

ANNUAL TOWN REPORT

**TOWN OF NEW MILFORD,
CONNECTICUT**

**FISCAL YEAR ENDING
June 30, 2013**

ANNUAL REPORT

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CONNECTICUT
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SPECIAL SERVICES/PERMITS/LICENSES

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

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

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Raffle Permits.....Police Dept.

Recycling Punch-Cards.....Public Works, Library, or Town Clerk

Reference/Information Service.....NM Public Library

Sewer Connection Permits.....NM Sewer Commission

Sewer Discharge Permits.....NM Sewer Commission

Seepage Dumping Permits.....NM Sewer Commission

Sign Permits.....Zoning

Soil Erosion Sign Off.....Zoning/Inland Wetlands

Subdivision Applications.....Planning Commission

Subdivision Bonds.....Planning Commission

Subsurface Sewage Disposal Systems Permit.....Health Dept.

Variances.....Zoning Board of Appeals

Vendor Permits.....Mayor’s Office

Visually Impaired Support Group.....Commission on Aging

Voter Registration Cards.....Town Clerk

Well Drilling Permits.....Health Dept.

Youth & Families Services/Resources.....Youth Agency

Zoning Permits.....Zoning

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MUNICIPAL AGENCY HOURS AND PHONE NUMBERS

TAX ASSESSOR

KATHY CONWAY, TAX ASSESSOR

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

355-6070

FIRE MARSHAL

KAREN FACEY, FIRE MARSHAL

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

355-6099

BOARD OF EDUCATION:

JEAN ANNE PADDYFOTE, SUPERINTENDENT

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

355-8406

GREGG MILLER,

BOE BUSINESS MANAGER

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

354-8726

HEALTH DEPARTMENT

MICHAEL CRESPIAN, DIRECTOR

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

355-6035

HIGHWAY DEPARTMENT

GERALD HOLLINS, HIGHWAY SUPERINTENDENT

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

355-6045

BUILDING INSPECTOR

THOMAS HACKETT, BUILDING INSPECTOR

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

355-6090

INLAND WETLANDS

JAMES FERLOW, ENFORCEMENT OFFICER

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

355-6083

CHILDREN'S CENTER

SUSAN JOHNSTON, DIRECTOR

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

354-1883

NEW MILFORD PUBLIC LIBRARY

CARL DEMILIA, DIRECTOR

355-1191

COMMISSION ON AGING (SENIOR CENTER)

CAROLYN HAGLUND, DIRECTOR

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

355-6075

MAYOR'S OFFICE

PATRICIA MURPHY, MAYOR

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

355-6010

ECONOMIC DEVELOPMENT

LUIGI FULINELLO, DIRECTOR

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

355-5001

PARKS AND RECREATION

DANIEL CALHOUN, DIRECTOR

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

355-6050

FINANCE

RAYMOND JANKOWSKI, DIRECTOR

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

355-6060

PERSONNEL

ALAN CHAPIN, DIRECTOR

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

355-6089

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PLANNING COMMISSION

PETER ENG, CHAIRMAN

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

355-6080

TAX COLLECTOR

CATHERINE REYNOLDS, TAX COLLECTOR

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

355-6085

POLICE DEPARTMENT

SHAWN BOYNE, POLICE CHIEF

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

355-3133

TOWN CLERK'S OFFICE

GEORGE BUCKBEE, TOWN CLERK

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

355-6020

PROBATE COURT

MARTIN LANDGREBE, PROBATE JUDGE

355-6029

YOUTH AGENCY

MARK MANKIN, DIRECTOR

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

354-0047

DEPARTMENT OF PUBLIC WORKS

MICHAEL ZARBA, DIRECTOR

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

355-6040

ZONING

LAURA REGAN,

ZONING ENFORCEMENT OFFICER

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

355-6095

SOCIAL SERVICES

MARGARET MOLINA, DIRECTOR

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

355-6079

Report of the Board of Finance

In compliance with the Town Charter of the Town of New Milford, this Board is publishing the Annual Report of the Town of New Milford, covering the period July 1, 2012 – June 30, 2013 (including both dates).

The complete audit report as rendered by the accounting firm of Mahoney Sabol & Company, LLP, of Glastonbury, Connecticut has been filed in the New Milford Town Clerk's Office and with the State Tax Commission of Connecticut.

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

Joanne Chapin,
Board of Finance Chairwoman

**Report from the Mayor
July 2012 - June 2013**

While the State of Connecticut and our Country continue to face the challenges that come with change, we have diligently worked hard to make significant service and infrastructure improvements for our residents. When possible, we utilize State and Federal funding sources as well as various other competitive grant funds to defer the cost to our local tax payers and continuously search out funding opportunities to assist with the cost of various infrastructure and community improvement projects.

The Town and Economic Development websites received a redesign and improvements to the online services available for residents in preparation for a Citizen Service Request component to be activated in late summer as well the availability of online registration for Parks & Recreation programs. Additionally, some departments, including the Tax collector's Office will be able to accept major credit cards, providing a another convenience service to our residents.

Construction of three pumping stations began along Route 7 south, to service the existing businesses along the southern section of Route 7 wishing to connect to the recently renovated and expanded Wastewater Treatment Plant that was completed in 2012. We are hopeful that our continued work with the Sewer Commission will create an even more business friendly environment, attracting additional business to the Route 7 south corridor.

The public was excited to see the opening of several retail stores in the Litchfield Crossing's Retail Center. While the construction and development of other buildings on that site has been slower than anticipated, the end result shopping center is sure to be a destination for many.

New Milford has continued to see improvements in the downtown area. Several buildings on Bank Street and on the west side of Main Street have received façade improvements that have brought the buildings back to life and more in line with the downtown character of a New England Village.

When Hurricane Sandy hit town in late October, our dedicated and skillful emergency volunteers were ready to assist residents left without power or heat. While working with utility officials to open roadways and restore power, a shelter and shower facilities were opened to those residents who were in need. The cooperation of the various emergency services, personnel and community groups was phenomenal while our community recovered from the storm.

After the successful installation of the brand new state of the art Dispatch Center at the New Milford Police Station, the Emergency Communication Team finalized the design parameters for a new radio system for our Emergency Responders and Public Works Personnel. After bonding was approved, the team coordinated the installation of four new communication towers, upgrade of equipment on two existing towers and the required site preparation and support equipment.

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This new system is expected to go live in September of 2013 and is anticipated to surpass the State mandate that 95% of the coverage area (New Milford) will be covered 95% of the time.

