

# **ANNUAL TOWN REPORT**

**TOWN OF NEW MILFORD,  
CONNECTICUT**

**FISCAL YEAR ENDING  
June 30, 2011**

**ANNUAL REPORT**

TOWN OF NEW MILFORD,  
CONNECTICUT  
Fiscal Year Ending June 30, 2011

**TABLE OF CONTENTS**

Services, Permits and Licenses.....	2
Municipal Agencies’ Officers, Phone Numbers and Hours.....	5
Letter of the Board of Finance.....	7
Report of the Mayor.....	8
Board of Education.....	10
Building .....	21
Commission on the Arts.....	22
Conservation.....	23
Farmland Preservation .....	24
Fire Marshal.....	27
Health Department .....	29
Inland/Wetlands.....	32
Library.....	33
Parks and Recreation.....	44
Personnel.....	49
Planning.....	50
Police.....	52
Public Works.....	56
Registrar of Voters.....	64
Senior Center.....	66
Sewer.....	68
Social Services.....	69
Tax Assessor.....	73
Tax Collector.....	74
Town Clerk.....	75
Youth Agency.....	82
Zoning Commission.....	85
Zoning Board of Appeals.....	86
Management’s Discussion and Analysis.....	87
Financial Statements.....	101

*Town of New Milford  
Annual Report 10/11*

**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

*Town of New Milford  
Annual Report 10/11*

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

*Town of New Milford  
Annual Report 10/11*

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

*Town of New Milford  
Annual Report 10/11*

**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

*Town of New Milford  
Annual Report 10/11*

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

*SHAWN BOYNE, 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

*Town of New Milford  
Annual Report 10/11*

***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, 2010 – June 30, 2011 (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



*Town of New Milford  
Annual Report 10/11*

## Report from the Mayor 2010-2011

During the 2010-2011 year, the townspeople saw the completion of several multi-year improvement projects in New Milford. While many were funded through competitive State Grants, Federal Municipal Assistance Programs and volunteer fund-raising efforts; several projects were made possible by sound fiscal management decisions during one of the toughest economies this area has seen in decades.

The much anticipated Route 202/67/Grove Street Realignment Project was completed, with an official Ribbon Cutting Ceremony held in November and attended by many of the State Officials who had been part of the project, some since the very beginning of the proposal. The resulting shift in traffic has relieved downtown congestion, although further traffic studies will be commissioned by the Mayor, with particular attention to Bridge Street area.

Construction of the new Wastewater Treatment Plant remained on schedule, with an anticipated date of completion in early 2012. The increased capacity will allow for further economic development, which will strengthen our community and provide for business expansion to support our workforce.

Also under construction the previous year, the new ambulance building for the New Milford Volunteer Ambulance Corps was completed and an official Ribbon Cutting Ceremony was held on August 13, 2010. The building has since been utilized for various Emergency Personnel gatherings such as promotional ceremonies and trainings.

After more than a year of discussion, review and critique, The 2010 Plan of Conservation and Development was adopted by the Planning Commission and became effective on August 6, 2010.

The Tax Assessor completed the required 10 year physical revaluation, for the October 2010 Grand List. The resulting Grand list was within range of what was anticipated, given the economic climate of the past 5-6 years.

While braving the particularly snowy winter of 2010-11, our annual budget was presented. While it was fiscally prudent, it did provide for road and bridge maintenance projects, and a level of continued professional services expected by the public. Although voter turn-out was slightly lower than normal, the budget was passed at the first referendum.

The CT Sub Council for the GE Restoration Projects are moving along, with final contracts signed for the Sega Meadows Park and continued review of the River Walk at Young's Field Park. Final contracts were approved for both the Bird Sanctuary and Nature Preserve on the west side of Veteran's Bridge and the Still River Greenway project in New Milford.

*Town of New Milford  
Annual Report 10/11*

The Friends of the Reservoir have continued their pursuit of enhancing the trail system at the Reservoir Property on Second Hill. A completed trail loop was designed and installed, with plans for a foot bridge to cross the spill way, which was recently stabilized with the help of local contractors and engineers who volunteered their time.

Candlewoof Park, New Milford's first ever Dog Park was officially opened in August, on Pickett District Road. This park continued to be a success throughout the year with many four-legged visitors to the park, even during the winter months. The local volunteer group that maintains and supports the project has continued to raise awareness and host events to raise funds for park enhancements and improvements.

As I continue to support a variety of improvements and enhancements, I look forward to the suggestions and ideas from our dedicated and energetic residents that help make our community so vibrant.

Patricia Murphy  
Mayor of New Milford

**NEW MILFORD  
BOARD OF EDUCATION  
ANNUAL REPORT  
2010 – 2011**

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

The New Milford Public Schools served 4,728 students in kindergarten through grade 12 during the 2010-11 academic year with a staff of 370.42 teachers, 19.01 administrators, and 227.49 support staff (non-certified staff). The operating budget for the New Milford Public Schools for 2010-2011 totaled \$56,945,211.

**August 2010**

- The All Staff Convocation was held at New Milford High School on August 30<sup>th</sup> and the Teacher of the Year, Joy Gaiser, was announced.
- Schools opened on August 31<sup>st</sup>.

**September 2010**

- Ashlyn Pacific was welcomed by the Board of Education as Student Representative.
- Dr. D'Isodori presented the Sarah Noble Walking Project.
- The Facilities Manager updated the Board on summer projects and the Hill & Plain Parking Lot Project, at the Facilities meeting.
- Tuition Rates were established and approved for the 2010-2011 school year.
- The Board approved the Collective Bargaining Agreement with the New Milford Education Association for 2011-2012.
- The Board approved an Independent Study Course for a student.
- The Board approved a textbook for Grade 12, China's Son: Growing Up in the Cultural Revolution.

**October 2010**

- Mrs. Joy Gaiser was recognized as New Milford's 2011 Teacher of the Year.
- Dr. Paddyfote updated the Board on the professional development day held October 8<sup>th</sup>.
- The Board approved a Table of Organization.
- The 2010-2011 District Consolidated Application, as part of the ESEA Federal Grant funds, in the amount of \$243,783, was approved by the Board.
- One math coach and two literacy coach positions were approved and will be funded by the Education Jobs Fund Grant.

*Town of New Milford  
Annual Report 10/11*

- The following bids were awarded:
  - Smartboards to Valley Communications
  - Data Projector/White Board Installation to Given & Given Enterprises
  - Short Throw Projectors to R&B Enterprises
- The Board of Education accepted the following PTO donation:
  - Sarah Noble Intermediate School - \$1,150.00
- The Board approved a textbook, The Other Wes Moore: One Name, Two Fates.
- The Windows on New Milford report of the 2009-10 test results was discussed at the Board's Committee on Learning meeting.
- The Board was brought up-to-date on the Hill & Plain Parking Lot Project and the Proposed PTO Courtyard Beautification Project at Schaghticoke Middle School at the Board's Facilities meeting.

November 2010

- The Board of Education recognized Mr. David Elmore on his retirement as Director of Technology.
- The Board of Education recognized Dr. Eileen Cooper, Teacher of the Gifted & Talented regarding her Tanzania Grant.
- The Board of Education recognized the following:
  - 2011 National Merit Scholarship Program Semi-finalist: Nicholas Ortiz
  - 2011 National Merit Scholarship Program Commended Students: Matthew Coshal, Isabel Mader, Kathleen Norell, Jessica Rehaag, Nathaniel Tower, Eric Zhu, and Ananya Zutshi.
- The Board approved the appointment of Mr. Daniel DiVito to the position of Director of Technology.
- The Board received an update on the Sarah Noble Walking Project.
- The Board of Education approved the PTO Courtyard Beautification Project at Schaghticoke Middle School.

December 2010

- The Board received an update on the Green Cleaning Program at its Facilities meeting.
- The Board received an update from the NMPS Health & Safety Committee at its Facilities meeting.
- The Facilities Manager reviewed the Five-Year Capital Plan projects that had been completed or were in the process of being completed.
- The Board received information on the United Way Childhood Obesity Grant and the Mobile Dental Unit at its Operations meeting.
- The Board held its Annual meeting and elected the following officers:
  - Chairperson – Mrs. Wendy Faulenbach,
  - Vice Chairman – Mr. Daniel Nichols,
  - Secretary – Mr. David A. Lawson, and
  - Assistant Secretary – Mrs. Nancy LaTour.

*Town of New Milford  
Annual Report 10/11*

- At the Board of Education Regular meeting, the Board recognized the New Milford High School students who earned Advanced Level on all four subtests of the Connecticut Academic Performance Test (CAPT). They are:
  - Laurel Byrnes, Sarah Chauvin, Samantha Cole, Ian Curtis, Ciara Delehanty, Theresa DiMascio, Faith Eherts, Kathryn Flanagan, Katrina Haught, Erin Kersten, Tara Larkin, Nina Maniscalco, Annie Mao, Roger Mao, Dustin Martin, Briana Morrissey, Erika Prevost, Rachael Ranno, Erica Sadowski, Mackenzie Schultz, Anna Scillitoe, Alexandra Scorza, Jacob Scott, John Silk, Carlie Silva, Rebecca Smith, Jane Thompson, Gwendolyn Trott, Robertson Tuomala, Tyler Valzania, Ana Vargas, Toni-Sue Viola, Moe Uddin, Kristina Wagner, Matthew Watrous, Candice Weiss, John Wells, Richard Yan, and Johnny Zheng.
- The Board of Education approved the following policies:
  - Policy 5114 - Removal/Suspension/Expulsion
  - Policy 5141.27 - First Aid/Emergency Medical Care
  - Policy 5141.123 - Search and Seizure (Use of Metal Detectors)
  - Policy 9121 - Role of the Chairperson
  - Policy 9130 - Board Committees
- The Board of Education approved the Five-Year Curriculum Plan.
- The Board of Education approved the Tentative Agreement with Teamster's Local 677- Food and Nutrition Services.
- The Board of Education approved a textbook for grades 11/12, Psychology in Action.

January 2011

- The Board of Education accepted the following PTO Donations:
  - Northville Elementary School - \$3,215
  - John Pettibone Elementary School - \$1,300
  - Sarah Noble Intermediate School - \$12,391
  - Schaghticoke Middle School - \$3,750
- The Board of Education conducted three evenings of hearings and adopted a budget on the fourth night for the 2011-2012 school year in the amount of \$58,194,266.

February 2011

- The Board received energy updates and snow removal updates from the Facilities Manager.
- The Board recognized the following staff and students at their February meeting:
  - 2011 Veterans of Foreign Wars Patriot's Pen Essay Contest Winner – Sarah Dengler
  - Constitution Day Essay Contest – Placed Second in the State – Andrea Conrad
  - Constitution Day Essay Contest – Placed Third in the State – Alyssa Law
  - American History Contest Winner – Marlene Berke

*Town of New Milford  
Annual Report 10/11*

- Career Development & Transition Regional Conf. Panel Member – Andy Sterry
- Career Development & Transition Regional Conf. Panel Member – Tyler Sartwell
- Career Development & Transition Regional Conference Student Panel Facilitator – Mr. David Hawthorne.
- The Board approved the elimination of the Driver’s Ed Program as of June 30, 2011.
- The Building Use Fee Schedule, effective July 1, 2011, was approved by the Board.
- The Board of Education approved the change in date for high school graduation to June 25, 2011.

March 2011

- Board of Education Appreciation was recognized, noting Board’s member’s tenure ranging from one year to sixteen years.
- The Board approved the Five Year Capital Plan for 2011-2016.
- The following curricula/competencies were approved by the Board:
  - Social and Emotional Thinking
  - Technology Competencies
- The Board approved the following policies:
  - 3110 - Budget Planning
  - 3240 - Tuition Fees
  - 3280 - Gifts to the School
  - 3300 - Purchasing
  - 3451 - Petty Cash Funds
  - 3453.1 - Unexpended Class Funds
  - 3514 - Equipment: Authorized Use of School-Owned Equipment
  - 3516.4 - Safety: Sex Offender Notification
  - 3524 - Hazardous Materials Communication/Green Cleaning Program
  - 3524.1 - Hazardous Material in School
  - 3541.23 - Bus Contractor
  - 3541.313 - Routes and Services/Transportation
  - 3541.44 - Use of Private Automobiles on School Trips
  - 3542.42 - Cafeterias – Handling of School Lunch Funds
  - 5145.45 - Section 504 Procedural Safeguards
- The Board was updated on curriculum development, Connecticut Mastery Test/Connecticut Academic Performance Test, block scheduling at the high school, Smartboard training, and the Teacher Education And Mentoring Program, at its Committee on Learning meeting.
- The Board reviewed the process of evaluating the Superintendent.

*Town of New Milford  
Annual Report 10/11*

April 2011

- The Board recognized Mr. McBreairty and the following students:
  - Mr. McBreairty read a resolution thanking the students, staff, and administration of JPS, H&P, NES & SNIS for holding veterans ceremonies throughout the years.
  - Carleen Thompson – SNIS – Winner of the NM Fire Prevention Poster Contest
  - Iman Dervisevic – SMS – Geography Bee Winner – First Place
  - Jarod Riedl – SMS – Geography Bee Winner – Second Place
  - The New Milford High School Wrestling Team:
    - John Burns, Karl Bradshaw, Kameron Bradshaw, Ian Curtis, Jacob Silva, Andrew Golden, Tyler Monroe, Timothy Pullen, Evan Renner, Kyle Roman, Alexander Thalassinos, Matthew Arnold, Bretburton Clark, Jordan Borek, Sean Doenias, Jesse Kimberly, Keenan Owens, Michael Schulz, Anthony Terlizzi, Dustin Wilson, Louis Alhage, Ryan Clarke, Robert Tozzi, Halim Bourjeili, Thomas McIlveen, Patrick Richardson, Christian Rojas, Niko Stefanatos, Conor Kirkegard, and Nick Amarando.

- Newsletter spotlighting NM Schools is now online and citizens can sign up to receive it.
- The Board was brought up-to-date on the Town's Insurance Bid request.

The Board was advised that the Booster Barn Project had its official opening on 4/13.

- The Board was brought up-to-date on the Observatory Garden Project.
- Board Representative, Mrs. Alexandra Thomas, reported that a local legislative forum was held in New Milford.
- The Board of Education accepted the following PTO donations:
  - Northville Elementary School - \$1,600
  - John Pettibone Elementary School - \$3,595.50
  - Hill & Plain Elementary School - \$3,577
  - Sarah Noble Intermediate School - \$9,510
- The Board approved the Memorandum of Agreement with the Secretaries Union for a Retirement Incentive Program.
- The Board reviewed the 2009-2010 Strategic School Profile.
- The Board approved the Successor Collective Bargaining Agreement (New Milford Paraeducators' Union, Chapter 136-09, Local 136, I.F.P.T.E.

May 2011

- The Board of Education recognized the following staff and students:
  - New Milford High School Students who participated in the Northern Region Music Festival:
    - Stephen Anderson, Holly Brown, Thomas Barkal, Juliann Booth, Kristina Chamberlin, Lawrence Davis, Jessica Murphy, John Perrino, William Speede, Emily Sterk, Chris Thomas, Evrett Thompson, Brianna Walker, Gina Carrozza, Kristina Wagner, Justin Brelling, Mia Carlone, Ryan DelMastro, Abigail Heydenburg, Ryan Kauer,

*Town of New Milford  
Annual Report 10/11*

- Howard Luo, Timothy Mondonedo, Michelle Pitcher, Rachel Seigel, Tyler Swanson, John Wells, Benjamin Bayers, Jessica Bradley, Daniel Malkin, Brianna McNally, Jaclyn Mercer, Brendan Nabozny, Abby Nissenbaum, Emily O'Connor, Erin Stolz, and Gwendolyn Trott.
- Schaghticoke Middle School students who participated in the Northern Region Music Festival:
    - Heather Adams, Zachary Arnold, Jonathan Davis, Brandon Halberg, Christian Scillitoe, Sabrina Benedicto, Marlene Berke, Andre Cardenas, Angus Li, Leah Wells, Cassandra Ferrante, Maria Galletta, Abigail Hambidge, Allegra Peery, Francine Luo, Courtney Savino, Lucinda Sowerby, and Sara Wilton.
  - Sarah Noble Intermediate School students who participated in the Northern Region Music Festival: Holly Barkal, and Alec Cardenas.
  - The Board accepted the following PTO donations:
    - Northville Elementary School - \$2,000 & Sarah Noble Intermediate School - \$4,000
  - The Board approved Policy 3160 – Budget and Transfer of Funds.
  - The Board approved the CT Community Foundation Grant in the amount of \$3,996.70 for the Pre K-K Transition Program.
  - The Board passed a motion to allow the administration to hire nine kindergarten teachers from the Education Jobs Fund.
  - The Board approved a Grade 12 textbook: Physics Fundamentals.
  - The Board discussed the Superintendent's performance, evaluation, employment and contract in executive session with Dr. Paddyfote.
  - The Board approved the Superintendent's evaluation summary for the 2010-2011 school year, and authorized the Board Chair and its legal counsel to negotiate with the Superintendent, a new three year contract.
  - The Board interviewed and discussed a candidate for the position of Interim Principal at Sarah Noble Intermediate School and unanimously appointed Dr. Len Tomassello, effective July 1, 2011.
  - The Board received the 2011-2012 school calendar.

June 2011

- The Board held a reception to recognize the following staff and students:
  - Retirees:
    - Sheila Brooks, Carol Fogel, Elaine O'Connor, Chalice Racey, Alice Cherniske, Denis Dolan, and Barbara Halleck.
  - Pellerin Classroom Teacher Award – Mr. Scott Hoffman – SMS
  - Earth Day Poster Contest Winners:
    - Kayla Burkey – HS, Kati Som – HS, Sophia Rago – SNIS, and Alyssa Law – SNIS.
  - Distributive Education Clubs of America
    - Lance Graziano – Principles in Marketing Event



*Town of New Milford  
Annual Report 10/11*

Connecticut Association of Boards of Education Leadership Awards

Casandra Ferrante – SMS, Jack O’Marra – SMS,  
Allison Mandeville – HS, and Joshua Jugler – HS.

Western Connecticut Superintendents Association Awards

Emilyn Tuomala – SMS, Akhil Chedalavada – SMS,  
Lydia Morales – HS, and Nicholas Grudev – HS.

Connecticut Council Of Language Teachers Award (HS)

Chantal Barksdale – French, Kathryn Flanagan – French,  
Annie Mao – French, Kristina Wagner – French, Ananya Zutshi – French &  
Russian, Diana Habjan – German, LiShan Lin – German, Greg Ostner – German,  
Krista Pullen – German, Eric Zhu – German, Jay Humphreys – Spanish, Nevan  
Swanson – Spanish, Despina Tropalis – Russian, and  
Jessica Lin – Russian & Outstanding Senior in French.

Connecticut Council Of Language Teachers - Staff

Barbara Polley – French, Mike Crotta – German, John Rook – Spanish & Russian,  
and Jim Matranga – Department Chair.

Connecticut Association of Superintendents: Iman Dervisevic, and Gregory Hansell.

Connecticut Higher Education Trust: Micayla Flynn

Connecticut Higher Education Trust – Staff: Mrs. Montemurro

Student Representative to the New Milford Board of Education - Josh Jugler

- The Board was advised that the PTO will be providing thirteen, \$1,000 scholarships.
- The Board was advised that the Hill & Plain playground equipment has been installed and children have already started playing on it.
- The Board received an update on the Hill & Plain boiler project.
- The Board approved the following policies:
  - 4111/4211 – Recruitment and Selection
  - 4111.1/4211.1 – Equal Employment Opportunity
  - 4112.4/4211.4 – Physical Examinations
  - 4112.5/4212.5 – Criminal History Checks
  - 4112.8/4212.8 – Nepotism
  - 4115 – Certified Evaluations
  - 4118.112/4218.112 – Sexual and Other Unlawful Harassment
  - 4118.13/4218.13 – Electronic Monitoring
  - 4121 – Substitute Teachers
  - 4131 – Professional Development
  - 4147.1/4247.1 – Occupational Exposure to Bloodborne Pathogens
  - 4148/4248 – Employee Protection
  - 5145.5 – Sexual and Other Unlawful Harassment of Students
  - 5141.21 – Administration of Medication
  - 5121.2 – Eligibility for Honor Rolls
  - 6141.4 – Independent Study

*Town of New Milford  
Annual Report 10/11*

- The Board approved the following policies for deletion:
  - 5145.5 – Nondiscrimination: Americans with Disabilities Act
  - 5145.51 – Sexual Harassment: Peer Sexual Harassment
- the Board approved the following curricula:
  - Child Development
  - Introduction to Psychology
  - Ceramics I
- The New Milford Board of Education voted to continue its participation in the National School Lunch Program and filed the Healthy Food Certificate for 2011-2012.
- The following bids were approved and award by the Board of Education:
  - Security at the High School to U.S. Security Associates, Inc.
  - Life, Accidental Death & Dismemberment, and Long Term Disability Insurance to Sun Life
  - Waste Disposal to Winter Brothers
  - Windows Bid to Action Glass
  - Milk to Wade Dairy
- The following Grants were approved by the Board of Education:
  - Carl D. Perkins Vocational & Applied Technology Education Act Grant
  - IDEA Grant
  - Adult Ed Grant – Transition to the future/ESL language and community learning
  - English Language Civics Grant
  - CT Community Foundation Grant
  - Investing and Personal Finance Grant
- The Board approved the Memorandum with the Non-Bargaining Unit Employees for a Retirement Incentive Program.
- The Board appointed Sullivan, Schoen, Campane & Connon, LLC as New Milford's Board of Education legal counsel for the 2011-2012 school year.
- The Board approved the End-of-Year Projects.
- The Board approved authorizing the Board Chair to request the Board's end-of-year balance be put in the Capital Reserve Account.
- The Board approved the centralized transportation of the Magnet School.
- The Board approved the revised pay-to-play fee for hockey and a refund of \$322 per family of hockey players.
- The Board approved the 2011-2012 budget adjustments as recommended by the Operations Sub-Committee.
- The Board approved authorization for the Superintendent to accept resignations and make appointments from June 23, 2011 through September 13, 2011.
- The Board approved authorization for the Superintendent to purchase budgeted instructional materials, equipment and services from June 23, 2011 through September 13, 2011.
- The Board approved a new three year contract for the Superintendent of Schools, effective July 1, 2011.

