



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: October 23, 2015  
Re: Monthly Report – September 2015

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#### GENERAL ADMINISTRATION

- Mr. Salomone met with the Public Works team to discuss various matters.
- Mr. Salomone met with various organizations such as the Central CT Health District and Newington Volunteer Ambulance to discuss issues pertaining to the Town.
- Mr. Salomone worked with staff on enforcement of various blighted properties.
- Mr. Salomone met with residents & area business owners to address issues & concerns as needed.
- Mr. Salomone met with staff, union and legal representatives regarding personnel issues.
- Mr. Salomone met with an ad-hoc committee to discuss the formation of a new resident open space committee.
- Mr. Salomone attended planning meetings with the organizers of the Waterfall Festival.
- Mr. Salomone attended the annual ICMA Conference in Seattle, WA.

#### Legal Services

The legal amounts for the September monthly report are as follows:

Rome (Modern Tire/Firestone) - \$108,055.84

Murtha (Toll Bros) \$15,198.20

#### Overtime

Paid overtime during the month of September 2015 was as follows: Note that overtime costs include all instances and may be charged to non-operating budgets (i.e. road projects).

<b>HIGHWAY DEPARTMENT</b>	<b>Overtime Hours</b>	<b>Cost</b>
VEHICLES AND EQUIPMENT	27.0	\$ 1,408.76
WEEKEND STAND-BY AND CALL-IN	16.0	\$ 686.96
ROAD MAINTENANCE	0.0	\$ ---
TRAFFIC DIVISION	11.5	\$ 495.08
<b>TOTALS</b>	<b>54.5</b>	<b>\$ 2,590.80</b>
<b>PARKS AND GROUNDS DIVISION</b>	<b>Overtime Hours</b>	<b>Cost</b>
Weekend Duty	21.5	\$ 1,038.83
Graves	5.5	\$ 235.46
Football	16.0	\$ 662.64
Eagle Scout Project	6.7	\$ 316.51
<b>TOTALS</b>	<b>49.7</b>	<b>\$ 2,253.44</b>

<b>POLICE DEPARTMENT</b>	<b>15-16 Budget Overtime Appr.</b>	<b>Overtime Expended 15-16 YTD</b>	<b>14-15 Budget Overtime Appr.</b>	<b>Overtime Expended 14-15 YTD</b>
Administration	\$ 7,254.00	\$ 278.93	\$ 7,059.00	\$ 316.42
Patrol	603,738.00	202,056.78	607,287.00	139,346.79
Investigation	76,132.00	10,758.21	79,169.00	10,863.89
Communication	162,698.00	33,077.29	161,160.00	39,097.52
Education/Training	120,943.00	14,217.14	117,276.00	12,453.81
Support Services	34,408.00	5,076.07	34,189.00	6,145.69
Animal Control	3,006.00	0.00	5,546.00	0.00
<b>Total</b>	<b>\$ 1,008,179.00</b>	<b>\$ 265,464.42</b>	<b>\$ 1,011,686.00</b>	<b>\$ 208,224.12</b>
<b>HIGHWAY DEPARTMENT</b>				
Highway Operations	\$ 25,212.00	\$ 4,859.90	\$ 29,622.00	\$ 8,073.81
Snow and Ice Control	148,440.00	0.00	145,534.00	0.00
Traffic	3,000.00	693.11	4,665.00	924.09
Vehicles and Equipment	26,949.00	7,707.29	29,363.00	11,003.63
Leaf Collection	50,999.00	0.00	50,000.00	0.00
<b>Total</b>	<b>\$ 254,600.00</b>	<b>\$ 13,260.30</b>	<b>\$ 259,184.00</b>	<b>\$ 20,001.53</b>
<b>PARKS AND GROUNDS</b>				
Parks and Grounds	\$ 77,091.00	\$ 18,852.41	\$ 75,588.00	\$ 18,364.82
Cemeteries	18,371.00	2,318.45	18,007.00	2,581.78
<b>Total</b>	<b>\$ 95,462.00</b>	<b>\$ 21,170.86</b>	<b>\$ 93,595.00</b>	<b>\$ 20,946.60</b>

## **PERSONNEL**

- A posting for Groundskeeper I (LT-10) was posted on September 21 with a closing date of October 9.
- A posting for Seasonal Leaf Collection positions was posted on September 28 with a closing date of October 9.

## **RISK MANAGEMENT**

### 2014-15 Blue Cross/Blue Shield Plan Year

The second month of the 2015-16 plan year produced a combined paid claim total that was lower than those estimates that were developed at renewal. The monthly claims for the 2015-16 plan year were estimated at \$847,849. The total paid claims from the Health Benefits Fund for August 2015 were \$753,824. 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:

#### Cumulative Claims through August, 2015

	Town	Board of Education	Total
Estimated Claims	366,604	1,329,094	1,695,698
Actual Claims	481,033	1,268,324	1,749,357

## **FACILITIES MANAGEMENT**

The Facilities Director attended the Town Hall Building Committee meetings and the Public Works Team meeting during the month of September.

### Work Order Completions

- The Facilities Maintenance Department has completed 56 formal work orders during the month of September at various Town Buildings.

### Library

- Work continues on the installation of the new high efficiency boiler & pumps.

### Town Hall

- Ongoing roof repairs continue throughout the building on an as-needed basis when leaks occur.

### Fire House 1

- Installation continues for the new High Efficiency Boiler & pumps.

### Police Department

- Work continues by ESC on the upgrade to the HVAC Energy Management System that will improve equipment performance and result in greater utility savings.

### Parks & Grounds Buildings

- A new fire and security alarm system was installed in all the buildings and the maintenance department cleaned and painted the new supervisors office.

### Ambulance Building

- Maintenance department installed a new side entrance door and installed a fence in the back of the building for safety for the new walkway that was installed by Engineering as a second means of egress from the back of the building. New LED Lighting was also installed to illuminate the new walkway.

### Highway Garage

- Installation has been completed on the gutter system that was damaged last winter.

## **INFORMATION TECHNOLOGY**

- The Town's Information Technology team consists of Chief Information Officer, Mr. Paul G. Boutot, Network Administrator/Project Leader, Mr. John Bolduc, Network/Application Specialists, Mr. Scott Hoagland and Mr. Steve Pollock, and GIS Technician, Mr. Thad Dymkowski, During the course of the month they participated, assisted and/or were directly involved in:
  - Completing 98 work orders
  - Performing updates on the Tax Collector's line of business application, Quality Data Systems.
  - Final configuration and setup of the Police Departments video wall system located in within public safety dispatch.
  - Deployment of Dymo label printers in the Town Clerk's office to facilitate absentee ballot labels.
  - Completing a project review for an upcoming project for Parks and Recreation.
  - Upgrading and expanding the town's wireless network infrastructure.
  - Documenting all data outlet port numbers, patch panels, associated switches and switch ports for the new wireless access points.
  - Adjusting town hall camera settings to increase performance.
  - Assisting Senior and Disabled Center staff with mail merge and label creations process.
  - Providing Police Department staff with a CD/DVD template for labeling of evidence CD/DVDs.
  - Assisting Mrs. Tanya Lane, Town Clerk, with design and distribution of Newington Notes Newsletter.
  - Providing Geographical Information Systems (GIS) mapping for the Board of Education (transportation study on sidewalk usage), Town Planner (Transportation Oriented Planning Study) and Town Zoning Officer (Wetlands).
  - Attending staff, departmental and/or regional meetings as needed.

