



Paul J. Fetherston
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

OFFICE OF THE TOWN MANAGER

MEMORANDUM

To: Newington Town Council
From: Paul J. Fetherston, Town Manager
Date: November 10, 2005
Re: Monthly Report – October 2005

GENERAL ADMINISTRATION

During the month of October, the Office of the Town Manager was focused on a number of matters including (a) assisting the Police Department in coordinating the Peter J. Lavery Law Enforcement Center Dedication Ceremony on October 15; (b) in conjunction with the Finance Department, establishing budget guidelines and directions for distribution among Department Heads; and (c) working with staff to assess flood damage within the community during the period mid-October for submission to the State of Connecticut and review by FEMA officials on October 26.

Other items of interest during the month:

- In conjunction with Town and CROCOG staff, met with representatives of the Department of Transportation for purposes of discussing issues related to traffic within our community and strategies to address them;
- Participated in discussions with representatives of the Police Department Renovation/ Expansion Project Building Committee and Town staff for purposes of discussing the status of the project;
- Attended the October 6 meeting of the Police Department Renovation/ Expansion Project Building Committee for purposes of addressing the renovation phase of the project;
- Attended the October 15 dedication of the Peter J. Lavery Law Enforcement Center;
- Attended a meeting with other Town officials and Indian Hill Country Club representatives regarding payment in lieu of tax provisions of the lease indenture with IHCC.
- Participated in interviews for the grant funded position of Project Homeshare Coordinator;
- Addressed a number of personnel matters;
- Worked with Town Department Heads for purposes of finalizing the Town's Strategic Plan;
- Participated in the interview process for the position of Groundskeeper III;
- Attended the October 25 meeting of CROCOG's Municipal Services Committee;
- Compiled and commenced the process of reporting key issues/ projects to the Town Council for the upcoming term; and
- Attended the October 27 Open House sponsored by the Newington Chamber of Commerce.

Phone: (860) 665-8510 Fax: (860) 665-8507
townmanager@ci.newington.ct.us
www.ci.newington.ct.us

Paid overtime for the month of October 2005 was as follows:

HIGHWAY DEPARTMENT	Overtime Hours	Cost
Vehicles and Equipment	33.90	\$ 1,329.44
Weekend Stand-by and Call-in	16.00	556.96
Road Maintenance	30.50	990.49
Ivy Lane	33.50	1,255.79
Total	113.90	\$ 4,132.68
PARKS AND GROUNDS DIVISION		
Weekend Duty	8.00	\$ 365.28
Cemetery	37.00	1,689.42
Football Preparation	57.00	2,602.62
Herbicide Application	3.50	159.81
Total	105.50	\$ 4,817.13
POLICE DEPARTMENT		
	2005-06 Budget Overtime Appr.	Overtime Expended Fiscal Year to Date
Patrol	\$ 723,778	\$ 237,950.86
Investigation	73,292	25,304.12
Communication	125,605	55,786.37
Education/Training	50,136	14,415.18
Support Services	20,000	5,191.56
School Resources Officer Grant	3,349	1,870.94
Animal Control	11,000	3,940.50
Total	\$1,007,160	\$ 344,459.53

PERSONNEL

- Candidates for the Project Homeshare Coordinator vacancy were interviewed by staff and an offer extended to Kimberly Arcari of Newington. She will begin her duties in November.
- Stephen Tofeldt was promoted to the vacant position of Groundskeeper III following a written examination and interviews.
- The Dial-A-Ride Transportation Driver position was posted as a promotional opportunity. Three applications were received.
- Written examinations were administered to Certified Police Officers on October 12 and to entry level Police Officer candidates on October 15.

Professional Development

- Greg Mattus, Public Health Inspector, attended State-sponsored training classes on cross-connections in plumbing systems and soil investigations for sizing on-site sewage disposal systems.
- Assistant Town Clerk Donna Dornfried attended a computer training class in Microsoft Excel sponsored by the Connecticut Town Clerks Association.
- Town Clerk Tanya Lane, Library Director Marian Amodeo and Senior and Disabled Center Director Dianne Stone are taking a distance learning class entitled *Motivating Employees*.
- Parks and Recreation Superintendent Wendy Rubin attended the National Recreation and Park Association Annual Congress in San Antonio, TX. She is currently serving in a leadership capacity as the National Program Chair for the Congress Planning Committee for the 2006 Congress that will be held in Seattle, WA.
- Recreation Supervisor Kristine Kravontka attended training on Publication and Layout Design.
- Recreation Department staff attended a Red Cross Disaster Services Shelter Operation seminar.