*Town of New Milford  
Annual Report 10/11*

- The Board approved the Addendum to the Collective Bargaining Agreement between the New Milford Board of Education and Teamster's Local Union No. 677, International Brotherhood of Teamsters, Chauffeurs, Warehousemen and Helpers of America (Custodial & Maintenance Employees) through June 30, 2011.
- The Board approved the settlement agreement between the New Milford Board of Education and Teamster's Local 677-Food & Nutrition Service Employees.
- The Board approved the Addendum to the Collective Bargaining Agreement between the New Milford Board of Education and the New Milford Educational Secretaries Association Chapter of Local 136, I.F.P.T.E. through June 30, 2011.
- The Board approved the Non-Bargaining Unit Personnel salaries for 2011-12.
- The Board received the following annual reports at its sub-committee meetings:
  - The John J. McCarthy Observatory Annual Report
  - The Annual Wellness Report
  - The Annual Emergency Preparedness Report
  - The Voluntary Correction Action Plan – Office of Civil Rights
  - The Food & Nutrition Service Update
  - The Energy Education Update

Summary of 2011 Test Results

Connecticut Mastery Test

Students in grades three through eight took the Connecticut Mastery Test (CMT) in March 2011. Students in grades three, four, five, and seven had more students reach proficiency than the state in all areas measured: mathematics, reading, writing, and science (grade 5). Grades six and eight were above the state in proficiency in all areas except writing.

The goal of No Child Left Behind (NCLB) is to have 100% of all students be proficient by 2014. Except for third grade reading and eighth grade writing, New Milford students had more than 80% proficient in all areas.

Grades three through seven had more students at goal in reading than the state. Grades four, five, and seven had more students at goal in writing than the state. New Milford students in grades three, seven, and eight had more students make goal in mathematics than the state.

The realignment of the mathematics program may explain why students in grades four through six did not do well. Those students who had previously been using Saxon Math may have had difficulty transitioning into Every Day Math as the two programs are quite different.

Connecticut Academic Performance Test

Students in grade ten took the Connecticut Academic Performance Test (CAPT) in March 2011. New Milford had significantly more students at or above goal than the state in all four areas: mathematics, reading, writing, and science. Like the CMT, the goal of NCLB is to have 100% of

*Town of New Milford  
Annual Report 10/11*

all students be proficient by 2014. New Milford currently has over 90% of its students at/above proficiency in all areas except mathematics, which dipped this year to 88.5%.

The number of students at/above goal in mathematics and reading is below what was achieved in 2010; however, the number of students at/above goal in writing and science is greater than last year.

New Milford students fell into the middle of the pack with the twenty-three other districts in their reference group for mathematics, reading, and writing. They continued to rank third in science.

Advanced Placement

One hundred fifty-two students took 243 Advanced Placement (AP) exams this year in thirteen different subjects. The four subjects with the highest number of student participants were US history, statistics, calculus AB, and biology. Scores can range from one to five with five being the best. The average score in biology, calculus AB, calculus BC, psychology, and Spanish was above four. The average score fell below three in art history, statistics, and US history. In New Milford 78.9% of students scored 3+ while in CT, there were 74.2% with a 3+.

Scholastic Aptitude Test

The results of the Scholastic Aptitude Test (SAT) were not available at the time of this report.

*Town of New Milford  
Annual Report 10/11*

**Summary**

The Board of Education routinely recognizes the talent and accomplishments of students and staff at its meetings and end-of-the-year reception. During the 2010-2011 school year the Board recognized 173 students and 17 staff members for outstanding achievement in the arts, athletics, academics, and music. Several students and staff members were also recognized for their humanitarian contributions.

The first year of the 2010-2015 Strategic Plan was implemented. Highlights of accomplishments in this area include the following. Communication: monthly electronic newsletters to staff, parents and community subscribers; updating of the school district's website; and continuation of a comprehensive volunteer program in our schools. Character education: each school promoted the same character attribute monthly through morning announcements, bulletin boards, the district website, and parent information. A character attribute is integrated into each new curriculum guide and revised curriculum guides. Goal setting: students and families in grades 4-12 are involved in setting, pursuing, and achieving goals. At the kindergarten through third grade level students and parents are beginning the process. Technology: every school in the district has received electronic whiteboards; a significant number of staff have been trained to use electronic whiteboards and other forms of technology; and the technology scope and sequence was approved by the Board in March 2011. Curricula: the district's curriculum handbook was revised and five curriculum guides were approved. The Committee on Learning approved a new Five-Year Curriculum Plan in November 2010 and the full Board approved the plan in December 2010. Attract, develop, evaluate, and retain highly qualified staff: school schedules are developed and adjusted to provide collaborative planning time for staff; and the teacher evaluation document is reviewed annually by a group of administrators and teachers. Identify and utilize the support and resources available in the community: the high school held an information fair; the elementary school sponsored a community health fair; and a community resource guide is available online on the high school server.

The Board was awarded \$6,044,841 in grants. The majority of funds were obtained through entitlement grants from the State Department of Education and the federal government. It should be noted that most grants cover a two-year period.

The Board of Education continued to spend taxpayer dollars wisely to educate the students of New Milford with the budget approved by the taxpayers. The district initiated several cost-saving and cost-avoidance measures to curb expenses associated with the rising cost of fuel, electricity, and student transportation. Those measures included, but were not limited to the following: conversion from oil to natural gas at three of the district's schools that could accommodate the switch in fuel; procurement and assignment of bid awards for special education transportation; and continuation of the Energy Education Program.

*Town of New Milford  
Annual Report 10/11*

## 2010/2011 Annual Building Activity Report

**Thomas Hackett Building Official**

Building Type	# Permits	Value	Fees
Single Family Dwelling New	14	\$3,589,900	\$41,026.68
Garage	6	\$267,268	\$3,171.35
Shed	34	\$140,588	\$2,279.90
Barn	2	\$42,000	\$511.75
Pool	27	\$359,674	\$4,653.80
Multiple Family Dwelling	3	\$6,313,244	\$45,950.16
Deck	46	\$478,160	\$6,326.77
Commercial Building New	8	\$5,920,083	\$60,327.32
Commercial Addition & Alteration	39	\$4,666,609	\$53,870.58
Residential Addition & Alteration	101	\$4,501,339	\$54,910.19
Use Change	4	\$26,823	\$652.38
Finished Basement	14	\$215,110	\$2,723.77
Screened Porch	2	\$5,784	\$103.52
Alarm Systems	9	\$48,916	\$759.53
Chimney & Fireplace	5	\$11,750	\$234.42
Electric	200	\$1,089,640	\$16,587.29
Plumbing	73	\$441,760	\$6,492.07
HVAC	120	\$950,799	\$12,898.15
Gas Lines	35	\$62,872	\$1,597.51
Roofing	89	\$1,094,516	\$14,460.04
Siding	20	\$403,618	\$5,115.31
Signs	7	\$74,740	\$989.73
Wood or Pellet Stove	30	\$92,943	\$1,837.77
Fuel Tanks	68	\$424,515	\$7,196.28
Tent	23	\$47,331	\$1,200.00
Sprinkler System	6	\$290,015	\$3,454.17
Retaining Wall	1	\$50,000	\$581.25
Window Replacement	39	\$214,688	\$3,200.28
Miscellaneous	27	\$341,904	\$4,433.56
Demolition	4	\$48,000	\$617.25
Foundation	4	\$53,000	\$633.75
Permit Close Out	14	\$0	\$1,700.00
Hood & Fire Suppression Systems	4	\$20,275	\$307.45
<b>Totals:</b>	<b>1,080</b>	<b>\$32,287,862</b>	<b>\$360,810.98</b>

*Town of New Milford  
Annual Report 10/11*

Commission on the Arts  
2010-2011

The New Milford Commission on the Arts directs its efforts and activities to fund, advise on, originate, coordinate and encourage participation in, and promotion, development, acceptance and appreciation of artistic and cultural activities which shall include but are not limited to, music, theater, dance, painting, sculpture, architecture, literature, films and allied arts and crafts.

Most notably, our programs in the past year included:

- A performance at Merryall Center for the Arts,
- A July 4<sup>th</sup> Concert,
- Five summer Concerts on the Green (the Edwin Kinkade Concert Series),
- Support for the New Milford Historical Society gallery exhibitions and financed a visual arts program,
- Contribution and support for Village Center for the Arts,
- Contribution and support for Village Center Organization,
- Christmas Caroling on the Green,
- Recognition for local literary newsletter,
- Sponsored programs in the New Milford Railroad Station and New Milford Public Library,
- A contribution to and professional support for the New Milford Outdoor Art Festival,
- Financial contribution and professional support for Harrybrook Park's All-Arts Festival,
- Participation in two regional cultural art councils, and state arts and tourism,
- Met with other community arts programming which, after review by the members of the commission, was deemed appropriately in need of our assistance.

Thanks to each of the people who give their time, expertise, and energy to the commission on the arts. They are: Diane Dubreuil, Charlotte Bostwick, Jim Scrimgeour, Barbara Payne, Sally Adams, Joanne Lillis, Jayson Roberts, Jeremy Rumen, Susan Fogarty, Karl Hermonat, Bob Coppola and Joel Spector.

**CONSERVATION COMMISSION  
JULY 2010 - JUNE 2011**

The continuing economic slow down has resulted in an associated slow down in Commission meetings. Meetings were held, for the most part, monthly only, as opposed to bi-monthly, in the past.

As had been the case for the past several years, the Land Acquisition Reserve Fund (LARF), once again, did not receive an annual contribution from the Town. As such, it relies solely on fees in lieu of open space (when provided) by prospective applicants. The current amount in the LARF is \$120,788.92. The Commission is working with and assisting the Planning Commission to recover \$30,000 in outstanding fees owed by developers.

The Town, with the efforts of Anne Cutter and such organizations as HVA and Weantinoge Heritage, completed updating and finalizing an open space map. Although completed, the Commission continues to be amazed that discrepancies continue to be found. One source of the problem is the continuing disconnect between records maintained by the assessor's office and those maintained in the Town Clerk's office. Maps filed by property owners do not always agree with records maintained by the assessor's office. While, in the past, such discrepancies could be viewed as acceptable, as the records keeping system was manual, it is not acceptable in today's computer driven environment.

The Commission continues to work with the State to address Native American remains and artifacts that had been located in the Fort Hill area. The Commission, with the assistance of Michael-John Cavallaro, its vice chairman, has collaborated with the State archeologist's office to protect Native American remains and artifacts, as well as assist in the restoration of the history of Native American peoples in the area. Michael-John is currently working with the State archeologist's office to research possible Native American forts, dating back 800 years, that have been identified in the Gaylordsville area.

The Commission has also assisted a variety of individuals, often sponsored by the State of Connecticut, seeking to identify, categorize, and track rare plants and endangered species. Help consisted of both providing information, as well as facilitating contact with other knowledgeable individuals.

After a long wait, the Commission has received and is in possession of a map indicating historical and archeological sites located in the State. While the Conservation Commission would have preferred to have this document included as part of the most recent Plan of Conservation and Development, the Planning Commission, responsible for the preparing the POCD, decided against it.



*Town of New Milford  
Annual Report 10/11*

**New Milford Farmland Preservation Committee  
2010-2011 Fiscal Year Initiatives & Accomplishments**

In the fiscal 2010-2011 year, the New Milford Farmland Preservation Committee accomplished the following:

- **Preserving Working Farmland:** NMFP continued systematic efforts in 2010-2011 to protect the 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 includes five farms (Chapin, Davenport, Harris, Kimberly and Reimerridge). It 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. Efforts in this fiscal year included:
  - Successful conclusion in spring 2011 after two years of efforts of the \$1 million purchase of development rights (PDR) by the State for 90 acres of the Davenport Farm. CT DoAg and US DoAg provided 2/3 of the funding and the Town of New Milford 1/3
  - Progress made on a similar PDR proposal for 80 acres of Harris Hill Farm including a farmhouse, a barn and out-buildings. As of July 31, a formal proposal to the Harris Family is likely to be made by CT DoAg within the next few weeks
  - Informal conversations initiated by NMFP on preservation strategies with additional owners of farms and holdings of farmland in the contiguous Ridge Road area
  
- **Providing Services to Area Farmers:** NMFP launched on March 10, 2010 the first in a series of evening presentations for area farmers and farming advocates. The panel discussion, “21<sup>st</sup> Century Farming Models”, was attended by 70 people. Presenters included owners of two highly successful diversified and agro-tourism farming operations (March and Jones Family farms); the head of CT Farmland Trust; the founder of the Anson Mills foundation providing seed and guaranteed harvest buyback to qualifying area farmers with the purpose of bringing heritage New England grains back into production; and an area photographer whose recently-published book on Hudson Valley farms showcases a range of successful farming models. The high attendance has encouraged NMFP to plan for a follow-up event for farmers in late Fall 2011.
  
- **Providing Services to Area Farmers:** NMFP worked closely with New Milford farmers on 490 revaluation issues and preparing their cases for their appearances before the Tax Board of Appeal. Several NMFP members attended key revaluation hearings with the farmers at latter’s request
  
- **Providing Services to Area Farmers:** NMFP encouraged area farmers to attend NMFP meetings and discuss challenges facing their ability to obtain sustainable livings from their farms and brainstorm strategies. In two cases, provided information, contacts and individual follow-up for NCRS/US DoAg/Rural Development grant opportunities

*Town of New Milford  
Annual Report 10/11*

- **Providing Services to Area Farmers:** A NMFP alternate member and farmer launched a pilot project in returning New England heritage grain production to Litchfield County during the 2010-2011 growing season. Done under the auspices of Glen Roberts' Anson Mills Foundation, he received seed and a guaranteed buyback for his crop of wheat. Milled and packaged under his name, the red and white fife flour is being sought after by regional bakeries and restaurants advocating locally grown. His experience was described to other area farmers at the March 10, 2011 NMFP panel on "21<sup>st</sup> Century Farming Models". In addition, the member has been invited to attend regional UMass grain conferences and visit test lots to reintroduce heritage wheat. He has also been invited to experiment growing with malting barley and heritage corn. His experiences will be shared broadly through NMFP events with other area farmers.
- **Providing Services to Area Farmers:** Two members of NMFP were involved in initial discussions in both Hartford and Windsor hosted by CT State Rep Roberta Willis and attended by CT State Rep Clark Chapin, and representatives from Ct DoAg and the CT Poultry Association and in Windsor, by the Ag School at University of CT at Storrs to organize three mobile chicken slaughter units for CT. Lack of slaughterhouse facilities in our state has impeded the sale of CT-grown poultry in CT restaurants, farmers markets and retail entities. (A 2010 bill allowed for such sales to happen in farmers markets.) In a major step forward, in 2011, a New Milford-based independent slaughtering facility owned by Jason Tarzia gained USDA certification, allowing poultry, pig and cattle producers throughout CT to provide USDA-certified products for sale throughout CT
- **Raising Community Awareness over Importance of Farming:** NMFP offered support to the New Milford Youth Agency so that its annual Sullivan Farm Fall Festival Day, slated to be cancelled because of diminished agency resources, could take place as usual, resulting in an event in pro of farming that attracted 1500 visitors on Oct. 16, 2010. That support included recruiting 24 volunteers, identifying and securing additional ag-related attractions, securing small private donations and, in turn, gaining Youth Agency approval to organize on site a 1<sup>st</sup> annual Housatonic Valley Harvest Expo showcasing 14 area farms, CSAs (who doubled the numbers of new shareholders as a result) and retail establishments selling produce and products based on locally-grown
- **Expanding Marketing Channels for Area Farmers:** NMFO organized and provided tent, loan of tables and chairs, volunteers and logistics management for the 1<sup>st</sup> Annual Housatonic Valley Harvest Expo, the first New Milford-based public exhibition/sale of area farmers and artisan producers growing and using locally-grown. Done in conjunction with Sullivan Farm's annual Fall Festival Day on Oct 16, 2010. Planning has begun for an expanded 2011 2<sup>nd</sup> annual expo.
- **Expanding Marketing Channels:** NMFP produced and distributed 1,000 copies of "Know Your Farmer!", a four-page full-color brochure listing names, addresses, websites, contact information and produce/product availability for 44 area farms, CSAs and retailers of area produce. The database (which is available at [www.newmilfordfarmlandpreservation.org](http://www.newmilfordfarmlandpreservation.org)), researched and assembled by former Spectrum reporter Lynda Wellman, was funded and designed and printed

*Town of New Milford  
Annual Report 10/11*

by New Milford resident and graphic designer Linda Pouder. Additional funding for the brochure was obtained by NMFP from a federally-funded SARE grant. A second contract was signed with Wellman and Pouder to expand the number of farms listed in 2011 and produce a second brochure printing

- **Expanding Marketing Channels for Area Farmers:** NMFP concluded successfully the two-year research project of the SARE task force, a partnership among NMFP, Plow-to-Plate and the Economic Development Commission (EDC) to study the viability of a brick and mortar local produce distribution facility based in New Milford to aggregate seasonal produce. A final 26-page report was prepared by the SARE task force consultant and a NMFP member and delivered to the New Milford Economic Development Supervisor in April for submission to the SARE grant funders, a federally funded grant giver at the University of Vermont
- **Expanding Marketing Channels:** A NMFP member helped set up a task force to expand the summer farmers market, held annually on The Green in New Milford into a bi-weekly winter farmers market. Meeting through the summer of 2011, the five member task force has secured an indoor venue, visited other successful area indoors markets, designed a website and marketing plan and worked with the presumptive Market Master to select a group of 22-30 farmers and value-added artisan processors of local produce. The market is slated to open in November, 2011
- **Creating tax incentives for area farmers:** NMFP started informal preliminary discussions among NMFP committee members on the viability of one or more agricultural heritage districts (AHD) in our town that would offer meaningful incentives to New Milford-based farmers to continue to farm and expand their farming operations. Began researching and benchmarking similar initiatives in CT and throughout New England to understand if AHDs would be advantageous for our Town's economic growth and farmers
- **Increasing Agro-Educational Opportunities for Area Youth:** For three years, NMFP has fielded a member to work with the New Milford 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 2011, the New Milford Town Council authorized the Mayor to sign a five-year lease with a new 501-C-3, Friends of Sullivan Farm (FOSF) to manage the community farm. FOSF assumes management oversight on Jan 1, 2012, agreeing to secure the capital and operating funds necessary to finance expansion of the agro-educational programs there until the farm becomes self-sufficient.
- **Encouraging Revitalization of Fallow Farmlands:** 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 900+ acres of farmland returned to active cultivation in New Milford. In addition, two new CSAs at Clatter Valley and in Merryall have been established in addition to the all-organic seven-year-old Fort Hill Farm, one of Connecticut's largest. The three CSAs together now serve almost an estimated 600 families with fresh, locally grown produce from early June through late October. In addition, they provide excellent resources for young would-be entry-level farmers to do internships.

**New Milford Fire Marshal's Office  
2010/2011**

The New Milford Fire Marshal's Office (FMO) 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 FMO 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 as a whole, its businesses, the fire departments and residents.

In addition to conducting inspections, the FMO 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 FMO 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.

*Town of New Milford  
Annual Report 10/11*

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. Several large scale shopping centers under construction, Kohls, Aldi, etc. make this need all the more imperative as our staff will be on site on a near daily basis during construction.