As we continue to work with the State of Connecticut Department of Transportation Bridge Inspection Program, the process has begun for the upgrade and repair of several bridges, including the Mill Street Bridge, Aspetuck Ridge Road Bridge over the West Aspetuck River and the Wellsville Bridge over the East Aspetuck River. These bridges are either part of the Federal or Local Bridge Fund Grant program.

With reductions in state revenues over the years, budgeting for a level of service that residents have come to expect is balanced with the affordability of local taxes. The Annual Budget process began on February 19th with the Mayor presented her recommended budget to the Town Council and Board of Finance. Although the budget provided for continued service, there were several positions that were reduced in hours or eliminated. The final budget was presented to voters in May and approved at the first referendum.

The trail system at Sega Meadows Park continues to be used by hikers, walkers and bicyclists throughout the year. The trail system and an emergency access road were welcome additions to the park, whose improvements have been made by the GE Restoration Grant and several Eagle Scout projects.

The shoreline of the Housatonic River has been affected by the intense storms over the past few years. As a result of the shoreline changes, Town Engineers and the Wetlands Enforcement Officer are reworking the design plans for the Young's Field Riverwalk and Greenway. Across the River, the NW Conservation District has been working on the Bird Sanctuary and Nature Preserve on the west side of Veteran's Bridge utilizing the GE Restoration Grant for funding. Another project that was approved for funding is the Still River Greenway project, in the area of the Regional Canine Control Shelter, north along the Still River towards Harrybrooke Park.

The town closed on the sale of the property at 29 Church Street, also known as the "Old Telephone Company" building. The new owners, who also own a local business in town, immediately began the property remediation and building renovations in preparation for their import/export business to move into the space. They are also planning to open a high end art gallery and merchandise showroom.

The Housatonic Probate Court, Probate District #44 is continuing to serve the region, including the towns of Bridgewater, Brookfield, New Fairfield, New Milford, and Sherman. Judge Landgrebe and his staff work diligently to make those coming into the community for court services feel comfortable.

I welcome your comments, ideas and suggestions in support of New Milford, as I continue to work towards keeping our community vibrant.

Patricia Murphy
Mayor of New Milford

Board of Education Annual Report 2012 – 2013

The New Milford Public Schools served 4,590 students in kindergarten through grade 12 during the 2012-13 academic year with a staff of 370 teachers, 19 administrators, and 241 support staff (non-certified staff). The operating budget for the New Milford Public Schools for 2012-2013 totaled \$57,194.266.

August 2012

- Teachers and staff were welcomed back on August 22nd and a professional development day was held August 23rd.
- All Staff Convocation took place on August 24th with Dr. Ted Sergi as guest speaker. The high school band played and Casey Cable sang the National Anthem.
- Students returned August 27th.

September 2012

- Mr. Michael J. Fitzgerald, Music Teacher at Sarah Noble Intermediate School, was recognized as New Milford's Teacher of the Year for 2013.
- The Board welcomed returning student representative Daniel Winter and new representative John Vazquez.
- The district was awarded a grant by the Connecticut Community Foundation which will be used to promote kindergarten readiness.
- The Facilities Manager updated the Board on summer maintenance projects, the Hill and Plain Elementary School boiler project and the Schaghticoke Middle School locker project.
- The Board accepted the following Stop and Shop A+ Rewards Program donation:
 - New Milford High School - \$1,103.01
- The bid for a School Facility Utilization Study was awarded to Milone and MacBroom.
- Tuition rates were established and approved for the 2012-2013 school year.
- The Board moved to request that the End-of-Year Balance for 2012, subject to final audit, be designated to capital reserve.
- The Board approved the SmartBus Technology contract, subject to modifications recommended by the Board Counsel and the Town of New Milford and the New Milford Police Department.

October 2012

- The Board recognized:
 - Sylvia Onorato, New Milford High School student, 2012 Youth Honor Awards recipient by *Skipping Stones* magazine
 - Bonnie Jo Cheron, Child Development teacher at New Milford High School, for her many years of dedication to the preschool program
- Dr. Paddyfote reported that the district is above projected enrollment by 41 students.
- Mrs. Faulenbach reported that the SmartBus technology had been accepted by the Town Council.

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- The Facilities Sub-Committee discussed replacement or restoration of the Schaghticoke Middle School roof, which is part of the five year capital plan. The Hill & Plain boiler project was reported complete.
- The Operations Sub-Committee discussed the new System for Educator Evaluation and Development (SEED).
- The Committee on Learning discussed the Five-Year Curriculum Plan, Windows on New Milford, the new System for Educator Evaluation and Development (SEED), and the state's projected increase in graduation credits. The Committee received an update on the block schedule in use at New Milford High School.
- Mrs. Faulenbach reported on a CABE workshop designed to help Boards to understand the many new initiatives both state and national.
- The Board accepted the following PTO donation:
 - Sarah Noble Intermediate School - \$12,760.00
- The Board approved the following grants:
 - District Consolidated Grant in the amount of \$223,855.00
 - Bilingual Education Program Grant in the amount of \$2,614.00
- The Board approved the following curricula:
 - Experimental Chemistry
 - German I
 - Marketing II
- The Board approved the following policies:
 - 4118.25/4218.25 Reporting Child Abuse and Neglect
 - 5111 Admission/Placement/Age of Entrance
 - 5112.3 School Attendance
 - 5113 Truancy
 - 6200 Adult Education
 - 9125 Attorney
 - 9270 Conflict of Interest
- The Board appointed its legal counsel to serve as hearing officer in lieu of the Board for student accommodations hearings when the Board Chair deems it necessary or otherwise appropriate.
- The Board approved a Memorandum of Understanding with the Administrators' union regarding salary payment.

November 2012

- The Board of Education recognized the following:
 - United Way Youth Leadership Group, New Milford High School students: Kelly Clare, Ryan Clarke, Adam Dengler, James Flynn, Kelsey Fuchs, Marianatasha Giokas, Zachary Guptill, John Hansell, Corinne Heymach, Alexis Kersten, Meghan Lacey, Emily Llerena, Cailin McLaughlin, Olivia Monteiro, Kristi Montemurro, Cristina Munoz, Jessica Noteware, Alison Rettenmeier, Emily Sanders. and Claudia Taylor
 - 2013 National Merit Scholarship Program Commended Students: Zachary Boston, Tanner George, Quentin Leitz. and Samuel Thomas
- The Facilities Sub-Committee received an update on how the schools fared during Hurricane Sandy which resulted in all schools being closed for four days.