## **FINANCE**

### **Accounting and Administration**

- On September 3rd, Ann Harter participated on an interview panel for the Town of Colchester.
- Ms. Harter attended the MDC budget workshop on September 10<sup>th</sup>.
- Work continued on the 2014-15 audit which is expected to be completed by early December.
- On the system's side, the MUNIS accounting system was successfully "closed" for fiscal year 2014-15 and 2015-16 "opened."
- On September 21st, the Employee Insurance and Pension Benefits Committee met. Dave McCluskey of Lockton gave an update of the Town's medical insurance program. Mark Shegoski and Ashley Martella of UBS reviewed the June 30, 2015 results of the Town's pension and OPEB funds.
- The lease financing proposal submitted by First Niagara Leasing, Inc. was accepted by the Town for the lease purchase of the new fire rescue truck.
- On September 22nd, in accordance with the Memorandum of Understanding, the 2014-15 Health Benefits Fund settlement was completed with a credit of \$907,173 owed to the Board of Education and the Town side had a positive result of \$87,523.

- Towns received notice from CCM that the State reduced municipal aid by \$15 million. The impact to Newington is a reduction of the Payment-in-lieu-of-tax (PILOT) for State Owned Property in the amount of \$146,895.

The Town received the following major grants during the month: three PILOT programs - Elderly Freeze program of \$4,000, State-Owned Property of \$571,476 and Colleges & Hospitals of \$1,893,314. 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)  
9/30/2015

	Interest Earnings		\$ Invested
	Budget FY2015-16	Actual Year to Date	
General Fund	\$68,350	16,621	\$25,783,697
Special Revenue Funds	5,500	1,932	3,988,586
Capital Projects Funds	800	456	1,030,410
Internal Service Fund	2,400	865	2,210,156
Trust and Agency Funds	2,400	633	1,037,199
<b>TOTAL, ESTIMATED BY FUND</b>			<b>\$34,050,048</b>

**INVESTMENTS, BY INSTITUTION TYPE**  
(Unaudited)  
9/30/2015

	Interest %		Interest \$		\$ Invested
	Current Month	Last Month	Current Month	Last Month	
STIF	0.16	0.16	1,174	997	\$7,349,536
Bank North	0.20	0.20	910	940	5,534,248
People's Bank	0.32	0.32	1,334	1,377	5,069,859
Santander Bank	0.35	0.35	1,598	1,497	5,555,598
Farmington Bank	0.40	0.35	3,464	3,304	10,539,807
<b>Total Outstanding Investments</b>					<b>\$34,050,048</b>

*Rates reflect avg. monthly yield, annualized*

**Assessor**

- The elderly tax relief program was completed and all required filings were done with the State of Connecticut in a timely manner. There are 527 homeowners who received tax relief for the elderly. The total town benefit was \$257,674.45 which resulted in an average benefit of \$489. The total state benefit was \$307,948 which produced an average of \$584. The combined average benefit for both programs was \$1,073.
- Real estate deeds were read and entered in the computer assisted mass appraisal system through the end of September, 2015. This information will be the final data used for the 2015 revaluation.
- Personal property accounts were inspected and visited to determine taxable status as of October 1, 2015. Personal property declarations were made available to all business owners in Newington through our internet site and by direct mailing.
- Inspections of several new homes were made to ascertain the level of construction as of October 1, 2015. The increase in the grand list due to the new construction will be lost since it will be absorbed in the overall grand list because of the revaluation. If not for the revaluation these new properties would have contributed significantly to increasing the grand list.
- The 2015 revaluation process proceeded well with several accomplishments in September. The remaining residential properties were reviewed by the Assessor and eQuality personnel from the street.

Properties with building permits were visited and will be input in the CAMA system reflecting those changes. The computer systems for both eQuality as well as Vision Appraisal were updated. The Assessor's office continues to supply assessment data via the internet using Vision Appraisal.

**Revenue Collector**

- Collections for September on the 2014 Grand List amounted to \$509,742 and back tax collections were \$70,460.
- This year's total collections through September were 54.9% which is slightly above the same period last year of 54.4%.
- Demand notices were sent the first week in September to delinquent taxpayers; 365 for Real Estate, 160 for Personal Property (businesses) and 3,948 for Motor Vehicles.
- Delinquent notices were also sent to 1,120 taxpayers who still owe on the previous year's taxes.
- CT Department of Motor Vehicles (DMV) transition has created an unusual amount of activity in the Tax Office as taxpayers try to register cars. It appears the DMV wants registrations, plate returns, and other activity to be conducted on-line instead of in person.

**TOWN CLERK**

- There were 70 transfers for a total of \$9,380,524. State conveyance tax collected was \$74,379 and \$23,914 was collected in Town conveyance tax.
- There were two residential sales each over \$400,000: 26 Harvest Court and 96 Waverly Drive.
- A total of 475 documents were filed on the land records during September including 74 property deeds, 143 mortgages, 140 releases, 20 liens, and 29 probate documents.
- There were 51 eRecordings (electronically recorded documents) generating \$6,415 in recording fees.
- The staff issued 134 certified copies of vital records, fifteen burial permits and six cremation permits.
- Six Notary Public commissions and eight Trade Name certificates were recorded.
- Copy revenue was strong bringing in \$2,280 dollars—nearly half of the income was generated by the Town's participation in the Connecticut Town Clerks online portal.
- In compliance with one of the goals assigned by the Town Manager, Town Clerk, Tanya Lane, released the first edition of "Newington Notes" on September 30<sup>th</sup>. As editor, Mrs. Lane was responsible for the entire content of the publication, as well as researching and writing all the articles. Feedback from employees and residents was extremely positive and supportive. The next edition is scheduled for release in January.
- On September 3<sup>rd</sup>, Mrs. Lane attended the public lottery conducted by the Registrars of Voters to determine candidates' position on the November ballot.
- On September 10<sup>th</sup> Mrs. Lane hosted a Hartford County Town Clerks meeting. A representative from the Department of Public Health spoke about implementing a new electronic birth registry which will launch statewide on January 1, 2016. Every Connecticut town will be required to use the registry system. Training is mandatory for all staff; the Town Clerk's office is scheduled for training in December.
- On September 24<sup>th</sup> & 25<sup>th</sup>, the Town Clerk attended the annual Election Conference sponsored by the Secretary of the State. Topics included a legislative overview from the Connecticut Town Clerks Association (CTCA) lobbyist, a panel discussion on eRecording and a presentation from Passport Services covering fraud prevention and how to detect chemically altered documents.