Current Staffing:      Full-time Fire Marshal: Karen A. Facey  
                                  Full-time Deputy Fire Marshal: Brian Ohmen  
                                  Part-time Secretary (20 Hrs/wk): Donna Talarico

Operating Budget:      \$155,122 (13% decrease from 2009/2010)

REVENUE:

Service	Income
Open Burning permits (40)	\$700
Blasting permits (11) (-40% from 09/10)	\$390
UST Removal+New (7) (+30% over 09/10)	\$350
FOI Requests	\$188 (+37% 09/10)
Plan Reviews on par 09/10 (101)	\$14,735
Inspections (+19% over 09/10) (837)	\$21,735 (-2% from 09/10)
Fire Works (+300% over 09/10) (4)	\$150
Public Education (18)	No charge
Consultations/DST (60+)	No charge
<b>TOTAL</b>	<b>\$38,248 (-6% 09/10)</b>

FIRES:

The Fire Marshal's Office was called to investigate the cause and origin of 113 fires (12% decrease compared to 09/10).

Fire Departments Combined Dispatches 2010/2011

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

TOTAL FIRE SERVICE CALLS      329                      July thru December 2010  
 TOTAL FIRE SERVICE CALLS      312                      January thru June 2011

**Total fire dispatch records July 1, 2010 - June 30, 2011 = 641**

*Town of New Milford  
Annual Report 10/11*

Health Department  
Annual Report  
2010 - 2011

---

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 2010 – 2011 was 68. There were 20 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 233 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 26 complaints received. Most of the complaints were related to conditions involving housing defects, environmental pollution or improper garbage disposal.

There were also 272 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 25, 2010. There were 410 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 \$16,566.

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

*Town of New Milford  
Annual Report 10/11*

animals and conducting clinics related to chronic disease control such as elevated cholesterol and high blood pressure.

In regard to reportable diseases, there were two-hundred six cases of 28 different illnesses or laboratory findings reported by area physicians and medical laboratories. Twenty-nine percent (29%) of these reports were for sexually transmitted diseases and twenty-five percent (25%) were for tick-borne diseases.

Concerning seasonal influenza vaccinations, the New Milford Health Department works cooperatively with the New Milford Visiting Nurse Association (NMFVNA) to promote and support influenza prevention and vaccination clinics. Between October 2010 and January 2011, the NMFVNA organized and conducted several vaccination clinics in the community including a clinic for New Milford seniors. This year many more pharmacies and other private providers had greater involvement in administering influenza vaccinations so the demand at public influenza clinics was not as great as it has been in the past. This appears to be a trend that will continue in the future. Overall there were more than 2,000 doses of seasonal influenza 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 Regional Animal Control Officer, Police Department and Health Department work cooperatively in responding to reports of cases of contact between humans and/or domestic animals and/or wildlife. Also each spring the Health Department organizes and conducts a low-cost rabies vaccination clinic in cooperation with local veterinarian, Raymond Maizel, DVM and the Connecticut Veterinary Medical Association. This year the rabies vaccination clinic was held on May 14, 2011.

During the year, the Health Department was awarded a federal preventive health block grant in the amount of \$3,705 to conduct a preventive health services program. This year the funding was used to help support an exercise swim program that has been offered by the New Milford Parks and Recreation Department for many years. The cost for participation had become a barrier for some residents and the grant helped defray these costs. The total number of participants in the program was twenty-four (24).

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 2010 – 2011. As specified by this cooperative agreement, the

*Town of New Milford  
Annual Report 10/11*

Health Department performs environmental and public health services for the Town of Washington and the Town of Washington pays the Town of New Milford for these services.

During the 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 public health mass dispensing regions in the State of Connecticut. The planning team has continued to develop plans and make preparations for mass dispensing operations 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. 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), conducting local drills and exercises, participation in regional planning activities and attendance at emergency response training programs. In addition supplemental funding was provided to the Town of New Milford for pandemic influenza preparedness. The amount of this supplemental funding was \$99,831. The funding supported additional plan preparation and development and the purchase of equipment.

The Health Department budget for 2010 – 2011, excluding grant and other programs offset by income, was \$257,545. Also, \$28,163 was collected in fees during the year. Therefore the Town of New Milford funded Health Department activities in the amount of \$229,382 which is \$8.05 per capita.



**INLAND WETLANDS COMMISSION  
ANNUAL REPORT 2010-2011**

The Town of New Milford Inland Wetland and Watercourse Commission (IWC) 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 IWC consists of seven appointed members and three appointed alternates. Meetings are held the second Thursday of each month. The IWC 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 as well as the daily office operations for the Zoning Board of Appeals.

During the 2010-2011 fiscal year, the Commission received for review 40 Schedule A applications and conducted 11 public hearings. An additional 11 Schedule B applications for as-of-right activities were also submitted. There were 17 applications reviewed by the Wetlands Enforcement Officer as the Duly Authorized Agent. 190 applications, not requiring individual permits, were reviewed by the Wetlands Enforcement Officer or Land Use Inspector for compliance. 4 notice of violations and 1 corrective order for violations were issued, and the violations corrected. \$8,052.25 in significant activity fees, \$13,610 in permit fees and \$3,435 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 2010-2011**  
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 2010-2011**

**Cooperative Ventures**

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

*Town of New Milford  
Annual Report 10/11*

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 Kistingner 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.

Planning for this project continued throughout the year culminating with the official kick off at the library in November. The project is called the Consumer Health Information Center (CHI) and consists of the EBSCO Consumer Health database and a small collection of consumer medical pamphlets and books. The database is available to New Milford residents both in library and from home. It is easy to use and provides current, topical information on a wide variety of medical areas.

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 had a kick off event at the library on November 13, 2010.

Mr. 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 was ordered in July, 2010 and delivered in December. The statue unveiled in May, 2011.

**Budget**

The Library budget for Fiscal Year 2010-2011 was increased by less than 1%. Materials, programs, services, staff and hours remained at maintenance levels.

**Library Use**

Many public libraries in the area reported that circulation dipped slightly during Fiscal Year 2010-2011 and New Milford Public Library was no exception. Total circulation of materials drew back by 8%. Despite this reduction, the year's circulation was the third highest ever for the library.

Overall library use declined by 5.7% in part due to the severe winter that was experienced. The inclement winter affected all aspects of library service including programming and attendance. Many programs, including 31 Children's, had to be canceled. Despite this, the library offered 677 adult/children's programs that drew 13,564 participants. The number of library visits was estimated at 186,594, down 3.8%.

### **Building and Grounds**

The rear book drop was struck by unknown vehicles three times during the year. The drop was severely damaged making it almost unusable. Subsequently, a new book drop was purchased for the front of the library. The existing, older book drop from the front of the library was used to replace the damaged one in the rear of the building.

The Goodman House, because of its age and construction, is not energy efficient in the colder months. The New Milford Facilities department began an effort to increase the efficiency. The first project completed was the insulation of the attic space. Other items waiting to proceed are insulation of the basement ceiling; and replacement of all windows. As of this date these have not been started.

The other building concern this past winter was the record amount of snow that accumulated. At the suggestion of the Facilities department a subcontractor was hired for the removal of the snow on the flat roof section of the library. This removal took two days to accomplish.

### **New Integrated Library System**

Planning for the migration to a new integrated library system required coordination and planning between library departments. The move to the Evergreen system was scheduled for the end of May, 2011. Evergreen, an Open Source system developed by librarians in Georgia, is one of the fastest growing system for libraries. It gives our consortia, Bibliomation, much more control of development without the need to rely on outside vendors. Benefits to patrons include a more sophisticated catalog, increased control and security for patrons accessing their account information. Future enhancements will become available over time.

## **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, internet and computer use. They check out DVDs, music on CDs, books on CD, and, of course, books for homework and recreational reading. They use our website to get into various databases for homework resources and practice tests, as well as TumbleBooks for reading enrichment. Parents use us as a source for information on child rearing topics and also attend programs with their children. Teachers consult us and use our resources for preparing their

*Town of New Milford  
Annual Report 10/11*

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.

Our Summer Reading Program theme for FY 10/11 was "Make a Splash – READ!"

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)
- Knit-Wits (Sue Ford)
- 4-H (Litchfield County Extension Service with Valerie Fisher)
- Chess Club (with Val Fisher)

Special Summer Programs were:

1. Nancy Tucker in Concert
2. Bubble Technology
3. Monopoly Tournament
4. Beach Party
5. Meet Lolly
6. Author Karen Romano Young
7. Summer Cinema
8. Steve Wronker's Magic Show
9. Pinkalicious Party
10. Yoga with Amy
11. Matica Arts Circus
12. Teen Iron Chef
13. Global Sounds
14. Make a Terrarium
15. Getting Ready for "Mockingjay"

In September, Sue Ford represented the Library at the Nurturing Families Event on the Green.

Programs offered by the Children's Department during a typical Sept. - June week included: 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-

*Town of New Milford  
Annual Report 10/11*

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 (which is an inter-generation group, ages 8 – 80+) and Chess Club. Once again, Sue had many of the nursery schools, scout troops and the 2<sup>nd</sup> graders in town visit the library.

The Young Adult Council met once a month during the school year. The YA Council is an advisory group for the reading and programming needs of our 6<sup>th</sup> – 9<sup>th</sup> graders, as well as a volunteer group that helps us with programming for the younger patrons. Valerie Fisher, our Young Adult Librarian visited SNIS and SMS to inform the students about our books and programs. We continued with the Teen Talk Book Club and an Anime and Manga Club, and added a Creative Writing Group. Mrs. Fisher has a Teen Blog and a YA Facebook page.

In FY 10/11 the Children's Dept offered many weekend and special programs. Some of the programs we offered were: Birds of Prey; the Kickoff for Imagination Library; The Third Annual Open Fiber Day; Pirate Day; Book Brawl; National Gaming Day; Trucks, Trucks, Trucks; YAC Drop & Shop; Bingo for Books!; YA Cash Cab; Anime Drawing; Hula in the Cool-a; Knit Wits Knit-a-thon; It Came From Outer Space; Altered Endings and Twisted Tales; Cats and Dogs; Llama!; Renaissance Faire; Movie Madness; Crazy Crafts; a YA booth at the Hill and Plain School Science Fair; and the YA Sleepover.

## **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 employees serve 10,907 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 285,000 items through 2010-11. In addition, the Library added over 950 adults and 270 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. Due to space considerations, we made the difficult decision to deaccession our books-on-tape collection. This enabled us to expand our books-on-cd and playaway collection, which have become the most popular technology. We look forward to locating the best source for providing ebook access to our patrons, with several exciting possibilities coming up on the horizon. Our big change has been the migration to a new integrated library system, which has necessitated much training and adaptability on the part of

*Town of New Milford  
Annual Report 10/11*

the staff and our patrons. Evergreen, which is an open source system, will provide many improvements for our patrons and we look forward to learning all of its wonderful features.

Public Services also maintains the Adult Services Facebook and Twitter pages. Over 300 people follow the Library on Facebook, keeping informed on an almost daily basis of the Library's activities.

Programming is an important part of Public Services because it offers instruction, entertainment, and the opportunity for community building. Over 2010-11, the Public Service Department offered 116 programs, with an attendance of nearly 2000 people. Programs covered an array of topics, ranging from author talks to a program on the history of paper dolls. 141 patrons participated in our annual Adult Winter Reading Program, reading over 500 books. Three of the outstanding programs were a talk by notable author and newswoman, Cokie Roberts in October, a presentation on *Beneath the Lake* by Ray Crawford, and the Murder Mystery Party put on by staff and friends. The Department worked with the Senior Center on several cooperative programs over the year, as well as offering a library card sign up day at the New Milford High School for both students and faculty.

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 part of the newly relocated Litchfield Hills Film Festival, offering space for the screening of the documentaries.

## **Reference/Information Services**

The Adult Reference Department processed 33,529 face-to-face patron transactions during FY 2010-11. Of those transactions, 12,414 were comprised of research questions. The remaining 21,115 interactions consisted of non-reference assistance to patrons, such as aid in using the catalogs, the Internet, various Microsoft programs, and reference materials.

Reference Librarian, Margaret Kistingler teaches a regular schedule of introductory computer classes for our Thursday Therapies, one on one class, which have been well received. In addition, various informational programs have been offered on regular bases which have been well attended by the public. In the past year the Reference Department held 26 programs with a total attendance of 198 people.

The Department continues its collection development initiative to update both the nonfiction and reference materials. Carl DeMilia and Margaret Kistingler completed an extensive weeding of the non-fiction collection in anticipation of our migration to Evergreen, which will ensure that accurate and timely information is available to our patrons.

*Town of New Milford  
Annual Report 10/11*

In addition to her responsibilities at the reference desk, Reference Associate Jennifer Minchella processes interlibrary loan requests. Jennifer also creates monthly displays featuring non-fiction materials. Her displays always attract attention and increase the circulation of subject matter she showcases. Jennifer maintains the Public Information area which houses brochures and pamphlets on a variety of topics and events. Barbara Nelson continues to maintain and update the Vertical File, and helps in the process of ILL returns.

Interlibrary loan (ILL) continues to be a very busy part of library operations. Jody Hyman found creative methods to accommodate the increases in an efficient manner. During FY 2010-11, New Milford patrons requested 12,251 items. Other Connecticut libraries requested an additional 10,663 items from New Milford Public Library.

The Adult Reference Department's open space has been employed extensively during FY 2010-11 for after school tutoring, proctoring of examinations, and literacy tutoring. Use of the Connecticut Room for quiet study or research continues to grow at a rapid pace. Literacy Volunteers on the Green classes, private tutoring sessions, SCORE, book clubs, writer's groups and community volunteer organizations 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**

As always a large volume of processing and special projects has always been the distinguishing characteristic of this department and this year was no different. With only 2 staff personnel there is a constant flow of work. This year, in an effort to increase the efficiency of the department, I had the staff show me how to do some of the tasks they had so as to help them out. Some of the highlights of the department this year included:

- The Foreign Film Database was updated to reflect the language for each title.
- Due to a processing change (i.e. no more date due slips will be used) the procedure for weeding was updated to reflect this change.
- Computer records for two large collections, the adult and the children's collection of books on cassette were deleted and the items discarded.
- A total of 1608 gift items were catalogued and added to the database.

### Evergreen

The migration to the new open-source Evergreen system probably had the greatest impact on the technology and Technical Services departments. Much work was done prior to, during and following the migration.



*Town of New Milford  
Annual Report 10/11*

For the Technical Services staff:

- Prior to the migration, staff was required to coordinate, anticipate the impact of the new system and plan accordingly. It required a very detailed series of tasks for the preparation for this migration.
- They continued to assist in a very intense weeding project in all departments in preparation for the Evergreen migration.
- All databases needed to be formatted properly prior to the migration and this task totaled 4,026 items.
- Staff worked very diligently in all aspects of the preparation. It is to their credit that the T.S. Dept. was so very well prepared to deal efficiently with the new system. When the new system was in place, they again worked very hard to complete the backlog generated in the weeks prior to the migration as well as managing the current workload. With only 2 days of training, they acquired all the knowledge and skills they needed for the new system as well as devising their own methods of manipulating the data as required to complete the tasks necessary to pr.

In regards to the technology:

- The library web site had to be modified in a number of areas: reconfiguring the catalog portion of the site, modifying pages to integrate with BibliOak, adding pages with instructions for new patron account changes, adding new links to pages with information on the new system.
- Worked with Bibliomation to reconfigure the public OPAC PCs to correctly manage the catalog and to integrate EnvisionWare with Evergreen.
- Devised and posted instructions on how to integrate Library Elf with Evergreen

## **TECHNOLOGY**

This year we focused on improving our electronic marketing program and upgrading our computer equipment (some of the PCs dated back to 2001).

In the area of Electronic marketing we looked at 3 of the most widely used and effective means:

- The major focus is the library web site. After the major re-design of the site last year, a great deal of time and effort continues to be spent in maintaining, updating and enhancing the site.
- The second most important component is EventKeeper. This too requires a major time commitment to maintain. Also, this year Plymouth Rocket changed the administration module, so a new software had to be learned in order to keep EventKeeper current.
- The third component of our marketing is Constant Contact. We use this product to produce the electronic newsletter and monthly updates for adult and children programming.

Secondly, we had to devise and implement a plan for updating our outdated equipment.

- Beginning in July a complete inventory of all PCs in the library was performed.

*Town of New Milford  
Annual Report 10/11*

- Through the remaining months of the fiscal year we replaced and updated 9 PCs for the public and staff, including 3 all-in-one PCs for the circulation desk.
- More PCs will be replaced in the next budget year to complete our upgrade to our system.

Other Technological Advances

Some of the improvements in our technology include:

- The circ desk switched over to receipt printers to replace stamping the books and other items for patron loan, so we had to install and configure these printers.
- Installed and configured a new, updated router for our LAN system.
- Upgraded our patron counting software and equipment (including the server) this year.
- Upgraded our time management and printing management software.
- We have resumed the digitization project.

Village Fair Days

The Village Fair Days was a huge success again this year. We had over 1,000 people stopping by to talk, ask questions, sign up for library cards, praise the library and staff and lament the lack of expansion. All of our free give away promotional items were handed out and our free raffles, thanks to the generous donations from FRIENDS of New Milford Library, were very popular. 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!

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

*Town of New Milford  
Annual Report 10/11*

**TWO-YEAR COMPARATIVE SUMMARY**

**FY09-10 v. FY10-11**

**Total Library Use**  
2009- 2010-  
2010 2011

**TOTAL CIRCULATION**

<i>CIRCULATION</i>	Digital Audio*	Adult	Teen	YA	Children	Totals		
2009-10	1,480	166,571	5,372	10,352	125,338	309,113	309,113	
2010-11	1,565	150,962	5,200	8,762	119,019	285,508		285,508
%change	5%	-10%	-3%	-18%	-5%	-8%		
<b>REFERENCE TRANSACTIONS:</b>								
		Reference			Non-Reference	Total		
<i>ADULT</i>	2009-10	12,756			26,320	39,076	39,076	
	2010-11	13,087			21,152	34,239		34,239
	%change	3%			-20%	-12%		
<i>CHILDREN'S</i>	2009-10	9,269			1,633	10,902	10,902	
	2010-11	8,600			1,648	10,248		10,248
	%change	-7%			1%	-6%		
Ref. email:	29							29
Fax:	375							375
<b>INTERLIBRARY LOAN*</b>								
	<b>Requests made</b>		Books	<b>Requests</b>	Books	<b>TOTAL</b>		
	<b>by NMPL</b>		received	<b>by</b>	sent			
				<b>others</b>				
	2009-10	<b>12,458</b>	11,542	<b>11,803</b>	11,774	<b>24,261</b>	24,261	
	2010-11	<b>11,070</b>	10,515	<b>9,902</b>	10,456	<b>20,972</b>		20,972
	%change	-11%	-9%	-16%	-11%	-14%		
ILL e-mail:	44							44
Library Plus:	6							6
<b>BIBLIOMATION PATRONS REGISTERED</b>								
As of June, 2011 there are 10,860 active patrons registered.						<b>Patron</b>	Estimated	
						<b>Visits</b>		
						2009-10		
						2010-11		
<b>BIBLIOMATION ITEM ENTRIES</b>								
Items converted:		2009-10	13,843				13,843	
		2010-11	12,401					12,401
<b>WIRELESS ACCESSES</b>								
		2009-10	2173				2173	-
		2010-11	2833					2833

*Town of New Milford  
Annual Report 10/11*

<b>HOME PAGE HITS</b>					<u>2009-2010</u>	<u>2010-2011</u>	
	Returning Visitors	First-Time Visitors	Unique Visitors	Page Views			
2009-10	21,368	20,641	42,009	80,726	164,744		
2010-11	23,726	19,565	43,291	79,827		166,409	
<b>INHOUSE COMPUTER USE</b>							
	Adult		Jr. Library	Total			
2009-10	16,893		3,558	20,451	20,451		
2010-11	15,743		3,047	18,790		18,790	
% change	-7%		-14%	-8%			
<b>PROGRAMMING:</b>							
<i>ADULT</i>	2009-10		Public Services		Reference		
			# of programs	124	25		
			total attendance	2,040	313	2,040	
	2010-11		# of programs	113	23		
			total attendance	1,952	174	1,952	
<i>CHILDREN'S</i>	2009-10		# of programs	539			
			total attendance	11,350	11,350		
	2010-11		# of programs	483			
			total attendance	10,112		10,112	
<i>YA</i>	2009-10		# of programs	88			
			total attendance	1,521	1,521		
	2010-11		# of programs	81			
			total attendance	1,500		1,500	
<b>COMMUNITY ROOM BOOKINGS</b>							
	2009-10		# of bookings	22			
			Total attendance	258	258		
	2010-11		# of bookings	22			
			Total attendance	270		270	
					<b>Total Use</b>	599,732	565,688
					<b>Total Library Use Increase</b>	-5.7%	

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

**Due to severe winter, 31 Children's programs were cancelled.**

**THE NEW MILFORD PARKS & RECREATION DEPARTMENT  
ANNUAL REPORT 2010-2011**

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

- 304 campers at our Rec-On summer playground program (summer 10')

*Town of New Milford  
Annual Report 10/11*

- 382 in our soccer programs (fall 10'-spring 11')
- Over 1,000 in our Men's, Women's, and Co-Ed Adult Softball Leagues
- 517 in our aquatic programs
- 692 in our Fair Days 5K & 8-Mile Road Races (summer 10')

During fiscal year 2010-2011, 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 Mommy & Baby Yoga, Adult Ice Skating Lessons, Boys on the Move, Tikes Lacrosse, Girls Indoor Soccer, Fencing, Puppetry, Lacrosse Clinic, Lacrosse Camp, Paddle-boarding, Quick Start Tennis, Senior Tennis and Kids Learn to Sew.
- Trips to Radio City Music Hall, Broadway, Yankee Stadium, Lake Quassapaug & NYC.
- Installation and repairs of fencing at Young's Field and Town Hall.
- 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, Conn's Pond, Creative Playground and Baldwin Park.
- Planted a new tree at the Creative Playground.
- Removed dead trees, branches and stumps at Helen Marx Park, Sarah Noble Soccer Field, Addis Park, Carlson's Grove, Town Hall & Lynn Deming Park.
- Completed brush removal at the Richmond Center, Patriots Way, Still Meadows, Police Department, Library and Young' Field.
- Installed new signage at Lynn Deming and Sega Meadows Parks.
- Repaired and repainted New Milford signs at the north and south ends of the Town Green and a sign at Helen Marx Park.
- Replaced well cap and conduit on water system at Lynn Deming Park.
- Completed a FEMA report for reimbursement of January blizzard and spring flooding.
- Completed turf renovations at Young's Field.
- Replaced metal doors at the Young's Field storage building.
- Completed repairs to the skateboard park apparatus.
- Updated lighting at the Lynn Deming Pavilion.
- Repaired flood damage at Addis, Clatter Valley, Young's Field and Helen Marx Parks.
- Purchased a new Ford F350 plow truck.
- Purchased a new debris blower that attaches to the front of our mower.
- Installed a paved apron at the New Creative Playground.
- Completed welding repairs on boat slip docks at Lynn Deming Park.