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- The Board chairman distributed the 2011-2012 Annual Report of the New Milford Board of Education.
- The Board accepted the following donations:
 - New Milford PTO to Sarah Noble Intermediate School - \$1,800.00 and John Pettibone School - \$1,204.00
 - Big Lots, Inc. to John Pettibone School - \$2,500.00
- The Board approved the following grant:
 - Title III Grant in the amount of \$18,805.00
- The Board approved the following curricula:
 - General Woodworking
 - Introductory Woodworking
 - Global Studies
- The Board approved the following policies:
 - 6111 School Calendar
 - 6115 School Ceremonies and Observances
 - 6121.1 Educational Opportunities to Promote Awareness of Diversity
 - 6140 Curriculum
 - 6145.22 Interscholastic/Intramural Athletics Sportsmanship
- The Board approved the following textbooks:
 - *The Immortal Life of Henrietta Lacks* – Grade 10
 - *Passing* – Grade 12

December 2012

- The Board held its Annual meeting and elected the following officers:
 - Chairperson – Mrs. Wendy Faulenbach
 - Vice Chairperson – Mrs. Lynette Celli Rigdon
 - Secretary – Mrs. Daniele Shook
 - Assistant Secretary – Mr. David A. Lawson
- NMHS students who achieved Advanced level on all four sections of CAPT were recognized by the Board. They are Kyle Butts, Nicole Callisen, Diana Daniel, Lawrence Davis, Kayla Doto, Scott Eherts, Daniel Granda, Diana Habjan, Maren Harcken, Abigail Heydenburg, Melisa Jahic, Sheridan Jones, Megan Lisee, Parker Martin, Sarah Musilek, Rebecca Myhill, Emma Nissenbaum, Michael Norell, Diana Orozco-Morato, Emily Petrie, Jonathan Rajagopalan, Cormac Roberts, Megan Scorza, Hugh Sichel, Nevan Swanson, Erica Sweeney, Christopher Sweet, Alexander Symon, Melanie Talmadge, Sara Terry, and Eric Winkelstern.
- State Department of Education notified New Milford that Hill and Plain and Northville Elementary Schools are schools of distinction.
- The Facilities Sub-Committee heard an update on the Cenergistic cost savings plan which has avoided \$2 million in extra costs over the years. They also heard a turf field update from a Booster Club representative.
- Operations Sub-Committee heard preliminary information on the 13/14 school budget.
- The Committee on Learning discussed the new mandated initiatives relating to teacher and administrator evaluation, the common core standards on math and reading, and possible budget implications.
- The Board of Education accepted the following PTO Gifts and Donations:
 - Sarah Noble Intermediate School - \$6,155.00

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- Northville Elementary School - \$2,945.00
- Hill and Plain Elementary School - \$2,448.00
- The Board approved the following curricula:
 - Grade 4 Reading
 - Russian Studies
- The Board approved the following policies:
 - 5114.12 Student Due Process
 - 6176 Career and Vocational Education
- The Board approved recommended contract settlements with Local 1303-154 of Council 4 AFSCME, AFL-CIO and New Milford Educational Secretaries Association, Chapter of Local 136, I.F.P.T.E. as recommended by the Board of Education's Negotiations Committee, as discussed in executive session.

January 2013

- The Board of Education conducted three evenings of hearings and adopted a budget on the fourth night for the 2013-2014 school year in the amount of \$60,214,148.00.

February 2013

- The Board recognized the following students:
 - Schaghticoke Middle School Geography Bee winner Nicholas Edwards
 - Sarah Noble Intermediate School Geography Bee winner Jackson Cramer
 - CT Fire Prevention Poster Contest winner, Sarah Noble Intermediate School student Kaley Toth
 - Peace Poster Contest winners, Sarah Noble Intermediate School students Satil Moni, Colleen O'Connor, Chloe Onorato, and Christina Onorato
 - VFW Patriot's Pen Essay Contest winner, SMS student Anna Qiu
 - CIVICSFIRST Constitution Day Contest Winner, Schaghticoke Middle School student Frank Magnante
- The Board heard a presentation from Sarah Noble Intermediate School Grade 5 teachers Linnea Leclair and Janet Allsworth regarding the annual Trout Project.
- Dr. Paddyfote acknowledged the Department of Human Resources noting that the schools are in full compliance with the State Department of Education's Educator Certification.
- The Facilities Sub-Committee heard a presentation from Mercury Solar about the possibility of using some solar energy options at the schools.
- The Operations Sub-Committee discussed the Internal Service Fund.
- The Board of Education accepted the following Gift:
 - High School – shooting machine for the boys' and girls' basketball program
- The Board approved the following policies:
 - 1140 Distribution of Materials to and by Students
 - 6141.321/4118.4/4218.4 Acceptable Use and Internet Safety
- The Board deleted the following policies:
 - 4118.4/4218.4 Computer and Internet Use
 - 6141.321 Computers: Acceptable Use of the Internet, Other Computer Networks and Internet Safety
 - 6141.323 Internet Acceptable Use: Filtering

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- In accordance with Board Policy 3300(c) and in the best interests of the school district, the Board waived the requirement for competitive bidding for the purpose of obtaining an updated security and vulnerability assessment.
- The Board approved Guidepost Solutions LLC to perform an updated security and vulnerability assessment utilizing the supplemental appropriation approved by the Town Council on February 11, 2013.

