



Marian Amodeo  
Acting Town  
Manager

# TOWN OF NEWINGTON

131 CEDAR STREET  
NEWINGTON, CONNECTICUT 06111

## OFFICE OF THE TOWN MANAGER

### MEMORANDUM

To: Newington Town Council  
From: Marian Amodeo, Acting Town Manager  
Date: June 16, 2006  
Re: Monthly Report – May 2006

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#### GENERAL ADMINISTRATION

During the month of May, team meetings with various Town department heads and staff continued as solutions to residents' problems and other topics were discussed and worked on by appropriate staff. Personnel issues also were addressed as they arose. The following also took place:

- Attended meetings and made a site visit regarding the Deming Young Farm.
- Union negotiations with both AFSCME and IBPO were ongoing.
- Attended the Volunteer Dinner at the Senior and Disabled Center.
- Attended the groundbreaking ceremony at the Stew Leonard's site.
- Attended the monthly Lunch and Learn Employee Program.
- Hosted a meeting with CCSU President Jack Miller, Representative Sandy Nafis and Mayor Mortensen.
- Attended the Newington Chamber of Commerce Annual Awards Dinner, at which the Town received the Beautification Award.
- Participated in an oral review panel for an administrative position in a neighboring town.
- Attended the CIRMA annual awards breakfast, at which Newington received a safety award.
- Hosted a meeting with Richard Johnson, Director of the Newington Humane Society.
- Was a guest at the semi-annual Senior Setback luncheon.
- Conducted exit interviews for retiring Police Officer Brian Gallagher and Recreation Supervisor Sean Dwyer.
- Conducted final interviews for the new Maintainer and Dispatcher positions, for Police Recruit and for Revenue Collector.
- Attended the finale for the One Book 4 Towns project with author Stewart O'Nan.
- Attended the Memorial Day ceremony at the VA Hospital; marched in the Memorial Day parade and attended the memorial ceremony at Town Hall.
- Participated in the Performance Evaluation Training retreat for all Town supervisors at Indian Hill Country Club.

Paid overtime for the month of May 2006 was as follows:

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

<b>HIGHWAY DEPARTMENT</b>	<b>Overtime Hours</b>	<b>Cost</b>
Vehicles and Equipment	58.00	\$ 2,364.20
Weekend Stand-by and Call-in	16.00	533.92
Road Maintenance	46.90	3,712.96
Traffic Division (Parade)	6.00	216.96
Milling/Overlay	<u>10.10</u>	<u>369.83</u>
Total	137.00	\$ 7,197.87
<b>PARKS AND GROUNDS DIVISION</b>		
Weekend Duty	24.00	\$ 840.00
Cemetery	18.00	612.00
Herbicide Application	12.00	408.00
Tennis Preparations	80.00	2,720.00
Painting/Mowing	35.50	1,207.00
General Repairs	<u>43.00</u>	<u>1,462.00</u>
Total	212.50	\$ 7,249.00
<b>POLICE DEPARTMENT</b>	<b>2005-06 Budget Overtime Appr.*</b>	<b>Overtime Expended Fiscal Year to Date</b>
Patrol	\$ 723,778.00	\$ 636,620.70
Investigation	73,292.00	60,216.69
Communication	160,605.00	142,726.38
Education/Training	50,136.00	50,226.23
Support Services	22,000.00	21,558.26
School Resources Officer Grant	3,349.00	2,842.75
Animal Control	<u>11,000.00</u>	<u>9,842.59</u>
Total	\$1,044,160.00	\$924,033.60

\*Reflects mid-year transfers

## **PERSONNEL**

- Master Police Officer Brian Gallagher indicated his intent to retire from the Newington Police Department on June 4 after 20 years of service to the Town.
- Police Officer James Doyle submitted a letter of resignation effective May 31.
- Sean Dwyer, Supervisor of Parks and Recreation, resigned effective June 2 to take a new position in Worcester, MA.
- Testing and interviews were conducted for the Facilities Maintainer position for the Town Hall. The position was awarded to Thomas Trumbull, a Custodian for the Board of Education.
- The Equipment Operator I position at the Highway Department was awarded to Paolo Bordonaro, also a Custodian for the Board of Education. Mr. Bordonaro previously worked as an Equipment Operator I in the Highway Department.
- An oral panel was convened and final interviews conducted for the position of Revenue Collector. An appointment is anticipated in early June.
- The Engineering Technologist I position authorized by the Town Council to begin on July 1 was posted for internal bidding with a closing date of June 7.
- The Accounts Administrator position in the Finance Department was advertised with over 30 applications received. Interviews will take place in June.
- A part-time substitute Library Technician position was also advertised.
- Police Chief Richard Mulhall and I interviewed James Deschenes who currently serves as a Reserve Officer and fills in part-time in the Dispatch area and who expressed an interest in the full-time position authorized by the Town Council effective July 1. After a background and reference check, Mr. Deschenes was offered the position.

- The recruitment process continues for the vacant Police Officer positions.

