

ANNUAL TOWN REPORT

**TOWN OF NEW MILFORD,
CONNECTICUT**

**FISCAL YEAR ENDING
June 30, 2010**

ANNUAL REPORT

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CONNECTICUT
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SPECIAL SERVICES/PERMITS/LICENSES

Absentee Ballots.....	Town Clerk
Abatement Orders/Violations of Public Health Code.....	Health Dept.
Alzheimer’s Support Group.....	Commission on Aging
Bazaar Permits.....	Police Dept.
Birth Certificates.....	Town Clerk
Blasting Permits.....	Fire Marshal
Boat Stickers.....	Parks & Recreation
Building Permits.....	Building Dept.
Caregiver Support Group.....	Commission on Aging
Certificate of Compliance (Inland Wetlands).....	Inland Wetlands
Certificate of Occupancy.....	Building Dept.
Certificate of Review (Inland Wetlands).....	Inland Wetlands
Certificate of Use & Compliance.....	Zoning Commission
Day Care License.....	Health Dept.
Dog Licenses.....	Town Clerk
Driveway Permits.....	Public Works
Elderly Health Screening.....	Commission on Aging
Elderly Nutrition Site.....	Commission on Aging
Elderly Tax Benefits.....	Assessor
Emergency Shelter.....	Social Services
Energy Assistance.....	Commission on Aging/Social Services
Excavation Permits.....	Public Works

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Fishing Licenses.....	Town Clerk
Flu Shot Clinic.....	Health Dept.
Food Services Establishment Licenses.....	Health Dept.
Gambling Permits (Games).....	Police Dept.
Government Entitlement Programs.....	Social Services
HART Bus Services.....	Commission on Aging
Hazardous Waste.....	Health Dept.
Hunting Licenses.....	Town Clerk
Inland Wetlands Applications.....	Inland Wetlands
Inner-Library Lending.....	NM Public Library
Library Cards.....	NM Public Library
Liquor Licenses.....	Fire Marshal/Health Dept.
Maps of New Milford.....	Town Clerk
Maps of Reference.....	Conservation Commission
Marriage Licenses.....	Town Clerk
Motor Vehicle Repair Licenses.....	Zoning
Notary Public.....	Town Clerk/Tax Collector/Probate
Nursing Home License Renewals.....	Fire Marshal
Passports.....	Town Clerk
Public Parks Permit.....	Parks & Recreation
Permits to Discharge (to subsurface sewage disposal systems).....	Health Dept.
Pistol Permits.....	Police Dept.
Planning-Pre Application.....	Planning Commission

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Raffle Permits.....Police Dept.
Recycling Punch-Cards.....Public Works, Library, or Town Clerk
Reference/Information Service.....NM Public Library
Sewer Connection Permits.....NM Sewer Commission
Sewer Discharge Permits.....NM Sewer Commission
Seepage Dumping Permits.....NM Sewer Commission
Sign Permits.....Zoning
Soil Erosion Sign Off.....Zoning/Inland Wetlands
Subdivision Applications.....Planning Commission
Subdivision Bonds.....Planning Commission
Subsurface Sewage Disposal Systems Permit.....Health Dept.
Variances.....Zoning Board of Appeals
Vendor Permits.....Mayor’s Office
Visually Impaired Support Group.....Commission on Aging
Voter Registration Cards.....Town Clerk
Well Drilling Permits.....Health Dept.
Youth & Families Services/Resources.....Youth Agency
Zoning Permits.....Zoning

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MUNICIPAL AGENCY HOURS AND PHONE NUMBERS

TAX ASSESSOR

KATHY CONWAY, TAX ASSESSOR

8:00 A.M. - 4:00 P.M.

355-6070

FIRE MARSHAL

KAREN FACEY, FIRE MARSHAL

8:00 A.M. - 5:00 P.M.

355-6099

BOARD OF EDUCATION:

JEAN ANNE PADDYFOTE, SUPERINTENDENT

9:00 A.M. - 4:30 P.M.

355-8406

HEALTH DEPARTMENT

MICHAEL CRESPIAN, DIRECTOR

8:00 A.M. - 4:00 P.M.

355-6035

GREGG MILLER,

BOE BUSINESS MANAGER

9:00 A.M. - 4:30 P.M.

354-8726

HIGHWAY DEPARTMENT

GERALD HOLLINS, HIGHWAY SUPERINTENDENT

7:30 A.M. - 4:00 P.M.

355-6045

BUILDING INSPECTOR

THOMAS HACKETT, BUILDING INSPECTOR

8:00 A.M. - 4:00 P.M.

355-6090

INLAND WETLANDS

JAMES FERLOW, ENFORCEMENT OFFICER

8:30 A.M. - 4:30 P.M.

355-6083

CHILDREN'S CENTER

BARBARA CONTE, DIRECTOR

9:00 A.M. - 5:00 P.M.

354-1883

NEW MILFORD PUBLIC LIBRARY

CARL DEMILIA, DIRECTOR

355-1191

COMMISSION ON AGING (SENIOR CENTER)

ANNE POTTER, DIRECTOR

8:00 A.M. - 4:00 P.M.

355-6075

MAYOR'S OFFICE

PATRICIA MURPHY, MAYOR

8:30 A.M. - 5:00 P.M.

355-6010

ECONOMIC DEVELOPMENT

VIN NOLAN, DIRECTOR

8:00 A.M. - 4:30 P.M.

355-5001

PARKS AND RECREATION

DANIEL CALHOUN, DIRECTOR

9:00 A.M. - 5:00 P.M.

355-6050

FINANCE

RAYMOND JANKOWSKI, DIRECTOR

8:00 A.M. - 5:00 P.M.

355-6060

PERSONNEL

ALAN CHAPIN, DIRECTOR

8:00 A.M. - 5:00 P.M.

355-6089

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PLANNING COMMISSION

PETER ENG, CHAIRMAN

8:00 A.M. - 4:30 P.M.

355-6080

TAX COLLECTOR

CATHERINE REYNOLDS, TAX COLLECTOR

8:00 A.M. - 4:00 P.M.

355-6085

POLICE DEPARTMENT

COLIN McCORMACK, POLICE CHIEF

8:30 A.M. - 4:30 P.M.

355-3133

TOWN CLERK'S OFFICE

GEORGE BUCKBEE, TOWN CLERK

8:30 A.M. - 4:30 P.M.

355-6020

PROBATE COURT

MARTIN LANDGREBE, PROBATE JUDGE

355-6029

YOUTH AGENCY

MARK MANKIN, DIRECTOR

8:30 A.M. - 5:00 P.M.

354-0047

DEPARTMENT OF PUBLIC WORKS

MICHAEL ZARBA, DIRECTOR

8:00 A.M. - 4:30 P.M.

355-6040

ZONING

LAURA REGAN,

ZONING ENFORCEMENT OFFICER

8:30 A.M. - 5:00 P.M.

355-6095

SOCIAL SERVICES

MARGARET MOLINA, DIRECTOR

8:00 A.M. - 4:00 P.M.

355-6079

Report of the Board of Finance

In compliance with the Town Charter of the Town of New Milford, this Board is publishing the Annual Report of the Town of New Milford, covering the period July 1, 2009 – June 30, 2010 (including both dates).

The complete audit report as rendered by the accounting firm of Blum, Shapiro & Company, P.C., of West Hartford, Connecticut has been filed in the New Milford Town Clerk's Office and with the State Tax Commission of Connecticut.

Included in the publication are the reports of various Board, Commissions and Departments of the Town.

Joanne Chapin,
Board of Finance Chairwoman

**Report from the Mayor
2009-2010**

As the local, state and federal economies move towards recovery, Mayor Patricia Murphy remained dedicated in her 4th term, to maintaining the positive forward movement New Milford has experienced over the past few years in making improvements and enhancements to the town with the funds that we have available.

Competitive State and Federal Grant programs afforded us the opportunity to continue downtown improvements during the year, with the long awaited streetscape projects on both Whittlesey Avenue, Church Street and along the west side of East Street.

Downtown recreation was enhanced this year with the replacement of the Young's Field Basketball and Tennis courts as well as the basketball court at Emmanuel Williamson Park in Gaylordsville. Funds for these projects were provided by a competitive grant and use of the Landfill Settlement Fund, which allows for construction of public recreation facilities.

The new creative playground, next to John Pettibone School was made possible through the community wide support of the many residents, businesses and community groups who worked with the town to raise over \$100,000 in donations.

Kimberly Clark Corporation on Pickett District Road has leased the town a piece of property for the creation of a dog park. A second, more rustic park will be sited on the town-owned West Street Property, known as Hidden Treasures. The New Milford Dog Park volunteer group has continued to make strides in fundraising and organization efforts.

Progress continues on the CT Sub Council for the GE Restoration Plan projects scheduled for New Milford, including the Sega Meadows Park Improvements and the River Walk at Young's Field Park. Other proposals funded include the Bird Sanctuary and Nature Preserve on the west side of Veteran's Bridge and the Still River Greenway project.

The Plan of Conservation and Development Committee continue working with the community to review and make recommendations to the Town's POCD. The group presented a Final Draft Plan in June 2010.

The State of Connecticut opened the Route 7 bypass in November. Travel time from Interstate 84 to New Milford is reduced to minutes with this extension

Significant progress was made this year on the construction of the Route 202/67/Grove Street realignment project. A temporary bypass was created to allow traffic to continue to use the intersection, while the realignment of the Great Brook proceeded without interruption to traffic. The bypass will be removed and the new alignment of Grove Street will take place next year.

A ground breaking was held last fall for renovation and construction of the new Wastewater Treatment Plant. Construction is well underway and is expected to take approximately 4 years.

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Also under construction is new ambulance building for the New Milford Volunteer Ambulance Corps. Construction began in August '09 and was almost completed by June.

The trails are being enhanced at the Reservoir Property on Second Hill with the assistance of the dedicated Friends of the Reservoir group and a few very determined Eagle Scout candidates.

Our designation as a Keep America Beautiful community remains in good standing, through the effort of many volunteers during the Great American Clean-up held each spring.

Step by step, we're making significant progress for the Town of New Milford, thanks to all who dedicate their time and energy to our town.

Patricia Murphy, Mayor of New Milford

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NEW MILFORD BOARD OF EDUCATION



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NEW MILFORD PUBLIC SCHOOLS

**50 East Street
New Milford, Connecticut 06776**

Submitted by: JeanAnn C. Paddyfote, Ph.D., Superintendent of Schools

**Board of Education Annual Report
2009 - 2010**

The New Milford Public Schools served 4,860 students in kindergarten through grade 12 during the 2009-10 academic year with a staff of 375.36 teachers, 20.01 administrators 218.39 support staff (non-certified staff). The operating budget for the New Milford Public Schools for 2008-09 totaled \$59,945,211.

July 2009

- Catherine Richard was appointed Interim Assistant Superintendent
- Elizabeth Curtis was appointed Assistant Principal, Sarah Noble Intermediate School
- The following bids were approved: Life Insurance, Long Term Disability and Accidental Death and Dismemberment awarded to the McKellan Group, Inc.
- Tuition Rates for 2009-2010 were established and approved.
- The All-Star Transportation contract was amended and approved.
- The Board approved a motion to table the discussion of the Superintendent's performance, evaluation, and future employment to the next meeting.

August 2009

- The All Staff Convocation was held at New Milford High School on August 25th.
- Schools opened on August 26th.

September 2009

- Mrs. Kathy Shemeley was recognized as New Milford's 2010 Teacher of the Year.
- Mr. Josh Jugler was recognized as the newest student representative to the New Milford Board of Education.
- The Board approved the bid award for a leased vehicle for the high school Special Education Program to All-Star Transportation.
- The Board approved the purchase of a van for the Litchfield Hills Transition Center Program.
- The Facilities Manager updated the Board on summer projects at the Facilities meeting.
- The Board approved the funding of a School Resource Officer position at Schaghticoke Middle School.

October 2009

- The Board of Education recognized Ms. Ellie Ashley on her 23 years of service to the New Milford Public Schools upon her retirement.
- The Board of Education recognized the following students:
 - Stephanie Hardisty – National Council of Teachers of English Superior Writing Award.
 - Jennifer Cahalane, Kerry Chayka, David Gasser, Linsey Hunt, Leah Lazer, Dipanjan Saha and Derek Vill – Commended Students in the 2010 National Merit Scholarship Program.
- Dr. Paddyfote updated the Board on the professional development day held October 9th.
- The Board of Education accepted the following PTO donations:
 - Schaghticoke Middle School - \$1,500

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- Sarah Noble Intermediate School - \$1,500, and
- Northville Elementary School - \$2,455
- The Board accepted the MVP-SOS gift of \$5,900 to Schaghticoke Middle School.
- The Board approved designating the 2009 End of Year Balance to the Capital Reserve.
- The New Milford High School graduation date was set for June 19, 2010.
- Stipend Positions were approved by the Board for the following:
 - Assistant Producer of the All School Musical at New Milford High School
 - Mock Trial Advisor at New Milford High School
 - Intramural Coordinator at Schaghticoke Middle School
- The Board approved the CT Community Foundation 2009 P3 Grant Application.
- The Board approved adding a Drama Club to student activities at Schaghticoke Middle School.
- The following curricula were approved by the Board:
 - Revision of Honors Math I,
 - Revision of Honors Math II,
 - Revision of Integrated Math (9& 10)
 - Grade 7 Math
- The Board of Education approved the following policies:
 - 3524.1 Hazardous Materials in Schools
 - 5141.4 Child Abuse/Neglect
 - 5141.21 Administering Medication to Students
 - 6114.1 Fire and Crisis Response Drills
 - 5141.27 First Aid/Emergency Medical Care
 - 4152.6 Personal, Family and Medical Leave
 - 6142.2 Student Nutrition and Physical Activity (Student Wellness)

November 2009

- The Board appointed Dr. Maureen McLaughlin as Assistant Superintendent to the New Milford Public Schools.
- The Administration and Board recognized the members of the Health & Safety Committee: Barbara Hallecks, John Calhoun, Ellamae Baldelli, Darleen Cappetta, Denise Duggan, Brian Hearty, Lynn Holmes, Virginia Landgrebe, Sandy McDowell, Jill Morrison, Donald Naiman and Laura Sotherland.
- Dr. Paddyfote updated the Board on the Strategic Plan workshop held November 5th and 6th.
- Dr. Paddyfote updated the Board on student/staff absenteeism due to the H1N1 virus.
- The Booster Club addressed the Board regarding restroom facilities to be built in the Field House.
- The Board of Education accepted the following PTO donations:
 - New Milford High School - \$1,050
 - John Pettibone Elementary School - \$1,250.
- The Board of Education approved the following policies:
 - 1325 – Advertising and Promotion,
 - 2112 – Professional Development Opportunities,
 - 2120 – Administrative Assignments,
 - 2130 – Job Descriptions,
 - 2131 – Superintendent of Schools,
 - 2133 – Principal,

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- 2152 – Assignment of Administrative Personnel,
- 2231 – Policy and Regulation Systems,
- 2240 – Educational Research in District Schools, and
- 4111.1/4211.1 – Equal Employment Opportunity
- The Board of Education approved the following curricula:
 - Revision of Social Studies K-12 Scope and Sequence,
 - Revision of French Curriculum III and IV,
 - Revision of Forensic Science,
 - Revision of Advanced Auto CAD, and
 - Revision of Intellectual History
- The Board of Education approved the Consolidated Grant Application (Part II).
- The Board of Education approved textbooks for grade 10.
- The Superintendent's contract was approved unanimously.

December 2009

- The Board held its Annual Meeting and elected the following officers:
 - Chairperson – Mrs. Wendy Faulenbach,
 - Vice Chairperson – Mrs. Lynette Celli Rigdon,
 - Secretary – Mrs. David A. Lawson, and
 - Assistant Secretary – Mr. Daniel W. Nichols.
- At the Board of Education Regular Meeting, the Board recognized 42 New Milford High School students who earned the Advanced Level on all four subtests of the Connecticut Academic Performance Test.
- The district received a grant from the Connecticut Community Foundation.
- The Board of Education accepted the following PTO donation:
 - John Pettibone School - \$1,255
- The Board of Education denied the approval of the 2010 Proposed Tuition for the Academy of International Studies Magnet School and the 2009-2010 Tuition Surcharge.
- The Board approved the amendment to the 403B Plan Document as recommended by the Omni Group.
- The Board of Education approved the Booster Club's plan to install restrooms in the Field House.
- The Board of Education approved the following curricula:
 - Revision of Grade 9 English
 - Revision of Anatomy and Physiology
- The Board approved textbooks for grades 7, 9, 10 & 12.
- Policy 5141.25 – Students with Special Health Care Needs was approved by the Board.

January 2010

- The Board approved the memorandum of understanding concerning the Race to the Top Grant.
- Attorney Michael McKeon of Sullivan Schoen, Campane & Connon, made a presentation to the Board regarding various legal issues pertaining to public school districts and school boards.
- The Board of Education conducted three evenings of hearings and adopted a budget on the fourth night for the 2010-2011 school year in the amount of \$58,734,610.

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February 2010

- The Board of Education recognized the following students:
 - Chantal Barksdale – Advanced Level Performance on all Four Subtests of the CAPT,
 - Allana Hall – Second Place in the Constitution Day Essay Contest,
 - Megal Lisee – Winner of the Annual Patriot Pen Essay Contest,
 - Sheridan Jones – Winner of the Daughters of the American Revolution Essay Contest, and
 - Sylvia Onorato – published in “The Magic Dragon”.
- The Board accepted the following PTO donations:
 - Northville Elementary School - \$2,465
 - Sarah Noble Intermediate School - \$1,145 and \$5,430
 - Schaghticoke Middle School - \$2,500
- The Board approved the Building Use Fee Schedule for 2010-2011.
- The Wide Area Network Bid was awarded to Advanced Corporate Networking by the Board of Education.
- The Board approved to accept a tuition student from Brookfield into the Litchfield Hills Transition center.

March 2010

- The Board recognized High School Students, Stephanie MacLaren and Daniel McCarthy, who placed in the Top Ten of the Connecticut Young Women’s Leadership Program 2010 Essay Contest.
- The Board recognized Steven Bates – Winner, Jacob Mejias, First Runner-Up and Gabriel Hack – Second Runner-Up in the Schaghticoke Middle School Students National Geography Bee.
- The Board received a certificate of appreciation from the New Milford Health Department, for all the work concerning the H1N1 Pandemic Flu clinics.
- The Connecticut Coalition for Achievement Now (CONNCAN) named Hill & Plain Elementary School and New Milford High School on its lists of Top Ten Schools in the State of Connecticut Public Education 2009.
- The Board approved improvements to the security system at the East Street Administration building.
- The Board reviewed the process of evaluating the Superintendent.
- The Board approved the non-renewal of nine (9) non-tenured teachers for the 2010-2011 school

April 2010

- The Board of Education recognized the twenty-one (21) students who participated in the Northern Regional Music Festival from Schaghticoke Middle School and Sarah Noble Intermediate School.
- The Board requested that the Balance go to Capital Reserve Account.
- The Board was brought up to date on the Observatory Garden Project.
- The Board accepted the following PTO donations:
 - Northville Elementary School - \$1,500
 - John Pettibone Elementary School - \$1,500
 - Sarah Noble Intermediate School - \$9,488.

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May 2010

- The Board recognized the sixteen (16) high school students who participated in the Northern Regional Music Festival.
- The Board recognized New Milford High School's Wrestling Team of thirty-three (33) students as the 2010 Southwest Conference Champions.
- Mr. Palmer, President of Energy Education, gave a presentation to the Board commenting on New Milford's excellent results.
- The Board of Education awarded the bid for workstations to Dell Marketing L.P.
- The Board of Education approved the Technology Plan.
- Siemens and CCM, the Connecticut Conferences of Municipalities, presented their findings to the Board regarding the Energy Efficiency Program.
- Participation in the National School Lunch Program in accordance with the Healthy Food Certification guidelines for the period of July 1, 2010 through June 30, 2011 was approved by the Board of Education.
- The Board of Education appointed Sullivan, Schoen, Campana & Connon, LLC as legal counsel for the Board of Education for the 2010-2011 school year.
- The Board of Education approved a grade 12 textbook.
- The Board of Education approved the Race to the Top Grant Application.
- The Board voted to approve the Superintendent's evaluation summary for the 2009-2010 school year.

June 2010

- The Board of Education held a reception for Staff and Student Recognition, as well as **Staff Retirees**:
 - Staff Retirees: Diane Darling, Nancy Domoff, David Shaffer, Kathleen Maquire and Brock Putnam.
- **Tracy Nevins** for the Peabody Award
- **Earth Day Poster Contest**:
 - Rebecca Puglisi – First Place – Schaghticoke Middle School
 - Chris Freeman – Third Place – Schaghticoke Middle School
 - Crystal Quigg – First Place – New Milford High School
 - Sean Quigg – Second Place – New Milford High School
 - Shannon McLaughlin – Third Place – New Milford High School
 - Staff: Mrs. Keli Solomon
- **Derek Vill** – Selected by the Connecticut Chapter of the American Association of Teachers of German as the State's Top Student of German at the High School Level
- **DECA**
 - Julie McBreairty – First Place, Accounting Applications
 - Dylan Lynch – Second Place, Retail Merchandising
 - Kia Knapp – Third Place, Apparel & Accessories
 - Anne Mercer – First Place, Sports & Entertainment Team
 - William (Corey) Smith – First Place, Sports & Entertainment Team
 - Staff: Ms. Deb Knipple

Gymnasts

- Ashley O'Connor
- Elizabeth Martin
- Colleen Menard
- Carla Hernandez
- Victoria Weiss
- Jasmine Ros
- Ashleigh Barney
- Adriana Mannino
- Mackenzie Russo
- Jennifer Cahalane
- Rachel Dobies
- Gabriella Scoca
- Jessica Cochrane
- Jennifer Lawson
- Olivia Taylor
- Staff: Bethany Mihaly and Mary O'Connor

All State Music Festival

- Juliann Booth
 - Holly Brown
 - Timothy Chamberlin
 - Zachary Kraus
 - Timothy Lewis
 - Jessica Murphy
 - Jessica Santalesa
 - Christopher Thomas
 - William Hicks
 - Catherine McCollian
 - Brianna McNally
 - Brendon Nabozny
 - Gwendolyn Trott
 - Staff: Jonathan Grauer and Bob Keck
- Connecticut Association of Schools (CAS)
- John Vazquez
 - Garbriella Rodriguez
- Connecticut Association of Boards of Education (CABE)
- Alice Bouchard
 - Dallas Lucas
 - Zachary Vill
 - Daniel Holland
- Connecticut Council of Language Teachers (COLT)
- Kevin Eherts
 - Ananya Zutshi
 - Theresa Legan
 - Kimberly Carlson
 - Stephen Moker
 - Kristina Chamberlin
 - Derek Vill
 - Juliana Fusco
 - William Wagner
 - Emily Sterk
 - Thomas Barkal
 - Hannah Tulinski
 - Chantal Barksdale
 - Staff: Michael Crotta, Barbara Polley and John Rook
 - Juliann Booth
 - Tanner George
- Student Representative – Daniel Holland
- The Board of Education received a presentation of the Draft Strategic Plan 2010-2015 by members of the Strategic Planning Team.
- The Board of Education approved the following bid awards:
- Athletic Trainer to Select Physical Therapy for three (3) years.
 - Milk to Wade's Daily for 2010-2011
 - Frozen Dessert to New England Ice Cream
 - Special Education Transportation to Education Connection, CT Transportation Solutions and Cardinal Driving Service
- The Board of Education accepted the following PTO donation:
- Northville Elementary School - \$1,510

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- The Board of Education approved the following grants:
 - Carl D. Perkins Vocational & Applied Technology Grant,
 - IDEA Grant in the amount,
 - Adult Education Transition Grant, and
 - English Language Civics Grant.
- The Board of Education approved the following revised policies:
 - 5000 Equal Employment Opportunity ,
 - 5010 Concepts and Roles in Student Policies,
 - 5113 Admission/Excuses/Dismissal/Truancy,
 - 5121 Examination/Grading/Rating,
 - 5123 Promotion/Acceleration/Retention,
 - 6000 Concepts & Roles in Instruction,
 - 6011 School Calendar,
 - 6114.1 Fire and Crisis Response Drills,
 - 6121.1 Educational Opportunities to Promote Awareness of Diversity,
 - 6145.2 Interscholastic/Intramural Athletics,
 - 6145.22 Interscholastic/Intramural athletics - Sportsmanship,
 - 6145.5 Organization/Associations,
 - 6146 Graduation Requirements,
 - 6146.2 Statewide Mastery Examinations,
 - 6153 Field Trips,
 - 6159 Special Education,
 - 6161 Textbooks and other Learning Resource Materials-Selection and Adoption,
 - 6161.7 Use of Proprietary Software Products,
 - 6162.51 Protection of Student Privacy – Surveys, Certain Physical Examinations, and Parental Access to Information,
 - 6162.6 Use of Copying Devices,
 - 6172.41 Title I Programs,
 - 6173 Homebound Instruction,
 - 6174 Summer School, and
 - 6200 Adult Education
- The Board of Education approved projects.
- The Board approved participation in the Ad Hoc Advisory Committee for Efficiency and Cost Savings Ideas.
- The Board approved the request to have the 2009-2010 balance designated to the Capital Reserve Account.
- The Board of Education approved to amend the 2009-2010 Adopted Board of Education budget from \$58,734,610 to \$56,945,211.

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Summary of 2009-2010 Assessments
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Connecticut Mastery Test

Students in grades three through eight took the Connecticut Mastery Test (CMT) in March 2010. Students in grades three, six, and seven did better than the state in all three areas tested: mathematics, reading, and writing. Students in all six grades did better than the state in reading. Students in grades three, six, seven, and eight did better than the state in mathematics. Students scored above the state in writing in all grades except five and eight.

The goal of No Child Left Behind (NCLB) is to have 100% of all students be proficient by 2014. Grades three, seven, and eight achieved 90% proficiency in at least one of the three areas assessed. The students in grade six were proficient in all three areas.

New Milford's Degree's of Reading Power (DRP) results were better than the state's in all six grades. Our average, holistic writing score was better than the state in grades three and four.

The percent of students at/above goal in New Milford's grades three and six was at the top of our reference group in reading. Compared to our reference group, we are weakest in mathematics followed by writing.