*Town of New Milford  
Annual Report 10/11*

- Repaired security and lighting at Lynn Deming, Addis and Young's Field Parks.
- Treated Conn's Pond for weed growth.
- Repaired broken drainage pipe at Lynn Deming bath house.
- PWD repaired a storm water pipe and washout at Lynn Deming beach.
- Painted swim area buoys.
- Replaced and repaired swim team lanes at Lynn Deming Park.
- Repaired water fountains at Lynn Deming and New Creative Playground.
- Repaired irrigation system on the Town Green.
- 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.
- Repainted decking of Lynn Deming Dive dock.
- Mowed the Northville one-room Schoolhouse.
- Completed vandalism repairs at Young's Field, Town Green, Clatter Valley, Emmanuel Williamson, Sega Meadows, Lynn Deming, & Carlson's Grove Park.
- Construction of new picnic tables and garbage receptacles.
- Painted and repaired picnic tables, garbage receptacles and park benches.
- Installed new park grills at Clatter Valley, Lynn Deming and Carlson's Grove Parks.
- Hosted Dragon Boat Races at Lynn Deming Park.
- Eagle Scouts completed numerous projects within Town Parks that included: a new trail and kiosk at Carlson's Grove Park, new kiosk, park benches and signage at the Pettibone Softball Fields.

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 43rd Annual 8 Mile Road Race & Village Fair Days 5K Road Race (summer 2010) totaled \$4,250 with sponsorship and support from New Milford Hospital, O&G Industries, Union Savings Bank, Village Center Organization, Lillis Funeral Home, Pineman Sign Company, Webster Bank, Savings Bank of Danbury, Dr. Phillips & Lambert 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, Road ID, Costco, Spectro Oil, General Mills and Italia Mia Restaurant..
- Received grants from the United Way for a Teen Open Volleyball Program (\$500.00) and United States Tennis Association (\$30,000.000).

*Town of New Milford  
Annual Report 10/11*

- Received monetary donations of \$100.00 from Rotary for Teen Open Dodgeball, \$220.00 from MVP-SOS for Teen Open Dodgeball and \$100.00 from Mountain Laurel Quilters.
- Received monetary and non-monetary donations from Service Star of Roxbury, Friendly's Restaurant and Bill Goff Inc.
- Received the following donations of equipment for facilities and recreational purposes: a new entrance gate from the Lions Club, an American Flag from the VFW Ladies Auxiliary, Restoration of the Civil War and WWI monument from Peter Orenski and the Daughters of the American Revolution (\$4,500.), a stone wall and stone benches at Young's Field park from the Payne family,
- 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 \$750.00 from Webster for our Halloween Parade.
- Spearheading a fundraising effort for a new piece of playground equipment for the New Creative Playground at Pettibone School.
- Assisted with Dog Park projects at Hidden Treasures and Pettibone Parks.
- Collaborated and received assistance from many Town Departments, commissions, agencies, clubs and groups on many projects including, but not limited to: New Milford Chamber of Commerce, New Milford Fire Depts, 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, Village Center Organization, 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.
- The Parks & Recreation Department has received numerous contributions in the form of volunteerism from the citizens of New Milford.

Sticker sales for Lynn Deming Park (summer 10') totaled 1,114 resident vehicles passes, 216 resident day passes, 38 non-resident day passes, 117 boat launch passes and 83 boat slip rentals. Sticker sales, permit filing fees, concessions and vending totaled \$172,818.00 for 2010-2011. Park reservation issuance continued to increase significantly from 2009/2010 to 2010/2011. Land acquisition has resulted in greater responsibilities and planning for the next year. Revenues brought in from recreation programs totaled \$337,035.00 for 2010-2011. 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



*Town of New Milford  
Annual Report 10/11*

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. 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), a larger maintenance building, and most importantly an aquatic center. One of our goals 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.

**2010-2011 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

**2010-2011 Parks and Recreation Commission Members**

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

*Town of New Milford  
Annual Report 10/11*

Annual Report from the Director of Personnel  
2010-2011

.....

There was a whirlwind of activity in Human Resources this past year. Following an extensive executive search for our new Police Chief, Mayor Murphy selected Shawn Boyne. Chief Boyne retired from the Connecticut State Police to accept the position in New Milford following a distinguished career in major crime, investigations and management. To say that we are off and running under Chief Boyne's leadership would be an understatement.

Six new officers were hired to replace the retirees of June 2010. Twelve new hires in other departments replaced resignations, retirements or terminations. The declining economy has created large pools of qualified candidates to fill these vacancies in public safety, public works, senior services and clerical areas.

On July 14, 2010 the State Board of Mediation and Arbitration issued a binding award in the dispute between the Town and the Police Union. Police officers were awarded a 6% wage increase over three years while their premium cost share for medical insurance increased to 11%. The union sought numerous wage and benefit enhancements that were not awarded.

Collective bargaining agreements expiring in June 2012 include, Highway employees, Dispatchers and Library Supervisors.

Between July 1, 2010 and June 30, 2011 there were 10 different Risk Management Workshops attended by 103 Town Employees. Other training offered through the Personnel Department included an interview practice workshop, sexual harassment training, customer service training, and preventing workplace violence.

I would like to acknowledge the extraordinary job performance of our Public Works employees during one of the worst years of flooding and snow accumulation in New Milford history.

In conclusion, the goal of the Personnel Department is to continue our commitment to effectively provide personnel guidance and assistance to meet the needs of the employees of the Town of New Milford and to provide motivated, responsible, well-trained employees to service the needs of the Town.

## **NEW MILFORD PLANNING COMMISSION**

### **ANNUAL REPORT**

**JULY 1, 2010 – JUNE 30, 2011**

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	Bob Gates
Katy Francis, Vice Chairman	Eugene Schilling, Alternate
Bob Rush	Carl Perrone, Alternate
Theresa Volinski, Secretary	Dr. Laura Merker, Alternate

#### **Department Secretary**

Diane Bagues

#### **Recording Secretary**

Monika Roberts

*Town of New Milford  
Annual Report 10/11*

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, Plan of Conservation and Development, Road Acceptance, Acceptance of Subdivision Application, Subdivision Application Fee Increase Proposal)  
(Lack of Agenda, 12-2-10 & 2-3-11)

Special Meetings - 5 (8-24 Referrals, Plan of Conservation and Development, Walker Brook Bond Reduction)

Public Hearings - 0

Collected Application Fees - \$900.00

Collected Fees-In-Lieu  
of Open Space - \$1,055.61 (Old Saw Mill Subdivision, Lot #15)

Bond Fees Collected - \$5,000.00

**Applications & Results**

Applications accepted for consideration: 1  
Applications withdrawn: 1 (Pumpkin Hill Road)  
Applications resubmitted: 0

Applications pending approval: 1

**Application Fees Collected** \$

**Bonding**

Infrastructure (road) Bond received: 1 – Colonial Ridge Subdivision  
Road Bond Reductions: \$224,277.00 (Walker Brook)  
Road Bonds released: \$ 48,972.00 (Boardwalk, Harvest View)

**New Milford Police Department  
Annual Report 2010-2011**

**Message from the Chief of Police  
Shawn M. Boyne**

On behalf of the men and women of the New Milford Police Department, it is my distinct pleasure to present to you our 2010-2011 Annual Report. This report comes at the completion of my ninth month as your Chief of Police. I would like to extend my thanks and appreciation to Mayor Patricia Murphy, the members of the Town Council, the Board of Finance and you, the citizens of New Milford, for your continued support of our agency. Without your strong support, it would be impossible for us to accomplish our mission to provide the highest level of professional police services to this community.

It has proven to be both a challenging and exciting time for all the men and women of the New Milford Police Department. I am pleased with the direction in which we are headed and would like to share some of our accomplishments over the past several months.

On October 15, 2010 I joined the ranks of the department and went to work quickly setting a strong ethical standard for its officers, in addition to establishing goals with a vision for the future. Introduced was my intent to develop the agency “from within”. I am proud that several of the members of the agency have had the opportunity for promotion. A distinct honor for the New Milford Police Department was the promotion of twenty-one year veteran, Sergeant Mark Buckley to the rank of Lieutenant, then to Captain and Deputy Commander of the agency. Also of important note, is Captain Buckley’s appointment to the FBI National Academy (FBINA). He will be attending the ten week academy in Quantico, Va. in October of 2011. Twenty-four year veterans, Sergeant William Scribner and Sergeant Larry Ash were promoted to the rank of Lieutenant. Officer Brian Glasser was promoted to the rank of Sergeant along with Officers Edward Hannan, James Dzamko and Carla Tencza. Officer Tencza is the first female in New Milford Police history to be promoted to the rank of Sergeant. Great job Carla, well deserved.

The department has aggressively pursued efforts to fill several vacancies created by attrition. Since September the department has welcomed six new officers. Officers Brian Peloso, David Petersen, Ray Arnold, Collin Marino, Ron Kurtz, and Vincenzo Parziale, welcome aboard.

Since October, the department has taken on a new face in the community. Most notably are the black, white and green graphics on our patrol cars. A primary objective of my office has been to focus on community interaction. On day one, I removed the automatic answering system in the department’s dispatch. I feel that no one should be greeted by a machine at this level of public service. I have reinstated the foot patrol officer in the village area. We have implemented a “Community Enhancement Unit” to focus on the many quality of life issues vital to the town and its residents. I re-introduced the School Resource Officer to the high school and middle school.

I have taken ownership of our service to the community and the men and women of the department demonstrate their commitment to this everyday.

In June of this year, the New Milford Police Department, in conjunction with the Mayor’s Office, launched a campaign against aggressive driving on our streets. The Mayors initiative has been named “Drive Like You Kids Live Here”. You will recognize our efforts by a number of red signs posted throughout the community.

*Town of New Milford  
Annual Report 10/11*

As another initiative to serve the community, Sergeant Jim Dzamko continues to promote child seat safety and awareness. Over the past year, Sgt. Dzamko efforts identified a number of areas where child seat issues were addressed.

QUARTER/EVENT BEING REPORTED	SEATS CHECKED	SEATS DEFECTIVE	SEATS RECALLED	SEATS REPLACED	BOOSTER SEATS DISTRIBUTED
July-August-September 2010	84	7	3	10	6
October-November-December 2010	78	2	4	6	12
January-February-March 2011	61	3	0	3	3
April-May-June 2011	62	2	5	7	5
STUFF-A-CRUISER CLINIC	42	0	4	0	5
TOTALS	327	14	16	26	31

The department continues to serve the community “beyond the badge”. The dive team assisted the Rotary again this year at its annual Duck Race. The team will be providing service at the third annual Dragon Boat Race on Candlewood Lake this year. Both sworn and civilian members of the department participated in a number of Toy Drives during the holiday season during the “Stuff a Cruiser” campaign. Your donations made the effort a great success.

In May of 2010 the Department recognized many of the men and women of the agency for the service to the community “above and beyond the call”. Several awards and citations were issued to personnel to recognize their service to the community from life saving to meritorious service awards.

During this report period, the New Milford Police Department answered 26,085 calls for service, averaging approximately 72 calls per day. A slight increase since last year as detailed in the following statistics:

TYPE OF INCIDENT	TOTAL	TYPE OF INCIDENT	TOTAL
SEXUAL ASSAULTS	14	INTERFERENCE WITH EMERGENCY CALL	1
ROBBERY	2	LIQUOR LAW VIOLATIONS	5
ASSAULT	63	TRESPASS	24
BREACH/DISORDERLY	258	MISSING PERSONS	1
PROTECTIVE ORDER VIOLATIONS	23	FAILURE TO PAY/PLEA	4
ARSON/FIRE	4	INTERFERING WITH OFFICER	20
LARCENY	419	FTA	33
BURGLARY	181	SEX OFFENDER REGISTRY OFFENSE	2
IDENTITY/CREDIT CARD THEFT	47	FUGITIVE FROM JUSTICE ARREST	2
FORGERY	10	PROBATION/PAROLE VIOLATIONS	12
BOMB MANUFACTURING	3	RECKLESS ENDANGERMENT	6
CRIMINAL MISCHIEF	194	EVADING RESPONSIBILITY	30
NARCOTIC/DRUG CRIMES	67	SUMMONS FOR M/V VIOLATIONS	112

*Town of New Milford  
Annual Report 10/11*

FIREARMS VIOLATIONS	8	INFRACTION TICKETS	801
DUI	66	WARNINGS (WRITTEN & VERBAL)	1857

Most notable during this period were the bank robbery at the Webster Bank in the center of town. The New Milford Police Department's Investigative Services Bureau and the Western Regional Emergency Services Unit responded to the scene. The suspect was identified within two hours which led to a standoff where the suspect was barricaded in his residence. After several hours he was taken into custody without further incident.

In May of this year, the Subway on Rt. 202 was held up by an armed assailant. Investigative Services Bureau personnel responded to the scene. The suspect was later identified and taken into custody within 48 hours.

Lieutenant Bill Scribner secured \$194,000 in grant monies to upgrade the Emergency Communications center for the fire departments, police department and ambulance corp. This will move the project toward its completion date of January 2012.

We reassigned a detective to the Connecticut State Police Statewide Narcotics Task Force. This has afforded the additional level of resources necessary to aggressively combat the ever growing drug abuse problem that plagues our society. In addition, NMPD's commitment to the Task Force has proven rewarding, not only an increase in narcotic related arrests, but approximately \$85,000 in drug asset forfeiture monies. This allows the department to purchase desperately needed equipment and vehicles at no cost to the taxpayers.

During the report period, the New Milford Police Department was afforded the opportunity to assign Sergeant Carla Tencza to work directly with the Connecticut State Police Major Crime Unit for several months. She participated in the investigation of serious crimes including a homicide in the town of Plymouth. This provided an excellent training opportunity for Sgt. Tencza to experience first hand the most advanced crime scene techniques and the latest equipment available. The experience gained, at no cost to the town, was invaluable and will bring our Investigative Services Bureau to a new level.

One of the priorities over the past several months has been training. Several officers have been afforded advanced training opportunities, not only in the routine law enforcement but in areas that are the future of the agency. The department will continue to build toward the future by recognizing the need to build a leadership foundation and professional development in all areas.

I would like to thank the men and women of the agency for their dedicated service. I feel our commitment to date has improved the public perception and awareness of the New Milford Residents the mission and goals of their police department. As a community interactive agency, perception of the department and its officers has improved (Media, Community Outreach, Foot Patrols, Community Enhancement Unit and Department Command Staff out on the street). Supervisors are out on patrol providing direct supervision and have a police presence in the community.

The Esprit de Corps has noticeably improved. The officers are taking ownership of their role in the New Milford community.

The department has taken on an "open door" media relations approach. Lieutenant Larry Ash has created a positive working relationship with the media and is seeing more positive reporting. This benefits the department and the community by maintaining a higher level information available to the public on a regular basis.

*Town of New Milford  
Annual Report 10/11*

My efforts to improve the agency and service to the community are still in their infancy. My staff and I are committed to the betterment of the department and ability to serve the residents of the town of New Milford. I

look forward to bringing your police department into tomorrow. To provide not only the quality of service that is to be expected, but the quality of service you deserve.

*Special note concerning telephone solicitations. The New Milford Police Department does not solicit or sponsor any telephone or mail solicitations on behalf of the department or any public safety group. Any call or mail request should be considered suspicious and brought to the department's attention*

Again, we thank you for your continued support.



**ANNUAL REPORT  
NEW MILFORD PUBLIC WORKS DEPARTMENT  
2010-2011 FISCAL YEAR**

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 taxing 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, 2010 to June 30, 2011. 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 a data entry clerk. 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 high school 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 20 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. The E-Waste program has begun successfully as well as single stream recycling.

***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.

**CUSTOMER SERVICE DATABASE REQUEST REPORT**

***TOTAL CUSTOMER SERVICE REQUESTS 801***

Highway	594	Facilities Maintenance	10
Engineering	126	Traffic Authority	9
Public Works	19	Recycling Center	8
Signs	15	Bridges	6
Administration	11	Recycling	3

***Customer Service:***

As demonstrated by the pie chart above, Public Works receives many requests from the public, its customers. A new database program called Cartegraph was installed a year ago to document and manage the many requests and projects run by all of Public Works. The Cartegraph mission is to deliver a flexible, integrated technology to municipal governments that seek efficiency, accountability and transparency to help increase productivity, sustain investments and lower operating costs by increasing efficiency. There was much trial and error as the employees became used to this new tracking program. The requests represented above are not the sum total of phone calls received but just the beginning of a new system that should aid this department in managing its time and resources in this modern age.

**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 149 Right of Way permits were issued and subsequently inspected and processed by the department in the FY 2010-2011. In addition, this department also consulted on customer service requests [CSR'S] that were logged and continued the sidewalk maintenance program.

*Town of New Milford  
Annual Report 10/11*

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 July 30, 2011</u>
			<u>Grant</u>	<u>Total Project</u>	
1 Church Street	Streetscape/Pedestrian Safety Improvements	OPM - STEAP	\$276,025.00	same	Under contract w/ OPM - Mostly complete except for punch list items <b>COMPLETE</b>
2 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 <b>COMPLETE</b>
2a 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. <b>COMPLETE</b>
3 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 COMPLETE, Phase III Substantially Complete
4 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 30% Design complete Public Info. Meeting held July 2011
5 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
6 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)
7 Pumpkin Hill Rd. @ Old Pumpkin 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)
8 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) but no current funding available until other projects are finished.
9 Young's Field Park River walk & 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)

*Town of New Milford  
Annual Report 10/11*

10	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 - Contract Signed by Mayor Under Construction
11	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 - Design Complete, Under review by DOT
12	West Main St.	Reconstruct 1000' of roadway	CT DOT - Stimulus (Phase I)	\$150,000.00	same	see above
13	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)
14	Elm St.	Rehabilitation of 1000' of roadway	CT DOT - Stimulus (Phase I)	\$190,000.00	same	Under Review by CT DOT
15	Merryall Road Reconstruction	Reconstruct Approximately 0.9 miles of Merryall Rd.	HVCEO - Stimulus (Phase I)	\$465,000.00	\$900,000.00	Determined to be Not-Eligible (not on Major Collector portion)
16	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
17	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	COMPLETE
18	Boardman Rd.	Resurfacing and safety improvements to approx. 1000' of roadway	CT DOT - Stimulus (Phase I)	\$240,000.00	same	COMPLETE
19	47 Bridge Street	Window Replacement, Additional insulation and energy upgrades	CT OPM - Energy Management Unit	\$93,145.00	same	Under contract w/ OPM Project Awarded Waiting for SHPO Approval
20	Bridge Street Sidewalk and Safety Improvements (not awarded 2010) REAPPLIED 2011	Engineering design and construction of approximately 800 feet of sidewalk and curbing on Bridge St.	OPM - STEAP	\$250,000.00	same	Submitted June 2011 - Under Review

## 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. As seen in the first graph, the highway department receives the majority of the requests for action.

