitness center renovations continued on schedule throughout the month. Both projects should be completed before September.
- The Center's new & fabulous garden produced its first vegetables for donation to the Newington Food Pantry this month. A group of dedicated gardeners continue to work tirelessly on the project.
- Both the Senior Club and AARP Chapter 697 wrapped up successful years with close out banquets at Eastside and the Chowder Pot respectively.
- Erin Hall from the Atrium at Rocky Hill will presented a lunch and learn with Brain Healthy Food as the topic and menu on June 12.
- Dr. Natan Bauman from the Hearing, Balance and speech Center spoke about how hearing works with your brain, common causes of hearing loss and overcoming tinnitus on June 13.
- The Aging Mastery Program wrapped up this month. Participants will continue to track their progress through August and accumulate points to redeem for prizes.
- A new session of Matter of Balance started at the Center on June 18. The Center is coordinating the program within a five town region through funding from Jefferson House. Since the beginning of the grant period (October 2013) we have coordinated 11 classes and 129 older adults have completed the course. This includes three classes in Wethersfield, two in West Hartford, one in Berlin and four at the Newington Senior and Disabled Center (with 2 in American Sign Language).
- On June 18th Gary Allen from Independence Unlimited gave a demonstration about Low Tech Assistive Devices inexpensive products that can make your life easier.
- Staff from Lucy Robbins Welles Library spoke about the many services and programs they offer at a Coffee Talk presentation on June 27th.
- The Center currently has 1,786 paid members. There are 757 residents registered for Dial-A-Ride.
- There were 200+ opportunities to participate in programs at the Center in the month with some one time programs and others ongoing as well as several opportunities that are daily with a total recorded attendance of 2618 by 509 people.
- Dial-a-Ride provided 1647 trips covering 4166 miles during regular hours. The total number of riders was 124.
- Center staffing was complemented by 520 hours of unpaid service in 196 instances by 49 volunteers with the lunch program, gift shop and home delivered meals the most volunteer intensive areas.

PARKS AND RECREATION

Administration

- Superintendent met with the Town Manager & Architect on proposed Town Hall/Community Center proposal.
- Superintendent met with Lou Jachimowicz involving school projects.
- Superintendent met with staff regarding various work assignments and issues.
- Superintendent met with Town Engineer on various projects.
- Superintendent met with the Extravaganza Committee.
- Superintendent met with members of the Public Works Committee.

Recreation Division

- Final plans and preparations are underway for the Mill Pond Park Extravaganza Week, Monday July 14 through Saturday, July 19.
- All aquatics staff members were recertified in Lifeguarding, First Aid, CPR and AED at trainings held throughout the month.
- Comprehensive staff training was held throughout the month for seasonal employees (Lifeguards, Summer Sunshine & Summer Playgrounds staff, Concessions Attendants, Cashiers).
- Graduation ceremonies for children at our Creative Playtime Preschool Program were held on Monday, June 2nd in the Council Chambers. Registration for the 2014-2015 school year is ongoing.
- Mill Pond Pool and Churchill Pool opened for the season on Monday, June 23rd.
- All Playground directing staff was certified / recertified in First Aid, Adult CPR and injectable medication administration.
- Touch-A-Truck was held on Saturday, June 14th. There were upwards of 500-600 residents throughout the morning making the event a huge success!
- The Summer Playground program for children in Kindergarten through grade 7 opened on Monday, June 23rd.

- Camp Sunrise (a camp held in Glastonbury for children ages 3-21 with intellectual disabilities) began on Monday, June 23rd. The Department subsidized camp for 9 Newington campers to attend.