### **Professional Development**

- Employees who were hired or promoted within the past six months were provided a training seminar on Sexual Harassment Prevention.
- On the morning of May 25, Greg Mattus, Public Health Inspector, attended the ongoing monthly Supervisor/Management Certification Program being offered by the Connecticut Department of Public Health.
- Paul G. Boutot, Director of IST, Roy Zartarian and Scott Hoagland, Information Systems Specialists, attended a free Mile2@ Seminar on computer security vulnerabilities.
- Department Heads and supervisors attended an all day-training session to learn about the new performance evaluation form that will be used next year for all Town employees. The new online forms were easy to use and will be a great learning tool for all involved.
- Recreation Supervisor Kristine Kravontka attended training on “Safety for Seasonal Employees” presented by CIRMA.

### **RISK MANAGEMENT**

The tenth month of the 2005-2006 Blue Cross/Blue Shield plan year produced a combined paid claim total that was higher than the estimates that were developed at renewal. The total claims were estimated at \$634,441 per month; the initial number for April 2006 came in at \$701,546.

### **INFORMATION SYSTEMS AND TECHNOLOGY**

- Completed 147 work orders.
- Blocked 38,194 SPAM/ unsolicited emails from reaching Town employees, and blocked/quarantined 85 viruses from entering the Town’s network.
- Relocated computer, printer and telephonic equipment from the Police Department’s report writing room to another room located within the Peter J. Lavery Law Enforcement Center.
- Assisted Town Clerks office on the end-of-year processing for the Dog License program.
- Relocated various server based software applications to other servers on the Town’s Communications Network in preparation for new software installations for the Town Clerk and Assessor Offices.
- Work continued on the implementation of the Town Clerk’s new software application with the development of an approach to conversion of the existing data and with the procurement of requisite hardware.
- The replacement of the copper telephone wiring between the Town Hall and the Library began late in the month with the installation of the new wiring material through an existing conduit. This cabling will replace wire damaged by a backhoe in 2000. Repairs to the existing wire have been failing with an impact on telephone operations in the Library building.
- Both IST and Tax Office staff began the process of preparing the annual July property tax billing.
- The Town’s web site had 31,000 visits during May. Sections on employment, library activities and recreation programs were the most frequently read.

### **FINANCE**

#### **Accounting and Administration**

- Considerable effort was directed towards the recruitment of the Revenue Collector. An interview panel was convened comprised of two Tax Collectors and a Personnel Director from area towns and follow up interviews were held among staff.

- A meeting was held with representatives of the Marcus Group and the Police Chief regarding the 12/31/2005 financial statements submitted by Marcus. As a result, an audit was requested of Marcus to substantiate the financial results.
- The Elderly Tax Relief working group was convened in early May to revise the existing program which was subsequently adopted at the Council's May 9 meeting.
- The fiscal year end 2006 closeout began during the month with the appointment of the Town's auditors and complying with their information requests.
- Arrangements were finalized with Chase Leasing Company and Pierce Manufacturing for the acceptance of the new ladder truck which was delivered on May 19.
- The final ECS installment was received during the month in the amount of \$5,158,500.

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)  
5/31/06

General Fund	\$30,637,062
Special Revenue Funds	1,848,235
Capital Projects Funds	805,337
Internal Service Fund	3,001,525
Trust and Agency Funds	<u>1,265,206</u>
TOTAL, ESTIMATED BY FUND	\$37,557,365

INVESTMENTS, BY INSTITUTION TYPE

(Unaudited)  
5/31/2006

	Interest %		Interest \$		\$ Invested
<i>Ave. Monthly Yield, Annualized</i>	Current Month	Last Month	Current Month	Last Month	
STIF	4.96	4.82	23,157	41,606	5,080,304
CLASS PLUS	4.54	4.23	30,921	30,189	8,301,929
Banknorth	5.94	4.96	60,657	61,863	12,021,635
Sovereign Bank MM	5.31	4.97	54,825	51,535	<u>12,153,487</u>
Total Outstanding Investments					37,557,365

**Assessor**

- Real estate transfers were made in the Assessor's office database up to the middle of May. New information through the same time period was added to the Town of Newington webpage.
- A contract was signed with CLT for the conversion of the computer assisted mass appraisal system utilizing their IAS World software.
- All elderly applications were taken and processed for State and Town benefits. Approximately 550 residents received recalculated tax reductions from their tax bills which will be mailed in June 2006. Total cost of the elderly program is \$138,500, which is under budget by \$1,500.
- Planning and tracking of court cases as a result of the 2005 revaluation continued with 19 cases to date. The Assessor completed a detailed motion for disclosure which will be presented to everyone who filed an appeal with the court system.

- Approximately 30 properties were inspected, valued, and added to the 2006 grand list due to certificates of correction issued by the Building Department. These properties will also receive a prorated 2005 tax bill based on their respective dates for Certificate of Occupancy.

**Revenue Collector**

- The 2005-06 suspense list in the amount of \$67,270 was prepared by Acting Tax Collector Madeline Devellis.
- The 2006-07 tax billing process got underway with staff from the Tax and IST departments coordinating efforts to meet a mid-June mail date.
- Collections during the month on the current list totaled \$101,743

**PURCHASING**

**RFP NO. 4, 2005-06, CEMETERY SERVICES**

Opening Date: November 2, 2005

Respondent

Newington Memorial Funeral Home, Newington

The proposal is under review.