<b><u>DATA SUMMARY SEPTEMBER 2015</u></b>				
	<u>Sept. - 15</u>	<u>Sept. - 14</u>	<u>FY 15/16 to Date</u>	<u>FY 14/15 to Date</u>
Land Record Documents	475	346	1394	1208
Dog Licenses Sold	47	31	496	322
Game Licenses Sold	13	28	73	107
Vital Statistics				
Marriages	17	28	59	84

Death Certificates	20	26	79	81
Birth Certificates	26	35	72	91
Total General Fund Revenue	\$ 42,979.44	\$ 35,900.34	\$ 142,495.86	\$115,963.74
Town Document Preservation	\$ 1,163.00	\$ 859.00	\$ 3,509.00	\$ 2,879.00
State Document Preservation	\$ 744.00	\$ 550.00	\$ 2,160.00	\$ 1,904.00
State Treasurer (\$36 fee)	\$ 13,356.00	\$ 9,864.00	\$ 38,844.00	\$ 33,012.00
State Treasurer (\$127 fee)	\$ 4,318.00	\$ 2,794.00	\$ 15,367.00	\$ 9,017.00
State Treasurer (\$110 fee)	\$ 4,620.00	\$ 3,410.00	\$ 14,850.00	\$ 11,110.00
Locip	\$ 1,113.00	\$ 822.00	\$ 3,237.00	\$ 2,751.00
State Game Licenses	\$ 58.00	\$ 370.00	\$ 206.00	\$ 906.00
State Dog Licenses	\$ 363.00	\$ 209.00	\$ 2,705.50	\$ 2,065.00
Dog Licenses Surcharge	\$ 118.00	\$ 66.00	\$ 980.00	\$ 732.00
Marriage Surcharge	\$ 152.00	\$ 171.00	\$ 418.00	\$ 570.00
<b>Grand Total</b>	<b>\$ 68,984.44</b>	<b>\$ 55,015.34</b>	<b>\$ 224,772.36</b>	<b>\$180,909.74</b>

## **POLICE DEPARTMENT**

- The Police Department recruitment drive is ongoing as there are still two openings. One candidate from the summer process is still in the background investigation process.
- A written exam for entry level police officer was conducted in September by the Connecticut Chief's of Police Association. Results of the written exam and CHIP (Physical Agility) Test have been received. The department will set a cut off score and will schedule appointments for oral examinations for the top scoring candidates for some time in October.
- An ongoing Certified Police Officer recruitment process is also underway. The physical agility and written testing will be completed through Policeapp.com.
- Patrol Calls for September are as follows:

Alarm Hold Up Alarm	5	Medical Mutual	1	Criminal Mischief Report	15
Breach In Progress	5	Medical Other	119	CSO	17
Burglary In Progress	1	Medical Respiratory	27	Customer Dispute Report	3
Criminal Mischief In Progress	1	Medical Trauma	4	Dog Complaint	54
Criminal Mischief Report	1	Medical Unresponsive	6	Domestic Report	7
Customer Dispute In Progress	5	MV Assist	1	Drug or Para found	2
Domestic In Progress	16	MVA Injury	13	DUI	3
Drug Active	6	Open Door / Window	9	EDP Report	1
EDP In Progress	18	Robbery In Progress	1	Escort Funeral	2
Fire Alarm	17	Shots Fired	3	Escort Other	3
Fire CO Detector with symptoms	1	Specific Detail CAD number	1	Escort Tax	9
Fire Extrication	2	Suspicious In Progress	98	Fingerprint	12
Fire Hazmat	3	Suspicious Report	1	Fire CO Detector no symptoms	3
Fire Other	19	Threatening In Progress	2	Fire Stand By (CAD)	1

				number)	
Fire Rescue	1	Alarm Commercial Burg Alarm	74	Fire Trouble Alarm	2
Fire Structure Fire	5	Alarm Residential Burg Alarm	37	Fire Water Problem	1
Fire Task Force Activation	1	Animal	34	Fireworks	1
Intoxicated	1	Assault Report	2	FollowUp	70
K9 Assist for Other Agency	1	Assist Notification	4	Harassment Report	11
Larceny In Progress	12	Assist Other Agency	24	Hazard	27
Larceny Report	2	Burglary Report	6	Illegal Dumping	3
Medical Alarm	13	Car Seat	2	Intoxicated	7
Medical Cardiac	31	Check Welfare 911 hang up	29	Juvenile Complaint	11
Medical Diabetic	5	Check Welfare Other	31	K9 Call	5
Medical Fall	49	Clear Lot	10	Landlord Tenant Dispute In Progress	1
Larceny from MV Report	11	Court Pris / Paperwork to Court	26	Sudden Death	3
Larceny Report	49	MVA Fatal	1	Suspicious In Progress	1
Location General	121	MVA Property Only	103	Suspicious Report	44
Location School	3	Neighbor In Progress	3	Test EMS	1
Lockout Building	1	Neighbor Report	6	Test Fire	1
Lockout MV special circ	3	Noise	14	Test Police	2
Medical Other	1	Parking Violation	10	Threatening Report	4
Medical Stand By	5	Pistol Temp Permit Issued	12	Tow	5
Missing	7	Property Found	16	Town Ordinance Violation	1
MV Abandoned	5	Property Lost	6	Traffic Stop	432
MV Assist	49	Recovered Stolen MV	2	Trespass In Progress	8
MV Complaint In Progress	36	Serve Subpoena	4	Trespass Report	3
MV Complaint Report	9	Serve Warrant	27	<b>Total</b>	<b>2201</b>
MVA Evading	12	Sexual Assault Report	2		
		Specific Detail CAD number	115		
		Stolen MV	6		

- Investigations and calls by Patrol Officers in September included:
  - Robbery - On September 6<sup>th</sup>, officers were dispatched to the Valero gas station on Kelsey Street for the report of an armed robbery. At the time of the call, an officer was on Kelsey St and arrived on scene immediately. Officers made contact with the employees inside the gas station. The employees stated that a male had entered the gas station and demanded money. The suspect did not display a weapon but had his hand in his pocket as if he did have a weapon. The suspect was given an undetermined amount of cash and fled out the store towards New Britain. Officers obtained a description of the suspect and provided that to additional responding officers and New Britain Police Department officers who also responded. Additional officers arrived in the area and began to set up a perimeter around the gas station in order to locate the suspect. As officers did this, one officer was able to locate an individual on John Downey Dr. This individual was later determined to be the suspect and was subsequently arrested for the robbery.
  - Reckless Operation Arrests - On August 18<sup>th</sup>, officers from the Newington Police Department were assigned as part of a regional task force to investigate an ongoing issue involving a large assembly of ATVs and dirt bikes driving recklessly at high speeds through the roadways of Newington, amongst other towns and cities. Not only are these motorists endangering the lives of Newington citizens, but they are a serious threat to the wellbeing of citizens in Hartford, New Britain, Wethersfield, and vehicular traffic on state highways in Hartford County. The police department

received numerous citizen complaints and 911 calls as a large group of over 100 vehicles drove through Newington on 8/16/15. Due to the large volume of vehicles and the manner in which they were operated on the roadways, this group continues to pose a significant and potentially deadly hazard to other motorists and pedestrians as well as a quality of life issue for the citizens of Newington. This has not only been an issue for Hartford County, but New Haven Police, Waterbury Police, Bridgeport Police, and police departments across the country. During this investigation, Newington Police officers were able to arrest several of the offenders, seize multiple vehicles, and assist other agencies with arrests and seizures in their communities.