Upcoming Recreation Division

- Summer Fun Runs, a free race series, will begin Wednesday, July 9th. Runs are held every Wednesday night for 6 weeks. Jay Krusell will return to be our volunteer race coordinator this year.
- The Counselor-in-Training (CIT) program will run for 3 weeks (July 7 through 25). The CIT program provides instruction and skill development related to working with children in a summer playground setting. CIT's learn as they work alongside the veteran Summer Playground staff and assist with the Kindergarten through Grade 4 Summer Playground participants.
- The Summer Concerts are scheduled for Thursdays, July 10, 24, 31, Friday, July 18th and Thursday, August 21st.
- On Monday, July 14th, a week of Extravaganza events is kicked off with a Newington Family Pool Party, held in conjunction with the Library. The pool party will be at the Mill Pond Pool from 6:00 to 8:00 p.m.
- The Summer Carnival is scheduled at Mill Pond Park from Thursday, July 17th through Saturday, July 19th.
- "Collectivity" and "SCARAB" Journey Tribute Band will perform for the Summer Concert Series Concert in the Park and Adult Beverage Garden on Friday, July 18th from 6:30 p.m. until 10:00 p.m.
- The 33rd annual Extravaganza will be held on Saturday, July 19th from 10:00 a.m. to 9:00 p.m. with the fireworks show starting at 9:30 p.m. Rain date is Sunday, July 20th.

Parks and Grounds

- The Mill Pond Tennis Courts were completed early in June for summer play.
- Two weeks of the month were spent on roadside tractor mowing.
- Ben Breikreutz (GKIV) has been spending a good part of this month repairing sprinkler systems at both Newington High School and the Clem Lemire sports complex.
- Lester Daigle (Park Mech. II) spent the month getting the town pools ready to open. This included painting and caulking of expansion joints.
- Eric O'Neil and Joe Cirigliano prepared several pieces of equipment to be publicly viewed and demonstrated at the annual Touch-A-Truck event at the Town Hall.
- Parks members installed telephone poles for the power supplied for the annual Extravaganza in Mill Pond Park.
- Division personnel were offline a total of 51 days this month.
- There were 13 interments in town cemeteries in June.

LIBRARY

- The repairs to the 2nd floor of the library and the first floor damaged by the water leaks began in May. Working with Head of Administrative Services, Jeff Baron and the insurance adjuster a plan was put in place to fix the affected areas. The first phase included removing the water-damaged walls and ceilings and drying out the carpets. After this was done a construction crew came into to remove and repair damaged lighting fixtures, put in new walls and ceilings and other repairs that were necessary. Finally these areas were painted. The priority was to get the repair work on the second floor hallway, meeting room and children's programming room completed by July 3 so we could have them available for most of the summer. The work on the first floor began towards the end of the June and is expected to be completed in mid-July. The quiet study area will then be open to the public. The carpet that was damaged will be replaced towards the end of the summer when this area can be closed off for the 4 days needed to install it properly. Business Manager Lynn Caley and Assistant Director Karen Benner have done a wonderful job working with the key players to get the repairs done.
- Thank you to the library staff for handling the disruptions and inconveniences caused by the water damage. In addition, to having to relocate programs and meetings to any available space throughout the month and working around the noise and construction, the entire reference staff has been displaced from their office since the leak. Staff in all of the departments worked together to make sure people had adequate work space to get their work done by sharing desks and computers when needed. The silver lining from the leaks was that it presented an opportunity for the staff to work more closely with staff from other departments and allow them to see and learn more of what each department does on a daily basis.
- The library patrons have also been great about the disruption to normal library services as a result of the water leak. Outside groups have not been able to book or use the free meeting space since May. People that normally use the quiet study area are finding other areas in the library that they can study

or sit and read. Mostly they have been very concerned about the damaged to the building and are happy that it will be fixed soon.