**RFP NO. 10, 2005-06, HIGH SCHOOL AIR CONDITIONING INSTALLATION ARCHITECT**

Opening Date: May 2, 2006

Respondents

Friar Associates, Inc., Farmington  
 Walter McIlveen Associates, Inc., Avon  
 DeCarlo and Doll, Inc., Hamden  
 BL Companies, Meriden  
 Salamone and Associates, Hamden  
 Consulting Engineering Services, Inc., Middletown

Upon recommendation of the Project Building Committee, the Town Council acted on May 9 to award the contract to Friar Associates.

**BID NO. 21, 2005-06, CLEANING OF POLICE UNIFORMS**

Opening Date: May 9

Bidder	Location	Total Estimated Cost
Premier Cleaners	Newington	\$29,552.50
Esquire Cleaners	Newington	\$31,817.50

The bid will be awarded to Premier Cleaners for their low bid.

**BID NO. 22, 2005-06, DEMING YOUNG FARM HAYING SERVICES**

Opening Date: May 25, 2006

No bids were received.

**BID NO. 24, 2005-06, SIDEWALK CONSTRUCTION AND REPAIR**

Opening Date: May 30, 2006

Bidder	Location	Total Bid
Martin Laviero Contractor	Bristol	\$89,320.00

The bid is under review.

### **TOWN CLERK**

- There were 43 property transfers during May with \$36,951.83 collected in town conveyance tax and \$97,108.65 collected in state conveyance tax.
- Property sales for the month totaled \$16,916,730.00. The largest transfer of property was at 2340 Berlin Turnpike for \$2.3 million from Elias M. Loew Connecticut Realty Trust to Toll Land XVIII LP.
- There were three residential conveyances each over \$300,000.
- A collaborative meeting among the Town Clerks from Rocky Hill, Wethersfield and Newington provided a forum for discussing technology and records preservation.
- During May, the Town of Newington entered into a contract to upgrade the land record indexing system in the Town Clerk's office. Preliminary preparations began in anticipation of the conversion.
- The second Lunch and Learn presentation was hosted by Bob and Barbara Cosgrove who shared their passion for choosing and caring for parrots. The birds were beautiful, intelligent and very entertaining.

### **Data Summary--May 2006**

	May 2006	May 2005	FY 2005-06 to Date	FY 2004-05 to Date
Land Record Documents	852	845	7,160	7,226
Dog Licenses Sold	320	346	781	821
Game Licenses Sold	168	559	2,448	2274
Vital Statistics				
Marriage Licenses	11	12	206	192
Civil Unions	0		10	
Death Certificates	31	26	301	316
Birth Certificates	24	2	409	187
Total General Fund Revenue	\$ 60,703.68	\$132,464.43	\$615,295.24	\$775,755.79
Town Document Preservation	\$ 1,246.00	\$ 632.00	\$ 11,171.00	\$ 6,558.00
State Document Preservation	\$ 1,246.00	\$ 1,264.00	\$ 1,326.00	\$ 13,096.00
State Treasurer (\$26 fee)	\$ 16,198.00	\$ -	\$118,066.00	\$ -
Locip	\$ 1,869.00	\$ -	\$ 13,623.00	\$ -
State Game Licenses	\$ 3,251.00	\$ 11,481.00	\$ 37,071.50	\$ 43,677.00
State Dog Licenses	\$ 1,745.00	\$ 1,857.00	\$ 5,118.50	\$ 5,043.00
Dog Licenses Surcharge	\$ 696.00	\$ 736.00	\$ 1,900.00	\$ 1,861.00
Marriage & CU Surcharge	\$ 380.00	\$ 418.00	\$ 2,413.00	\$ 3,351.00
Grand Total	\$ 87,334.68	\$148,852.43	\$805,984.24	\$849,341.79

### **REGISTRARS**

- Conventions and caucuses were held by both Republican and Democratic parties. Primaries in August are possible since candidates from both parties made the requisite quota of 15% of the votes. Primary petitions became available this month.
- Sixty-two new voter applications were received.

