


MEMORANDUM

TO: Town Council

FROM: David E. Cox, Town Manager 

DATE: November 19, 2020

SUBJECT: Agenda Information – 11/24/2020

The following is additional or summary information regarding matters on the upcoming Town Council Agenda. The numbering below follows the agenda and some routine or self-explanatory items are not discussed in this memo. As you review your packet materials, please do not hesitate to contact the appropriate staff member or me prior to the Council meeting with any questions or concerns. Often, these conversations can help staff and me be prepared for the Council meeting and be ready to facilitate a more productive and efficient meeting for everyone.

7 Resolutions/Ordinances/Policies/Proclamations

7a Resolution to Modify the Scope of the High School Project – In follow up to various discussions, the Council is asked to approve a Resolution calling for Town Meeting action to officially amend the scope of work for the 2013 High School Renovations, Improvements, and Additions Project **without** increasing the overall appropriation. The proposed scope amendment would clearly identify projects to replace and improve athletic facilities at the High School as follows: “(1) replacement of the entire tennis court surface, (2) replacement of the entire synthetic track surface surrounding the soccer field, (3) correction of water/drainage issues on a portion of the soccer field, (4) correction of sub-surface water, drainage, grading issues and irrigation and grass/sod replacement of the baseball outfield, and (5) such other work and improvements as are related thereto.”

If the Council approves the proposed resolution, the Town Meeting would be asked to allow the use of approximately \$1 million in unexpended funds from the High School project for this purpose. The Board of Finance has already considered and approved a Resolution recommending the scope change. Before adopting the Resolution, the Council needs to identify a date for the Town Meeting and whether the vote will be at the Town Meeting or a separate referendum. Based on the timeline for publication, the earliest a Town Meeting could be held is Thursday, December 10. As such, based on past practice, Monday, December 14 might be a good date for the meeting. Under current state law as modified by the Governor’s Executive Orders, the Town is authorized to hold “hybrid” Town Meetings at which some members of the community attend in person and other attend via Zoom or some other platform. Recently, the Town of Goshen ran a successful Town Meeting using Zoom and in-person attendance. Goshen’s process required any person who wished to vote at the meeting to either log in to the meeting with both audio and video capability or attend in person so that identification could be checked and verified by the Registrars. Residents with the ability to attend online were encouraged to do so in order to provide in-person space for those who could not. Persons who did not wish to vote could listen to the meeting via phone or other non-video means. According to reports, approximately 70 people attended the Goshen meeting and about 1/3 of those attended in person while the remainder attended

online. As with any Town Meeting, including those in “non-COVID” times, much time was spent checking voters in and preparing for the meeting compared to a relatively short and smooth meeting. I am confident that East Hampton could accomplish the same result. The full Community Room/Council Chambers space can accommodate 50 people with COVID restrictions and spacing and the Town has the technical capability to produce the Zoom portion. If needed, additional Town Hall meeting rooms could be used for overflow.

Recommended Action: Approve the Resolution calling for a Town Meeting vote.

7b Consideration of a Budget Policy Statement – In accordance with practice, the Council is asked to review and approve the 2021-2022 Budget Policy Statement as drafted by the Council. The policy outlines Council guidance and requirements for staff and others as it relates to the preparation and consideration of the next Town budget.

Recommended Action: Approve the Policy

7c Consideration of a Resolution Approving a Historic Document Preservation Grant – Through the Connecticut State Library, the Town has received a grant to fund the cost of the next phase of an ongoing project to convert land records in the Clerk’s Office for better long term storage. This project has been ongoing and is nearing completion. The work funded by this year’s grant includes recreating 21 large land record volumes by replacing the aging binders and reprinting the pages on 28-pound archival paper. The goals of the overall project are to preserve the records, resize the cumbersome binders, and minimize storage needs for these particular volumes.

Recommended Action: Approve the Resolution accepting the grant.

7d Consideration of an Internet Safety Policy for the Library – As the attached report from Library Director Ellen Paul indicates, the Town must adopt an Internet Safety Policy to remain in compliance with federal laws related to protection of children. The proposed policy outlines steps the Library will take to filter material entering the library via public activity and the responsibilities of users. The Library Advisory Board has reviewed the policy and is expected to approve it at a meeting on Monday, November 23.

Recommended Action: Approve the Policy.

8 Continued Business

9a Hunting on Town Property – In follow up to the previous discussion, the Council is asked to determine whether the Town will allow hunting on Town property. The consideration comes after a request from a resident for permission to hunt waterfowl on Town-owned wetland properties on White Birch Road and on Wopowog Road. The discussion was broadened to include consideration of other Town lands. As noted previously, there is no Town Ordinance on the topic and the only information

staff found in the file on the topic is a letter from the then Town Attorney indicating that Town residents do not have a right to hunt on Town land simply by virtue of being a resident. Staff has included additional material including a map that identifies Town-owned land that may be candidates for hunting. The parcels include those over 5 acres that do not include facilities or buildings or are too narrow to provide for the required separation from other properties. Since waterfowl hunting is the direct question, staff has used a minimum distance from other properties of 250 feet. State law requires a minimum distance of 250 feet from occupied buildings. The Town Council has authority to set a policy of whether to allow hunting on Town-owned properties. If Council desires to allow hunting, it would be appropriate to adopt an ordinance to that effect so that clear rules and authority would be in place and an enforcement tool would exist.

Recommended Action: Determine whether the Town is interested in allowing hunting on Town-owned land and provide any guidance as may be appropriate.

8b Town Participation in RiverCOG Affordable Housing Regional Planning Effort – In 2017, Connecticut adopted legislation that required each municipality to develop or update an affordable housing plan for the municipality at least every five years. The Affordable Housing Plan is required to specify how the municipality intends to increase the number of affordable housing developments in the municipality. To date, East Hampton has not prepared its plan. Recently, the Lower Connecticut River Valley Council of Governments (RiverCOG) proposed to its members a regional effort lead by RiverCOG staff and, likely, funded by grants held by the RiverCOG for regional planning. The activity would look very similar to other regional efforts including the recent Natural Hazard Mitigation Plan work that includes a regional element and separate sections for each municipality outlining its specific issues and plans. In discussion with Planning and Zoning Official Jeremy DeCarli, staff believes this will be a good way to accomplish this requirement at little or no direct cost to the Town. Mr. DeCarli would be our representative to the effort and would be charged with keeping the community updated and encouraging participation in the planning. In addition to Mr. DeCarli, a representative of the RiverCOG will be at the meeting on Tuesday to discuss the matter and answer questions.

Additional materials have been included in this packet including a printing from the Connecticut Partnership for Strong Communities regarding frequently asked questions about CT Affordable Housing as well as the draft Affordable Housing plan from Newington and the final plan from Essex as examples of recent plans. Others that exist may be found at the links below.

Town	Weblink	Status	Year	Notes
Newington	https://newingtonct.gov/DocumentCenter/View/9108/Affordable-Housing-Plan_DRAFT-09-23-2020?bidId=	Draft	2020	
Essex	https://www.essexct.gov/sites/g/files/vyhlf3116/f/uploads/ahpessex.pdf	Final	2019	
Fairfield	https://www.fairfieldct.org/filestorage/10736/12067/16346/44447/75958/2014_AHC_Final_Report.pdf	Final	2014	Pre-Legislation
Salisbury	http://www.salisburyct.us/reports/2018_Salisbury_CT_Affordable_Housing_Plan.pdf	Final	2018	

Simsbury	https://www.simsbury-ct.gov/sites/g/files/vyhlf1216/f/agendas/affordable_housing_plan.pdf	Final	2020	
Darien	http://www.darienct.gov/filestorage/28565/31353/31355/31372/40982/affordable_housing_plan.pdf	Final	2009	Pre-Legislation
East Lyme	https://eltownhall.com/wp-content/uploads/2014/06/Final-ELAHP-7-1-09.pdf	Final	2009	Pre-Legislation
Stonington	https://www.stonington-ct.gov/sites/g/files/vyhlf3851/f/file/file/affordable_housing_plan_-_draft.pdf	Final	2008	Pre-Legislation

Information on the statute is available at the Connecticut Planning Association website at this link:
<https://ct.planning.org/knowledge-center/resource-library/connecticut-municipal-affordable-housing-plans/>

Recommended Action: Authorize Town participation in the regional effort.

The remainder of the items are of a routine nature, in the sole purview of the Council or are announcements. Please contact me or the appropriate staff member with questions or concerns.

DC

Town of East Hampton
Town Council Special Meeting/Executive Session
Monday, November 9, 2020
Town Hall 2nd Floor Meeting Room

MINUTES

Present: Chairman Pete Brown, Vice Chairman Dean Markham, Council Members Tim Feegel, Barbara Moore, Mark Philhower, and Kevin Reich and Town Manager David Cox.

Not Present: Derek Johnson

Call to Order

Chairman Brown called the meeting to order at 6:00 p.m. in the Town Hall 2nd Floor Meeting Room.

Executive Session

- a) Discussion of strategy with respect to collective bargaining
- b) Review of and discussion of an attorney-client privileged communication.

A motion was made by Mr. Reich, seconded by Ms. Moore, to enter Executive Session at 6:00pm with Town Manager David Cox and Labor Attorney Nicholas Grello invited into the session. Voted (6-0)

Executive Session ended at 6:39pm.

Adjournment

A motion was made by Ms. Moore, seconded by Mr. Philhower, to adjourn the meeting at 6:39pm. Voted (6-0)

Respectfully Submitted,

Cathy Sirois
Recording Clerk

Town of East Hampton
Town Council Regular Meeting
Tuesday, November 10, 2020
Town Hall Council Chambers and Zoom

MINUTES

Present: Chairman Pete Brown, Vice Chairman Dean Markham, Council Members Tim Feegel, Derek Johnson (via Zoom), Barbara Moore, Mark Philhower and Kevin Reich and Town Manager David Cox.

Call to Order

Chairman Brown called the meeting to order at 6:30 p.m.

Adoption of Agenda:

A motion was made by Mr. Markham, seconded by Mr. Reich, to add item 7b – Proclamation for the Election Process. Voted (7-0)

A motion was made by Mr. Markham, seconded by Mr. Reich, to adopt the agenda as amended. Voted (7-0)

Approval of Minutes

A motion was made by Ms. Moore, seconded by Mr. Johnson, to approve the minutes of the Town Council Regular Meeting of October 27, 2020 as written. Voted (7-0)

Public Remarks

None

Presentations

None

Bids & Contracts

None

Resolution/ Ordinances/ Policies/ Proclamation

Review of Policy Related to a Memorial Tree/Bench Program

Parks & Recreation Director Jeremy Hall provided an overview of the policy related to the Memorial Tree/Bench program. The proposed policy will be included with the minutes filed in the Town Clerk's Office.

A motion was made by Mr. Markham, seconded by Mr. Reich, to approve the policy for the Memorial Bench/Tree Program. Voted (7-0)

Proclamation for the Election Process

Mr. Markham read a proclamation regarding the success of the election process.

A motion was made by Mr. Markham, seconded by Ms. Moore, to accept the Proclamation for the Election Process. Voted (7-0)

Continued Business

Affirm & Authorize Acceptance of Four (4) Properties on Comstock Trail

Mr. Cox reviewed four properties on Comstock Trail that are being requested to be donated to the Town.

A motion was made by Mr. Philhower, seconded by Ms. Moore, to accept the donation of four (4) properties on Comstock Trail and authorize the Town Manager to sign any related documents. Voted (7-0)

New Business

Discussion of Budget and Capital

Mr. Cox noted that with budget preparation beginning, Council members are asked to bring up any specific projects for the budget early in the process. Mr. Markham, Mr. Johnson and Mr. Philhower will be providing feedback regarding the budget. They will also be working on the Budget Policy Statement for the November 24 meeting.

Discussion of Hunting on Town Property

A request was received from a resident for permission to hunt on Town property. There is no ordinance on the topic. The only information on file is a letter from a former Town Attorney indicating that Town residents do not have a right to hunt on Town land simply by being a resident and a former Town Manager noted no hunting on Town property. Council members discussed the areas in question and whether hunting should be allowed. The Town Manager will look at the property maps and bring additional information back to the Council.

Discussion of East Hampton's Participation in the RiverCOG Joint/Regional Affordable Housing Plan

Planning & Zoning Official Jeremy DeCarli provided an overview of the requirement for an Affordable Housing Plan. The Lower CT River Valley Council of Governments proposed to its members a regional effort lead by RiverCOG staff and likely funded by grants held by the River COG for regional planning. The Council members requested more information on what the COG has done in the past and what our neighboring towns are doing for this plan. More information will be provided for an upcoming meeting.

Council Participant for Review of RFP for Athletic Field Improvements Submissions

Proposals for the Athletic Field Improvement project were received and will be reviewed in the upcoming weeks. The Council is asked if one its members would like to be on the review panel. Mr. Reich will assist the review panel.

Discussion Regarding High School Athletic Fields & the High School Building Committee

The High School Building Committee has completed its work on the original project and have done so without considering or taking action regarding the inclusion of the athletic field project in the scope. At its last meeting, the Committee adopted a motion to close the project and submit the project to the Board of Education. According to the Resolution that established the High School Building

Committee, which is found in the materials for this meeting, the Committee automatically dissolved and the member terms ended “once the assigned project has been turned over to the Board of Education....” It is the opinion of the Bond Council that it is no longer an option to appoint new members to the Building Committee or assign those duties to another body, in order to move the athletic field project ahead using funds available in the High School project. In the alternative, a different process will need to be employed. The Council may have two options. First, the original Resolution that authorized the High School construction project could be amended to include the athletic field projects specifically. That Resolution would require Board of Finance approval, Town Council Approval and Town Meeting approval. Similarly, a second option would be a completely new Resolution authorizing the project using anticipated excess proceeds of approximately \$1 million in the High School project. The same approval process would apply as the other option. The Council is asked to consider these options and determine which they wish to pursue. Based on the Council’s desires, staff will work with Bond Council and the Town Attorney to establish the proper actions and process for consideration at the November 24 Regular Meeting or some other special meeting as may be necessary.

A motion was made by Mr. Markham, seconded by Mr. Johnson, to direct an amendment to the original resolution be written to include the athletic field project. Voted (7-0)

Discussion of Meetings Returning to Zoom Only

Due to the COVID Red alert level for the Town, the Council is asked to consider whether it wishes to return to solely virtual meetings (Zoom) or stay with the hybrid model.

A motion was made by Mr. Reich, seconded by Mr. Johnson, to have all Town commission meetings return to Zoom format. Voted (5-2) Mr. Feegel and Mr. Philhower against.

Town Manager Report

Mr. Cox provided an overview of the Town Manager’s Report, which will be included with the minutes filed in the Town Clerk’s Office.

Appointments

None

Tax Refunds

A motion was made by Mr. Philhower, seconded by Ms. Moore, to approve tax refunds in the amount of \$1,369.34. Voted (7-0)

Public Remarks

Paul Smith, Superintendent of Schools, asked that the Board of Education be exempt from holding their meetings via Zoom only. It would set a wrong example if the Board meets virtually but the schools are in person.

Communications, Correspondence & Announcement

Ms. Moore read a piece regarding the history of Veteran’s Day.

Executive Session

Attorney Client Privilege Communication – Pending Claims Against the Town

A motion was made by Mr. Markham, seconded by Ms. Moore, to enter Executive Session at 7:50pm inviting in Town Manager David Cox, Town Attorney Richard Carella and Finance Director Jeff Jylkka. Voted (7-0)

Executive Session ended at 8:25pm.

Adjournment

A motion was made by Mr. Markham, seconded by Ms. Moore, to adjourn the meeting at 8:25pm. Voted (7-0)

Respectfully Submitted,

Cathy Sirois
Recording Clerk

RESOLUTION OF TOWN COUNCIL

Item 7a (2013 High School Renovations, Improvements and Additions Project Scope Amendment):

M introduced the following resolution, which was
seconded by M :

RESOLVED, that the Town Meeting of the Town of East Hampton consider and act upon the following resolution which the Town Council recommends be approved, and which the Town Council hereby adopts:

**TOWN OF EAST HAMPTON
RESOLUTION OF THE TOWN MEETING MODIFYING THE SCOPE OF
THE 2013 HIGH SCHOOL RENOVATIONS, IMPROVEMENTS AND
ADDITIONS PROJECT**

WHEREAS, The Town of East Hampton at referendum held June 4, 2013 approved an appropriation and borrowing authorization of \$51,695,000 for costs in connection with renovations, improvements and additions to East Hampton High School (the “2013 High School Renovations, Improvements and Additions Project”); and

WHEREAS, it is in the best interests of the Town to modify the scope of the project to include certain additional work;

NOW, THEREFORE, RESOLVED, that the scope of the aforesaid \$51,695,000 appropriation for the 2013 High School Renovations, Improvements and Additions Project is hereby modified to include the following work: (1) replacement of the entire tennis court surface, (2) replacement of the entire synthetic track surface surrounding the soccer field, (3) correction of water/drainage issues on a portion of the soccer field, (4) correction of sub-surface water, drainage, grading issues and irrigation and grass/sod replacement of the baseball outfield, and (5) such other work and improvements as are related thereto. The Town Council is authorized to establish a building committee to determine the scope and particulars of and implement such work, and exercise such powers as shall be provided by the Town Council.

FURTHER RESOLVED, that the Town Council hereby authorizes the Chairman of the Town Council to call a Special Town Meeting to be held ____day, _____, 2020 at the _____, _____ Road, East Hampton, Connecticut at _____ p.m., to act upon the aforesaid resolution.

Approved this 24th day of November 2020.

TOWN COUNCIL

ATTEST

James Brown, Chairperson

Kelly Bilodeau, Town Clerk

TOWN OF EAST HAMPTON FISCAL YEAR 2021-2022

Town Council Budget Policy Statement

CHARTER - GENERAL POWERS AND DUTIES

As specified in Section 2.4 of the Town of East Hampton Charter: "each year the council shall submit to the Board of Finance a policy statement outlining its annual budget goals and objectives for the ensuing fiscal year."

OBJECTIVE

The objective of this budget policy statement is to provide guidance from the Town Council to the Board of Finance during the creation and implementation of the annual Town of East Hampton Budget. Although not specifically named in the Charter, the intent of this Budget Policy Statement is to also provide guidance to the Town Manager and the Board of Education who are charged with proposing and presenting respective general government and education budget recommendations to the Board of Finance.

GENERAL STATEMENT

The Town of East Hampton's annual budget should consider the needs of our community and reflect the taxpayer's ability to pay for those needs.

GUIDELINES

- Include taxpayers in the budget process as early as possible utilizing Tri-Board meeting(s), public hearings, Zoom meetings, our Town website, local newspaper, town notices, Citizens Guide to Budget and meetings.
- The budgets presented should reflect the guidelines presented herein as well as projected available revenue, anticipated State funding shortfalls and potential impact of current economic conditions including special grants to augment COVID-19 pandemic costs.
- The Town Manager and the Board of Education will present their respective budgets at a Town Forum. Their budgets must include all proposed spending presented in a format that is easily read and understood by our citizens.
- The Town Manager's budget will incorporate the recommendations of the Capital Committee composed of representatives of the Town Council and Boards of Finance and Education.

2021-2022 BUDGET GOALS & FUTURE PLANNING

- The fund balance shall NOT be used to lower the annual mill rate or pay for Town operating expenses, except if the fund balance exceeds an amount above generally recognized stable municipal budget parameters.
- The town should strive to maintain its "AAA" bond rating which includes maintenance of fund balance at levels generally recognized under stable budget parameters.
- Any new personnel requests must be quantifiably justified.

- The Public Works budget should include a plan to continue ongoing road repairs, sidewalks, tree removal, equipment maintenance, lake watershed protections and road improvements.
- General Government and the Board of Education should make every effort to only limit budget increases to meet contractual obligations.
- Maintain and enhance the school district accreditation.
- Enhance the quality and competitiveness of our students, including adequate investment in technologies.
- Maintain emergency communications equipment between all departments.
- The Capital Committee should update the Town's long-term Capital Improvement Plan to ensure the future financial discipline and funding stability of the Town.
- Conservatively estimate state revenues to be prepared for changes or shortfalls in tax collection rates and state funding.
- Support investment in new technologies, updates to IT security and improvements for enhanced fiscal and network controls. Such costs will be appropriated from operating, not capital, budgets.
- Funding should address ongoing town facility needs.
- The budget shall include funding to enhance economic development and grand list growth.
- The Council for its part, will:
 - Seek out cost savings by pursuing regional sharing of services.
 - Identify and implement opportunities to "share" services between and among Town departments and the Board of Education
 - Support the ongoing implementation of those elements from the Lake Pocotopaug 9 Point Plan that will preserve and improve the condition of the lake and its watershed.
 - Aggressively pursue grants to fund the Lake Pocotopaug 9 Point Plan.
 - Continue to support the Town Manager's labor negotiation efforts to realize efficiencies and savings for taxpayers.
 - Ensure our Public Library, social services and programs for seniors are adequately funded.
 - Provide continued support of public safety services, training and equipment.
 - Strive to replenish our mill rate stabilization fund from available operating surpluses.
 - Continue to support programs and efforts to help those addicted to opioids.
 - Continue efforts that maintain and plan for the redevelopment or sale of excess Town owned facilities.