- Gregg Breton, GIS Coordinator, attended the State of Connecticut Homeland Security GIS municipal workshop as well as a presentation offered by the MDC on "MDC Enterprise GIS."
- Revenue Collector Jean Mangan attended the fall meeting of the Hartford County Tax Collector's Association.
- Center Director Dianne Stone attended the semi-annual meeting of the National Institute of Senior Centers in Washington DC on October 26-28. The visit included meetings with staff of Senator Lieberman's, Senator Dodd's and Congressman Larson's office. Ms. Stone's appointment as the Co-chair of the National Accreditation Board was announced at the Delegate meeting.

RISK MANAGEMENT

The third month of the 2005-2006 Blue Cross/Blue Shield plan year produced a combined paid claim total that was lower than the estimates that were developed at renewal. The total claims were estimated at \$634,441 per month; the initial number for September 2005 came in at \$530,941.

INFORMATION SYSTEMS AND TECHNOLOGY

- Completed 127 work orders.
- Blocked 15,063 SPAM/unsolicited emails and 124 viruses.
- Blocked/quarantined 124 viruses from entering the Town's network.
- GIS services received updated 2003 aerial photography and planimetric updates from the MDC (Metropolitan District Commission).
- Installed and configured a new energy assistance program for the Senior and Disabled Center.
- Installed a new computer and activated a new wide area network connection at the Parks and Grounds Garage.
- Roy Zartarian and Scott Hoagland, Information Systems Specialists, worked with Finance Department staff to set up a new CIP reporting database.
- Evaluation of proposed software systems for the Town Clerk's applications concluded with the formulation of a formal recommendation for selection.
- Preparations began for posting results of the November 8th election on the Town's web site.
- The Town's web site had more than 25,000 visits during September 2005; among the most frequently visited areas were the meetings calendar, the online property assessments application and the Parks & Recreation Fall Programs section.

FINANCE

Accounting and Administration

- The master lease agreement was executed between the Town and Chase Equipment Leasing, Inc. for the lease purchase of the new aerial fire truck.
- The 2006-07 budget instructions were prepared and distributed to operating departments.
- Finance Director Bill Hogan attended a meeting of the MDC to discuss the 2006 tax levy. Preliminary numbers indicated an increase of 9.5% or approximately \$225,000 for the Town's sewer services.
- The Town auditors, Scully & Wolf, began their review and testing of 2005 financial statements.
- The Town received its first installment (25%) of the ECS grant in the amount of \$2,579,462.

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)
10/31/05

General Fund	\$29,965,067
Special Revenue Funds	1,758,448
Capital Projects Funds	1,555,633
Internal Service Fund	3,186,175
Trust and Agency Funds	<u>1,225,460</u>
TOTAL, ESTIMATED BY FUND	<u>\$37,690,783</u>

INVESTMENTS, BY INSTITUTION TYPE
Unaudited)
10/31/05

	Interest %		Interest \$		\$ Invested
Ave. Monthly Yield, Annualized	Current Month	Last Month	Current Month	Last Month	
STIF	3.92	3.84	31,851	43,956	\$ 6,749,162
CLASS PLUS	3.47	3.29	24,923	25,403	8,066,871
Banknorth	3.75	3.75	38,704	33,873	11,062,538
Sovereign Bank MM	3.75	3.75	42,867	39,298	<u>11,812,212</u>
Total Outstanding Investments					<u>\$ 37,690,783</u>

Assessor

- The revaluation project was nearing completion to the level that results will be available during November. A schedule for notification of revaluation results to taxpayers was prepared.
- The current assessment data reflecting the 2000 revaluation was on line for the entire month, resulting in reduced traffic in the Assessor's office.
- 1,400 personal property returns were received from local businesses.
- The 2004 motor vehicle supplemental grand list was received from the Department of Motor Vehicles; the valuation process was started on the 1,100 vehicles that were not priced.
- The Assessor made presentations to the Knights of Columbus and at a monthly meeting at the Senior and Disabled Center on the changing real estate market in Newington and the pending revaluation.
- Real estate transactions were brought current up to October 1, 2005.

Revenue Collector

- Statements of back taxes were mailed for 300 delinquent real estate accounts.
- Demands for payment were sent on delinquent motor vehicle accounts.
- Alias tax warrants were issued for the collection of personal property accounts.
- The quarterly report of collections was filed with the U.S. Census Bureau.
- UCC-1 Liens were filed with the Secretary of State for delinquent corporation accounts.
- Collections on the current levy of taxes amounted to \$277,318.64

PURCHASING

BID NO. 13, 2004-05, BALLFIELD LIGHTING DESIGN AND SUPPLY

Opening Date: July 28, 2005

Bidder	Location	Base Bid
Bill Simone & Associates	Rensselaer, NY	\$42,117

The bids are under review.