Steps are in place to address those areas in need of improvement. Committees have worked during the summer of 2010 on the Language Arts standards and the Grade Level Expectations to create curriculum maps to be developed into curriculum units. The sixth grade showed significant growth in reading due in part to the implementation of a reading program in 2009-2010.

Connecticut Academic Performance Test

Students in grade ten took the Connecticut Academic Performance Test (CAPT) in March 2010. New Milford had significantly more students at/above goal than the state in all four areas: mathematics, reading, writing, and science. Like with the CMT, the goal of NCLB is to have 100% of all students be proficient by 2014. New Milford currently has over 90% of its students at/above proficiency in all four areas.

The number of students at/above goal in mathematics and science is below what was achieved last year; however, the students at/above goal in reading and writing is greater than last year. None of the differences is significant in any area.

New Milford students did well in comparison to the twenty-four other districts in their reference group. They were #3 in science, # 5 in mathematics, #11 in reading, and #12 in writing.

Advanced Placement Test

Two hundred thirty-one students took Advanced Placement exams this year in sixteen different subjects. Forty-one students took the US history and statistics exams, the most of any subject. Scores can range from one to five with five being the best. The average score in biology, chemistry, German, calculus AB, and calculus BC was above four.

Scholastic Aptitude Test

The results are due the middle of August; however, we do know that one student had a perfect score of 2400.

TOWN OF NEW MILFORD BUILDING PERMIT MONTHLY SUMMARY

Building Type	7/1/2009 Through 6/30/2010					
	# Permits	Value	Fees	# Permits	Value	Fees
Single Family Dwelling New	3	\$516,483	\$5,896.69	17	\$3,246,808	\$36,900.87
Garage				13	\$359,323	\$4,190.83
Shed	3	\$5,720	\$121.95	37	\$125,324	\$2,148.21
Barn				8	\$268,232	\$3,167.61
Pool	1	\$15,000	\$187.50	22	\$214,790	\$2,879.75
Carport				1	\$30,000	\$356.25
Multiple Family Dwelling				0	\$0	\$0.00
Deck	5	\$20,960	\$329.56	46	\$416,215	\$5,625.18
Commercial Building New	2	\$1,634,235	\$18,460.14	5	\$3,613,235	\$40,450.14
Commercial Addition & Alteration	3	\$219,000	\$1,845.00	30	\$5,156,676	\$57,867.46
Residential Addition & Alteration	7	\$67,503	\$890.66	107	\$5,134,516	\$60,032.68
Use Change				2	\$25,590	\$336.64
Gazebos				1	\$0	\$0.00
Finished Basement	1	\$1,000	\$30.00	18	\$506,562	\$6,036.34
Screened Porch				6	\$58,700	\$772.88
Three Season Room				2	\$32,091	\$448.52
Alarm Systems	1	\$9,680	\$127.65	12	\$30,930	\$527.60
Chimney & Fireplace				3	\$8,140	\$149.70
Electric	27	\$47,000	\$1,179.27	150	\$559,162	\$9,482.38
Plumbing	5	\$11,000	\$217.51	50	\$154,132	\$2,691.84
HVAC	7	\$76,793	\$1,002.05	56	\$613,875	\$7,973.35
Gas Lines	5	\$6,135	\$231.38	21	\$31,460	\$905.39
Roofing	7	\$42,000	\$603.75	38	\$501,960	\$6,354.08
Siding	1	\$15,000	\$187.50	7	\$64,550	\$863.07
Signs	1	\$13,148	\$166.67	11	\$95,032	\$1,275.53
Wood or Pellet Stove				12	\$44,095	\$720.00
Fuel Tanks	7	\$21,200	\$450.75	41	\$127,835	\$2,348.78
Outdoor Wood Boiler				0	\$0	\$0.00
Tent	8	\$18,654	\$400.00	11	\$30,754	\$530.00
Sprinkler System				6	\$117,127	\$1,492.29
Fence				2	\$33,000	\$408.75
Retaining Wall				3	\$121,500	\$1,523.13
Window Replacement	3	\$12,700	\$192.38	19	\$96,079	\$1,430.44
Miscellaneous	2	\$19,500	\$251.25	14	\$181,600	\$2,403.26
Demolition				0	\$0	\$0.00
Foundation				1	\$8,500	\$114.38
Permit Close Out	2		\$200.00	10	\$100	\$1,000.00
Hood & Fire Suppression Systems				2	\$10,900	\$161.25
Totals:	101	\$2,772,711	\$32,971.66	784	\$22,018,794	\$263,568.58

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CONSERVATION COMMISSION
ANNUAL REPORT
JULY 2009 - JUNE 2010

As we all know, this period saw an economy experiencing a continued severe slow down. This has resulted in reduced development activities normally under the watchful eye of various land use boards. Reflecting this slow down, the Commission has reduced the number of meetings held each month from two to one.

The Commission continues to be plagued and frustrated by the ongoing lack of support for enhancing the Town's Open Space Fund. While understandable, at some level, in the present economic climate, it places the town in a "weak" place from which to seize upon opportunities presented to it. (Over the period, the open space fund increased from \$101,248 to \$107,840 or \$6,592. Approximately \$500 of this increase is interest earned over the year.)

The Town continues to receive offers of open space - perhaps in response to the current economic climate - and may reflect individuals wishing to reduce their tax burdens. Whatever the reason, the Conservation Commission felt it was important to develop a standardized approach to assessing such offers. The Commission believes that any parcel that is accepted by the Town should be consistent with the spirit of the POCD and enhance its environment, while also building up its inventory of usable recreational lands. A Decision Making Guide was developed by this Commission and presented to the Mayor.

The current climate has impacted land trusts operating in the Town, as well. While still growing, many contributors have turned away from traditional fee gifts to easements. Without a lengthy discussion on tax benefit implications of such easements, one thing is clear, and that is the amount of land being set aside (protected) that is accessible to the public is not increasing in leaps and bounds; a problem for the Town, as the population continues to increase and where any solution will require its commitment of financial resources.

The Commission continues to be pleased with the growth of various farming initiatives. However, it continues to be concerned about the Tax Assessor's role in defining what constitutes farm land for 490 purposes. Comments from several local individuals engaged in agriculture suggest that the current process used by the Assessor to determine what constitutes agricultural land for 490 purposes is confused and discourages individuals from farming additional acreage. The Commission believes the entire issue of 490 designation should be revisited.

The conservation Commission, especially Michael-John Cavallaro, its vice chairman, has been very involved in saving Native American human remains located at the Indian Hills site slated for affordable housing development. Michael-John's persistence resulted in some remediation and a recommended addition to the POCD language by Nick Ballantoni, State Archeologist. Hopefully, increased awareness and the POCD language change will avoid such catastrophes in the future.

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The Commission has completed the initial compilation and mapping of open space in New Milford. The Commission continues to work with HVA to maintain the “currency” of the completed open space map. In addition, the Commission is exploring ways to make the open space maps more useful to the average person seeking to make use of available open space. Some initiatives under consideration are to indicate permitted uses for selected open space tracts, such as hiking, fishing, etc.

The Conservation Commission continues to “educate” interested parties on its role, as well as the role of open space as a vehicle for enhancing the “quality of life” of New Milford residents. In this spirit, the Chairperson, Adam Halasi-Kun, met with Marlyse Duguid, a graduate student from Yale working on here thesis on environmental issues in Connecticut and the role municipal government plays.

While there were only a few (limited scope) applications, the Conservation Commission did review them and forwarded comments to the Planning Commission. These applications included:

- Bonacre Acres
- Boardman Meadows
- Bushwood
- Squash Hollow Acres
- Wade’s Landing

The Conservation Commission held 13 meetings during the period July 2009 through June 2010. Below is the attendance by commissioner:

Member	Present	Absent
Halasi-Kun	13	0
Cavallaro	12	1
Hutchings	8	5
Cutter	12	1
Lillis	8	5
Webster	11	2
Bird	12	1

**New Milford Farmland Preservation Committee
2009-2010 Fiscal Year Initiatives & Accomplishments**

- NMFP continued systematic efforts in 2009-2010 to protect 1,000+ acre Ridge Road farm area. NMFP identified this as its priority goal in 2007 with valuable input from the Northwest Conservation District and The Greenprint, (Housatonic Valley Association). The Ridge Road farm area consists of five farms (Chapin, Davenport, Harris, Kimberly and Reimerridge) and represents one of the largest contiguous swathes of working farms still surviving in southern Litchfield County---a potentially important town economic and quality of life asset. In addition, over 50% of the Ridge Road farms consist of prime agricultural soils as compared with 12-15% for Litchfield County as a whole
- At request of the Planning Commission and Conservation and Development (POCD) Task Force, NMFP researched and developed a comprehensive new section for the 2010 POCD on farmland preservation in New Milford. It will be published in the updated POCD, outlining the economic rationale for preserving our last remaining farmland, ensuring its continued agricultural use and outlining key strategies to make it happen
- In 2009, NMFP completed two years of work with the Davenport family to apply successfully to the CT Purchase of Development Rights (PDR) program for preservation of approximately 100 acres of working farmland. PDR and US Department of Agricultural Ranchlands partial monies have been agreed upon and committed
- In 2010, NMFP launched efforts with the CT PDR program to consider offering funding to preserve 80 acres of working farmlands, barn, outbuildings and a farmhouse on Harris Hill Farm, the third Ridge Road farm NMFP has as a goal to protect. The Harris family has filed a PDR application, initial discussions have begun between the Harrises and the state and the next step is two State-mandated appraisals
- Over six months NMFP recruited 30 volunteers, created a Ridge Road Family Farm Day website and, together with the Harris and Davenport families, organized Ridge Road Family Farm Day at Harris Hill Farm in September 2009. Aimed at raising resident awareness of the importance of the Ridge Road farms, the event, farm supper and square dancing attracted an estimated 600 people, generated significant media coverage, and covered all costs
- NMFP fielded a member to co-write a successful grant application to US DoAg/University of Vermont SARE to analyze the viability of a local produce distribution center in New Milford. (Our town was one of 10 towns to receive the grant award out of 60 New England applicants.) Two NMFP members and one longtime volunteer have been participating in the SARE task force meetings and project work in 2009 which also includes as alliance partners Plow to Plate and the Economic Development Commission (EDC). After a year of carrying out research interviews of distribution mechanisms around the US, area institutional and retail buyers and local farmers, a first step was taken in 2010: East Haddam-based Deb Marsden's CT Fresh Direct, a mobile distribution service for locally-grown agreed to begin sourcing from our area farms for her customer base in Fairfield County
- After 24 months of work at public gatherings, NMFP completed its resident survey by securing almost 3,000 resident signatures on a petition urging New Milford to preserve and protect its surviving working farms. All valid names have now been transcribed into an online database. (This data strongly complements the POCD-conducted telephone survey which found that 77% of those surveyed wanted our town to preserve our remaining farmland and 71% said the town should set aside resources to do so.)

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- For two years, NMFP has fielded a member to work with the Youth Agency in its plans to expand agro-educational programs at Sullivan Farm for elementary school children, families and high school and college interns interested in farming. In 2009-2010, with NMFP assistance, Sullivan Farm created a professional PowerPoint describing the farm's vision for the future, a business plan, financial projections, and filed for 501-C-3 status to assemble a working board, Friends of Sullivan Farm. The new board's task it will be to help Sullivan Farm garner significant foundation and private sector support to position itself as a community farm and agro-educational asset for the Town's residents.
- In 2010, NMFP contracted a local consulting firm, Wildacres, to create a NMFO website that will assist area farmers with updated grant and other assistance information and provide regional families with information on area farms that offer locally-grown produce as well as opportunities for agro-tourism
- In 2010, NMFP contracted a well-regarded retired local journalist to research and create a database with all contact information of an estimated 60 Greater New Milford area farms with updated information on what they specifically produce, where they market it, state and federal grants obtained, ownership structure and factors that could lead to future expansion
- In 2009, NMFP leveraged pro bono photography services of a local professional photographer to produce two sets of four 8'X4' four-color banners showcasing the major farmers in the Ridge Road area. Goal: obtain maximum visibility for purposes of raising public awareness of the importance of protecting those farms by displaying them at public venues
- In 2010, in its mission of supporting the economic viability of local working farms, NMFP researched and identified legal precedents for a town farming family concerned over partial loss of a longtime 490 tax status that, if carried out, meant it could would not be able to continue to farm and survive financially
- In 2010, NMFP accepted the recommendation of the New Milford Town Counsel to incorporate additional wording into its two-year-old Right to Farm Ordinance (the first in Litchfield County). This wording would further protect New Milford's farmers from unnecessary lawsuits. The NMFP secretary-treasurer, a local lawyer, presented the proposed change to the Town Council, which voted to incorporate the new wording
- In 2009-2010, some NMFP members and volunteers attended at their own expense several state and Working Lands Alliance/CT Farmland Preservation-sponsored conferences, agricultural demonstrations and workshops aimed at learning better strategies to support working farmland revitalization in New Milford
- Since NMFP was founded in 2006 and began promoting working farmland preservation and the importance of buying locally-grown produce, it has seen an estimated 500+ acres of farmland returned to active cultivation in New Milford. In addition, a second CSA (Community Supported Agriculture) farm has been founded at Clatter Valley and the old New Milford berry farm on Route 7 South is being revitalized by a new (local) partnership as an agro-tourist destination/farmstand/horticultural nursery field operation.

**Fire Marshal's Office
Annual Report For 2009 - 2010
Karen A. Facey, Fire Marshal**

The New Milford Fire Marshal's Office is responsible for the enforcement of many sections of The Connecticut General Statutes as well as numerous codes, which are promulgated under the provision of these Statutes. The Fire Marshal has a multitude of responsibilities and duties that relate to life safety and the protection of property from fire within the community of New Milford. These duties are varied and require the Fire Marshal's attention, often within a mandated time frame.

In the interest both of public safety and of firefighter safety, the Fire Marshal's Office is responsible for inspecting all buildings and facilities of public service and all occupancies regulated by the Fire Safety Code each calendar year. The Fire Safety Code will now cover all occupancies except one and two-family dwellings. Coverage includes, but is not limited to, apartments, churches, day-care centers, nursing homes, hospitals, theaters, schools and warehouses. As such, the Fire Marshal's services include the community of New Milford as a whole, its businesses, the fire departments and residents.

In addition to conducting inspections, the Fire Marshal's Office also investigates and reports to the State within a ten day period the cause, origin and circumstance of all fires. Reports are completed on State designated forms and submitted to the State Fire Marshal.

The Office issues permits for the use, transportation and storage of explosives in compliance with State Explosives Regulations, is responsible for the inspection of all flammable and combustible liquids storage tank installations for compliance with Regulations, conducts Code compliance reviews of plans and specifications for various occupancies being proposed within the Town.

Fire Marshals must also attend schools and seminars to stay current and maintain their knowledge base of codes, regulations and new technology (approx. 30 hours annually to equal the required 90 hours in 3 years). The Office also coordinated and attended with New Milford's three Fire Departments training programs provided by the CT Department of Public Safety.

Public education is a critical facet of the Fire Marshal's Office as preventing fires is our priority. Accordingly the Fire Marshals visit local schools, the senior center, library, businesses and any other organizations to provide fire safety training and fire prevention programs. The Office is also tasked with any additional obligations for enforcing regulations affecting life, property and public protection from the hazards of indiscriminate fire.

The addition of new software that is compatible with our Mobile Data Terminals (field computers) will be an asset to the overall office operation, to include filing and processing (as mandated by State Regulations). However the integration of this software has been placed on hold to allow the fire departments to also become trained on the program.

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To remain business-friendly and meet dramatically increased workloads within the office largely due to the amount of new construction and renovations New Milford is experiencing, in addition to State mandates for inspections, and to balance on-call responsibilities, it is crucial that full staffing be restored to the office to include a Full-Time Fire Marshal, Full-Time Deputy Fire Marshal and Part-Time Deputy Fire Marshal. This will become even more imperative as the Town's population and businesses grow in the future.

- Current Staffing :
1. Full-time Fire Marshal
Karen A. Facey, Fire Marshal
 2. Part-time Deputy Fire Marshal (19 Hours Week)
Brian Ohmen, Deputy Fire Marshal
 3. Part-time Secretary (20 Hours Week)
On leave - unstaffed

Operating Budget: \$178,112

Revenue:

Service	Income
Open Burning permits (39)	\$1,000
Blasting permits (18)	\$550
UST Removal+New (5)	\$200
Fire Reports Photo reports (15)	\$120
Copies	\$93
Plan Review (+65% from 08/09) (107)	\$15,400
Inspections (+ 34% from 08/09) (679)	\$22,147.50
Grant	\$453.22
Fire Watch	\$800
TOTAL	\$40,763.72

FIRES:

The Fire Marshal's Office was called to investigate the cause and origin of 129 fires (32 more than last year or a 25% increase).

Gaylordsville Fire Department – Northville Fire Department – Water Witch Hose Co #2
Combined Dispatches

TOTAL FIRE SERVICE CALLS 359 July thru December 2009

TOTAL FIRE SERVICE CALLS 332 January thru June 2010

Total fire dispatch records July 1, 2009 - June 30, 2010 = 691

**2009 – 2010 Annual Town Report
Department of Health**

The New Milford Department of Health is responsible for regulating and/or providing for the environmental and public health needs of residents of the Town of New Milford.

The Department enforces the Connecticut Public Health Code and Connecticut General Statutes related to environmental and public health.

The primary activities are inspection and permitting of subsurface sewage disposal systems, private drinking water supplies, food service establishments, rental housing, day care facilities, public bathing areas and response to nuisance complaints and inquiries from the public related to any other environmental health concerns. Laboratory tests and other investigations are conducted as necessary to support these activities. Special projects are sometimes conducted depending upon need and available funding from the Connecticut Department of Public Health or other sources.

The number of permits issued for subsurface sewage disposal systems during fiscal year 2009 – 2010 was 76. There were 36 private well construction permits reviewed and approved for individual drinking water supplies. For the purpose of determining minimum separation distance requirements and soil suitability, there were 234 building additions reviewed and approved for private dwellings. Most of these were for open decks or swimming pools.

All public health and nuisance complaints received during the year were followed up with an investigation. There were 74 complaints received. Most of the complaints were related to conditions involving housing defects, environmental pollution or improper garbage disposal.

There were also 284 routine inspections conducted of food service establishments.

Again this year, the Health Department organized a regional household hazardous waste collection day for five participating towns. The waste collection day was held on September 19, 2009. There were 537 households from New Milford that participated. The other participating towns (Brookfield, Sherman, Warren and Washington) paid their proportionate share of the total cost. The cost to the Town of New Milford was \$15,358.

The Health Department also coordinates and ensures provision for basic public health services to the community. These activities include reportable disease follow-up, conducting immunization clinics for such vaccine preventable diseases as influenza A, hepatitis B, and rabies in domestic animals and conducting clinics related to chronic disease control such as elevated cholesterol and high blood pressure.

In regard to reportable diseases, there were three-hundred twenty-five (325) cases of twenty-eight different illnesses or laboratory findings reported by area physicians and medical

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laboratories. Fifty-three percent (53%) of these reports were for tick-borne diseases, either babesiosis, ehrlichiosis or Lyme disease.

Concerning influenza vaccinations, the fall and winter of 2009 – 2010 was an unusual and very active influenza season due to the occurrence of the pandemic H1N1 influenza A throughout the United States and including our area. There were 20 confirmed or suspected cases of H1N1 influenza A, reported amongst New Milford residents between August and December 2009 but there were likely many more cases of this illness than reported. The New Milford Health Department in cooperation with the New Milford Visiting Nurse Association and the New Milford Public School System conducted a series of public H1N1 vaccination clinics from October 15, 2009 to March 18, 2010. Overall 45 clinics were held and 4,910 individuals were vaccinated against H1N1 influenza A at these clinics. Approximately 74% of those vaccinated were New Milford residents and approximately 70% of the vaccinations were administered to children and adults less than 18 years of age. There was also several vaccination clinics conducted for seasonal influenza. The supply of seasonal influenza vaccine was interrupted this year due to problems with the manufacturers of the vaccine. However the New Milford Health Department and New Milford Visiting Nurse Association worked cooperatively to procure a significant amount of seasonal influenza vaccine. Overall there were more than 900 doses of vaccine administered at several public clinics in the greater New Milford area.

The Health Department continued to experience activity responding to incidents involving wildlife rabies. The Animal Control Officer, Police Department and Health Department work cooperatively in responding to cases of contact, which are reported between humans, domestic animals and/or wildlife.

During the fiscal year, the Health Department was awarded a federal preventive health block grant in the amount of \$3,714 to conduct a high blood cholesterol reduction program. A registered dietician was employed and an educational program was conducted in April and May 2010. There were also two cholesterol screening clinics conducted by the New Milford Visiting Nurse Association as part of this program. The total number of people who participated in the educational program or the screening clinics was 31.

The Health Department continued to contract services from the New Milford Visiting Nurse Association for a part-time nurse/health educator. The nurse is an integral part of the Health Department's operations and is responsible for conducting a number of important health promotion and disease prevention activities. Some of these include cardiovascular health programs, nutrition education, Lyme disease education and reportable disease follow-up.

The Town of New Milford and the Town of Washington continued to carry out a health services agreement during fiscal year 2009 – 2010. As specified by this cooperative agreement, the Health Department performs environmental and public health services for the Town of Washington. In return, the Town of Washington provides income to the Town of New Milford that is used to contract for restaurant inspections and other environmental health services.

During the fiscal year, the Health Department was also involved in activities related to public health emergency and response preparedness. New Milford has been designated as one of 41

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public health mass dispensing regions in the State of Connecticut. The planning team has continued to develop plans for a mass dispensing clinic for all residents of the region consisting of the towns of New Milford, New Fairfield, Sherman and Washington. Funding was made available in a personal service agreement (contract) with the Connecticut Department of Public Health to continue to develop other plans and systems for emergency preparedness and response. During the current funding year, which was from August 10, 2009 to August 9, 2010, the total contract amount was \$60,803. Some of the activities performed by the Health Department included continued development of local public health preparedness and response plans, purchasing supplies and equipment needed for emergency response, development of a local health alert network (HAN), participation in regional planning activities including drills and exercises and attendance at emergency response training programs.

The Health Department budget for 2009 – 2010, excluding grant and other programs offset by income, was \$268,050. Also, \$24,607 was collected in fees during the year. Therefore the Town of New Milford funded Health Department activities in the amount of \$243,443 which is \$8.59 per capita.

**INLAND WETLANDS COMMISSION
ANNUAL REPORT 2009-2010**

The Town of New Milford Inland Wetland and Watercourse Commission was established in 1988 to enforce Connecticut General Statutes and the Inland Wetland and Watercourse Regulations from the Code of the Town of New Milford. The purpose of the wetlands regulations is for the protection, preservation, maintenance and use of this natural resource endowed to the citizens of this community while allowing continued economic growth and development in an environmentally sound manner. The regulations offer a structured permit process to promote environmentally sensitive development, while preserving the natural indigenous character and functions of wetlands and watercourses from direct and indirect pollution and unnecessary land disturbance. The preservation of our natural resources, in particular the wetlands, watercourses and aquifer systems, is necessary for the health and well being of our community.

The Wetlands Commission consists of seven appointed members and three appointed alternates. Meetings are held the second Thursday of each month. The Inland Wetlands Commission reviews all applications for subdivisions and any application that proposes work within the regulated and upland review areas. In April 2010, the Wetlands Enforcement Officer, as the Inland Wetlands Commissions Duly Authorized Agent, began reviewing applications proposing minor projects with minimal impact to the regulated and upland review areas. The office staff is comprised of a full time Enforcement Officer, a Land Use Inspector and an Office Coordinator. Both the Land Use Inspector and Office Coordinator split their time between the Inland Wetlands and Zoning offices. The Land Use Inspector has been able to expedite signoffs for patrons and has also, in conjunction with the Wetlands Enforcement Officer, allowed for more prompt inspections and better service to the members of our community. The Zoning and Inland Wetlands office continue to collect and release all sedimentation and erosion control (S&E) bonds. Inspections are primarily preformed by the Land Use Inspector and follow-up paperwork is completed by the Office Coordinator. In January, 2009 the Zoning/Inland Wetlands Land Use Inspector and Office Coordinator assumed responsibility for the processing of variance applications, preparation and follow-up of Board meetings and the daily office operations for the Zoning Board of Appeals.

During the 2009-2010 fiscal year, the Commission received for review 37 schedule A applications and conducted 6 public hearings. An additional 6 schedule B applications for as-of-right activities were also submitted. 189 applications not requiring individual permits were reviewed by the Wetlands Enforcement Officer or Land Use Inspector for compliance. 5 notice of violations and 0 corrective orders for violations were issued, and the violations corrected. \$12,100.00 in significant activity fees, \$13,170.00 in permit fees and \$4,975.00 in applications not requiring individual permits fees were collected.

As always, the Wetlands Commission will serve the community to the best of its ability.

New Milford Public Library

Annual Report

Fiscal Year 2009-2010

Carl R. DeMilia, Library Director

History

The New Milford Public Library was established through a special act of the Connecticut General Assembly in 1893, as the result of land donated by Egbert Marsh, a New Milford citizen, for the purpose of providing the Town with a free library and Memorial Hall. In 1896, Mr. Marsh put \$10,000 in trust towards the construction of the Library building, to be situated on the original plot of donated land and the adjacent corner plot on Main Street and Whittlesey Avenue, purchased by the Town from Mr. Marsh the same year. Construction of the Library began in 1896 and was completed in 1897. The Library opened its doors in 1898.

Mission Statement

The New Milford Public Library is a leader, promoting reading and basic literacy which contributes to the long term success of the community. The library supports lifelong learning (true literacy) through the provision of quality materials, services and programs that meet the individual and community's diverse informational and recreational needs. In this technological age, the Library strives to promote information literacy to all New Milford residents. Everyone in the community is afforded the opportunity and ability to locate, evaluate and use information effectively.

Library Roles

General Information
Create Young readers: Emergent Literacy
Current Topics and Titles
Lifelong Learning
Community Spaces

Library Departments

Children's Services
Public Services
Reference and Information Services
Technical Services and Technology
Library Administration

Overview of FY 2009-2010

Cooperative Ventures

This past year, the library staff has been very involved in joint ventures with several community organizations. Here are the highlights.

The J.J. McCarthy Observatory approached Carl DeMilia to ask that the library serve as a location as part of its scale solar system project. Members of the Observatory made a presentation to the Library Board of Trustees who voted to move forward with the project. The observatory installed the planet Neptune near the front walkway. The scale model and informational plaque have drawn a lot of attention.