## POLICE DEPARTMENT

- Police Recruit Leroy P. Feeney was sworn in as a Newington Police Officer on May 22, 2006. He began his training at the Police Academy on June 2.
- Eight police officers took the Certified Police Officer Exam on May 15. Of those eight, 4 were invited to interview with a police panel. If they pass a physical agility test in June, they will continue on to background investigations.
- The department increased its patrol in the vicinity of the Berlin Turnpike on Fridays and Saturdays with special attention to motor vehicle violations. 25 arrests were made and 14 warnings issued.
- The Red Light Enforcement Program funded by the State of Connecticut Department of Transportation also allowed for increased patrol on the Berlin Turnpike on Fridays and Saturdays. This program resulted in 26 arrests and 11 warnings. This additional coverage will continue through the summer.
- The Community Services Unit received numerous complaints of traffic violations in neighborhoods and various intersections in May. A list of traffic complaint areas was compiled and specific attention was given to 17 different streets and neighborhoods where enforcement of speed, stop sign violations, and other violations took place. Three areas that received significant attention in May were the areas of Church Street and Edward Street, Little Brook Drive and Culver Street and the intersection of Wilson Avenue and Audubon Avenue.
- Approximately 162 traffic stops were made by the Community Services Unit in May for speeding, stop sign violations, seatbelt violations, hand held cell phone violations and equipment violations. The ability of the Community Services Unit to implement unmarked police cars to use laser and radar was a key factor in a successful month of traffic enforcement.
- In the latter part of the month, the unit took part in the national seatbelt awareness campaign, "Click it or Ticket." The purpose of this campaign is to ensure compliance with the State of Connecticut seatbelt law. Traffic posts were set up at several locations in town where numerous infractions were issued for persons not wearing their seat belts.
- In the areas of youth education and community outreach, officers taught a Bike Safety Course to several 3<sup>rd</sup> grade classes at Elizabeth Green Elementary School. A video entitled Jell-O in a Jar was shown to stress the importance of wearing bicycle helmets. Proper helmet wear, rules of riding a bicycle on a public roadway, and a demonstration of proper riding techniques on difficult terrain and in the presence of road hazards were covered. At the conclusion of the course each student received a DARE safety coloring book and a two page hand out containing the rules of riding a bike lawfully and safely on the road.
- A community outreach visit was made to the Jefferson House where Officer Kaufmann talked with seniors about special events that could be implemented by the Police to benefit seniors. The Community Service Unit also provided traffic protection for runners at the annual 5K run sponsored by the Library.
- Thirty-eight offenses were the subject of investigation by Detective Division personnel in May.
- Patrol calls for May were as follows:

AlarmBurg	126	F/Hazmat	2	MVComplaint	64
AlarmHold	5	F/Other	12	Neighbor	3
Animal	29	F/Struc	10	Noise	26
AssaultIP	3	F/Veh	1	Notification	1
AssaultRep	3	F/Water	1	OpenDoor/Win	5
ASSIST	30	FINGERPRINT	26	ParkingViol	22
BadCheckNSF	4	Fireworks	6	PropFound	10
BreachIP	9	FollowUp	11	PropLost	10
BreachRep	2	Harassment	27	RecoveredMV	3
BurgRep	6	Hazard	19	RobberyRep	1
CARSEAT	9	IndecentExp	1	ServWarrant	32
Check	82	Intoxicated	8	SEXASSAULTRE	2
CLEARLOT	16	JuvComp	37	SpecDetail	43
COURT	20	Land/Tenant	1	StolenMV	14
CrimMisIP	9	LarcFromMV	16	SuddenDeath	2

CrimMisRep	29	LarcIP	11	SuicideAtt	2
CustomerIP	7	LarcRep	62	SUSPICIOUS	104
CustomerRep	1	Liquor	3	SuspMVOcc	18
Dog	46	LOCATION	84	SuspMVUnocc	5
DomesticIP	22	LockoutMV	1	TestPolice	9
DomesticRep	9	Medical	207	ThreatIP	4
Drug	3	Missing	11	ThreatRep	4
DUI	2	MVABAND	8	TRAFFIC STOP	915
EDP	6	MVAEvading	10	TrespassIP	4
Escort	17	MVAInjury	19	TrespassRep	3
F/Alarm	18	MVAProp	114		
F/CONo	3	MVAssist	75	<b>TOTAL FOR NPD</b>	<b>2,605</b>

- During the month of April 2006 73 adults were arrested: 1 for robbery, 6 for assaults, 4 for forgery, 1 for sexual assault, 23 for narcotic violations, 1 for offenses against family and children, 6 for DUI, and 31 for other miscellaneous offenses. 11 persons under the age of 18 were also arrested or referred for criminal acts.

#### April 2006

#### April 2005

Type of Crime	# of Offenses	Value of Crime	# of Offenses	Value
Murder	0	-0-	-0-	-0-
Forcible Rape	0	-0-	-0-	-0-
Robbery	1	\$25	-0-	-0-
Assault	10	-0-	3	-0-
Burglary	10	\$12,240	16	\$39,396
Larceny Theft	58	\$24,805	48	\$36,190
Motor Vehicle Theft	6	\$85,000	5	\$18,550
<b>Total</b>	<b>85</b>	<b>\$122,070</b>	<b>72</b>	<b>\$94,136</b>

### FIRE DEPARTMENT

The Fire Department responded to 59 alarms/emergencies as follows:

	<u>May 2006</u>	<u>11 months Cum.</u>
Residential	19	191
Commercial, Industrial, Office	4	71
Hospital, School	4	29
Vehicle	4	30
Rescue, Police Assistance	0	13
Dumpster, Rubbish	6	59
Grass, Brush, Leaves	3	31
Hazardous Materials/Clean up	18	132
Investigative Alarm	0	5
False Alarm	1	13
Mutual Aid/Standby	0	39
Carbon Monoxide Investigation	<u>0</u>	<u>98</u>
<b>Total</b>	<b>59</b>	<b>711</b>



Training Summary:

	Type of Training	Hours
Officer Training	Pre-planning, Newington Health Care, 240 Church Street	42
Multi-Company Training	Fire Streams/Pumping Fire Apparatus	75

**FIRE MARSHAL**

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

Inspections	29
Inspection Follow-Ups	49
Plan Review	2
Job Site Inspections	2
Underground Tank Removal	0
Fire Investigations	1
Fire Alarm Trouble	3
Complaints	3
Haz/Mat	2
Bomb Threats	0
Blasting	11

- On May 30, 2006 a fire of undetermined origin caused extensive damage to a single family home at 165 Cedarwood Lane. Four Newington firefighters were transported to area hospitals for heat exhaustion and dehydration.