November 24, 2020

Town of East Hampton

RESOLUTION

Authorization – State Library Historic Document Preservation Grant

BE IT RESOLVED THAT, David E. Cox, Town Manager of the Town of East Hampton, is empowered to execute and deliver in the name of and on behalf of this municipality a contract with the Connecticut State Library for a Historic Documents Preservation Grant.

Approved this 24th day of November 2020.

TOWN COUNCIL

James Brown, Chairperson

ATTEST

Kelly Bilodeau, Town Clerk

**Historic Documents Preservation Program
Connecticut State Library
Hartford, Connecticut 06106**

GRANT CONTRACT

Targeted Grant FY 2021, Cycle 1 — Grant #042-PC-21

This contract made between the State of Connecticut, Connecticut State Library (hereinafter "State Library") and the **Town of East Hampton** (hereinafter "Contractor") pursuant to C.G.S. §§ 11-8i through 11-8n, inclusive.

WHEREAS, the State Library's Office of the Public Records Administrator administers the Historic Documents Preservation Grant Program ("Program") for the purpose of preserving and managing historic documents;

WHEREAS, all Connecticut municipalities are eligible to apply for a Targeted Grant ("Grant") from this Program; and

WHEREAS, the Contractor is a municipality;

NOW THEREFORE, in consideration of the aforesaid and the mutual promises hereinafter contained the parties do hereby agree as follows:

1. The State Library hereby authorizes a Grant for an amount not to exceed **\$5,500.00** (hereinafter "Grant Funds"), for the following (hereinafter referred to as the "Project") as approved in the municipality's Targeted Grant Application **on October 30, 2020, on file at the State Library:**

Reformatting project for public records.

2. The approved Project Budget is as follows:

	Expense Type	Funds Approved
1.	Consultants/Vendors	\$ 5,500.00
2.	Equipment	\$
3.	Supplies	\$
4.	Town Personnel Costs	\$
5.	Other (specify)	\$
6.	TOTAL	\$ 5,500.00

The Contractor is responsible for any Project expenses greater than the Grant Funds.

3. **Contract Period.** The Contractor shall complete the Project and expend the Grant Funds as described in the Project Budget within the contract period. The contract period is from **July 1, 2020, or the date of approval of this contract by the State Librarian or, if applicable, the Connecticut Attorney General, whichever is later, through June 30, 2021.** Any Grant Funds remaining unexpended on **June 30, 2021**, must be returned to the State Library with the *Project Evaluation/Expenditure Report*.
4. **Payment.** The State of Connecticut shall assume no liability for payment of services under the terms of this contract until the Contractor is notified that this contract has been approved. Payment to the

Contractor shall be processed within 45 days of approval of this contract, or within 45 days of the first day of this contract period, whichever is later.

5. **Contract Amendment.** To request approval for a change to the Grant's purpose, methodology, budget and/or completion deadline, the Contractor shall submit an *Amendment Request Form*, available on request from the State Library, to the State Library at least two (2) months prior to the then-current end of the contract period. (a) The State Library must approve any changes to the Grant's purpose and/or methodology which are deemed significant by the State Library. (b) The State Library must approve any budget reallocation that exceeds ten percent (10%) of the total Grant Funds. The Contractor may reallocate up to ten percent (10%) of the total Grant Funds among line items contained in the approved Project Budget as detailed in Paragraph 2 of this contract without prior approval. (c) The State Library must approve any extension to the completion deadline. The Contractor must notify the State Library immediately if difficulties arise that could affect the timely completion of all grant work and expenditures. Extensions are at the sole discretion of the State Library and will not be considered except in the most extenuating situations beyond the municipality's control.
6. **Final Report.** The Contractor shall submit a *Project Evaluation/Expenditure Report*, available on the State Library website at www.ctstatelibrary.org, for receipt at the State Library by **September 1, 2021**. Failure to submit a completed *Project Evaluation/Expenditure Report* for receipt by the due date may result in termination of the Grant and the requirement that the Contractor return the full Grant Funds, as well as loss of eligibility for the next grant cycle. This filing deadline shall not be extended. Financial and other supporting documentation for the grant must be maintained by the municipality as part of the grant file in accordance with the municipal records retention schedules.
7. **Insurance.** The Contractor agrees that while performing services specified in this contract that it shall carry sufficient insurance (liability and/or other) as applicable according to the nature of the service to be performed so as to "save harmless" the State of Connecticut from any insurable claim whatsoever. If requested, certificates of such insurance shall be filed with the State Library prior to the performance of services.
8. **Indemnification.** The Contractor agrees to indemnify and hold the State, its officials, agents, and employees harmless from and against any and all claims, suits, actions, costs, and damages resulting from the negligent performance or non-performance by the Contractor or any of its officials, agents, or employees of the Contractor's obligations under this agreement. It is further understood that such indemnity shall not be limited by any insurance coverage which is required herein Paragraph 7.
9. **Audit Requirements for State Grants.** For purposes of this clause, the word "Contractor" shall be read to mean "nonstate entity," as that term is defined in C.G.S. § 4-230. The Contractor shall provide for an annual financial audit acceptable to the State Library for any expenditure of State-awarded funds made by the Contractor. Such audit shall include management letters and audit recommendations. The State Auditors of Public Accounts shall have access to all records and accounts for the fiscal year(s) in which the award was made. The Contractor will comply with federal and State single audit standards as applicable.
10. **Inspection of Work Performed.** (a) The State Library or its authorized representative shall at all times have the right to enter into the Contractor's or subcontractor's premises, or such other places where duties under this Contract are being performed, to inspect, to monitor or to evaluate the work being performed in accordance with C.G.S. § 4e-29 to ensure compliance with this contract. The Contractor and all subcontractors must provide all reasonable facilities and assistance to State Library representatives. All inspections and evaluations shall be performed in such a manner as will not unduly delay work. Written evaluations pursuant to this paragraph shall be made available to the Contractor. (b) The Contractor must incorporate this section verbatim into any contract it enters into with any subcontractor providing services under this contract.
11. **Refund.** The Contractor shall refund any amounts found to be owing to the State as a result of an error or the discovery of any fraud, collusion, or illegal actions and shall make such refund within thirty (30) days from the notice in writing by the State. In the event that the Contractor fails to make such refund,

the State shall deduct such amount from any current or future sums owing to the Contractor on the part of the State from any source or for any purpose whatsoever.

12. Governing law. This contract and the rights and obligations of the parties hereunder shall be governed by, and construed in accordance with, the laws of the State of Connecticut.
13. Assignment. The Contractor shall not assign any of its rights or obligations or sublet under this contract, voluntarily or otherwise, in any manner without the prior written consent of the State Library. The State Library may void any purported assignment in violation of this paragraph and declare the Contractor in breach of contract. Any cancellation by the State Library for a breach is without prejudice to the State Library or the State's rights or possible claims.
14. Claims against the State. The sole and exclusive means for the presentation of any claim against the State arising from this contract shall be in accordance with Chapter 53 of the Connecticut General Statutes (Claims Against the State) and the Contractor further agrees not to initiate legal proceedings in any State or Federal Court in addition to, or in lieu of, said Chapter 53 proceedings.
15. Executive Orders. This Contract is subject to Executive Order No. 3 of Governor Thomas J. Meskill, promulgated June 16, 1971, concerning labor employment practices; Executive Order No. 17 of Governor Thomas J. Meskill, promulgated February 15, 1973, concerning the listing of employment openings; Executive Order No. 16 of Governor John G. Rowland, promulgated August 4, 1999, concerning violence in the workplace, all of which are incorporated into and made a part of the Contract as if they had been fully set forth in it. The Contract may also be subject to Executive Order 14 of Governor M. Jodi Rell, promulgated April 17, 2006, concerning procurement of cleaning products and services and to Executive Order No. 49 of Governor Dannel P. Malloy, promulgated May 22, 2015, mandating disclosure of certain gifts to public employees and contributions to certain candidates for office. If Executive Order 14 and/or Executive Order 49 are applicable, they are deemed to be incorporated into and are made a part of the Contract as if they had been fully set forth in it. At the Contractor's request, the Client Agency or the Connecticut Department of Administrative Services shall provide a copy of these orders to the Contractor.
16. Termination. The State may terminate this contract upon thirty (30) days written notice to the Contractor if the Contractor fails to comply with this contract or time schedules to the satisfaction of the State. In the event of such a termination, the State shall not be responsible for any future payments to the Contractor, and the State may recover any payments already made to the Contractor by any available means, including the withholding of grants of funds otherwise due the Contractor from the State.
17. Sovereign Immunity. The parties acknowledge and agree that nothing in this contract shall be construed as a modification, compromise or waiver by the State of any rights or defenses of any immunities provided by Federal law or the laws of the State of Connecticut to the State or any of its officers and employees, which they may have had, now have or will have with respect to all matters arising out of this contract. To the extent that this section conflicts with any other section, this section shall govern.
18. Entire Agreement. This written contract shall constitute the entire agreement between the parties and no other terms and conditions in any document, acceptance or acknowledgment shall be effective or binding unless expressly agreed to in writing by the State Library. This contract may not be changed other than by a formal written contract amendment signed by the parties hereto and approved by the Connecticut Attorney General, if applicable. This contract shall be binding upon and shall inure to the benefit of the Contractor and its successors.

IN WITNESS WHEREOF, the parties have executed this Contract by their duly authorized representatives with full knowledge of and agreement with its terms and conditions.

Municipality:

Signature of Municipal CEO, duly authorized

Date

Name *(Print Clearly)*

Title *(Print Clearly)*

Municipality *(Use "City of __" or "Town of __" Format)*

Municipality Mailing Address *(Print Clearly)*

Connecticut State Library:

Signature

Date

Name *(Print Clearly)*

Title *(Print Clearly)*

For STATE LIBRARY Use Only:

Fund	Department	SID	Program	Account	Project	Budget Ref.
12060	CSL66094	35150	73001	55070	CSL Non. Proj.	2021

Rev. 09/2020

TOWN OF EAST HAMPTON AGENDA REPORT

AGENDA ITEM: 7d

DATE: November 24, 2020
SUBJECT: **Internet Safety Policy**
DEPARTMENT: Library

BACKGROUND

The East Hampton Public Library recommends adoption of the attached Internet Safety Policy.

The Library is required to have an approved Internet Safety Policy to comply with the Federal Child Internet Protection Act (CIPA) and to receive Federal Communications Commission (FCC) e-rate funding, which is intended to make broadband internet access affordable for libraries and schools.

Through that program, the East Hampton Public Library receives \$1,200 per year from the FCC, which pays 50% of our fiber internet service and maintenance bill.

The attached Internet Safety Policy makes clear to the East Hampton community that:

- The Library uses a filter (technology protection measure) to block inappropriate content on all of our public access computers.
- The Library can turn off those filters for legitimate research purposes.
- The Library has taken steps to promote the safety and security of library patrons who use the internet on our public access computers.
- Patrons or their parents or guardians are responsible for what they access on the internet.

The Library Advisory Board reviewed the attached Internet Safety Policy at its November 2nd, 2020 meeting and is expected to approve said policy at its Monday, November 23rd, 2020 special meeting.

FISCAL IMPACT No fiscal impact.

Internet Safety Policy

It is the policy of the East Hampton Public Library to use technology protection measures in an attempt to:

- a) Prevent access to or transmission of inappropriate material via Internet, electronic mail, or other forms of electronic communication;
- b) Prevent unauthorized access and other unlawful online activity;
- c) Prevent unauthorized online disclosure, use or dissemination of personal identification of minors; and
- d) Comply with the Children's Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)].

Access to Inappropriate Material

To the extent practical, technology protection measures shall be used to block or filter Internet content. Specifically, as required by the Children's Internet Protection Act (CIPA), blocking shall be applied to visual depictions of material deemed obscene, child pornography, or harmful to minors, as defined in the CIPA.

Subject to staff supervision, technology protection measures may be disabled, during use by an adult, only for bona fide research or other lawful purposes.

Inappropriate Network Use

To the extent practical, steps shall be taken to promote the safety and security of users of the East Hampton Public Library's online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications and prevent inappropriate network use. Specifically, inappropriate network usage includes:

- a) Unauthorized access, including hacking and other unlawful activities; and
- b) Unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

Supervision and Monitoring

It shall be the responsibility of the East Hampton Public Library staff to supervise and monitor usage of the Technology Protection Measure in use on the computer network, and access to the Internet in accordance with this policy, the East Hampton Public Library Internet Use Policy, and the CIPA.

Patrons are responsible for what they access on the internet, and parents or guardians are responsible for their children's use of the internet. It is not the responsibility of library staff to monitor all content accessed.

Procedures for disabling or otherwise modifying any technology protection measures shall be the responsibility of the Library Director or designated representatives.

The library acknowledges that no technology prevention measure is available that will block out all illegal content while allowing all constitutionally protected material.

Terms:

Minor – an individual who has not attained the age of 17 years

Technology Protection Measure – a specific technology that blocks or filters Internet content

Obscene – as defined in section 1460 of title 18 United States Code

Child Pornography – as defined in section 2256 of title 18, United States Code

Harmful to Minors – any picture, image, graphic image file, or other visual depiction that:

1. a) Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex or excretion;
2. b) Depicts, describes, or represents in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
3. c) Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Sexual Act; Sexual Contact – as defined in section 2246 of title 18, United States Code

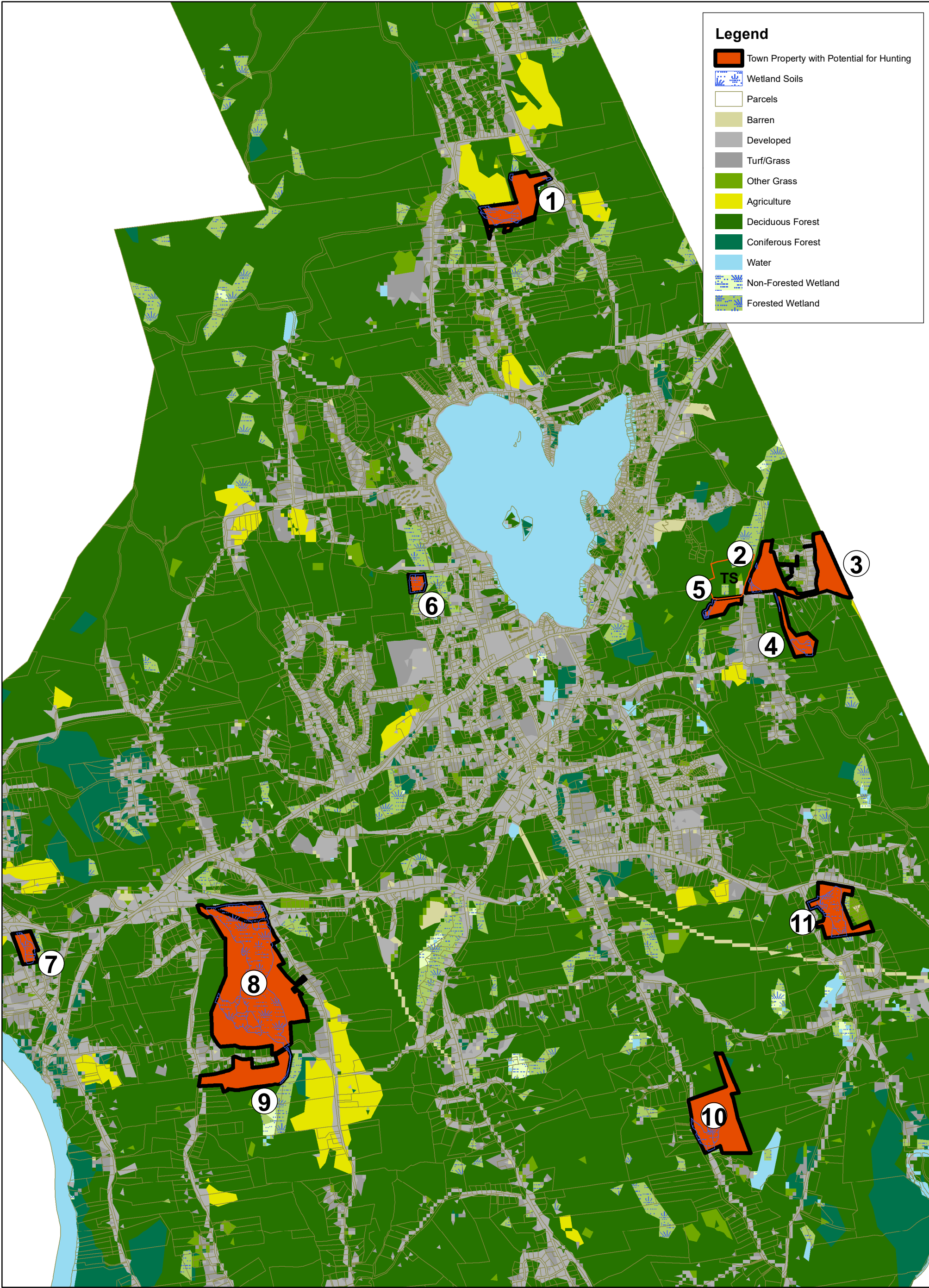
Town owned parcels with potential for hunting

See Included Map

Reference Number	M/B/L	Street Address	Legal Size	Notes	Land Cover	Zone
1	24-64-11B-OS1	EASTHAM BRIDGE RD	1.68	Adjacent to Loos Pond	Wooded	R-4
1	24-64-11B-OS2	EASTHAM BRIDGE RD	1.01	Adjacent to Loos Pond	Wooded	R-4
1	24-64-9	WHITE BIRCH RD	33.58	Loos Pond	Open Water	R-4
2	33-86-1-OSW	WHISPERING WOODS RD	26	Whispering Woods Open Space - West	Mostly Wooded	RL
3	33-86-1-OSE	WHISPERING WOODS RD	22.97	Whispering Woods Open Space - East	Wooded	RL
4	33-88-14B-OS	19 PEACH FARM RD	15.1		Mostly Wooded	R-4
5	26-85-1A-11	147 BEAR SWAMP RD	7.17	Adjacent to Transfer Station	Wooded, Wetlands in Rear	R-4
6	19-39A-10A-21	NORTH MAPLE ST	5	Off Christopher Road	Wetlands	R-3
7	01C-10-3	MIDDLE HADDAM RD	10.3		Wooded	R-2
8	06-14-A	HOG HILL RD	167	Pine Brook Preserve	Open Water and Wooded	RL
8	12-15-B	OLD MIDDLETOWN AVE	11.4	Contiguous to Pine Brook Preserve	Open Water	RL
9	07-22-1	HOG HILL RD	35.03	Walters Property - South of Terp Road	Stream	RL
10	21-53-7	WOPOWOG RD	56.2	Conservation Showcase	Wooded, Wetlands	RL
11	27-90-3	140 COLCHESTER AVE	31.28	Tall Wood Drive Open Space	Wooded, Wetlands	RL

Items highlighted in yellow were specifically referenced in previous discussions or the resident request.

Town Owned Parcels



This map is for planning purposes only and should not be used for conveyance or other legal purposes.

0 1,500 3,000 6,000 Feet





(f)

Stay Informed (/Stay-Informed-0)

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Connecticut Affordable Housing FAQ

At the Partnership for Strong Communities, we advocate for safe, stable, and affordable homes in all of our state's communities. We receive a lot of questions about affordable housing, and how it benefits Connecticut residents; below are some of the most common questions. We hope that this FAQ helps people understand the need for affordable homes in their towns and cities.

1. What Is Affordable Housing? How Is It Different From Supportive Housing?

The common definition of an affordable home is one where the resident spends no more than 30% of their income to pay the rent or mortgage. Supportive housing is also considered affordable, but goes a step further to include access to additional services or resources that low-income residents may need.

Over 200,000 households are spending more than half their income on housing costs. In Connecticut, the amount a person must make per hour to afford a typical two-bedroom apartment is \$25.40 and the average wage for a renter is \$17.53 (NLIHC, 2019 (<https://reports.nlihc.org/oor/connecticut>)).

2. What Is The Affordable Housing Land Use Appeals Procedure (C.G.S. Section 8-30g)?

In an effort to encourage affordable housing statewide, Connecticut municipalities with less than 10% of their housing stock designated as affordable are subject to the Affordable Housing Land Use Appeals Procedure (https://www.cga.ct.gov/current/pub/chap_126a.htm), C.G.S. 8-30g (widely known as "Section 8-30g"). This means towns with the least amount of affordable housing are responsible for further explanation if their planning and zoning commissions deny a developer's application to build affordable housing. C.G.S. 8-30g lets developers pursue a court appeal, where the town has the burden of proof in showing the denial was based on a substantial public health and safety concern that "clearly outweighs" the town's need for more affordable housing. Currently only about 18% of municipalities are meeting this threshold. (Visit the Department of Housing Land Use Appeals page (<https://portal.ct.gov/DOH/DOH/Programs/Affordable-Housing-Appeals-Listing>) for more information).

3. Why Is Affordable Housing Good For My Town And The State? Who Really Benefits From Affordable Housing?

Regardless of if you already own a home or can comfortably afford rent, affordable housing options benefit all of us by making our economy and middle class stronger. When outsized housing costs eat up a family's budget, there's little wiggle room left for discretionary spending. When people have fewer extra dollars in their pockets to spend at local restaurants, shops and service providers, the entire economy suffers the loss in revenue, as does the state with the loss of sales tax. If we want to keep a strong middle class in Connecticut – and in turn build a thriving economy – we need housing options that work for people from all walks of life.