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New Milford Hospital is seeking to become a Plane Tree certified facility. Members of the hospital's Plane Tree panel approached library staff, Carl DeMilia, Margaret Kisting and Peggy Ganong to discuss the possibility of the library acting as a community health information resource. This seemed like a natural fit since the library offers consumer health information and extended hours. The library agreed and has been working with hospital representatives towards this goal.

Since the building expansion project was put on the back burner, it has become increasingly important that the library find ways to accommodate patron needs within the existing space. Carl DeMilia developed plans which would try to meet the demand for additional computer access. One way to do this is to provide electric/data ready tables for patron laptop use. Carl DeMilia wrote and submitted a grant proposal to the Praxair Corporation for the purpose of upgrading technological access for patrons. The grant was accepted with partial funding.

Representatives of the United Way of Western CT. met with Carl DeMilia, Sue Ford and Sally Tornow to discuss initiating the Imagination Library program in New Milford. The program encourages early childhood literacy and provides a book per month to children each month for the first 5 years of life. The program will have a major kick off event at the library on November 13, 2010. Children will need to register for a library card as part of the project.

Gil Nelson met with Sue Ford and Carl DeMilia to discuss the donation of a bronze statue in memory of his late wife. The proposal was brought before the Board of Trustees who unanimously voted to accept the donation. The statue has been ordered and should be delivered and installed in October.

Budget

The Library budget for Fiscal Year 2009-2010 was decreased by 9.2%. As a result, three part-time staff were laid off while three other part-time staff lost hours. Services, such as out of state interlibrary loan, was eliminated. The magazine collection was reduced by 50%. Several online database subscriptions were not renewed.

Library Use

Library circulation dipped slightly during Fiscal Year 2009-2010 for the first time in five years. The two percent drawback brought circulation down from the all-time record of 317,084 items to 310,592 items. Despite this slight reduction, the year's circulation was the second highest ever for the library.

Overall library use grew by 8.5%. The library offered 760 adult/children's programs that drew 14,994 people to the library. The number of library visits was 193,867, down 5%. Reference interactions increased by 23%. Interlibrary loan requests were up by 16%.

Building and Grounds

The FRIENDS of the Library work and storage space in the basement of the original library building has become increasingly crowded due to the sheer volume of materials that are donated each year. In order to create a more useful space store and sort all of the donated items, their work area in the basement was redesigned with new flooring, shelving, lighting and was painted.

The rear book drop was struck by unknown vehicles three times during the year. The drop was severely damaged making it almost unusable.

The Goodman House furnace which is more than 20 years old became an issue during the winter. Over a three week period it ran intermittently. Temperatures in the library work areas dropped into the 50's F. The problem was corrected and the furnace is scheduled to be replaced in FY10-11.

After many patron and staff complaints regarding smoking at the entrances of the building Carl DeMilia brought a formal request before the Library Board of Trustees asking that the entire library facility be made smoke free. The Trustees agreed and voted unanimously to accept a policy that makes the library smoke free. The policy came in to effect as of January 1, 2010. Signs were purchased and posted alerting library patrons of this new policy. The policy had been generally positively received.

As the collections have grown, the displays housing the DVD (film) and CD (music) collections have become crowded. In order to provide increased space additional displays were purchased and installed. Although this new display capacity has worked well, the collections are continuing to outgrow this space.

The New Milford Facilities Department undertook two projects this past year. The first was that they performed an energy audit on the Goodman House. Recommendations to increase efficiency have been undertaken. The second was the renovation of the two restrooms in the main library building. This renovation work lasted approximately a month. This now offers library patrons redesigned, attractive, efficient accommodations.

Departments

Children's Services

The Children's Department works with children from birth to eighth grade along with their parents, caretakers, teachers and students studying fields that include children. Children come to us for a variety of services – story times, summer reading programs, reference and homework help, and internet and computer use. They check out DVDs and videos, music on CDs, books on tape and CD, and, of course, books for homework and recreational reading. Parents use us as a source for information on child rearing topics and also attended programs with their children. Teachers consult us and use our resources for preparing their lessons, as well as bringing classes in for a visit or requesting a visit from the librarian to their class. College students use the Children's Department when they are taking classes on Children's Literature and/or teaching methods. Sue Ford and Valerie Fisher visit the public schools for various programs.

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The Children's Department offers many children's programs. Programs during a typical Sept. - June week include: 2 groups of Little Lap-Sitter programs for 1-year-olds and their parents/caretakers; 4 groups of Parent and Child programs for 2-year-olds and their parents/caretakers; 2 groups of Three-Year-Old Story Times; 3 groups of Story/Craft Times for 4, 5 and 6-year-olds; 2 Preschool Film Programs; and Lunch Bunch. For older children, weekly programs include an after-school program called Fun Time; Junior Robotics League, the Stock Market Game, Book Buddies, Knit-Wits and Chess Club. Sue had many of the nursery schools, scout troops and the 2nd graders in town visit the library.

The Young Adult council meets once a month during the school year. The YA Council is an advisory group for the reading and programming needs of our 6th - 9th graders, as well as a volunteer group that helps us with programming for the younger patrons. Valerie Fisher, our Young Adult Librarian visits SNIS and SMS to inform the students about our books and programs. This year we added a Teen Talk Book Club and an Anime and Manga Club.

In FY 09/10 the Children's Dept offered many special weekend and special programs. Some of the programs we offered were: The Second Annual Open Fiber Day; a special 6 week program "ZumbAtomic" with Monica Logan; the Providence Brigade Band; Celebrate "MOvember"; The Starry Messenger (Galileo); National Gaming Day; Bingo for Books!; Holiday Games & Crafts Party; Vampires in New England; Blogging; Crazy Crafts; a Dr. Seuss Celebration: Stuffed Animal Sleepover; "It's a Mystery Story Time"; Teen Murder Mystery; a YA booth at the Hill and Plain School Science Fair; and the YA Sleepover.

Our Summer Reading Program theme for FY 09/10 was "Be Creative at Your Library".

Our regular summer programs for the 6-week summer session were:

- Reading and Viewing 1 & 2 (Sue Ford)
- Reading and Viewing 3 & 4 (Sue Ford)
- Monday Morning Preschool Story time (Ellen Thompson)
- Crafts (Sue Ford)
- Creative Writing (Sue Ford)
- Reading with Trudy
- Reading with Ramona
- Knit-Wits (Sue Ford)
- 4-H (Litchfield County Extension Service with Valerie Fisher)
- Chess Club (with Val Fisher)

Special Summer Programs were:

1. Monopoly Tournament
2. Bill Shontz in Concert
3. Drumming About You
4. Wind Over Wings - Birds of Prey
5. Drop Everything and Read (DEAR)
6. The Science of Magic
7. The Wright Stuff
8. Girl Scout "Campfire"
9. Learning to Use Photoshop
10. Anime Drawing
11. Wii Tournament
12. Music with Nancy Herschatter
13. Project Runway event
14. Design a Dessert

Public Services

The Public Services Department encompasses several aspects of operation within the Library: Circulation, Collection Development, and Adult Programming. A dedicated staff of 2 fulltime and 7 part time served 11,418 registered patrons during the 53 hours the Library is open each week. While charging items in and out is its most familiar function, Public Services staff also registers new patrons, answers Readers' Advisory questions, processes requests, sends notices, manages the volunteers, creates displays and assists with Collection Development.

The Department circulated over 310,000 items through 2009-2010. In addition, the Library added 1,103 adults and 348 children as new patrons.

The Department continues to purchase well-reviewed, popular, and new requested fiction, Large Print, audiobooks, and videos for the use of our patrons. In response to the increased use of our video collection, we expanded the shelving to accommodate more titles. With the popularity of audiobooks increasing, we introduced a new format: MP3 cdbooks, which incorporate an entire book on one or two cds, no matter what the size. In addition, we purchased six innovative language learning programs that provide an entire introductory course on an usb flash drive.

Public Services also initiated the Library Facebook and Twitter pages this past year, which have increased the Library's visibility to an increasingly mobile population. In addition, better efficiency has been achieved with implementation of receipt printers at the Circulation desk. Not only do they provide greater accuracy, they save paper.

Programming is an important part of Public Services because it offers instruction, entertainment, and the opportunity for community building. Over 2009-10, the Public Service Department offered 124 programs, with an attendance of 2,040. 215 patrons participated in our annual Adult Winter Reading Program, reading over 700 books, an increase of 19% in participation and 65% in the number of books read. There were two special programs offered during the year. The One Book, One Lake project (a community read effort) took place over the month of July, and represented two years of cooperative work between the Libraries in Danbury, Brookfield, Sherman, New Fairfield, and New Milford. Over 40 programs were offered throughout the area and was such a success that the Libraries are planning a new program in July 2011. The May Mystery Madness program incorporated mysteries into every program the Library offered during the month of May, as well as offering some very special ones (most notably, an appearance by Steve Berry, best selling author, courtesy of the FRIENDS of NMPL; and a Murder Mystery party provided by staff and library friends). In addition to the One Book, One Lake program, the Department worked with several town organizations to provide cooperative programming or a service. Several programs were offered at the Senior Center, the New Milford Historical Society offered a joint program along with the Senior Center, and a library card sign up day was offered at the New Milford High School to students and faculty.

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The Library also participated in the Connecticut Library Association's statewide Snapshot Day, which provided photographs and statistics from an average day. Its purpose was to provide information on the increased use of libraries throughout the state in an innovative way. Finally, the Department was pleased to be able to participate in the 2010 U.S. Census by providing Library space to the U.S. Census Bureau throughout the year for training, testing, and meeting purposes.

Reference/Information Services

The Adult Reference Department processed 36,960 face-to-face patron transactions during FY 09-10. Of those transactions, 13,292 were comprised of research questions. The remaining 23,668 interactions consisted of non-reference assistance to patrons, such as aid in using the catalogs, the Internet, various Microsoft programs, and reference material. This year once again saw an increase in the number of patrons seeking assistance researching and applying for jobs, posting resumes online.

Reference Librarian, Margaret Kistingler teaches a regular schedule of introductory computer classes which have been well received and attended. In addition, various informational programs have been offered on regular bases which have been well received by the public. In the past year the Reference Department held 24 programs with a total attendance of 214 people.

The Department continues its collection development initiative to update both the nonfiction and reference materials. The home repair and improvements collection and the consumer medical collection were the focus of a thorough weeding of out dated materials, and replaced with current information. Carl DeMilia and Margaret Kistingler continue the process of extensive weeding of the non-fiction collection that will ensure that accurate and timely information is available to our patrons.

In addition to her responsibilities at the reference desk, Reference Associate Jennifer Minchella has taken on the responsibility of processing interlibrary loan requests due to a reduction of staff in FY 2009-10. Jennifer also creates monthly displays featuring non-fiction materials. Her displays always attract attention and increase the circulation of subject matter she showcases. Barbara Nelson continues to maintain and update the Vertical File.

Interlibrary loan continued to grow. Jody Hyman found creative methods to accommodate the increase in an efficient manner. During FY09-10, New Milford patrons requested 12,508 items. Other Connecticut libraries requested an additional 11,803 items from New Milford Public Library.

The Adult Reference Department's space has been employed extensively during FY 2009-10 for tutoring, proctoring of examinations, and literacy tutoring. Use of the Connecticut Room for quiet study or research has grown at a rapid pace. Literacy Volunteers on the Green classes, private tutoring sessions, the US Census Bureau and SCORE regularly request the CT Room or use available table space in the adult area. The computers in the Adult Reference area are used extensively throughout the day.

Technical Services

A very large volume of processing and special projects distinguishes this department:

- After losing 2 staff members from the T.S. Department, Maryann Jackson and Leslie Schlemmer have worked very hard to find ways to manage all the required tasks of the department by themselves. Their jobs are now fragmented as they frequently have to change priorities to balance the output of the department and they are to be commended for their successful adaptation.
- The Schaghticoke Middle School reading titles were made ready for circulation. There were 97 copies of the books which had to be processed and converted for the students to check out.
- In one month, 13 items were prepared, packaged and sent to the bindery.
- The T.S. department was requested to delete all the adult non-fiction cassette collection.
- In conjunction with Margaret Kistinger and Carl DeMilia, the T.S. staff has worked all year on a non-fiction weeding project. To date, they have modified the computer records of 6,047 adult print items.
- Due to a re-arrangement and deletion of several periodical subscriptions, Maryann Jackson had to delete the computer records and physically discard these adult periodicals.
- We received the new museum passes and T.S. staff updated the database to reflect the new passes.
Staff members attend meetings and workshops to keep current with new technologies and to maintain their communication with other library staff from Bibliomation libraries.
- In October, they attended the Fall Bibliomation Maintenance Users Group Meeting in Southbury.
- In April, they attended the Spring Bibliomation Maintenance Users Group Meeting.
- Maryann Jackson attended a Copy Cataloging Workshop.

Technology - There were some major technology enhancements made this year.

New Library Web Site

A major undertaking this year was Peggy Ganong's responsibility to re-design the library web site. A great deal of time was devoted to researching other web sites to discover different ways to present our library. After deciding on a format that would best display our services and programs, Peggy had to design the site. In addition to the main cosmetic design of the site, the decision on how to categorize and prioritize the features that would be highlighted for ease of use by patrons. It was decided that a text-based index page was more user friendly than our old graphical index. Deciding on a 3-column design allowed for more features to be displayed (as hyperlinks) in the first and third column while leaving the middle column free to highlight time sensitive content thus promoting a more dynamic site. The use of templates and CSS to present each of the pages in a more uniform manner also makes the functionality and updating of the site more efficient. Just before the first of the year, 2010, the new web site was launched. Feedback from staff and Board Members has been positive as have been the monthly statistics tracking web site access by patrons.

Library Newsletter

The quarterly newsletter which is distributed as an insert in the *Spectrum* and goes to every household in New Milford and surrounding communities is still very popular. The format of the printed newsletter is appealing and functions as a public relations tool and allows the library to keep the community informed about all that the library offers in programs and services. In addition to the printed version of the newsletter, we also produce an electronic format that patrons have the opportunity to sign up to receive through their email. We currently have over 1,000 subscribers to this option.

Constant Contact

We use the software service Constant Contract to offer our patrons the option to sign up to receive the electronic version of our quarterly newsletter. Last year we expanded that option for patrons to sign up to also receive a monthly listing of our upcoming adult programs and/or a monthly listing of our children's and teen programs. This year, patrons continue to sign up for these publications and we have doubled our subscribers from 600 last year to over 1200 patrons this year.

WiFi access

Our Wi-Fi access by our patrons in the library have increased from an average of 60 patrons per month the first year, 95 patrons per month the following year and 165 patrons per month last year to an average of 362 patrons per month this year! Our plans for next year include a re-design of the reference area to include furniture which will increase the points of access for patrons to connect to the wireless service.

VenMill Disc Repair

Last year, we ordered a VenMill disc repair machine (generously funded by the FRIENDS group). This machine allowed us to extend the life of our CD and DVD collection. This year, in September, we began offering a new service where we use the disc cleaner to clean patron CDs and DVDs. We developed a policy and procedure for this new service. It is a fee-based, "service-while-you-wait" service that the T.S. staff manages. Patrons drop off their materials at the main desk, T.S. is notified and (depending on staff workload and number of items to be cleaned) staff cleans the materials and returns them to the patron before they leave the library. If there are a large number of discs, then patrons leave the materials and we call them to come back to the library to pick up their items. Since September, we have provided this service for over 100 patrons, generated revenue for the library. The fees collected allow us to buy the necessary cleaning supplies used by the machine.

Miscellaneous

Village Fair Days - 2009

Once again, the Village Fair Days was a huge success this year. We had almost 1200 people stop by to visit our booth! All of our free give away promotional items were handed out. Our free raffles were very popular (thanks to the generous donations from FRIENDS of New Milford Library and Sue Ford). Most of the people commended our library and our staff. Many told us that the library was their favorite place in town. Several people were new to the area and eager to sign up for library cards and to learn more about our services. It was a pleasure to visit with so many library supporters!

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The following is the *New Milford Public Library Two-Year Statistical Summary.*

**TWO-YEAR COMPARATIVE SUMMARY
FINAL**

FY08-09 v. FY09-10

Total Library Use
08/09 09/10

TOTAL CIRCULATION	Digital Audio*	Adult	Teen	YA	Children	Totals		
<i>CIRCULATION</i>								
2008-09	1,135	167,193	5,273	10,770	132,715	317,086	317,086	
2009-10	1,454	167,445	5,423	10,393	125,877	310,592		310,592
%change	22%	0%	3%	-4%	-5%	-2%		
REFERENCE TRANSACTIONS:								
		Reference			Non-Reference	Total		
<i>ADULT</i>								
2008-09		8,995			21,144	30,139	30,139	
2009-10		13,256			23,668	36,924		36,924
%change		47%			12%	23%		
<i>CHILDREN'S</i>								
2008-09		9,397			1,690	11,087	11,087	
2009-10		8,578			1,621	10,199		10,199
%change		-9%			-4%	-8%		
2009-10								
Ref. email:	41							41
Fax:	401							401
INTERLIBRARY LOAN*	Requests made by NMPL		Books received	Requests by others	Books sent	TOTAL		
2008-09	10,829		10,553	9,850	10,843	20,679	20,679	
2009-10	12,757		11,566	11,184	12,092	23,941		23,941
%change	18%		10%	14%	12%	16%		
ILL e-mail:	53							53
Library Plus:	2							2
BIBLIOMATION PATRONS REGISTERED					Patron Visits:	Estimated		
As of June, 2009 there are 11,418 active patrons registered.						2009	203,880	
						2010	193,867	
BIBLIOMATION ITEM ENTRIES								
Items converted:		2008-09	17,110				17,110	
		2009-10	14,787					14,787
WIRELESS ACCESSES								
		2008-09	1290				1290	-
		2009-10	2170					2170
HOME PAGE HITS								

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	Returning Visitors	First- Time Visitors	Unique Visitors	Page Views		
2008-09	18,910	21,320	40,773	36,525	117,528	
2009-10	23,853	18,156	42,009	80,726		164,744
INHOUSE COMPUTER USE						
			Adult	Jr. Library	Total	
2008-09			18,958	3,409	22,367	22,367
2009-10			16,893	3,558	20,451	20,451
% change			-11%	4%	-9%	
PROGRAMMING:						
			Public Services		Reference	
ADULT	2008-09		# of programs	111	30	
			total attendance	1,703	437	2,140
	2009-10		# of programs	129	24	
			total attendance	1,696	214	1,910
CHILDREN'S	2008-09		# of programs	611		
			total attendance	12,383		12,383
	2009-10		# of programs	530		
			total attendance	11,506		11,506
YA	2008-09		# of programs	79		
			total attendance	446		446
	2009-10		# of programs	88		
			total attendance	1,723		1,723
COMMUNITY ROOM BOOKINGS						
	2008-09		# of bookings	44		
			Total attendance	410		410
	2009-10		# of bookings	20		
			Total attendance	217		217
					Total Use	552,665
						599,661
					Total Library Use Increase	8.5%

* Digital Audio (downloadable) is counted in this report and not in the Circulation report. This count began in November 2005.

**THE NEW MILFORD PARKS & RECREATION DEPARTMENT
ANNUAL REPORT
FISCAL YEAR 2009-2010**

The mission of the New Milford Parks and Recreation Department is to provide quality leisure opportunities in a safe and healthy atmosphere and to enhance the quality of life of the community through the responsible management of fiscal and natural resources. To meet these ends, the Parks and Recreation Department attempts to provide safe and wholesome recreational services of both a passive and active nature. Our goal is to create a balance of activities, special events, and programs that are of use to any and all segments of the population.

The New Milford Parks and Recreation Department is responsible for the care, management, maintenance and control of twenty town park facilities totaling over 550 acres. The Department maintains and utilizes, for the benefit of the residents, the following locations: the Town Green, Lynn Deming Park, Andrew Gaylord Barnes Park, Carlson's Grove, Emmanuel Williamson Park, Baldwin Park, Addis Park, Clatter Valley Park, Young's Field, Canterbury Pond, Helen Marx Park, Pickett District Road Ball Fields, Sarah Noble Soccer Field, Sullivan Farm, Sega Meadows, Northville Soccer Fields, New Creative Playground, Chappuis Park and the Nostrand Trail Park. Included in these park sites are: six little league fields, a beach on Candlewood Lake, two tennis courts, two basketball courts, four playgrounds, two boat ramps, two canoe/kayak portages, a marina, three fresh water ponds, access to the East Aspetuck River, access to the Housatonic River at five parks, three extensive trail systems, numerous picnic areas, five soccer fields, four softball fields, a bathhouse, five pavilions, an equipment garage, and other park amenities. In addition, programs and activities for all residents are held at the Maxx, New Milford Public School facilities, 47 Bridge Street, East Street School, Canterbury School (pool and ice skating rink), Shepaug Regional School System (pool), New Milford Sports Club, and summer playground programs held at Northville School, Hill and Plain School, and Schaghticoke Middle School. In addition, areas maintained by this Department include: the New Milford Police Department lawns, the Town Hall, the New Milford Library grounds, John Pettibone softball fields, the Historical Society, 47 Bridge Street, the Richmond Center grounds, the Railroad Street parking lot, Patriots Way, Gaylordsville School grounds, and downtown traffic islands, as well as garbage removal and snow removal along Bank Street, Church Street, Bridge Street, Railroad Street, the Public Works Department, the former Community Center lot, The Maxx and all parks.

The Department also schedules year round recreational programs for all ages (well over 5,000 people participated in programs, leagues, and special events offered by the Department last year), controls the park use permit system, issues vehicle parking

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stickers, boat launch stickers, boat slip leasing, day passes, performs revenue collections, and manages the largest seasonal staff in New Milford (150+ employees).

- 292 campers at our Rec-On summer playground program (summer 09')
- 186 in our basketball programs (winter 09' – 10')
- 395 in our soccer programs (fall 09'-spring 10')
- Over 1,100 in our Men's, Women's, and Co-Ed Adult Softball Leagues (fall 09'-spring 10')
- 435 in our aquatic programs
- 705 in our Fair Days 5K & 8-Mile Road Races (summer 09')

During fiscal year 2009-2010, the department experienced continued growth in program offerings. Among the improvements accomplished by the department to the parks and recreation leisure delivery system were the following:

- Assisted with the implementation of the U.S.S Sports Institute Programs
- Implemented new program offerings such as Hot Shot Hoop Camp, Little Yogi's, Be-Tween Yoga, Kids Learn to Sew, Fencing, Parenting Workshops, Rhythm & Motion, Gymnastics, Girls Pick-Up Soccer, Spin Class and Ballroom Dancing.
- Led trips to Broadway, Fenway Park and New York City.
- Installation and repairs of fencing at Young's Field, Fields and Creative Playground.
- Installation of safety mulch at Young's Field, Carlson's Grove, Emmanuel Williamson Park & Creative Playground.
- Continued annual brush-hogging at Still Meadows, Sega Meadows Park, Clatter Valley Park, Hidden Treasures Park, Carlson's Grove, Nostrand Trail & Andrew Gaylord Barnes Park.
- Repaired gravel driveways at Clatter Valley, Helen Marx Park, Sega Meadows Park, Creative Playground, Young's Field and Carlson's Grove Parks.
- Planted new trees on the Town Green.
- Removed dead trees, branches and stumps at the Town Green, Sarah Noble Soccer Field, Carlson's Grove and Lynn Deming Park.
- The Youth Agency has continued to renovate main barn and pasture areas at Sullivan Farm
- Cut brush from the embankment and impound lot at the Police Department
- Installed new signage at Carlson's Grove, Lynn Deming and Sega Meadows Parks.
- Built a new creative playground at near Pettibone School.
- Built two new Tennis Courts at Young's Field.
- Built one new basketball court at Young's Field.
- Built one new basketball court at Emmanuel Williamson Park.
- Built a new pavilion at Carlson's Grove Park.
- Repaired bridge at Clatter Valley Park that was be undermined.
- Purchased a metal storage container for Lynn Deming Park.
- Installed a new roof on the Lynn Deming Park pavilion.
- Installed a paved apron at Clatter Valley Park.
- Completed welding repairs on boat slip docks at Lynn Deming Park

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- Repaired security and athletic field lighting at Lynn Deming and Young's Field Parks.
- Aerated, re-seeded and fertilized Young's Field and Town Green
- Aerated Sarah Noble Soccer Field, Northville Soccer Fields, Pickett District Fields Clatter Valley, Helen Marx and Carlson's Grove Parks.
- Repainted pavilions at Lynn Deming, Clatter Valley, Emmanuel Williamson and Young's Field.
- Repaired and replaced decking of Lynn Deming Dive dock.
- Purchased and installed new swim line buoys.
- Purchased and installed new wake buoys.
- Completed vandalism repairs at Young's Field, Town Green, Clatter Valley, Emmanuel Williamson, Lynn Deming, and Carlson's Grove Parks
- Construction of new picnic tables and garbage receptacles.
- Painted and repaired picnic tables, garbage receptacles and park benches.
- Installed four new park grills.
- Installed updated lighting in the pavilion at Clatter Valley Park.
- Hosted Dragon Boat Races at Lynn Deming Park.
- Eagle Scouts completed numerous project within Town Parks that included: construction a kayak & canoe storage rack at Lynn Deming Park and developing and clearing an access road through Sega Meadows Park.

The Parks and Recreation Department accepted many wonderful donations on behalf of the Town to aid in park development and program enrichment including the following:

- Monetary donations for the 41st Annual 8 Mile Road Race & Village Fair Days 5K Road Race totaled \$5,250 with sponsorship and support from New Milford Hospital, O&G Industries, Union Savings Bank, Peoples United Bank, Attorney Cecilia Buck-Taylor, Village Center Organization, Lillis Funeral Home, Pineman Sign Company, Webster Bank, Savings Bank of Danbury and Candlewood Valley Pediatrics.
- Non-monetary donations for the 8 Mile and 5K Road Races were made by: the Greater New Milford Spectrum, the New Milford Times, Wal-Mart, Hazelnut Marketing Board, National Peanut Board, Big Y, Stop and Shop, Triple Springs Water, Stew Leonard's, Northville Market, H & H Taylor and Sons, Kimberly Clark, California Raisin Marketing Board, Holiday Restaurant, Road ID, Costco, Spectro Oil, Upper Crust, De Italia Pizza & Pasta, Athlete's Foot, Cookhouse Restaurant, All Aboard Pizza, 3 Brothers Restaurant and Italia Mia Restaurant..
- Received grants from the United Way for a Teen Open Volleyball Program (\$474.90) and from Iroquois Gas Transmission for the construction of the Carlson's Grove Pavilion (\$8,670.00).
- Received a monetary donation of \$50 from the Women's Club for Carlson's Grove Pk.
- Received monetary and non-monetary donations from the First National Bank of Litchfield, O&G Industries, Shock Electrical Contractors, Advanced Construction, Stone Construction and Dayton Construction for the construction of a new pavilion at Carlson's Grove.
- Received the following donations of equipment for facilities and recreational purposes: AED Pads from the New Milford Ambulance, a ping pong table from Peter & Jolene

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Mullen, an American Flag from the VFW Ladies Auxiliary, \$100.00 from the Mountain Laurel Quilters, a donation to restore the Civil War and World War I Monuments on the Town Green by Peter Orenski and the Daughters of the American Revolution, a Christmas tree from the New Milford Sewer Commission, and baseball calendars from Bill Goff Inc.