The Highway department performed above expectations this year in dealing with the non-stop terrible weather conditions beginning in December with snow and ice storms that refused to let up. This was

*Town of New Milford  
Annual Report 10/11*

compounded by the “Snowpocalypse” that landed 26 inches on New Milford from January 11 to the 13<sup>th</sup>. This amount of snow in one storm had been unheard of for many years and as the Highway department and Facilities Maintenance department spent days and days trying to clear and remove snow as the storms continued to rage. The amount of snow received in those two months ran to totals up to 72 inches. Finally, in March, the Highway department finally caught a break when the rains began-or so we thought. Subsequently came the flooding on March 7, 2011 that caused the destruction of the arch culvert that was the only access the residents had into their neighborhood of Chinmoy Lane. Unfortunately, or fortunately, this collapse occurred in the early morning so all of the 22 residents were at home and thus stranded, unable to leave and without power. The combined forces of Engineering, Highway and contractors managed to plan and construct a temporary road 800 ft long during poor weather conditions in less than one week and construct and install a 90 ft temporary bridge in one month.

Having finally recovered from the rainy season, Highway was then faced with a Tornado that hit the south end of New Milford hard, along Carmen Hill 1&2, Pumpkin Hill and other streets in that vicinity on June 2, 2011. The destruction to trees and power lines was massive and required many weeks of tree removal and brush cutting as well as chipping up loose debris.

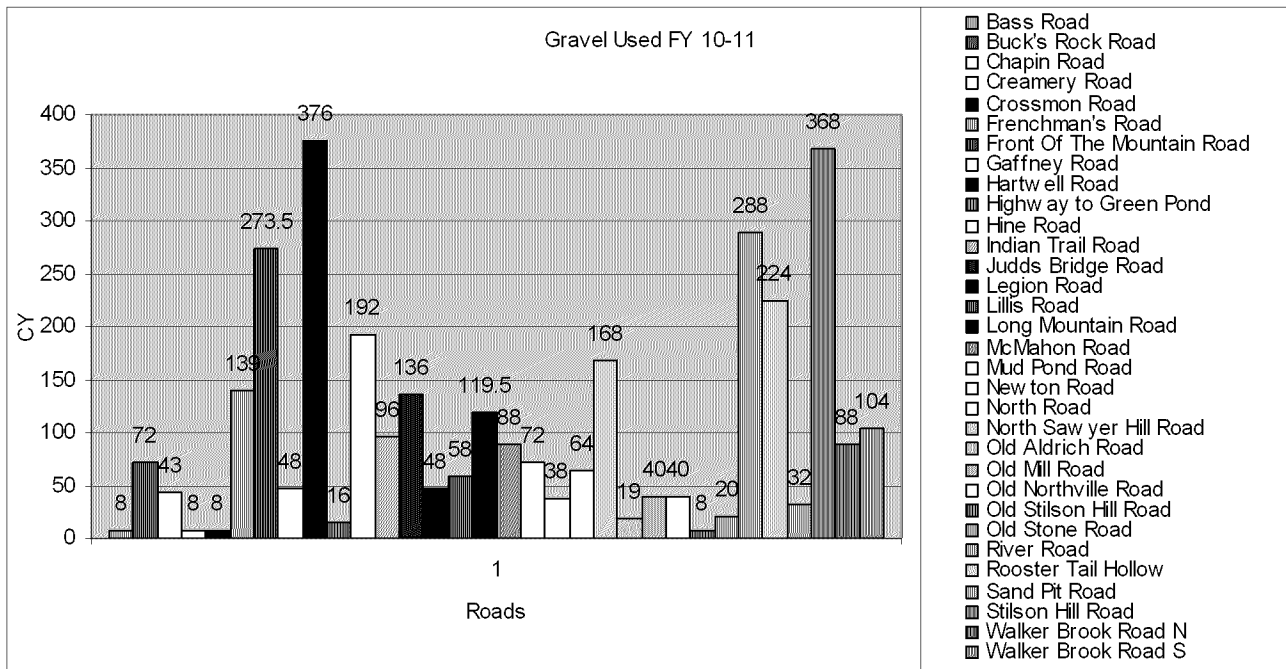
All this was managed without over expending the overtime account lines because the Administration was able to apply and receive a FEMA reimbursement for the January 11, 2011 record snowstorm. The total allotted money reimbursed to New Milford was \$112,166.10 distributed as follows: PWD=\$90,225.51, BOE=\$18,800 and P&REC=\$2,200.

Below is a list of regular maintenance items that were purchased or completed during the 2010-2011 Fiscal Year:

- 20+ miles of guardrail weed spraying
- Mechanically removed debris from 362 lane miles of road
- Overlaid 4.41 miles of deteriorated pavement, repaired broken curbing and installed/repaired drainage and driveway aprons using 13,519.22 tons of hot asphalt.
- 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
- Replaced or repaired 6 miles of damaged guiderails caused by accident, vandalism or normal deterioration.
- 1547 catch basins were mechanically cleaned
- 3,302 CY of various stone for was used to repair and reshape the 26 miles of gravel roads
- Highway continued with the crack sealing process along various roads as well using 9,600 lbs of hot liquid sealant town wide.

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. Although as demonstrated from this chart, there are only several of the gravel roads that require more maintenance and materials than the rest.

*Town of New Milford  
Annual Report 10/11*



**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 2010-2011.

- Annual & Re-occurring Maintenance Program items
- Carpet, hardwood and vinyl tile cleaning
- 47 Bridge Street, RR station, E Paul Martin Room hardwood floors reconditioned
- 20 Young's Field renovation for FM new home (90%) complete
- Designed and fabricated Kiosk for the Green for power and PA system
- Emergency roof top snow inspections and removal from town buildings
- Floor strip and re wax in town buildings
- Goodman house attic and basement insulation
- Goodman house window upgrade (50% complete)
- Library upgrade HVAC system, upgrade pipe and duct insulation
- Maxx a/c ground condenser replacement in back room
- Maxx kitchen upgrades and modifications
- Energy savings program thru-out Town

*Town of New Milford  
Annual Report 10/11*

- Streetlight maintenance program
- PD attic insulation upgrade
- PD HVAC upgrade on system and controls
- PD main lobby carpet removal and vinyl tile installed and new rugs
- PD re-roof project
- PD port sally door opener replacement
- PWD-Bldg #3 and #4 replace heat
- PWD welding bay replace heat and upgrade
- RR station-reconstruct chimney and seal
- Recycling center- compactor project
- Recycling center-facilities upgrade
- Richmond Center auto lock programmable system installed
- Town Hall rebuild/repair roof yankee gutter system

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:

- 47 Bridge Street windows grant and door project
- Community Center clear out and roof modifications
- Second Kiosk for the green
- Gaylord schoolhouse-septic system exposure
- Gaylord schoolhouse yard work
- Painting program under way at TH, 47 Bridge, Senior Center and PD
- Cartegraph database at PWD
- PWD security upgrades
- TH fire door upgrade

## **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. The decision was made to buy the recycling containers and compactors for the Center by the subcommittee. The return on investment should be found in lower costs by not renting the containers monthly and by being able to compact MSW and BW to increase the tonnage per haul. We have already seen an improvement in the tonnage that is able to be compacted into a container before removing-the cost of BW listed here is approximately \$25,000 less than last year with about 16 more tons removed. The savings seen are a combination of lower fees, less haul fees and more waste being generated for each removal.

*Town of New Milford  
Annual Report 10/11*

In addition, after implementing the “official” start of the E-Waste recycling program the State government went to “Single Stream” recycling as well. The DEP website notes that Single stream (also known as "fully commingled") recycling refers to a collection system that mixes all recyclable paper fibers and containers together in a bin at the curb and in the collection truck. In single stream, both the collection **and** processing systems must be designed to handle this fully commingled mixture of recyclables. With few exceptions, municipalities nation-wide that have implemented single stream collection report not only dramatic increases in amounts of recyclables collected, but an improvement in participation rates. In addition, they state that single stream has resulted in less litter on collection days when covered containers are used. Many of these advantages can be attributed to other collection changes which often accompany the switch to single stream. More and more municipal solid waste managers are looking at single stream as the solution to many municipal solid waste (MSW) issues they face: rising disposal costs, a way to divert materials from solid waste stream, increase recycling participation and the means for adding more recyclables to their programs. The municipality may also benefit from the increased materials collected if they market or get rebates for their recyclables.

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

<b>Recycling Costs Total by Type FY 9-10</b>		
<b>Type</b>	<b>Total \$</b>	<b>Total Tons</b>
<b>BW</b>	<b>\$ 63,579.06</b>	<b>676.4</b>
<b>CM</b>	<b>\$ 12,691.38</b>	<b>325.42</b>
<b>MAG</b>	<b>\$ 2,129.01</b>	<b>54.59</b>
<b>MSW</b>	<b>\$ 80,099.19</b>	<b>1002.49</b>
	<b>\$ 187,583.18</b>	<b>1536.55</b>

Total Dollars spent for recycling and total tonnage

The center has seen an increase in usage for Bulky Waste and Municipal Solid Waste while costs have decreases slightly. A breakdown of other recycling items follows:

Bags MSW	Appliances	Freon Units	Batteries	Tires	Tanks
29595	141	321	16	224	63

Scrap metal revenue has continued to increase year to year:

<b>Scrap Metal Revenue</b>	
Dollars	\$48,740.18
Tons	227.91

There were approximately 2353 stickers issued for access to the Center for New Milford residents. Sherman and Brookfield residents obtain a sticker from their Town Hall and we do not receive those numbers.



**Registrar of Voters  
Annual Town Report  
2010 – 2011**

The Registrar of Voters Office (ROV) is located in the lower level of Town Hall. There is a Republican Registrar and Deputy Republican Registrar, and a Democratic Registrar and Deputy Democratic Registrar. Although each major party is represented, the ROVs serve to help any and all citizens of New Milford, regardless of party affiliation or non-affiliation. The office is officially open every Thursday afternoon.

The Registrar maintain a list of all voters in the Town of New Milford 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 who have changed their address within New Milford, who have moved out of New Milford as well as notifications from other states for those who have relocated. The ROV office also removes voters from the voter rolls who have died and, upon notification from the state, people who have committed a felony. 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' Office would like to recognize and thank the Town Clerk's office for all the help and professionalism that they constantly extend.

The Registrars conduct an annual canvass. This is done 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 canvass consists of a mailing to voters who may have moved within the town or have relocated elsewhere within the state and also out of state.

Registrars attend all town meetings and are prepared to take a count if a vote is taken, attend Spring and Fall conferences sponsored by the Secretary of the State (and county seminars when requested), attend courses to learn and teach others on all 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.

The Registrars attend a special year-end session at the New Milford High School every year in May 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 get sworn in. This year we are happy to report that 151 high school seniors registered. One of the prime

reasons 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 high school seniors of this day and puts up reminder fliers throughout the school.

*Town of New Milford  
Annual Report 10/11*

The Registrars visited two nursing homes during the November election season to help the voters to cast an absentee ballot.

Registrar's records show a total voting population of 17,714 as of May 3, 2011. The breakdown is as follows:

DEMOCRATS = 4,139	UNAFFILIATED = 8,600
REPUBLICANS = 4,820	OTHER= 155

During each fiscal year, the Registrars conduct a Budget Referendum, a Primary (if necessary) and a General Election and are prepared to conduct other referendums as needed. After each election/referendum, the Registrars update their records which 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 office prepares Master Voting lists for their office and for each political party, prepares voting lists for each voting district, hires approximately seventy (70) people as Poll Workers, prepares pay slips and arranges for the polling places to be clean and available.

Marcel Grenier, Democratic Registrar  
Barbara Payne, Democratic Deputy Registrar

Robert Driscoll, Republican Registrar  
Eleanor Florio, Republican Deputy Registrar

**NEW MILFORD SENIOR CENTER  
2010/2011 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 **5,093** individuals over 60 years of age in New Milford (2010 census, a 70% increase from 2000 census); over **2400** individuals were served by the New Milford Senior Center, a 9% increase from last 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 programs, to advocate, and to resolve problems. The statistics for the 2010-11 fiscal year indicate that the counselors served over **1200** people providing a total of over **5200** units of service. The largest category of service provided was assisting those dealing with medical insurance issues.

Another trend in the 2010-11 fiscal year was the increase in the number of people who were eligible for Social Security and Medicare as the first baby boomers turned 65. The counselors helped many boomers sign up for Social Security, Medicare and enroll in Medicare Prescription Drug Plans. Also, there was a substantial increase in the number of Medicare Savings Programs and Food Stamp (SNAP) annual redeterminations of eligibility over the previous year. This was due to the qualifying income levels being increased and the asset limits eliminated last year, resulting in an influx of initial applications during this time period. This past year was also wrought with a state budget deficit and proposed cuts in spending, which forced the State Pharmaceutical Assistance Program (ConnPACE), to end by June 30, 2011, for those members who are on Medicare. To provide continuity of service, the income level for the Medicare Savings Programs (MSPs) were raised again, all ConnPACE members and then some were able to qualify and have automatic enrollment into the federal low income subsidy program to help pay for their medications. We expect this trend to continue in the next fiscal year.

Lastly, there was an increase in the number of individuals requiring assistance with evictions and foreclosures over previous years – this, of course, reflects the ailing economy that is the current reality.

**TRANSPORTATION**

Bus service is provided within the Town of New Milford, Monday through Friday. Over **7300** rides were provided for work, shopping, and, social; including more than **1800** rides to 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 over **3700** congregate meals were served to over **80** seniors at the Center in the past year. During the same period, over 29000 meals were delivered to over **90** homebound seniors by volunteers who contributed **680** hours and drove over **10,000** miles in the course of the year. A dietitian from

*Town of New Milford  
Annual Report 10/11*

New Opportunities, Inc. also provides quarterly Nutrition Education programs through out the year with a total of over **130** participants.

**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, Western CT Area Agency on Aging, the Health & Wellness Advisory Board, and the Senior Center staff. Overall, total participants in all programs were over **5400**.

Education

Information and public affair 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. Participants in these programs totaled over **1500**.

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. Group size varies from 8 – 15 members; some groups are facilitated by professionals, others by members who volunteer their time totaling **780** volunteer hours.

Community Computer Learning Center

The Computer Center's success is due to the dedication of our instructors and Steering Committee members who volunteered over **1000** hours offering introductory, advanced classes and workshops. This past year has seen a market increase, especially with the availability of Windows 7, reflecting the current trend in technology.

Social/Recreation

Activities offered at the Center, include occasion and theme parties, musical events, dances and monthly birthday parties. Hobby groups include: Handwork Circle, Quilting, Senior Singers, Mah Jongg, Scrabble, BINGO, Bridge, Crafts, and Wood Carving. Wii bowling was added this spring. There are also Book Discussions, Writing Group, foreign language classes and Bible discussions. Outside groups include Independent Walkers; Outside Excursions involve day trips and overnight trips. These groups collectively had over **6000** participants.

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 our volunteers. Using the current dollar amounts (\$25.00 per hour) to calculate the value of **6000** volunteer hours during 2010-2011, the Center was the recipient of volunteer assistance valued at **\$150,000.00**.

**New Milford Sewer Commission  
Water Pollution Control Authority  
Annual Report 2010-2011**

Members: Frank Bidetti, Chairman                      Michael Ferguson  
              John Heaton, Vice Chairman                Michael Bensema  
              William Buckbee                                Peter Bass, Alt.  
              Gary Pfaff

The Sewer Commission staff includes the superintendent, office manager/bookkeeper, shift supervisor, two office staff, lab technician and our operating and maintenance staff.

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

The annual operating budget for 2010-2011 was reduced slightly to \$1,765,222 and the sewer use rates remained constant.

During the fiscal year the treatment plant processed over 282 million gallons of waste including nearly 2.6 million gallons of septic tank waste. In addition, more that 1,930 wet 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 and eventual construction of pump stations on Route 7 South. The old Willow Springs treatment building will be demolished in the near future due to safety concerns.

Construction of the Water Pollution Control Facility upgrade and expansion is approximately 85 percent complete with construction to conclude at the end of 2011. The operating staff is learning the new equipment and processes as they come online and are doing an exceptional job in doing so.

Included with the expansion, the Facility will have the ability to receive and treat fat, oil and grease (FOG) from foodservice establishments. This will reduce the amount of material that builds up in the collection system causing blockages and meets the requirements of the Department of Environmental Protection FOG Program.

## New Milford Department of Social Services



### 2010 – 2011 Annual Report

Peg Molina, LCSW, Director   Andrina Santana, Secretary   Ivana Butera, MSW   Leah Pullaro, MSW  
40 Main St. New Milford, CT. 06776   (860)355-6079   [socialservices@newmilford.org](mailto:socialservices@newmilford.org)

We hear the statistics and know about the numbers: the unemployment rate, foreclosures, lay-offs and plant or government office closings; rising costs of food, oil, clothing . . . and on and on. These state and national issues are personified on a local level, *in real stories*, at New Milford Social Services. We listen, we provide attention, discuss resources, and offer help that is within our scope. Many stories are heartbreaking: long-time workers losing jobs and knowing that their skills are not a match for today's growing markets; persons with severe mental illness whose programs have closed, leaving them without supports; once proud homeowners unable to save their most important asset; families with children living in motels or doubled up in small apartments, with little hope for change in sight. In summation, it has been a complex and challenging year for New Milford Social Services.

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, Family First!, 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 approximately 800 households from all parts of town, the common denominator being residence in New Milford and financial hardship.

The work of this department is carried out by four people: a full-time Director, full-time Admin. Assistant, 30-hour Social Worker and a 19-hour Social Worker. Additionally, our office could not function to the degree it does without the contributions 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 energy/utility assistance, food, housing, 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 dollars comprise the resources of this program. Social Services is the intake site for residents under age 60 who apply for energy assistance. Once again, we handled more applications than ever for the CT Energy Assistance Program. A total of 586 New Milford households applied at our office. The department was able to access \$556,000 of federal dollars in home heating assistance. We continue to see a large number of homeowners (vs. renters) who made up 44% of all applicants last year. Looking back three years, the program had 27% homeowner applicants. This is a telling sign of the economy's effect on New Milford homeowners.

Operation Fuel, a non-profit fuel assistance agency funded by private and corporate contributions and some government dollars, also chipped in to help residents. While available funds were restricted by a cut in state support, 43 local families did receive \$15,880 in aid through Operation Fuel.

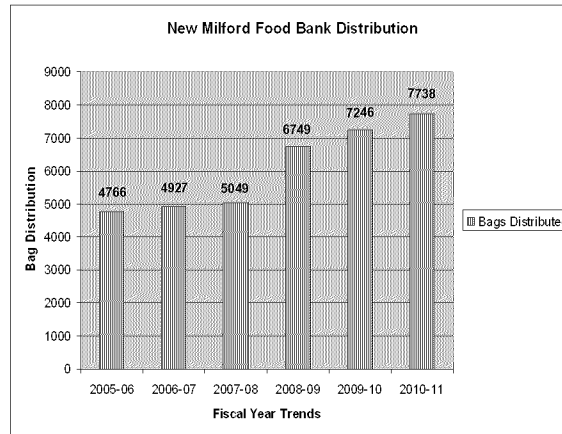
Local generosity enabled our Community Fuel Bank of New Milford to assist 29 Social Services households with an additional \$7140 in fuel assistance. (The Fuel Bank also assisted many Seniors in town) All told, Social Services enabled 658 applicant households to have help toward heating costs totaling just under \$580,000 this past year. Another very busy winter!

*Town of New Milford  
Annual Report 10/11*

Of *major* concern is that the proposed 2011-2012 federal budget slashes the Low-Income Heating Assistance Program in half compared to previous years. While our national leaders are commendably working to rein in spending and lower the deficit, a cut of this kind would be devastating to a fragile, largely powerless segment of our population.

**FOOD:** Hunger is another telling indicator of economic struggle. In the years between 2007 and 2010, Connecticut saw large gains in residents' use of Food Stamps (now called "SNAP"), mostly from small towns and suburbs. New Milford's SNAP (Supplemental Nutrition Assistance Program) use rose by 132% during this time period. To help address this problem on the local level our Food Bank is open weekly to provide one bag of non-perishable groceries to qualified households. Emergency food vouchers were also given out to 64 households. In recent months, we have noted a 17% increase in our Food Bank usage by Seniors.

The following chart graphs usage figures over the past six years (up 62% in that time):



The Food Bank could not exist without the help of our larger community. We team with food vendors and growers, Big Y Foods, Stop and Shop, Route 7 Deli, Fort Hill Farm and Washington's Judea Community Garden project among others. They enable us to provide bakery products and fresh produce, conduct food drives and special events, and are always willing helpers in our efforts. Great appreciation also goes to the Community Culinary School, which donated 7075 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, we thank: The New Milford Women's Club, NM Lions Club, Paradise Cruisers ("Thanksgiving in July" car show), the Rotary Club, AARP, the VFW Women's Auxiliary, NM Postal Workers, The Odd Fellows and Palm Rebekah Lodge, Ch. 55 Order of the Eastern Star, St. John's

Episcopal Church, Temple Sholom, First Congregational Church of NM, Our Lady of the Lakes RC Church, the United Methodist Church (for its extended hours pantry "Our Daily Bread"), Prince of Peace Lutheran Church, St. Andrew's Episcopal Church, Curves for Women and Wal-Mart. Four local corporations, Pepsi-Co, Kimberly Clark, Cartus and Proctor and Gamble have "adopted" the Food Bank in one helpful way or another. In the schools, Northville Elementary, Canterbury School, South Kent School and The Gunnery deserve a big three cheers for their extra efforts. We so appreciate the helping hands of many religious groups, Girl and Boy Scout troops and other youth groups, businesses that hold events or food drives and our loyal individual donors. We appreciate and count on all of you!