- In September, Detective Division personnel:
  - Handled 139 investigations, 84 remain ongoing and 55 were closed by investigative methods.
  - Served 57 arrest warrants, 33 by Patrol Officers and 24 by Detective Division personnel
  - On September 8th Detectives arrested a 28 year old Manchester resident as a result of a sexual assault investigation that began during the month of July. He was charged with Sexual Assault in the 1st Degree and Unlawful restraint in the First Degree. He was detained on a \$100,000.00 bond.
  - On September 9th Detectives arrested a 41 year old suspect from New Britain after an investigation revealed that he was responsible for committing an armed robbery on May 19th 2015 at the Dutch Point Credit Union located at 465 Willard Avenue. He was charged with Robbery in the 1st Degree, Larceny in the 3rd Degree, and Brandishing a Facsimile Firearm. He was detained on a \$250,000.00 bond.
  - On September 29th Detectives arrested a 47 year old Hartford resident in connection with 12 residential burglaries that occurred in January of 2015 at a couple of Willard Avenue apartment complexes. The suspect is accused of forcing entry into storage units located in the basements of these apartments and stealing miscellaneous items. He was charged with 11 counts of Burglary in the 3rd Degree, 6 counts of Criminal Mischief in the 3rd Degree, 4 counts of Larceny in the 6th Degree, and 1 count of Larceny in the 5th Degree. He was detained on a total of \$60,000 in court set bonds and was arraigned in New Britain Superior Court.
- In September, the Community Service Officer (CSO):
  - Met with Newington resident Sarah Gallardo, a DV Victim, regarding her organization, Sarah Speaks Up. Sarah Speaks Up was founded as a charitable organization with the desire to help, to raise awareness, to educate, to inspire, to comfort & to empower. The mission is to give those who have never experienced Domestic Violence, a glimpse into the life of someone who has, and to let those who have experienced it, know that they are not alone. Sarah's story goes beyond being a survivor, however. Her message is about overcoming adversity, defying the odds, and staying positive when the world feels like it's crashing down around you. Sarah Speaks Up supports women, children, men & families living free of every kind of abuse. In a society where discussions of Domestic Violence, Intimate Partner Violence, & Spousal Abuse are not supposed to be openly reviewed, Sarah Speaks Up.
  - Appeared on Newington Community Television's Talk to the Mayor on September 1.
  - Attended a Newington Hoarding Meeting with Human Services, The Health Department, Fire Department, and Town Manager's Office.
  - Organized a NPD/NFD Charity Softball Game, scheduled for Saturday, October 17<sup>th</sup>.
  - Promoted the Police Department at the Waterfall Festival on September 19<sup>th</sup>.
  - Organized, prepared for, and attended Citizen's Police Academy. To date 3 classes have been held. An introduction night, Criminal and Juvenile Law and Use of Force.
  - Organized the DEA Drug Take Back Program that was held on September 26<sup>th</sup>.

**UCR/NIBRS Selected Crimes  
Preliminary August 2015**

<b>Type of Crime</b>	<b># of Offenses</b>	<b>Value of Crime</b>	<b># of Offenses</b>	<b>Value of Crime</b>
Murder	-	-	-	-
Forcible Rape	-	-	-	-
Robbery	2	1,034	1	200
Assault	9	-	7	-
Burglary	13	56,482	20	38,473
Larceny Theft	60	35,641	52	28,023
Auto Theft	5	38,756	8	50,249
<b>Totals</b>	<b>89</b>	<b>131,913</b>	<b>88</b>	<b>116,945</b>



- In August, the police department arrested 80 adults: 9 for assaults, 5 for burglary, 1 for forgery/fraud, 1 for vandalism, 15 for narcotic violations, 11 for DUI, 3 for offenses against family & children, 4 for disorderly conduct, 6 for larceny theft and 25 for other miscellaneous offenses.
- Police Department Overtime
  - Comparison
    - OT August \$ 96,697 2 pay periods
    - OT September \$ 99,293
    - Total Increase \$ 2,596
  - There were two officer vacancies in September, one officer on light duty, and three officers at the academy in training. These vacancies in Patrol have an impact on the overtime for a total of 6 positions vacant on the schedule in the patrol division. The department has worked diligently to keep overtime to a minimum, but overtime costs will rise with this many vacancies in the schedule. A detail was enforced to investigate illegal ATV activity that had become a problem in town. Overtime for this period is approximately \$8,000.
  - Administration overtime of \$0 reflects no change from August.
  - Patrol overtime of \$72,979 is a decrease of \$360. Calls included several domestic calls, motor vehicle accident investigations, Mid-State accident investigation, K9 search, ATV detail (\$5,200), suspicious person, DUI arrest, court appearances, warrants, search warrants, burglary calls, drug arrests, robbery, medical calls, holdovers, booking process, and overtime for time off/vacancies.
  - Detective Division Overtime of \$2,058 is a decrease of \$5,467. Overtime included an investigation in domestic arrests, Mid-State accident investigation, search warrant, ATV investigation (\$1,310), and scene processing.
  - Communications overtime of \$15,791 is an increase of \$5,563. Overtime included several time off leaves including an extensive leave for one dispatcher (\$5,000), and staffing for weekends to allow for 2 dispatchers on for all shifts.
  - Education overtime of \$5,931 is an increase of \$1959 for training classes. Training for ERT, training for CAD, and advanced roadside impaired training.
  - Support Services overtime of \$2,534 is an increase of \$901. Overtime included EMS meeting and ATV investigation (\$1380).
  - ACO overtime was \$0.

**FIRE DEPARTMENT – SEPTEMBER 2015 INFORMATION**

- The following is a report of the activities of the Newington Fire Department for the month of September, 2015. During this period fire department members responded to 47 alarms or emergencies. A summary of these alarms and a manpower response breakdown is detailed below:

	<b>September 2015</b>	<b>3 Months Activity</b>
Residential	2	9
Commercial, Industrial, Office	2	6
Hospital, School	1	3
Vehicle	1	1
Rescue, Police Assistance	6	21
Dumpster, Rubbish, Grass, Brush, Leaves	13	40
Hazardous Materials/Clean up	3	9
Investigative Alarm	10	26
Mutual Aid/Standby	1	3
Carbon Monoxide Investigation	2	8
Water Related Incidents/Pump-Outs	0	3
False Alarm	6	16
<b>Total</b>	<b>47</b>	<b>145</b>

**Training Summary**

Multi/Company Training	Co. #3 & #4 Confined Space Rescue	73 hours
	Co. #1 & #2 Confined Space Rescue	98 hours
Driver Training	Road Time	6 hours
Pump Training		5 hours
Task Force Training Meeting		4 hours
Company Training	Co. #1–Confined Space Procedures	11 hours

	Co. #2–Vehicle Extrication/SOP Review	18 hours
	Co. #4–Fire Scene Operations	24 hours
Co. #3	Driver Recertification	39 hours
Officer Training	Chief's Expectations	55 hours
Training Techniques for Instructors		15 hours
Capitol Region Chief's Mtg.		4 hours
<b>Total Hours</b>		<b>352 hours</b>

## **FIRE MARSHAL**

- The Fire Marshal's Office completed the following activities during the month of September, 2015.