- We have also received donations for the many special events that we host each season including: \$750.00 from Webster Bank for our annual Easter Egg Hunt and \$600.00 from Webster for our Halloween Parade.
- Spearheaded the fundraising effort for a new creative playground at Pettibone School and had raised over \$117,000.00. We received monetary and non-monetary donations from numerous companies, groups, families and individuals.
- Assisted with Dog Park projects at Hidden Treasures and Pettibone Parks.
- Collaborated and received assistance from many Town of New Milford departments, commissions, agencies, clubs and groups on many projects including, but not limited to: New Milford Chamber of Commerce, New Milford Fire Departments, New Milford Sewer Commission, Candlewood Lake Authority, New Milford Hospital, New Milford Ambulance, Commission on the Arts, Lions Club, Moonlight Run, Underground Railroad, Police Department, Board of Education, Senior Center, IT Department, Public Works Department, New Milford Library, Zoning Department & Inland Wetlands Department, Building Department, Personnel Department, Mayor's Office, Planning Commission, Youth Agency, Economic Development Department, Village Fair Days Committee, Downtown Business Alliance, American Red Cross, United Way, Social Services Department, Animal Welfare, Relay for Life, Ousatonic Fish & Game, Garden Club of New Milford, Grad Party, Housatonic River Trail, Women's Club, New Milford Recreation Association, MVP SOS, CT DEP, Etc.
- The Parks & Recreation Department has received numerous contributions in the form of volunteerism from the citizens of New Milford.
- We have accepted three court appointed community service workers who have completed 158 hours

Sticker sales for Lynn Deming Park (summer 09') totaled 1,006 resident vehicles passes, 164 resident day passes, 6 non-resident day passes, 125 boat launch passes and 83 boat slip rentals. Sticker sales, permit filing fees, concessions and vending totaled \$171,729.05 for 2009-2010. Park reservation issuance continued to increase significantly from 2008/2009 to 2009/2010. Land acquisition has resulted in greater responsibilities and planning for the next year. Revenues brought in from recreation programs totaled \$340,121.00 for 2009-2010. These figures reflect the growth of the department, as well as the increasing needs of an upsurging population.

Parks & Recreation locations and programming are more important to New Milford residents than ever before. The trend towards greater diversity in programming and opportunities for league play is increasing steadily. The Department is hampered by a lack of space in meeting these demands. As New Milford grows, so does its need for wholesome, creative recreational pursuits as well as facilities to provide these services. Land for new parks and preserved open space, and facility locale will become increasingly limited with time, while the need for further recreational space will increase.

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With the growth of the department and facilities there comes a desperate need for additional Park Maintainers as well as a Recreational Programmer to offer additional programs.

The importance of recreation and leisure activities in the lives of the citizens of New Milford places an ever-increasing responsibility on the Department to maintain a high standard of program offerings and park sites developed in accordance with the needs of the people. As a Department we foresee the need for such items as the addition of a Recreation Programmer, an additional Park Maintainer, larger office space, field house, more playing fields (including lighted areas), and most importantly an aquatic center. One of the goals of the Department is to reach out to those citizens who, for reasons of health, age, economic situation, or disability feel isolated from the department and the services that we offer.

Parks, recreational facilities, and programs are vital to the quality of life, which makes New Milford a highly desirable location to live, work, and play. Residents, employers, and officials have worked hard to carefully nurture, plan for, and protect the quality of life in New Milford—a quality which must be maintained to adequately serve the needs of present and future residents.

2009-2010 Park and Recreation Staff

Daniel Calhoun	Director
Eleanor Covelli	Assistant Director
Kim Fitch	Secretary I
Lorraine McEntee	Secretary II
William Faure	Park Working Foreman
Blaze Tuz	Park Maintainer I
Eugene Davis	Park Maintainer II
Kevin Swanson	Park Maintainer II
Curtis Thompson	Park Maintainer II

2009-2010 Parks and Recreation Commission Members

Thomas Beecher	Chairperson
Susan Lamb	Vice Chairperson
Shari Barron	Secretary
Thomas Saunders	
William Kamp	
Victor Consaga	
Laurie Carmellini	

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Annual Report from the Director of Personnel
2009-2010

In response to a worsening economy and high unemployment the majority of the Town's workforce voluntarily accepted a wage freeze. Non-Union, Teamster and AFSCME employees should be recognized for their contribution. At the same time, the Town continued a lengthy arbitration case with the Police Union after negotiations failed to arrive at a contract settlement.

Many changes in Federal and State Laws concerning healthcare reform, COBRA, and unemployment kept our department current by updating our knowledge base, mostly via web seminars.

Labor contracts with Public Works employees and 911 Dispatchers were finalized through the collective bargaining process. Contracts to be negotiated during the next year include the Police, Librarians, AFSCME Clerical and Building Maintenance staff.

Employee seminars included 10 hour OSHA training and a class taught by Naugatuck Community College "Dealing with Difficult Citizens." Continuously improving municipal customer service is a priority for this department. Preventing Sprains and Strains for highway and maintenance workers was a seminar designed to reduce injuries and workers compensation claims. Promoting good safety practices benefits our employees and our taxpayers. The Personnel Department took advantage of several seminars presented by the Connecticut Department of Labor. Those included employment law, compliance with drug testing, FMLA, the Essentials of Unemployment Insurance and Connecticut Wage and Hour Law.

Not only does Personnel administer benefits, but the department is also committed to improving human resources as a tool to support department managers as well as employees throughout their careers with the Town. With an eye to the future we participated in career day at New Milford High School by encouraging students to consider a career in government service as a future employment option.

In conclusion, the Personnel Department works continuously everyday to improve our services for Town residents and employees. We look forward towards next years endeavors.

**NEW MILFORD PLANNING COMMISSION
ANNUAL REPORT
JULY 1, 2009 – JUNE 30, 2010**

The New Milford Planning Commission and its Regulations became effective on September 30, 1958. The purpose of the Planning Commission is to consider the subdivision or re-subdivision of land as presented by an Applicant pursuant to the Connecticut General Statutes and New Milford's current Plan of Conservation and Development. The Planning Commission will also provide recommendations to approve or deny 8-24 Referrals and 8-3a Referrals from various Town departments. The Planning Commission was also responsible for much of the update process regarding the Plan of Conservation and Development.

The New Milford Planning Commission consists of five elected members and three appointed alternates. Elected members serve four-year terms and appointed alternates serve two-year terms. Any vacant seats will be filled by an appointment from the Town Council. Only full seat members may be elected for Officer positions. Through nomination and acceptance, a Chairman, Vice Chairman and Secretary are elected. The Planning Commission has one Department Secretary. This is a part time Town position consisting of fifteen hours per week. There is also a paid Recording Secretary who takes the Minutes at each meeting.

Regular meetings are held once a month on the first Thursday of each month. Special meetings are scheduled accordingly.

Planning Commission Members and Alternates

Peter Eng, Chairman
Katy Francis, Secretary
Bob Rush
Theresa Volinski

Bob Gates
Eugene Schilling, Alternate
Carl Perrone, Alternate

Department Secretary: Donna Talarico

Recording Secretary: Monika Roberts

In addition to discussion and/or action concerning subdivisions and/or re-subdivisions, the following topics were Agenda items for the Planning Commission:

Regular Meetings – 10 (Zone Changes, Bond Releases/Reductions, 8-24 Referrals, POCD)
Special Meetings - 5 (8-24 Referrals, Plan of Conservation and Development)
Public Hearings - 4 (Bonacci Acres, Squash Hollow)
Collected Application Fees - \$0
Collected Fees-In-Lieu
of Open Space - \$11,520.00

New Milford Police Department Annual Report FY 2009/2010

The year period from July 1, 2009 through June 30, 2010, turned out to be of the most challenging years during my twenty-nine year career with the New Milford Police Department. Reductions in administrative and support staff saw the Department usher in a new year where remaining staff personnel were required to handle functions or tasks that they were not familiar with, these challenges were accomplished and completed professionally, oft times through sheer diligence. Prior to the present set of working circumstance, such task completion may have been viewed as only "routine". As with any change of circumstances in the law enforcement profession, these challenges were only disguised as opportunities and their successful completion allowed for a renewed sense of accomplishment.

From July 1, 2009 to June 30, 2010, the Department handled a total of 30,058 calls for service from our community, up approximately 169 calls from the previous year. Of these calls 56 %, or 16,737 total calls, were classified as self-initiated. Self-initiated is defined as the officer finding or encountering the incident, or initiating motor vehicle enforcement during their normal patrol duties. Request for service directly from the public resulted in officers being dispatched 44% of the time for those service calls, or 13,321 total service requests. Police Department service events that are recorded as "Calls for Service" vary from time of day as well as day of week. Certain work periods will see more calls generated by the public. For example, there are more calls created by law enforcement personnel during the day time hours then by officers during late evening or early morning hours when a large part of the populace is asleep and not engaged in normal social interactions and life tasks.

As noted in past reports, calls for service are divided into 118 code types or categories. These services can be as varied as responding to motor vehicle accidents, handling domestic matters, dealing with thefts, or to more routine matters such as giving directions or checking for a hazardous condition in the community. The greatest percentage of calls for service is delineated as follows:

Special Details- These calls account for approximately 14% of the total calls for service. Special details are routine checks of buildings, public areas and private property. These details are carried out by law enforcement to detect potentially illegal or unsafe activity, and by their presence help to deter those contemplating prohibited activity.

Motor/Other Vehicle Calls- This area of service calls represents approximately 34 % of the total. These activities include such events as motor vehicle stops, radar details, motor vehicle accidents, traffic posts, calls for suspicious motor vehicles, motor vehicle lockouts, and disabled motor vehicles, parking problems, erratic operation and other generalized complaints concerning motor vehicle violations.

Burglar Alarms- This type of service call accounted for approximately 4.2% of the total calls for service. This area includes residential and business panic alarms.

Totaled, these three categories account for approximately 52.2% of all calls for service.

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During the year, a total of 2,870 cases were generated by officers when additional or further work was required involving public contact calls. Represented in this total were 787 arrests, 1210 incidents, 811 accidents and 62 Field Interviews. As we have noted in previous reports, field interviews are records that represent a contact with a police officer but are less complex than a regular case investigation.

The FY for 2009-2010 saw 3,567 traffic citations issued, of which 236 were for Summonses to court, 1,283 were for Infractions of motor vehicle statutes and 2,048 were for written warnings to violators. The Department saw nearly a 48% increase in the issuances of summons to court and 7% increase in written warnings compared to the previous year.

Fifty-eight arrests for Driving While Under the Influence were made in FY 2009-2010. Our accident rate showed a decline for the year of approximately 2 percent, with 811 accidents investigated as compared to 822 for the same time period the year before.

According to the State of Connecticut Department of Public Safety, preliminary reports indicated that the Crime Index offenses (Murder, Rape, Robbery, Aggravated Assault, Burglary, Larceny, Motor Vehicle Theft, and Arson) decreased overall in Connecticut by an average of 3% from 2008 to 2009. New Milford saw an increase of approximately 13 % in these areas, with a total of 319 in 2008 to a new total of 362 in 2009. The largest contributor to that average was in the areas of reported Larceny which reported 213 in 2008 as compared to 263 in 2009.

As with past years, and recognizing the risks and dangers associated with law enforcement work, several members of the New Milford Police Department continued to participate in the Department of Justice Bulletproof Vest program. This program is designed to assist police officers and police departments with the partial reimbursement of the cost associated with either the procurement of a new vest or the replacement of an older vest.

The effort towards arrest and removal of intoxicated drivers from our roads continued through the year as we again participated in the grants from the Department of Highway Safety and Office of Police and Management. During the year, the New Milford Police Department participated in DWI patrol enforcement for the Labor Day and Memorial Day Holidays. Money for these events was provided by Federal grants reimbursement. The New Milford Police Department also participated in a program of spot checks with the State Liquor Control Commission, using underage decoys procuring alcohol in local establishments.

The New Milford Chamber of Commerce Village Fair Days once again found the New Milford Police Department hosting, with the Danbury Rotary Club, the Amber Alert Child ID card program. This program allows for the retrieval and presentation of encrypted data to the public of critical information concerning a child that becomes missing. This program, started in 2004, saw nearly 350 participants in the past year, and enjoys strong interest and participation by New Milford and the surrounding communities, providing yet one more safeguarding tool in a challenging social time when it comes to child safety.

Personnel, Training, Recognition and Equipment

During the year period as noted previous, eight members of the Department officially retired from the agency. A written test, administered by an independent testing source, was held with over 100 candidates applying for entry-level positions in the police department. The hiring process continues, and the agency is confident about bringing on sworn personnel in the very near future. In that vein, the selection process for a new Chief of Police is ongoing, and that person may be in place in October, 2010. Two of our present Patrol Officers have been, and continue to serve in the armed forces on active duty military leave. Those Officers, and their families, are in our thoughts and prayers while we await their safe return.

The agency continues to be actively involved with the New Milford Rotary, the Keep New Milford Beautiful foundation, the New Milford Chamber of Commerce Village Fair Days committee, and the Village Center Organization of New Milford. The Police Department continues to procure AEDs or Automated External Defibrillators (which can provide a cardiac life saving service,) which are being placed into our patrol vehicles. The New Milford Rotary Club made a number of generous donations to the New Milford Police Department, with the most recent being a \$2000 gift of a new dry suit for the Police Department Scuba team. The New Milford Ambulance Corp donated, at no cost, a 2003 Ford 450 cutaway for use by the New Milford contingent of the Western Connecticut Emergency Service Unit in which we have partnered with the Brookfield Police Department. The New Milford Police Department was recognized as a Patriot employer by the Federal Government.

The Past and Future of the New Milford Police Department

As Chief of the New Milford Police Department, it is important to acknowledge my gratitude in having been able to serve in the most beautiful (and largest land area) town in the State of Connecticut. I would be remiss in not publicly thanking Deputy Chief Norbert Lillis, (ret), Captain Michael Mrazik (ret), Director Robert Lovell (ret) and the contribution of Inv. Larry Lynch (ret), Officer Donald Woods (ret), Officer Jerome Dombrowski (ret), and Inv. William Kaminski (ret), and those that remain in active service as this is authored, for their many years of service which has made the New Milford Police Department a great law enforcement agency. But there is no acknowledgement and thanks that begins to express my appreciation to Ms. Terry Profita; for everything "T" has done both for me professionally to accomplish my goals as a Chief of Police, and her invaluable contribution to the agency over the years. I am eternally indebted to Terry.

The future of the New Milford Police Department will be one of opportunity and service. With a new Chief executive coming on board in the next few weeks or months, the agency will see a thought process and direction stemming from a new philosophy or style of a professionally defined law enforcement executive. The new Chief will have a plethora of multi-talented Officers and personnel to choose from within the New Milford Police Department, dedicated people whom can not help but succeed to accomplish her or his service mission as Chief of Police to the New Milford community. In concluding, I sincerely wish the New Milford Police Department the very best in the years to come, and thank the community of New Milford for having had the opportunity to serve as Chief of Police.

NEW MILFORD PUBLIC WORKS DEPARTMENT
2009-2010 FISCAL YEAR

Introduction

The Public Works Department is responsible for the maintenance, repair and plowing of more than 200 miles of town-maintained roads, 46 Bridges (over 20 feet), maintenance and replacement of over 70 pieces of rolling stock, the cleaning and repairing of storm sewers, cleaning and upkeep of all town buildings, and recycling and transfer station operations. Our services range from custodial duties to renovation projects including full carpentry, plumbing, and electrical trade services; from paving and drainage operations to snow plowing and ice control; from routine vehicle maintenance to welding and fabrication services; from plan review to full engineering design. Our customers include the public at large but in particular our taxpaying residents, town department staff, land use commissions, volunteer organizations, and other elected and/or appointed committees.

Mission: The Department of Public Works strives to provide top quality, professional, effective, and timely services to residents, businesses and internal customers. We do this by focusing on relationships with ourselves and our customers, and on customer service and satisfaction, thus improving our image and maintaining the community's trust. We support and enhance a high quality of life for the Town's residents, businesses and visitors by providing well planned, environmentally sensitive, cost effective infrastructure and services to promote public health, personal safety, transportation, economic growth and civic vitality.

The following report details work done by the various departments, for the fiscal year from July 1, 2009 to June 30, 2010. The report is broken down into the various divisions – Administrative, Engineering, Highway, Facility Maintenance, and Recycling so that each function can be adequately explained:

GENERAL

Administrative:

The departments' administrative staff includes a director, administrative assistant to the director, a public works secretary, and data entry clerks. The administrative staff provides all the support functions, including human resources, budgetary and financial accounting, customer service routing and tracking, grant writing, permit tracking, and other clerical duties as needed, to the various divisions comprising Public Works: Engineering, Highway & Vehicle Maintenance, Facilities Maintenance, and Recycling.

Engineering:

The Engineering Department consists of a Town Engineer, Assistant Town Engineer, Road Construction Supervisor and two interns when funding allows. Engineering staff plan highway construction projects, bridge renovation and replacement projects, conduct plan reviews for the various land use departments, and oversee driveway and subdivision road construction activities.

Highway & Vehicle Maintenance:

The Highway Department is comprised of a superintendent, highway foreman and 32 highway maintenance personnel including a vehicle maintenance supervisor and four vehicle maintenance personnel. The Public Works Department owns 24 dump trucks, five small trucks, two front loaders, two graders, two backhoes, five pick up trucks, a van, an excavator, a paver, a 10 and 5 ton roller, a catch-basin cleaner, three sweepers, and various other tractors and small equipment. In addition we maintain more than 15 vehicles and pieces of equipment for other town departments and agencies.

Recycling:

The Town of New Milford opened the first Recycling Center in the area more than 18 years ago, and the center is now staffed with two people and recycling has expanded to include acceptance of all mandatory recyclables as well as bulky waste, household trash, metal and office paper. Additionally, DEP is in the process of implementing E-Waste regulations which will require our Center to collect covered electronic devices (CED's).

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Facility Maintenance:

With a staff of nine, the Building Maintenance Department is responsible for corrective and preventative maintenance to 26 Town Buildings including the Town Hall, Police Station, Library, Railroad Station, Teen Center, Richmond Center, and 7 Public Works Buildings and the maintenance to all new downtown decorative lights. This staff consists of a trade licensed manager, a senior technician, two skilled technicians, and five semi-skilled technicians.

ENGINEERING

The Engineering Department is responsible for the design and/or implementation of municipal projects including the construction of buildings, roads, bridges, and stormwater drainage facilities. Engineering is also responsible for land use reviews for the various Town commissions. The Engineering department processes all permits for Town right-of-way use, including driveways, road use, and excavation permits that impact the flow of traffic in Town. A total of 160 Right of Way permits were issued and subsequently inspected and processed by the department in the FY 2009-2010. In addition, this department also consulted on 42 of the 483 customer service requests [CSR'S] that were logged, accepted two new town roads [Scoville Street and Pilgrim's Way] and issued 36- 911 numbers. *911 numbers are legal street numbers used to locate a property for the emergency services. This involves researching the town maps and already assigned numbers to coordinate and sending letters to all Town departments as well as the utilities and services.*

The Engineering and administrative staff recognized the pending reduction in Capital funding for many of our projects. To replace budgetary monies that were not forthcoming, we applied for and received several grants. This department also had enough projects ready to obtain Federal Government stimulus money awarded to the state. The table below shows the grants applied for and their approval status. Many man hours from these two departments went into the preparation and design of these applications. Continued funding from outside sources has progressed into the next fiscal year as well. Sustained man hours from these departments for the management of the many approved grants reach into the thousands of hours.

<u>Grant Title</u>	<u>Description</u>	<u>Agency Applied to / Grant Type</u>	<u>Estimated Dollar Value</u>		<u>STATUS</u> <u>as of June 30, 2010</u>
			<u>Grant</u>	<u>Total Project</u>	
Church Street	Streetscape/Pedestrian Safety Improvements	OPM - STEAP	\$276,025.00	same	Under contract w/ OPM - Mostly complete except for punch list items COMPLETE
Whittlesey Ave	Streetscape/Pedestrian Safety Improvements	DECD - Small Cities	\$500,000.00	\$425,000.00	Under contract w/ OPM - Mostly complete except for punch list items COMPLETE
East Street Sidewalks	Streetscape/Pedestrian Safety Improvements	DECD - Small Cities	\$75,000.00	same	Remaining funds from Whittlesey project authorized by DECD to use for sidewalks on East St. Under construction
Housatonic Ave. Infrastructure Improvements	Design and construction of Water/Sewer extensions (Phase I), Sanitary Sewer Pump Station (Phase II), and Roadway reconstruction and improvements (Phase III)	DECD - Urban Action	\$2,200,000.00	\$4,400,000.00	Under contract w/ DECD - Phase I COMPLETE , Phase II Substantially complete Phase III Construction Contract Awarded

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Aspetuck Ridge Road (southern end) Bridge	Design and Engineering Services for Bridge 05655	CT DOT - Federal Local Bridge Program	\$192,000.00	\$240,000.00	Under contract w/ CTDOT - In design
Mill Street Bridge	Design and Engineering Services for Bridge 05314	CT DOT - Federal Local Bridge Program	\$192,000.00	\$240,000.00	Under contract w/ CTDOT
Grove Street @ Marsh Bridge	Re-engineer sharp curve and provide needed safety measures to reduce accidents	CT DOT - Local Accident Reduction Program	\$280,000.00	same	Determined to be Not-Eligible (cost-benefit ratio not high enough)
Pumkin Hill Rd. @ Old Pumkin Hill Rd.	Re-engineer S-curve and provide needed safety measures to reduce accidents	CT DOT - Local Accident Reduction Program	\$0.00	\$0.00	Determined to be Not-Eligible (cost-benefit ratio not high enough)
Pickett District Park Pedestrian Bridge	Install pedestrian Bridge and pathway to link Lovers Leap Park to Pickett District Park	DEP - Trustee Sub Council for Connecticut Housatonic River Basin Natural Resources Restoration Project	\$92,950.00	\$119,140.00	AWARDED - Waiting for contract w/ Trustee Sub Council (expected 2010)
Young's Field Park Riverwalk & Greenway	Expand and develop approximately 0.5 mile stretch to re-establish natural vegetation, floating docks for fishing, and redesign parking area.	DEP - Trustee Sub Council for Connecticut Housatonic River Basin Natural Resources Restoration Project	\$180,000.00	\$281,000.00	AWARDED - Waiting for contract w/ Trustee Sub Council (expected 2010)
Sega Meadows Park River Enhancement Project	Develop nature trails, picnic areas, camping areas, and recreational activities for fishing and non-motorized boating	DEP - Trustee Sub Council for Connecticut Housatonic River Basin Natural Resources Restoration Project	\$75,217.00	\$96,700.00	AWARDED - Waiting for contract w/ Trustee Sub Council (expected 2010) Contract Signed by Mayor
West Main St. and Sidewalks on Green	Reconstruct West side of Main St. and Sidewalks on Green	CT OPM - STEAP	\$200,000.00	\$363,734.00	AWARDED - Waiting for contract w/ CT DOT

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West Main St.	Reconstruct 1000' of roadway	CT DOT - Stimulus (Phase I)	\$150,000.00	same	see above
West Meetinghouse Retaining Wall	Construct approx. 250' of block retaining wall to stabilize embankment	HVCEO - Stimulus (Phase I)	\$125,000.00	same	Determined to be Not-Eligible (not on Major Collector portion)
Elm St.	Rehabilitation of 1000' of roadway	CT DOT - Stimulus (Phase I)	\$190,000.00	same	Under Review by CT DOT
Merrvall Road Reconstruction	Reconstruct Approximately 0.9 miles of Merrvall Rd.	HVCEO - Stimulus (Phase I)	\$465,000.00	\$900,000.00	Determined to be Not-Eligible (not on Major Collector portion)
Richmond Center Re-pointing	Re-pointing a portion of the exterior brick surfaces	DECD - Program Income Reuse	\$76,000.00	\$100,000.00	Authorized by DECD - Contract Awarded project under construction COMPLETE
Grove St. (Anderson Ave. to Frank's Ln.)	Resurfacing and safety improvements to approx. 9200' of roadway	CT DOT - Stimulus (Phase I)	\$840,000.00	same	Project bid - waiting for authorization to award from FHWA Under Construction
Boardman Rd.	Resurfacing and safety improvements to approx. 1000' of roadway	CT DOT - Stimulus (Phase I)	\$240,000.00	same	Project bid - waiting for authorization to award from FHWA Under Construction
47 Bridge Street	Window Replacemenmt, Additional insulation and energy upgrades	CT OPM - Energy Management Unit	\$93,145.00	same	Under contract w/ OPM In design
Bridge Street Sidewalk and Safety Improvements	Engineering design and construction of approximately 1200 feet on Bridge St. and 300 feet on Youngs Field Rd.	OPM - STEAP	\$413,980.00	same	Application Submitted

The Engineering division continued with consultation and design support produced phase III of the major utility and roadway upgrade project on Housatonic Avenue. The construction continued for the entire year on the Grove Street/Route 67 projects-95-212 and 95-249. Projects that were awarded and completed included: Whittlesey Avenue road construction and Streetscape, Church Street reconstruction and Streetscape [both STEAP grants], East Street Streetscape, Boardman Road pump station construction, Ridge Road north end and Candlewood Mountain Road reconstruction. Engineering also received over \$1 Million in ARRA monies to resurface Grove Street and Boardman Road Bridge. Contracts were awarded and construction began at the end of this fiscal year.