Everyone in Connecticut benefits from a healthy economy where residents are financially stable in their housing and not just scrambling to make ends meet. Expanding affordable housing options for rentals and starter homes means more families have an opportunity to move up the socio-economic ladder and become part of a strong middle class. Affordable housing brings down Connecticut's sky-high cost of living, allowing our families, our towns, and our state to direct money towards the other issues we care about and better strengthen our long-term economic future.

4. Does Affordable Housing Make Other Taxpayers Pay A Larger Share Of Municipal Services Costs?

People often think affordable and subsidized housing developers do not pay local property taxes. That isn't true. These developers pay taxes just as any private homeowner or management company would. In fact, most affordable housing complexes include a mix of affordable units and those renting or selling at market rate. Affordable housing is funded in Connecticut at both the state and federal level.

5. Why Are So Many Young Adults Living At Home With Their Parents? Why Can't They Afford Housing On Their Own?

Connecticut's millennial population – our most promising future workforce – is shrinking. The next generation is leaving in droves to more affordable, up-and-coming cities because Connecticut lacks affordable and desirable places for this generation to live. Many of those who stay in state simply can't afford to live on their own. Connecticut has the 6th highest amount of student debt in the nation. Saddled with monthly loan payments, and starting on entry-level salaries, it's no wonder 42% of millennials in Connecticut are still living with their parents, the second highest rate in the nation. Single family homes, which make up 70% of the housing stock in the vast majority of our municipalities, are impractical and unaffordable for young professionals and couples just starting out.

6. Why Should Housing Be Close To Transit?

Young families and skilled workers today also want walkable communities where transit, shopping and town centers are easily accessible. Mixed-use and affordable housing gives these young professionals the kind of communities they want at a price point they can afford, and when done so strategically to create walkable communities, is a catalyst for economic growth and new activity. Affordable housing

options built near transit centers also opens doors for low-income residents by gaining them access to a larger job pool in other towns and cities across Connecticut, as well as access to more essential services. While many residents may not be able to afford a car, and therefore be limited in the distance within which they can seek out employment, the ability to live reasonably near public transportation means greater opportunities for more Connecticut residents.

Half-empty or underused plots of land – especially near mass transit stations like the New Haven-Hartford-Springfield rail line – aren't being used to their fullest potential and are a gold mine of opportunity. By utilizing these underdeveloped locations for affordable housing, we not only provide current residents access to the housing options they increasingly want – and are able to afford – but we are also able to expand access to jobs people need and better attract and retain new families and businesses to our cities and towns.

7. If My Town Doesn't Have Transit, Why Should We Care About Affordable Housing?

Connecticut's cities and towns are starved for fresh revenue, especially as statewide budget cuts to municipal aid loom over local communities. As grand lists have flattened or fallen, nearly 90% of Connecticut's cities and towns haven't seen any growth in the total value of taxable property in the last ten years. While this kind of stagnation puts local homeowners at risk of seeing their property taxes go up, it also threatens the overall quality of life, vibrancy and culture of our communities.

Instead of growing, our population is getting older every year, which poses a serious threat to the strength of our civic workforce, like police officers, firefighters and teachers aging out of their jobs. Moreover, as our residents age, more and more healthcare workers and homecare aides are needed to care for this population, and these workers – many of whom earn minimum wage – need housing that meets their budgets and should be able to live in the towns where they work. By creating more mixed-income, multi-family housing in all of our municipalities, we will help the state remain economically competitive and preserve the quality of life we all value here, for everyone.

8. How Can Increasing Housing Stability Help Close The Achievement Gap?

Being able to find a comfortable home in a safe community is also an essential launching pad for social and economic mobility. The average family in Connecticut has a long list of bills to pay between gas, cable, smartphones, health insurance and more. However, no expense places a burden on families in Connecticut like the cost of housing. A family's limited discretionary income due to housing costs may mean making serious sacrifices like healthcare or basic needs. Worse, one unexpected emergency expense can put a family already stretched to the limit on the brink of homelessness.

Housing instability especially impacts children living in low-income communities. For too many young students, access to a quality education is only half the battle, without the added stress of being able to keep their home or moving frequently, sometimes in and out of a shelter. A safe and stable home environment outside the classroom is essential to set our students up for educational success. At the same time, parents who aren't struggling to make ends meet can afford to invest in quality of life for their children, through healthcare, more reliable transportation options and additional educational support.

Expanding affordable housing options for families living paycheck to paycheck not only helps ensure vulnerable children and working people don't end up without a place to sleep at night, but can alleviate a tremendous cost burden that keeps them from getting out of a cycle of poverty. More affordable housing options means a greater number of Connecticut families have an opportunity to build a better life for themselves and save for things like college, retirement, or their first permanent home.

9. Connecticut Is Already Crowded, Why Do We Want To Attract More People To Live In Our State?


The number of young children in Connecticut is actually on the decline. The school-age population is set to decrease in the majority of municipalities through 2030. Young parents – as well as couples considering becoming parents – want to live near good school districts for their children. When they find it impossible to afford adequate housing for a growing family in desirable communities, they are forced to move their family out of state, taking their careers and their tax dollars with them.

In order to remain competitive, we also need a marketplace that allows business to grow and thrive. In order to do that, businesses need to be able to access a robust workforce. However, if families can't afford to live in Connecticut's communities, the labor pool will remain stagnant, and businesses won't want to come here. Studies show that increasing the mix of housing in our communities can help bring thousands of jobs to local communities and millions of dollars in additional state and local revenue each year.

Do you have a question about affordable housing in Connecticut? Email us at info@pschousing.org (<mailto:info@pschousing.org>).

Resources

[Our Publications \(/publications\)](#)



Affordable Housing Plan of the Essex Planning Commission

2019-2024



Adopted by: The Town of
Essex Planning Commission
March 14, 2019

CONTENTS

What Is Affordable Housing? 04

Why Does Essex Need More Affordable Housing? 05

Incomes Have Not Kept Pace with Housing Costs 05

Current Lack of Multi-Unit Housing 07

Current Lack of Affordable Rental Units 07

The Law: Affordable Housing Appeals Act 08

What Is Essex's Affordable Housing Goal? 11

89 Affordable Housing Units Over the Next Ten Year 11

How Will Essex's Affordable Housing Goal Be Met? 12

New Developments 12

Affordable Housing Partners 13

Rehabilitated Housing 13

Recommendations 14

Appendix: GIS Maps 15



BACKGROUND

Photo by Jody Dole

The Essex Ad-Hoc Committee of Housing Options was created by the Essex Planning Commission in September 2017 to foster the development of affordable housing in the Town of Essex. The Committee has worked to better understand Essex's specific housing needs, identify properties that have housing development potential and to learn how to better support our local housing organizations: the Essex Housing Authority, Hope Partnership, and Middlesex Habitat for Humanity for Connecticut.

In July 2017, new legislation was passed (Public Act 17-170) requiring every municipality to have an "Affordable Housing Plan" adopted by the town that "shall specify how the municipality intends to increase the number of affordable housing developments in the municipality."

This Act was created as a modification to an existing Statute that already applies to Affordable Housing in all Connecticut Towns. CGS 8-30G was created in the 1970's as a checks and balances to help boost local affordable housing project approvals after the State recognized an overall lack of affordable housing options. The law currently places the burden of proof for an appeal under this Statute on the Town rather than the applicant. The Town must demonstrate that the threat to local health, safety and welfare was far greater than the general need for affordable housing. The law also provides increased flexibility to developers, they may not need to adhere to all zoning standards including setbacks, zone restrictions, parking requirements and lot coverage standards. Any Town in Connecticut that does not have at least ten (10) percent of their housing stock deed restricted to qualify as "affordable" is open to an appeal under 8-30g.

This document is intended, in part, to satisfy that State-mandated requirement while clearly demonstrating what Essex can do to encourage the creation of affordable housing units so that it does not remain exposed to the 8-30g appeals process. The Committee understands that if Essex encourages affordable housing developments that are appropriate, the Town will be less exposed to an application under 8-30g which may not be in keeping with the goals of the Town.

The 2015 Essex Plan of Conservation and Development has outlined specific action items for the Town to accomplish with regard to housing.

These include:

- 1. Establish overall municipal goals for increasing the percentage of state-designated Affordable units within Essex.**
- 2. Develop Incentive Housing Zone regulations**
- 3. Examine potential development incentives beyond the IHZ program to encourage broader participation by developers in creation of affordable housing opportunities.**
- 4. Work closely with the HOPE Partnership, the Partnership for Strong Communities, and other nonprofit groups to educate the public, work with property owners and developers, and advocate for housing opportunities.**

This document will attempt to address these issues, as well.

This 2018 Affordable Housing Plan outlines the continuing need for affordable housing in Essex, proposes a specific goal of 89 housing units over the next ten years, and describes specific actions that can be taken to achieve that goal. We hope that this plan will help inform and educate residents about the housing needs in our community and build the community support that is needed to move forward in achieving these goals.

Sincerely,

SUBCOMMITTEE ON AFFORDABLE HOUSING

Alan Kerr, Chair

Jane Siris

Loretta McCluskey

Maureen O'Grady

Dawn Boulanger

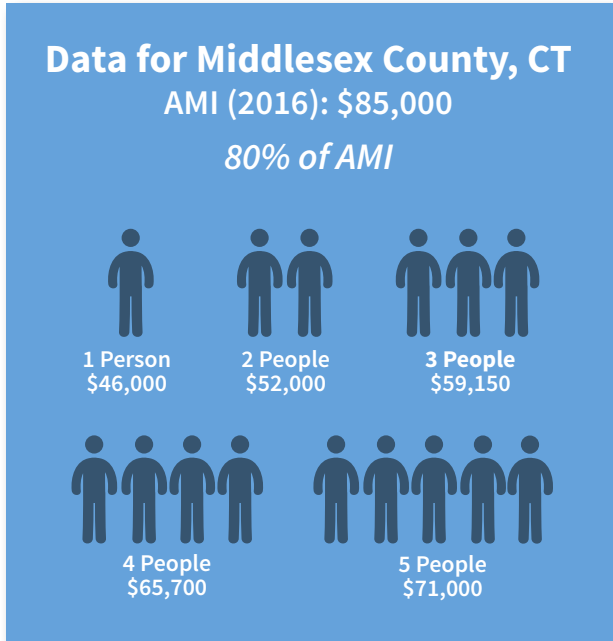
Peter Decker



WHAT IS AFFORDABLE HOUSING?

Housing is defined as “affordable” if it costs less than 30% of the income of a household earning 80% or less of the Area Median Income (AMI).

In order to count towards a town’s official tally of affordable housing, the property must be deed restricted to remain affordable for at least 30 years. This calculation is adjusted annually and by household size as shown in Table 1 below:



* Source: HUD Income; State of CT

Monthly Housing Costs (Rent/Mortgage + Utilities)

HUD Fair Market Rates

1 Person	2 People	
\$1,150	\$1,315	
3 People	4 People	5 People
\$1,479	\$1,643	\$1,775

Example: 2 Bedroom Unit	Total/ Year	Total/ Month
Area Median Income (AMI)	\$85,000.00	\$6,695.00
Median Income level per household in the surrounding area		
80% of AMI	\$68,000.00	\$5,356.00
80% of median income from above		
30% of 80% AMI	\$20,400.00	\$1,700.00
\$1,607 must be compared to the HUD rates shown below, the lower number shall be used		
120% HUD Fair Market Rate	\$1,386.00 x 120% = \$1,663.00	\$1663.00

For a two-bedroom housing unit to be eligible for consideration as an “affordable housing” unit, it must cost less than \$1,663 per month.

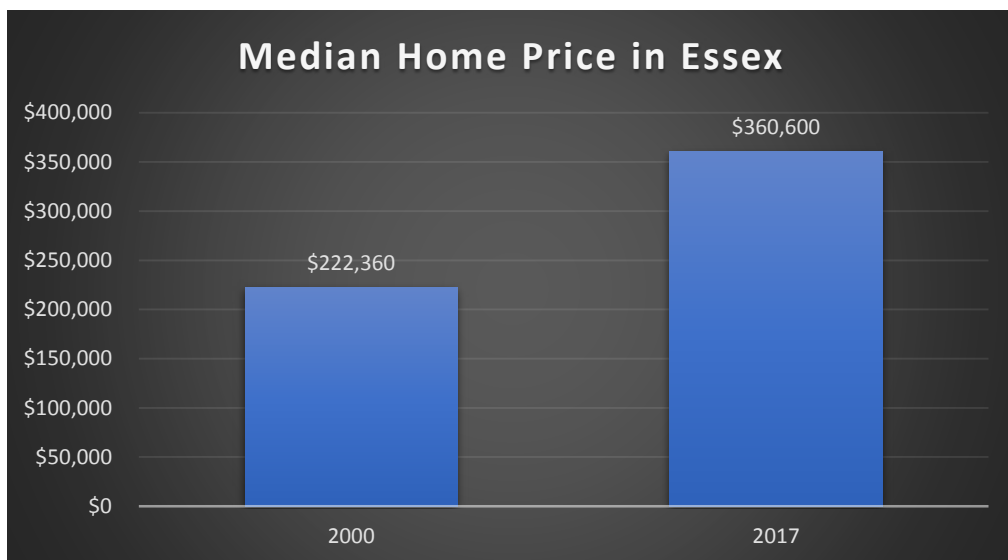
WHY DOES ESSEX NEED MORE AFFORDABLE HOUSING?

Incomes Have Not Kept Pace with Housing Costs

Many of the people who work in town — staff at Essex Meadows, teachers and aides at Essex Elementary School, retail clerks at Colonial Market and many other local businesses that residents of the town depend on — might find it difficult to afford a home in Essex if they wanted to live here.

Many older adults who have lived in Essex for decades have trouble affording basic repairs and upkeep on their homes, yet have no opportunities to downsize due to the lack of suitable housing stock.

Young adults who grew up in Essex would like to raise their own families here, but affordable “starter homes” are either non-existent or need a great deal of rehab in order to be livable. Demands on younger residents such as repaying college loans often leave very little household income to pay a mortgage.



*Source: [Housing Data Profiles](#)



Census data shows that since the year 2000, the average home price in Essex has increased by over 60%.



Population Trends Support Affordable Housing

United States Census data shows that over the next 20 years, the average age of Essex residents will increase. The Census further estimates that we will also see a notable decrease the number of school aged children within the community. Therefore, over that timeframe it is imperative that Essex work to ensure that the Town has adequate affordable housing options for an aging population. The graph below illustrates how the Essex population will change between 2015 and 2040.

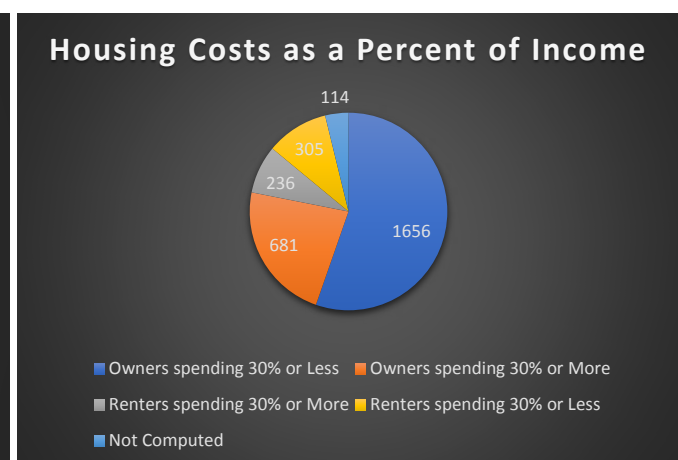
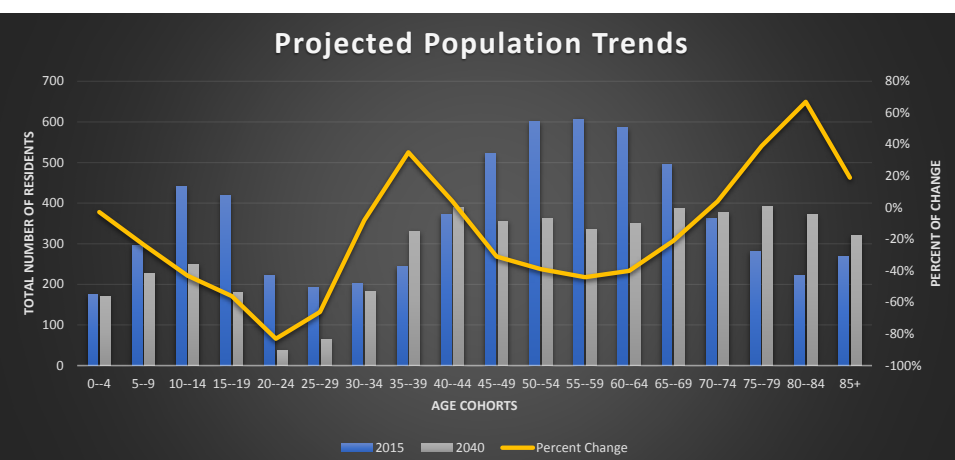
The 2010 U.S. Census data gives clear evidence of these facts:

According to the American Community Survey (based on the 2010 US Census) in 2016, there were 986 households (36% of all households) in Essex that were paying unaffordable rents or homeownership costs (i.e., paying more than 30% of their household income on housing costs).

Of these households, 305 are living in rental units. The current number of actual affordable rental housing units- meaning those restricted to be available to those at or below certain income limits in Essex is 49, as outlined above*.

Governmentally Assisted Units	36
Tenant Rental Assistance	3
CHFA/USDA Mortgages	10
Deed Restricted Units	0
Total Affordable Units	49

In 2016, the Town's median income was \$86,376. Therefore, 50% of Essex's households earn more than that amount and 50% earn less. To qualify to live in "affordable" housing, a household needs to earn less than 80% of the median. According the Partnership for Strong Communities House Data Profile for Essex, in Town, 47% of the town's renters and 29% of its homeowners spend more than 30% of their household income on housing. Households are considered to be "cost burdened" if they spend more than 30% of their total household income on housing. Due to the fact that they are spending such a large portion of their income on housing their spending power for other necessities such as utilities, childcare, groceries or healthcare is reduced. If the Town can work to provide lower cost housing options, the occupants of these units will have more discretionary income, potentially to spend at local businesses.



* CT Department of Housing Affordable Housing Appeals List (2016)



Housing Costs for Owners and Renters

Affordability

Across CT, 50% of renters and 32% of owners spend more than 30% of their income on housing. In Essex, 47% of renters spend more than 30% of their income on housing, while 29% of owners do the same. Households that spend more than 30% of their income on housing may have little left over for necessities such as transportation, food, healthcare, etc.

Housing Costs as a % of Household Income: Essex

	# Units	% Total
Owner Occupied		
■ Spending < 30%	1656	55
■ Spending > -30%	681	23
■ Not Computed	0	0
Renter Occupied		
■ Spending < 30%	236	8
■ Spending > -30%	305	10
■ Not Computed	114	4

Current Lack of Multi-Unit Housing

Of Essex’s occupied housing stock, 78% are single-family homes. Only 22% of housing units are multi-family (two or more housing units).

Housing that contains two or more units is often more affordable by nature than single-family housing. Statewide, 67% of housing is single-family and 33% is multi-family. More multi-family housing options are needed in Essex.

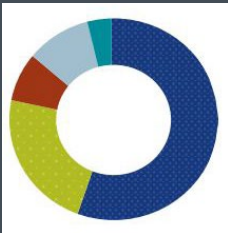
Current Lack of Affordable Rental Units

In Essex, only 22% of housing units are occupied by renters. Statewide, 29% of housing units are occupied by renters. Many young adults and families want to or need to rent before they purchase a house.

With only 22% of Essex’s stock rentable and at any given time a small sliver of that available for rent, options are limited.

Every town needs some diversity in its housing options. Housing needs vary greatly at different times in our lives. To retain diversity within our community, our town must strive to provide the equivalent in its housing stock.

Without this flexibility any change in family size, health or employment puts us in danger of losing the members of our community we should be valuing the most – **our teachers, our health care providers, our employees and our volunteers.**



Source:
2011-15
American
Community
Survey



The Law: Affordable Housing Appeals Act

In addition to losing both valued members of our community and the opportunity to attract more of such people, if the town fails to provide an adequate number of affordable housing units, under the Affordable Housing Appeals Act (Connecticut General Statutes §8-30g), the town's zoning regulations can be largely overridden by a developer who agrees to restrict a minimum of 30% of new units as affordable housing.

According to the State's Affordable Housing Appeals Act (Section. 8-30g), if a town has less than 10% of its housing stock deed restricted to remain affordable to

households that earn under 80% of the area median income (\$65,000 for a family of four in the case of Essex), a developer can challenge and often override the town's zoning regulations as long as at least 30% of the housing units in the proposed development are restricted as affordable.

Currently only 2.27% of the Town's housing stock is restricted in some way to remain affordable for those earning less than the area median income.

The Table below shows the deed-restricted afford-able housing that currently exists in the Town of Essex.

Current Affordable Housing Stock in Essex

Cite: 2017 Affordable Housing Appeals List, State of CT

Property	Units	Type
Essex Place	22	Elderly
Essex Court	36	Elderly
Essex Station	16 restricted of 52 total	Rental

Total affordable housing units	74
Total housing units in Essex	3261
Percent of 8-30g qualified	2.27%





Temporary Four-Year Moratorium:

The State can provide temporary relief from the 8-30g process through a moratorium provision. If a municipality can demonstrate progress in its effort to reach the goal of 10% affordable housing, the State will grant a moratorium on the ability of developers

to sue the town for the right to build using the 8-30g statute. The moratorium is granted for a period of four years and a municipality must apply for a moratorium. The rules for demonstrating progress are based on a point system, where different affordable housing types are awarded points as shown in the tables below.