BID NO. 4, 2005-06, CEMETERY SERVICES

Opening Date: November 2, 2005

BID NO. 5, 2005-06, SIDEWALK CONSTRUCTION AND REPAIR

Opening Date: September 15, 2005

Bidder	Location	Base Bid
T&T Concrete and Landscapes	Hartford	\$106,545

The bid is under review.

BID NO. 7, 2005-06, LITTLE LEAGUE BALLFIELD LIGHTING INSTALLATION

Opening Date: October 31, 2005

RFP NO. 4, 2004-05, TOWN CLERK SYSTEMS

Opening Date: July 7, 2005

Respondents

CORE Business Technologies, E. Providence, RI
Cott Systems, Inc., Worthington, OH
New Vision Systems Corp., Stamford, CT

The proposals are under review.

RFP NO. 2, 2005-06, DEVELOPMENT PLAN REVIEW CONSULTANT

August 25, 2005

Respondents

Purcell Associates, Glastonbury
BETA Group, Inc., Rocky Hill
Milone and MacBroom, Cheshire
EnviroScience Consultants, Inc., Newington
Weston and Sampson Engineers, Inc., Rocky Hill

After staff review, the contract was awarded to Milone and MacBroom.

RFP NO. 3, 2005-06, PAVEMENT MANAGEMENT CONSULTANT

Opening Date: August 25, 2005

Respondents

Vanasse Hangen Brustlin, Inc., Middletown
BETA Group, Inc., Rocky Hill
Milone and MacBroom, Cheshire
Applied Research Associates, Champaign, IL
MACTEC Engineering & Consulting, Beltsville, MD

The proposals are under review.

RFP NO. 5, 2005-06, BROWNFIELD ASSESSMENT PROJECT PROGRAM ADMINISTRATION
 Opening Date: October 5, 2005

Respondents

Fitzgerald and Halliday, Hartford
 EnviroScience Consultants, Inc. Newington
 Webb Realty Services, LLC, Hartford
 Weston and Sampson Engineers, Inc., Rocky Hill
 GEI Consultants, Glastonbury
 Ernest Swiger Associates, Stroudsburg, PA

The proposals are under review.

TOWN CLERK

- 605 documents were recorded on the Land Records; \$17,699 was collected in recording fees.
- There were 93 property transfers this month - \$32,585.81 was collected in Town conveyance tax and \$64,825.66 was collected in State conveyance tax.
- Total property sales for the month were \$13,234,031.70, including seven residential transfers for at least \$300,000 each.
- PA 05-228 established a \$30 per document surcharge beginning October 1, creating a mechanism to fund affordable housing development and farmland, open space and historic preservation. The State receives \$26 collected from each recorded document and the Town retains \$4.
- October 1 marked the first day of issuing Civil Union licenses.
- The election season began with the issuance of absentee ballots October 7.

Data Summary-October 2005

	<u>October 2005</u>	<u>October 2004</u>	<u>FY 2005/06 to Date</u>	<u>FY 2004/05 to Date</u>
Land Record Documents	605	599	2,764	2,812
Dog Licenses Sold	32	29	343	341
Game Licenses Sold	150	142	571	437
Vital Statistics				
Marriage Licenses	40	10	124	101
Civil Unions	1	0	1	0
Death Certificates	48	16	115	105
Birth Certificates	9	12	55	76
Total General Fund Revenue	\$ 53,389.26	\$49,404.90	\$232,735.86	\$260,644.27
Town Document Preservation	\$ 1,163.00	\$ 572.00	\$ 3,245.00	\$ 2,639.00
State Document Preservation	\$ 1,166.00	\$ 1,144.00	\$ 5,330.00	\$ 5,278.00
State Treasurer (\$26 fee)	\$ 15,080.00	n/a	\$ 15,080.00	n/a
LOCIP	\$ 1,740.00	n/a	\$ 1,740.00	n/a
State Game Licenses	\$ 1,933.50	\$ 1,362.00	\$ 9,240.50	\$ 6,629.50
State Dog Licenses	\$ 270.00	\$ 202.00	\$ 2,449.00	\$ 2,136.00
Dog Licenses Surcharge	\$ 94.00	\$ 72.00	\$ 880.00	\$ 766.00
Marriage & CU Surcharge	\$ 266.00	\$ 228.00	\$ 1,311.00	\$ 1,273.00
Grand Total	\$ 75,101.76	\$52,984.90	\$272,011.36	\$279,365.77

REGISTRARS

- Two additional State mandated voter registration sessions were held during the month. October 25 was the last day to register to vote.
- Two instructional sessions for poll workers were held.
- Electors at three nursing homes and two assisted living complexes exercised their right to vote by Absentee Ballot.
- Machine mechanics set up all 35 machines in all eight polling places for the November election.
- On November 14, Newington will be host a demonstration of new voting machines in the Council Chambers.
- 158 voter registration applications were processed in October.