Engineering also aided with the following projects for other Town entities: Young's Field Road Tennis/Basketball court reconstruction, Candlewoof Dog Park construction and the Emmanuel Williamson Basketball court reconstruction. There were two "emergencies" that engineering is dealing with currently. One is the roadside collapse along a 500 ft section of Riverview Road in Gaylordsville and the other was the unsafe structural components of the Long Mountain Road Bridge near Mud Pond Road.

Engineering did 20+ land use reviews that required hundreds of man hours. Land use reviews incorporate site plan review, traffic studies, engineering meetings, site walks and inspections, photo documentation and any other research

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necessary to provide current up to date standards to the requesting commission. An average review consists of at least 25-30 man hours if there is no complexity involved but that is not the norm. Several land use reviews this year were complex with multiple outside engineers changing per review and many scope changes resulting in numerous meetings for each difficult review.

There are two active bridges currently that have reached engineering consultant status. Aspetuck Ridge Road Bridge #05111 was resurrected once again from its stall in 2004 after project initiation in 1996 with redesign of the structure and permits submitted. This department is awaiting the final set of documents to bid out and go to construction. The second is Aspetuck Ridge Road Bridge #05655 which is in the preliminary stages with the engineering consultant to gather information and scope definition. The next three bridges are currently in the works for the engineering department-Mill Street, Sand Road and Gaylord Road. Mill Street has received a commitment from CTDOT and FHWA to fund the rehabilitation, Sand Road is being investigated for scouring issues that were noted by CTDOT inspections and Gaylord Road has been investigated for vehicle damage and deterioration of the structure.

Internally, Engineering worked to produce GIS maps for Town property, Town parks, and Town buildings and for stimulus projects. Additionally, this department is responsible for the repair and maintenance of the downtown sidewalks and have implemented said program.

The Engineering division continues to partner with the Connecticut Technology Transfer Center, CASHO and APWA for continuing education and implementation of best management practices in Public Works. One member of the Engineering Department achieved their Road Master and Road Scholar certifications.

HIGHWAY

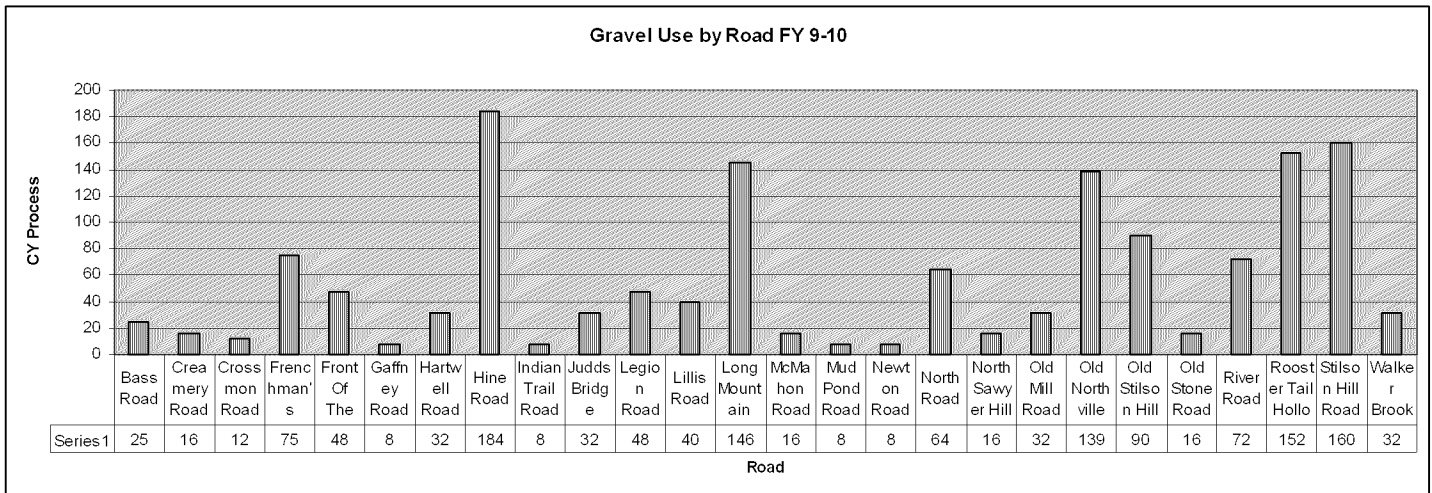
The Highway Department is responsible for the maintenance, drainage and snow plowing for all 196 miles of paved roads and 26.18 miles of gravel roads throughout Town. Besides the obvious basics of paving and plowing, Highway: cleans catch basins, sprays guide rails for weed control, repairs guide rails, sweeps, grades gravel roads, maintains drainage, plants trees, clears downed trees and branches, installs drainage, repairs and conducts preventative maintenance on Town vehicles, installs flags, beaver dam removal, installs and replaces signs, line stripes, patches potholes, fixes and installs curbing, responds to CSR's [459 this year], rakes, seeds and hays new drainage installations, and mows roadsides, just to name a few daily jobs.

Below is a list of regular maintenance items that were purchased or completed during the 2009-2010 Fiscal Year:

- 20+ miles of guardrail weed spraying
- 7.05 miles of paving
- 352 lane miles of sweeping – including multiple sweepings of the Downtown and other areas by 2 to 3 sweepers, water truck and haul trucks. This accounts for all roads in New Milford being swept at least once by the end of spring.
- 64+ acres of mowing and brush cutting
- 940 linear feet of guide rail repaired or replaced along with 94 posts
- 1,050 catch basins were cleaned
- 1,479 CY of various stone for gravel roads was used to repair gravel roads. This is a significant *decrease* from previous years due to the new application and process described below. Last years process used on gravel roads alone was 12,043 CY.
- Highway continued with the crack sealing process along various roads as well.

This year the Highway department made their own process by using materials reclaimed in the yard as well as many applications of Envirobrine to the surface to help bind the process together. The practice of adding Envirobrine has been used before, but this year highway continued the practice after every grading instead of just in the spring and fall. The success was measured by the firmness of the gravel road surfaces even after a heavy rainfall.

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BUILDING MAINTENANCE / CUSTODIAL

The Building Maintenance Department is responsible for the day-to-day custodial responsibilities in all 27 Town buildings. The day-to-day custodial activities include: cleaning, repair, carpet, lights and painting of all offices in the Town.. In addition to these projects the Facilities department was also responsible for the maintenance and cleaning of the decorative street lights that have increased from 105 to about 200 in the downtown area. Facilities Maintenance also has the customer service request system based on the internal requests of Town employees and the needs of the offices and responded to ~200 work orders. Many of the technical projects are ongoing in that some maintenance items haven't been addressed in over 10 years-cleaning, plastering and painting some facilities and these are usually done with only two FM Technician I's.. The FM Manager also is responsible for the Energy consumption of the Town buildings and has spent many hours researching and implementing new lighting and electrical facilities in order to reduce spending. The following lists are a partial maintenance and capital repair program that was completed this fiscal year 2009-2010.

- Annual & Re-occurring Maintenance Program items
- Carpet cleaning
- 47 Bridge Street door project-North side
- Churyk building added overhead general lighting
- Churyk Building service and repair overhead doors
- Churyk Building activate and improve electrical systems
- Design and fabricate green Kiosks for power and PA systems on the green 95% done
- Floor strip and re wax
- Goodman House soffit repair and repaint
- Hardwood floor reconditioning
- Library upgrade HVAC system and control-main section
- Library upgrade HVAC pipe and duct system 95% done
- Maxx repair and recoat roof
- Parking lot restriping-Barn and Richmond Center
- Cartegraph database usage for work orders
- PWD complex repair and repainting
- PWD security upgrades
- PWD welding bay replace heat/conversion
- Richmond Center chimney and exterior repainting
- Richmond Center reroof and new gutter system
- Richmond Center soffit and trim scrap repair and repaint

- Street light cleaning and lens repair
- Town Hall/Clerks security upgrade
- PD repaint new Chief's office

FM has a back log of work requests that average approximately 127-149 per year that continue to roll over if unable to be completed.

The items on the next column are still Works in Progress that are continuing into the next fiscal year:

- 20 Young's Field Road-renovation
- 47 Bridge Street windows grant and door project
- Community Center clear out and roof modifications
- Goodman House basement insulation
- Painting projects underway includes: TH, 47 Bridge, Senior Center and PD
- PD attic insulation improvement
- PD reroof project
- PWD Building #3 heat conversion
- PWD Building #4 heat conversion
- Energy savings program continuous
- PD main lobby-tile and new rugs

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RECYCLING

The center has seen an increase in usage, again probably due to the economy, but has managed to reduce the net loss of the center for the year. A Recycling Subcommittee was formed to discuss the Center and manage its profit and loss capabilities. Results were reached in the next fiscal year.

Below is a data table outlining the basic costs and tonnages received at the Center this fiscal year.

Recycling Costs Total by Type FY 9-10		
Type	Total \$	Total Tons
BW	\$ 89,891.98	661.17
CB-NP	\$ 19,270.44	197.96
CM	\$ 21,208.38	126.42
MAG	\$ 3,849.20	62.8
MSW	\$ 53,363.18	488.2
	\$ 187,583.18	1536.55

Total Dollars spent for recycling and total tonnage

White paper revenues for 2009-2010 were \$131.35 and there was 2,897 gallons of oil recycled for the year as well.

Scrap Metal Revenue	
Dollars	\$26,983.56
Tons	266.74

There were approximately 2825 stickers issued for access to the Center. Of that 2825, 2629 were to New Milford residents and the remainder is from Brookfield. We can not track how many are issued from Sherman since they are issued from the Sherman Town Hall and we are not supplied a list.

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Registrar of Voters 2009/2010

The Registrar of Voters Office (ROV) is located in the lower level of Town Hall. There is a Republican Registrar and Deputy Registrar and a Democratic Registrar and Deputy Registrar. Although each major party is represented, the ROV serves any and all citizens of New Milford, regardless of party affiliation. The office is open every Tuesday afternoon and we are lucky enough to have two town employees already working in Town Hall. With this the ROV is available almost full time each week to handle calls and walk-ins.

The Registrars maintain a list of all voters in town and constantly update their records both in the Secretary of the State's (SOTS) Election Division computer system and the individual voter registration cards filled out by the resident voters. With the help of the State Department of Motor Vehicles, the office is informed of voters that have changed their address within New Milford, that have moved out of New Milford as well as notifications from other states for those who have relocated. The ROV also removes voters from the voter rolls who have died and also people that have committed a felony upon notification from the state. They also work closely with the Town Clerk's office in regard to Absentee Voters, ordering necessary materials (ballots, etc.), keeping all the necessary documentation and the recording of such. The Registrars would like to recognize and thank the Town Clerk's office for all their help and professionalism they constantly afford.

The Registrars conduct an annual canvas by reviewing and updating voting lists based on information received from the National Address System and this information is maintained for four (4) years. This canvas consists of a mailing to voters that may have moved within the town or have relocated elsewhere.

They also attend all town meetings and are prepared to take a count in case a vote should be taken, attend Spring and Fall conferences sponsored by the SOTS (and county seminars when requested), attend courses to learn and teach others on all of the new practices or procedures SOTS has put into effect and laws enacted by the State legislature this year, make themselves available to the public when required to accept petitions, conduct Poll Workers training sessions prior to Primary and General Elections, conduct tests to insure the integrity of all voting machines and telecommunications prior to each referendum and election conducted, and prepare an annual budget.

Yearly, the Registrars attend a special year-end session at the High School for the purpose of registering new voters who are either 18 or are 17 and will be 18 by the time the General Election is conducted. These new voters are read the oath and sworn in. This year over 200 high school seniors registered, of which many were eligible to vote on the budget referendum. This annual drive is so successful is because of History Teacher Steve Flanagan, who makes his classroom available to us. Prior to this he informs all of the Senior students of this day and puts up reminder fliers throughout the school. Because of his efforts we wrote to the Principal praising Mr. Flanagan for all of his efforts and requested that a copy of this letter be put in his personnel folder.

New voters made in the 2009/2010 fiscal year totals 2332. The Registrar's records show a total voting population of 20,237 as of September 16, 2010. The breakdown is as follows:

DEMOCRATS = 4,707 REPUBLICANS = 5,466 UNAFFILIATED = 9,902 OTHER = 162

During this fiscal year, the Registrars conducted a Budget Referendum, a Primary (if necessary) and a General Election and are prepared to conduct other referendums. After each election/referendum, the Registrars update their records that are linked to the Secretary of the State's Election Division computers with every resident who voted and file their report with accompanying documentation with the Town Clerk. To conduct these elections the ROV prepares Master Voting lists for their office and for each political party, prepare voting lists for each voting district, hire approximately seventy (70) people as poll workers, prepare pay slips, and arrange for the polling places to be clean and available.

Barbara Brickley, Democratic Registrar
Diane Bagues, Democratic Deputy Registrar

Barbara Hyatt, Republican Registrar
Eleanor Florio, Republican Deputy Registrar

**NEW MILFORD SENIOR CENTER
2009/2010 ANNUAL REPORT**

The Commission on Aging was established in 1973 to study the local needs of the aged and to create, coordinate and foster programs to promote the health, education, welfare, independence, and wellbeing of the Seniors of the Town of New Milford. There are 3,526 individuals over 60 years of age in New Milford (2000 census figures); 2,232 individuals were served by the New Milford Senior Center in the past year.

SENIOR SERVICES COUNSELORS

The role of the Counselors is to maintain a body of information on issues of importance to elders, to help with access to eligibility programs, to advocate, and to resolve problems. This year was heavily impacted by changes at the State level: the asset test for Food Stamps (now SNAP), was eliminated and the income level raised, making more people eligible; a new ConnPACE ruling required members to be enrolled in “benchmark” Medicare D plans; and income levels for the Medicare Savings Programs (ALMB, SLMB and QMB) were raised, allowing more people to qualify. These programs ensure payment of Medicare Part B and Part D premiums, as well as reducing co-pays and, in some cases, replacing medigap insurance. The Counselors’ worked to register as many people as possible in these beneficial programs. Additionally, during the open enrollment period for Medicare Part D, more than 200 people signed up for new Part D plans. Help with these programs accounted for over one-third of the year’s **5563** service units to over **1000** seniors in New Milford.

Health Care Reform has been one of the biggest issues. Many seniors, unsure of the changes they were about to face, had questions for the Counselors. Among the most frequently asked questions was “What will happen to my Medicare?” They were reassured that the health care reform would actually benefit them rather than hurt them. Among the changes to Medicare are: the closing, and eventual elimination of the “Donut Hole”, in which an individual has to pay out of pocket for their medicines until they have spent around \$4000; the emphasis on primary care and coordination of care which will reduce expenditures, as well as improve the health of seniors; and the reimbursement of preventive care that will increase access and save on more expensive care. Another big advantage for seniors between 60 and 65 will be the ability to buy health insurance through exchanges and possibly be eligible for government subsidies to help pay for premiums. All in all, seniors were relieved of their fears concerning health care.

TRANSPORTATION

Bus service is provided within the Town of New Milford Monday through Friday. A total of **7,768** rides were provided including **1,738** for medical appointments.

NUTRITION

New Opportunities, Inc. is responsible for congregate lunches served at the Center and *Meals on Wheels*, a delivery of a meal with a snack to homebound recipients. A total of **3,372** congregate meals were served to seniors at the Senior Center in the past year. During the same period, **28,749** meals were delivered to **99** homebound seniors by volunteers who contributed **550** hours and over **10,000** miles were driven in the course of the year.

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SENIOR CENTER STAFF

Anne P. Potter, Director
Carolyn M. Haglund, Program
Coordinator, Asst Director
Nancy Lindoerfer, Municipal
Agent, Sr Services Counselor
Lorraine Kelley, Senior
Services Counselor
Linda Hollins, Secretary
Pam Rodger, Bus Driver

COMMISSION ON AGING

Gretchen O`Shea Reynolds,
Chairman
Michael Moran,
Vice-Chairman
Robert Bennett
Rudy Kuss
Ronald Lathrope
Mary Jane Lundgren
Debbie Wilcox

**NEW MILFORD SENIOR
CITIZEN ADVISORY
BOARD, Inc.**

Patricia Hammer,
Chairman
Mary Schroeder,
Vice-Chairman
Elsie DeMuth,
Secretary
Carolyn Critelli,
Treasurer
Anthony (Tony) Chiodo
Dorothea Cosentino
Sam DeLuca
Mary Jane (Jennie) DiFabbio
Laura Foster
Lorna MacInnis
Elizabeth Miller
Art O`Connor
Stella Onorato
Orel Robinson

PROGRAM ACTIVITIES

The Senior Center provides a full range of programs which are designed to respond to a broad spectrum of needs and interests. They include:

Health and Wellness

Our expanded health promotion programs, classes, screenings, education and exercise opportunities were developed in collaboration with the New Milford Health Department, NM Visiting Nurse Association, NM Hospital, Alzheimer's Association, the Health & Wellness Advisory Board, and the Senior Center staff. The annual Flu Clinic was successful in vaccinating **257** senior residents.

Education

Information and public affairs programs presented throughout the year were offered in partnership with the New Milford Library, Historical Society and other NM Town Agencies, Connecticut Community Foundation, AARP, and varied community professionals and civic organizations. Volunteer hours in this capacity totaled **1,660**.

Support Groups

A variety of support groups are available including Alzheimer's, Diabetes, "Going Solo", Hearing Impaired, and Visually Impaired. Group size allows for conversational interaction, providing members the ability to share personal relevant information and establishing social networks and advocacy. Some groups are facilitated by professionals, others by members who volunteer their time totaling **730** hours.

Community Computer Learning Center

The Computer Center's success is due to the dedication of our instructors and Steering Committee members who volunteered **1050** hours offering introductory and advanced classes throughout the year.

Social/Recreation

Social activities offered at the Center include, dances, music, birthday, occasion and theme parties. Hobby groups include; Handwork Circle, Senior Singers, Writing Group, Bible discussions, Mah Jongg, Scrabble, Bridge, Quilting Circle, Independent Walkers and Book discussions. These groups are coordinated by participant volunteers whose hours totaled **1940**.

Volunteers

The New Milford Senior Center is most fortunate to have many individuals who volunteer their time. Everyone at the Center appreciates the ongoing contribution of all volunteers. Using accepted dollar amounts to calculate the value of **5930** total volunteer hours given during 2009-2010, the New Milford Senior Center was the recipient of volunteer assistance valued at **\$148,250.00**.

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New Milford Sewer Commission
Water Pollution Control Authority
Annual Report 2009-2010

Members: Frank Bidetti, Chairman
William Buckbee, Vice Chairman Glenn Krizan, Alt
Gregory McGill Anne Cutter, Alt.
Patricia Sherry Stephanie Ferguson, Alt.
Gary Pfaff

The Sewer Commission staff includes the Superintendent, Office Manager/Bookkeeper, Shift Supervisor, two office staff, lab technician and four operating and maintenance staff.

The office staff generated and processed several thousand sewer use, benefit assessment and connection fee bills this fiscal year. In addition, the office staff processed 1,749 septic disposal permits.

The annual operating budget for 2009-2010 was unchanged from 2008/2009 at \$1,775,249 and the sewer use rates remained unchanged.

During the year, the treatment plant processed over 276 million gallons of waste including nearly 2.8 million gallons of septic tank waste. In addition, more than 1,400 tons of dewatered sludge was processed and shipped to Synagro in Waterbury for disposal by incineration.

The Sewer Commission is designated the Aquifer Protection Agency for the Town of New Milford and is continuing to work on creating necessary regulations and procedures.

The Sewer Commission continues to be very proactive with the planning, designing and construction of several projects. Phase II of Route 7 South sanitary sewer is complete. Final design of the necessary pump stations for Phase II is also complete.

The engineering firm of Camp, Dresser & McKee completed the design of the treatment plant expansion and upgrade. After receiving State and local funding for the \$30 million project, the Sewer Commission signed the Contract for construction on September 1, 2009. Construction is to be finished in early 2012.

Town of New Milford
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New Milford Department of Social Services



2009 – 2010 Annual Report

Peg Molina, LCSW, Director Ivana Butera, MSW Counselor/Advocate

Andrina Santana, Secretary

40 Main St. New Milford, CT. 06776 (860)355-6079 socialservices@newmilford.org

The economic recession wears on. In New Milford we see this in the faces of residents who turn to Social Services in search of answers to most worrisome questions. They come from the full range of neighborhoods in town and, in these times, could truly be you or me. Our goal is to provide a sense of hope to each and every person who crosses our threshold or calls for information. We cannot begin to meet all of the needs, but we can do our part in making their life predicament easier to bear.

The department's mission is to help residents meet basic needs of food, housing, clothing, maintenance of health and well-being, and to help provide various seasonal goods and programs for residents experiencing financial hardship. Promotion of self-sufficiency through such programs as financial education and referrals to the Community Culinary School (job training and placement) is a priority of the department. Still, our staff has met with a great number of people who never expected to walk through our doors and would gladly be working and self-sufficient if the opportunity were there. Last year we provided services to roughly 780 households from all parts of town, the common denominator being residence in New Milford and financial hardship.

In FY '09/'10 Social Services staff was comprised of three employees: a full-time Director, a full-time Administrative Assistant and a 30-hour Social Worker. After our documenting the spiraling demands on the department, town administrators have added another half-time Social Worker for the upcoming year. Additionally, our office could not function to the degree it does without the efforts of many volunteers and community partners. Our efforts are focused upon both assistance to families and individuals, and working toward wider system changes that can positively impact the social fabric of our community. This report details our activities in matters of food, housing, energy/utility assistance, financial assistance, seasonal programs and coordination with other community agencies and initiatives.

ENERGY ASSISTANCE: The largest program that New Milford Social Services handles is the Energy Assistance Program. Given the significant cost of home heating in the northern states, this program is meeting a critical need for New Milford residents. A combination of local, state and federal resources are harnessed to help those in need. Social Services is the intake site for residents under age 60 to apply for energy assistance. Once again, we handled more applications than ever for the **CT Energy Assistance Program**. A total of 547 New Milford households applied at Social Services (up 60 from the previous winter). The program was able to **provide \$455,000 of federal dollars in home heating assistance!** Of significance is the shift to helping homeowners: last year 48% of all applicants were homeowners vs. renters. Looking back two years, the program had 27% homeowner applicants. **This is a telling sign of the recession's effect on New Milford homeowners.**

In addition, **Operation Fuel**, a non-profit fuel assistance agency funded by private and corporate contributions and some state funds chipped in to help residents once again last year. Available funds were restricted compared to the previous year, and yet, 43 local families received \$15,800 in aid to their heat and/or utility bills through Operation Fuel.

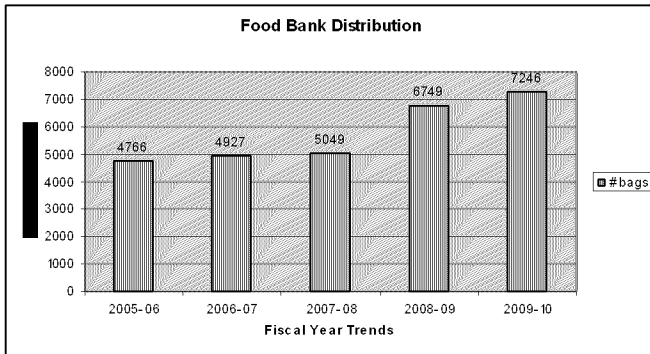
Local generosity enabled our **Community Fuel Bank of New Milford** to assist 41 Social Services households with an additional \$9500 in fuel assistance. (The Fuel Bank also assisted many Seniors in town) **All told, Social**

Town of New Milford
Annual Report 2009/2010

Services enabled 630 applicant households to have help toward heating costs totaling just under \$480,000 this past year. Another very busy winter!

FOOD: Shockingly, Connecticut is in the top ten states with the highest increase in “food insecurity” among children. Our Food Bank is open weekly to provide one bag of non-perishable groceries to qualified households. Food Bank usage has continued to increase but not as sharply as last year. Emergency food vouchers were also made available to 50 households.

The following chart graphs usage figures over the past five years:



This year, we switched to a “participant choice” food bank. Registered clients choose items from a list organized by staff. This has increased satisfaction in that people receive food that the household members like. For many, relying upon a Food Bank is difficult enough in itself. Having a dignified, yet credible program is most important to us.

The Food Bank could not exist without the help of our generous neighbors. This year special thanks go to food vendors and growers: **Big Y, Stop and Shop, Route 7 Deli, Fort Hill Farm and the Washington Judea Community Garden project.** Highest appreciation also goes to the **Community Culinary School, which donated 7774 homemade meals for clients.** Together, we make a significant impact on abating hunger in this community!

Among the many donors of food and financial support, special mention goes to: **New Milford Lions Club, the Rotary Club, AARP, the VFW Women’s Auxiliary, New Milford Postal Workers, The Odd Fellows and Palm Rebekah Lodge, St. John’s Episcopal Church, Temple Shalom, United Methodist Church, Our Lady of the Lakes RC Church, Curves for Women and Wal-Mart.** In the schools, **Northville Elementary, Hill and Plain Elementary, Schaghticoke Middle School and Canterbury School** deserve a big three cheers for their extra efforts. We so appreciate the helping hands of many church, Scout troop and other youth groups, businesses that hold events or food drives and our many loyal individual donors. Thank you one and all!

HOUSING: Social Services always receives numerous calls for help with costs and problems related to housing. With two-bedroom apartment rentals averaging over \$1100/month in CT many moderate wage earners are challenged to handle the cost of housing. For many residents, this largest single expense is simply unaffordable. This office is often a starting point as people search for housing or for ways to remain in their homes when financial hardship strikes. We spend a tremendous amount of time working to provide residents with information, referrals, advocacy and some direct assistance grants for housing needs.

The **Hope Fund** is our assistance fund to help clients with grants toward security deposits or with preventive rent/mortgage assistance during extraordinary circumstances such as illness or unemployment. Last year, we were able to assist **39 residents** with this fund that is supported privately through contributions and grants. Major gifts to

Town of New Milford
Annual Report 2009/2010

the fund were received from two anonymous benefactors **and the Archbishop's Annual Appeal**, (thanks to our local Catholic parishes). We are also indebted to the **Western CT United Way and Salvation Army**; two organizations that have placed housing high on their list, and provided additional funds to aid our efforts.

The office also assisted **fifty-two disabled clients with applications for renter's rebates** from the State of CT.