March 2013

- The Board recognized the following students:
 - HPS students Sara Brescia and Ishaani Pradeep for Elementary Arts Recognition
 - NMHS student Tyler Poeti for his Selection to the SADD National Speakers Bureau
 - NMHS Boys' Cross Country Team as State Open Champions:
Louis Alhage, Brady Clarke, Ryan Clarke, Evan Colley, Jonathan Davis, Kevin DeCapua, Adam Dengler, Nathaniel Diamond, Colm Farrell, Connor Galloway, Richard Grudzwick, Zachary Guptill, Gregory Hansell, John Hansell, Jay Humphreys, Ryan Lynch, Kevin McWilliams, Dylan Nenadal, Zachary Pitcher, Brendan Ridgeway, Ted Sheehy, Hugh Sichel, Lucas Simmonds, Eric Vazquez, Eric Winkelstern, and Phillip Young
 - NMHS Wrestling Team as Class L State Champions:
Louis Alhage, Anthony Altermatt, Caleb Anderson, Jorge Arcuri, Zachary Arnold, Halim Bourjeili, Kameron Bradshaw, Christopher Brett, Joseph Carangui, Stefan Ceconi, Alexander Davlos, Ryan Fabich, Mark Heinonen, Isaiah Jenkins, Brett Leonard, Kyle Lindner, Matthew Lockwood, Thomas McIlveen, Hamid Mossavi, Jomar Orejuela-Nunez, Louis Paties, Denzel Phillips, Jacob Plancon, Brandon Ralston, Hector Reyes, Bryan Rojas, Mijani Smith, Nikolas Stefanatos, and Robert Tozzi
- The Superintendent noted that March is Board Appreciation Month and thanked the Board for their hard work and commitment to the New Milford Public Schools.
- The Superintendent stated that Northville Elementary School and Hill and Plain School were recognized by the State Department of Education as schools of distinction.
- The Facilities Sub-Committee discussed the facility use fee schedule and five year capital plan.
- The Board of Education accepted the following Gifts and Donations:
 - Town-wide PTO to John Pettibone Elementary School - \$4,606.00 and Hill and Plain Elementary School - \$1,275.00
 - Hill and Plain PTO – a SmartBoard to Hill and Plain Elementary School
 - GoodWorks Insurance - \$5,000.00 and modular computer desk/lab stations
- The Board of Education approved the stipend position of Poetry Slam Coordinator/Advisor at New Milford High School.
- The Board approved the Grade 9 textbooks *Algebra I* and *Literature Common Core*.
- The Board approved the following curricula:
 - Grade 5 Reading
 - Grade 6 Reading
- The Board approved the following policies:
 - 5124 Reporting to Parents/Guardians - Report Cards

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- 5132 Dress and Grooming
- 5141 Student Health Services
- 5141.3 Health Assessments and Immunizations
- 6152 Grouping
- 6154 Homework
- 6156 Use of Computers in Instruction
- 6161.21 Fees, Fines & Charges
- 6164.12 Acquired Immune Deficiency Syndrome
- 6172.6 Virtual/Online Courses/College/University
- 9332 Electronic Communications
- The Board deleted the following policies:
 - 5131.21 Conduct
 - 5131.7 Weapons and Dangerous Instruments
- The Use of Buildings: Fee Structure Adjustment as of July 1, 2013 was approved.
- The Board approved the Five Year Curriculum Plan and the Five Year Capital Plans for Facilities and Technology.

April 2013

- The Board recognized the following students:
 - State-wide Essay Contest Winner: NMHS student Kristen Hinz
 - CAEA Youth Art Celebration 2013: SMS students Eliezer Roman, Kendall Stewart, and Julia Yu
 - CMEA Northern Region Middle School Music Festival students:
From SMS: Holly Barkal, Annamaria Coca, Sunita Pfitzner, Elizabeth Schlyer and Jeffrey Schlyer
From SNIS: Jessica Berkun, Michael Cavuoto, Nicholas Cavuoto and Jenna Drahota
- The Adult Education grant ED 244 in the amount of \$107,903.00 was approved.
- The Board approved the following curricula:
 - Advertising Art and Design
 - Crafts
- The following new courses were approved by the Board:
 - AP Comparative Government and Politics
 - AP Computer Science A
 - AP World History
 - Forensic Psychology
- The Board approved June 22, 2013 at 4:00 p.m. as the New Milford High School Graduation Date for June 2013.
- The Board approved the district's participation in Connecticut's System of Educator Evaluation and Development as proposed and authorized the Superintendent and Board Chair to sign the 2013-2014 Submission Form.

May 2013

The Board recognized:

- New Milford High School student participants in CMEA and NA/ME music events: Serina Ahmed, Thomas Barkal, Benjamin Bayers, Ashley Billings, Kayla Blackburn, Jessica Bowe, Charles Brookshire, Kristina Chamberlin, James Curley, Anthony

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- D'Andrea, Lawrence Davis, Nathaniel Diamond, Daniel Fay, Killian Greene, Marika Gutzman, Brandon Halberg, Abigail Heydenburg, Karl Hinger, Ryan Kauer, Alyssa Luis, Francine Luo, Howard (Bihao) Luo, Jaclyn Mercer, Timothy Mondonedo, Rebecca Myhill, Justin Nabozny, Nicholas Noga, Sylvia Onorato, Lindsey Partelow, Allegra Peery, Nicholas Pitcher, Krista Pullen, Christian Scillitoe, Emily Sterk, Tyler Swanson, Emilyn Tuomala, John Vazquez, and Brianna Walker.
- Mrs. Sandra Sullivan for New Milford Public Schools Food and Nutrition Services as USDA Foods School Breakfast Innovation Award Runner Up.
 - The Board accepted the following PTO donations:
 - Northville Elementary School - \$7,852.00
 - Sarah Noble Intermediate School - \$15,645.12
 - Hill & Plain Elementary School - \$3,536.00
 - The IDEA Grant in the amount of \$932,650.00 was approved.
 - Policy 5141.231 Psychotropic Drug Use was approved by the Board.
 - The Board voted to continue its participation in the National School Lunch Program and filed the Healthy Food Certification Statement for 2013-2014.

 - The Board moved to bring the Purchase Power Agreement with Mercury Commercial Finance to install solar panels at Hill and Plain Elementary School and New Milford High School to the Town Council for approval.
 - The Board authorized the Superintendent of Schools to enter into the COPS Secure Our School grant application in accordance with the Memorandum of Understanding between the New Milford Public Schools and the New Milford Police Department.
 - The Board approved the Superintendent's evaluation summary for the 2012-2013 school year, and authorized the Board Chair and its legal counsel to negotiate with the Superintendent a new three-year contract.

JUNE 2013

- The Board held a reception to recognize the following:
 - Retirees: Charlene Carson, Marsha Coope, Frances Fitzgerald, Catherine Grasso, Kristeen Kaczka, and Geraldine Lukovits
 - Winner in the 2013 CHET Dream Big! Competition: SNIS fifth grader Trevor Belot
 - Winners of the HRRRA Earth Day Poster Contest: Joseph Russell (Honorable Mention – First Grade), April Li (Second Place – Fifth Grade), Sophia Rago (Second Place – Eighth Grade), Ava Westervelt (First Place – Tenth Grade), Samantha Shaw (First Place – Eleventh Grade), and John Izaguirre (First Place – Twelfth Grade)
 - SMS Battle of the Books School Champions: Jaclyn Bonomo, Alison Falder, Matthew Howard, Dmitry Neill, Emma Norcross, and Luke Psenicnik
 - SMS Medalists in Track and Field competitions: John Adams, Evan Brofford, Alec Cardenas, Rebecca Collentine, Marlia Grasso, Kevin Kiss, Greer Kramer, James Lewis, Kelly Lourenco, Sam Maniscalco, Michael Meng, Mia Nahom, Madeline Neeb, Charles Osborne, Riley Peragine, Pharoah Proctor-Floyd, Sophia Rago, Elizabeth Schlyer, Jaime Showalter, Josh Sproule and Madeline Winter