Owner	Property Address	Year Occupied	Affordable Units	Unit Type	Income Restriction	HUE Points Per Unit	Total Points
Essex Station	21 Plains Rd	2018	8	Rental	60%	1.5	12
Essex Station	27 Plains Rd	2018	8	Rental	80%	1.0	8
Essex Station	29 Plains Rd	2018	36(market)	Rental	Market in set Aside	0.25	9
Essex Place	26 Main St	2017	22	Elderly	80%	.5	11
Essex Court	16 Main St	1985	36	Elderly	80%	Prior to 1990	n/a
Tenant Addisted							n/a
CHFA Mortgage							n/a
Spencer's Corner	TBD	2019(?)	17	Rental	60%(?)	1.5	25.5(future)
						Total	40
						Needed	65
						Future	25.5(?)



“Essex has many large single-family homes but few apartments, townhomes, or multi-family houses. This limited range of housing choices limits the diversity of Essex residents. This is, and will continue to be, a challenge for the community.” -Essex Town Plan of Conservation & Development (2015)

Housing Unit Equivalent Type of Unit Point Value Per Unit	
Market Rate Units in set aside developments	0.25
Elderly Units, owned or rented-restricted at or below 80% AMI	0.50
Family Units, owned, that are 80% of median income:	1.00
Restricted to households with 60% or AMI	1.50
Annual income no more than: 40% AMI	2.00
Family Units, rented, that are 80% of median income:	1.50
Restricted to households with 60% AMI	2.00
Annual income no more than: 40% AMI	2.50
Mobile Manufactured Home in a resident-owned park:	1.50
Restricted to less than 80% AMI	2.00
Restricted to less than 60% AMI	0.25
Market-rate within the park	
Bonus Housing Unit-Equivalents Points In Addition to Unit Point Value Above	
Family Units, owned or rented containing three or more bedrooms	0.25
Family Units within an approved Incentive Housing Development	0.25
If at least 60% of the Total Affordable units above are Family units, then each Elderly Unit receives	0.50

WHAT IS ESSEX'S AFFORDABLE HOUSING GOAL?

Essex needs a **greater diversity** in its housing options to meet the changing housing needs of its residents and to attract new younger families and professionals.

More specifically, Essex needs **rental housing options and multi-family housing options** that are affordable for families earning less than \$65,000 and single people or seniors earning less than \$46,000.

89 Affordable Housing Units Over the Next Ten Years

The development of an additional 89 units would increase the affordable housing stock to 5% Essex currently has 2.27% as shown in the table above. The remaining 95% or 2,934 units remain unrestricted and open to market forces.

The 89 new affordable housing units maybe created from new construction or reuse of existing buildings. Essex has a goal to achieve the creation of an additional 19 owner occupied units and 70 rental units. Because some residents may prefer to own rather than rent, it is important to have options for both housing types and ownership types available.



HOW WILL ESSEX'S AFFORDABLE HOUSING GOAL BE MET?

New Developments

When considering the feasibility of potential sites for development, there are two primary issues to consider:

1. **Property control/ownership:** Without ownership/control of the land, encouraging a development the Town can endorse is more difficult.
2. **Proximity to existing utilities/services:** Avoiding the need to construct new water systems makes any project more financially viable. Proximity to available transportation services, such as Nine-Town Transit should be considered.

Creating housing opportunities for new residents within our village centers will help support village center businesses and preserve open space out-side the village centers. This approach conforms to the goals of the Plan of Conservation and Development.

Based on these considerations, we have developed a preliminary list of parcels that may be worth

further investigation as potential affordable housing development locations.

The criteria for this initial property identification included the following:

- Minimum of 5 acres on individual parcel or aggregation of adjacent parcels;
- Proximity to town village centers or “development nodes” as defined in the PoCD

Properties removed from this analysis included:

- Town, State, land trust, and other nonprofit owned land;
- Well-developed properties (Essex Meadows, Lee Company, etc.);
- Cemeteries;
- Homeowners’ association conservation land (part of subdivision approvals)

The search resulted in two groups of potential sites. One group is in the general vicinity of the Route 153/154/Westbrook Road triangle development node, (identified as Centerbrook on map below), and the other is just outside of Ivoryton Village (identified as Mares Hill on map below).

None of these parcels are “shovel ready”. All of them have characteristics that require additional consideration. Some have existing buildings on the property (and much excess land), others have wetlands corridors to consider, on some sites, access from the main road is uncertain.





AFFORDABLE HOUSING PARTNERS

We are fortunate, in Essex, to have partners in our effort to increase the availability of affordable housing in the region.

[The HOPE Partnership](#), based in Old Saybrook, states that their mission is “to create a continuum of affordable housing options in the shoreline towns of Middlesex County to ensure an eclectic economy and housing choices for all”. They were instrumental in the creation of the Ferry Crossing development, in Old Saybrook and are currently undertaking an affordable housing project at Spencer’s Corner, in Centerbrook. The HOPE Partnership knows how to assemble the necessary resources to get a project off the ground and Essex should take advantage of their expertise as we attempt to foster development in Town.

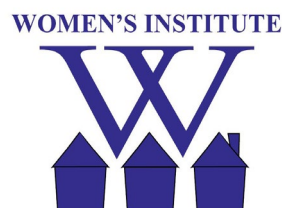
There are other organizations such as the [Women’s Institute for Housing and Economic Development](#) and the [Corporation for Independent Living](#) which are both CT-based nonprofit development groups

that seek opportunities to create new and revitalized housing in towns such as Essex. The Women’s Institute has already been active in assisting with the financing coordination and project management of the construction of Essex Place.

[The Partnership for Strong Communities](#), based in Hartford, has a statewide focus on various issues of social concern, including affordable housing. They have provided our committee with useful information and they are another valuable source of guidance and insight into the effort to promote affordable housing in Essex.

Rehabilitated Housing

There may be opportunities in Essex for housing that is currently under financial distress to be renewed or rehabilitated as affordable housing. Organizations such as Habitat for Humanity operate in this area and the Town should consider opportunities for increasing affordable housing stock via rehabilitation of existing homes.



RECOMMENDATIONS

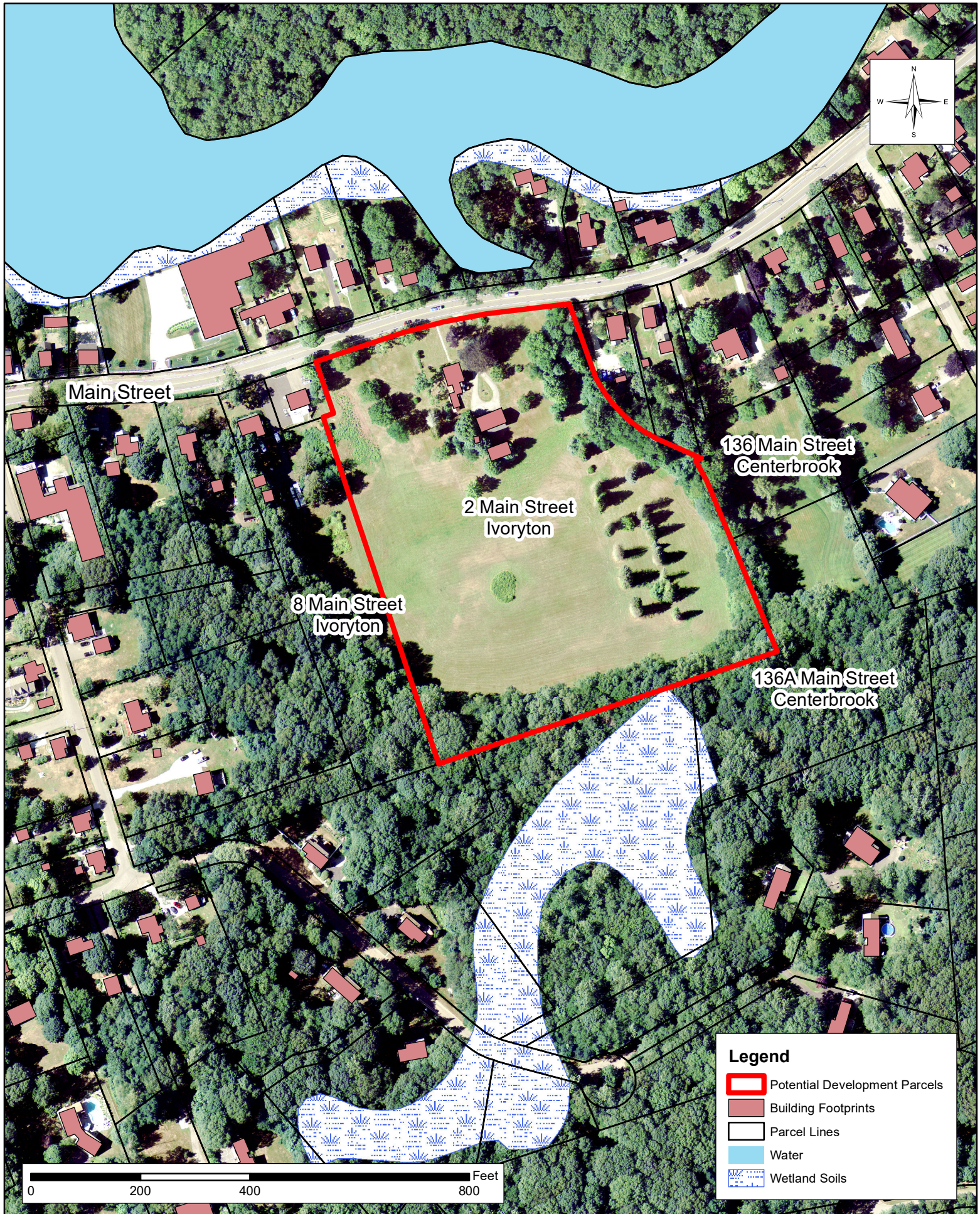
Essex should make a commitment to the goal of increasing affordable housing. It can do so, in part, by making it known to potential developers of affordable housing that the Town is interested in such projects. Some simple steps the Town could take include: *See Implementation Table below*

Implementation Goals	Entity Responsible	Priority	Target Completion Date (from plan adoption)
Develop a list of sites suitable for this type of development	Town Staff	Moderate	6 Months
Issue a “preliminary approval” to certain target sites to encourage development	P & Z	High	3 Months
Create an “Affordable Housing” section of the Towns website to market Essex to developers	Town Staff	Moderate	6 Months
Adopt zoning regulations to facilitate mobility for all users	All	Moderate	12 Months
Explore the appropriateness of an Incentive Housing Zone for increase densities	Staff and P&Z	Low	24 Months
Prioritize the creation of units with accessibility to accommodate elderly residents	P & Z	High	6 Months
Consider and prioritize sites with access to transit and local amenities	P&Z	Low	24 Months
Encourage the development of at least 3 deed restricted affordable housing projects	All	High	60 Months
Seek to identify, attract and approve uses which further complement affordable housing	Staff and P&Z	Moderate	12 Months
Prioritize the continued use of all existing affordable housing units	Town Staff	High	12 Months
Hold a public informational meeting to explain the findings of this Plan	Town Staff	High	6 Months
Identify State and Federal funding sources to help facilitate affordable housing projects	Town Staff	Moderate	12 Months

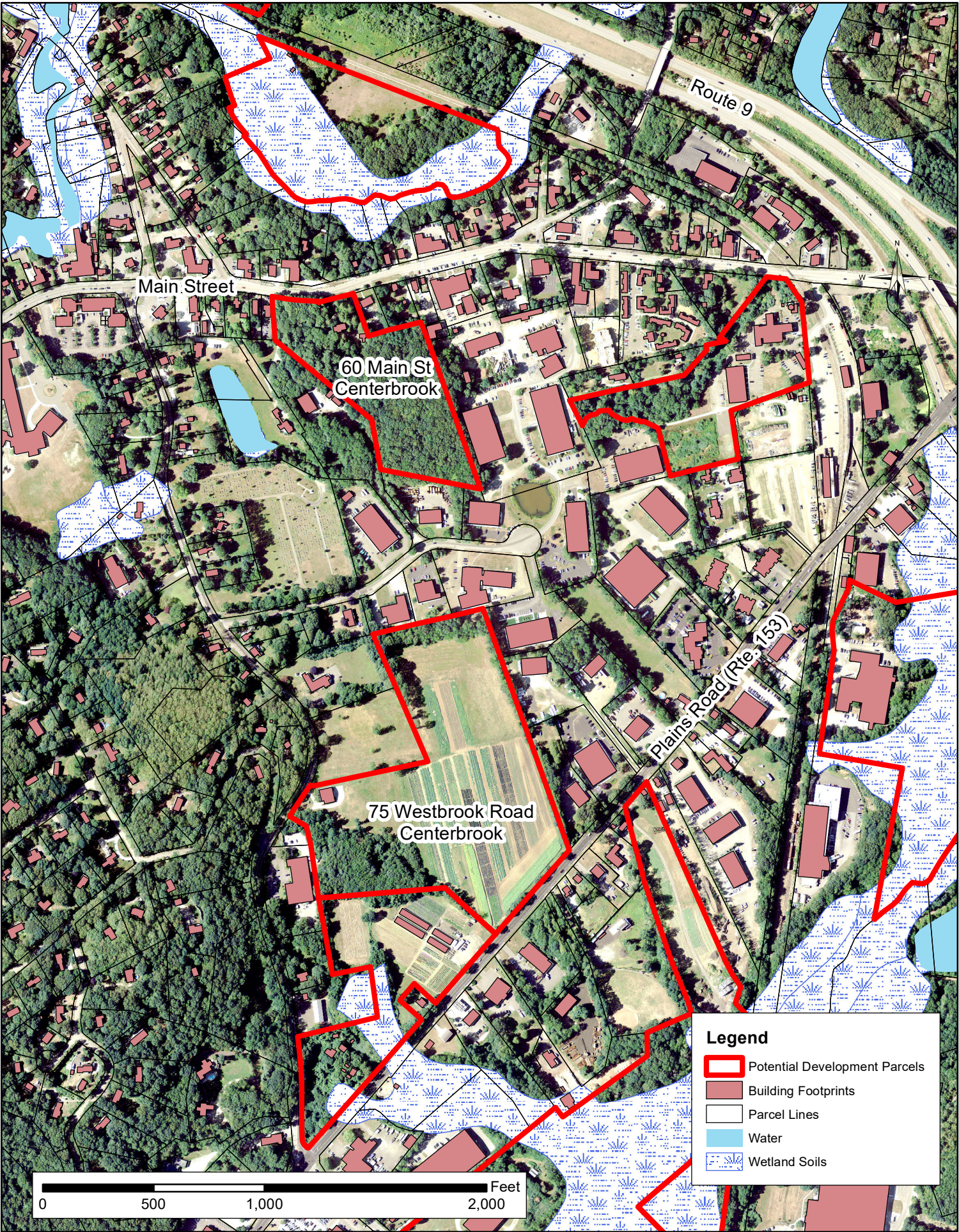
Appendix:

GIS Maps

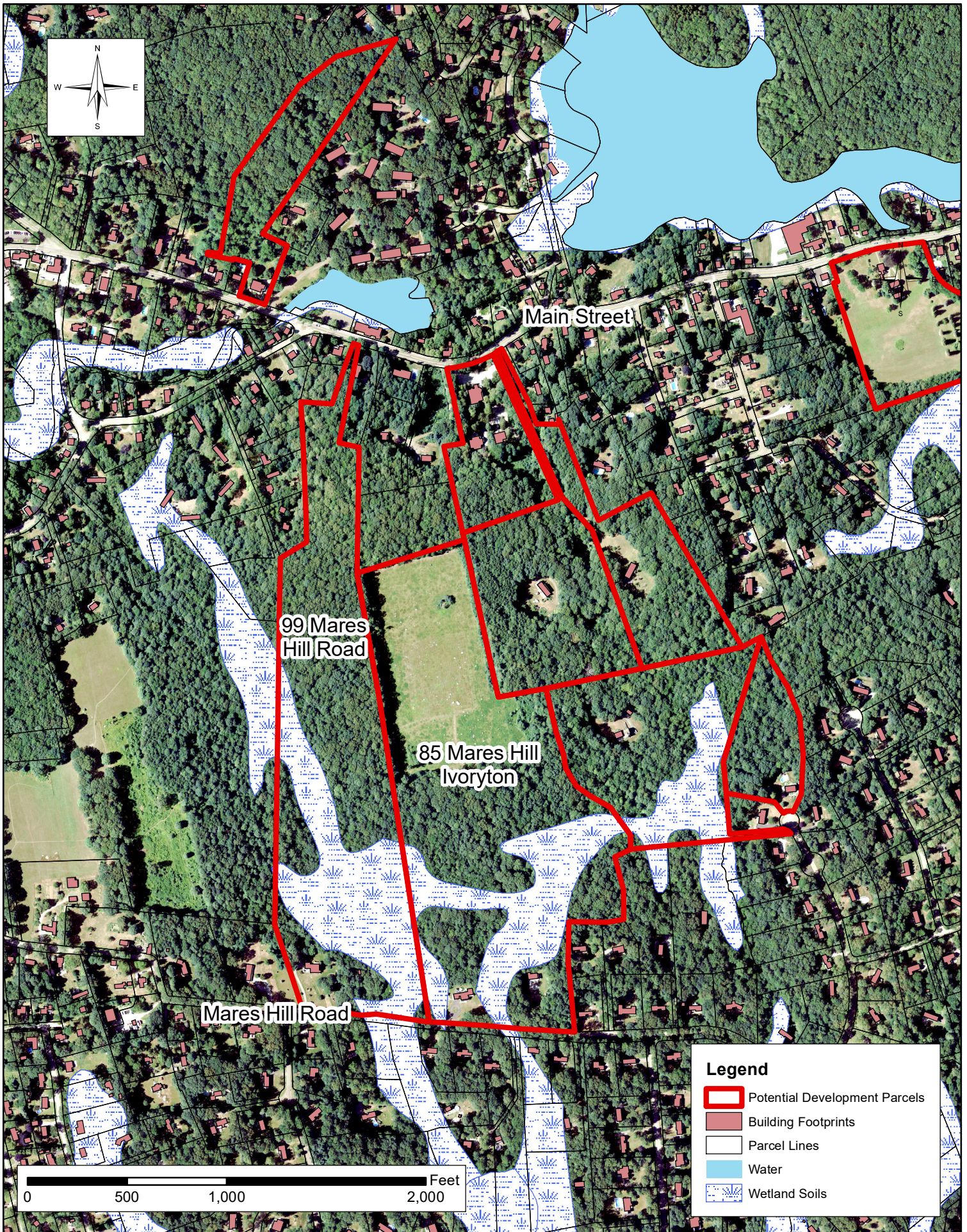
Potential Housing Development Areas - Proximity of 2 Main St. Ivoryton



Potential Housing Development Areas - Centerbrook & Route 9 Gateway Area



Potential Housing Development Areas - Mares Hill Road, Ivoryton





NEWINGTON

Affordable Housing Plan



Town of Newington, CT

DRAFT For Community Review – September 23, 2020

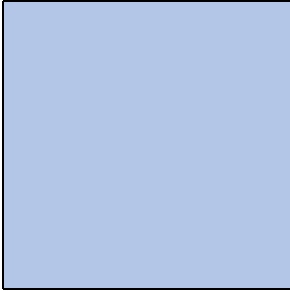


TABLE OF CONTENTS

Cover Picture

The picture on the front of this Affordable Housing Plan represents the concept of a “housing ladder.”

The phrase “housing ladder” refers to a concept used in housing policy discussions where people may first rent an apartment or buy a small house and then move up the ladder to a bigger or more expensive home when they need or want a different housing choice and have enough money to do so.

The housing ladder also works the other way in that people may move from a larger home to a smaller and/or less expensive home as their lifestage / lifestyle or economic circumstance changes.

Overall, everyone can have a different path on the housing ladder provided housing choices are available.

1.	INTRODUCTION.....	1
1.1.	Overview	1
1.2.	Reasons For Studying Housing.....	2
2.	INVENTORY & ASSESSMENT	3
2.1.	Physical Characteristics.....	3
2.2.	Occupancy Characteristics.....	5
2.3.	Cost Characteristics	7
2.4.	Affordability Characteristics	8
2.5.	State-Defined Affordable Housing.....	13
2.6.	Existing Zoning Regulations	16
2.7.	Summary Of Findings.....	18
3.	STRATEGIES	19
3.1.	Encourage Housing Meeting Community Goals	19
3.2.	Adopt Inclusionary Zoning Provisions.....	25
3.3.	Address Housing Needs Of An Aging Population.....	26
3.4.	Address Needs Of Lower Income Households.....	31
3.5.	Consider Other Housing Configurations	35
3.6.	Help Address Special Housing Needs.....	36
3.7.	Retain Existing Housing That Addresses Needs.....	37
3.8.	Address Other Housing Issues	38
3.9.	Implement The Affordable Housing Plan	40

TOWN OF NEWINGTON



Greetings!