FINANCIAL ASSISTANCE: When New Milford residents experience a financial crisis, Social Services is a place people can turn to. Our assistance includes counseling and budget guidance as well as concrete financial aid when appropriate. In addition to the forms of financial help described elsewhere, the department administers the **Good Samaritan Fund**, a charitable crisis fund used for services or items not provided by other available resources. During the past year 165 grants totaling \$33,310 were distributed to households in distress. We continue to provide **financial education** on a regular basis in conjunction with client financial aid and upon request. We use the FDIC Money Smart curriculum and other tools to help clients address credit problems, learn budgeting principles and set goals to gain financial security.

The Good Samaritan Fund is fully funded by monies raised outside of the town budget. As in year's past, we are grateful to **the Thrift Mart for their on-going support to this program**. In addition, many groups and individuals donate sums large and small to help their neighbors. We appreciate a special collaboration with the staff of **St. Francis Xavier RC Church**. Their "Martha and Mary" Fund also assists residents in times of emergency. Often, we are able to work together to truly impact a crisis situation.

FAMILY FIRST: Seven years ago, New Milford Social Services developed a program aimed at enhancing the quality of life for low-income families known as "Family First!". Started by funding through the Harcourt Foundation, it is a weekend retreat experience with periodic follow-up meetings, offering workshops for parents on stress management, parenting and financial education, and recreational activities for both parents and children. Over the years, a total of 200 adults and 329 kids have been able to participate in this special program. It has been inspiring to see people who have been "beaten down" by life circumstances come away from the weekend feeling empowered. Participants learn that they have untapped skills and a ready social network. To improve feelings of self-worth and hope is some of the best work we can do at Social Services. While there is funding for one upcoming weekend, unfortunately, the program is without a long-term sponsor going forward.

COMMUNITY PARTNERSHIPS: The Social Services Department could never accomplish its work without the **support and partnership of the greater New Milford community**. We act as the hub of a great "support wheel" consisting of other agencies, service providers, civic groups, charitable organizations, youth groups, churches, town departments, businesses and individuals. We are indebted to all for the support and teamwork provided!

Four "special mentions" this year: **MVP-SOS**, an organization that funds extracurricular programs and athletics for our youth, made an extra effort to reach out to Social Services clients. Their streamlined eligibility process has increased participation in numerous activities. We are thrilled to see this! The **Paradise Cruisers** classic auto club has "adopted" the Food Bank in a big way. Their "**Thanksgiving in July**" car show raises both food and funds, and raises awareness of hunger as a local and year-long problem. **The New Milford Lion's Club** has long been a champion of the Food Bank. While their monetary commitment was exceptional, last year they went a step further: every month they off-loaded several pallets of unsellable but useable food from **Big Y**, loaded their trucks and delivered it to our office. This was a huge assist to our food supply. Sadly, Big Y has recently stopped this practice, ending this lovely collaborative effort. Finally, we are happily adopted by **Proctor and Gamble** via **Western CT United Way's Day of Caring**. The company sponsors a food drive and sends a contingent of volunteers to provide a day's help at the office. They have tackled re-organizing the food bank and our attic storage space, which holds clothing, toys and school supplies (as well as other random sundries!) and put us back into "ship-shape" with their group's energy and organizational prowess. Bravo to all!

The department leads monthly meetings of the New Milford Social Service Providers Group, an informational exchange between area service providers. Time permitting, we participate in regional and statewide organizations

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that advocate or follow issues related to poverty, health care, housing, hunger and family strengthening. Efforts are made to maintain contact with state legislators who represent New Milford, and with town boards and commissions to share information and budgetary concerns.

Volunteerism is alive and well! The Social Services Department provides volunteer opportunities for students in need of community service, for youth or adults with court mandated community service (this opportunity has recently ended per administrative order) and for a full range of people whose lives are enriched by giving back to their community. **Last year, we averaged 114 monthly volunteers and logged a total of 4323 volunteer hours, the equivalent of two full time workers! This represents a significant gift to the community under the dedicated guidance of Ivana Butera, who manages volunteer activities for the department.**

SEASONAL PROGRAMS: For many lower income families and individuals, Social Service programs make the difference at key times of the year when special events or holidays occur. These “extras” are a hardship to their personal budget and our community responds with great generosity. This department is the access point for special programs, verifying residence and income eligibility, and coordinating donations and participant distribution.

The following programs represent community-wide efforts to give Social Service children the same advantages as their peers:

<u>Program</u>	<u>Participants</u>
• Bike Day	28 kids
• Camp Connri	5 kids
• Back to School Clothes	236 kids
• Thanksgiving Baskets	305 households
• Santa Fund Children	524
• Sibling Shopping	210 kids
• Parks&Rec Camp	31 kids

In closing, New Milford Social Services recognizes our important role of being the logical first place for distressed people in town to turn. **We are committed to providing services, advocacy and referral information with professionalism, compassion and integrity.** While we cannot stem the tide of state and national events, we can expertly assess human need, act as the conduit for community generosity and offer direction to all people who have need of these and other services.

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TOWN OF NEW MILFORD
OFFICE OF THE ASSESSOR

ANNUAL TOWN REPORT
2009-2010

The Grand List increased from \$3,098,409,065 to \$3,121,649,745

The Net Collectible Grand List went from \$3,034,398,860 to \$3,046,266,025

There were 224 Real Estate Accounts transferred by Warranty Deed

There were 321 Real Estate Accounts increased as a result of Building Permits and Certificate of Occupancy.

The number of Motor Vehicles decreased from 27,225 to 27,009

Personal Property Accounts increased from 1,880 to 2,123

The number of Town Elderly Accounts increased from 430 to 450

The Grand List was signed and turned over to the Town Clerk on January 29, 2010

Kathleen Conway

Kathleen Conway, Assessor

Town of New Milford
Annual Report 2009/2010

Tax Collector's Office
Annual Report 09/10

Activities at the Tax Collector's Office include processing all information generated by the Tax Assessor's Office in order to generate tax bills, print and mail bills, and collect on all bills and delinquencies. The Tax Office reports to the State of Connecticut Office of Policy and Management, and locally to the Director of Finance, Board of Finance, Town Council and Mayor. The Tax Office balances all daily, monthly and yearly work to reconcile with all bank reports with the Finance Office. The Tax Office coordinates with the Tax Assessor and Building Departments regarding transfers and subdivisions and all land divisions to property bills, also through Certificates of Occupancy. Taxes are paid in two semi-annual installments during the year, July for the first installment and January of the following year for the second installment which are the heaviest months of collection.

The Tax Office pursues delinquents and follows State Statutes for collections in the following ways: The Tax Office pursues all delinquent accounts through statements, legal demands, legal tax warrants, tax sales, foreclosure sales, through legal means and avenues, in conjunction with our Town Attorneys. The Tax Office also pursues delinquent bankruptcies through the Bankruptcy Courts in conjunction with Specialized Bankruptcy Attorneys. The tax office files liens on real estate to protect the Town when real estate taxes are not paid, through the land records at the Town Clerk's Office. The Tax Office files U.C.C. Liens at the Secretary of State's Office against delinquent personal property taxes (business, equipment and furniture, and fixtures). The Tax Office uses a Collection Agency – American National Recovery Group located at Nyack, New York pursuing all former motor vehicle delinquent accounts. Additionally, our State Marshal is pursuing delinquent tax accounts with Tax Collector's Tax Warrants, both of which have benefited the Town, with no fees involved. In the upcoming months of 2010, the Tax Collector's Office plans to hold its annual Tax Sale with the intention of increasing our back tax collections thus adding these accounts back onto the Tax Rolls as paying accounts. The Tax Office has also joined a Connecticut Department of Motor Vehicle company VPN (Virtual Private Network), which allows the tax offices to connect directly to Ct. DMV and to have private direct on-line access to Ct. Dept. of Motor Vehicle Information, for an annual fee of \$250.00. Additionally, the Town reports regularly to the DMV. All paid and delinquent motor vehicle accounts, for a fee determined by the State of Connecticut for each municipality.

The Tax Collector also has continuing education and certification which keeps collectors abreast of new legislation through seminars and courses made available to them through the Connecticut Tax Collector's Association and the County Association through the direction of the Office of Policy and Management at the State level.

The 2008 GL taxes for f/y/e 6/30/2010 Gross Tax Dollar amount collected was: \$68,295,332.79, of which \$66,453,252.17 was current taxes and \$1,842,080.62 was collected for delinquent taxes and interest.

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TOWN CLERK
JULY 1, 2009 - JUNE 30, 2010

George C. Buckbee, CCTC, CMC
Town Clerk
Registrar of Vital Statistics

Noreen H. Prichard, CCTC
Deputy Town Clerk
Assistant Registrar of Vital Statistics

Gale L. Fernandez, CCTC
Assistant Town Clerk
Assistant Registrar of Vital Statistics

Jeanne J. Radcliff, CCTC
Vital Statistics and Land Records Clerk
Assistant Registrar of Vital Statistics

Jessica Macrillo, CCTC
Vital Statistics and Land Records Clerk
Assistant Registrar of Vital Statistics

Diane Bogues, Passport and Mail Clerk

Statistics of the Town Clerk's office

Vital Statistics	Births	Marriages	Deaths	Fetal Deaths	Civil Unions
	401	173	272	3	0
		<u>Issued</u>	<u>State Fees</u>	<u>Town Fees</u>	
Fish & Games Licenses		812	26,759.00	790.00	
Dog licenses		2313	19,448.00	12,063.00	
Marriage Licenses		107	2,033.00	107.00	
Recycling Fees		91		2,818.00	
Recording, copy, etc. fees				277,872.74	
Passports		524		13,125.00	
Historic Document Sucharge fees		5829	11,658.00	15,544.00	
Transfer of Departmental fees				17,980.00	Per CGS 7-34a, 12-176
Farmland PA 09-229		5829	216,487.00	5,829.00	
Conveyance tax		414	697,267.26	348,633.63	
Land Recordings – documents		7619			
Maps Recorded		163		1,738.00	
Trade Names Recorded		119		595.00	
TOTALS			\$ 973,652.26	\$ 697,095.37	

Postage – 173,773 pieces Cost - \$ 74,075.55

Total Operating Budget \$ 345,965.00

Total Revenue \$ 697,095.37

Town of New Milford
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Projects and Accomplishments started and/or completed in Fiscal year 2009 – 2010:

- Upgraded Docuware System of map storage and availability on computer.
- Made Docuware System available to Public Works and Tax Assessor.
- Updated the Five-Year Plan.
- Indexed all the microfilm stored in vault and off site.
- Preserved and restored multiple volumes of Land Records, Vital Statistics, Land Record Index Books, and various other historical books.
- Continued microfilming all land records, indexes, and maps in the vault.
- Continued Preservation & restoration of Land Record Index Books.
- Long term computerization of old Land Record indexes back to 1/1/1963.
- Received a \$ 6,000.00 grant for the preservation and restoration of land records.
- Rearrange the vault book storage.
- Applied for competitive Grants from the Connecticut State Library.
- Searched for a new dog program.
- Computerized marriage license application.
- Have all employees certified as Connecticut Town Clerk's.

Projects and Accomplishments Started but not completed:

- Transfer map indexes to Cott Computer system.
- Long term computerization of old Land Record indexes prior to 1/1/1963.
- Apply for security cameras in vault and lobby.
- Ongoing restoration and preservation of Land Records, Vital Statistics, Veterans Records, and Town Meeting Records.
- Expanding library of genealogical research books.
- Continued to scan old vital records to create an archival copy.
- Prepare documentation for expansion of vault.
- Expand scanning of Vital Records.
- Revise a Short-Term plan to insure the long –term survival of historical records according to the survey by the Northeast Document Conservation Center.
- Revise a Medium-Term plan to insure the long –term survival of historical records according to the survey by the Northeast Document Conservation Center.
- Revise a Long-Term plan to insure the long –term survival of historical records according to the survey by the Northeast Document Conservation Center.
- Cross Train employees.
- Expand the Mail Facility.
- Use E-Certified Mail for savings
- Scan Land Record images into the computer.

Town of New Milford
Annual Report 2009/2010

New Projects for fiscal year 2010 – 2011.

- Obtain a large map copier or plotter.
- Upgrade Indexing system at counterline.
- Move all map indexes to Cott system.
- Cross train new employees.
- Prepare plans for expansion.
- Convert more minutes to new storage plan.

Special Town Meeting – August 11, 2009

Resolution: “Resolution amending a resolution appropriating \$ 2,550,000 for the planning and design of the renovation and expansion of the town wastewater treatment plant and related facilities and authorizing the issue of \$ 2,550,000 bonds of the town to meet said appropriation and pending the issuance thereof the making of temporary borrowings for such purpose.” (Resolution being amended)

“Resolution appropriating \$ 30,000,000 for the renovation and expansion of the town sewage treatment plant and authorizing the issue of \$ 30,000,000 bonds of the town to meet said appropriation and pending the issuance thereof the making of temporary borrowings for such purpose.”

Resolution passed.

Municipal Election – November 3, 2009

Mayor

Patricia A. Murphy	Republican	4032	Elected
Robert W. Coppola	Democrat	1310	
Robert W. Coppola	New Milford First	352	
Robert W. Coppola	Unknown	52	

Town Council

Thomas V. Esposito	Republican	3022	Elected
Raymond J. O’Brien	Republican	2757	Elected
Raymond J. O’Brien	New Milford First	828	
Raymond J. O’Brien	Unknown	301	
Celia J. Buck-Taylor	Republican	3237	Elected
Roger J. Szendy	Republican	3055	Elected
Robert J. Guendelsberger	Republican	2896	Elected
Peter H. Bass	Republican	3351	Elected
Ann F. Cutter	Democrat	1599	
Ann F. Cutter	New Milford First	792	

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Ann F. Cutter	Unknown	301	
Walter M. Bayer	Democrat	1879	Elected
Walter M. Bayer	New Milford First	645	
Walter M. Bayer	Unknown	224	
John E. Lillis	Democrat	2414	
Peter P. Mullen	Democrat	1988	Elected
Peter P. Mullen	New Milford First	873	
Peter P. Mullen	Unknown	285	
Mary Jane Lundgren	Democrat	1965	Elected
Mary Jane Lundgren	New Milford First	769	
Mary Jane Lundgren	Unknown	296	
John E. Kane	New Milford First	1348	
Eileen P. Monaghan	New Milford First	1442	

Board of Finance, 4 year Term

Mark J. Vendetti	Republican	2846	Elected
Joanne R. Chapin	Republican	3387	Elected
Sheldon Pruss	Democrat	1818	
Sheldon Pruss	New Milford First	624	
Sheldon Pruss	Unknown	87	
Frank E. Wargo	Democrat	1935	Elected
Frank E. Wargo	New Milford First	781	
Frank E. Wargo	Unknown	127	
Alexander W. Peterson	New Milford First	1682	

Board of Finance, 2 year Term

Lawrence I. Tripp	Republican	3337	Elected
Lawrence I. Tripp	New Milford First	994	
Lawrence I. Tripp	Unknown	22	

Board of Education, 4 year Term

Stiliani Vendetti	Republican	2335	
William J. Wellman	Republican	2737	Elected
Lynette Celli Rigdon	Republican	2837	Elected
Wendy Ann Faulenbach	Republican	3523	Elected
Thomas A. McSherry	Democrat	1870	Elected
Thomas A. McSherry	New Milford First	643	
Thomas A. McSherry	Unknown	156	
Amy J. Llerna	Democrat	1785	
Amy J. Llerna	New Milford First	645	
Amy J. Llerna	Unknown	199	
Elizabeth D. Finney	Democrat	2001	

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Board of Education, 2 year Term

Daniel W. Nichols	Republican	2915	Elected
Nancy C. Tarascio-Latour	Republican	3405	Elected
Lawrence B. Stillman	Democrat	1901	
Lawrence B. Stillman	New Milford First	555	
Lawrence B. Stillman	Unknown	122	

Board of Assessment Appeals

Oscar G. Rasmussen	Democrat	3102	Elected
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Planning Commission, 4 year Term

Peter Karl Eng	Republican	2801	Elected
Theresa A. Volinski	Republican	3062	Elected
Lisa L. Alexander	Republican	2005	
Gerard J. Monaghan	New Milford First	1437	

Zoning Commission, 4 year Term

William D. Taylor	Republican	3268	Elected
Charles Henry Bradford	Republican	2907	Elected
Janice M. Vance	Democrat	1863	
Janice M. Vance	New Milford First	564	
Janice M. Vance	Unknown	138	

Zoning Commission, 2 year Term

James Volinski Jr.	Republican	2893	Elected
Benjamin M. Grinnell	Democrat	1555	
Benjamin M. Grinnell	New Milford First	537	
Benjamin M. Grinnell	Unknown	28	

Zoning Board of Appeals

Martin Monteiro	Republican	2857	Elected
Pauline H. Brannigan	Republican	2830	Elected
Terry Charles Ellis	Democrat	1703	
Terry Charles Ellis	New Milford First	614	
Terry Charles Ellis	Unknown	40	
Richard T. Dugdale	Democrat	1620	

Included are write-in votes cast for candidates for any office, provided the write-in vote on any single ballot doesn't result in two votes being cast for the same candidate for the same office.

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The “Unknown” vote is one-half the voters that cast a vote for the same candidate on the Republican & New Milford First, or Democrat & New Milford First for the same office.

Special Town Meeting – November 9, 2009

Resolution:

“The Town of New Milford authorizes the Mayor to execute the deed and all supporting documents to convey approximately 9,478 square feet of real property from the so called Century Brass property to Terry Coolbeth, in exchange for the acceptance of Terry Coolbeth’s conveyance of approximately 16,471 square feet of adjacent real property located on the east side of Aspectuck Ridge Road to the Town of New Milford.”

Resolution passed unanimously.

Annual Town Meeting – May 4, 2010

Resolution 1. To receive public comment and discuss the proposed Town Government portion of the budget as prepared by the Board of Finance in and for said Town for the ensuing fiscal year, July 1, 2010 to and including June 30, 2011, no vote shall be taken.

Resolution 2. To receive public comment and discuss the proposed Board of Education portion of the budget as prepared by the Board of Finance in and for said Town for the ensuing fiscal year, July 1, 2010 to and including June 30, 2011, no vote shall be taken.

Resolution 3. To consider and vote upon the following question: “Shall real estate and non-motor vehicle personal property taxes for property on the October 1, 2009 Grand List be payable in two equal installments due on July 1, 2010 and January 1, 2011, except that motor vehicle property taxes and any property tax not in excess of \$100.00 shall be due in a single payment as authorized by Connecticut State Law?”

Resolutions 1 and 2 adjourned to a referendum on May 18, 2010.

Resolution 3 passed unanimously.

Referendum for Adjourned Annual Town Meeting – May 18, 2010

1. Shall the sum of \$33,482,539.00 be appropriated as the annual town government budget for the 2009–2010 fiscal year?
2. Shall the sum of \$57,945,211.00 be appropriated as the annual Board of Education budget for the 2009–2010 fiscal year?

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3. Advisory only, if the budget is defeated, do you wish to see the amount of \$33,482,539.00 appropriated for general town government increased?
4. Advisory only, if the budget is defeated, do you wish to see the amount of \$57,945,211.00 appropriated for education increased?

Question 1 passed YES 2666 NO 1896
Question 2 failed YES 2243 NO 2336
Question 3 failed YES 1106 NO 3376
Question 4 failed YES 1742 NO 2694

Referendum for Adjourned Annual Town Meeting – May 18, 2010

1. Shall the sum of \$33,482,539.00 be appropriated as the annual town government budget for the 2009–2010 fiscal year?
2. Shall the sum of \$56,945,211.00 be appropriated as the annual Board of Education budget for the 2009–2010 fiscal year?
3. Advisory only, if the budget is defeated, do you wish to see the amount of \$33,482,539.00 appropriated for general town government increased?
4. Advisory only, if the budget is defeated, do you wish to see the amount of \$56,945,211.00 appropriated for education increased?

Question 1 passed YES 2395 NO 1051
Question 2 passed YES 2112 NO 1348
Question 3 failed YES 842 NO 2537
Question 4 failed YES 1604 NO 2005

Ordinances – New and revised

Town Council Meeting of May 10, 2010
Right to Farm Changes
Chapter 27, Sections 1–4
Published May 10, 2010. Effective June 10, 2010.

Town Council Meeting of June 14, 2010
Key Lock Box Ordinance
Chapter 2A-42d
Published June 25, 2010. Effective July 16, 2010.

YOUTH AGENCY
G. Mark Mankin, Director

The Youth Agency's main office is located at 50 East Street in New Milford. The Agency is staffed by 9 full time professionals, a part time office coordinator, and 2 part time counselors and provided employment for a seasonal/part time staff of 75. The Town of New Milford funded the Agency's fiscal year 2009-2010 in the amount of \$958,699.00 of which \$587,919.00 was returned in the form of revenue. (The Agency is under the auspices of the State Department of Education.) A ten member Board of Directors is responsible for the operation of the Agency in accordance with the town ordinance that created the Agency. During the past year the Agency provided services and programs that reached over 7,250 different people.

The Agency's mission statement is to study the local needs of the youth and their families and where feasible to create, coordinate and foster programs to promote the protection, health, education, welfare and well being of the youth of the Town of New Milford, in accordance with the general statute of the State of Connecticut and the charter of the Town of New Milford.

The following programs were offered during the 2009-2010 fiscal year:

YOUTH & FAMILY COUNSELING SERVICES – provides professional crisis intervention assessment and referral services at the Agency's offices and in the schools at no cost to the clients.

SUPPORT GROUPS – Held at the Youth Agency, the Maxx and New Milford schools. Parenting Education, Teen Support, and Grant Funded programming directed at youth and family development, education and support.

JUVENILE REVIEW PANEL – run in cooperation with the New Milford Police Department. Offers local youth offenders the opportunity to receive local counseling, community service, restitution and other programming designed to offer an alternative to contact with the court system.

ASK A COUNSELOR For teens and parents to email questions about relationships, stress, substance abuse and other issues. You can tell us your name or stay anonymous. askacounselor@youthagency.org

SUBSTANCE ABUSE PREVENTION COUNCIL

Comprised of members from the New Milford Youth Agency, New Milford Hospital, New Milford High School and the Police Department. The group meets on a monthly basis to allocate state money back into the community to prevent substance abuse within the town of New Milford. Some of the programs that have been funded include; Career Fair at New Milford High School, Community Speakers, a Billboard Campaign on Route 7, Parenting Forums, Liquor License Retailer Forum and an Educational Campaign educating community parents.

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SUBSTANCE ABUSE RESOURCE WEBSITE- Easily accessible on-line information for parents, youth and professionals seeking information on substance abuse. Free printed materials are also available at the Agency's office. <http://nmsubstanceabusecouncil.org>

BEFORE & AFTER SCHOOL CHILDCARE – School age childcare program, grades 1-6, also available on vacations, snow days and during the summer. The Latchkey Program is school based with sites at all three of our local elementary schools and the Sarah Noble Intermediate School.

PLOW TO PLATE – The Youth Agency in cooperation with the New Milford Hospital provides 20 students from the middle school and high school an opportunity to learn culinary skills, proper nutrition, and an insight into locally, naturally, grown foods. The program utilizes the kitchen at the Maxx and offers a wide range of field trips expanding the student's knowledge of locally produced food and its importance to the community's life. Funding is provided by the Department of Agriculture and the New Milford Hospital.

COMMUNITY PROJECTS – collaboration with Town of New Milford, Schools, Nature Conservancies' and other youth serving organizations to provide community projects such as "Earth Day", Trails Day, Bike Day, Grad Party, Bridge Building, Plow to Plate, programs for children and teens with disabilities and more.

YOUTH EMPLOYMENT - One of the largest employers of teens in the Town of New Milford, with young employees involved in diverse work experiences, including Sullivan Farm, The Maxx and Latchkey Program.

HIGH SCHOOL AFTERSCHOOL PROGRAM

These programs offer after school activities for high school students such as skiing, hiking, photography, Snaxx at the Maxx, trail cleanups and other programs driven by teen feedback.

THE YOUTH FORUM – is a semi annual evaluation of youth related programming and services within the community. This project brings together high school students and local youth service organizations for daylong workshops under the supervision of professional facilitators.

CHILDHOOD NUTRITION FORUM

In conjunction with the New Milford Hospital, the Agency sponsored a work shop attended by 31 local organizations who deal with providing meals to the community's children. The forum was designed to isolate the factors that contribute to the local obesity epidemic and high light realistic projects to combat this problem. An on-going committee made up of participants is working towards future programming.

CAREER FAIR

A day long event held at New Milford High School that brings together over 30 local businesses to provide the high school population in our town the opportunity to see what is available for employment and career ideas. Workshops are held throughout the day on discussing First Impression, Interview Skills, Application Help and being professional in a work environment.

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STUDENT ADVISORY BOARD – consists of 12 members, 3 from each grade at the high school. The Board oversees evaluations of Agency programming and acts as advisors to the Youth Agency. They actively participate in a wide range of Agency sponsored projects, collaborating with Social Services, The Youth Leadership Program, Sunny Valley Farm, The Sarah Noble Walking Project and more.

MAXX ADVISORY BOARD – Made up of 10 New Milford High School students in grades 9 – 12, the Board Members act as teen advisors to the Maxx. Helping to develop new program ideas ranging from events to menu items, the Advisory Board actively participates in promoting and attending Maxx functions and events.

THE MAXX TEEN NIGHT CLUB – A youth run restaurant and dance club, open to high school age teens. The Maxx catering project also accommodates birthday parties, award dinners and many other special occasions such as fundraisers for cancer survivors, Red Cross Breakfast, New Milford Idol, High School Graduation party and more. Some of the other activities held at the Maxx are the Red Cross Blood Drives, Rotary meetings, Karate classes, cooking classes, Father's Day Breakfast, Girl Scout and Boy Scout Troops meetings. During the school year, afternoon activities centering on culinary skills, music and the arts are available to high school age students.

MAPLE SYRUP PROGRAM – A complete Maple Syrup program including: Historical tours for school and youth groups, Open House weekend, and hands-on activities for all ages. A seasonal must! Over 1000 children and family members visited the program this year.

SULLIVAN FARM – A youth run agricultural project including a farm stand, orchard, seasonal farm activities and programs. Open year round, the Farm Project has become a major youth employment and educational program. The Learn & Grow program component reaches over 1200 elementary school children. The program is a hands on experience involved in planting, transplanting and growing vegetables and learning about their importance. The farm program has 25 middle school and high school positions filled at different times during the year.