INSPECTIONS	15
INSPECTION FOLLOW-UPS	48
PLAN REVIEW	8
JOB SITE INSPECTIONS	9
FIRE INVESTIGATIONS	2
FIRE ALARM TROUBLE	1
COMPLAINTS	5
TANK REMOVALS	0
HAZ/MAT	0
BLASTINGS	1

## **Incidents:**

- There were no significant fire incidents or injuries reported in September. Responded to **26** fire calls during August.

## **Fire Marshal's/Chief's Activities:**

- Traveled out of state on vacation.
- Hosted the monthly meeting of the Capital Region Fire Marshals Association at Bertucci's Restaurant.
- Attended the monthly meeting of the Newington Safe Home Task Force at Town Hall.
- Attended a several meetings with town staff and representative from the Waterfall Festival Committee to review emergency planning and the set up for this year's event on Market Square.
- Attended the monthly meeting of the Board of Fire Commissioners at Fire Company #4 on Fifth Street.
- Attended the Annual 9-11 Remembrance Ceremony at fire headquarters.
- Attended the monthly meeting of the Capital Region Fire Chiefs Association in Berlin.
- Coordinated fire departments participation and conducted inspections of all fire lanes, electrical and propane cooking equipment prior to the start of the Annual Waterfall Festival on Market Square.
- Attended the Annual Company #3 Family Picnic at Station 3 on West Hill Road.
- Participated in the 11<sup>th</sup> Annual Peter Lavery Motorcycle Ride assisting a crew from Truck-1 set up the American Flag on Main Street.
- Attended the monthly officers training session: New Officer Orientation.
- Attended the monthly meeting of the Connecticut Fire Chiefs Association in Cromwell.
- Attended the monthly staff meeting at Town Hall.
- Attended a Retirement Party for Captain Richard Brown at Company #2. The Captain retired after fifty years of service to the community.
- Attended the quarterly meeting of the Employee Health and Safety Committee at Town Hall.
- Attended the 13<sup>th</sup> Annual Connecticut Firefighters Memorial Service at the State Fire Academy. The monument bears the name of the two Newington Firefighters who lost their lives in the line of duty.
- Attended the monthly meeting of the Kiwanis Club along with representatives from several other organizations to speak on volunteerism in Newington.
- Conducted the monthly Command Staff meeting at fire headquarters.
- Attended a Special Presentation by the author of the new book on the December 1961 Hartford Hospital Fire. Several retired Hartford Fighters were also in attendance. The event was sponsored by the Lucy Robbins Welles Library and held in the council chambers at Town Hall.

## **HIGHWAY DEPARTMENT**

### **Administration**

- Continued to meet with residents to discuss various issues and concerns.
- Attended project coordination meetings with Engineering Department.
- Attended Department Head and Public Works team meetings.
- Attended Cargill Deicing Technology seminar.
- Attended sidewalk committee meeting.
- Attended Landfill closure meeting with consulting engineers.
- Met with representatives of DOT to discuss drainage issues.
- Coordinated all paving and construction projects.
- Attended NVA pre construction meeting.

### **Roadway Maintenance**

- Highway operators continued with Landfill material processing.
- Install new Highway Department entrance sign.
- Continued with roadside litter and graffiti removal.
- Continued with pot hole patching.
- Crews began the reconstruction of Oregon and Olympia Avenues including catch basin wall repair and basin top replacement, the installation of roadway edge drain, and the replacement of unsuitable base material.
- Highway personnel assisted with court ordered evictions and property storage.
- Repaired catch basin walls and tops in various locations.
- Assist in the cleanup of a blighted property.

### **Traffic Division**

- Replaced and/or repaired missing/damaged street name and regulatory signs.
- Continued to assist with Food Share setup.
- Installed new security gate for propane tank area at landfill.
- Assist Highway personnel in the cleanup of a blighted property.
- Assisted with Waterfall Festival traffic control.
- Continued with line striping including town roadways and school facilities.

### **Fleet Maintenance**

- Began seasonal maintenance to all leaf collection machines, leaf collection trucks and related appurtenances.
- Began fall services to all Fire Department Apparatus.
- Continued with scheduled and emergency repairs for all town vehicles and equipment.

### **Sanitation/Recycling/Landfill**

- Scheduled 711 residential bulk items for collection for the month.
- Scheduled 110 condominium bulk items for collection for the month.
- Scheduled 31 condo/residential scrap metal items for collection for the month.
- 1452 tons of cumulative Municipal Solid Waste were collected from July through August.
- 455 tons of cumulative recyclables were collected from July through August.
- 256 mattresses and 108 box springs were collected from July through August.
- 74 televisions were collected from July through August.
- Issued 28 permanent landfill permits and 7 temporary permits for the month.

## **TOWN PLANNER**

### **Town Plan and Zoning Commission Actions:**

#### **Regular TPZ Meeting on September 9, 2015:**

- Approved Petition #33-15: Child Care at 82 Candlewyck Drive. Agnieszka Kaim, owner/applicant.
- Approved Petition #32-15: Site Plan Modification at 50 Rockwell Road. 50 Rockwell Road LLC, owner.

#### **Regular TPZ Meeting on September 24, 2015:**

- Approved Petition #35-15: "Subway" at 63 East Cedar Street. Terrence McMorrow, 433 Old Mountain Road, Farmington, CT, applicant/contact.

- Approved Petition #36-15: Tent Sale at 3388 Berlin Turnpike (“Rizzo Pools”). James Galvin, 3388 Berlin Turnpike, Newington CT, applicant/contact.
- Approved Petition #34-15: Resubdivision of Parcel at 45-47 Monte Vista Avenue. Jacques Morreale, 123 Cherry Hill Drive, Newington CT, owner/applicant/contact.

**Town Planner Activities:**

Approved, Pending, and Future TPZ Applications

- September 10: Met with owner of Amara Parcel.
- September 22: Met with owner of Panera Bread.

TOD/CTfastrak/Amtrak Corridor Planning:

- None

Grant-Funded Project Activities

- September 17: Meeting with BSC (consulting engineers) on Constance Leigh/Lowrey Place Streetscape Phase VI project.
- September 10-15: Continued working on STEAP grant application for lighting at Clem Lemire ballpark.
- September 20-25: Worked on possible LOTCIP grant application for bike lanes.

Professional Development/Training:

- September 21: Viewed Aging in Place webinar.

Boards and Committees

- September 8: Attended monthly ACHIEVE meeting.
- September 9: Attended regular biweekly TPZ meeting.
- September 16: Attended monthly Public Works staff meeting.
- September 24: Attended regular biweekly TPZ meeting.
- September 28: Attended Sidewalk Planning staff committee.

Miscellaneous:

- September 10: Attended Newington Waterfall Festival planning meeting.
- September: received and responded to or initiated approximately 481 emails to and from citizens, applicants, staff and elected/appointed officials.
- September: Received and responded to approximately 13 phone messages from citizens, applicants, staff and elected/appointed officials.