For many years, Newington has had an interest in understanding whether its housing stock aligns with the needs of residents of the community and the region. This includes a number of plans and studies:

- 1958 Plan of Development
- 1973 Plan of Development
- 1977 Housing Study
- 1995 Plan of Conservation And Development
- 2008 Housing Needs Committee Report
- 2010-20 Plan of Conservation And Development
- 2015 Housing Needs Study Committee Report
- 2020-30 Plan of Conservation And Development

Recently, the legislature established a requirement for each of the 169 municipalities in Connecticut to adopt an "affordable housing plan" by July 2022 (CGS Section 8-30j). The plan is required to:

- Specify how the municipality intends to increase the number of affordable housing developments in the municipality, and
- Be updated at least once every five years.

In 2020, the Town asked the Housing Needs Study Committee to address this requirement. This Affordable Housing Plan is the result of their efforts.

Following a public hearing held on <<date>>, this Affordable Housing Plan was adopted by the Town Council on <<date>>.

Sincerely,

Town Council

Town of Newington

Housing Needs Study Committee (alphabetical)

Carol Anest

Town Council

Michael Camillo

Town Council

William Hall

Interfaith Housing Corp.

Maureen Lynch

Comm. on Aging / Disabled

Craig Minor

Town Planner

Stephen Woods

Town Plan & Zoning Comm.

What Is “Affordable Housing”?

In public policy, the term “affordable housing” is generally used to refer to:

Housing which is priced so that persons and families earning eighty per cent or less of the area median income pay thirty per cent or less of their annual income on housing.

This can include:

- Market-rate housing which sells or rents at an affordable price - called “naturally occurring affordable housing (NOAH), and
- Housing which is encumbered in some way to sell or rent at affordable price levels.

Certain State statutes (such as CGS 8-30g) only consider housing which is encumbered in some way to sell or rent at affordable price levels:

- Governmentally assisted housing developments,
- Rental units occupied by households receiving tenant rental assistance,
- Ownership units financed by Connecticut Housing Finance Authority (CHFA) mortgages or United States Department of Agriculture (USDA) mortgages for low/moderate income persons and families,
- Housing units subject to deed restrictions limiting the price to where persons or families earning eighty percent or less of the area median income pay thirty per cent or less of their income for housing.

For this Plan, both types of affordable housing will be considered:

- Naturally occurring affordable housing, and
- Housing that is restricted to affordable price levels.

What Is “Market Rate Housing”?

The term “market rate housing” is housing that sells at fair market value which is generally:

A price at which buyers and sellers with a reasonable knowledge of pertinent facts and not acting under any compulsion are willing to complete a transaction.

INTRODUCTION

1

1.1. Overview

Addressing changing housing needs and promoting diverse housing opportunities are priorities for the Town of Newington. While Newington already has a diverse housing stock, the Town has come to realize that the existing housing stock, which has served us so well over the years, does not meet the housing needs of everyone – even for some people who live here already.

For example, existing housing units may not be well configured to meet the housing needs of older persons and people, young and old, earning less than the average income have a harder time finding housing to meet their needs at a price they can afford. This can include:

- young adults (including people who grew up in Newington),
- young families just venturing out on their own,
- people working at businesses and industry in Newington,
- workers providing essential services to residents and businesses, and
- people who may have lived here their whole lives and now need or want smaller and less expensive housing so they can stay in Newington.

This Affordable Housing Plan is intended to help address this situation. The Plan looks at whether there will be affordable housing in the community that will be available for people who may need it at the time it is needed. Planning for housing needs is important since:

- Housing cannot be easily produced at the moment it is needed, and
- The lead times (planning, design, construction) are so long.

As a result, Newington needs to plan today for the affordable housing needs of the future.

“Decent, affordable housing should be a basic right for everybody in this country.

The reason is simple: without stable shelter, everything else falls apart.”

Matthew Desmond
American Sociologist

OVERALL GOAL

Seek to provide for housing opportunities in Newington for all people.

1.2. Reasons For Studying Housing

Everyone needs housing and for a variety of reasons. In fact, housing plays a part in almost every level of Maslow's "hierarchy of human needs":



In addition, there are other relevant considerations:

1. State statutes require the adoption of an Affordable Housing Plan by June 2022 and an update every five years thereafter (CGS 8-30j).
2. The statutory authority to enact and maintain Zoning Regulations includes the requirements that such regulations "encourage the development of housing opportunities" and "promote housing choice and economic diversity in housing, including housing for both low- and moderate-income households ..." (CGS 8-2)
3. The statutory requirement for a Plan Of Conservation And Development (POCD) requires that the commission ... shall consider the ... the need for affordable housing, ... [and] the needs of the municipality including, but not limited to ... housing (CGS 8-23(d)) and make provision for the development of housing opportunities ... for all residents of the municipality and the planning region ... [and] promote housing choice and economic diversity in housing, including housing for both low and moderate income households ... (CGS 8-023(e)).

INVENTORY & ASSESSMENT

2

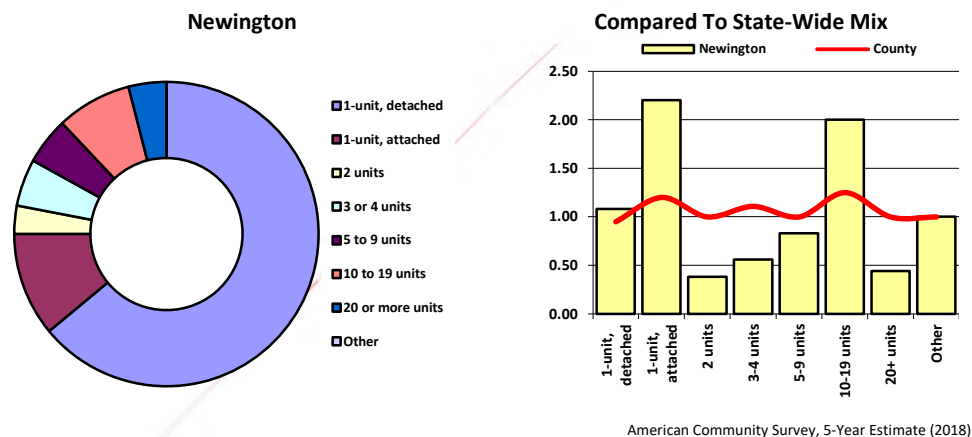
2.1. Physical Characteristics

According to the American Community Survey (ACS), Newington had about 12,786 housing units in 2018 (the most recent year that data is available for).

Housing Type – The ACS estimates that about two-thirds of all housing units in Newington are detached one-family structures. This is slightly higher than Hartford County and the state but lower than some nearby communities. In terms of the state-wide housing mix, Newington has:

- More 1-unit attached units (townhouses) and 10-19-unit buildings.
- Fewer 2-9-unit buildings and 20+ unit buildings.

About 2/3rds of all housing units in Newington are single-family detached homes ...



	Newington	Share	County	State
1-unit, detached	8,184	64%	56%	59%
1-unit, attached	1,443	11%	6%	5%
2 units	393	3%	8%	8%
3 or 4 units	587	5%	10%	9%
5 to 9 units	691	5%	6%	6%
10 to 19 units	973	8%	5%	4%
20 or more units	505	4%	9%	9%
Other	10	0%	0%	0%

American Community Survey 5-Year Estimates (2018) / Table B25024

Percent 1-Unit Detached	
Berlin	79%
Wethersfield	76%
West Hartford	66%
Newington	65%
Connecticut	59%
Hartford County	56%
Rocky Hill	47%
New Britain	31%
Hartford	15%

CERC Town Profiles, 2019

More than half of all housing units in Newington were built before 1970 and may not reflect housing needs of today or the future ...

Age of Structure – Housing construction in Newington has slowed considerably since the 1960s and 1970s (from over 250 units per year to less than 30 units per year) due to less available land and other factors. With more than half of Newington’s housing units built before 1970, the “typical” housing unit may reflect the desires of a different era rather than the age composition of today.

YEAR STRUCTURE BUILT	Newington	Share	County	State
Built 2010 or later	172	1%	1%	2%
Built 2000 to 2009	729	6%	6%	7%
Built 1990 to 1999	779	6%	7%	8%
Built 1980 to 1989	1,432	11%	12%	13%
Built 1970 to 1979	2,919	23%	13%	13%
Built 1960 to 1969	2,208	17%	15%	14%
Built 1950 to 1959	2,584	20%	17%	15%
Built 1940 to 1949	807	6%	8%	7%
Built 1939 or earlier	1,156	9%	20%	22%

American Community Survey 5-Year Estimates (2018) / Table B25034

Physical Deficiencies – Overall, the estimated number of units in Newington lacking complete plumbing facilities (without hot and cold running water, a flush toilet, or a bathtub or shower) is low. The estimated number of units lacking complete kitchen facilities (without a sink with a faucet, a stove or range, or a refrigerator) is somewhat higher and this may reflect the use of some motels on the Berlin Turnpike for housing.

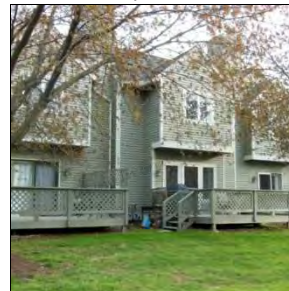
PHYSICAL DEFICIENCIES	Newington	Share	County	State
Incomplete plumbing facilities	7	0.1%	0.3%	0.3%
Incomplete kitchen facilities	112	0.9%	0.7%	0.6%

American Community Survey 5-Year Estimates (2018) / Table B25047 / Table B25051

1-Unit, Detached



1-Unit, Attached



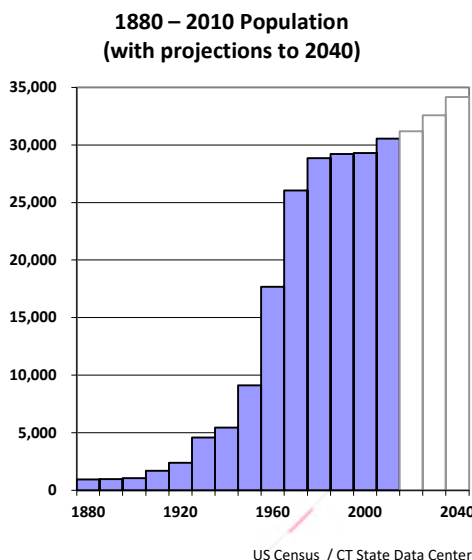
Multi-Unit Structure



2.2. Occupancy Characteristics

Population Growth – Population projections prepared by the State of Connecticut suggest that the number of Newington residents will increase in the future if recent trends continue. This population growth could be accommodated through more people in existing units, and/or creating more housing units.

Overall, more units and/or different units for a variety of household types, sizes, ages, tenures, and income groups may be needed in the future.



Newington's population is growing and more housing units may be needed ...

Age Composition – At the same time, Newington's age composition is changing. Due to improvements in lifestyles and healthcare, the number of residents in the older age groups is increasing. The median age in Newington (half the residents are older, and half are younger) is older than it has ever been.

Older persons and households have different housing needs and desires than younger persons and families.

Newington's Median Age	
1960	32.6
1970	30.2
1980	34.5
1990	39.0
2000	41.9
2010	43.6
2020 (projected)	42.6
2030 (projected)	41.1
2040 (projected)	41.0

US Census, Planimetrics

Newington's age composition is changing with more older residents (with different housing needs) than ever before ...

With smaller household sizes, people may want smaller (or less expensive) units than were built in the past ...

Household Size - Over time, the number of people per occupied housing unit in Newington has been decreasing. In 2010, about 62 percent of all housing units in Newington were occupied by one or two people. Only about 3 in 8 households contained more than two residents. With smaller household sizes, people may want or need smaller (and less expensive) units than were built in the past.

Average Household Size	
Year	People/HH
1960	3.55
1970	3.40
1980	2.77
1990	2.56
2000	2.44
2010	2.43

Historic - 1900 - 2010 Census.

Tenure – Newington has a higher percentage of owner-occupied housing units compared to Hartford County and the state. In terms of length of residency, Newington has a higher share of longer-term residents compared to Hartford County and the State.

TENURE	Newington	Share	County	State
Owner-occupied units	9,586	77%	65%	66%
Renter-occupied units	2,808	23%	35%	34%

American Community Survey 5-Year Estimates (2018) / Table B25003

YEAR MOVED INTO UNIT	Newington	County	State
Moved in 2010 or later	31%	41%	40%
Moved in 2000 to 2009	30%	27%	27%
Moved in 1990 to 1999	16%	14%	15%
Moved in 1989 or earlier	23%	17%	18%

American Community Survey 5-Year Estimates (2018) / Table B25038

Crowded Units– Newington has some “crowding” (where Census data indicates more than one person *per room*) compared to Hartford County although it is less than the state. Again, this may reflect the use of some motels on the Berlin Turnpike for housing.

OCCUPANTS PER ROOM (O/R)	Newington	Share	County	State
Units with 1.01 to 1.50 O/R	164	1.3%	1.2%	1.3%
Units with more than 1.51 O/R	38	0.3%	0.5%	0.5%

American Community Survey 5-Year Estimates (2018)

2.3. Cost Characteristics

Housing Values / Sale Prices – The American Community Survey reported that the median house value in Newington (what property owners feel their housing unit would sell for) was lower (more affordable) than the county and the state and a number of surrounding communities. The data on housing value reflects what all homeowners feel their housing is worth (all units) whereas the data on sales price reflects the median price of housing units that sold (a subset).

HOUSE VALUE	Newington	Share	County	State
Median House Value	\$232,700		\$237,700	\$272,700
Less than \$50,000	175	2%	2%	2%
\$50,000 to \$99,999	251	3%	3%	3%
\$100,000 to \$149,999	800	8%	12%	9%
\$150,000 to \$199,999	2,027	21%	20%	15%
\$200,000 to \$299,999	4,479	47%	32%	27%
\$300,000 to \$499,999	1,717	18%	24%	27%
\$500,000 to \$999,999	92	1%	7%	12%
\$1,000,000 or more	45	1%	1%	5%

American Community Survey 5-Year Estimates (2018)

Gross Rent – The American Community Survey reported that the median gross rent being paid in Newington (utility payments are factored in) was higher (less affordable) than the county and the state and a number of surrounding communities.

GROSS RENT	Newington	Share	County	State
Median monthly rent	\$1,235	-	\$1,076	\$1,156
<i>No rent paid</i>	147	-	-	-
Less than \$500	192	7%	12%	10%
\$500 to \$999	435	16%	31%	26%
\$1,000 to \$1,499	1,496	56%	42%	38%
\$1,500 to \$1,999	455	17%	12%	16%
\$2,000 to \$2,499	42	2%	2%	5%
\$2,500 to \$2,999	0	0%	1%	2%
\$3,000 or more	41	2%	1%	2%
Renter-occupied units w/rent	2,661	100%	100%	100%

American Community Survey 5-Year Estimates (2018)

Housing values and sale prices in Newington are lower (and more affordable) than some nearby communities ...

Median Sales Price

West Hartford	\$326,000
Berlin	\$281,100
Connecticut	\$270,100
Rocky Hill	\$264,100
Wethersfield	\$250,700
County	\$235,300
Newington	\$229,900
Hartford	\$162,300
New Britain	\$156,800

CERC Town Profiles, 2019

Rental rates in Newington are higher than some nearby communities ...

Median Rent

Rocky Hill	\$1,337
West Hartford	\$1,258
Newington	\$1,172
Connecticut	\$1,123
Berlin	\$1,118
Wethersfield	\$1,069
County	\$1,044
New Britain	\$956
Hartford	\$935

CERC Town Profiles, 2019

Affordability Explained

Housing is generally considered to be “affordable” if a household spends less than 30 percent of its income on housing (rent, mortgage, taxes, utilities, etc.).

While upper income households and typical income households may be able to afford to spend more than this on housing, lower income households generally cannot since doing so would take money away from food, transportation, healthcare, and other important expense categories.

Newington has thousands of rental and ownership units naturally affordable to persons earning 80% or less of the area median income

...

2.4. Affordability Characteristics

Housing affordability is an issue throughout Connecticut and communities are recognizing that community vitality, community diversity, and economic development can all be enhanced by having a housing portfolio which includes choices of housing units which are more affordable.

Using the methodology on page 9, the overall affordability of the existing housing stock can be evaluated.

Affordability of Existing Units Based On Census Data

Rental Units - When what people can afford to pay for gross rent (page 9) is compared to what people report paying (page 7), it becomes apparent that there are ***thousands of rental units*** in Newington which would be considered naturally affordable (even if the unit includes more bedrooms than the household might need):

Maximum Gross Rent	Estimated Number Of Rented Units Below That Value	Percent Of 2010 Housing Count
\$1,370	1,734 units	13.3%
\$1,570	2,187 units	16.8%
\$1,760	2,360 units	18.1%
\$1,960	2,542 units	19.5%
\$2,110+	2,661 units	20.5%

Planimetrics Based On HUD Income Data / American Community Survey, 5-Year Estimate (2018)

Owner Units— Similarly, comparing what housing price people can afford to pay at current financing terms after considering mortgage, taxes, insurance, etc. (page 9) compared to what people believe their house is worth (page 7), it becomes apparent that there are ***thousands of ownership units*** in Newington which would be considered naturally affordable (even if the unit includes more bedrooms than the household might need):

Maximum Sale Price	Estimated Number Of Owned Units Below That Value	Percent Of 2010 Housing Count
\$150,000	1,226 units	9.4%
\$169,000	1,996 units	15.38%
\$184,000	2,604 units	20.0%
\$197,000	3,131 units	24.1%
\$2,110+	2,661 units	20.5%

Planimetrics Based On HUD Income Data / American Community Survey, 5-Year Estimate (2018)

In addition, if a low-income household had enough funds for a 20% down payment, they could then afford housing priced about 20 percent higher than the purchase prices indicated above.

Estimating Affordability Of Existing Housing

A key measure of housing affordability is whether housing is available which is affordable to a household earning 80 percent or less of the area median income (generally considered to be lower income households). The calculation for Newington looks like this (2019 HUD data for Hartford metro region):

	Area Median Income A	80% of Median Income A x 0.8	30% Share For Housing B x 0.3	Monthly Allotment C / 12
1 -person HH	\$68,530	\$54,824	\$16,450	\$1,370
2 -person HH	\$78,320	\$62,656	\$18,800	\$1,570
3-person HH	\$88,110	\$70,488	\$21,150	\$1,760
4-person HH	\$97,900	\$78,320	\$23,500	\$1,960
5+ -person HH	\$105,732	\$84,586	\$25,380	\$2,110+

Planimetrics Based On HUD Income Data (2020)

The monthly housing allotment calculated above is the amount that could be spent on the maximum monthly gross rent (utilities included) where the number of bedrooms is one less than the size of the household.

	Maximum Gross Rent
Studio	\$1,370
1 Bedroom	\$1,570
2 Bedrooms	\$1,760
3 Bedrooms	\$1,960
4+ -Bedrooms	\$2,110+

Planimetrics Based On HUD Income Data (2020)

The monthly housing allotment calculated above can also be roughly translated to a maximum purchase price at prevailing financing terms (3.5 percent, fixed rate, 30-year mortgage, and assuming 100% financing and private mortgage insurance) where the number of bedrooms is one less than the size of the household. The purchase price was calculated using Zillow mortgage calculator after deducting utilities, property insurance, and taxes (at an equalized mill rate of 2.5% for Newington) from the monthly allotment.

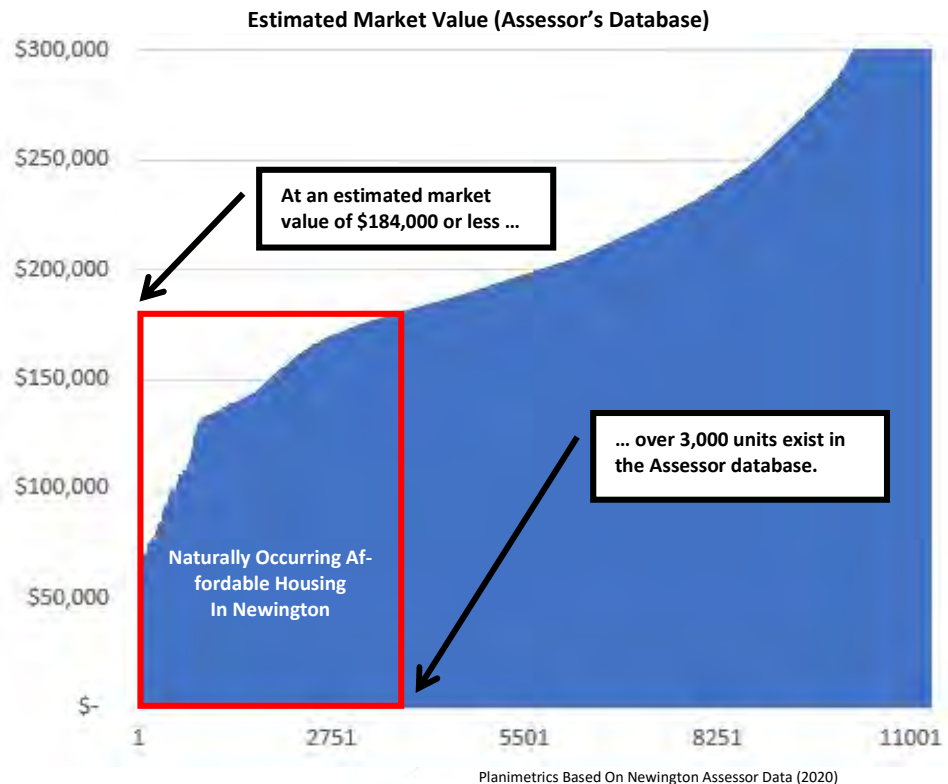
	Monthly Allotment	Allowances		Net For	Maximum Sale Price
		Utilities	Insurances, Taxes, Etc.	Principal / Interest	
Studio	\$1,370	\$210	\$486	\$674	\$150,000
1 Bedroom	\$1,570	\$270	\$541	\$759	\$169,000
2 Bedrooms	\$1,760	\$350	\$584	\$826	\$184,000
3 Bedrooms	\$1,960	\$450	\$925	\$885	\$197,000
4+ -Bedrooms	\$2,110+	\$600+	\$625+	\$885	\$197,000

Planimetrics Based On HUD Income Data (2020), DOH Allowance Estimates (2020), CERC Equalized Mill Rate (2020), and Zillow.