- The RFP for the Library Collection Inventory System closed on June 5th. Library Director Lisa Masten and Karen Benner are reviewing them and will be meeting with Director of Information Technology Paul Boutot and Jeff Baron before making a final decision.
- In technology-related news, the library migrated to a new Integrated Library System (ILS) on June 2. The staff has been preparing for this migration for months. The new ILS is the software system the library uses to manage all aspects of patron information, circulation, maintaining the library collection and offering an online catalog to the public. Everything about the staff module of the software is different and the online catalog for the public is very different as well. There are bugs that we are still working out as we adjust to the new system. Many of the statistical reports that we would normally get are still in flux so some of the end of month statistics are not available yet. Considering that in the midst of this planned migration, that staff was also dealing with the repercussions from the water damage; library staff handled all of these changes with humor and the utmost professionalism.
- The adult summer reading kick-off and registration program "*Literary Elements*" was held on June 10. This is a science themed summer reading program. Adults dropped in to sign-up, enjoy the many reading suggestions and refreshments and were eligible for the ever-popular prize give-away basket. 202 adults registered that day.
- A beautiful day was in store for the 2014 All-Ages Summer Reading Kick-off event that attracted 500 children as well the many more caregivers accompanying them. Children built crafts with volunteers from *Home Depot*, planted flowers in the library butterfly garden, did Zumba dancing, made superhero capes and other activities. The Parks & Recreation *Touch-A-Truck* program was held in conjunction to the kick-off. Teens had their own activities. Adults could sign up as well. Sign-ups for the summer reading programs were high on that day alone. By the end of the month, 311 adults, 705 children, and almost 140 teens have begun to participate.
- Children's staff conducted 104 programs for 3,829 children and their caregivers. This includes visits to all Newington elementary and middle schools to promote summer activities at the library. A new program titled *Book Speed Dating* was offered to middle school-aged children who were introduced to new genres and titles. The kids had a lot of fun and were excited to find new authors to read. *Cookbook Club*, *Construction Club*, *Stories & Art* and other regularly scheduled story-based programs rounded out the month.
- The Friends of the Library annual meeting was held on June 11. In addition, to a short business meeting, officers were elected and Jerry Longo from the *Connecticut State Police Museum* was the guest speaker.
- The library was the recipient of a \$5000 grant from the American Eagle Federal Credit Union Foundation. The grant will be used towards purchasing a 3D printer, laptop and cart.
- Programs for teens and adults numbered 14 to a combined audience of 1,707. Highlights of adult programs included, *Digging the Dirt on CT's Rich & Famous* with State Archeologist Nick Bellantoni, *The Making of Founder's Day*, and *Resume and Movies and More*: featuring the film *Last Vegas*. *Writing Workshop*.
- The *Investigate One Book @ the Library* project, a community-wide reading event to read the book *Defending Jacob* by William Landay started on June 10 at the adult summer reading kick-off. Karen Benner was there to promote the book and the program. There will be three book discussions throughout the summer and a Crime Scene Investigation program as part of this reading event. This one-book event will culminate in a visit from the author William Landay on September 14 the Library Board's Annual Meeting and 75th Anniversary Celebration. The library has 30 copies of *Defending Jacob* in print, the audio book version, ebook and it is available in all of the circulating eReaders.
- During the month of June, 180 digital magazines were downloaded, 2,437 ebooks including children's *Tumblebooks* and audio books were downloaded and 503 songs were downloaded and streamed from *Freegal*. Popular online resources being used by our patrons included *Consumer Reports*, *Morningstar* and *Proquest Newspaper*.
- In other facility related issues, the parking for the library this summer has been very challenging and extremely frustrating for staff and patrons. There are many mornings when there is no parking at all when the library opens at 10 am. Between library patrons, Town Hall patrons, the Transition Academy and Board of Education training sessions the parking lots are all full. People are circling the parking lots, parking illegally or on the grass or just leaving which is not good.
- Topics of note that were researched this month included:
 1. Books on taking a plane ride.
 2. Explanation of the reverse osmosis water system.

3. Causes of bladder infections in women
4. How to get rid of pesky groundhogs.
5. What are the effects on the human body to exposure to malathion.