FAMILY FARM FALL FESTIVAL – Over 2,400 people enjoy this family oriented program held at the Sullivan Farm. The activities consist of a pumpkin walk, hayrides, child's craft tent and cooking with local produce.

HEALTH AND WELLNESS FAIR – Held once every two years in the gym at New Milford High School, this high impact event offers every student in the high school an opportunity to explore health and wellness issues with more than 30 area professionals.

POST-GRADUATION PARTY – The Agency sponsors activities at this annual graduation party. This event offers a safe alternative for high school students on the night of their graduation. Close to 90% of the graduation class attends this all night celebration.

COMMUNITY SERVICE – the Agency provides opportunities for teenagers to perform volunteer and mandated community service under the supervision of Agency staff.

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WORKSHOPS – The Youth Agency’s counselors offer a number of different groups and workshops every year. Some examples are shown below:

- Parenting
- Anger Management
- Girl Empowerment
- 8th Graders entering high school
- High Schoolers Going to College
- Life Skills
- Bullying
- Effective Habits of Teens

WEBSITES – The Agency maintains three different web sites for use by youth and community.

www.YouthAgency.org – The New Milford Youth Agency’s website created by a New Milford High School student is now a major source of information on the Agency including up-coming events and programs. Besides this information, the website provides links to: the Teen Yellow pages, Resource Directory, Substance Abuse Prevention Council and the Maxx website.

www.nmsubstanceabusecouncil.org - A local substance abuse task force made up of staff from the Youth Agency, New Milford Police, New Milford Hospital and New Milford schools. The group meets once a month to create and fund local substance abuse prevention programming. The web site contains substance abuse prevention information as well as a community calendar of events.

www.themaxxclubonline.com – This web site provides schedule of events at the Maxx as well as information about the facility, catering availability and rental information.

Zoning Commission

Zoning was adopted in the Town of New Milford in December, 1971. The purpose of the Zoning Regulations is to guide the growth and development of the Town of New Milford so as to promote beneficial and convenient relationships among residential, commercial, industrial and public areas within the town, considering the suitability of each area for such uses, as indicated by existing conditions, trends in population, mode of living, and future needs for various types of development.

The Zoning Commission consists of five elected members and three appointed alternates. Meetings are held the second and fourth Tuesday of each month. The office staff is comprised of a full-time Enforcement Officer, a Land Use Inspector and an Office Coordinator. Both the Land Use Inspector and Office Coordinator split their time between the Zoning and Inland Wetlands offices. The Zoning Commission reviews all applications for commercial development through the site plan and special permit approval processes. The Commission also reviews all requests for amendments to the zoning map and zoning regulations. The Zoning Enforcement Officer represents the Zoning Commission and is responsible for enforcement of the regulations; review of all site plan, special permit, zone change and regulation amendment applications brought before the Zoning Commission and review of subdivision applications brought before the Planning Commission. The Enforcement Officer also works closely with the Zoning Commission on the regulation amendments initiated by the Commission. The Enforcement Officer or Land Use Inspector also reviews all residential permit applications to determine conformity with the regulations. The Zoning and Inland Wetlands office continue to collect and release all sedimentation and erosion control (S&E) bonds. Inspections are primarily performed by the Land Use Inspector and follow-up paperwork is completed by the Office Coordinator. In January, 2009 the Zoning/Inland Wetlands Land Use Inspector and Office Coordinator assumed responsibility for the processing of variance applications, preparation and follow-up of Board meetings and the daily office operations for the Zoning Board of Appeals.

During fiscal year 2009-2010, 109 applications not requiring individual permits were processed; 319 zoning permits were issued with a total of \$41,561.02 in permit fees collected. Additional revenue of \$37,126.65 was generated through fees for site plan review, special permit application, municipal citation and the sale of copies of the zoning regulations and zone map. 21 Special Permit applications were received and Public Hearings held. There were 24 site plan applications received and reviewed. There was 1 zone change application; 1 zoning map amendment initiated by the Commission; 3 regulation amendments applications and 2 regulation amendments initiated by the Commission. Gross engineering fees for review totaled in excess of \$9,412. Complaints dealing with issues such as prohibited uses, unregistered motor vehicles, illegal apartments, non-permitted signs and improper erosion control were received and reviewed. The Land Use Inspector addressed the majority of the complaints and violations. The Land Use Inspector also conducted site visits for zoning compliance, re-inspections to verify violations were corrected and property reviews for the Zoning Board of Appeals. The Zoning Office issued 2 Cease and Desist Orders, 3 Municipal Citations and 10 Notice of Violations with request for voluntary compliance this fiscal year. Most violations were corrected and some fees waived.

Zoning Board of Appeals

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The Zoning Board of Appeals is charged with hearing appeals for relief from any requirement of the Zoning Regulations as well as requests to appeal the decision of the Zoning Enforcement Officer. The Board is made up of five regular members and three alternates and has the power to grant variances under Section 8-6(3) of the Connecticut General Statutes. The concurring vote of four members of the Zoning Board of Appeals is necessary to reverse any order, requirement, decisions of the Zoning Enforcement Officer or to vary the Zoning Regulations.

In January, 2009 the Zoning/Inland Wetlands Land Use Inspector and Office Coordinator assumed responsibility for the processing of variance applications, preparation and follow-up of Board meetings and the daily office operations for the Zoning Board of Appeals.

During the 2009 – 2010 fiscal year the Zoning Board of Appeals heard 24 appeals for variance requests and 0 appeals for decisions made by the Zoning Enforcement Officer. The Board collected \$3,490.00 in application fees.

The Zoning Board of Appeals meetings are scheduled for the third Wednesday of each month and are generally held in the E. Paul Martin Meeting Room located on the second floor of Town Hall.

TOWN OF NEW MILFORD, CONNECTICUT
MANAGEMENT'S DISCUSSION AND ANALYSIS

The management of the Town of New Milford, Connecticut (the Town), offers the readers of its financial statements this narrative overview and analysis of the financial activities of the Town for the fiscal year ended June 30, 2010.

FINANCIAL HIGHLIGHTS

- The assets of the Town exceeded its liabilities at the close of the most recent fiscal year by \$180,142,172 (net assets). Of this amount, \$66,699,330 (unrestricted net assets) may be used to meet the Town's ongoing obligations to its citizens and creditors.
- The Town's changes in net assets for the year ended June 30, 2010 amounted to \$300,166.
- As of the close of the current fiscal year, the Town's governmental funds reported combined ending fund balances of \$13,843,201, an decrease of \$6,844,224 in comparison with the prior year ending fund balances, as restated. Of this amount 45% or \$6,285,731 of governmental ending fund balances are available for spending at the Town's discretion (unreserved and undesignated fund balance).
- At the end of the current fiscal year, unreserved fund balance for the General Fund was \$10,702,392 or 11.7% of total General Fund expenditures. Designations of unreserved fund balance for "Subsequent year's budget," "Bridge project" and "for Capital projects" totaled \$323,596, \$68,140 and \$927,115, respectively, as of June 30, 2010.
- The Town's total long-term bonded debt had a decrease of \$3,871,705 or 10.7% during the current fiscal year due to regularly scheduled principal repayments and aggressive refinancing.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the Town's basic financial statements. The Town's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the Town's finances, in a manner similar to a private-sector business.

The statement of net assets presents information on all of the Town's assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.

The statement of activities presents information showing how the Town's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

The government-wide financial statements are intended to distinguish functions of the Town that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities).

The governmental activities of the Town include general government, public safety, public works, health and welfare services, library, cultural and recreational services, education, and other miscellaneous services. The business-type activities of the Town include the activities of its Water Pollution Control Authority.

The government-wide financial statements can be found on pages 94 and 95 of this report.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Town can be divided into three categories: governmental funds, proprietary funds and fiduciary funds.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating the Town's near-term financing requirements.

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Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the Town's near-term financing decisions.

Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Town maintains 50 individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures and changes in fund balances for the General Fund, the Waste Management Ordinance and the Sewer Expansion Fund, all of which are considered to be major funds. Data from 29 Special Revenue Funds and 18 Capital Project Funds are combined into a single, aggregated presentation. Individual fund data for each of these non-major governmental funds is provided in the form of combining statements elsewhere in this report.

The basic governmental fund financial statements can be found on Exhibits III, IV and V of the full audit report.

Proprietary Funds

The Town maintains two types of proprietary funds.

Enterprise funds provide the same type of information as the government-wide financial statements, only in more detail. The Town uses an enterprise fund to account for the operations of the Town's Water Pollution Control Authority.

Internal service funds are an accounting device used to accumulate and allocate costs internally among the Town's various functions. The Town uses an internal service fund to account for its insurance activities. Because this service predominately benefits governmental rather than business-type functions, it has been included within governmental activities in the government-wide financial statements.

The basic proprietary fund financial statements can be found on Exhibits VI, VII and VIII of the full audit report.

Fiduciary Funds

Fiduciary funds are used to account for resources held for the benefit of parties outside the Town government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to the Town's own programs. The Town has five Private Purpose Trust Funds, one Pension Trust Fund and six Agency Funds. The accounting used for fiduciary funds is much like that used for proprietary funds.

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The basic fiduciary fund financial statements can be found on Exhibits IX and X of the full audit report.

Notes to the Financial Statements

The notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 26-51 of the full 2009/2010 audit.

Other Information

Combining and individual fund statements and schedules can be found on pages 52-79 and other supplemental information can be found on pages 80-81 of the full audit available in the Finance office of Town Hall.

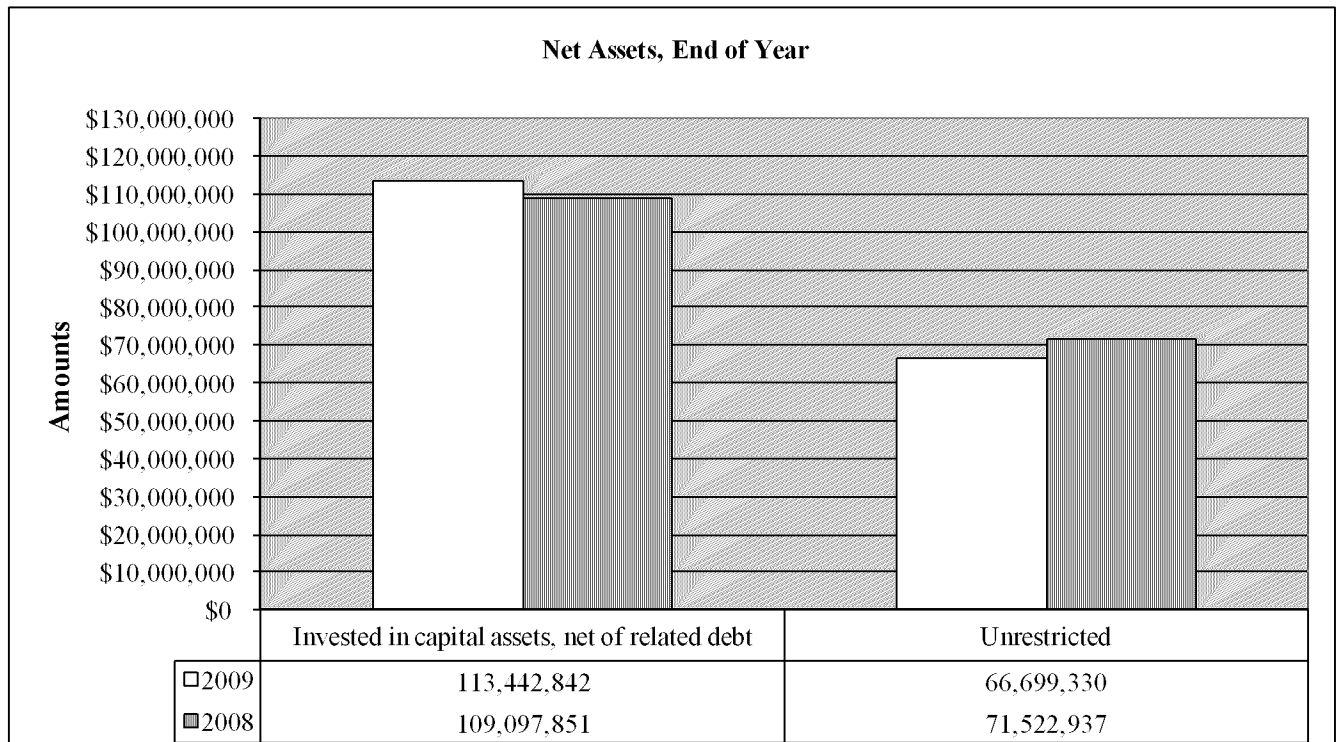
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GOVERNMENT-WIDE FINANCIAL ANALYSIS

Net Assets

Over time, net assets may serve as one measure of a government's financial position. Total net assets (governmental and business-type activities combined) of the Town totaled \$180,142,172 as of June 30, 2010 and \$180,442,338 as of June 30, 2009 and are summarized as follows:

	Governmental Activities		Business-Type Activities		Total	
	2010	2009	2010	2009	2010	2009
Current assets	\$ 77,981,189	\$ 76,621,854	\$ 4,681,975	\$ 7,382,313	\$ 82,663,164	\$ 84,004,167
Capital assets, net of accumulated depreciation	<u>144,552,724</u>	<u>138,162,710</u>	<u>17,706,610</u>	<u>16,659,601</u>	<u>162,259,334</u>	<u>154,822,311</u>
Total assets	<u>222,533,913</u>	<u>214,784,564</u>	<u>22,388,585</u>	<u>24,041,914</u>	<u>244,922,498</u>	<u>238,826,478</u>
Long-term liabilities outstanding	38,771,809	42,686,478	4,670,234	5,597,540	43,442,043	48,284,018
Current liabilities	<u>21,038,715</u>	<u>9,613,258</u>	<u>299,568</u>	<u>308,414</u>	<u>21,338,283</u>	<u>9,921,672</u>
Total liabilities	<u>59,810,524</u>	<u>52,299,736</u>	<u>4,969,802</u>	<u>5,905,954</u>	<u>64,780,326</u>	<u>58,205,690</u>
Net Assets:						
Invested in capital assets, net of related debt	100,406,466	98,035,790	13,036,376	11,062,061	113,442,842	109,097,851
Restricted						
Unrestricted	<u>62,316,923</u>	<u>64,449,038</u>	<u>4,382,407</u>	<u>7,073,899</u>	<u>66,699,330</u>	<u>71,522,937</u>
Total Net Assets	<u>\$ 162,723,389</u>	<u>\$ 162,484,828</u>	<u>\$ 17,418,783</u>	<u>\$ 18,135,960</u>	<u>\$ 180,142,172</u>	<u>\$ 180,620,788</u>



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GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

Net Assets (Continued)

As of June 30, 2010, 63% of the Town's net assets reflect its investment in capital assets, less any related debt used to acquire those assets that is still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the Town's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources since the capital assets themselves cannot be used to liquidate these liabilities.

The remainder of the Town's net assets is considered unrestricted and may be used to meet the Town's ongoing obligations to citizens and creditors.

Overall, net assets decreased by \$300,166 in comparison to the prior year net assets, as restated.

Changes in Net Assets

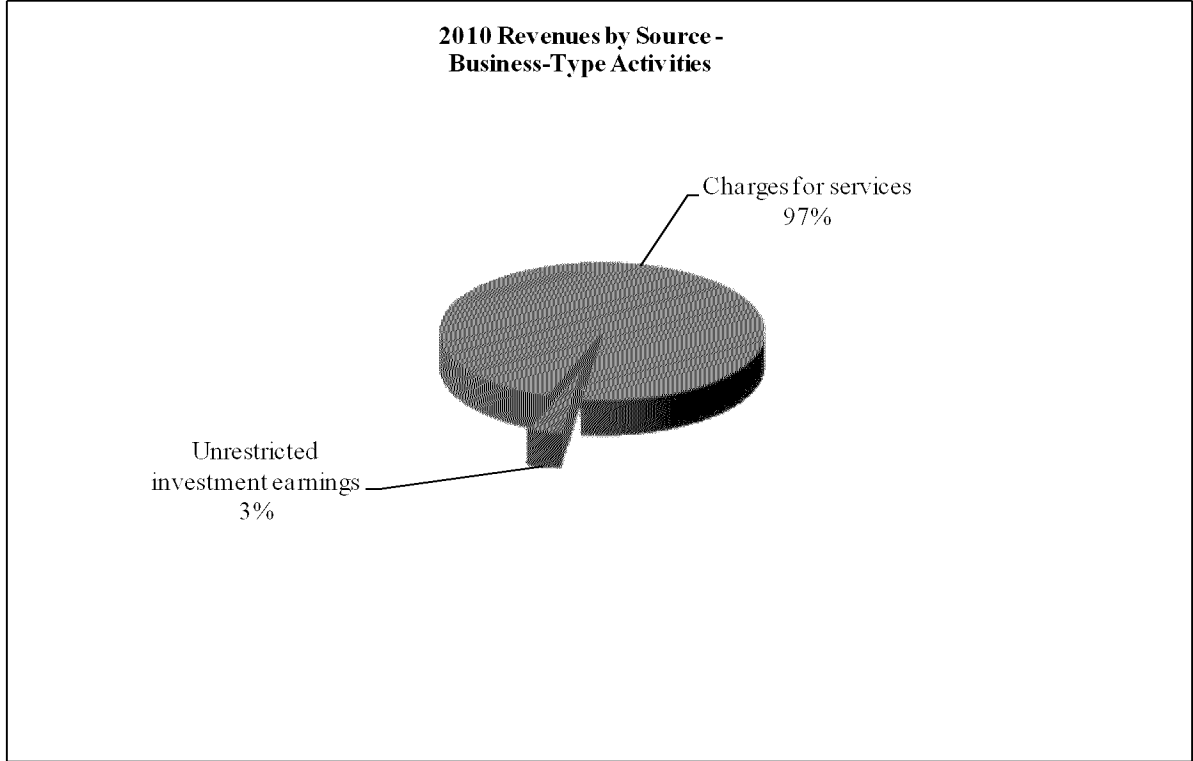
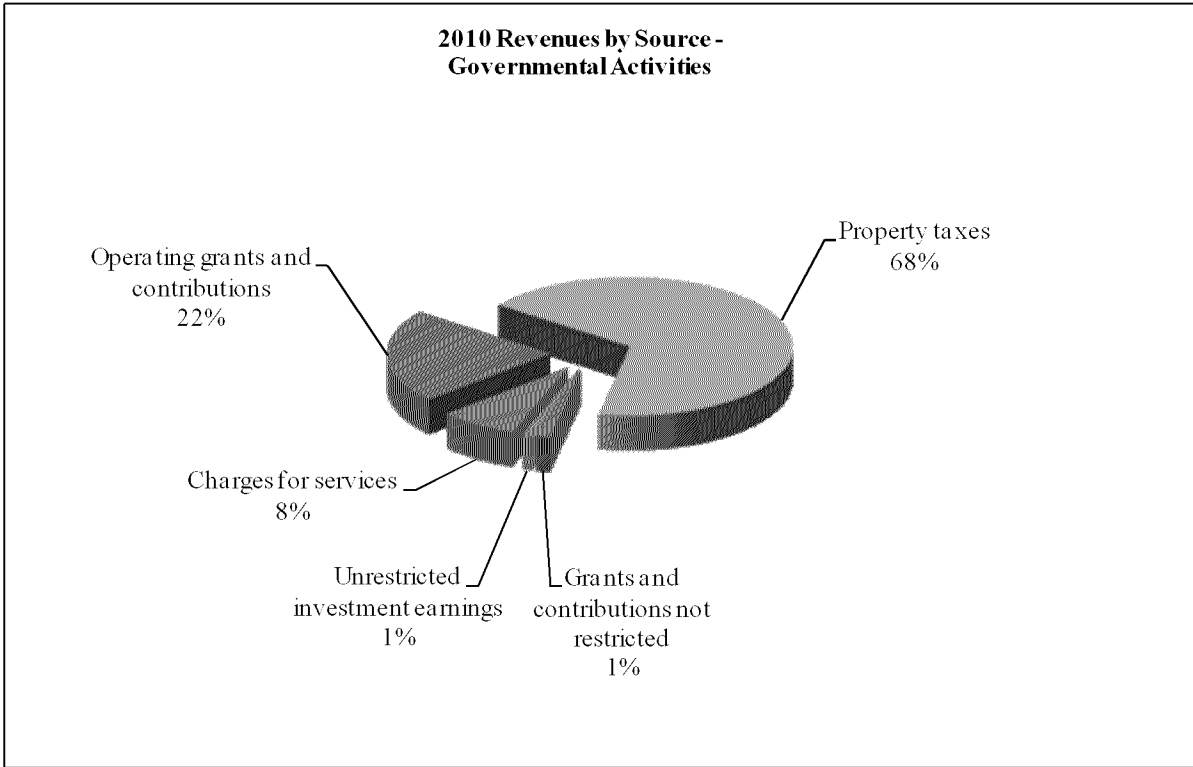
Changes in net assets for the years ended June 30, 2010 and 2009 are as follows:

	Governmental Activities		Business-Type Activities		Total	
	2010	2009	2010	2009	2010	2009
Revenues:						
Program revenues:						
Charges for services	\$ 7,814,765	\$ 7,486,843	\$ 1,651,818	\$ 2,450,637	\$ 9,466,583	\$ 9,937,480
Operating grants and contributions	21,906,940	22,102,111			21,906,940	22,102,111
Capital grants and contributions	1,984,016				1,984,016	-
General revenues:						
Property taxes	67,923,019	67,324,300			67,923,019	67,324,300
Grants not restricted to specific programs	1,495,654	1,300,632			1,495,654	1,300,632
Unrestricted investment earnings	244,666	451,827	58,905	61,850	303,571	513,677
Miscellaneous revenue	154,251	216,058			154,251	216,058
Total revenues	<u>101,523,311</u>	<u>98,881,771</u>	<u>1,710,723</u>	<u>2,512,487</u>	<u>103,234,034</u>	<u>101,394,258</u>
Expenses:						
General government	10,009,216	4,817,626			10,009,216	4,817,626
Public safety	6,933,380	8,559,899			6,933,380	8,559,899
Public works	8,440,085	8,808,273			8,440,085	8,808,273
Health and welfare	2,679,518	3,298,573			2,679,518	3,298,573
Library	993,820	1,372,717			993,820	1,372,717
Culture and recreation	1,665,130	2,022,136			1,665,130	2,022,136
Education	68,654,271	68,583,832			68,654,271	68,583,832
Interest on long-term debt	1,909,330	823,746			1,909,330	823,746
Water Pollution Control Authority			2,249,450	2,486,992	2,249,450	2,486,992
Total expenses	<u>101,284,750</u>	<u>98,286,802</u>	<u>2,249,450</u>	<u>2,486,992</u>	<u>103,534,200</u>	<u>100,773,794</u>
Change in net assets	238,561	594,969	(538,727)	25,495	(300,166)	620,464
Net Assets at Beginning of Year, as Restated	<u>162,484,828</u>	<u>161,889,859</u>	<u>17,957,510</u>	<u>17,932,015</u>	<u>180,442,338</u>	<u>179,821,874</u>
Net Assets at End of Year	<u>\$ 162,723,389</u>	<u>\$ 162,484,828</u>	<u>\$ 17,418,783</u>	<u>\$ 17,957,510</u>	<u>\$ 180,142,172</u>	<u>\$ 180,442,338</u>

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GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

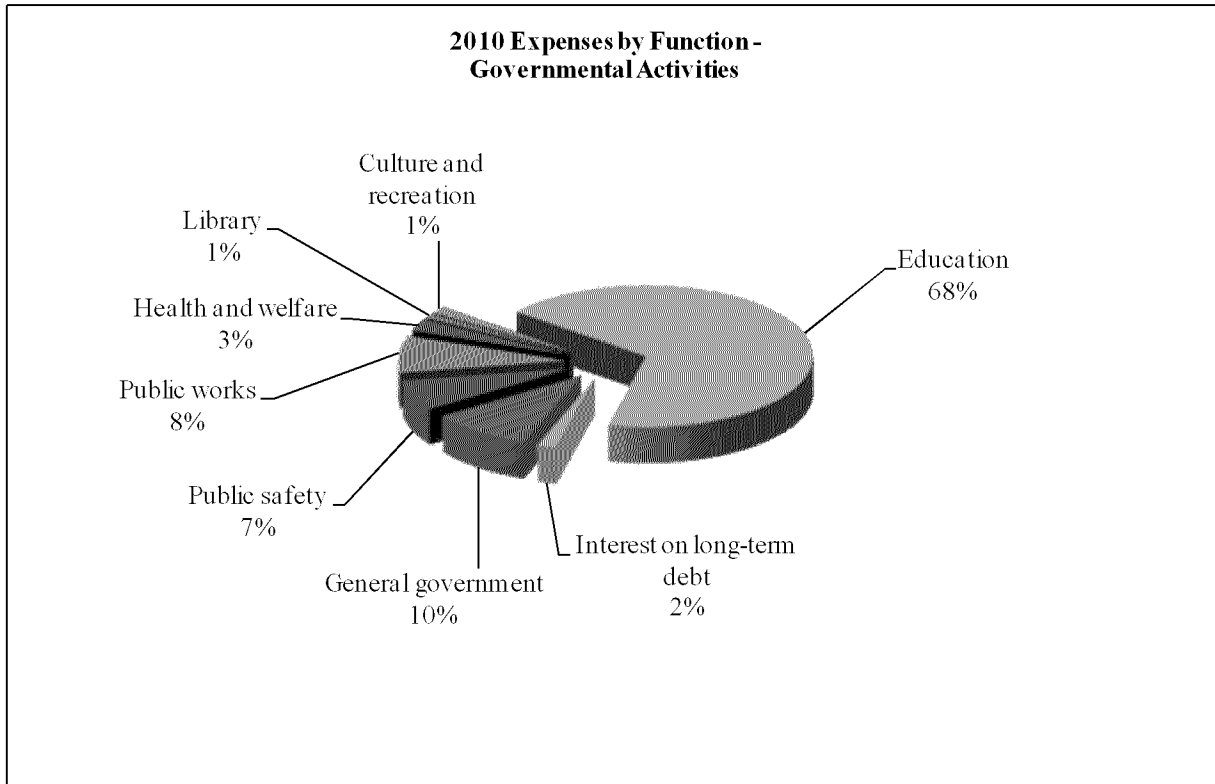
Changes in Net Assets (Continued)



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GOVERNMENT-WIDE FINANCIAL ANALYSIS *(Continued)*

Changes in Net Assets *(Continued)*



Governmental Activities

Governmental activities increased the Town's net assets by \$238,561.