Current Voter Registration Statistics

Democrats	7,590
Republicans	3,445
Unaffiliated	7,324
Other	16
Total	18,375

POLICE DEPARTMENT

- The Peter J. Lavery Law Enforcement Center was dedicated on October 15th to honor Master Police Officer Lavery for the ultimate sacrifice that he made for the community. Approximately 500 were in attendance at the event.
- The Certified Police Officer hiring process continued with a written exam on October 12th. Of the fourteen candidates who took the exam, nine passed.
- A written test was administered on October 15 to 113 entry-level police officer applicants; 95 passed. All applicants must have passed a physical agility test by November 5 to continue in the process.
- The State Department of Transportation grant for the Berlin Turnpike Traffic Enforcement concluded on August 12, 2005 with 170 arrests and 69 warnings issued.
- The Police Department was awarded a grant under the Community Oriented Policing Services Universal Hiring Program from the U.S. Department of Justice to hire one Police Officer for a total reimbursement of \$75,000 over a three year period.
- A robbery occurred in the parking lot of Hops Restaurant. Suspects forced the victim to drive his vehicle to several ATM machines where one of the suspects made withdrawals using the victim's ATM card.
- Officers responded to a robbery complaint at the Valero gas station on Kelsey Street during which a perpetrator displayed a handgun and fled the scene with cash from the register. The case was transferred to the Detective Division for further investigation.
- Officers responded to a report of a broken window at an apartment complex. Believing that someone may have entered an apartment through the broken window, police searched the apartment for suspects and located the resident and a large amount of illegal drugs. The resident was arrested.
- 33 offenses were the subject of investigation by Detective Division personnel in October.
- One case involving two juveniles and/or their families was referred to the Youth Officer in October.

FIRE DEPARTMENT

The Fire Department responded to 178 alarms/emergencies as follows:

	<u>October 2005</u>	<u>4 months Cum.</u>
Residential	24	69
Commercial, Industrial, Office	10	52
Hospital, School	3	14
Vehicle	5	17
Rescue, Police Assistance	2	6
Dumpster, Rubbish	5	13
Grass, Brush, Leaves	5	10
Hazardous Materials/Clean up	4	15
Investigative Alarm	11	33
False Alarm	5	5
Mutual Aid/Standby	2	6
Carbon Monoxide Investigation	4	10
Water Related Incidents/Pump-Outs	<u>98</u>	<u>98</u>
Total	178	372

Training Report:

	Hours
Driver Training	68
Officer Training	75
Department Training	114
EMT-Basic	144
Company #4 Drill	12
Pump Training	24

October Fire Prevention Activities

- NFPA Fire Prevention Week banners were provided to the four companies.
- A-V programs were provided to NCTV Channel 14 for airing during Fire Prevention Week.
- Members visited the four elementary schools to display apparatus for grades K-1. NFPA literature was provided for students in pre-kindergarten through grade 4. Students in grades 2-4 were provided with age-appropriate A-V programs.
- The Fire Academy smoke trailer visited Ruth Chaffee for grades 3-4. Over 170 students practiced EDITH and made 911 calls with the Bureau's 911 simulator.
- Captains Boisvert and Pierson organized the Department's third annual open house. Featured were the Fire Academy smoke trailer and a transparent plastic-walled smoke room constructed by members of Company #1.
- Members visited the St. Mary's and Tiny Tot preschools to display the apparatus and conduct instructional programs involving Stop/Drop/Roll and emergency calling.

Other Recent Bureau Activities

- One home inspection was conducted. A follow-up visit was provided to assist the resident in smoke detector operation.
- Fire safety programs were provided for the staffs of Connecticut Eye Care and Charter Oak Community College.

- A Fire Prevention Bureau officer visited the home of a local resident to answer questions and assist with replacement of smoke detectors.

FIRE MARSHAL

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

Inspections	22
Inspection Follow-Ups	53
Plan Review	8
Job Site Inspections	2
Underground Tank Removal	0
Fire Investigations	3
Fire Alarm Trouble	2
Complaints	3
Haz/Mat	1
Bomb Threats	1
Blasting	5

- Two serious fires were reported during the month of October.
 - October 12th a vehicle fire in the garage of an Elm Ridge home caused extensive damage to the single family residence. No injuries were reported.
 - October 29th a fire of unknown origin caused extensive damage to the single family residence resulting in the death of the owner.