**PUBLIC WORKS/FACILITIES MANAGEMENT**

- The Maple Hill Avenue and Church Street rehabilitation project started and is moving ahead as planned and is ahead of schedule.
- The Engineering Division staff met with development teams of several land proposals that have submitted applications or are preparing to submit applications to the Conservation Commission and the Town Plan and Zoning Commission.
- The Public Works staff met with representatives of MDC and their contractors to discuss the process being used that allowed underground sanitary sewer pipes to be lined with an impervious liner that will make the pipes watertight without digging up the road. In several other locations in Town this process could not be used and digging up the old pipe and repairing/or replacing is the only option.
- The Director and Highway Superintendent met with several Reservoir Road residents in regard to planned drainage improvements.
- The Engineering Division met with Beta Group Inc., the consultant hired to perform the pavement evaluation of the road network throughout town.
- A semi-final review of the Town road reconstruction of Raynell Road and Tavener Circle was performed.

**Highway Department**

- Highway personnel put the finishing touches on the Clem Lemire football concession stand paving and drainage improvement project.
- The milling and paving of Grandview Drive, Cherry Hill Drive, and Superior Avenue was conducted during the month of May. Nearly 7,000 linear feet was repaved, including driveway apron restoration as required.
- Personnel continued to work with the Traffic Division with sign fabrications, installations, and line striping.

- Highway crews worked in conjunction with Parks & Grounds personnel to grade topsoil at Firehouse Company #2 in preparation for hydro-seeding.
- Miscellaneous projects completed during the month included pothole patching, curb repair, material hauling, and catch basin rebuilding.
- During the month of May mechanics attended equipment training for the newly acquired fire apparatus, Truck One.
- Spring services continued with the Fire Department fleet as well as emergency repairs and preventative maintenance schedules for all Town vehicles and equipment.

## **TOWN PLANNER**

May work projects undertaken by the Town Planner's office:

- Assisted in the preparation of draft leasehold documents for the Deming-Young Foundation's use of the Young Farm on Church Street.
- Attended Stew Leonard's groundbreaking on May 11 and continued to work with Stew Leonard's development staff to move this project forward.
- Met with Department of Economic and Community Development compliance officers for annual civil rights monitoring review, May 11.
- Met with State Representative Sandy Nafis, Mayor Mortensen, CCSU President Jack Miller and the Acting Town Manager to discuss issues of mutual collaboration and Central's long range development interest in Newington.
- Assisted the developer of the Woodlands condominium project on Fenn Road, Pulte Homes of New England, in finalizing several necessary site completion items prior to occupancy of new townhouse units. Initial occupancy is expected in early June.
- Assisted the developer of the Newington Ridge condominium project at the former Hartford Drive-In property, Toll Brothers, in finalizing site development plans for filing and signing by the TPZ Chairman. Toll Brothers acquired the 13 acre drive-in property on May 25; the project schedule calls for site work to begin early July.

Development Projects approved by TPZ and under review by Town Planner during May.

- McDonald's Restaurant – redevelopment plan for new 5,200 sq. ft. drive through restaurant approved May 10.
- 295 Stamm Road – New 6,000 sq. ft. commercial building approved May 10.
- Shoppes at East Cedar Street – 9 acre mixed use project (retail, hotel, restaurant, gas station) proposed for the intersection of East Cedar Street and Russell Road.
- Cedar Ridge Commerce Park – 28 acre four lot subdivision for commercial development.
- Sam's Club – 14 acre parcel at the Berlin Turnpike and Rowley Street - part of the Newington Power Center, Stew Leonard's development project.
- Comfort Suites – 2557 Berlin Turnpike, 70 unit motel for 2.7 acre redevelopment parcel.

## **BUILDING DEPARTMENT**

- Eight permits were issued for townhouses in Newington in May (Building 8, Units 16 and 22, Barkledge Drive; Building 6, Units 40, and 46, Barkledge Drive; Building 9, Units 4 and 10, Barkledge Drive; and Building 7, Units 28 and 34, Barkledge Drive).
- One permit was issued for a single family residence to be built at 125 Richard Street.
- Two Permits were issued for foundations for commercial buildings, a new 174 x 75 ft building at 176 Kelsey Street and a storage building at 125 Stamm Road.
- Two permits were issued for the Town of Newington, erection of a fire training tower at 100 Milk Lane and an electrical permit to place fiber and cable from the Town Hall to the library

- Seven Certificates of Occupancy were issued in May, six for single family residences (240 Cedar Street, 35 Sterling Drive, 41 Sterling Drive, 47 Sterling Drive, 29 Sterling Drive, and 53 Sterling Drive) and one for a commercial building, 3391 Berlin Turnpike, The Vitamin Shoppe.