As the Food Bank has grown, we have increased our reliance on volunteers to carry out the work. Now operating on Wednesday mornings and all day on Thursdays, we have an awesome team of loyal volunteers who fill orders and distribute goods to the clients. In addition, volunteers sort goods and re-stock shelves (a never-ending job!), pick up or package fresh goods, prepare and process order slips and a myriad of other tasks. We are ever so grateful to these amazing women, men and even a few special children!

*Town of New Milford  
Annual Report 10/11*

**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 38 residents with slightly over \$10,000 through this fund that is supported privately through contributions and grants. Major gifts to the fund were received from The Connecticut Community Foundation's Gertrude Traurig Fund and the Archbishop's Annual Appeal, (thanks to our local Catholic parishes). We appreciated extra FEMA funds allocated through the Salvation Army; this assisted six additional families.

The office also assisted fifty-five 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 155 grants totaling \$32,317 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, explore "emotional spending" patterns and set goals to gain financial security.

The Good Samaritan Fund is fully funded by monies raised outside of the town budget. We are very grateful to the Thrift Mart and N.M. Rotary for their on-going support to this fund. The Harcourt Foundation, Goldring Family Foundation, New Milford Hospital Registered Nurses Federation and VFW Women's Auxiliary made special gifts last year. In addition, many groups and individuals donate sums large and small to help their neighbors.

**FAMILY FIRST:** Eight 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 234 adults and 375 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. We are thrilled that this program has received the support of MVP-SOS (to fund children's participation), the Harcourt Foundation (to cover the parent's costs) and the Goldring Family Foundation (for all of the important "extras" like staff and transportation!) this past year. We hope to continue to offer "Family First!" for years to come.

**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: Even though this group received a special mention last year, they have outdone themselves and deserve another! (1) MVP-SOS, an organization that funds extracurricular programs and athletics for our youth, stepped up to bat (no pun intended!) in a big way this year. In addition to their support of the "Family First!" program, they have helped far more lower-income children with extra activities and summer camps than ever before.



*Town of New Milford  
Annual Report 10/11*

Bravo ladies and gents! (2) Corporate rivals Kimberly-Clark and Proctor and Gamble have become an awesome team via Western CT United Way's Day of Caring. Between company sponsored food drives, donated products and the contingent of volunteers who provide a day's help at the office, they have had a big impact. (3) The Canterbury School has been a longstanding partner with Social Services, but this year they also went above and beyond. In addition to sending student volunteers to us for our Sibling Shopping and Family First last year. The art department also programs, we had three semester-long student volunteers sponsored "The Heart of Art", a fundraiser art sale that netted \$750 for the Good Samaritan Fund. Indeed, good Samaritans *they* are! (4) Our last partner is also well known to this department. Paul Buccaglia has been donating surplus produce from his Fort Hill Farm since the summer of 2003. We estimate that in the

eight years he has brought his bountiful "extras" here, he has donated approximately \$60,000 in produce! Wow!!

In the community, the department leads 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 that advocate or follow issues related to poverty, health care, housing, food insecurity 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 through their school or church and for a full range of people whose lives are enriched by giving back to their community. Last year, we averaged 126 monthly volunteers and logged a total of 4671 volunteer hours, or 90 hours per week! 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 and families the same advantages as their neighbors:

<u>Program</u>	<u>Participants</u>
----------------	---------------------

- |                          |                |
|--------------------------|----------------|
| • Bike Day               | 28 kids        |
| • Camp Connri            | 6 kids         |
| • Back to School Clothes | 265 kids       |
| • Thanksgiving Baskets   | 390 households |
| • Santa Fund Children    | 575 kids       |
| • Sibling Shopping       | 185 kids       |
| • Parks & Rec Camp       | 25 kids        |

In closing, many times we hear the comment, "How can you stand to do the work you do?" and while we bear witness to sad and difficult situations routinely, there are many moments of joy. Receiving a "thank you" card that bears the phrase "anything is possible" from a struggling family overjoyed by a holiday food gift card; another from a young boy writing "this Christmas has been the best Christmas in my life. (period erased) so far.", and another card saying "you gave me hope, which I haven't had in a long time" makes our work very worthwhile! One 85-year old resident recently asked her family to give to the Food Bank what they would have spent on gifts for her. Watching the face of a child on Family First Weekend as she takes her first horseback ride and hearing some of the sweetest words, "*I got the job!*" come from a long-unemployed mid-life person . . . to us, these are gifts beyond measure!

**TOWN OF NEW MILFORD  
OFFICE OF THE ASSESSOR**

**ANNUAL TOWN REPORT  
2010-2011**

**A complete physical Revaluation was completed for October 1, 2010 in accordance with State Statute 12-62 of the Connecticut General State Statutes.**

**The Grand List decreased from \$3,121,649,745 to \$2,939,828,035**

**The Net Collectible Grand List went from \$3,046,266,025 to \$2,872,901,260**

**There were 220 Real Estate Accounts transferred by Warranty Deed**

**There were 437 Real Estate Accounts increased as a result of Building Permits and Certificate of Occupancy.**

**The number of Motor Vehicles decreased from 27,009 to 26,945**

**Personal Property Accounts decreased from 2,123 to 2073**

**The number of Town Elderly Accounts increased from 450 to 528**

**The Grand List was signed and turned over to the Town Clerk on February 23, 2011**

**Tax Collector's Office  
Annual Report 10/11**

The Tax Collector's Office is run strictly by Conn. State Statutes.

Activities at the Tax Collector's Office include processing all information generated by the Tax Assessor's Office in order to generate, print and mail tax bills, and to collect on all bills and delinquencies. The 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 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. We advertise our tax doings in the local newspapers per State Statute.

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 Warrants, both of which have benefited the Town, with no fees involved. At our Annual Tax Sale yielded the town \$651,515.85 in delinquent tax funds along with Jeopardy Collections for the upcoming tax year. The Tax Office has also joined Connecticut DMV 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. DMV, for an annual fee. All paid and delinquent motor vehicle accounts are reported regularly to the DMV. The State determines the fee for this service to each town.

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 2009 GL taxes for f/y/e 6/30/2011 Gross Tax Dollar amount collected was: \$69,522,248.82 of which \$67,356,804.10 was current taxes and \$2,265,444.72 was collected for delinquent taxes and interest.

**ANNUAL REPORT  
TOWN CLERK  
JULY 1, 2010 - JUNE 30, 2011**

**Statistics of the Town Clerk's office**

Vital Statistics	Births	Marriages	Deaths	Fetal Deaths
	419	186	283	2
	Number Issued	State Fees	Town Fees	
Fish & Games Licenses	659	\$18,730.00	\$ 659.00	
Dog licenses	2493	\$19,125.00	\$ 12,416.17	
Marriage Licenses	103	\$ 2,060.00	\$ 1,133.00	
Recycling Fees	107		\$ 2,263.00	
Recording, copy, etc. fees			\$ 266,894.20	
Passports	534		\$ 13,350.00	
Historic Document Sur-charge fees			\$ 10,900.00	
Transfer of Departmental fees			\$ 10,990.00	
Per CGS 7-34a, 12-176				
Farmland PA 09-229	5450	\$ 196,200.00	\$ 5,450.00	
Conveyance tax		\$ 519,816.28	\$ 259,908.14	
Land Recordings	8398 documents			
Maps Recorded -	51		\$ 540.00	
Trade Names Recorded	162		\$ 810.00	
Postage	190,193 pieces	Cost - \$ 88,385.34		
Totals		\$ 755,931.28	\$ 583,050.51	
		State Fees	Town Fees	
<b>Total Operating Budget</b>	<b>\$ 322,481.00</b>	<b>Total Revenue</b>	<b>\$ 583,050.51</b>	
<b>Grants Received</b>	<b>\$ 6,000.00</b>			

**Projects and Accomplishments started and/or completed**

- Completed availability of Docuware System of map storage and availability on computer to Public Works and Tax Assessor.
- Updated the Five-Year Plan.
- Completed indexing 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.
- Completed Preservation & restoration of Land Record Index Books.
- Continuing 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.

*Town of New Milford  
Annual Report 10/11*

- Rearrange the vault book storage.
- Applied for competitive Grants from the Connecticut State Library.
- Searched for a new dog program.
- Computerized marriage license application.
- Transferred map index's to Cott system.
- Installed security cameras in vault and lobby.

### **Projects and Accomplishments Started but not completed**

- Scan all agendas and minutes of all town committees that are required to file with this office according to Freedom of Information rules.
- 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.
- 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.
- Expand the Mail Facility.
- Expand the use E-Certified Mail for savings
- Scan Land Record images into the computer.
- Obtained a large format 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.

### **New Projects for fiscal year 2011 – 2012.**

- Scan minutes of Town Council, Board of Selectmen, Town Meetings, Zoning Commission, Planning Commission, Board of Finance, Sewer Commission, Aquifer Protection Agency, and others.
- Archive above minutes to cd's
- Archive above cd's to microfilm.
- Review work-flow pattern for the office.
- Review job descriptions of staff.
- Promote use of large format copier.

*Town of New Milford  
Annual Report 10/11*

**Special Town Meeting – August 9, 2010**

“Shall the Town of New Milford purchase 2,954 square feet of real property from Courtney Reed for the sum of \$ 400.00 to be made part of Riverview Road so as to complete the repairs of Riverview Road and shall Mayor Murphy be authorized to accept a deed to accomplish such purchase?” - Passed Unanimously.

**Republican State Primary – August 10, 2010**

Governor		Lieutant Governor	
Tom Foley	614	Mark Boughton	1121
Michel Fedele	681	Lisa Wilson-Foley	302
Oz Griebel	135		
United States Senator		Representative in Congress	
Linda E. McMahon	838	Sam S.F. Caligiuri	452
Peter David Schiff	380	Justin Bernier	509
Rob Simmons	279	Mark Greenberg	436
Attorney General		Judge of Probate	
Martha Dean	856	William P. DeFeo	266
Ross Garber	469	Marty Landgrebe	1221

**Democratic State Primary – August 10, 2010**

Governor		Lieutenant Governor	
Dan Malloy	531	Nancy Wyman	583
Ned Lamont	398	Mary Messina Glassman	318
Secretary of State		Comptroller	
Denise Merrill	551	Kevin Lembo	641
Gerry Garcia	344	Michael J. Jarjura	252

**State Election – November 2, 2010**

Rep = Republican Party	Grn= Green Party
Dem = Democratic Party	Ct L= Connecticut Liberman Party
Wrk= Working Party	Lib= Libertarian Party
Ind= Independent Party	W-in = Write – in Candidate
Unk= Unknown = Voters voting for same person in two parties	

*Town of New Milford  
Annual Report 10/11*

Governor & Lt. Governor

Party	Party Total	Totals Cross Endorsed	
Rep	Foley/Boughton	5636	
Dem	Malloy/Wyman	3454	3594
Wrk	Malloy/Wyman	105	
Unk	Malloy/Wyman	35	
Ind	Marsh/Booker Jr.	169	
W-I	Copp/Hisckley	0	
W-I	Thibodeau/Farrell	0	

U. S. Senator

Rep	Linda E. McMahon	4854	
Dem	Richard Blumenthal	4266	4461
Wrk	Richard Blumenthal	119	
Unk	Richard Blumenthal	76	
Ind	Warren B. Mosler	121	
Ct L	Dr. John Mertens	40	
W-I	Brian K. Hill	2	
W-I	Jeff Russell	0	
W-I	Todd Vachon	0	
W-I	Carl E. Vasser	0	
W-I	Dave Olazia	0	
W-I	John Traceski	0	
W-I	Jay J. Giles	0	
W-I	Matthew Coleman	0	

5<sup>th</sup> District Representative in Congress

Rep	Sam F. Caligiuri	4355	4477
Ind	Sam F. Caligiuri	118	
Unk	Sam F. Caligiuri	4	
Dem	Chris Murphy	4637	4847
Wrk	Chris Murphy	166	
Unk	Chris Murphy	44	
W-I	Elmon Smith	0	
W-I	John Pistone	1	

State Senator 30<sup>th</sup> District

Rep	Andrew Roraback	6443	
Wor	Dennis O'Neil	1152	
W-I	Don V. Alexander	0	

State House of Representative 67<sup>th</sup> District

Rep	Clark J Chapin	5349	
Grn	Nicholas W. Payne	1366	

*Town of New Milford  
Annual Report 10/11*

State House Representative 108<sup>th</sup> District

Rep	Richard A. Smith	783	
Dem	Ken Neal	641	

Secretary of State

Rep	Jerry Farrell Jr.	4465	
Dem	Denise Merrill	3910	4113
Wrk	Denise Merrill	195	
Unk	Denise Merrill	17	
Grn	S. MichaelDeRosa	156	
Lib	Ken Mosher	112	
Ind	Michael J. Telesca	182	

State Treasurer

Rep	Jeff Wright	4562	
Dem	Denise L. Nappier	3908	4114
Wrk	Denise L. Nappier	193	
Unk	Denise L. Nappier	21	
Grn	S. David Bue	116	
Ind	Andrew Grant White	194	

State Comptroller

Rep	Jack Orchuill	4484	
Dem	Kevin Lembo	3611	3814
Wrk	Kevin Lembo	190	
Unk	Kevin Lembo	13	
Grn	Collin D. Bennett	147	
Lib	Joshua Katz	101	
Ind	Hugh Dolan	232	

Attorney General

Rep	Martha Dean	4862	
Dem	George Jepsen	3641	3804
Wrk	George Jepsen	148	
Unk	George Jepsen	15	
Grn	Stephen E. D. Fournier	157	327
Ind	Stephen E. D. Fournier	170	
Unk	Stephen E. D. Fournier	0	

Judge Probate

Rep	Marty Landgrebe	7609	
W-I	William DeFeo	265	



*Town of New Milford  
Annual Report 10/11*

Registrar of Voters

Rep	Robert W. Driscoll	5241
Dem	Marcel R. Grenier	3384

**Special Town Meeting – January 7, 2011**

Ordinance established for “Northville One Room Schoolhouse Committee”  
Effective March 4, 2011 - Passed unanimously.

Ordinance Established for “9-11 Memorial Committee”  
Passed unanimously.

**Special Town Meeting – February 14, 2011**

Resolution # 1

The town of New Milford shall continue the permanent 9/11 Committee established to maintain and landscape the 9/11 memorial and organize an annual memorial ceremony. - Passed unanimously

Resolution # 2

The town of New Milford shall establish a permanent Northville One Room Schoolhouse Committee to restore or arrange for the restoration of the schoolhouse. - Passed unanimously

**Annual Town Budget Meeting -April 26, 2011**

1. To receive comment and discuss the proposed Town Government portion of the budget as prepared by the Board of Finance for The Town of New Milford for the ensuing fiscal year, July 1, 2011 to and including June 30, 2012, no vote shall be taken;
2. To receive comment and discuss the proposed Board of Education portion of the budget as prepared by the Board of Finance for The Town of New Milford for the ensuing fiscal year, July 1, 2011 to and including June 30, 2012, no vote shall be taken;
3. To consider and vote upon the following question: “Shall real estate and non-motor vehicle personal property taxes for property on October 1, 2010 Grand List be payable in two equal installments due on July 1, 2011 and January 1, 2012, 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”

Questions 1&2 adjourned to the Budget Referendum May 3, 2011. Question 3 passed unanimously.

**Referendum for Adjourned Annual Town Meeting – May 3, 2011**

1. Shall the sum of \$34,438,574.00 be appropriated as the annual town government budget for the 2011–2012 fiscal year?

*Town of New Milford  
Annual Report 10/11*

2. Shall the sum of \$57,194,266.00 be appropriated as the annual Board of Education budget for the 2011–2012 fiscal year?
3. Advisory only, if the budget is defeated, do you wish to see the amount of \$34,438,574.00 appropriated for general town government increased?
4. Advisory only, if the budget is defeated, do you wish to see the amount of \$57,194,266.00 appropriated for education increased?

Question 1 passed YES 1695 NO 986      Question 3 failed YES 637 NO 1972  
Question 2 passed YES 1561 NO 1117      Question 4 failed YES 957 NO 1655

### **Special Town Meeting – June 27, 2011**

#### Resolution # 1

“Resolution appropriating up to \$ 530,000.00 for New Milford Police, Fire, E.M.S., and Department of Public Works Communication Improvements and authorizing the issue of \$ 530,000.00 bonds of the town to meet said appropriation thereof the making of temporary borrowings for such purpose” - Passed unanimously

#### Resolution # 2

“Resolution appropriating \$ 1,460,000.00 for the planning, acquisition and construction of road improvements (2100) and authorizing the issue of bonds of the town to meet said appropriation and pending the issuance thereof the making of temporary borrowings therefore”. - Passed unanimously

#### Ordinances – New and revised

Town Council Meeting of Sept 27, 2010  
Key Lock Box Ordinance  
Chapter 2A, Sections 22 & 41  
Published Oct 8, 2010. Effective Oct 29, 2010

Special Town Meeting Feb 14,2011  
9-11 Committee  
Chapter 2, Section 2-166, 2-167, 2-168  
Pub. Feb 18, 2011. Effective Mar 11, 2011

Town Council Meeting of Jan 10, 2011  
Right to Farm Ordinance  
Chapter 27, Sections 27-2, 27-3.  
Published Jan 25, 2011. Effective Feb 11, 2011.

Special Town Meeting Feb 14,2011  
Northville One Room Schoolhouse Comm.  
Chapter 2, Section 2-166, 2-167, 2-168  
Pub. Feb 18, 2011. Effective Mar 11, 2011

Town Council Meeting Jan 10, 2011  
Municipal Purchasing  
Chapter 2, Section 2-92.  
Published Jan 25, 2011. Effective Feb 11, 2011

## **YOUTH AGENCY**

G. Mark Mankin

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 2010-2011 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 2010-2011 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.

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

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

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](mailto: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

*Town of New Milford  
Annual Report 10/11*

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.

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 elementary schools and the Sarah Noble Intermediate School.

COMMUNITY PROJECTS – collaboration with Town of New Milford, Schools, Nature Conservancies' and other youth serving organizations to collaborate and assist with community projects such as "Earth Day", Trails Day, Bike Day, Grad Party, Career Fair, Health Fair, Healthy Community 2020, United Way Youth Leadership and Childhood Nutrition Programs.

YOUTH EMPLOYMENT - One of the largest employees 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.

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 as well as community projects.

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 – A youth run restaurant and music venue, 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, United Way 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

*Town of New Milford  
Annual Report 10/11*

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.

SNAXX AT THE MAXX

An after school program open to New Milford High School teens. The program offers a fun, safe, supervised place to hang out with your friends and school mates. Snaxx at the Maxx provides free food, TV, video games, pool tables and the latest music. Teens are welcome to come hang out and do homework or simply just relax and talk.

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.

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

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

[www.YouthAgency.org](http://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](http://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](http://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.

*Town of New Milford  
Annual Report 10/11*

**Zoning Commission  
Annual Report 2010-2011**

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 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 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 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 as well as the daily office operations for the Zoning Board of Appeals.

During fiscal year 2010-2011, 111 applications not requiring individual permits were processed; 247 zoning permits were issued with a total of \$36,803.73 in permit fees collected. Additional revenue of \$22,349.50 was generated through fees for site plan review, special permit applications, municipal citations and the sale of copies of the zoning regulations and zone map. A total of 20 Site Plan Applications were received and reviewed and 25 Special Permit Applications were received and public hearings held. There were 3 zone change applications; 2 regulation amendments applications and 4 regulation amendments initiated by the Commission. Gross engineering fees for review totaled in excess of \$2,053. Complaints dealing with issues such as prohibited uses, unregistered motor vehicles, illegal apartments, non-permitted signs and improper erosion controls were received and reviewed. A total of 5 Cease and Desist Orders, 0 Municipal Citations and 12 Notice of Violations with requests for voluntary compliance were issued this fiscal year. The majority of violations have been corrected.

*Town of New Milford  
Annual Report 10/11*

**Zoning Board of Appeals  
Annual Report 2010-2011**

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 as well as the daily office operations for the Zoning Board of Appeals.

During the 2010 – 2011 fiscal year the Zoning Board of Appeals heard 25 appeals for variance requests and 0 appeals for decisions made by the Zoning Enforcement Officer. The Board collected \$3,830.00 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  
Annual Report 10/11*

**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, 2011.

**FINANCIAL HIGHLIGHTS**

- The assets of the Town exceeded its liabilities at the close of the most recent fiscal year by \$182,766,786 (net assets). Of this amount, \$72,244,877 (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, 2011 amounted to \$2,624,616.
- As of the close of the current fiscal year, the Town's governmental funds reported combined ending fund balances of \$4,800,445, a decrease of \$9,042,756 in comparison with the prior year ending fund balances, as restated.
- At the end of the current fiscal year, unassigned fund balance for the General Fund was \$11,861,567 or 12.6% of total General Fund expenditures. Committed fund balance for the Bridge Project and other capital projects totaled \$995,250 as of June 30, 2011.
- The Town's total long-term bonded debt had a decrease of \$787,216 or 2.1% during the current fiscal year due to regularly scheduled principal repayments and additional financing.