**TOWN ENGINEER**

- During the month of September, 26 excavation permits were issued:

- 17 Road/Driveway Excavation Permits
- 6 Gas laterals
- 2 Water/Sewer Laterals
- 1 Road Patch (for multiple locations)

N.V.A. – Project status (update): Construction\scheduling of operations – concrete work complete. The Engineering Department administered (provided estimate, survey, scheduled) the concrete work for the deteriorated walks around the building structure. Additionally, a concrete walk has been design to provide emergency access to the rear of the building to accommodate both building and fire code. All concrete operations were completed by the Town of Newington concrete contractor; Martin Laviero. Facilities will schedule improvements as it relates to appropriate lighting for the walks, post construction. The pavement rehabilitation schedule is T.B.D. Minor drainage (roof leaders) will be connected to the site drainage system as time permits by Town forces, post construction. (T.B.D.)

- The Town Engineer attended the monthly Inland Wetlands Meeting.
- The Town Engineer attended the monthly staff meeting.
- The Town Engineer attended the monthly Public Works Meeting.

- Project Administration: DEEP – South Branch of the Park River (SBPR) Flood Control Project: Status-Started. The Town Engineer continues to monitor the progress with the DEEP construction efforts associated with the maintenance work scheduled for Piper and Mill Brooks. The DEEP has developed final plans for these brooks and others tying into the south branch of the Park River. Maintenance activities will include the removal of sediment, animal burrows, woody vegetation within the Flood Control embankments and floodway areas. The flood control project limits in Newington are located on Piper Brook from the West Hartford town line west to Main Street (approx. 500' west of Main). Maintenance on Mill Brook will extend from the confluence of Piper Brook south to the bridge at Dowd & Main Street (Approx. 500' south of the bridge). Maintenance activities will be conducted within the areas of the project limits as determined by the DEEP. The project has commenced with construction activities scheduled in Newington October thru January, 2016. **Construction information (documents) including project outline, scope of work and mapping is available on the DEEP website.** The Town of Newington has implemented a portal (via link) on the Town's website.
- Project Administration: MDC Project 2011-73; Water\Sewer Improvements; Willard Cedar-Final Design. The Town Engineer continues to meet with the M.D.C. as they further develop plans for future "Clean Water" projects. The Clean Water Project is an initiative derived from an EPA mandate. This multi-billion dollar effort is continuing to evaluate, design and maintain their aging infrastructure within all MDC communities The M.D.C. has currently entered the final design phase for Project Contract No. 2011-73 "Water and Sewer Installation" The project proposes the installation of both a 20" water main and an 18" sewer main. The sewer main will extend from the "Trunk Line" (at Mill Brook) west on Cedar to the Old Farm Drive subdivision and the water main will be installed from Veterans Drive south and west to complete a loop in the vicinity of the Old Farm Drive as well. The project is estimated at ten (10) million dollars (5 million each).
- Road Projects: Olympia\Oregon - Engineering (staff) has completed the survey stakeout of the Olympia & Oregon Streets. DPW forces have installed both the edge drains and processed aggregate base in preparation of the bituminous pavement. The roads have been reconstructed with improved drainage, structures (as-needed), cross slope and grade of the roadway. Driveway aprons and topsoil installation are the remaining operations to be completed in the month of October.
- **Wetlands:** In the Month of September, The Town Engineer acting as the Wetland Agent Administered the following Applications:  
APPLICATION 2015-20AA, 55 Brookside Road, for an above ground pool and deck in the upland review area, by John and Jackie Bourgojn, 55 Brookside Road, Newington, CT 06111.  
APPLICATION 2015-21AA, 3191 Berlin Turnpike, for removal of underground storage tank in upland review area, by Alliance Energy LLC, 15 North East Industrial Road, Branford, CT 06405.
- Site Plan Review: Engineering conducted (4) site plan reviews with regard to LID\Stormwater Drainage, TPZ and/or Zoning regulations.
- Packard's Way Sub-Division: The developer has completed the installation of the final pavement course within the sub-division including mill & overlay (corrective action) of the Maple Hill Avenue utility trenches. Other work performed included the restoration of a stonewall and snowshelf (former driveway access).
- Harvest Ridge Sub-division: The developer is preparing a bond in anticipation of a C.O. (certificate of occupancy) for the first dwelling on Shady Hill Drive. Engineering will review the bond estimate, conduct field inspections as necessary to verify the bond for recommendation to the Planner (TPZ).

## **BUILDING DEPARTMENT**

- A Permit was issued to partition off 2 treatment rooms, an office & waiting area for a Physical Therapy business at 190 Fenn Road.
- An Electrical Permit was issued for the Chapel Office at 679 Willard Avenue to terminate existing CAT6 cables on both ends, test and label.
- An Electrical Permit was issued for the installation of (7) CAT6 cables, (5) located on 1<sup>st</sup> floor and (2) located on the 2<sup>nd</sup> floor at the Lucy Robbins Welles Library.
- An Electrical Permit was issued for additional 12 cat 6 network drops for Newington Police Department Dispatch Dept.
- Six Permits were applied for and/or approved for new single family houses. They are located at 18, 20, and 21 Deming Farm Drive, 49 and 51 Harvest Court, and 13 Pine Street.
- Seminars attended by our inspectors for their continuing education credit were:
  - A. Hanke - Understanding Residential HVAC Equipment Sizing – September 21, 2015.

R. Smith - Understanding Residential HVAC Equipment Sizing – September 21, 2015.

- There were four Certificates of Occupancy issued in September. Three were residential – 26 Harvest Court, 28 Harvest Court and 163 Reservoir Road. One Commercial – Verizon - 3140 Berlin Turnpike.
- Building Department activity for the month of September was as follows: The Inspectors completed a total of 198 inspections. They were: A/C (3), Above Ceiling (2), Boiler (5), CO (5), Dampproofing (1), Decks (6), Electrical (11), Final (79), Footings (6), Foundation (3), Framing (3), Gas Line (13), Insulation (10), Mechanical (1), Plumbing (1), Pools (3), Roofing (5), Rough (38), Siding (1), Tank (2).
- The total number of Building/Renovation Permits issued / applied for the month of September was **209** producing a total permit value of **\$3,266,725.00**.

They are categorized as follows:

<u>TYPE OF PERMIT</u>	<u># OF PERMITS</u>	<u>VALUE OF PERMITS</u>
ADDITIONS / ALTERATIONS	25	527,340.00
DECK	1	13,500.00
DEMOLITION	1	6,000.00
ELECTRICAL	61	202,128.00
FENCE	0	0.00
FIRE SUPPRESSION / SPRINKLER	0	0.00
FOOTING / FOUNDATION	0	0.00
FUEL TANK	1	0.00
GARAGE / SHED	3	23,950.00
MECHANICAL	31	279,085.00
NEW COMMERCIAL	0	0.00
NEW MUNICIPAL	0	0.00
NEW RESIDENTIAL	6	1,324,995.00
PLUMBING	21	33,925.00
POOL	3	52,700.00
ROOFING/SIDING	29	482,105.00
SIGN	7	20,915.00
SOLAR	19	299,482.00
TENT	1	600.00
<b>TOTAL</b>	<b>209</b>	<b>\$3, 266,725.00</b>

The total Building income fees received in the month of September was **\$39,837.00**.

The total fees for other income were as follows: Town Planning and Zoning (Applications/Publications) \$955.00, Environmental \$360.00, Conservation \$1600.00, Zoning Board of Appeals \$75.00, Copies, Books and Maps \$72.00 Driveway / Excavation \$1250.00 Engineering copies \$75.00. The other total income is \$4387.00.