MONTHLY CIRCULATION REPORT				
JUNE 2014				
	2014	2013	Gain/Loss	%Gain/Loss
CIRCULATION				
ADULT	19,592	19,784	-192	-0.97%
CHILDREN	10,344	10,713	-369	-3.44%
YOUNG ADULT	1,152	1,135	17	1.50%
VIDEOS	0	37	-37	-100.00%
DVD'S	6,081	8,946	-2,865	-32.03%
Digital Services				
DOWNLOADABLE BOOKS	2,464	700	1,764	252.00%
DOWNLOADABLE MAGAZINES	180	210	292	139.05%
DOWNLOADABLE MUSIC#	502	0		
DOWNLOADABLE MOVIES#	0	0	0	
E-READERS	14	14	0	0.00%
Other				
MUSEUM PASSES	78	121	-43	-35.54%
TOTAL CIRCULATION	31,088	31,632	-544	-1.72%
CUMULATIVE CIRCULATION YTD	383,836	381,389	2,447	0.64%
DAYS OPEN/MONTH	25	25	0	0.00%
AVG. DAILY CIRC./MONTH	1,244	1,265	-22	-1.72%
PATRON COUNT	18,236	19,909	-1,673	-8.40%
AVG. PATRON COUNT	729	796	-67	-8.40%
SELF CHECKOUT CIRC	0	569	-569	-100.00%
REGISTRATIONS-ADULT	83	93	-10	-10.75%
REGISTRATIONS-JUVENILE	24	38	-14	-36.84%
TOTAL # CARDHOLDERS	44,566	12,016	32,550	270.89%
CONNECTICARD	7,174	7,998	-824	-10.30%
RETURNS		23,392	-23,392	-100.00%
SUNDAY CIRCULATION	0	0	0	
SUNDAY PATRON COUNT	0	0	0	
PUBLIC SERVICES				
REFERENCE QUESTIONS - ADULT	3,988	3,747	241	6.43%
REFERENCE QUESTIONS - CHILD	2,488	2,471	17	0.69%
TOTAL REFERENCE QUESTIONS	6,476	6,218	258	4.15%
COMPUTER USE ADULT & TEENS	3350	4231	-881	-20.82%
COMPUTER USE CHILDREN^	610	289	321	111.07%
TOTAL COMPUTER USE	3,960	4,520	-560	-12.39%
IN-HOUSE DATABASE SEARCHES*	14,529	5,062	9,467	187.02%
REMOTE DATABASE SEARCHES*	610	16,032	-15,422	-96.20%
WEBSITE VISITS	7,957	9,018	-1,061	-11.77%
HOLDS ON SHELF PULLED	1,248	889	359	40.38%
ILL--LOANS	1,825	812	1,013	124.75%
ILL--BORROWS	1,664	620	1,044	168.39%
PROGRAMS CHILDRENS	104	120	-16	-13.33%
PROGRAMS CHILDRENS ATTENDANCE	3,829	5,944	-2,115	-35.58%
PROGRAMS TEEN	5	10	-5	-50.00%
PROGRAMS TEEN ATTENDANCE	1274	1324	-50	-3.78%
PROGRAMS ADULT	12	10	2	20.00%
PROGRAMS ADULT ATTENDANCE	433	450	-17	-3.78%

NOTARY	13	10	3	30.00%
VOLUNTEER HOURS	140	190	-51	-26.58%
MEETING ROOM USAGE-OUTSIDE GOUPS	5	19	-14	-73.68%
MEETING ROOM USAGE-INHOUSE	32	43	-11	-25.58%
STUDY ROOM USAGE	314	304	11	3.46%
COLLECTION INVENTORY				
ITEMS ADDED	1,767	1,355	412	30.41%
ITEMS DELETED	699	868	-169	-19.47%
TOTAL LIBRARY HOLDINGS	183,580	179,193	4,387	2.45%
#these services are new this year				
*staff are investigating these figures				
^includes iPads added in 11/13				