- Named one of the top Movers and Shakers of 2012 by the CT Jewish Ledger as a teen trainer for the CT Anti-Defamation League's Confronting Anti-Semitism Program: NMHS senior Jennifer Lowell
- Place finishers at the FBLA State Leadership Conference: NMHS students Sara Artese, Ryan Carmellini, Paul D'Amora, Kyle Kellett, Li Ting Lin, Anna Lin, Daljit Sharma, Brian Terry and Sara Terry
- Connecticut Association of Boards of Education Leadership Award recipients: Samantha Armour and Nicholas Toth from SMS and Benjamin Lawson and Julia Waldman from NMHS
- Western Connecticut Superintendents Association 2013 Award recipients: Liam Kenny and Iris Stumpf from SMS and Benjamin Bayers and Ciana Creighton from NMHS
- Student Representative to the New Milford Board of Education: Daniel Winter
- The Board accepted the following Hill and Plain PTO donation:
 - Hill & Plain Elementary School – a SmartBoard
- The following bids were awarded by the Board of Education:
 - Athletic Trainer: to Select Physical Therapy for a three year period
 - Special Education – Out of District Transportation: to Education Connection, CT Transportation Solutions, Cardinal Driving Service, and EastConn for a three year period
 - Special Education – Occupational Therapy: to Integrated Pediatric Services for a three year period
 - Special Education – Physical Therapy: to Ms. Debra Myhill and Integrated Pediatric Services for a three year period
 - Food and Nutrition Services – Milk: to Marcus Dairy for a one year period
 - Food and Nutrition Services – Ice Cream: to New England Ice Cream Company for a one year period
- The Board of Education approved the following Grants:
 - Carl D. Perkins Grant in the amount of \$33,105.00
 - Adult Education grant – Transition: Post-Secondary Education and Training in the amount of \$35,849.00
 - Adult Education grant – English Literacy and Civics Education in the amount of \$24,333.00
- The activity stipend position of Unified Sports was approved by the Board for New Milford High School.
- The Board approved the following policies:
 - 5114 Removal/Suspension/Expulsion
 - 5141 Student Health Services
 - 5141.27 First Aid/Emergency Medical Care
 - 5144 Discipline
 - 5145.111 Students/Probation/Police/Courts
 - 5145.12 Student Search and Seizure
 - 5145.122 Use of Dogs to Search School Property
 - 5145.14 Students: On Campus Recruitment
 - 5157 Use of Physical Force and Seclusion
- The Board deleted the following policy:
 - 5145 Civil and Legal Rights and Responsibilities

- The Board approved the following curricula:
 - PE III/IV
- The following textbooks for Grades 9, 10 and 12 were approved by the Board:
 - *Ways of the World*
 - *Government by the People*
 - *Comparative Politics Today*
- The Board approved the appointment of Assistant Superintendent Joshua Smith, and in his absence, Director of Human Resources Ellamae Baldelli, as the Designee for the Superintendent of Schools from July 1, 2013 through June 30, 2014.
- The Board amended the 2013-2014 adopted Board of Education budget from \$60,214,148.00 to \$59,634,148.00 as recommended by the Superintendent.
- The Board approved the End-of-Year Projects as proposed by the Superintendent.
- The Board approved authorization for the Superintendent to accept resignations and make appointments from June 12, 2013 through September 10, 2013.
- The Board approved authorization for the Superintendent to purchase budgeted instructional materials and other supplies, equipment and services from June 12, 2013 through September 10, 2013.
- The Board received the following annual reports:
 - The Annual Emergency Preparedness Report
 - The Annual Wellness Report
 - The John J. McCarthy Observatory Annual Report
- The Board reviewed a draft security assessment report provided by Guidepost Solutions, LLC.
- The Board approved the appointment of Mr. Keith Lipinsky as Athletic Director at New Milford High School.
- The Board approved the appointment of Dr. Anne Stuhlman as Principal of Hill and Plain Elementary School.
- The Board approved the appointment of Ms. Roberta Pratt as Director of Technology.
- The Board reviewed the recommendations of the School Facility and Utilization Study Committee.
- The Board approved the employment and salary of the Assistant Superintendent, Director of Human Resources, Director of Fiscal Services, Director of Food Services, Director of Technology, Network Administrator, Accounting Manager, Accounting/Data Specialist, Facilities Manager, Assistant Facilities Manager, and Administrative Assistant to the Superintendent.
- The Board approved a new three year contract for the Superintendent of Schools.

Summary of 2012-2013 Assessments

Connecticut Mastery Test (CMT)

Students in grades three through eight took the Connecticut Mastery Test (CMT) in March 2013. Students in grades three through eight were tested in three areas: mathematics, reading, and writing. Students in grades five and eight also took a science exam.

1. The year to year and cohort comparisons tell two different stories. (Cohort: A group of students who share particular characteristics and who are tracked over a period of time.) While in many areas the year to year performance did not show major growth, the cohort data has several areas that show strong growth and a general decrease in students at the Basic and Below Basic Levels. This is especially true for Reading Scores in Grade 4, 5 and 6. These are the grades that have had the new reading program the longest, have had the most professional development and the support of a Literacy coach.
2. While the year to year comparison of Writing scores decreased in most grades, the cohort data shows some areas of gain. In general this was anticipated as the district migrates to a new writing curriculum that is more aligned with Common Core Standards and no longer incorporates writing activities geared to the standards measured by the CMT.
3. For Math in grades 3-5, the year to year results show a decline. This was not unanticipated as the current Math curriculum is fragmented and the district has begun the migration to Common Core Standards. Beginning in August, grades 1-5 will begin teaching anchor units that align with current standards and increase the rigor of the math curriculum.
4. Schaghticoke Middle School:
 - a. Year to year Math scores at the middle school remained flat.
 - b. Cohort data shows a slight gain in Math and stronger gains in Reading.
5. One district highlight: In most areas and grades there was a decrease in students who scored Below Basic and Basic. While there is still significant progress that needs to be made with underperforming students, the reductions are evidence that progress is happening.

Overall the Reading scores are trending in a positive direction and the curriculum and instructional changes made in the past two years are improving student performance. The results in Math and Writing at the 3-6 grades reinforce the district's move away from current curriculum models and the alignment to national standards.