PUBLIC WORKS/FACILITIES MANAGEMENT

- The Garfield Street Bridge Replacement project received approval from the Newington Conservation Commission. An application has been submitted to the Connecticut Department of Environmental Protection and the U.S. Army Corps of Engineers.
- The month of October produced record setting rainfall amounts. Several streets were impassable for a time and many calls concerning flooded basements and standing water were received. FEMA representatives visited Newington and were given a tour to view some of the damage that occurred.
- The Public Works Director, Town Planner and Parks and Recreation Superintendent toured and reviewed a request for two easements through the Little Brook Drive playground.
- The Public Works Director and Highway Superintendent met with Board of Education and CNG representatives to discuss possible relocation of the natural gas station to allow a less restrictive placement of the above ground diesel tank for the Board of Education fleet of school buses. Discussion is ongoing.
- The Engineering staff met with the contractor that will perform the widening of Griswoldville Avenue to discuss schedules, plans, personnel, and policies.
- Public Works Director Mike Mancini attended a meeting with the MDC to discuss the large district-wide project to separate storm water from sanitary sewers. An advisory committee of Public Works Directors, Town Engineers, and other Town staff was formed to discuss the technical side of this enormous undertaking and to insure that the proper lines of communication result in a complete exchange of important information between the MDC and its member Towns. Mr. Mancini was elected chairman of the committee.

Highway Department

- Completion of the Ivy Lane reconstruction project included 800 tons of bituminous concrete, 2,600 linear feet of curbing, paving of 25 driveway aprons, and topsoil restoration.

- Newington received more than 10 inches of rain during the month of October. Most of the rain fell during a 9 day period overwhelming storm drainage systems town-wide. Many areas throughout town incurred significant flooding.
- Equipment operators organized the placement of wood chips at the landfill with a bulldozer. A site was also prepared for the temporary storage of leaves for the annual leaf collection program.
- Highway crews conducted concrete and fencing repairs at the Millbrook bridge site.
- The Highway Department assisted with the site work at Firehouse Company # 2 by rebuilding two storm water basins.
- Miscellaneous projects completed throughout the month consisted of bituminous pothole patching, catch basin cleaning, hauling materials, and excavation trench repairs.
- Mechanics completed the set up of leaf collection equipment during the month of October. The repair garage staff continues with fire apparatus fall services, scheduled preventative maintenance programs, and emergency repairs.

Facilities Management

- Most of the desks, workstations, office equipment, and office furniture from the former Police Department Offices have been recycled within other Town Hall offices.

TOWN PLANNER

- Phase II Town Center Streetscape Improvements - The contract with T&T Concrete and Landscapes, LLC was executed for the reduced scope of work to replace sidewalks, driveway ramps, install granite curbing and brick pavers for 260 feet of Main Street between the south driveway of the Congregational Church to the corner of Main and Garfield.
- Brownfields Community Wide Assessment Project - Six firms responded to the Town's request for proposals seeking consultant services for site selection, community outreach and project management tasks.
- Facade Improvement Project – A meeting was held to review completion of punch list tasks. Numerous small items have been finished and found acceptable by the architect. Wall signs have been approved for production and are expected to be ready for installation by November 18th.
- News Rack Ordinance - The Town Planner's office has notified all news rack vendors with boxes located within the Town right of way that the Town's ordinance will be enforced. Eight vendors, with 140 to 160 boxes, have been sent application forms and an explanation of how the annual permits and fees will be administered.
- Development Project Status
 - Hartford Drive In – Proposed condominium development. TPZ has continued the public hearing and site plan review to its November 9th meeting. The developer also has an application pending in Wethersfield for inland wetlands permit approval.
 - Lazy Boy – Proposed 19,000 sq. ft. store in the vacant Grantmoor Motel parking lot is before the TPZ for Site Plan approval. At the Commission's initial review, several modifications were requested to the building architecture and parking lot layout.
 - JoAnn's Plaza – Proposed expansion of Jo-Ann etc. to add 7,400 sq. ft. to the easterly side (Berlin Turnpike frontage) and change façade to match recent modifications to in line stores. Applicant is requesting the Commission to waive required parking and green space to accommodate proposed addition.

BUILDING DEPARTMENT

- Three permits were issued for single family residences in Newington in October (34 Dacosta Drive, 6 Pfister Drive, and 140 Waverly Drive) for a combined value of \$303,122 and \$5,565 in fees.
- Permits for the Town of Newington included:
 - Electrical Permit for the Clem Lemire Complex for electrical service wiring for two scoreboards and miscellaneous lights

- Mechanical Permit for the Town Hall for a new gas heating system.
- Plumbing Permit to install sinks in Room 401 at the high school.
- Several Mechanical and Plumbing Permits were issued for TGI Fridays, 3025 Berlin Turnpike.