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

David Zwick	2003 IBC Non-Structural Plan Review – 5/22 & 23/06
Art Hanke	IEBC Part I (Overview) & II (Change of Occupancy Examples) 5/24/06
Richard Smith	Seminar on Sexual Harassment Prevention – 5/16/06
Pete Hobbs	2003 IBC Non-Structural Plan Review – 5/3 & 4/06

Building Inspectors completed a total of 458 inspections: Above Ceiling (4), Boiler (4), Chimney (1), CO (35), Code (3), Decks (1), Demo (4), Hood (1), Electrical (118), Elevator (1), Final (10), Footings (30), Foundation (10), Framing (44), Gas Line (4), Grade (1), Hot Water Heaters (1), Insulation (23), Mechanical (44), Piers (18), Plumbing (45), Pools (4), Rebars (5), Roofing (3), Rough (30), Sheathing (4), Shed (1), Slab (1), Sprinkler (3), Tank (2), Tents (2), Wood / Pellet Stove (1) .

Building/Renovation Permit Statistics

<u>Type of Permit</u>	<u>No. of Permits</u>	<u>Value of Permits</u>
Addition/Alterations	31	\$ 937,173
Deck	6	12,700
Demolition	4	306,500
Electrical	65	154,261
Fence	1	2,900
FSS/Sprinkler	1	2,000
Footing/Foundation	3	19,000
Fuel Tank	1	2,000
Garage/Shed	9	67,091
Mechanical	39	415,612
New Commercial	2	80,000
New Residential	9	2,363,070
Plumbing	24	156,398
Pool	7	40,550
Roofing/Siding	32	364,764
Sign	<u>6</u>	<u>27,950</u>
Total	240	\$4,951,969

Permit Value Comparison for May:

	<u>2006</u>	<u>2005</u>
Value of Permits Issued	\$4,951,969	\$3,379,992
Building Permit Fees Received	\$55,551	\$53,840
Other Income Fees	\$3,389	\$5,125
Building Permits Issued	240	190

Total Value of Permits and Permit Fees:

<u>2005-2006</u>		<u>2004-2005</u>	
<u>Value</u>	<u>Permit Fee</u>	<u>Value</u>	<u>Permit Fee</u>
\$34,354,027	\$486,536	\$38,837,441	\$408,640

## **HEALTH DEPARTMENT**

- Routine inspections for the month consisted solely of food establishments and the start of monthly inspections of outdoor public swimming pools. A new Food Service License was issued to the Vitamin Shoppe (Berlin Turnpike).
- After almost 30 years, the Newington Public Health Department will “retire” on July 1, 2006, along with Public Health Coordinator Robert Cosgrove. On May 9, the Town Council voted to join the Central Connecticut Health District (CCHD), and on May 18 the CCHD Board of Health voted to accept Newington as a member town joining Wethersfield, Rocky Hill and Berlin.
- On May 3, Dr. Shahnaz Hussain, Director of Health, and Mr. Cosgrove attended the semi-annual meeting of local health directors with Commissioner J. Robert Galvin, MD, of the Connecticut Department of Public Health. Dr. Hussain was recognized by the commissioner for her 19 years of service as the Town’s Director of Health.
- On Saturday, May 6, staff and volunteers from the Environmental Quality Commission and Newington High School Key Club assisted at the MDC’s Household Hazardous Waste Collection. 335 participants brought waste to the collection. Additional chemical collections are scheduled in neighboring towns through the end of October.
- On May 9, staff from the Health and Human Services Departments accompanied representatives from the American Red Cross (ARC) on a survey of the Town’s primary evacuation shelters (5) to assess their suitability for such use. The ARC periodically conducts such surveys to keep current their inventory/contact information for each of the Town’s designated emergency shelters.
- On May 17, staff from the Health and Public Works Departments met at the Town landfill/drop-off recycling center on Main Street to review current operations in anticipation of the transfer of responsibility to the Public Works Department on July 1.
- On the afternoon of May 23, Mr. Cosgrove spoke to three different kindergarten classes on the benefits of recycling and how to properly recycle household items. On the morning of May 26, Mr. Cosgrove was the guest speaker at the “Coffee Talk” at the Senior and Disabled Center.
- On May 25, the regular bimonthly meeting of the Employee Health & Safety Committee was cancelled due to lack of a quorum.
- At the end of the reporting month, Notices of Violation were sent to a number of residents for Housing Code violations, including excessive grass growth. Follow-ups are scheduled to ensure noted violations are corrected in a timely manner.
- New complaints for the month numbered 14, none of any major significance.

### Statistical Summary

	Monthly Totals	Year to Date	Last Year to Date
Food Establishment Inspections	30	181	221
Food Establishment Reinspections	5	31	28
Other Routine Inspections	4	23	16
New Complaints Received	14	69	87
➤ Complaint investigation made	20	83	90
➤ Notice of Violation issued by Public Health Coordinator	5	16	17
➤ Legal Order issued by Director of Health	0	2	2
➤ Complaint compliance recorded	12	59	67

## **HUMAN SERVICES**

- The Early Childhood Council sponsored a parent workshop at the Library on May 6. Over 40 parents and day care workers participated.