The Assessor's database also shows that Newington has many naturally affordable home owner-ship units ...

Affordability of Owner Units Based On Assessor Data

This finding of a considerable amount of naturally occurring affordable housing (ownership, not rental) is also supported by 2020 information from the Assessor's database of estimated market values.



Overall, almost 3,500 Newington households are spending more than 30 percent of their income on housing ...

Affordability Based On Cost Burden

Housing affordability can also be assessed by comparing actual housing costs to actual incomes. A household is considered to be cost burdened if more than 30% of their income goes towards housing costs.

Overall, almost 3,500 Newington households are spending more than 30 percent of their income on housing.

COST BURDEN	RENTER		OWNER w/ Mort.		OWNER No Mort.	
	Newington	Share	Newington	Share	Newington	Share
Less than 25.0 %	1,095	42%	3,647	60%	2,670	77%
25.0 to 29.9 %	425	16%	674	11%	161	5%
30.0 to 34.9 %	212	8%	428	7%	169	5%
35.0 % or more	898	34%	1,274	21%	502	14%

American Community Survey 5-Year Estimates (2019)

Older Households - Census data indicates that many elderly households have limited income and/or may be cost-burdened. Even though information from the American Association of Retired Persons (AARP) suggests that many households would prefer to age in place in their current homes, this could change quickly depending on health or financial circumstances, especially for those with lower incomes and/or higher cost burdens.

Older persons and households, especially those that are income constrained or cost-burdened, may want the opportunity or choice to transition to less expensive housing ...

Household Income By Householder Age Group							
OWNERS	\$0-20K	\$20-40K	\$40-60K	\$60-80K	\$80-100K	> \$100K	Total
20-29	3%	3%	14%	8%	13%	58%	100%
30-54	1%	4%	8%	9%	12%	66%	100%
55-64	2%	7%	7%	9%	17%	58%	100%
65-79	7%	16%	16%	15%	11%	35%	100%
80 +	18%	32%	21%	9%	6%	14%	100%
RENTERS							
20-29	3%	18%	30%	24%	14%	11%	100%
30-54	13%	14%	19%	14%	17%	23%	100%
55-64	19%	13%	12%	12%	24%	20%	100%
65-79	40%	29%	17%	7%	3%	5%	100%
80 +	39%	40%	11%	7%	2%	1%	100%

US Census / PUMS Micro-Sample Data

Cost Burden by Householder Age Group				
OWNERS	Less than 30%	30% To 34%	More Than 35%	Total
20-29	81%	6%	13%	100%
30-54	82%	5%	12%	100%
55-64	82%	4%	13%	100%
65-79	72%	5%	23%	100%
80 and older	56%	7%	36%	100%
RENTERS				
20-29	57%	7%	36%	100%
30-54	65%	8%	27%	100%
55-64	66%	5%	29%	100%
65-79	42%	14%	44%	100%
80 and older	34%	13%	53%	100%

US Census / PUMS Micro-Sample Data

ALICE Report

In 2020, the United Way issued an “ALICE” report on financial hardships faced by people in Connecticut. The term “ALICE” is an acronym for Asset Limited, Income Constrained, Employed.

The report looks at the number of households struggling to afford life’s basic necessities due to income limitations and/or expenses.

The 2020 ALICE Report estimated that 28 percent of the households in Newington fell below the ALICE threshold.

<https://alice.ctunited-way.org/meet-alice-2/>

Lower Income Households - Housing costs can also pose a significant burden for low- and moderate-income households earning less than 80 percent of area median income (see income levels on page 9).

As might be expected, lower income households are the most cost-burdened owners and renters. It is not until incomes get above \$60,000 per year that people are in a position to be able to afford rents or mortgages without paying more than 30 percent of their income for housing.

Cost Burden By Household Income Group				
OWNER	Less than 30%	30% To 34%	More Than 35%	Total
\$0 – \$19,999	4%	3%	93%	100%
\$20 – \$39,999	32%	10%	59%	100%
\$40 – \$59,999	52%	12%	36%	100%
\$60 – \$79,999	72%	10%	19%	100%
\$80 – \$99,999	85%	7%	8%	100%
\$100,000 +	96%	2%	2%	100%
RENTER				
\$0 – \$19,999	15%	11%	74%	100%
\$20 – \$39,999	22%	6%	72%	100%
\$40 – \$59,999	42%	26%	32%	100%
\$60 – \$79,999	92%	5%	3%	100%
\$80 – \$99,999	100%	0%	0%	100%
\$100,000 +	99%	1%	0%	100%

US Census / PUMS Micro-Sample Data

2.5. State-Defined Affordable Housing

Overall, there are about 1,155 housing units in Newington which are assisted or restricted in some way to remain affordable for some time (see sidebar),

	Newington	Share	County	State
Government-Assisted	531	4.1%	7.4%	6.1%
Tenant Rental Assistance	116	0.9%	4.0%	3.0%
CHFA / USDA Mortgages	472	3.6%	2.8%	1.9%
Deed-Restricted Units	36	0.3%	0.2%	0.4%
Total	1,155	8.9%	14.4%	11.3%

DOH Affordable Housing Appeals List (2019)

Government-Assisted Units - Newington has 531 government-assisted units. Since government assisted units have been funded by government programs related to housing, Newington can be fairly comfortable that these units will continue to be affordable for the foreseeable future.

Elderly + Disabled (214 units)	#	Year Built
Cedar Village (Housing Authority (NHA))	40	312-316 Cedar Street
Edmund J. Kelleher Park (NHA)	40	241 West Hill Road
New Meadow Village (NHA)	26	1 Mill Street Ext.
Market Square	76	65 Constance Leigh Drive
Meadowview	32	50 Mill St. Ext.
Family + Elderly (316 units)		
Griswold Hills	128	10 Griswold Hills Drive
Victory Gardens	74	555 Willard Avenue
Southfield Apartments	114	85 Faith Road
Other (1 unit)		
Group Home	1	98 Cedar Street

DOH Affordable Housing Database (2019)

Tenant Rental Assistance Units – The locations of the tenants receiving tenant rental assistance are not disclosed. The number and location of tenant rental assistance units can change over time since the assistance is provided to eligible people. Over the past decade, Newington has had between 84 and 148 units.

Overall, Newington has 1,155 housing units that meet State criteria for “affordable housing” ...

State statutes only consider housing which is encumbered in some way to sell or rent at affordable price levels:

- Governmentally assisted housing developments,
- Rental units occupied by households receiving tenant rental assistance,
- Ownership units financed by government mortgages for low/moderate income persons and families,
- Housing units subject to deed restrictions limiting the price to where persons or families earning eighty percent or less of the area median income pay thirty per cent or less of their income for housing.

CHFA/USDA Mortgages – The locations of the units financed by CHFA/USDA mortgages are not disclosed. The number and location of CHFA/USDA mortgage units can change over time since the assistance is provided to eligible people. Over the past decade or so, Newington has had between 366 and 472 units.

Deed-Restricted Units –Newington has 36 deed-restricted units on Hopkins Drive and these units are restricted in perpetuity.

Elderly / Disable Housing

Cedar Village



Kellher Park



Meadow View



Family Housing

Southfield Apartments



Griswold Hills

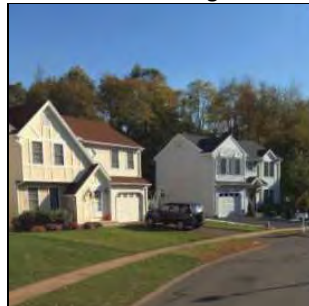


Victory Gardens

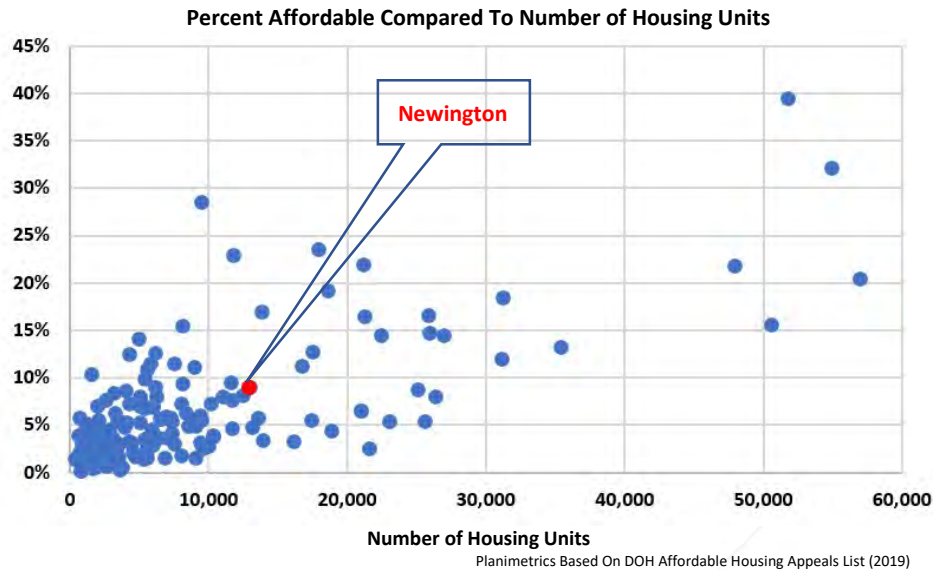


Deed-Restricted Housing

Hoskins Ridge



The following chart compares the number of State-defined affordable housing units in Newington to some other Connecticut communities.



Similar # of Housing Units			Similar Affordable %		# Units
Branford	13,972	3.36%	Winchester	5,613	10.81%
Vernon	13,896	16.86%	North Canaan	1,587	10.27%
Glastonbury	13,656	5.72%	Windsor	5,429	9.82%
Trumbull	13,157	4.68%	Wethersfield	11,677	9.45%
Naugatuck	13,061	8.87%	Berlin	8,140	9.31%
Newington	13,011	8.88%	Newington	13,011	8.88%
East Haven	12,533	8.03%	Colchester	6,182	8.88%
New London	11,840	22.83%	Naugatuck	13,061	8.87%
Windsor	11,767	7.52%	Hamden	25,114	8.67%
New Milford	11,731	4.59%	Portland	4,077	8.49%
Wethersfield	11,677	9.45%	Brooklyn	3,235	8.28%

Planimetrics Based On DOH Affordable Housing Appeals List (2019)

2.6. Existing Zoning Regulations

Newington has a regulatory framework embodied in the Zoning Regulations with a variety of provisions which can help meet housing needs:

Section	Description
3.2.4	... rest homes, assisted living, senior independent living facilities, convalescent or nursing homes, long term care facilities and continuing care retirement communities ... [allowed in all zones by Special Permit]
3.4.6	Group homes and community residences ... [allowed in all residential zones by Special Permit]
3.4.7	Conversion of large older residential homes to smaller residential units ... [allowed in all residential zones by Special Permit]
3.6.1	Two-family attached dwellings ... [allowed in R-7 residential zone by Special Permit]
3.7.1	Patio houses, duplex houses, townhouses, or multi-family structures (up to 5.5 units / acre when at least 10 acres and on arterial road) ... [allowed in R-7 and R-12 residential zones by Special Permit]
3.7.2	Affordable age-restricted housing for seniors sponsored by either the Newington Housing Authority, a non-profit developer, or a limited-profit developer for the health ... up to 20 units / acre ... [allowed in R-7 and R-12 residential zones by Special Permit]
3.7.3	Single-family entry-level housing ... up to 5.8 units / acre ... subject to a contract requiring the developer to abide by the income criteria as from time to time may be established ... [allowed in R-7 and R-12 residential zones by Special Permit] <i>(Clarification of income criteria should be considered)</i>
3.9	Residential Designed (RD) zone ... up to 3.5 units per acre ... [allowed in R-D zone by Special Permit]
3.13.1	Unrestricted multi-family residential buildings (and mixed-use buildings) in the Town Center zone ... up to 60 units/acre for elderly or affordable and 17.4 units/acre otherwise ... [allowed in B-TC zone by Special Permit] <i>(Proposed for modification elsewhere in this report)</i>

(continued on next page)

Section	Description (continued)
<i>(continued from previous page)</i>	
3.19.2	Residential building (and mixed-use buildings) ... up to 9.7 units/acre [allowed in PD zone on Berlin Turnpike by Special Permit] <i>(Proposed for modification elsewhere in this report)</i>
3.19.A	Mixed use development (including housing) in the area near the West Cedar Street Fastrak Station <i>(Proposed for modification elsewhere in this report)</i>
3.26	Workforce Assisted Housing District for a site-specific affordable housing development on Cedar Street
6.12	Allows multi-family use within existing structures in the Willard Avenue Development District [allowed by Special Permit]
6.13	Allows accessory apartments [allowed in R-12 and R-20 zone by Special Permit] <i>(Proposed for modification elsewhere in this report)</i>
6.14	The use of a “residual lot” for a single-family house [allowed by Special Permit]

2.7. Summary Of Findings

1. About 2/3rds of all housing units in Newington are single-family detached homes and while such homes meet the housing needs of many people, they do not meet the housing needs of all present or future Newington residents.
2. More than half of all housing units in Newington were built before 1970 and may not reflect housing needs of today or the future.
3. Newington's population is growing, and more housing units may be needed.
4. Newington's age composition is changing with more older residents (with different housing needs) than ever before.
5. With smaller household sizes, people may want smaller (or less expensive) units than were built in the past.
6. Newington has thousands of rental and ownership units naturally affordable to persons earning 80% or less of the area median income.
7. Even so, almost 3,500 Newington households are considered cost burdened because they are spending more than 30 percent of their income on housing – this includes a number of elderly households and low- and moderate-income households.
8. Overall, Newington has 1,155 housing units that meet State criteria for “affordable housing.”
9. Older households, especially those who are income constrained or cost-burdened, may want the ability to transition to less expensive housing.
10. There is a two-year waiting period for elderly households who may need an affordable unit now.
11. Since there are not enough units for elderly households who seek subsidized housing, providing services for residents who want to “age-in-place” will be important.
12. Newington Interfaith Housing offers housing for low- and moderate-income families but the Housing Authority only offers rental vouchers and the demand far outstrips the supply.
13. Since most land in Newington is already developed, the community will need to be creative to find ways to address housing needs.

Affordable Housing Plan strategies are presented in the chapter. Additional information (such as potential regulation changes or other relevant material) is contained in a separate technical document. For the implementation tables, a “legend” for the designated “leaders” and “partners” is located on the inside back cover.

3.1. Encourage Housing Meeting Community Goals

Newington prefers that future housing in Newington be built in places and ways which are consistent with the community’s overall vision for future growth as expressed in the [2020-30 Plan of Conservation and Development](#) (POCD). Naturally, this includes housing development and, in particular, housing that is set aside to meet identified local housing needs:

- Housing for an aging population,
- Housing For low- and moderate-income households.

3.1.1. Support Development Of Mixed-Use Nodes With A “Sense Of Place”

The 2020 POCD identified four **key** opportunity areas in Newington and recommended mixed use, pedestrian-friendly, and transit-oriented development and redevelopment at these locations:

- Town Center,
- Future Train Station,
- Cedar Street Fastrak Station, and
- Newington Junction Fastrak Station.

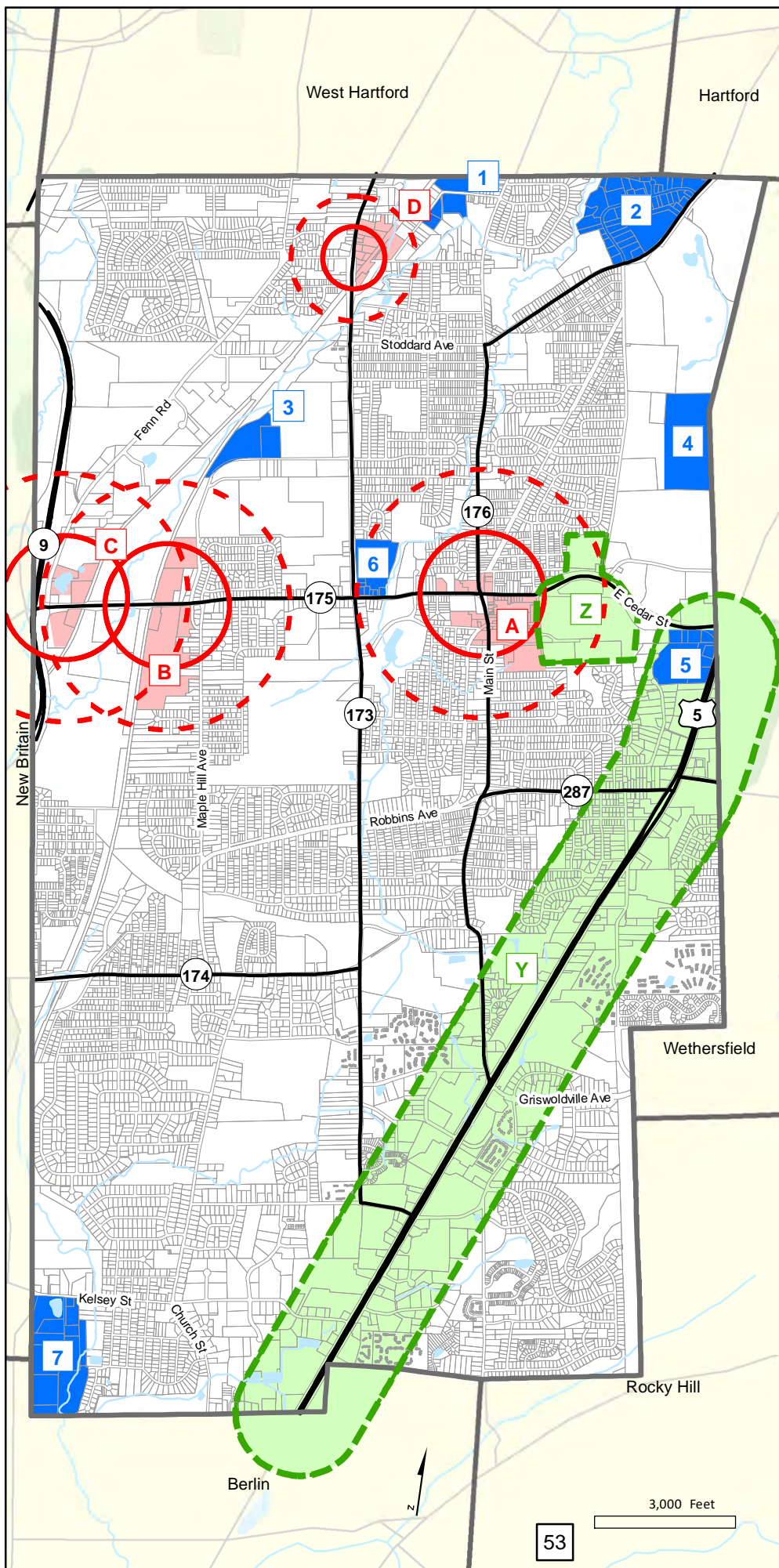
For all of these locations it is recommended that regulations requiring at least 10% of the residential units be set aside for persons and families earning 80% or less of the area median income be adopted or retained.

ENCOURAGE HOUSING MEETING COMMUNITY GOALS Support Development Of Mixed-Use Nodes With A “Sense Of Place”		Leader Partners
1.	Overall - Encourage development (and redevelopment) which will help accomplish Newington’s overall community development goals (including housing) as recommended in the 2020-30 POCD.	Town TC TPZ
2.	Newington Center - <u>Following a community-driven design process</u> , adopt regulations for Newington Center that: <ol style="list-style-type: none"> Implement the overall vision for Newington Center, Rename the zone from “Business – Town Center” to just “Town Center” or something similar, Allow for more flexibility (height, setbacks, coverage, etc. to help create a mixed use, pedestrian-friendly, and transit-oriented node), and Require the set aside of at least 10% of new housing units for low- and moderate-income households. 	TPZ TC Public Owners
3.	Train Station / Transit Village - <u>Following a community-driven design process</u> , revise the Transit Village Design District regulations to: <ol style="list-style-type: none"> Implement the overall vision for the train station area, and Maintain the requirement that at least 10% of new housing units be set aside for low- and moderate-income households. 	TPZ TC Public Owners
4.	West Cedar Street Fastrak – Revise the TOD Overlay District for possible changes to Section 3.19.A) to: <ol style="list-style-type: none"> Allow for consideration of a residential development (in addition to a mixed-use development) within the overlay zone area, and Require the set aside of at least 10% of new housing units for low- and moderate-income households. 	TPZ
5.	Newington Junction Fastrak - <u>Following a community-driven design process</u> , establish an “overlay zone” for the Newington Junction Fastrak area which: <ol style="list-style-type: none"> Implements the overall vision for the area, and Requires that at least 10% of new housing units be set aside for low- and moderate-income households. 	TPZ TC Public Owners

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Opportunity Sites

Newington, CT



Codes:

B = Business
I = Industrial
M = Mixed Use
O = Office
P = Public / Private Institution
R = Residential
T = Transitions

Key Opportunity Area

(Generally mixed use, pedestrian-friendly, and transit oriented)

Core Area / Walk Radius
 Fringe Area / Walk Radius

A = Town Center (M)
B = Future Train Station (M)
C = Cedar Street Fastrak Station (M)
D = Newington Junction (M)

Special Opportunity Area

Y = Berlin Turnpike (B/I/O/P)
Z = Town Center East (B/M/O/P/R)

Opportunity Site

1 = Day Street (B/I/M/R)
2 = North Mountain Road (I/O)
3 = Alumni Road (B/I/O/P)
4 = Cedarcrest Hospital (O/P/R)
5 = East Cedar Street (B/O/R)
6 = Willard Avenue (O/P/R)
7 = Kelsey Street (B/O/I)

3.1.2. Encourage Redevelopment With Housing Where Appropriate

The 2020 POCD identified additional opportunity areas and sites in Newington for appropriate development and redevelopment to be encouraged:

- Berlin Turnpike,
- Town Center East, and
- Specific opportunity sites (shown in blue on the POCD map).