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

David Zwick	2003 IRC Performing Residential Mechanical Inspections, 10/17-18 2003 IBC Fundamentals, 10/19-20
Art Hanke	New England Municipal Buildings Officials Seminar, 10/3-6
Joe Sinsigalli	New England Municipal Buildings Officials Seminar, 10/3-6
Pete Hobbs	2003 IRC Performing Residential Mechanical Inspections, 10/26-27 2003 IBC Fundamentals, 10/13

7 Certificates of Occupancy were issued in October, four for single family residences (30 Harman Court, 179 Meadow Street, 14 Dacosta Drive and 404 Lloyd Street) and three for commercial buildings (Courtyard Marriott - 1583 Southeast Road, Nextel – 605 Willard Avenue, and a temporary sales office – 5 Sterling Drive).

Building Department Inspectors completed a total of 299 inspections: Above Ceiling (2), Alarm (2), Anchor Bolts (1), Anchors / Firestop (1), Chimney (2), CO (22), Code (1), Electrical (72), Electrical Trench (1), Final (3), Footings (10), Foundation (5), Framing (46), Gas Line (16), HCP Layout (1), HCP Ramp (1), Hood (3), Hood Ducts (1), Insulation (13), Mechanical (33), Piers (2), Plumbing (36), Pool (1), Progress (1), Roofing (8), Shed (3), Sprinkler (4), Stain (1), Waterproof (2), Windows (1), Woodstove (3).

Building/Renovation Permit Statistics

<u>Type of Permit</u>	<u>No. of Permits</u>	<u>Value of Permits</u>
Addition/Alterations	17	\$ 240,388
Deck	5	25,031
Demolition	0	0
Electrical	45	112,350
FSS/Sprinkler	5	266,550
Footing/Foundation	1	10,000
Fuel Tank	3	4,395
Garage/Shed	11	155,310
HVAC	32	217,525
New Commercial	0	0
New Residential	3	303,122
Plumbing	20	98,617
Pool	0	0
Roofing/Siding	28	183,180
Sign	2	11,000
Tent	0	0
Trailer	0	0
Total	172	\$ 1,627,468

Permit Value Comparison for October:

	<u>2005</u>	<u>2004</u>
Value of Permits Issued	\$1,627,468	\$9,208,656
Building Permit Fees Received	\$27,840	\$42,080
Other Income Fees	\$1,844	\$1,638
Building Permits Issued	172	170

Total Value of Permits and Permit Fees:

2005-2006		2004-2005	
Value	Permit Fee	Value	Permit Fee
\$9,838,543	\$156,015	\$24,357,316	\$221,150

HEALTH DEPARTMENT

- Routine inspections for the month consisted primarily of food establishments. Newly-opened food service operations were the Courtyard Marriott (Southeast Road), Finn McCool's Pub (Market Square), and Subway (in Wal-Mart, Berlin Turnpike).
- The regular annual meeting of the Balf-Town Committee was held on October 17. Agenda items included complaints received during 2005 and a review of the company's two-year plan of operation (2005-07).
- The regular quarterly meeting of the Town's Local Emergency Planning Committee (LEPC) was held on October 20. The LEPC is working on a number of projects to include planning for a functional training exercise (test of communication systems) in the spring of 2006.
- The department collaborated with VNA Healthcare Inc. (Hartford) to provide a flu immunization clinic on October 27 for residents over the age of 65. A total of 1,057 persons received the flu shot at this clinic. Additional clinics are planned in November for other high-risk residents and Town employees.
- The trapping of mosquitoes at Churchill Park as a part of the State's West Nile Virus (WNV) surveillance ended on October 31. Although a number of dead birds were reported this year (some of which were positive for WNV), there were no reported human cases of WNV in town residents nor any trapped mosquitoes testing positive for WNV.
- On October 6th, the department participated in the "Senior Expo" at the Senior and Disabled Center by providing a literature table and health screenings for diabetes and cholesterol.
- Bid documents were prepared for curbside rubbish collection, town-wide recyclables collection, condominium rubbish collection, and stockpiled leaves/grass clippings collection as current contracts (4) are due to expire June 30, 2006.
- On October 18 there was a fire (spontaneous combustion) inside a pile of wood chips at the town landfill. Quick work by personnel from the Fire Department and Highway Department prevented a possible spreading of the fire to buried brush which could have had serious consequences.
- On October 19, Robert Cosgrove, Public Health Coordinator, visited the Community Health Center of New Britain (Washington Street) and toured the facility with their Executive Director. The department and our public school nurses make a number of referrals to this facility for families with minimal or no health insurance. Over 241 Newington families were served by this facility in 2004.
- On October 26, Mr. Cosgrove and Dr. Shahnaz Hussain, Director of Health, attended the Connecticut Department of Public Health Commissioner's semi-annual meeting with local health directors. "Doing more with less (money)" seemed to be the theme of the meeting given the current situation with high energy costs and reduced grants from the federal government.
- New complaints for the month numbered 14.