- ICAN (Interfaith Community Action) received training for 18 volunteers facilitated by Human Services Social Worker Carol LaBrecque and Senior and Disabled Center Program Coordinator Eleanor Eichner. Human Services Director Ken Freidenberg assisted the group with policies, procedures and insurance issues.
- The Healthy Newington program participants formed two subcommittees and continued work on implementing a strategic plan.
- Ken Freidenberg participated in several regional and state initiatives including meetings with the State Department of Children and Families, Connecticut Youth Services Association, North Central Mental Health Board, Connecticut Association of Local Social Services Administrators and Inter-Community Mental Health Inc.
- Social Worker Carol LaBrecque participated in the monthly regional meeting of the Geriatric Social Workers.
- Positive Youth Development activities included:
  - The second annual eighth-grade challenge days during the week of May 15 on the outdoor Challenge Course. Students and staff completed challenges symbolizing the transition from middle to high school.
  - The SCORE after-school program offered several horseback riding sessions.
  - Another cycle of ROPE was completed with the 6<sup>th</sup> grade Health and Wellness classes at Martin Kellogg and John Wallace Middle Schools.
  - Several youths attended a regional Youth Forum in New Britain. This Forum was sponsored by State Representative Ken Green from Hartford who is sponsoring similar gatherings across the State.
  - The Newington Challenge Course had major damage as a result of the May 30 storm. Several large trees fell on the climbing tower making the high elements unusable. The damage is being assessed in preparation for repairs.
  - A total of 379 youth participated in programs and activities during the month.
- The Youth and Family Counseling Program received 19 new referrals this month. The most common theme was youth with oppositional defiant disorders.
- The Juvenile Review Board met and oriented new members. One case was reviewed.
- The active caseload rose to 61 with 98 clinical therapy sessions conducted and 123 contacts with families or other agencies.
- Social Casework was provided to 73 active cases with 15 new referrals. Presenting issues include housing, mental health, health, energy assistance, substance abuse, domestic violence and elderly neglect.
- Food Bank participants totaled 80, Clothing Closet 23 and Special Need approvals 23.

May 2006 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	61	50	161	213
Positive Youth Development	379	116	2,538	3,561
Youth Works (Job Bank)	6	8	49	61
Information and Referral	164	139	1,959	1,349
Social Casework Cases Under 55 = 34 Over 55 = 39	73	78	228	227
Food Bank Participants	80	65	910	945
Special Needs	23	13	142	142

**SENIOR AND DISABLED CENTER**

- Older American's Month was celebrated at the Senior and Disabled Center during the month of May.

- The Annual Volunteer Recognition and Wall of Honor dinner was enjoyed by more than 100 people on May 3. The dinner was served by volunteers from the Center and Town staff including Chris Schroeder, Bob Cosgrove, Roy Zartarian and Marian Amodeo.
- Wall of Honor Inductees for this year were the 16 individuals that run the Independence Elm Gift Shoppe.
- In celebration of National Senior Center week, the 1<sup>st</sup> Annual General Membership meeting was held on May 18. Catered by Jefferson House, this event was well attended and enjoyed. The meeting was followed by an Open House featuring a wide array of information, demonstrations and health screenings.
- Dr. Babcock, a dermatologist, provided his semi-annual skin cancer screening on May 4.
- Pamela Atwood, Director of Dementia Services from Hebrew Health Care, gave an energetic, enlightening and entertaining talk on May 12 entitled 10 Keys to Successful Aging.
- Center Nurse Practitioner Stacie Zibel, a Certified Diabetes Educator, held the initial meeting of a new support group for people with diabetes. This group will meet on a monthly basis.
- A new walking program lead by Maribeth Dwane from Newington Health Care Center also began this month.
- The official deadline for applications to the new Medicare Part D program was May 15. The beginning of the month brought an anticipated rush of need. During the latter part of the month clients brought problems with enrollments including disenrollment, pharmacy issues and coverage issues, especially among clients of ConnPACE and/or Medicaid.
- The Center currently has 3,496 members with 41 new members in May.

Dial-A-Ride		Wellness Clinic		Senior Café
Trips	Miles	On-site	Off-site	Meals Served
1,511	4,332	154	12	1,101

<b>Project Homeshare</b>
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	Current Matches	Providers	Seekers	Counseling Calls
Newington	6	10	4	3
Other Comm.	4	39	58	28

## **PARKS AND RECREATION**

### **Administration:**

- CEHP Inc. conducted focus groups for the Comprehensive Master Plan, including the Newington Greenways Alliance, Town Council, Tri-Town Collaborative, older adults, and the Community Services Team and held a Public Forum for the general population.
- Wendy Rubin, Superintendent of Parks and Recreation, coordinated a guest speaker from the Department of Environmental Protection Forestry Division to meet with the Town Center Team.
- Ms. Rubin and Parks and Grounds Supervisor Dennis Bonitsky met with neighboring residents of Mill Pond Park to discuss clean-up and drainage problems. They also met with Superintendent of Schools Ernie Perlini to plan rehabilitation work at the NHS JV practice fields.

### **Recreation**

- Plans for the Extravaganza were underway. The Parks & Recreation subcommittee for the event has been meeting to plan some new activities for the day's festivities.
- The 50<sup>th</sup> Anniversary commemorative book was completed.