Existing regulations allowing housing in the PD zone should be extended to the B-BT zone. New regulations should be crafted for Town Center East based on a community-driven planning process.

Any development or redevelopment in these areas which includes housing should set aside at least 10% of the residential units for low- to moderate-income households.

ENCOURAGE HOUSING MEETING COMMUNITY GOALS Encourage Redevelopment With Housing Where Appropriate		Leader Partners
1.	Berlin Turnpike – Planned Development District - Modify Section 3.19.2 of the Zoning Regulations for the Planned Development (PD) district to require the set aside of at least 10% of new housing units for low- and moderate-income households.	TPZ
2.	Berlin Turnpike – B-BT District - Modify Section 3.15 of the Zoning Regulations for the Business – Berlin Turnpike (B-BT) district to allow residential uses by Special Permit (same as the PD District) and to require the set aside of at least 10% of new housing units for low- and moderate-income households.	TPZ
3.	Town Center East - <u>Following a community-driven design process involving major property owners</u> , consider modifying the Zoning Regulations for the Town Center East area to: a. Implement the overall vision for the area to integrate it into (and help strengthen) the Town Center area, and b. Require that at least 10% of new housing units be set aside for low- and moderate-income households.	TPZ TC Owners Public

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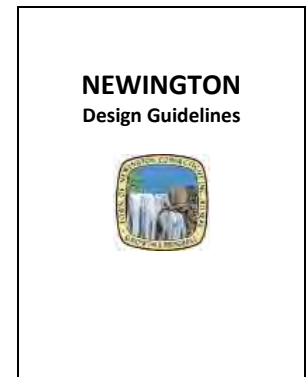
3.1.3. Promote Other Development Goals

Adopt Design Guidelines - Since the design of higher density residential development is critical to its assimilation into the community, this Affordable Housing Plan recommends that Newington prepare design guidelines for such developments (these may arise out of the community-driven planning processes recommended in the POCD). Design guidelines adopted by other communities can provide some guidance for Newington.

Preserve Stable Areas - Although this Affordable Housing Plan promotes development and redevelopment in the areas identified in the POCD, it is also important to note that the Town will continue to strive to:

- Preserve industrial zones for technology / employment in order to provide jobs, provide for goods and services, and enhance the tax base, and
- Preserve the character and integrity of single-family residential neighborhoods

Support Bus Transit – Newington is fortunate to have a reasonable bus transit system which supports local residents and employers. The Affordable Housing Plan recommends that Newington continue to support the bus transit system.



ENCOURAGE HOUSING MEETING COMMUNITY GOALS Promote Other Development Goals		Leader Partners
1.	Prepare Design Guidelines - Prepare design guidelines for higher density residential developments in order to help them fit into the overall character of Newington.	TPZ
2.	Enable Village Districts - Consider designating the following areas as “village districts” (per CGS Section 8-2j) or modifying the existing provisions in the Zoning Regulations in order to have design control over development in these areas: a. Town Center / Town Center East. b. Train station, c. Fastrak stations (Cedar Street / Newington Junction), and	TPZ
3.	Preserve industrial zones for technology uses in order to provide jobs, provide for goods and services, and enhance the tax base.	TPZ ED
4.	Preserve the character and integrity of single-family residential neighborhoods.	TPZ
5.	Support the bus transit system.	Town

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3.1.4. Earn An Exemption From CGS 8-30g

Section 8-30g of the Connecticut General Statutes (CGS) provides that certain developments where more than 30 percent of the units are restricted as affordable housing may not have to comply with local Zoning Regulations. This provision applies to Newington and other communities where less than 10% of the housing stock meets the State criteria (government assisted, tenant rental assistance, CHFA/USDA mortgages, or deed-restricted to affordable prices).

It is Newington's strong desire to encourage and enable development that meets the overall development goals of the community **in compliance with local Zoning Regulations**. Newington's Zoning Regulations already allow for housing choice and opportunity and will continue to do so in the future.

Newington prefers that development in the community occur with input, feedback, and guidance from the community. Development proposed in accordance with CGS Section 8-30g may not be consistent with that preference or may even be in conflict with local development goals.

As a result, Newington may seek to earn a moratorium or exemption from CGS 8-30g in the future. The purpose for doing so would be to guide development to places where the community wants it and where it will meet overall development goals rather than have higher density development not consistent with overall development goals.

ENCOURAGE HOUSING MEETING COMMUNITY GOALS Consider Seeking Exemption From CGS 8-30G		Leader Partners
1.	Consider seeking a moratorium or exemption from CGS 8-30g so that housing development will support Newington's overall development goals, be in accordance with local Zoning Regulations, and will be responsive to community input, feedback, and guidance.	TC TPZ

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3.2. Adopt Inclusionary Zoning Provisions

CGS Section 8-2i allows a zoning commission to establish almost any regulation, requirement or condition which promotes the development of housing affordable to persons and families of low and moderate income including but not limited to:

- the setting aside of a reasonable number of housing units for long-term retention as affordable housing through deed restrictions or other means,
- the use of density bonuses, or
- in lieu of or in addition to such other requirements or conditions, the making of payments into a housing trust fund to be used for constructing, rehabilitating, or repairing housing affordable to persons and families of low and moderate income.

Some communities have adopted provisions related to:

- Mandatory set-aside of units as part of any residential development,
- A fee-in-lieu-of affordable-housing, and/or
- An inclusionary zoning fee.

Newington may consider adopting similar provisions. Newington could also consider other approaches including allowing a developer to purchase a reasonably similar existing unit (including a “naturally occurring affordable unit) and deed-restricting it to sell or rent at an affordable price in accordance with CGS Section 8-30g.

ADOPT INCLUSIONARY ZONING PROVISIONS Adopt Inclusionary Zoning Provisions		Leader Partners
1.	Consider adopting inclusionary zoning requirements which will promote the development of housing affordable to persons and families of low and moderate income	TPZ TC

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Elderly households have special housing needs and the number of elderly persons is increasing ...

3.3. Address Housing Needs Of An Aging Population

As Newington's population grows, the age composition is also changing and the number of residents in the older age groups is increasing. With increasing life expectancy, the number of elderly residents (and the share of the population which is over age 65) in Newington is expected to continue well into the future.

The housing needs of older households are different than younger households in a number of ways:

- Older households tend to be smaller,
- Older households may have lower income levels,
- Older households may find themselves housing cost burdened,
- Older households may have more disabilities or impairments which affect their quality of life and capabilities, and
- Older households are less able to maintain the interior (and exterior) of their homes.



“Transitional” Housing

For people with adequate income and/or assets, housing that incorporates age-friendly characteristics (such as one floor living, no step entry, wide doorways, lever door handles, bathroom grab bars, loop drawer handles, higher electric outlets, lower electric switches, etc.) will help them make the transition to housing which will meet their needs over a lifetime.

3.3.1. Expand The Number Of Low-Income Elderly Units

Although there are 214 elderly housing units in Newington at the present time (106 managed by the Newington Housing Authority and 108 managed by other entities), it is not enough to meet the growing need. Most units were built in the 1970s and 1980s.

According to the Newington Housing Authority, there are currently about 150 people on the waiting list for an elderly housing unit in Newington and the estimate is that it might be two years before a unit becomes available. The waiting period at local elderly housing developments not managed by the Housing Authority may be even longer.

This is an issue because people and families often find themselves in situations where they need alternative housing at that time. When an elderly person or couple gets to the point that they realize they need lower cost housing they can afford, it can be heart-breaking to learn that there is a two-year waiting period (or more) before a unit may be available. Simply, there are not enough units to meet the current demand for elderly housing.

It is anticipated that the lack of elderly housing units will get worse over time since the number of elderly residents is expected to increase in the future. Improvements in healthcare and lifestyles have increased life expectancies and people may outlive their financial resources.

If no units are added, the wait times will get even longer and elderly people who need housing assistance will struggle to make ends meet.

There is a two-year waiting period for elderly households who may need an affordable unit now ...

Need For Elderly Housing Units

In terms of housing for low income elderly persons, Newington has several developments to help address this need. However, more units are needed since:

- The elderly population is expected to continue to increase,
- Over the years, some of the units built for elderly have been repurposed for disabled persons so there are actually fewer elderly units than there were when the developments were built, and
- There is a long waiting period for people who want or need a unit.

Possible Sites

Cedarcrest Hospital Site
Russell Road

I-291 ROW

- Maple Hill Avenue
- New Britain Avenue
- Willard Avenue

Excess Town Land

Underused School Building
(Public or Parochial)

Day Street area

Other Site(s)

The only way to address the housing need for the lowest income elderly is to build subsidized elderly housing using State or Federal funding programs. Newington should start the process of working with State and/or Federal agencies to get funding to add more elderly housing units.

Of course, land is typically the biggest challenge for initiating a project such as this. In Newington, the following sites may have some potential for supporting the development of additional elderly housing units in Newington:

ADDRESS HOUSING NEEDS OF AN AGING POPULATION Expand The Number Of Low-Income Elderly Units		Leader Partners
1.	Obtain Land – a. Obtain and dedicate land in Newington for development of additional elderly housing units. b. Seek to acquire surplus State-owned parcels (or facilities) for affordable elderly housing	Town NHA
2.	Start The Process - Start the process of working with State and/or Federal agencies to get funding to add more elderly housing units.	Town NHA

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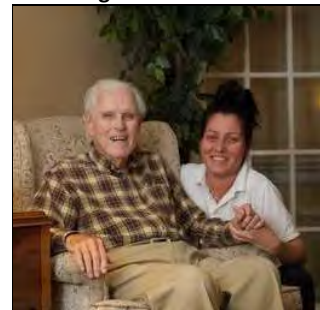
Elderly Couples



Seniors



Long-Time Residents



3.3.2. Support Older People Choosing To Age In Place

Data from AARP suggests that about 80% of older residents would prefer to age in place in their current residence. While there can be challenges to accomplishing this, the Town may be in a position to help people do this for as long as possible since some housing options may not be ready for some time.

Housing Issues Facing Older Homeowners Choosing To Age In Place - Older homeowners choosing to age in place may present some unique challenges and opportunities since they may be income-constrained but have some equity in their home.

1. Cost of homeownership may place stress on a fixed income -
 - a. Town can maintain property tax relief.
 - b. Town can enhance property tax relief.
 - c. Town could offer enhanced tax relief for deed restriction or equity share.
2. House is not configured well for independent older occupants - Zoning Regulations could be modified to allow for one-story addition closer to property line provided it included an accessible full bath and another room that could be configured as a bedroom.
3. Homeowner desires assistance / companionship / income supplement -
 - a. Zoning Regulations Section 6.13 could be modified to allow for an accessory apartment (within or attached) by Zoning Permit (rather than TPZ approval) in some or all residential zones provided it was owner-occupied and included an operable door on a common wall and common water, sewer, gas, and electric service.
 - b. Under conditions spelled out in CGS Section 8-30g(k), accessory apartments can count as deed-restricted units when:
 - legally approved
 - restricted for 10 or more years to a rent affordable at 80% or less of area median income.
 - c. Although Newington opted out of allowing them, the Zoning Regulations could allow for a temporary detached accessory structure (per CGS 8-1bb) sometimes favored by people caring for their parents provided the property was owner-occupied.

Housing Issues Facing Older Renters Choosing To Age In Place - Older renters tend to be income-constrained and asset-limited. If they are struggling to afford their current rental, they may need to investigate a less expensive option. For eligible low-income renters (including the elderly) earning less than \$45,000 per year, the State offers a rent rebate program of up to \$900 per year,

Services For Older Residents Generally Choosing To Age In Place -For older people who have or can find an affordable and appropriate place to live, the support programs below will help them support their overall quality of life as they age-in-place until such time as they need to investigate other housing options:

- Maintaining senior center / recreation programs (social, recreational, health screening, life coaching, etc.),
- Maintaining hot lunch / meals-on-wheels,
- Maintaining dial-a-ride / transportation for seniors,
- Maintaining visiting nurse services for seniors,
- Helping seniors with handyman and other useful services.

ADDRESS HOUSING NEEDS OF AN AGING POPULATION Support Older People Choosing To Age In Place		Leader Partners
1.	Continue Tax Relief – Maintain / improve /enhance existing elderly tax relief programs that support elderly residents desire to age in place.	Town
2.	Allow Flexibility For Aging-Appropriate Renovations – Consider modifying the Zoning Regulations to allow for one-story addition closer to property line provided it included an accessible full bath and another room that could be configured as a bedroom.	TPZ
3.	Facilitate Accessory Apartment – a. Simplify the Zoning Regulations for an accessory apartment and consider allowing by Zoning Permit (when within or attached) in some or all residential zones provided it was owner-occupied and included an operable door on a common wall and common water, sewer, gas, and electric service. b. Consider modifying the Zoning Regulations to allow for an accessory apartment deed-restricted to sell at an affordable price level for at least 10 years.	TPZ
4.	Allow For Temporary “Granny Pods” – Consider “opting in” to the State statute (CGS Section 8-1bb) enabling a temporary detached accessory structure sometimes favored by people caring for their parents provided the property was owner-occupied.	TC TPZ
5.	Maintain Local Programs - Maintain / improve /enhance programs that support elderly residents desire to age in place.	Town

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3.4. Address Needs Of Lower Income Households

There is a need in Newington and the region to increase the housing opportunities for people and families with low to moderate incomes.

3.4.1. Seek Opportunities To Create Affordable “Family” Rental Units

As indicated previously, there are 316 “family” housing units (not limited to occupancy by the elderly or disabled) in Newington at the present time. These units are managed and operated by private and non-profit entities (none are managed by the Newington Housing Authority). There is strong demand for these units and waiting times can be lengthy.

If land were available (see the listing of possible sites for consideration on the sidebar on page 28), Newington could start the process of working with State and/or Federal agencies to seek development and construction funding to add more family housing units. This process could be led by the Housing Authority or a non-profit entity (as was done with Newington Interfaith Housing for Southfield Apartments).

ADDRESS HOUSING NEEDS OF LOWER INCOME HOUSEHOLDS Seek Opportunities To Create Affordable “Family” Rental Units	Leader Partners
1. Obtain Land – a. Obtain and dedicate land in Newington for development of additional “family” housing units not restricted to elderly/ disabled persons. b. Seek to acquire surplus State-owned parcels (or facilities) for affordable “family” housing.	Town NHA IHC
2. Start The Process - Start the process of working with State and/or Federal agencies to get funding to add more “family” housing units not restricted to elderly/disabled persons.	Town NHA IHC

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Need For Family Housing Units

It is important to note that the Housing Authority receives the most phone calls for family units (even though they basically only have elderly units). The Housing Authority offers some housing “vouchers” for family units, but the waiting list has about 250 people on it. With vouchers issued on the basis of a lottery system, some people may never get a voucher or may need to wait 8-10 years.

3.4.2. Promote Rental Assistance Programs

Until a site becomes available to build family units in the community, Newington should continue to use State and Federal “tenant rental assistance” programs to help low- and moderate-income households meet their housing needs. There are two types of rental assistance programs:

- “Tenant-based” where a household is admitted to the program and, upon finding an appropriate rental unit, pays a percentage of their income for the unit and the State or Federal government pays the remainder. The tenant keeps the voucher when they change apartments, including relocating to other communities.
- “Project-based” where units in a development are reserved for low- and moderate-income households and an eligible tenant pays a percentage of their income for the unit and the State or Federal government pays the remainder. The property keeps the voucher when a tenant departs.

Newington is credited with 116 tenant rental assistance units in the community. Since the Housing Authority has 30 vouchers (managed by Imagineers), there are 86 additional vouchers being used in Newington (either tenant-based or project-based). Newington should continue to support and promote the rental assistance programs to help meet the housing needs of low- and moderate-income households, often using the existing housing stock.

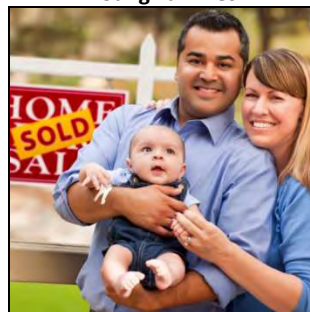
ADDRESS HOUSING NEEDS OF LOWER INCOME HOUSEHOLDS Promote Rental Assistance Programs		Leader Partners
1.	Continue to support and promote rental assistance programs (tenant-based and project-based) to help meet the housing needs of low- and moderate-income households.	Town SS

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Young People



Young Families



Service Workers



3.4.3. Help Support Ownership Assistance Programs

In the history of America, homeownership has been a pathway to prosperity for many households. Newington is no different. Whether someone is trying to get on or climb “the housing ladder” (or trying to downsize and move down “the housing ladder”), Newington can be a part of that journey.

Due to the extensive stock of “naturally occurring affordable housing” (both rental and ownership) in Newington, most people (including many low- and moderate-income households) are able to afford housing here for wherever they may want to be on the housing ladder.

Support Home Purchases - For low- and moderate-income households seeking to purchase housing in Newington, they may be able to obtain financing from the Connecticut Housing Finance Authority (CHFA) or the United States Department of Agriculture (USDA) through programs that have mortgage programs for low- and moderate-income households.

As indicated previously, there are 472 housing units in Newington where low- and moderate-income households received CHFA/USDA mortgages. Newington should continue to support and promote these mortgage assistance programs to help meet the housing needs of low- and moderate-income households, often using the existing housing stock. Newington should consider publicizing this better so that people are aware of this opportunity to live in Newington.



Support Creation Of New Units – Newington has acquired some residentially-zoned parcels which are surplus to its needs. Newington could partner with Habitat For Humanity (or other non-profit organization) to build affordable homes on Town-owned lots (rental units could also be considered).

Support Home Maintenance – In some situations, low- and moderate-income households may struggle with housing maintenance / rehabilitation due to the tightness of their finances. Newington currently uses Small Cities funding to assist low- and moderate-income households with maintenance and housing rehabilitation. This program should continue.

In addition, if Newington were able to find a way to promote a “community maintenance corps” of volunteers that could be available to help low-and moderate-income homeowners maintain and improve their properties, it might pay some considerable dividends.

ADDRESS HOUSING NEEDS OF LOWER INCOME HOUSEHOLDS Help Support Ownership Assistance Programs		Leader Partners
1.	Promote Ownership Assistance Programs - a. Continue to support and promote the CHFA/USDA mortgage assistance programs to help meet the housing needs of low- and moderate-income households. b. Promote the CHFA/USDA mortgage assistance programs so that people are aware of this opportunity to live in Newington.	Town SS
2.	Support Home Construction – Consider partnering with Habitat For Humanity (or other non-profit organization) to build affordable homes on Town-owned lots (rental units could also be considered).	TC
3.	Support Home Maintenance / Rehabilitation – a. Continue to use Small Cities funding to assist low- and moderate-income households with maintenance and housing rehabilitation. b. Investigate ways to promote a “community maintenance corps” of volunteers that could be available to help low- and moderate-income homeowners maintain and improve their properties.	Town SS

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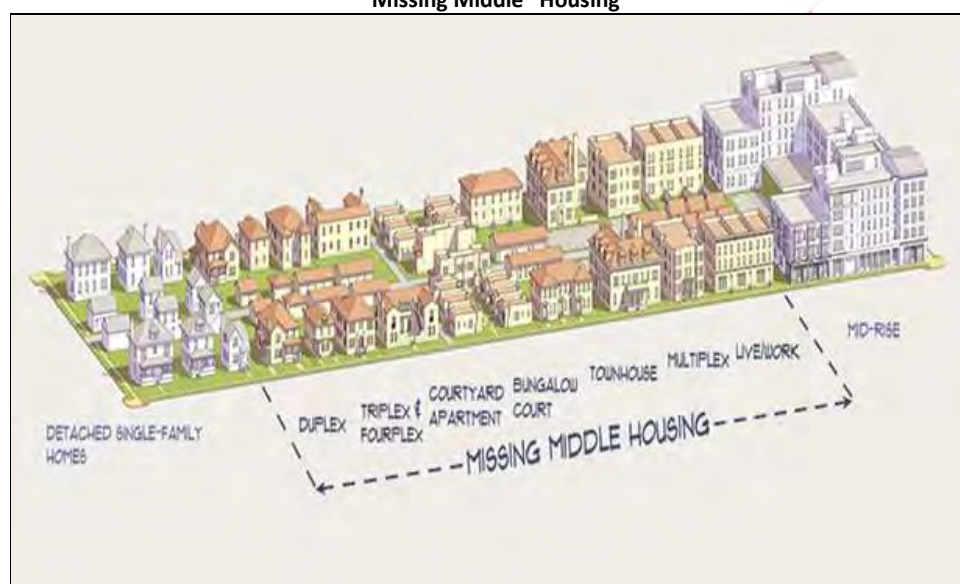
3.5. Consider Other Housing Configurations

Some areas around the country are considering making provision for “missing middle” housing and this concept may have some applicability in Newington.