Statistical Summary

	Monthly Totals	Year to Date	Last Year to Date
Food Establishment Inspections	20	375	332
Food Establishment Reinspections	4	47	44
Other Routine Inspections	2	56	42
New Complaints Received	14	207	119
➤ Complaint investigation made	14	212	118
➤ Notice of Violation issued by Public Health Coordinator	2	50	36
➤ Legal Order issued by Director of Health	0	3	2
➤ Complaint compliance recorded	14	199	104

HUMAN SERVICES

- Human Services Director Ken Freidenberg participated in a regional meeting with the Dean of University of Connecticut School of Nursing to discuss community field placements for undergraduate and graduate nursing students.
- Staff from Human Services, Parks and Recreation, the Senior and Disabled Center, Health and the Town Manager’s office collaborated to offer a community forum on “Partnering for a Healthy Newington.”
- Director Freidenberg is consulting with a new group called ICAN (Interfaith Community Action Newington) representing churches and synagogues on ways to enhance volunteerism within and outside their organizations.
- Representatives from Wethersfield, Rocky Hill and Newington and Inter-Community Mental Health Inc. (ICMH) met to discuss mental health services.
- Several staff members attended the annual Connecticut Youth Services Association meeting which offered workshops on a variety of holistic approaches to reduce stress.
- On October 4, the Early Childhood Council sponsored the “Ready to Learn” parent program presented by CPTV.
- The Youth and Family Counseling Program received nine new referrals. The active caseload totaled 46 with 13 inactive cases, 84 therapy sessions and 128 contacts with families or other agencies.
- The Social Casework Program handled 68 active cases during the month.
- A family devastated from Hurricane Katrina received assistance with counseling and basic needs. A very generous local business purchased winter clothes for the entire family.
- Holiday Food, Toy and Gift Program planning continued with 189 applications approved.
- Positive Youth Development activities included the following:
 - The fall 2005 SCORE after-school program began with a variety of activities including trips to a haunted house at Lake Compounce and the popular animal rescue, which teaches valuable life skills and community service.
 - The second cycle of sixth grade ROPE was completed.
 - The High School Adventure Club hiked in and around Mount Greylock in Massachusetts.
 - Staff members provided an in-service with the teachers at St. Mary’s School. Staff will facilitate ROPE and their eighth graders will participate in the town-wide Challenge Day next spring.
 - A total of 233 youth participated in programs and activities.

October Statistics

Selected Programs	FY 05-06 Undp. Total This Month	FY 05-06 Undp. Total Last Month	FY 05-06 Cum. Undp. Total YTD	FY 04-05 Cum. Undp. Total YTD
Youth and Family Counseling	46	47	79	74
Positive Youth Development	233	119	1,345	1,057
Youth Works (Job Bank)	2	8	17	22
Information and Referral	182	187	701	437
Social Casework Cases Under 55 = 36 Over 55 = 32	68	72	143	107
Food Bank Participants	82	78	341	394
Special Needs	12	16	53	47

SENIOR AND DISABLED CENTER

- The Annual Senior Expo was held on October 6. With 50 vendors and more than 250 attendees, the program was a success.

- Connecticut author Elizabeth Molle spoke to a group on October 7. Ms. Molle, while assisting her own mother, decided that there should be a guide book for healthy aging and wrote “Quick and Easy Medical Tips for Healthy Senior Living.”
- A fire safety program was presented by the Fire Marshal’s office and Lowe’s Home Improvement. The local Lowe’s store provided CO₂ detectors and fire extinguishers to 30 households with income qualified seniors.
- A special “Ask the Pharmacist” program was presented by UConn School of Pharmacy. Following a professor’s talk about medication safety, participants were able to meet with pharmacy students to review their medications. The students made several recommendations that were then reviewed by a professor.
- A VNA flu shot clinic was held at the Center on October 27 with 1,057 people inoculated.
- A representative from the CHOICES program provided the first of two seminars on Medicare Part D on the evening of October 27. The 120 attendees left with a greater understanding of what Part D is but with no clear or easy path to choosing an option.