- The 2006 Summer Program Brochure was sent to all Town schools and e-mailed to 1500 residents during the last week of May. The information is also on-line. The department will sponsor 250 different programs, sessions, and classes for the community during the summer of 2006.
- The 8th Annual Golf Outing was held on May 8<sup>th</sup> at the Indian Hill Country Club. The members of the Board of Parks and Recreation and staff worked together to once again host a beautiful outing. 113 golfers participated.
- The Parks & Recreation Department in conjunction with the Newington Arena sponsored the “Spring Fever on Ice” skating show with special guest skater Oksana Baiul.
- The playground registration deadline was May 28 with 230 participants; this is comparable to last season but down from the summer of 2004 (433). Efforts are being made to increase enrollment in all of the summer programs.
- The Preschool Creative Playtime Program completed the school year with the graduation of 110 children. Family and friends attended the ceremony. Other graduation week activities included a musical presentation, Mother’s Day Tea Party and an Art Show.
- Preparations were begun for the outdoor pools to open for the season.
- The Men’s and Women’s Adult Softball Leagues began play on May 10.

### **Parks, Grounds and Cemeteries**

- Mowing, painting, and ball field work became difficult as the Town received over 7 inches of rain, 165% of normal, over a 14 day period.
- Tennis court preparation was begun and partially completed with weather delays.
- Community Gardens were created on a new site at the Young Farm. Lester Daigle, Park Mechanic II, devised a means to supply water close to the gardens and implemented the installation. The Highway Department contributed a large water tank and installed it on the site.
- Volunteer flower gardeners were active at numerous beds and planting pots which were installed or cleaned by Division staff. Workers also mulched the Municipal Parking Lot islands and areas in the Town Center.
- New sign holders were installed to replace those at Center Green and the old Town Hall site.
- Division personnel installed new foul poles at Memorial and Legends fields and repaired grounds damaged by electrical installation.
- Field repairs were made at the football field at Clem Lemire; repair activities began at the practice football field and the JV football field at Newington High School.
- Several deteriorated street trees were removed.
- Preparations were made for a Cow Chip Event at Mill Pond to assist the Newington High School senior class graduation party.
- Preparations were undertaken in cemeteries, street flags were installed and removed, and bleachers were moved for the Memorial Day activities.
- There were 13 interments in Town cemeteries.

### **LIBRARY**

- The *One Book 4 Towns* community-wide reading project came to end on May 25<sup>th</sup> as an audience of 79 people gathered in the Newington Town Council Chambers to listen to author Stuart O’Nan talk about his book, *The Good Wife*.
- Other programs of interest to adults this month included *Growing Older and Desperately Seeking Sleep* presented by Dr. Daniel McNally, a sleep expert from the University of Connecticut, as well as *The Truth About Government Insured Reverse Mortgages* and *Bicycling Baby Boomers*. Twelve programs were attended by 784 people.
- 1,786 children and their caregivers attended 57 programs. Highlights included *Dealing with Preschool Behaviors*, *Clutter Clown* and *Nutmeg* book discussions. This, in conjunction with regular in-library story based programs, outreach to daycare centers, and programs for Newington students created a busy month in the Children’s department.

- The staff at the library is busy planning for the three pirate-themed summer reading programs, “a-a-RRRR! Is for Reading” (children), “Reading for Treasure” (teen) and “Hooked on Books” (adult). Teen librarians visited the 6<sup>th</sup> grade classes at Martin Kellogg and John Wallace to promote the teen summer reading programs. The Children’s Department began promoting the summer reading program with the daycare centers and will be visiting the schools at the beginning of June as well. Past participants in the adult program were invited to join this year’s program via email and regular mail.
- The updated *Newington Information Packet* is now available for the public. The *2006 Newington Business Directory* will be available to the public early this summer.
- Topics of note that were researched this month included:
  - History of the Newington firehouse.
  - Places that offer physical therapy for dogs.
  - Top 10 employers in Newington.
  - Picture book about an Amish girl for a preschooler.
  - Teen sleeping patterns.
- Circulation of materials was 34,267, a 4% increase from the previous year. An average of 757 people entered the library each day. 4,886 reference questions were answered and 1,925 items were processed and added to the collection.
- Other use statistics for the month of May include: the library’s homepage - 7,447 hits, Internet computers - 2,243 hours logged, 1,138 items were checked out at the patron self-checkout station.
- The library completed its Sunday schedule for the year on May 14<sup>th</sup>.
- New online resources added this month were *Consumer Health Complete* and *Literary Reference Center*.
- In personnel issues, Reference Substitute Susan Schneider was hired for the permanent part-time Reference Library Technician vacancy. She began her new position in May. The job advertisement for her former position was posted with a closing date of June 16.
- Eight library staff attended the Connecticut Library Association conference on May 9<sup>th</sup> -10<sup>th</sup> in Wallingford.
- The library had two successful fund raising events in May. The Friends of the Library annual book sale was held at the Mortensen Community Center from May 5–7 and the Tenth Annual Newington Library 5K Challenge road race was held on Sunday, May 21, at 9:00 AM. 195 runners and walkers enjoyed a beautiful Sunday morning to complete the course.