Below is a comparison of the Permit Values for September 2015 and September 2014:

	<u>2015</u>	<u>2014</u>
Value of Permits issued for September:	\$3,266,725.00	\$1,943,030.00
Fees for Permits issued for September:	\$39,837.00	\$23,742.00
Other income Fees for September:	\$4,387.00	\$3,469.50
Building Permits Issued for September:	209	198

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

<u>2015-2016</u>		<u>2014-2015</u>	
<u>Value</u>	<u>Permit Fee</u>	<u>Value</u>	<u>Permit Fee</u>
\$7,819,741.00	\$96,786.00	\$4,820,891.00	\$58,930.00

## HUMAN SERVICES

- The Food Bank assisted 163 households with 745 bags of groceries distributed.
- Open Air Market served 186 households during 3 bi-weekly distributions this month.
- The Clothing Closet served 21 households, providing 28 bags of clothes.
- The Special Needs Fund assisted 11 residents with 11 bills, 4-utility, 2-medical, 5-housing. 3 residents were 60+.
- The Social Casework Program had 107 cases. 38 were new referrals.
- The Youth and Family Counseling Program had 13 active cases. 5 cases were new. Clinicians provided 31 clinical therapy sessions with a total of 35 clinical service hours.
- CCSU Social Work student, Kim Robbins joined the department and will be with us for the fall and spring semesters.
- Three police referrals were received for follow up.
- It was an especially exciting month at the Newington Challenge Course as construction of a 24 foot yurt was completed. Decking and ramping will be added thanks to an upcoming Eagle Scout project. Lowes selected our department for their annual "Community Giving" program and will be donating a wood stove and polyurethane, as well as provide professional volunteer staff to install the wood stove and apply the polyurethane to the pine flooring in October. Having a yurt allows us to expand and provide year round and overnight programming and an indoor space for severe weather days that might normally force us to cancel activities.
- 8<sup>th</sup> grade Adventure Bound Challenge program will begin in Oct. Thus far, 12 youth are registered. The first program will be out on the Newington Challenge Course. Registration is open throughout the year.
- The Statewide Hoarding Working Group met to continue its efforts toward enhanced intervention and formation of a statewide taskforce.
- Several Town departments are meeting monthly as part of a Safe Homes Task Force to enhance Newington's intervention protocol surrounding the health and safety of residents, as well as necessary code enforcement.
- Karen Futoma and Carol LaBrecque attended the CCHD ACHIEVE meeting which included work to enhance mental health and substance abuse education/treatment access and stigma reduction. Also attended the Clergy Association meeting to share updates, trends and the upcoming holiday programs/needs.
- Several staff attended the annual CLASS conference, the focus this year being on self-care.
- Fall SCORE registrations are coming in, with a deadline of October 9<sup>th</sup>.
- The format of the SUCCESS ALPS program in the middle schools has changed to accommodate school scheduling. It is a collaborative design emphasizing self-esteem, healthy social interactions, and positive youth development.
- The High School Self-Awareness class is starting up for the fall. Activities will include in-school and off-site activities including the challenge course, kayaking and at least one community service project. Juniors/Seniors meet the first half of the year and Freshmen/Sophomores, the second half.
- There were 4 requests for community service. 40 hours were completed with carryover into October.
- Clinical Coordinator, Pat Meskill attended several school open houses to share information about Human Services programs and services.
- Pat also co-facilitated Adult Mental Health First Aid attended by several NEMS members, CERT members and two Newington Police Officers.
- There was 1 JRB referral this month.
- Staff attended workshops, trainings and meetings throughout the month.
- Staff were very busy meeting with foodbank/holiday baskets recipients to update their eligibility and information for the upcoming year. New eligible residents are also being added.
- Pat Meskill met with NEMS (Newington Emergency Medical Services, formerly NVA) and will be offering Mental Health First Aid certification training to a group of their volunteers.
- Human Services Staff Director and staff met with Newington Police Chief Clark to discuss collaborative efforts and response to crises involving mental health concerns.
- Director Futoma and Coordinator LaBrecque attended the annual ADA Conference in Baltimore as they continue to work toward certification.

**September 2015 Statistics**

<b>Selected Programs</b>	<b>FY 15-16 Undp. Total This Month</b>	<b>FY 15-16 Undp. Total Last Month</b>	<b>FY 15-16 Cum. Undp. Total YTD</b>	<b>FY 14-15 Cum. Undp. Total YTD</b>
<b>Youth &amp; Family Counseling Cases</b>	13	15	16	15
<b>Youth &amp; Family Service Hours</b>	35	35	70	88
<b>JRB Cases</b>	1	1	3	1
<b>Positive Youth Development</b>	366	244	1211	1069
<b>Information and Referral</b>	766	652	2009	1912
<b>Social Casework Cases</b>	107	113	249	185
Under 55 =	25	28	61	
Under 55 Disabled =	40	37	82	
Over 55 =	42	48	106	
<b>Social Casework Service Hours</b>	153.75	172	516.75	N/A
Under 55 =	36.25	37.25	97.75	
Over 55 and/or disabled	117.50	134.75	284.25	
<b>Food Bank Households</b>	163	146	445	531
<b>#Bags of Groceries Distributed</b>	745	696	2115	2377
<b>Special Needs</b>	11	7	26	32

**SENIOR AND DISABLED CENTER**

- The Center held its 10<sup>th</sup> Annual Membership Meeting on September 18<sup>th</sup> that included a State of the Center presentation followed by refreshments provided by Jefferson House.
- The annual ice cream social sponsored by Newington Rapid Recovery Center was held on September 8<sup>th</sup>. The event had been postponed in August.
- On September 11, Nina Karlson from Vitas Healthcare will spoke about the complications of diabetes at a brunch and learn program sponsored by Bel Aire Manor.
- Newington EMS provided a CPR class for Senior and Disabled Center staff on September 23<sup>rd</sup>.
- The Center was represented with a table at the Waterfall Festival on September 19<sup>th</sup>.
- A new session of LiveWell, the Chronic Disease Self-Management Program, started this month. In what is a first for Connecticut, the program is offered entirely in American Sign Language to a deaf audience.
- The pilot LGBT Moveable Senior Center made its debut in Avon on September 24<sup>th</sup> to rave reviews. This is a partnership among five Senior Centers in the Greater Hartford area to connect the LGBT community to mind-body-spirit, to each other and to services and supports for healthy aging through a. The program will be in Newington on October 16<sup>th</sup>. This project is sponsored by CCCI as part of "Getting it Right": Creating an LGBT-Responsive Organization, a project funded by the John H. and Ethel G. Noble Charitable Trust and was guided by CT LGBT Aging Advocacy.
- As of the end of August, the Center had 1,829 paid members, including 166 Fitness Center members. There are 863 residents registered for Dial-A-Ride.
- There were 200+ opportunities to participate in programs at the Center over the summer with some one time programs and others ongoing as well as several opportunities that are daily with a total recorded attendance of 3549 by 537 people. The actual number attending the center is significantly higher with approximately 1/3 of participants scanning in for programs. While Door Counters have been purchased and installed to get a more accurate count of people using the Center, the wireless function has still not been installed and manual reading have been unreliable.
- Dial-a-Ride provided 1294 trips this month, covering 3922 miles.
- Center staffing was complemented by 750 hours of unpaid service in 235 instances by 46 volunteers.