Dial-A-Ride		Wellness Clinic		Senior Café
Trips	Miles	On-site	Off-site	Meals Served
1,445	4,001	139	13	1,045

Project Homeshare

	Current Matches	Providers	Seekers	Counseling Calls
Newington	2	7	2	n/a
Other Comm.	6	32	43	n/a

PARKS AND RECREATION

Administration

- Superintendent of Parks and Recreation Wendy Rubin was the guest speaker for the Newington/Wethersfield Women’s Club.
- Ms. Rubin met with Recreation Department staff from Wethersfield to begin to collaborate on Special Needs programming. Wethersfield is making their services open to all Newington residents for Special Needs services and will assist in training our staff on Inclusion.
- On-going projects include the Master Plan RFP review, purchasing playscape equipment for various park sites, budget preparation and implementation of the Strategic Plan.
- Recreation Supervisors Sean Dwyer and Kristine Kravontka attended a program planning session with staff from Human Services, Library and the Senior & Disabled Center.

Recreation

- 1,230 participants registered for 97 programs and classes.
- The Mortensen Community Center opened its doors for the 32nd consecutive year.
- On Saturday October 29, the annual Halloween Party was held at the Mortensen Community Center Gym. 200 children in grades pre-school to fourth participated in crafts, games, and refreshments. Total attendance for the day with parents and relatives was approximately 500.
- Music Together, a new infant and toddler program, filled to capacity with 26 participants.
- New October programs include a Magic Workshop, Skyhawks Sports, Tennis Lessons, Craft Workshops, Stamping, First Aid & CPR, Women’s Self Defense and Senior Tap Dancing.
- Boys and Girls Middle School Travel Basketball began its season with tryouts. Approximately 150 children participated.

- The Teen Center was open four nights and averaged 40 participants in October. Activities included a pizza night and basketball.
- The Youth Basketball Brochure was dispersed to the schools; the program has been expanded to include first grade.

Parks and Grounds

- Despite an extensive amount of rain, the Parks and Grounds Division successfully completed commitments to sports field preparation throughout October. Due to reconstruction of the Newington High School track, alternate game fields were employed at both the high school and Town field areas.
- Spring field preparation began with baseball and softball fields at the high school.
- Division personnel installed four shade trees and complementary plantings at Mill Pond and planted numerous spring flowering bulbs at several locations.
- Wind and rain episodes resulted in numerous downed branches throughout the parks and school yards requiring crews to pick up on three occasions.
- Through an arrangements with the Town of Wethersfield, a forestry crew from Wethersfield began tree removal activities scheduled by Newington's Tree Warden.
- There were five interments in Town cemeteries during October.

LIBRARY

- The annual Sliva Young Peoples' Literary Series was once again held at Newington High School. Well-known Texas author Diane Roberts spoke to 800 third and fourth grade students in the morning, and returned for a book signing at the Council Chambers in the evening.
- 2,588 children and caregivers attended programs, including a performance of *Magic, Myths, and Monsters*, a comedy and magic show. Outreach to schools and daycares was high as staff visited nearly 1,300 children outside the library.
- A "Newingteen Idol" program was held on a Friday evening in October for the young adult age group. Seven acts performed and all 100 people in the audience had lots of fun enjoying the acts and hearing judges' responses.
- The new "Book a Librarian" service will begin in November. Patrons can call for a one hour appointment with a librarian. Computer instructions of various kinds are offered.
- Topics of note that were researched this month included:
 - Battered parents and abusive children.
 - Pokemon and YuGiOh collectible card prices.
 - Dialysis centers within 10 miles of Elizabeth, NJ
 - Newington Chalk Walk winners.
 - History of hats and hat making in Connecticut.
- Librarians staffed a booth at the Senior Expo and provided information about upcoming programs, existing services, and current materials.
- October was a busy adult programming month. 333 people attended programs ranging from *A Taste of Garlic* to *It's Never Too Late to Meet Mr. Right* to *Introduction to Digital Photography*. *The Art of Selling on eBay* attracted a standing room only crowd.
- Plans are in place for a free Friday Night Jazz Series that will take place in the Council Chambers on November 4 and 18, and December 2. Joe Carter's Samba Rio Trio, vocalist Tracy Thomas and Nathan Thomas at the piano, and rising jazz star Jimmy Greene are the line-up for what is sure to be a very fine cultural opportunity for Newington residents.
- Circulation of materials was 32,936. An average of 766 people entered the library each day. 4,908 reference questions were answered and 1,399 items were processed and added to the collection.
- Other use statistics for the month of October include: the library's homepage, 7,909 hits (+33%); Internet computers, 1,945 people.
- Library staff met with colleagues in other Town departments to continue to work on a joint program listing of all Town-sponsored happenings for Newington residents.

- Preparations are underway for the start of the Sunday season. Beginning November 6th, the library will be open from 1:00 p.m. to 5:00 p.m.
- Assistant Director Lisa Masten was a featured speaker at the annual CLASS Conference for librarians. She spoke about marketing and display in libraries. Library Director Marian Amodeo spoke briefly about the redesign of the popular materials area of the library.
- The library roof sustained damage during the heavy rain storms during October.