Newington should explore the concept of enabling certain housing types in and near the mixed-use nodes recommended in the 2020-30 POCD:

- Duplex units
- Triplex and/or fourplex units
- Courtyard apartments
- Bungalow courts / cottage courts
- Townhouse development
- Multiplex housing
- Live/work units

“Missing Middle” Housing



“Missing Middle” Explained

The term “missing middle” refers to housing types that fall between single-family residential homes and larger scale multi-family projects.

Historically, this type of housing supported pedestrian-friendly and transit-oriented development which helped diversify housing options and choices while contributing to a “sense of place” in neighborhoods.

Such units were also generally more affordable than other housing types.

CONSIDER OTHER HOUSING CONFIGURATIONS		Leader Partners
Consider Other Housing Configurations		
1.	Explore the concept of enabling certain housing types in and near the mixed-use nodes recommended in the 2020-30 POCD.	TPZ

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Special Needs Housing

- Living independently
- Living with assistance from family or caregivers
- Living independently in elderly / disabled housing
- Living in a group home / community residence
- Living in a specialized facility (assisted living, etc.)

Group Homes

Data from the State of Connecticut indicates that there are presently 11 group homes in Newington with a capacity to serve up to 55 residents.

State statutes (CGS Section 8-3(e)) provide that local zoning regulations cannot treat such housing differently than a single-family home.

3.6. Help Address Special Housing Needs

Disabled / Special Needs Housing - The housing needs of disabled / special needs persons (physical, mental, developmental disabilities, transition, etc.) may be met in several ways (see sidebar). Newington permits all of these housing options (including reasonable accommodations) and the need for additional provisions is not apparent at this time.

Transient Lodging - Some motels along the Berlin Turnpike are being used as residences for people who do not have (or do not choose) other housing options. The Town has established a multi-department task force which continues to work on addressing these issues. Redevelopment of these sites along the Berlin Turnpike is already allowed and encouraged (see page 22). The need for additional provisions is not apparent at this time.

Homeless / Emergency Shelter - The Police Department coordinates with the Human Services Department whenever there is an issue in Newington related to homelessness, domestic crisis, or similar interventional situation. Regionally, there is not enough capacity to address the need, especially during colder weather. Newington continues to work on addressing this situation in the short-term (finding a safe place when needed) and the long-term (helping address regional needs). The need for additional provisions is not apparent at this time.

HELP ADDRESS SPECIAL HOUSING NEEDS Help Address Special Housing Needs		Leader Partners
1.	Disabled / Special Needs – Continue to allow for a variety of living arrangements for disabled and special need persons.	Town TPZ
2.	Transient Lodging – Continue to investigate ways to address the use of transient lodging facilities for housing.	Town TLTF
3.	Homeless / Emergency Shelter – Continue to address the special needs of homeless people and people in crisis situations.	Town SS

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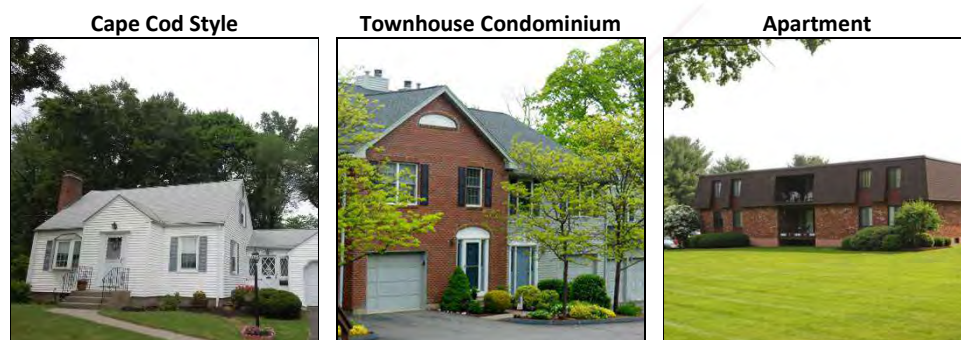
3.7. Retain Existing Housing That Addresses Needs

Newington wants to retain the existing “naturally occurring affordable housing” that exists. As indicated previously, Newington has a diverse housing stock which includes:

- A wide variety of rental units at different price levels,
- A wide variety of ownership units (single-family houses, 2-4-family buildings, and condominiums) at different price levels, and
- A variety of other types of housing to meet special needs (elderly, congregate care, assisted living, nursing homes, etc.).

These housing units help make Newington a place where many people can find housing they want and can afford at all stages of their life. In addition, **thousands** of these units are affordable to low- and moderate-income households.

This diversity of housing choices is a strength of Newington and it is the community’s desire to maintain this diversity and the “naturally occurring affordable housing” that exists.



RETAIN EXISTING HOUSING THAT MEETS NEEDS Retain Existing Housing That Meets Needs		Leader Partners
1.	Seek to retain existing “naturally occurring affordable housing” in Newington which is effective at meeting housing needs of a variety of households.	Town TC TPZ
2.	Maintain / improve existing Zoning Regulations that allow housing diversity.	TPZ

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back cover

3.8. Address Other Housing Issues

3.8.1. Enhance Local Framework / Capacity

Increase Capacity Of Housing Authority - When additional units are added to the Housing Authority portfolio, it is unlikely the part-time staff will be able to keep up with the additional responsibilities. Newington should:

- Anticipate the need to have some full-time Housing Authority staffing (administrative, and/or maintenance) to manage more units, and
- Supplement the part-time staff with technical assistance for development / expansion planning.

Prepare And Adopt A “Model Housing Affordability Plan” - With additional deed-restricted housing units anticipated in the future to be provided by developers, Newington should prepare a “model housing affordability plan.” Such a plan specifies how deed-restricted affordable housing units will be managed in accordance with local, State, and Federal requirements related to income eligibility, rental rates, sale prices, and similar requirements. If the Town does not have a model plan, each development will prepare their own (or ignore the requirement entirely) and this may become an administrative nightmare.

Identify A Housing Affordability Administrator - Newington should consider who will be the party responsible for overseeing the sale/ rental of deed-restricted affordable housing units in accordance with local, state, and federal requirements.

Affordability Administrator

The Town Planner oversees the 36 deed-restricted units in Newington currently and this arrangement may continue to work best.

Alternatively, the responsibility could be delegated to another entity. For example, the Housing Authority may have experience with income verification and housing programs.

Some towns use a third-party consultant to provide these services and Newington could consider the same approach.

ADDRESS OTHER HOUSING ISSUES Enhance Local Framework / Capacity		Leader Partners
1.	Increase Capacity Of Housing Authority - a. Anticipate the need to have full-time Housing Authority staffing (management, administrative, and/or maintenance) to manage more units. b. Supplement the part-time Housing Authority staff with technical assistance for planning the development / expansion of Housing Authority developments.	Town TC NHA
2.	Adopt A Model Housing Affordability Plan – Prepare a “model housing affordability plan.”	TPZ
3.	Identify A Housing Affordability Administrator - Designate who will be the Housing Administrator to oversee the sale/ rental of deed-restricted affordable housing units in accordance with local, state, and federal requirements.	Town TC

Legend on inside
back cover

3.8.2. Establish A Housing Trust Fund

In order to accumulate funds to help support housing-related initiatives, Newington should consider establishing a Housing Trust Fund. This account could be funded by:

- The Town Council as part of the annual budget,
- Payments made as part of any inclusionary zoning provision,
- Grants from outside sources or donations by residents, and/or
- Other sources

ADDRESS OTHER HOUSING ISSUES Establish A Housing Trust Fund		Leader Partners
1.	Establish A Housing Trust Fund – Consider establishing a Housing Trust Fund to accumulate funds to help support housing-related initiatives.	Town TC

Legend on inside
back cover

3.8.3. Right-Size Parking Requirements

Parking areas consume considerable land area (that could be used for tax-paying uses) and parking requirements can be a major impediment to development yields. Newington might consider modifying the parking standards in the following situations:

- Allow 1.0 or 1.5 parking spaces per studio or one-bedroom unit to reflect the smaller household sizes which are prevalent these days,
- Allow a reduction of parking requirements (perhaps by 25% to 50%) in areas within ¼-mile of a train station or Fastrak station (a developer could choose to install more parking if they wished).

It is worth noting that Section 6.1 of the Zoning Regulations already provides for a 25% reduction in the number of parking spaces for a multi-family unit located in the Town Center (1.5 spaces per unit) versus one located in another zoning district in Newington (2.0 spaces per unit).

ADDRESS OTHER HOUSING ISSUES Right-Size Parking Requirements		Leader Partners
1.	Right-Size Parking Requirements – Consider modifying the parking standards to require fewer spaces for small units and allow a parking reduction in areas near to transit stations.	TPZ

Legend on inside
back cover

Housing Partners

Local Organizations

- Municipal Departments, Agencies, And Commissions
- Newington Housing Authority
- Newington Interfaith Housing
- Local Non-Profit Organizations

Regional Organizations

- Capital Region Council Of Governments

State-Wide Organizations

- Connecticut Department Of Housing
- Connecticut Housing Finance Authority (CHFA)
- Partnership For Strong Communities

National Organizations

- US Department Of Housing And Urban Development
- US Department Of Agriculture (USDA)

3.8.4. Continue To Work With Housing Partners

Newington has had success working with other organizations as “housing partners” and these efforts should continue. Organizations to work with in the future might include one or more of the organizations listed in the sidebar.

ADDRESS OTHER HOUSING ISSUES Continue To Work With Housing Partners		Leader Partners
1.	Continue To Work With Housing Partners – Continue to work with other organizations as “housing partners” in order to accomplish housing goals.	Town IHC

3.9. Implement The Affordable Housing Plan

It is envisioned that the Housing Needs Study Committee, under the direction of the Town Council, will coordinate and oversee implementation of the strategies in the Affordable Housing Plan. Of course, a number of other agencies (such as the Town Plan and Zoning Commission) will play important roles in implementing the Plan.

Implementation tables on the preceding pages are intended to facilitate implementation of the Plan.

As required by State statute (CGS Section 8-30j), it is envisioned this Plan will be updated within five years.

Legend For Leaders / Partners

Acronym	Organization
ED	Economic Development
IHC	Newington Interfaith Housing Corporation
NHA	Newington Housing Authority
Owners	Property Owners
Public	Newington Residents
SS	Social Services
TC	Town Council
TLTF	Transient Lodging Task Force
Town	Boards, Commissions, Agencies, Departments, and Staff of the Town of Newington
TPZ	Town Plan and Zoning Commission

Technical assistance in the preparation of this report provided by



Planimetrics

70 County Road, Simsbury, CT 06070 860-913-4080



Town of East Hampton

Town Council

2021 Meeting Dates

Location: Town Hall Meeting Room

2nd and 4th Tuesday of Each Month

6:30pm

January 12

January 26

February 9

February 23

March 9

March 23

April 13

April 27

May 11

May 25

June 8

June 22

July 13

July 27

August 10

Summer Recess (no meeting August 24)

September 14

September 28

October 12

October 26

November 9

November 23

December 14

Winter Recess (no meeting December 28)



Office of the COLLECTOR OF REVENUE
KRISTY MERRIFIELD, CCMC
 kmerrifield@easthamptonct.gov

November 24, 2020

To: The East Hampton Town Council,

The documentation for the tax refunds listed below is available in the Office of the Collector of Revenue for your review. There are six (6) refunds totaling \$868.60.

Respectfully Submitted,

Kristy L. Merrifield, CCMC
 Collector of Revenue

	0. <input type="checkbox"/>
	117.88 <input type="checkbox"/>
	80.86 <input type="checkbox"/>
	12.43 <input type="checkbox"/>
	148.05 <input type="checkbox"/>
	14.38 <input type="checkbox"/>
	495.00 <input type="checkbox"/>
006	868.60 <input type="checkbox"/>

BOARD AND COMMISSION SUMMARY OCTOBER 2020

Arts & Culture Commission

The Arts & Culture Commission met on October 15. Betty Sennett will attend the Town Hall Grand Opening. She has requested that paintings be hung in the new art gallery. There have been no responses to the Capstone grant yet. Many of the commission's activities are on hold due to COVID.

Board of Finance

The Board of Finance met on October 19. The Board voted to approve the FY2020 end of year budget transfers. They also discussed the High School baseball field, the FY2022 budget and the Sears Park boat launch.

Brownfields Redevelopment Agency

The Brownfields Redevelopment Agency met on October 26. The members welcomed a new member to the agency. There was discussion and updates for the 1 Watrous Street project and the 13 Watrous Street/DECD STEAP Grant project as well. The members discussed joining another commission's project in the future to have a way to get more projects finished. A presentation for the Town Council was discussed.

Clean Energy Task Force

No meeting

Commission on Aging

The Commission on Aging met on October 8. JoAnn Ewing discussed the Senior Center re-opening plan. They plan to be open by appointment only as of November 2. The Commission had reached out to Eversource to see what services they offer for residents with special needs such as oxygen dependency and refrigeration for medications. They don't have a program during a natural disaster situation but only for planned outages. The members reviewed voting for seniors, Medicare open enrollment and received a report from the Housing Authority.

Conservation-Lake Commission

The Conservation-Lake Commission met on October 8. The members were given a presentation about the progress of the lake with the new aeration system by John Tucci of Everblue Lakes. The members discussed the budget, the watershed projects, the sub-committee report on education, the new meeting dates for the advisory panel, the lake smart program, and the lake level. The members discussed who is on the advisory panel and how to make it more transparent to the members of the commission. They just want to know what goes on during the panel meetings. It was brought up that the Chairman and Vice Chairman of the commission are members of the panel along with town officials and Dr. George and Hillary from NEAR. The meetings are also open to the public but are held during the day. A member brought up a concern they had about a new neighbor cutting down 5 or 6 trees on their property. The trees didn't need to be cut down and could have

stayed standing. The members were informed that Mr. DeCarli is drafting a new town regulation and policies on cutting trees will be added to the regulation.

Design Review Board

The Design Review Board met on October 15. The members discussed a plan review at 62 Main Street to enlarge the front porch. The plan was recommended for approval with stipulations for the applicant to take into consideration.

Economic Development Commission

The Economic Development Commission met on October 20. The members discussed the East Hampton Eats Campaign, the Business Package, New Business Banner Location, Belltown Spotlight on Business, and Town Beautification. The East Hampton Eats campaign had a successful rollout and launch. There are two weeks until the first prize drawing. The end of the campaign is November 30th. There are 250 copies of the pamphlet that were delivered to the Town Hall and have been circulated around the town. The pictures and articles for the previous Business of the Month businesses have been submitted to the Rivereast and the Events Magazine. The members nominated CZ Equipment for Business of the Month for November. The members are flexible with zoom meetings and with possible in person meetings. The members would rather have zoom meetings for now and take it month by month.

Ethics Commission

No meeting

Fire Commission

The Fire Commission met on October 19. The members discussed the dry hydrant repairs, the new AC upgrades, and the new software update as well. The dry hydrants in the lake needs to be repaired. The parts have been ordered and it will probably take two days to complete. The building has been mapped out for the new AC upgrades and the new software received a copy of the database. Only a portion of the database has been copied over to the new software. The new Airline Trail signs have been ordered and waiting for delivery. The 2021 meeting dates were approved by the members.

Inland Wetland Watercourses Agency

The Inland Wetlands Watercourses Agency met on October 28.

Agent Approvals:

- A. IW-20-029: Sean & Sarah Flynn, 15 Peach Farm Rd., to complete a previously approved and unfinished 31' x 30' two car garage within the Upland Review Area on the southeast side of property. Map 33/Block 88/Lot 14C-1

Continued Applications:

- A. I W-20-025: Joseph Perko, 501 Moodus Road, to construct a 20' x 45' 2 story outbuilding within the Upland Review Area. Map 15/Block 28A/Lot 1. Continued to Nov. 25, 2020 meeting.

New Applications:

- A. IW-20-026: Steven Phillips, 16 Maplewood Dr., to install a 16' x 32' in ground pool within the Upland Review Area. Map 19/Block 39A/Lot 10A-4. Continued to Nov. 25, 2020 meeting.

- B. IW-20-027: Robert B. Wallace, 4 Lakewood Rd., demolition of existing cottage within the Upland Review Area. Map 03A/Block 44/Lot C-67. Continued to Nov. 25, 2020 meeting.
- C. IW-20-028: Bryson Hyte, 202 Lake Drive, to install a 18'x37'x29' pool and to relocate and rebuild an existing retaining wall within the Upland Review Area. Map 09A/Block 70B/Lot 17A. Continued to Nov. 25, 2020 meeting.
- D. IW-20-030: Kevin Herrick, 49 Bay Rd., to restore existing stone wall by lake and install a new pervious paver patio and seat wall. Map 09A/Block 70/Lot 33. Continued to Nov. 25, 2020 meeting.
- E. IW-20-031: Tony Flannery, 101 Main St., clear brush, trees and stumps. Add gravel and top with millings. Remove UG fuel tank. Install a wash bay for the existing recycling yard operation. Work is within the upland review area. Map 06A/Block 57/Lot 2. Continued to Nov. 25, 2020 meeting.

Joint Facilities

No meeting

Library Advisory Board

The Library Advisory Board met on October 5. It was reported that the Town Council approved the Library Strategic Plan. They also discussed Capital budget requests.

Middle Haddam Historic District Commission

No meeting

Parks & Recreation Advisory Board

The Parks & Recreation Advisory Board met on October 6. The members received an update on the Air Line Trail noting new stone dust will be delivered and installed at the Cranberry Bog section of the trail on October 19. The Golf Tournament was a success with over \$11,000 raised. Members received an update on fall and winter programming and landscaping projects at Sears Park. They also discussed memorial benches.

Planning & Zoning Commission

The Planning & Zoning Commission held a special meeting on October 14.

Public Hearings

- A. Application PZC-20-017: Atlantis Marketing, for an Amendment to the Zoning Regulations: to amend Section 5.2 and add Sec. 5.2.C.6. Gasoline or motor fuel filling stations in conjunction with a retail store in the Commercial Zone. Approved
- B. Application PZC-20-018: Atlantis Marketing, 157 Main St. and 1 Colchester Ave. for a zone change from R-2 to Commercial. Map 07A/Block 56/Lot 24 and Map 07A/Block 56/Lot 22. Continued to Nov. 4, 2020
- C. Updates to Sec. 3.1 Lake Pocotopaug Protection Zone- Continued to Nov. 4, 2020

New Business:

- A. Application PZC-20-021: Loco Perro Restaurant, 191 East High St., for a Site Plan Modification to build a 731 sq. ft. addition. Map 09A/Block 76/Lot 11A. Approved
- B. Application PZC-20-022: East Hampton Rotary Club Foundation, 45 Daly Rd., for a Special Permit for parks, playgrounds and public recreation Sec. 4.4.D.1.d Map

33/Block 87/Lot 3. Public hearing set for Nov. 4, 2020

- C. Application PZC-20-023: JCG Properties, LLC., 9 Middle Haddam Rd., for a Zone Change from R2 to Commercial for approximately 5 acres to operate a veterinary clinic. Map 01C/Block 9/Lot 5. Public hearing set for Nov. 4, 2020

Town Facility Building Committee

No meeting

Water Pollution Control Authority

The Water Pollution Control Authority Board held a virtual Public Hearing meeting on October 6. The 2020/21 sewer bills went out for October 1. With the implementation of the 2-installment payment program, the Tax Collector reported that the majority of people are still paying their sewer bill in full. Reminder notices will be posted in the paper and town website in April for the 2nd installment of the sewer bills. The board unanimously approved the completion of the Phase 1B Skyline Estate sewer system, contingent upon the manhole frames (7 manholes) brought up to grade. Barbara Avenue/Pine Trail generator upgrades are on track. A change order was needed to run new conduits to the meter boxes at an additional estimated cost of \$20,000.

Zoning Board of Appeals

The Zoning Board of Appeals met on October 19.

Public Hearings:

- A. Application ZBA-20-012, John Uliano, 29 Pocotopaug Drive, to increase the lot coverage from 10% to 14.7% to install a 35' x 14'8" pool and a 30' x 15' pool house. Map 25/Block 64/Lot 20A-1. Approved
- B. Application ZBA-20-013, Andrew & Elizabeth Priest, 19 Hawthorne Rd., to reduce the east side setback from 13' to 7.5' to construct a 1 car garage. Map 10A/Block 82/Lot 28A. Approved
- C. Application ZBA-20-014, Brian & Elise Montanari, 47 Bay Rd., to increase the lot coverage from 20% to 25% to place a 12' x 16' shed. Map 09A/Block 70/Lot 32. Approved