**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.



*Town of New Milford  
Annual Report 10/11*

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 Exhibits I and II 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.

*Town of New Milford  
Annual Report 10/11*

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 Fund, the Sewer Expansion Fund and the Capital Reserve 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 nonmajor 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 and IV of this 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 V, VI and VII of the full report on file in the Finance Office.

*Town of New Milford  
Annual Report 10/11*

**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.

The basic fiduciary fund financial statements can be found on Exhibits VIII and IX of the full report on file in the Finance Office.

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 26-50 of the full 2010/2011 audit.

Other Information

Combining and individual fund statements and schedules can be found on pages 51-79 and other supplemental information can be found on pages 80-81 of the full audit available in the Finance Office of Town Hall.

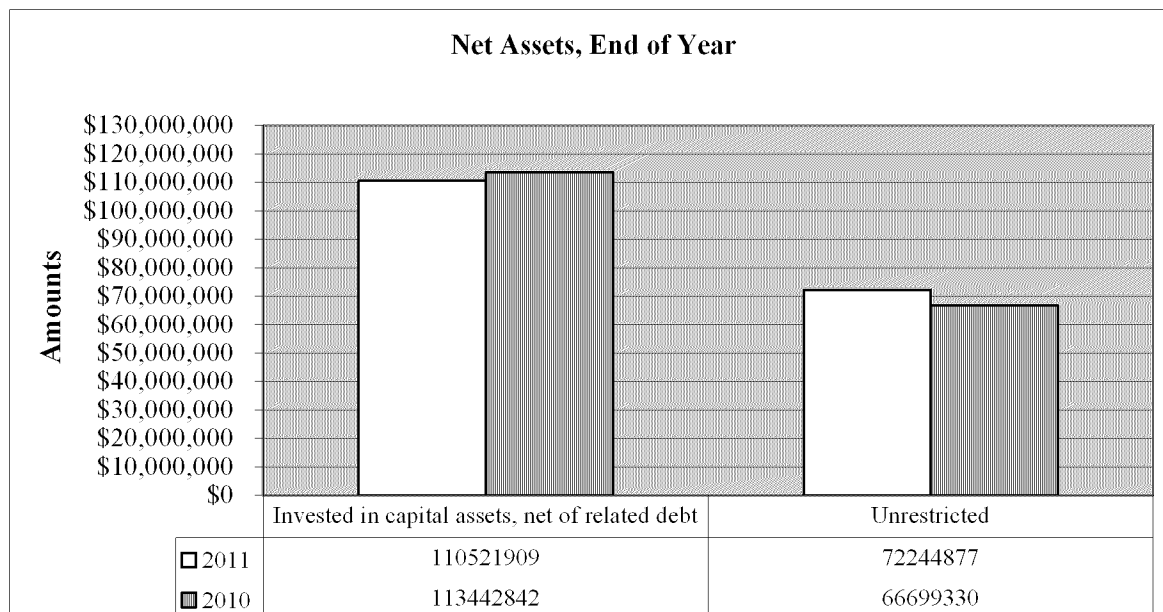
*Town of New Milford  
Annual Report 10/11*

**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 \$182,766,786 as of June 30, 2011 and \$180,142,172 as of June 30, 2010 and are summarized as follows:

	Governmental Activities		Business-Type Activities		Total	
	2011	2010	2011	2010	2011	2010
Current assets	\$ 81,548,277	\$ 77,981,189	\$ 4,485,937	\$ 4,681,975	\$ 86,034,214	\$ 82,663,164
Capital assets, net of accumulated depreciation	<u>158,208,117</u>	<u>144,552,724</u>	<u>17,087,392</u>	<u>17,706,610</u>	<u>175,295,509</u>	<u>162,259,334</u>
Total assets	<u>239,756,394</u>	<u>222,533,913</u>	<u>21,573,329</u>	<u>22,388,585</u>	<u>261,329,723</u>	<u>244,922,498</u>
Long-term liabilities outstanding	38,563,547	38,771,809	4,200,352	4,670,234	42,763,899	43,442,043
Current liabilities	<u>35,627,982</u>	<u>21,038,715</u>	<u>171,056</u>	<u>299,568</u>	<u>35,799,038</u>	<u>21,338,283</u>
Total liabilities	<u>74,191,529</u>	<u>59,810,524</u>	<u>4,371,408</u>	<u>4,969,802</u>	<u>78,562,937</u>	<u>64,780,326</u>
Net Assets:						
Invested in capital assets, net of related debt	97,634,869	100,406,466	12,887,040	13,036,376	110,521,909	113,442,842
Restricted						
Unrestricted	<u>67,929,996</u>	<u>62,316,923</u>	<u>4,314,881</u>	<u>4,382,407</u>	<u>72,244,877</u>	<u>66,699,330</u>
Total Net Assets	<u>\$ 165,564,865</u>	<u>\$ 162,723,389</u>	<u>\$ 17,201,921</u>	<u>\$ 17,418,783</u>	<u>\$ 182,766,786</u>	<u>\$ 180,142,172</u>



*Town of New Milford  
Annual Report 10/11*

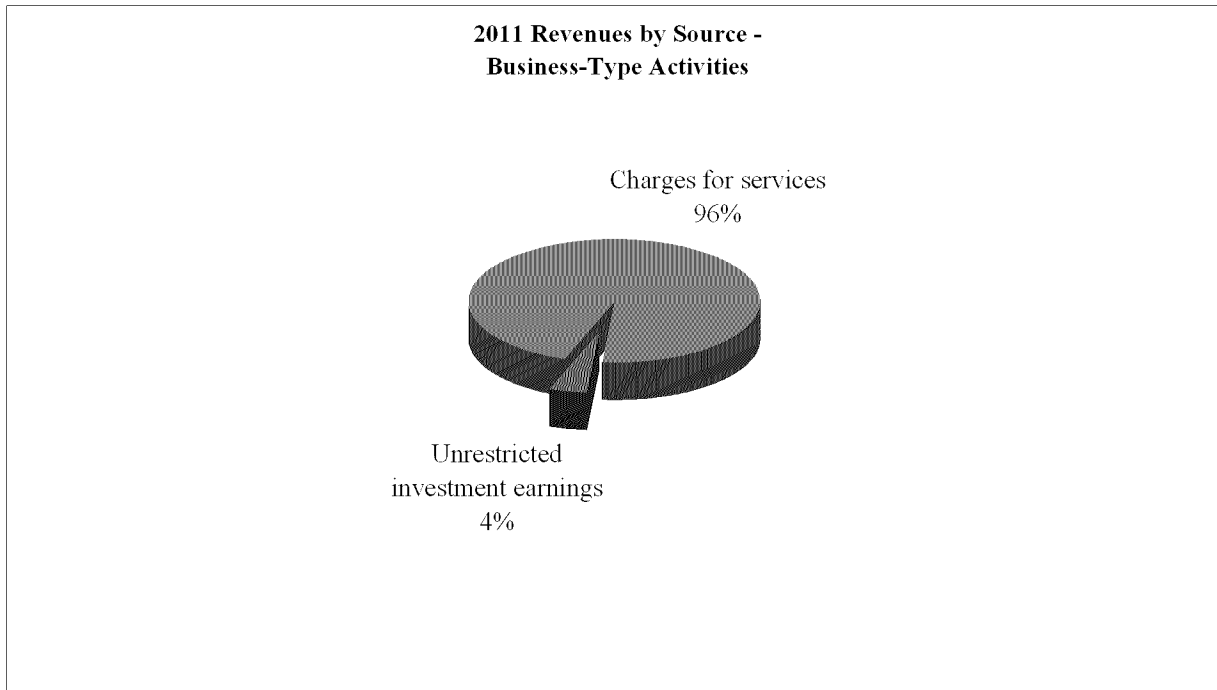
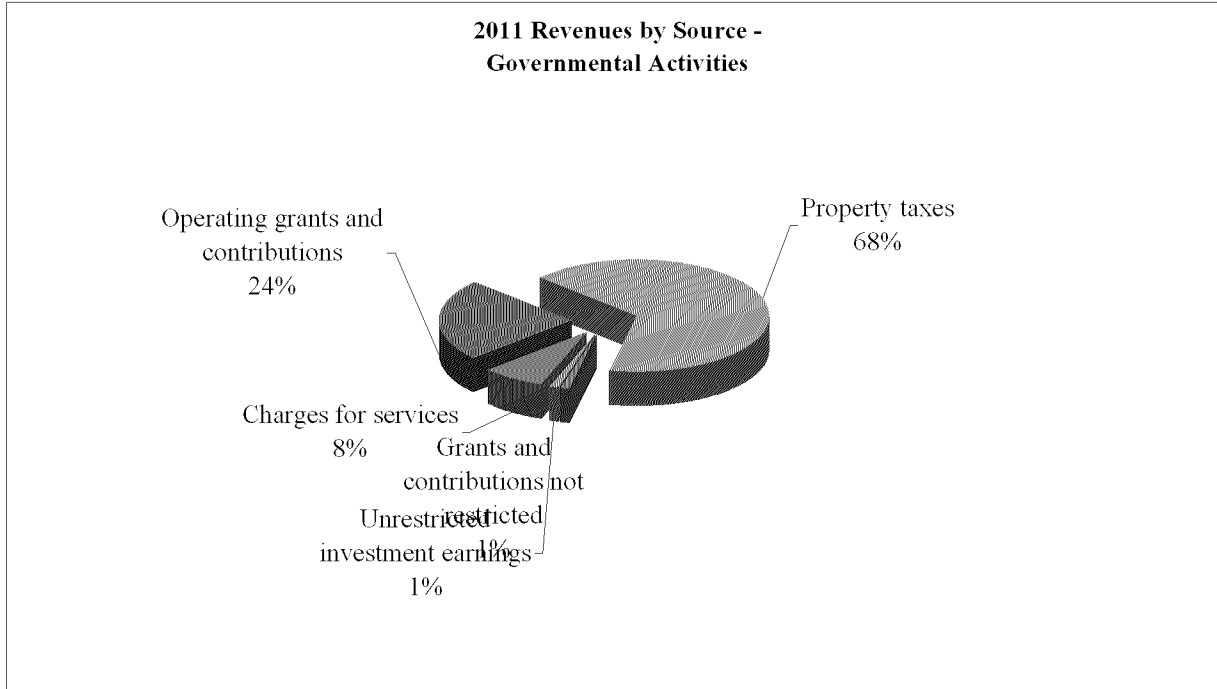
As of June 30, 2011, 60% of the Town's net assets reflect its investment in capital assets, less any related debt used to acquire those assets that is still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. 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 increased by \$2,624,616 in comparison to the prior year net assets. Changes in net assets for the years ended June 30, 2011 and 2010 are as follows:

	<u>Governmental Activities</u>		<u>Business-Type Activities</u>		<u>Total</u>	
	<u>2011</u>	<u>2010</u>	<u>2011</u>	<u>2010</u>	<u>2011</u>	<u>2010</u>
Revenues:						
Program revenues:						
Charges for services	\$ 8,128,793	\$ 7,814,765	\$ 1,988,963	\$ 1,651,818	\$ 10,117,756	\$ 9,466,583
Operating grants and contributions	24,644,922	21,906,940			24,644,922	21,906,940
Capital grants and contributions	4,332,095	1,984,016			4,332,095	1,984,016
General revenues:						
Property taxes	69,440,320	67,923,019			69,440,320	67,923,019
Grants not restricted to specific programs	1,204,588	1,495,654			1,204,588	1,495,654
Unrestricted investment earnings	359,203	244,666	84,525	58,905	443,728	303,571
Miscellaneous revenue	423,105	154,251			423,105	154,251
Total revenues	<u>108,533,026</u>	<u>101,523,311</u>	<u>2,073,488</u>	<u>1,710,723</u>	<u>110,606,514</u>	<u>103,234,034</u>
Expenses:						
General government	10,209,398	10,009,216			10,209,398	10,009,216
Public safety	6,162,853	6,933,380			6,162,853	6,933,380
Public works	9,575,081	8,440,085			9,575,081	8,440,085
Health and welfare	2,524,076	2,679,518			2,524,076	2,679,518
Library	959,713	993,820			959,713	993,820
Culture and recreation	1,684,871	1,665,130			1,684,871	1,665,130
Education	73,465,256	68,654,271			73,465,256	68,654,271
Interest on long-term debt	1,110,300	1,909,330			1,110,300	1,909,330
Water Pollution Control Authority			2,290,350	2,249,450	2,290,350	2,249,450
Total expenses	<u>105,691,548</u>	<u>101,284,750</u>	<u>2,290,350</u>	<u>2,249,450</u>	<u>107,981,898</u>	<u>103,534,200</u>
Change in net assets	2,841,478	238,561	(216,862)	(538,727)	2,624,616	(300,166)
Net Assets at Beginning of Year	<u>162,723,387</u>	<u>162,484,826</u>	<u>17,418,783</u>	<u>17,957,510</u>	<u>180,142,170</u>	<u>180,442,336</u>
Net Assets at End of Year	<u>\$ 165,564,865</u>	<u>\$ 162,723,387</u>	<u>\$ 17,201,921</u>	<u>\$ 17,418,783</u>	<u>\$ 182,766,786</u>	<u>\$ 180,142,170</u>

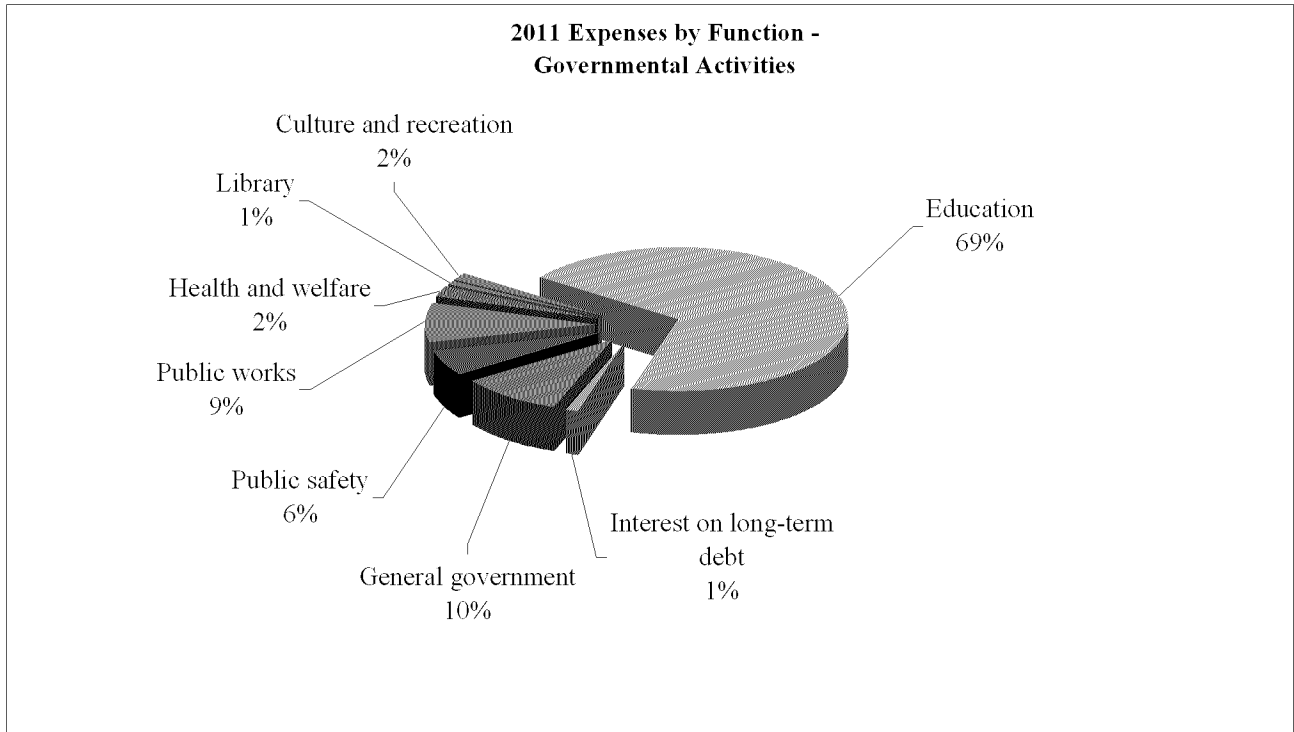
Town of New Milford  
Annual Report 10/11

Changes in Net Assets (Continued)



*Town of New Milford  
Annual Report 10/11*

Changes in Net Assets (*Continued*)



**Governmental Activities**

Governmental activities increased the Town's net assets by \$2,841,478.

**Business-Type Activities**

Business-type activities decreased the Town's net assets by \$216,862.

*Town of New Milford  
Annual Report 10/11*

**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 \$4,800,445, a decrease of \$9,042,756 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. Because the Town is financing its sewer plant expansion project with bond anticipation notes at .05% to 1.0% rather than 2% through the approved clean water fund loan program, the negative unassigned fund balance of \$19,507,657 for the Sewer Expansion fund may be misleading to the reader by showing a total governmental negative unassigned fund balance of \$8,711,338. The outstanding bond anticipation note will be converted to the clean water fund loan program at the appropriate time.

General Fund

The General Fund is the chief operating fund of the Town. At the end of the current fiscal year, unassigned fund balance of the Town's General Fund was \$11,861,567. As a measure of the General Fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total General Fund expenditures. The Town's unassigned fund balance represents 12.6% of the total Town General Fund GAAP expenditures of \$94,352,765, while total fund balance represents 14.8% of the same amount.

The fund balance of the General Fund decreased by \$55,929 during the current fiscal year.



*Town of New Milford  
Annual Report 10/11*

Waste Management Fund

The fund balance of the Waste Management Fund increased by \$893,334 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 \$12,523,236 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, 2011 was (\$19,507,657). The Town intends to fund the deficit through participation in the State of Connecticut Clean Water Fund, at 2% interest when appropriate to do so.

Proprietary Funds

Unrestricted net assets of the Water Pollution Control Authority at the end of the year totaled \$4,314,881. The total decrease in net assets for the Water Pollution Control Authority was (\$216,862). 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 \$372,386 more than budgeted, expenditures were (\$2,608,454) less than budgeted and other financing sources (uses) were \$(949,542) more than budgeted.

Differences between the original budget and the final amended budget resulted from an increase in appropriations of \$1,747,640. Significant components of this decrease are as follows:

- An increase in appropriations of \$300,000 for police side duty accounts.
- An increase in appropriations of \$334,566 for police union settlements.
- An increase in appropriations of \$194,000 for major storm damage.
- An increase in appropriations of \$266,000 for the Ambulance Building Project.
- An increase in appropriations of \$464,234 for operating transfers out to the Board of Education Capital Reserve Fund for future use.

## **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, 2011 totaled \$175,295,509 (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 \$13,036,175, a 9.4% increase for governmental activities and a 3.5% decrease for business-type activities.