## **PARKS AND RECREATION**

### **Recreation Division**

- Registration for fall programs began on Friday, September 4 for Newington residents. Registration for non-residents began on Friday, September 18.
- The school year at Creative Playtime Preschool Program began on Wednesday, September 2.
- Training was held at Newington High School for all aquatics staff members on Wednesdays, September 9 and 16.
- Most fall programs will begin in early October with a few programs that began in late September.
- The indoor pool at Newington High School opened on Monday, September 28 for recreational swimming. The pool will be available on Monday, Wednesday and Friday evenings from 7:00-8:45 p.m. for recreational swimming during the school year.
- An open house for parents of children attending Creative Playtime Preschool program was held on Monday, September 28.
- The fall session of swim lessons began on Wednesday, September 30.
- Department is partnering with Dick's Sporting Goods (Community Marketing Program) for Youth Basketball and other potential sponsorships.
- Planning for the Youth Basketball season has begun—the program will begin in December.
- A t-shirt design contest is being held for Newington students in grades K through 8 to design the shirt for our Youth Basketball program. Contest ends on November 30.
- Community Center staff training was held on September 30—additional CPR/First Aid training for staff will be held in November.

### **UPCOMING – RECREATION DIVISION**

- Creative Playtime Preschool program participants will have their first field trip to the Lucy Robbins Welles library on Friday, October 2. The children will be bussed to the library for a program from 10:15 to 11:00 a.m.
- Women's Volleyball League will begin on October 13 (there are 6 teams participating in the league this season).
- Men's Basketball League will begin in November--meeting with team reps will be held on October 19.
- A Special Screening for "The Peanuts Movie" will be held on Friday, November 6<sup>th</sup> at Bow Tie Cinemas in Hartford. This event will celebrate former Newington resident and co-writer/producer of the movie, Cornelius Uliano. In addition, proceeds from this event will go toward the 2016 Extravaganza fireworks.
- Dance for 7<sup>th</sup> & 8<sup>th</sup> graders will be held on October 23<sup>rd</sup>.
- Youth Basketball registration information will be distributed in the schools to students in Kindergarten through grade 8 the week of October 19.
- Teen Center will be open to students in grades 7 through 12 on October 30<sup>th</sup>.
- The Children's Halloween Party to be held on Saturday, October 31<sup>st</sup>.
- Men's Softball Advisory Committee will meet on October 7 to discuss overview of season.

### **Parks and Grounds**

- There were 5 interments and 2 grave sales.
- The Cherish Our Children's Monument area was planted and seeded.
- A walkway using concrete pavers was installed at the cemetery office.
- Areas of the Newington Ambulance building were re-graded.
- Assisted with an Eagle Scout project in the veteran's section of the cemetery where 8 flag poles were installed.
- Over seeded the junior varsity, practice and varsity football fields.
- Continued repairing cracked irrigation lines and swing joints and malfunctioning sprinkler heads in the junior and varsity football fields.
- Repaired the irrigation pump on the north side soccer field.
- Mulched the playscape areas and trimmed along walkways in Beacon Park.
- Fertilized the high school football field and Clem Lemire field.
- Division personnel were offline a total of 38.25 days this month.

## LIBRARY

- The annual Library Board of Trustees meeting was held, at which officers were elected; Diane Stamm as President, LeeAnn Manke as Vice President, Paul Crosswaith as Treasurer and Judy Igielski as Secretary. Several businesses and individuals were honored. Honorees included David Johnson and GEICO Insurance, Michael Kiely, Mary Wood, Beth Brodeur and Subway, Main Street Newington and Lynn Caley. Guido Giantonio was inducted into the Legacy Society in the Runners Council level for his many years of race sponsorship.
- Assemblies were held at all elementary and middle schools to give special recognition to all of the summer reader participants. A presentation of Freestyle Frisbee competition by Todd Brodeur of *World Class Frisbees* entertained the younger students and certificates were awarded. The children staff is was once again present at the Open Houses for all of the elementary and middle schools as well.
- The Children's Department offered 46 programs to 2,795 children and their caregivers. *Babies, Books, Bounce & Bubbles*, a new baby program introduced babies to the wonders of the Library. New babies and parents are provided with appropriate information about the library, the collection, Town services and a new baby board book. *Read, Play Learn*, another new program welcomes 3-4 years old children, to join us for a story, followed by independent story-inspired early literacy stations. Other programs included learning how to make a German Apple Cake in *Cookbook Club*, reading to certified therapy dogs in the *Tales to Tails* programs and watching the movie *Home* at the library's *Cinema City*. The month was rounded out with regular story times and outreach to daycares.
- The teen librarians offering 5 programs to 44 teens. The grand prize winner of the teen summer reading program had a private party hosted by the teen librarians at the library. The winner invited 8 of her friends and they watched the movie *The Duff* while eating pizza and snacks. Other programs offered were Teen Gaming Afternoon, the Teen Advisory Board and Forever YA Adult Books Club, a new program for teens and adults who like to read teen literature. Teen Librarian Bailey Francis was present at the open house for the high school.
- Adults were kept busy with 15 programs offered to a combined audience of 525 adults. The topics were varied including ovarian/breast cancer awareness, emergency and end of life planning, honey making with *Hilltop Apiaries*, genealogy, eating healthy with Dr. Jonathan Goodman, Armenian genocide and a viewing of the film *The Second Best Exotic Marigold Hotel*. Due to space constraints, the program Out of Reach was moved the Town Hall Auditorium. 130 people came to here author F. Mark Granato talk about his novel Out of Reach based on the 1961 Hartford Hospital fire. It was not only interesting but very inspiring because several of the actual firefighters who were at this fire were in the audience. And the 14 year old witness from the fire, who was a retired Hartford Fighter and former Newington Fire Commissioner lives in Newington and was there with his family to talk to people after the program.
- Total circulation of library materials was 28,561. Digital media which includes eBooks, digital music, magazines, audiobooks and movies were downloaded 3,975 times from the library website. An average of 623 people visited the library each day. There were 8,693 visits to the library's homepage. The reference staff answered 4,960 reference questions. Free library meeting space was used 305 times during the month.
- The Friends of the Library sponsored a bus trip to the New York City event where 42 people enjoyed an evening of fire, art and music in Providence, Rhode Island.
- In technology news the RFID tagging was completed in the children's collection. Volunteers and staff are tagging the music CDs. We should be able to go live with the self-checkouts soon. Thad Dymkowski from the Town IT department held a second training session for staff members on the QScend software. Digital Services Librarian trained staff on how to use the Samsung Galaxy tablet. Technology programs for the public included *Google Everything!* and *Tech 4 U*.
- In facilities news, we continued to have temperature control problems in the library. Technicians were working on the new boiler throughout the month but it was still not working by the end of the September.
- Topics of note that were researched this month included:
  1. How did dinosaurs go extinct?
  2. Books about minecraft and gaming
  3. Who designed the Town Seal?
  4. How to freeze and cook frozen corn.
  5. Ratings of toilets.