Business-Type Activities

Business-type activities decreased the Town's net assets by \$538,727.

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FINANCIAL ANALYSIS OF THE TOWN'S FUNDS

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

The focus of the Town's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town's financing requirements. In particular, unreserved fund balance may serve as a useful measure of the Town's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the Town's governmental funds reported combined ending fund balances of \$13,843,201, a decrease of \$6,844,224 in comparison with the prior year ending fund balances, as restated. This is mainly the result of funding a \$30 million sewer plant expansion project with temporary borrowing at a lesser cost than the 2% loan through the Clean Water Fund and will be converted to the 2% loan when advantageous to do so. Of the total governmental fund balances, \$6,285,731 constitutes unreserved and undesignated fund balance which is available for spending at the Town's discretion. The remainder of fund balance is reserved to indicate that it is not available for new spending because it has already been committed for specific purposes.

General Fund

The General Fund is the chief operating fund of the Town. At the end of the current fiscal year, unreserved and undesignated fund balance of the Town's General Fund was \$10,702,392. As a measure of the General Fund's liquidity, it may be useful to compare both unreserved fund balance and total fund balance to total General Fund expenditures. The Town's unreserved fund balance represents 11.7% of the total Town General Fund GAAP expenditures of \$91,382,527, while total fund balance represents 15.0% of the same amount.

The fund balance of the General Fund increased by \$940,599 during the current fiscal year.

Waste Management Fund

The fund balance of the Waste Management Fund increased by \$1,058,543 during the current fiscal year. This increase was due primarily to the continuing settlement payments exceeding the approved appropriation during the fiscal year.

Sewer Expansion Fund

The fund balance of the Sewer Expansion Fund decreased by \$4,505,842 during the current fiscal year. This decrease was due primarily to expenditures incurred for renovation and expansion of the sewer treatment plant. The Sewer Expansion Fund ending fund balance (deficit) as of June 30, 2010 was (\$6,984,421). The Town intends to fund the deficit through participation in the State of Connecticut Clean Water Fund.

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Proprietary Funds

Unrestricted net assets of the Water Pollution Control Authority at the end of the year totaled \$4,382,407. The total decrease in net assets for the Water Pollution Control Authority was (\$538,727). Other factors concerning the finances of the Water Pollution Control Authority have already been addressed in the discussion of the Town's business-type activities.

GENERAL FUND BUDGETARY HIGHLIGHTS

Revenues were (\$90,259) less than budgeted, expenditures were (\$2,347,592) less than budgeted and other financing sources (uses) were \$(785,880) less than budgeted.

Differences between the original budget and the final amended budget resulted from a decrease in appropriations of \$959,350. Significant components of this decrease are as follows:

- An increase in appropriations of \$375,000 for police side duty accounts.
- An increase in appropriations of \$323,596 for future union settlements.
- A decrease in appropriations of (\$1,703,361) for Federal ARRA stimulus dollars received to maintain the BOE Education cost sharing with enabling legislation to do so.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

The Town's investment in capital assets for its governmental and business-type activities as of June 30, 2010 totaled \$162,259,334 (net of accumulated depreciation). This investment in capital assets includes land, construction in progress, buildings and improvements, improvements other than buildings, machinery and equipment, and infrastructure. The net increase in the Town's investment in capital assets for the current fiscal year was \$5,925,185, a 4.6% increase for governmental activities and a 2.6% decrease for business-type activities.

Major capital asset events for governmental activities during the current fiscal year included the following:

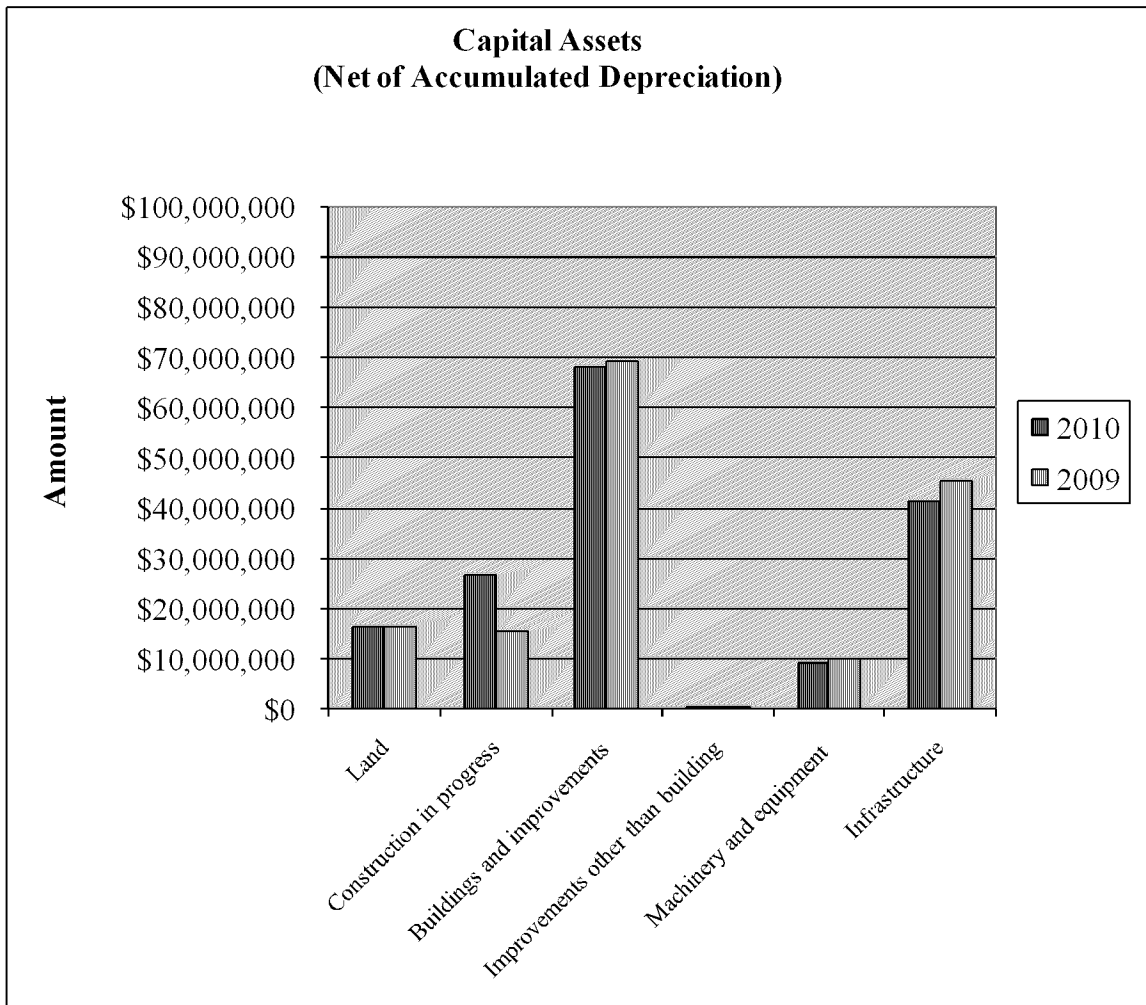
- Outlays for construction in progress totaling \$8,617,421, which consists of expenditures incurred in connection with the following ongoing construction projects: the Route 7 South sewer system project, the Grove Street reconstruction project, the Housatonic Avenue project, the sewer treatment expansion project, the Century Brass clean up project and the ambulance facility.
- Depreciation expense on capital assets being depreciated of \$4,069,295.

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- Outlays for machinery and equipment totaling \$2,384,838, which consists of the purchase of vehicles, communication, computer, sewer and office equipment.

The following table is a two year comparison of the investment in capital assets presented for both governmental and business-type activities:

	Governmental Activities		Business-Type Activities		Total	
	2010	2009	2010	2009	2010	2009
Land	\$ 16,178,430	\$ 16,178,430	\$ 5,000	\$ 5,000	\$ 16,183,430	\$ 16,183,430
Land improvements	421,821	120,500			421,821	120,500
Infrastructure	35,381,353	36,398,963	6,040,840	8,944,226	41,422,193	45,343,189
Buildings and improvements	63,046,196	63,986,674	5,086,089	5,291,126	68,132,285	69,277,800
Machinery and equipment	5,536,178	6,106,818	3,743,861	3,931,087	9,280,039	10,037,905
Construction in progress	23,988,746	15,371,325	2,830,820		26,819,566	15,371,325
Total	\$ 144,552,724	\$ 138,162,710	\$ 17,706,610	\$ 18,171,439	\$ 162,259,334	\$ 156,334,149



Additional information on the Town's capital assets can be found in Note 6 on pages 38-39 of the audit.

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CAPITAL ASSET AND DEBT ADMINISTRATION *(Continued)*

Long-Term Debt

At the end of the current fiscal year, the Town had total bonded debt outstanding of \$37,167,157. This entire amount is comprised of debt backed by the full faith and credit of the Town.

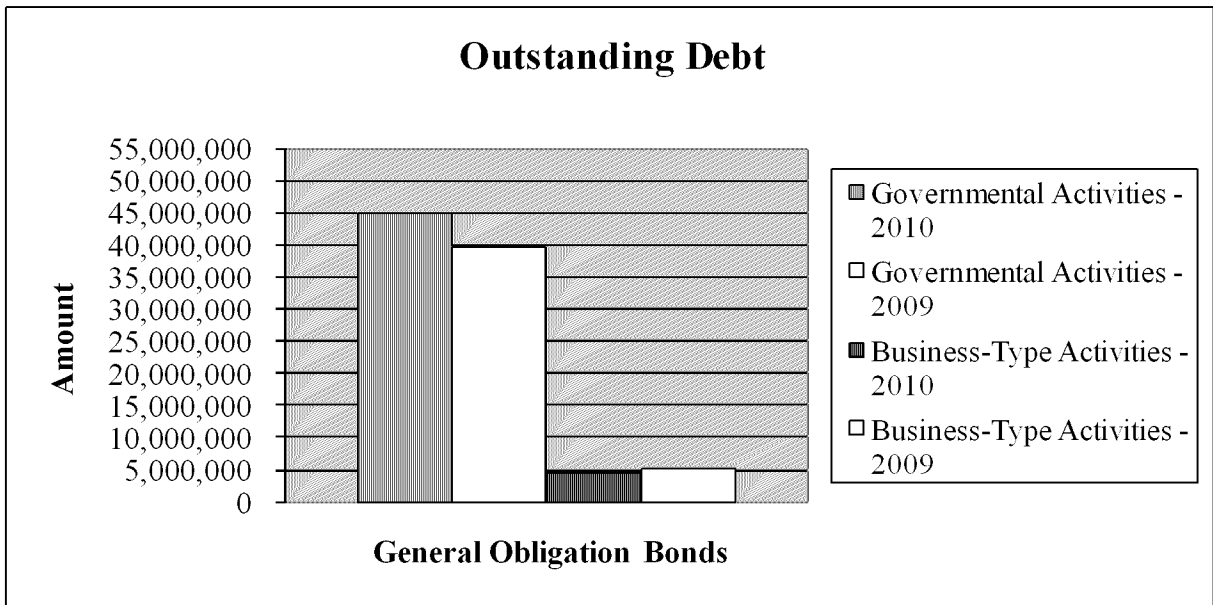
The Town's total bonded debt decreased by \$4,327,224 or 10.4% during the current fiscal year due to scheduled repayments.

The Town maintains an AA1 rating from Moody's Investor Service for general obligation debt.

State statutes limit the amount of general obligation debt the Town may issue to approximately seven times its annual receipts from taxation, as defined by the statutes. The current debt limitation for the Town is \$471,282,497, which is significantly in excess of the Town's outstanding general obligation debt.

The following table is a two year comparison of long-term debt presented for both governmental and business-type activities:

	Governmental Activities		Business-Type Activities		Total	
	2010	2009	2010	2009	2010	2009
General obligation bonds	\$ 32,575,582	\$ 36,371,382	\$ 3,607,361	\$ 3,869,893	\$ 36,182,943	\$ 40,241,275
Bond anticipation notes	8,015,000	2,750,000				
Notes payable	4,295,348	448,511	1,062,873	1,255,860	5,358,221	1,704,371
Total	\$ 44,885,930	\$ 39,569,893	\$ 4,670,234	\$ 5,125,753	\$ 41,541,164	\$ 41,945,646



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Additional information on the Town's long-term debt can be found in Note 10 on pages 41-44 of the audit.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

A summary of key economic factors affecting the Town are as follows:

- The Town receives intergovernmental revenues from the State of Connecticut. Connecticut's economy moves in the same general cycle as the national economy, which may affect the amount of intergovernmental revenues the Town will receive in fiscal year 2011 and thereafter.
- The unemployment rate for the Town is 7.0% compared to the state's average unemployment rate of 8.6% and the national unemployment rate of 9.4% as of June 2010.
- Inflationary trends in the region approximate the national indices.
- During the current fiscal year, total fund balance of the Town's General Fund increased to \$13,714,966. The Town did not appropriate any use of the surplus for tax relief in the 2010 fiscal year budget or in the 2011 fiscal year.
- The Town is in the process of establishing a 501(C)(3) Economic Development Corporation to provide a unique development tool for the community and encourage business expansion.

All of these factors were considered in preparing the Town's budget for fiscal year 2010.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Town's finances for all those with an interest in the Town's finances. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Office of the Finance Director, New Milford Town Hall, 10 Main Street, New Milford, CT 06776.

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EXHIBIT I

TOWN OF NEW MILFORD, CONNECTICUT
STATEMENT OF NET ASSETS
JUNE 30, 2010

	Primary Government		Total
	Governmental Activities	Business-Type Activities	
Assets:			
Cash and cash equivalents	\$ 31,640,165	\$ 3,394,304	\$ 35,034,469
Investments	843,970		843,970
Receivables:			
Property taxes, net of allowance for doubtful accounts of \$284,122	2,716,705		2,716,705
Special assessments and connection fees		624,647	624,647
Sewer usage		220,901	220,901
Grants and contracts	3,173,380		3,173,380
Settlement	1,600,000		1,600,000
Other	1,034,432	13,000	1,047,432
Inventories	52,084	101,648	153,732
Internal balances	2,404,751	(2,404,751)	-
Special assessments and connection fees receivable, long-term portion		2,732,226	2,732,226
Grants and contracts receivable, long-term portion	7,198,521		7,198,521
Settlement receivable, long-term portion	26,900,000		26,900,000
Other	417,181		417,181
Capital assets:			
Nondepreciable	40,167,176	2,835,820	43,002,996
Depreciable, net	104,385,548	14,870,790	119,256,338
Total assets	222,533,913	22,388,585	244,922,498
Liabilities:			
Accounts payable	4,501,019	48,182	4,549,201
Accrued liabilities:			
Salaries and benefits payable	834,285		834,285
Accrued interest	607,310	33,348	640,658
Other accrued liabilities	2,077,454	218,038	2,295,492
Unearned revenue	1,062,845		1,062,845
Due to State	24,738		24,738
Notes payable	3,916,064		3,916,064
Bond anticipation note payable	8,015,000		8,015,000
Noncurrent liabilities:			
Due within one year	4,811,278	469,882	5,281,160
Due in more than one year	33,960,531	4,200,352	38,160,883
Total liabilities	59,810,524	4,969,802	64,780,326
Net Assets:			
Invested in capital assets, net of related debt	100,406,466	13,036,376	113,442,842
Unrestricted	62,316,923	4,382,407	66,699,330
Total Net Assets	\$ 162,723,389	\$ 17,418,783	\$ 180,142,172

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EXHIBIT II

**TOWN OF NEW MILFORD, CONNECTICUT
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2010**

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Assets		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government		
					Governmental Activities	Business-Type Activities	Total
Governmental activities:							
General government	\$ 10,009,216	\$ 888,104	\$ 345,579	\$	\$ (8,775,533)	\$	\$ (8,775,533)
Public safety	6,933,380	779,793	44,750		(6,108,837)		(6,108,837)
Public works	8,440,085	658,921	1,227,729	1,984,016	(4,569,419)		(4,569,419)
Health and welfare	2,679,518	51,637	184,625		(2,443,256)		(2,443,256)
Library	993,820	41,367	56,461		(895,992)		(895,992)
Culture and recreation	1,665,130	1,060,896	168,388		(435,846)		(435,846)
Education	68,654,271	4,334,047	19,879,408		(44,440,816)		(44,440,816)
Interest on long-term debt	1,909,330				(1,909,330)		(1,909,330)
Total governmental activities	<u>101,284,750</u>	<u>7,814,765</u>	<u>21,906,940</u>	<u>1,984,016</u>	<u>(69,579,029)</u>	<u>-</u>	<u>(69,579,029)</u>
Business-type activities:							
Water Pollution Control Authority	2,249,450	1,651,818				(597,632)	(597,632)
Total Primary Government	<u>\$ 103,534,200</u>	<u>\$ 9,466,583</u>	<u>\$ 21,906,940</u>	<u>\$ 1,984,016</u>	<u>(69,579,029)</u>	<u>(597,632)</u>	<u>(70,176,661)</u>
General revenues:							
Property taxes, levied for general purposes					67,923,019		67,923,019
Grants and contributions not restricted to specific programs					1,495,654		1,495,654
Unrestricted investment earnings					244,666	58,905	303,571
Other					154,251		154,251
Total general revenues					<u>69,817,590</u>	<u>58,905</u>	<u>69,876,495</u>
Change in net assets					238,561	(538,727)	(300,166)
Net assets at beginning of year					162,484,828	17,957,510	180,442,338
Net Assets at End of Year					<u>\$ 162,723,389</u>	<u>\$ 17,418,783</u>	<u>\$ 180,142,172</u>

The accompanying notes are an integral part of the financial statements

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EXHIBIT III

**TOWN OF NEW MILFORD, CONNECTICUT
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2010**

	<u>General Fund</u>	<u>Waste Management Ordinance</u>	<u>Sewer Expansion Fund</u>	<u>Capital Reserve</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
ASSETS						
Cash and cash equivalents	\$ 17,546,615	\$ 4,536,451	\$ 55,239	\$ 835,134	\$ 6,719,773	\$ 29,693,212
Investments					843,970	843,970
Receivables	3,849,917		1,547,336		245,433	5,642,686
Due from other funds	2,937,755			494,727	134,899	3,567,381
Inventories	40,667				11,417	52,084
Other	26,326				7,100	33,426
Total Assets	<u>\$ 24,401,280</u>	<u>\$ 4,536,451</u>	<u>\$ 1,602,575</u>	<u>\$ 1,329,861</u>	<u>\$ 7,962,592</u>	<u>\$ 39,832,759</u>
LIABILITIES AND FUND BALANCES						
Liabilities:						
Accounts payable	\$ 820,267		\$ 2,120,932		\$ 201,500	\$ 3,142,699
Accrued liabilities:						
Salaries and benefits payable	834,285					834,285
Other accrued liabilities	55,941					55,941
Due to other funds	6,010,318				533,004	6,543,322
Due to State of Connecticut					24,738	24,738
Deferred revenue	2,965,503				492,006	3,457,509
Notes payable			3,916,064			3,916,064
Bond anticipation note payable			2,550,000	3,000,000	2,465,000	8,015,000
Total liabilities	<u>10,686,314</u>	<u>-</u>	<u>8,586,996</u>	<u>3,000,000</u>	<u>3,716,248</u>	<u>25,989,558</u>
Fund Balances:						
Reserved for:						
Inventories	40,607					40,607
Encumbrances	1,653,116					1,653,116
Unreserved, undesignated	10,702,392	4,536,451	(6,984,421)	(1,968,691)		6,285,731
Unreserved, designated for:						
Bridge project	68,140					68,140
Capital projects	927,115			298,552		1,225,667
Future wage increases	323,596					323,596
Unreserved, reported in nonmajor:						
Special revenue funds					2,094,763	2,094,763
Capital projects funds					2,151,581	2,151,581
Total fund balances	<u>13,714,966</u>	<u>4,536,451</u>	<u>(6,984,421)</u>	<u>(1,670,139)</u>	<u>4,246,344</u>	<u>13,843,201</u>
Total Liabilities and Fund Balances	<u>\$ 24,401,280</u>	<u>\$ 4,536,451</u>	<u>\$ 1,602,575</u>	<u>\$ 1,329,861</u>	<u>\$ 7,962,592</u>	<u>\$ 39,832,759</u>

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EXHIBIT IV

**TOWN OF NEW MILFORD, CONNECTICUT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2010**

	General Fund	Waste Management Ordinance	Sewer Expansion Fund	Capital Reserve	Nonmajor Governmental Funds	Total Governmental Funds
Revenues:						
Property taxes	\$ 68,199,386					\$ 68,199,386
Licenses and permits	471,204					471,204
Intergovernmental	19,563,915		1,984,016		4,843,912	26,391,843
Charges for goods and services	3,830,711				3,512,851	7,343,562
Donations					213,719	213,719
Investment earnings	95,984	20,203	40	3,575	118,544	238,346
Miscellaneous	66,986	1,600,000			87,264	1,754,250
Total revenues	<u>92,228,186</u>	<u>1,620,203</u>	<u>1,984,056</u>	<u>3,575</u>	<u>8,776,290</u>	<u>104,612,310</u>
Expenditures:						
Current:						
General government	9,483,077					9,483,077
Public safety	5,935,065				248,068	6,183,133
Public works	4,953,269					4,953,269
Health and welfare	2,126,239				481,657	2,607,896
Library					973,347	973,347
Culture and recreation	1,240,234	183,000			131,022	1,554,256
Education	60,425,864				6,602,084	67,027,948
Debt service	5,819,761					5,819,761
Capital outlays	1,399,018		6,489,898	2,799,819	2,442,391	13,131,126
Total expenditures	<u>91,382,527</u>	<u>183,000</u>	<u>6,489,898</u>	<u>2,799,819</u>	<u>10,878,569</u>	<u>111,733,813</u>
Excess (deficiency) of revenues over expenditures	<u>845,659</u>	<u>1,437,203</u>	<u>(4,505,842)</u>	<u>(2,796,244)</u>	<u>(2,102,279)</u>	<u>(7,121,503)</u>
Other Financing Sources (Uses):						
Issuance of capital lease	277,279					277,279
Transfers in	1,027,484			49,410	1,160,413	2,237,307
Transfers out	(1,209,823)	(378,660)			(648,824)	(2,237,307)
Total other financing sources (uses)	<u>94,940</u>	<u>(378,660)</u>	<u>-</u>	<u>49,410</u>	<u>511,589</u>	<u>277,279</u>
Net change in fund balances	940,599	1,058,543	(4,505,842)	(2,746,834)	(1,590,690)	(6,844,224)
Fund balances at beginning of year	12,774,367	3,477,908	(2,478,579)	1,076,695	5,837,034	20,687,425
Fund Balances at End of Year	<u>\$ 13,714,966</u>	<u>\$ 4,536,451</u>	<u>\$ (6,984,421)</u>	<u>\$ (1,670,139)</u>	<u>\$ 4,246,344</u>	<u>\$ 13,843,201</u>

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EXHIBIT D-1

**TOWN OF NEW MILFORD, CONNECTICUT
SCHEDULE OF PROPERTY TAXES LEVIED, COLLECTED AND OUTSTANDING
FOR THE YEAR ENDED JUNE 30, 2010**

Grand List Year	Balance Uncollected July 1, 2009	Current Levy	Lawful Corrections		Transfers to Suspense	Balance to be Collected	Collections			Balance Uncollected June 30, 2010
			Additions	Deductions			Taxes	Interest and Lien Fees	Total	
2008	\$	\$ 67,773,398	\$ 55,416	\$ 160,199	\$ 4,842	\$ 67,663,773	\$ 66,290,924	\$ 287,858	\$ 66,578,782	\$ 1,372,849
2007	1,333,478		20,228	12,955	38,698	1,302,053	900,684	182,395	1,083,079	401,369
2006	318,480		12,758	5,316	17,740	308,182	143,926	54,034	197,960	164,256
2005	170,381		243	1,542	8,894	160,188	59,985	27,580	87,565	100,203
2004	101,635		192	308	8,207	93,312	32,766	10,819	43,585	60,546
2003	59,362				6,164	53,198	5,272	6,126	11,398	47,926
2002	43,976				4,262	39,714	3,487	3,209	6,696	36,227
2001	34,810			39	3,314	31,457	2,765	3,675	6,440	28,692
2000	30,122				3,137	26,985	2,700	3,968	6,668	24,285
1999	29,170				1,892	27,278	2,576	4,261	6,837	24,702
1998	27,930				1,848	26,082	2,731	4,985	7,716	23,351
1997	22,958				1,319	21,639	2,133	4,142	6,275	19,506
1996	21,404		206	206	311	21,093	1,929	4,248	6,177	19,164
1995	23,122			20	225	22,877	1,909	4,597	6,506	20,968
1994	24,608			22,764 *		1,844	1,844	5,251	7,095	-
1993 and earlier	25,021			23,258 *		1,763	1,763	555	2,318	-
	<u>\$ 2,266,457</u>	<u>\$ 67,773,398</u>	<u>\$ 89,043</u>	<u>\$ 226,607</u>	<u>\$ 100,853</u>	<u>\$ 69,801,438</u>	<u>\$ 67,457,394</u>	<u>\$ 607,703</u>	<u>\$ 68,065,097</u>	<u>\$ 2,344,044</u>

* Operation of law

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Town of New Milford, Connecticut
Principal Taxpayers
2008 Grand List

NAME OF TAXPAYER	TYPE	ASSESSMENT AS OF OCTOBER 1, 2008	PERCENT OF TAXABLE GRAND LIST
Kimberly Clark	Factory	\$ 45,745,935	1.51
CL&P	Utility	36,664,735	1.21
GRE New Milford LLC	Shopping Center	13,459,950	0.44
Home Depot	Shopping Center	12,581,490	0.41
Firstlight Generating Co	Utility	9,180,603	0.30
Housatonic RE II LLC	Factory	7,815,500	0.26
O + G Industries	Construction	1,660,575	0.06
United Water	Utility	6,663,480	0.22
Fairfield Plaza LLC	Shopping Center	6,059,620	0.20
U B New Milford LLC	Shopping Center	5,482,610	0.18
Danbury Road Developers	RE/Shopping Center	5,253,150	0.17
Candlewood NM LLC	Nursing Home	4,271,350	0.14
TOP TAXPAYERS TOTAL ASSESSMENTS:		\$ 154,838,998	5.10