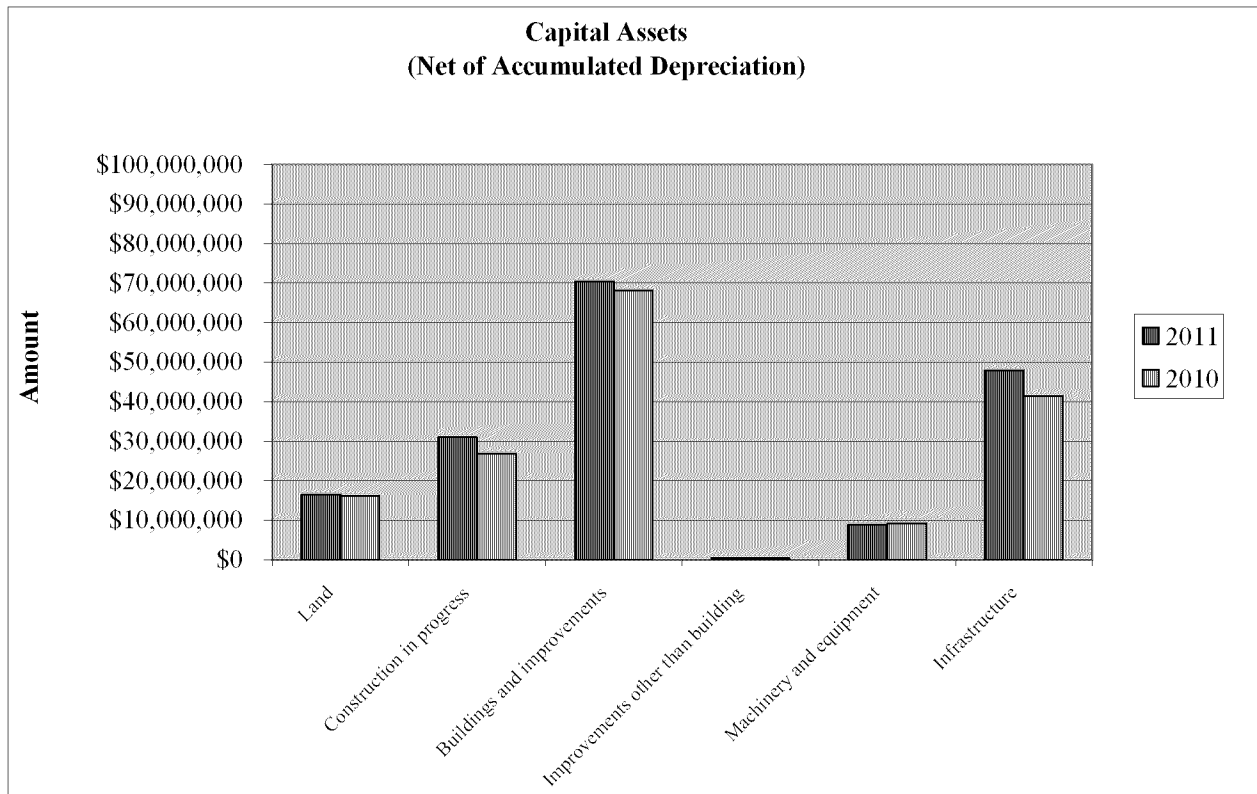
Major capital asset events for governmental activities during the current fiscal year included the following:

- Outlays for construction in progress totaling \$18,326,212, which consists of expenditures incurred in connection with the following ongoing construction projects: the Grove Street reconstruction project, the Housatonic Avenue project, the sewer treatment expansion project, and the Century Brass clean up project.
- Outlays for machinery and equipment totaling \$1,157,790, which consists of the purchase of vehicles, communication, computer, sewer and office equipment.
- Outlays for buildings and improvements totaling \$4,335,174, which consists of the new ambulance facility.
- Outlays for infrastructure totaling \$8,813,510, which consists of the completion of a number of major road reconstruction and improvement projects.
- Depreciation expense on capital assets being depreciated of \$5,275,346.

*Town of New Milford  
Annual Report 10/11*

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	
	2011	2010	2011	2010	2011	2010
Land	\$ 16,478,453	\$ 16,178,430	\$ 5,000	\$ 5,000	\$ 16,483,453	\$ 16,183,430
Land improvements	532,604	421,821			532,604	421,821
Infrastructure	42,074,053	35,381,353	5,866,714	6,040,840	47,940,767	41,422,193
Buildings and improve	65,496,129	63,046,196	4,893,700	5,086,089	70,389,829	68,132,285
Machinery and equipn	5,437,173	5,536,178	3,491,158	3,743,861	8,928,331	9,280,039
Vehicles					-	-
Construction in progr	28,189,705	23,988,746	2,830,820	2,830,820	31,020,525	26,819,566
<b>Total</b>	<b>\$ 158,208,117</b>	<b>\$ 144,552,724</b>	<b>\$ 17,087,392</b>	<b>\$ 17,706,610</b>	<b>\$ 175,295,509</b>	<b>\$ 162,259,334</b>



*Town of New Milford  
Annual Report 10/11*

**Long-Term Debt**

At the end of the current fiscal year, the Town had total bonded debt outstanding of \$36,424,947. This entire amount is comprised of debt backed by the full faith and credit of the Town.

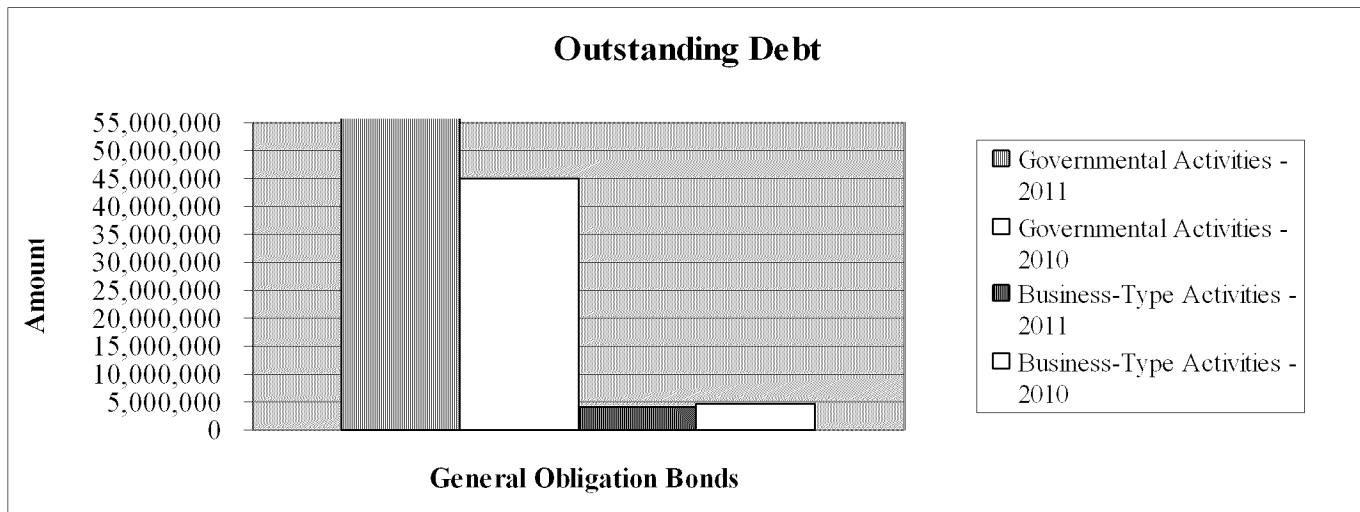
The Town's total bonded debt decreased by \$4,068,105 or 11.2% during the current fiscal year due to scheduled repayments and increased by the issuance of \$3,865,000 in new bonded debt.

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 \$486,360,812, 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:

	<b>Governmental Activities</b>		<b>Business-Type Activities</b>		<b>Total</b>	
	<b>2011</b>	<b>2010</b>	<b>2011</b>	<b>2010</b>	<b>2011</b>	<b>2010</b>
General obligation bonds	\$ 32,379,154	\$ 32,575,582	\$ 3,330,466	\$ 3,607,361	\$ 35,709,620	\$ 36,182,943
Bond anticipation notes	23,550,000	8,015,000			23,550,000	8,015,000
Notes payable	4,226,125	4,295,348	869,886	1,062,873	5,096,011	5,358,221
<b>Total</b>	<b>\$ 60,155,279</b>	<b>\$ 44,885,930</b>	<b>\$ 4,200,352</b>	<b>\$ 4,670,234</b>	<b>\$ 64,355,631</b>	<b>\$ 49,556,164</b>



*Town of New Milford  
Annual Report 10/11*

**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 2012 and thereafter.
- The unemployment rate for the Town is 6.1% compared to the state's average unemployment rate of 7.9% and the national unemployment rate of 9.0% as of June 2011.
- Inflationary trends in the region approximate the national indices.
- During the current fiscal year, total fund balance of the Town's General Fund decreased to \$13,924,336. The Town did not appropriate any use of the surplus for tax relief in the 2011 fiscal year budget.
- 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 2011.

**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.

*Town of New Milford*  
*Annual Report 10/11*

EXHIBIT I

**TOWN OF NEW MILFORD, CONNECTICUT**  
**STATEMENT OF NET ASSETS**  
**JUNE 30, 2011**

	<u>Primary Government</u>		<u>Total</u>
	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	
<b>Assets:</b>			
Cash and cash equivalents	\$ 39,224,734	\$ 3,692,415	\$ 42,917,149
Investments	1,132,556		1,132,556
<b>Receivables:</b>			
Property taxes, net of allowance for doubtful accounts of \$319,675	2,770,047		2,770,047
Special assessments and connection fees		520,216	520,216
Sewer usage		223,628	223,628
Grants and contracts	1,836,885		1,836,885
Settlement	1,600,000		1,600,000
Other	646,627	13,000	659,627
Inventories	48,740	103,856	152,596
Internal balances	2,617,920	(2,617,920)	-
Special assessments and connection fees receivable, long-term portion		2,550,742	2,550,742
Grants and contracts receivable, long-term portion	5,939,191		5,939,191
Settlement receivable, long-term portion	25,300,000		25,300,000
Other	431,577		431,577
<b>Capital assets:</b>			
Nondepreciable	44,668,158	2,835,820	47,503,978
Depreciable, net	113,539,959	14,251,572	127,791,531
<b>Total assets</b>	<u>239,756,394</u>	<u>21,573,329</u>	<u>261,329,723</u>
<b>Liabilities:</b>			
Accounts payable	3,812,959	30,845	3,843,804
<b>Accrued liabilities:</b>			
Salaries and benefits payable	867,830		867,830
Accrued interest	592,884	31,324	624,208
Other accrued liabilities	2,054,072	108,887	2,162,959
Unearned revenue	813,056		813,056
Due to State	21,117		21,117
Notes payable	3,916,064		3,916,064
Bond anticipation note payable	23,550,000		23,550,000
<b>Noncurrent liabilities:</b>			
Due within one year	4,920,633	469,599	5,390,232
Due in more than one year	33,642,914	3,730,753	37,373,667
<b>Total liabilities</b>	<u>74,191,529</u>	<u>4,371,408</u>	<u>78,562,937</u>
<b>Net Assets:</b>			
Invested in capital assets, net of related debt	97,634,869	12,887,040	110,521,909
Unrestricted	67,929,996	4,314,881	72,244,877
<b>Total Net Assets</b>	<u>\$ 165,564,865</u>	<u>\$ 17,201,921</u>	<u>\$ 182,766,786</u>

*Town of New Milford  
Annual Report 10/11*

EXHIBIT II

**TOWN OF NEW MILFORD, CONNECTICUT  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2011**

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u>			<u>Net (Expense) Revenue and Changes in Net Assets</u>		
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	<u>Governmental Activities</u>	<u>Primary Government Business-Type Activities</u>	<u>Total</u>
Governmental activities:							
General government	\$ 10,209,398	\$ 736,227	\$ 420,952	\$	\$ (9,052,219)	\$	\$ (9,052,219)
Public safety	6,162,853	626,480	7,500		(5,528,873)		(5,528,873)
Public works	9,575,081	579,388	1,131,904	4,332,095	(3,531,694)		(3,531,694)
Health and welfare	2,524,076	48,391	225,325		(2,250,360)		(2,250,360)
Library	959,713	37,430	29,746		(892,537)		(892,537)
Culture and recreation	1,684,871	1,116,011	52,170		(516,690)		(516,690)
Education	73,465,256	4,984,866	22,777,325		(45,703,065)		(45,703,065)
Interest on long-term debt	1,110,300				(1,110,300)		(1,110,300)
Total governmental activities	<u>105,691,548</u>	<u>8,128,793</u>	<u>24,644,922</u>	<u>4,332,095</u>	<u>(68,585,738)</u>	<u>-</u>	<u>(68,585,738)</u>
Business-type activities:							
Water Pollution Control Authority	<u>2,290,350</u>	<u>1,988,963</u>	<u></u>	<u></u>	<u></u>	<u>(301,387)</u>	<u>(301,387)</u>
Total Primary Government	<u>\$ 107,981,898</u>	<u>\$ 10,117,756</u>	<u>\$ 24,644,922</u>	<u>\$ 4,332,095</u>	<u>(68,585,738)</u>	<u>(301,387)</u>	<u>(68,887,125)</u>
General revenues:							
Property taxes, levied for general purposes					69,440,320		69,440,320
Grants and contributions not restricted to specific programs					1,204,588		1,204,588
Unrestricted investment earnings					359,203	84,525	443,728
Other					423,105		423,105
Total general revenues					<u>71,427,216</u>	<u>84,525</u>	<u>71,511,741</u>
Change in net assets					2,841,478	(216,862)	2,624,616
Net assets at beginning of year					<u>162,723,387</u>	<u>17,418,783</u>	<u>180,142,170</u>
Net Assets at End of Year					<u>\$ 165,564,865</u>	<u>\$ 17,201,921</u>	<u>\$ 182,766,786</u>

102

*Town of New Milford*  
*Annual Report 10/11*

EXHIBIT III

**TOWN OF NEW MILFORD, CONNECTICUT**  
**BALANCE SHEET**  
**GOVERNMENTAL FUNDS**  
**JUNE 30, 2011**

	<b>General Fund</b>	<b>Waste Management Ordinance</b>	<b>Sewer Expansion Fund</b>	<b>Capital Reserve</b>	<b>Nonmajor Governmental Funds</b>	<b>Total Governmental Funds</b>
<b>ASSETS</b>						
Cash and cash equivalents	\$ 17,804,373	\$ 5,429,785	\$ 7,805,878	\$ 1,091,250	\$ 4,938,828	\$ 37,070,114
Investments					1,132,556	1,132,556
Receivables	3,318,891		356,037		318,756	3,993,684
Due from other funds	3,766,214				156,924	3,923,138
Inventories	36,034				12,706	48,740
Other	75,798				6,100	81,898
	<u>\$ 25,001,310</u>	<u>\$ 5,429,785</u>	<u>\$ 8,161,915</u>	<u>\$ 1,091,250</u>	<u>\$ 6,565,870</u>	<u>\$ 46,250,130</u>
<b>LIABILITIES AND FUND BALANCES</b>						
<b>Liabilities:</b>						
Accounts payable	\$ 799,041		\$ 1,403,508	\$ 64,261	\$ 153,242	\$ 2,420,052
<b>Accrued liabilities:</b>						
Salaries and benefits payable	867,830					867,830
Other accrued liabilities	77,105					77,105
Due to other funds	6,142,387				1,148,294	7,290,681
Due to State of Connecticut					21,117	21,117
Deferred revenue	3,190,611				116,225	3,306,836
Notes payable			3,916,064			3,916,064
Bond anticipation note payable			22,350,000		1,200,000	23,550,000
<b>Total liabilities</b>	<u>11,076,974</u>	<u>-</u>	<u>27,669,572</u>	<u>64,261</u>	<u>2,638,878</u>	<u>41,449,685</u>
<b>Fund Balances:</b>						
Nonspendable	36,034				12,706	48,740
Restricted					2,063,007	2,063,007
Committed	995,250	5,429,785		1,026,989	2,916,527	10,368,551
Assigned	1,031,485					1,031,485
Unassigned	11,861,567		(19,507,657)		(1,065,248)	(8,711,338)
<b>Total fund balances</b>	<u>13,924,336</u>	<u>5,429,785</u>	<u>(19,507,657)</u>	<u>1,026,989</u>	<u>3,926,992</u>	<u>4,800,445</u>
<b>Total Liabilities and Fund Balances</b>	<u>\$ 25,001,310</u>	<u>\$ 5,429,785</u>	<u>\$ 8,161,915</u>	<u>\$ 1,091,250</u>	<u>\$ 6,565,870</u>	<u>\$ 46,250,130</u>



*Town of New Milford  
Annual Report 10/11*

EXHIBIT IV

**TOWN OF NEW MILFORD, CONNECTICUT  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED JUNE 30, 2011**

	<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>
Revenues:						
Property taxes	\$ 69,341,204	\$	\$	\$	\$	\$ 69,341,204
Licenses and permits	382,408					382,408
Intergovernmental	21,043,666		3,462,741		6,867,280	31,373,687
Charges for goods and services	3,699,464				4,041,015	7,740,479
Donations					42,440	42,440
Investment earnings	55,158	17,057	30,896	2,618	245,872	351,601
Miscellaneous	141,044	1,630,000	190,000		101,777	2,062,821
Total revenues	<u>94,662,944</u>	<u>1,647,057</u>	<u>3,683,637</u>	<u>2,618</u>	<u>11,298,384</u>	<u>111,294,640</u>
Expenditures:						
Current:						
General government	10,123,446					10,123,446
Public safety	5,940,787				19,563	5,960,350
Public works	4,649,025				160	4,649,185
Health and welfare	2,174,503				380,838	2,555,341
Library					1,005,150	1,005,150
Culture and recreation	1,258,171	300,023			38,055	1,596,249
Education	63,361,649				8,248,302	71,609,951
Debt service	5,590,447					5,590,447
Capital outlays	1,254,737		16,206,873	698,182	3,234,026	21,393,818
Total expenditures	<u>94,352,765</u>	<u>300,023</u>	<u>16,206,873</u>	<u>698,182</u>	<u>12,926,094</u>	<u>124,483,937</u>
Excess (deficiency) of revenues over expenditures	<u>310,179</u>	<u>1,347,034</u>	<u>(12,523,236)</u>	<u>(695,564)</u>	<u>(1,627,710)</u>	<u>(13,189,297)</u>
Other Financing Sources (Uses):						
Issuance of capital lease	281,543					281,543
Bond proceeds				3,000,000	865,000	3,865,000
Transfers in	1,176,892			456,774	1,367,769	3,001,435
Transfers out	(1,824,543)	(453,700)		(64,082)	(659,110)	(3,001,435)
Total other financing sources (uses)	<u>(366,108)</u>	<u>(453,700)</u>	<u>-</u>	<u>3,392,692</u>	<u>1,573,659</u>	<u>4,146,543</u>
Net change in fund balances	(55,929)	893,334	(12,523,236)	2,697,128	(54,051)	(9,042,754)
Fund balances at beginning of year, as restated	<u>13,980,265</u>	<u>4,536,451</u>	<u>(6,984,421)</u>	<u>(1,670,139)</u>	<u>3,981,043</u>	<u>13,843,199</u>
Fund Balances at End of Year	<u>\$ 13,924,336</u>	<u>\$ 5,429,785</u>	<u>\$ (19,507,657)</u>	<u>\$ 1,026,989</u>	<u>\$ 3,926,992</u>	<u>\$ 4,800,445</u>

*Town of New Milford  
Annual Report 10/11*

EXHIBIT D-1

**TOWN OF NEW MILFORD, CONNECTICUT  
SCHEDULE OF PROPERTY TAXES LEVIED, COLLECTED AND OUTSTANDING  
FOR THE YEAR ENDED JUNE 30, 2011**

Grand List Year	Balance Uncollected July 1, 2010	Current Levy	Lawful Corrections		Transfers to Suspense	Balance to be Collected	Collections			Balance Uncollected June 30, 2011
			Additions	Deductions			Taxes	Interest and Lien Fees	Total	
2009	\$	\$ 68,781,267	\$ 130,723	\$ 407,241	\$ 12,705	\$ 68,492,044	\$ 67,097,919	\$ 296,085	\$ 67,394,004	\$ 1,394,125
2008	1,372,849		396,258	16,910	71,272	1,680,925	1,250,581	254,223	1,504,804	430,344
2007	401,369		59,249	8,224	52,969	399,425	197,429	75,387	272,816	201,996
2006	164,256		3,764	311	23,950	143,759	57,053	29,880	86,933	86,706
2005	100,203		47	63	9,491	90,696	21,256	13,892	35,148	69,440
2004	60,546			81	8,919	51,546	4,169	3,856	8,025	47,377
2003	47,926				8,885	39,041	548	547	1,095	38,493
2002	36,227		1,220		10,967	26,480	538	592	1,130	25,942
2001	28,692		308		6,363	22,637	1,385	1,062	2,447	21,252
2000	24,285		7		1,201	23,091	623	951	1,574	22,468
1999	24,702		1,056		134	25,624	544	1,012	1,556	25,080
1998	23,351		211		449	23,113	317	338	655	22,796
1997	19,506		8,713		276	27,943	131	307	438	27,812
1996	19,164		1,021		807	19,378	270	316	586	19,108
1995	20,968		30	18,007	2,866	125	125	1,052	1,177	-
	\$ 2,344,044	\$ -	\$ 602,607	\$ 450,837	\$ 211,254	\$ 71,065,827	\$ 68,632,888	\$ 679,500	\$ 69,312,388	\$ 2,432,939

*Town of New Milford  
Annual Report 10/11*

Town of New Milford, Connecticut  
Principal Taxpayers  
2009 Grand List

NAME OF TAXPAYER	TYPE	ASSESSMENT AS OF OCTOBER 1, 2009	PERCENT OF TAXABLE GRAND LIST
KIMBERLY CLARK	FACTORY	\$ 83,138,105	2.73%
C L + P	UTILITY	\$ 38,763,265	1.27%
G R E NEW MILFORD LLC	SHOP CTR	\$ 13,730,220	0.45%
HOME DEPOT USA INC	SHOP CTR	\$ 11,537,945	0.38%
FIRSTLIGHT GENERATING CO	UTILITY	\$ 9,537,835	0.31%
YANKEE GAS SERVICES CO	LEASED EQUIPMENT	\$ 7,194,590	0.24%
HOUSATONIC RE II LLC	FACTORY	\$ 7,057,890	0.23%
O + G INDUSTRIES INC	GRAVEL MINING	\$ 7,049,200	0.23%
UNITED WATER CONNECTICUT	UTILITY	\$ 6,373,200	0.21%
CEDR FAIRFIELD PLAZA LLC	SHOP CTR	\$ 6,059,620	0.20%
TOP TAXPAYERS TOTAL ASSESSMENT		\$ 190,441,870	6.25%