Connecticut Academic Performance Test (CAPT)

Students in grade ten took the Connecticut Academic Performance Test (CAPT) in March 2013.

1. As the CAPT is only administered in grade 10, there is no cohort data available.
2. The Math scores increased in students at or above proficiency while decreasing slightly at the Goal and above. This is somewhat explained by fewer students reaching the advanced level in 2013 as opposed to the previous year. The number of students at goal, increased by 6.4%
3. In Science students reaching goal or above increased by 5%.
4. Reading scores increased by 4.5% at the Goal level or above. Although it is difficult to draw a direct correlation at this time, the high school did focus professional development in this area.

5. Writing scores declined at the Goal and Advanced level, but increased slightly in the Proficiency rate. Without cohort data, it is difficult to determine if the rationale is based on the student performance or the move away from the Connecticut Standards the CAPT is designed to measure.

Advanced Placement Test

Students took three hundred and eighteen Advanced Placement exams this year in twenty different subjects. The number of exams taken continues to increase and student enrollment and participation in rigorous college level curriculum is a positive improvement. The number of students scoring a 3 or better decreased slightly, this is in part due to more students challenging themselves to take the exams. A score of three is needed to attain college credit.

Summary

The Board of Education routinely recognizes the talent and accomplishments of students and staff at its meetings and end-of-the-year reception. During the 2012-2013 school year the Board recognized 227 students and 37 staff members for outstanding achievement.

Full day Kindergarten completed its second year and by all accounts, continues to be enormously successful. The 2012-13 school year was the second full year that the district had instructional coaches in both language arts and mathematics. Their impact was significant with measurable gains in literacy and the continued transition to the new reading curriculum, this year including grades two and three. The focus of the math coach was to audit current curriculum, research a new curriculum aligned to National Standards and provide professional development to teachers in preparation of approaching changes. Capital improvements were made in Technology with substantial purchases of mobile laptop carts, Smartboards and projectors. Major Facilities projects included the lockers replacement at Schaghticoke Middle School and the boiler replacement at Hill and Plain Elementary School. The Board commissioned an updated school security assessment and is in the process of implementing the recommendations made.

Donations in excess of \$144,000.00 were received from the PTO and other benefactors to benefit the New Milford Public Schools. The Board was awarded \$1,353,013.00 in grants. The majority of funds were obtained through entitlement grants from the State Department of Education and the federal government. It should be noted that most grants cover a two-year period.

The Board of Education continued to spend taxpayer dollars prudently and to provide the best educational opportunities to all students within its appropriation. With approximately 900,000 square feet to clean, heat, and maintain across six schools, the Central Office, and the Larson Farmhouse, the Board of Education has availed itself of many cost saving measures. These initiatives included energy efficiency opportunities such as lighting retrofits, use of motion sensors and refrigeration controls, and participation in the Cenergistic Energy Program to reduce or avoid escalating energy costs. These measures, as well as the district's procurement and assignment of bids for goods and services, are examples of the Board of Education's due diligence when it comes to managing taxpayer dollars judiciously.

Building Activity Report

2012/2013

Building Type	# Permits	Value	Fees
Single Family Dwelling New	19	\$4,308,119	\$48,432.85
Garage	5	\$104,600	\$1750.31
Shed	35	\$103,006	\$1,985.35
Pool	29	\$507,865	\$6,357.75
Carport	1	\$18,000	\$225.50
Deck	44	\$358,890	\$5,013.97
Commercial Building New	10	\$4,743,154	\$53,596.41
Commercial Addition & Alteration	39	\$3,776,477	\$43,378.80
Residential Addition & Alteration	95	\$4,556,822	\$54,725.85
Use Change	2	\$0	\$60.00
Finished Basement	28	\$536,440	\$7,441.39
Screened Porch	3	\$49,000	\$619.00
Three Season Room	1	\$6,720	\$95.78
Alarm Systems	37	\$80,542	\$1,796.95
Chimney & Fireplace	6	\$19,250	\$332.38
Electric	273	\$1,894,689	\$27,830.40
Plumbing	62	\$330,621	\$5,059.99
HVAC	98	\$1,586,191	\$20,197.83
Gas Lines	54	\$46,358	\$1,947.59
Roofing	83	\$811,402	\$10,859.02
Siding	14	\$360,372	\$5,783.27
Signs	14	\$62,335	\$1,008.93
Wood or Pellet Stove	31	\$38,000	\$1,860.00
Fuel Tanks	152	\$363,771	\$9,954.74
Tent	11	\$9,360	\$750.00
Sprinkler System	9	\$243,215	\$2,657.47
Fence	2	\$800	\$30.00
Retaining Wall	2	\$3,800	\$80.70
Window Replacement	27	\$281,018	\$3,732.37
Miscellaneous	26	\$880,376	\$4,860.74
Demolition	3	\$2,000	\$101.50
Hood & Fire Suppression Systems	4	\$9,850	\$187.28
Totals:	1,219	\$26,093,542	\$322,714.12

New Milford Commission on the Arts

2012/2013

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

Most notably among our activities, our programs in the past year included:

- A performance at Merryall Center for the Arts (free to the public - packed house)
- A July 4th Concert on the green coinciding with the fireworks celebration
- Five summer concerts on the green bandstand (the Edwin Kinkade Concert Series)
- Support for a New Milford Historical Society Outdoor Arts festival
- Contribution and support for Village Center for the Arts youth programming
- Contributing sponsor and support for Village Center Organization “Paint the People”
- Christmas Caroling on the Green
- Support for new poetry program and its organization, presenting in New Milford
- Several programs in the New Milford Railroad Station
- Discussions, support for adult visual arts venues within New Milford
- Support for Merwinsville Hotel Restoration regional arts exhibits
- Holiday youth choral program at Canterbury School Chapel (free performance)
- Participation in two regional cultural art councils, and state arts and tourism

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

Conservation Commission 2012 - 2013

The continuing slowdown in development activities has resulted in the Conservation Commission holding only one of two of its regularly scheduled meetings.

While requests to review subdivision proposals were few and far between, there were seven such requests:

- NMSC Subdivision (Danbury Road), Chamberlain Hall (Danbury Road), GJP Park (Danbury Road) and Sachem Industrial Park (Pickett District Road) all resulted in a “no comment” response from the Commission. The proposed activity fell outside of the area normally considered.
- Fox Hollow, an on-going effort near Tory’s Cave on Route 7 in Gaylordsville was presented as a “Conservation Subdivision”. The Commission conducted several site walks to determine the project’s conservation value. Based on this, the Commission endorsed any land gifts that might be made to the Town.
- Squire Hill is an on-going project located near the intersection of Squire Hill and Cherniske Roads. After reviewing the applicant’s re-subdivision application, the Commission determined that there were numerous flaws. The application was withdrawn.
- River Walk on Route 7, north of New Milford, has resulted in many issues, most of which are not under the purview of the Commission. The Commission did become involved with the possibility of a Native American presence in the area. Vice Chairman, Michael-John Cavallaro, worked with Dr. Nick Bellantoni, State Archeologist, to assess and minimize any potential negative impact on Native American sites that were present in the area.

In addition to project/site specific efforts, the commission was involved in other efforts as well:

- Maintaining the integrity of Native American site continues to be an interest area for the Commission.
- The Commission worked with the Pomperaug Partnership to raise awareness of the importance of protecting our river resources with special focus on the Aspetuck River. The Partnership asked the Commission’s assistance in identifying large landowners within the area of interest to assess risk, as well as to seek assistance.

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- Stone walls along “scenic roads” (often within the Town’s take line) became an issue when several landowners started to remove such walls with the intention of selling the stone. Michael-John worked with the Town Attorney to advise the involved parties. He also prepared an open letter for local papers indicating the problem with the practice.
- In September the chairman made a presentation to the Garden Club. The presentation provided a history of the Commission from its humble beginning as an activity of the Town’s sanitarian to its present role as an adjunct to the Planning Commission. Maps of current open space holdings were presented and areas of future interest were indicated.

Funding for the LARF (Land Acquisition Reserve Fund) continues to be extremely limited. With no regular addition by the Town, any growth to the fund is from developers. At the present time the LARF consists of \$135,890.37.

In light of the reduced activity level, both in terms of development and funds, it is difficult to say where the Commission’s efforts will focus in the upcoming year.

**New Milford Farmland & Forest Preservation Committee
Fiscal Year 2012-2013 Initiatives & Accomplishments**

Fiscal year 2012- 2013 the New Milford Farmland & Forest Preservation Committee accomplished the following:

Preserving Surviving New Milford Farmland:

NMFFPC continued systematic efforts to protect the 1,000+ acre Ridge Road farm area. One of the largest contiguous swathes of working farms still surviving in southern Litchfield County, it represents a potentially important town economic driver and quality of life asset. Over 50% of the Ridge Road farms consists of prime agricultural soils as compared with 12-15% for Litchfield County as a whole. Since 2007, NMFFPC has assisted in the preservation of three Ridge Road area farms: Chapin (a private conservation buyer), Davenport and Harris Hill (CT DoAg, USDA and the municipality) totaling about 240 acres.

- NMFFPC efforts in 2012-2013 focused—at the request of the property owner—on preserving a fourth farm in the Ridge Road area: two parcels totaling 50 acres of the Patterson Farm, 77 Hartwell Road. This is the first farm in New Milford accepted for consideration by the CT Department of Agriculture’s new program of preserving smaller family farms (under 100 acres). NMFFPC has been working closely with the Patterson family, accessing pro bono land use and tax expertise for Mr. Patterson from area experts as he considers a preliminary offer from the CT Department of Agriculture’s Purchase of Development Rights (PDR) program to preserve those two parcels.
- NMFFPC also expanded its focus on preservation in the Ridge Road area. It identified and has begun discussions to determine whether a fifth parcel, a 60+acre property, presently for sale and demonstrating an unusually high percentage of prime agricultural soils, would be a cost-effective candidate for preservation. The owner has long permitted one of our town’s largest produce and dairy family farms to utilize it for grazing purposes.
- Work continues with The Greenprint, a land preservation advocacy housed within the Housatonic Valley Association (HVA), to update existing maps of preserved farmland within New Milford to obtain a more accurate visual rendering of the amount of surviving farmland that is presently available for cultivation or grazing.

Expanding Marketing Opportunities for our Area Farmers:

- NMFFPC worked to drive traffic to the New Milford Farmers Market by identifying an area web designer willing to work at a non-profit rate and underwriting his cost of construction of a website for the New Milford Farmers Market: www.newmilfordfarmersmarket.org, showcases the vendors at the June-Oct. market on The Green, gives driving directions to visitors and provides basic contact information for

farmers interested in applying to sell there. The Market vendors' organization has agreed to maintain and update the site while ensuring accuracy themselves

- A second website was also commissioned in mid 2013 from the same designer for NMFFPC itself: www.newmilfordarmlandpres.org Area farmers and local food consumers were first queried as to how a website could best serve their needs. Two goals for the website were identified: 1.) provide technical, grant availability and workshop resources for our farmers and 2.) develop a user-friendly online mechanism for residents and visitors to locate locally grown and raised food by *product category*, by *farm* and 3.) by a *Google map* for almost 100 area farms whose produce and products are available either at the farms themselves, at area farmers markets, grocery stores that feature locally grown and specialty outlets in the New Milford local foodshed. (The farms and their descriptions will represent digitization of NMFFPC's third hard-copy edition of *Who's Your Farmer?*) Development of the NMFFPC website was underway by close of fiscal year 2013
- Contact was initiated and a preliminary discussion held with a first area supermarket chain to encourage their buyer and produce manager to consider working more closely with area farmers in purchasing from them in the future to provide locally-grown produce to more area retail customers.

Technical and Service Infrastructure Support for our Farmers:

- Discussions and research were undertaken to determine how New Milford and other similar-sized CT towns structure tax incentives that encourage farmers to expand their operations
- Discussions and research continued on viability of building in New Milford a larger modern, humane processing facility that is USDA-certified for beef, pork and chicken farmers in southern CT. At present, there is a small one that is not always available and may have dropped chicken processing entirely from its facility. (Efforts at the state level to provide a mobile slaughtering facility have not been successful.) Farmers in southern Litchfield County seeking a USDA-certified facility must haul their animals to slaughterhouses in New York, Vermont, Massachusetts or Pennsylvania, significantly increasing the cost per pound at retail. A NMFFPC member and a volunteer have been surveying area farmers to determine probable demand
- A NMFFPC member has been invited by a tenant farmer on a New Milford area produce farm to assist in creating a five-year business expansion plan. This will help her in securing a medium-term lease from the property owner, a requirement to qualify for possible USDA/NRCS (Natural Resources Conservation Service) technical and infrastructure assistance.

Fire Marshal's Office 2012/2013

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

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

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

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

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

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

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

To remain business-friendly and meet dramatically increased workloads within the office largely due to the amount of new construction and renovations New Milford is experiencing, in addition to State mandates for inspections, and to balance on-call responsibilities, it is crucial that full staffing

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be restored to the office to include a Full-Time Fire Marshal, Full-Time Deputy Fire Marshal and Part-Time Deputy Fire

Marshal. This will become even more imperative as the Town's population and businesses grow in the future. Several large scale shopping centers under construction, Kohls, Aldi, etc. make this need all the more imperative as our staff will be on site on a near daily basis during construction.

- Current Staffing :
1. Full-time Fire Marshal - Karen A. Facey
 2. Full-time Deputy Fire Marshal - Brian Ohmen
 3. Part-time - Donna Talarico

Operating Budget:

Account	2012/2013
Fire Marshal – 6093	\$ 157,055 (.008% increase from 11/12)
Fire Marshal – 6311	\$ 0

REVENUE

Service	Income
Open Burning permits (88) (10% increase in permits from 2011/12)	\$2,150
Blasting permits (13)	\$780
UST Removal+New	\$100
FOI Requests	\$306.50
Plan Reviews (105)	\$18,325
Inspections (349)	\$23,625
Fire Works (1)	\$0
Public Education (18)	No charge
Consultations/DST (60+)	No charge
Grants Received	\$0
Fire Watch (1)	\$400
TOTAL	\$45,686.50

FIRES:

The Fire Marshal's Office was called to investigate the cause and origin of 115 fires.

Total fire dispatch records = 810

**Department of Health
2012 – 2013**

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

The Department enforces the Connecticut Public Health Code, the Connecticut General Statutes and the Code of Ordinances of the Town of New Milford related to environmental and public health. The Department also provides a variety of services related to health promotion and disease prevention and is involved in local and regional public health emergency preparedness activities.

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

The number of permits issued for subsurface sewage disposal systems during fiscal year 2012 – 2013 was 64. There were 29 private well construction permits reviewed and approved for individual drinking water supplies. For the purpose of determining minimum separation distance requirements and soil suitability, there were 264 building additions reviewed and approved for private dwellings. Most of these were for open decks or swimming pools.

All public health and nuisance complaints received during the year were followed up with an investigation. There were 86 complaints received. Most of the complaints were related to conditions involving housing defects, environmental pollution or improper garbage disposal.

There were also 226 routine inspections conducted of food service establishments.

Again this year, the Health Department organized a regional household hazardous waste collection day for five participating towns. The waste collection day was held on September 15, 2012. There were 417 households from New Milford that participated. The other participating towns (Brookfield, Sherman, Warren and Washington) paid their proportionate share of the total cost. The cost to the Town of New Milford was \$21,058.

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

In regard to reportable diseases, there were two-hundred five cases of 24 different illnesses or laboratory findings reported by area physicians and medical laboratories. Over twenty percent (20%) of these reports were for seasonal influenza and nineteen percent (19%) were for sexually transmitted diseases.

Concerning seasonal influenza vaccinations, the New Milford Health Department works cooperatively with the New Milford Visiting Nurse Association (NMVNA) to promote and support influenza prevention and vaccination clinics. Between October 2012 and January 2013, the NMVNA organized and conducted several vaccination clinics in the community including a clinic for New Milford seniors. Many pharmacies and other private providers continue to have greater involvement in administering influenza vaccinations, which has lessened the demand at public influenza clinics. This trend is likely to continue in the future.

The Health Department continued to experience activity responding to incidents involving wildlife rabies. The Regional Animal Control Officer, Police Department and Health Department work cooperatively in responding to reports of cases of contact between humans and/or domestic animals and/or wildlife. Also each spring the Health Department organizes and conducts a low-cost rabies vaccination clinic in cooperation with local veterinarian, Raymond Maizel, DVM and the Connecticut Veterinary Medical Association. This year the rabies vaccination clinic was held on May 4, 2013.

During the year, the Health Department was awarded a federal preventive health block grant in the amount of \$3,609 to conduct a preventive health services program. This year the funding was used to conduct an unintentional injury prevention (or fall prevention) program for the elderly. The total number of participants in the program was fifteen (15).

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

The Town of New Milford and the Town of Washington continued to carry out a health services agreement during fiscal year 2012– 2013. As specified by this cooperative agreement, the Health Department performs environmental and public health services for the Town of Washington and the Town of Washington pays the Town of New Milford for these services.

During the year, the Health Department was also involved in activities related to public health emergency and response preparedness. New Milford has been designated as one of 41 public health mass dispensing regions in the State of Connecticut. The planning team has continued to develop plans and make preparations for mass dispensing operations for all residents of the region consisting of the towns of New Milford, New Fairfield, Sherman and Washington. Funding was made available in a personal service agreement (contract) with the Connecticut Department of Public Health. During the current funding year from July 1, 2012 to June 30, 2013, the total contract amount was \$54,723. Some of the activities performed by the Health

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Department included continued development of local public health preparedness and response plans, purchasing supplies and equipment needed for emergency response, development and maintenance of a local health alert network (HAN), conducting local drills and exercises, participation in regional planning activities and attendance at emergency response training programs.

The Health Department budget for 2012 – 2013, excluding grant and other programs offset by income, was \$263,449. Also, \$28,990 was collected in fees during the year. Therefore the Town of New Milford funded Health Department activities in the amount of \$234,459 which is \$8.42 per capita.

**INLAND WETLANDS COMMISSION
ANNUAL REPORT 2012-2013**

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

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

During the 2012-2013 fiscal year, the Commission received for review 40 schedule A applications and conducted 9 public hearings. An additional 12 schedule B applications for as-of-right activities were also submitted. There were 13 applications reviewed by the Wetlands Enforcement Officer as the Duly Authorized Agent. 165 applications, not requiring individual permits, were reviewed by the Wetlands Enforcement Officer or Land Use Inspector for compliance. Sixteen notice of violations and 0 corrective order for violations were issued, and the violations corrected. \$8,500.00 in significant activity fees, \$38,048 in permit fees and \$4,107.50 in applications not requiring individual permits fees, permit modifications, permit transfers and copies were collected.

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

New Milford Public Library

Annual Report

Fiscal Year 2012-2013

Carl R. DeMilia
Library Director

History

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

Mission

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

Library Departments

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

Overview of FY 2012-2013

Cooperative Ventures

The cooperative venture with New Milford Hospital continued this year. With funding from the hospital, the library is able to provide New Milford library card holders access to the Ebsco Consumer Health database. The database offers consumer based health information on many topics. It is available both in the library and from home. Additional print resources are available as part of Consumer Health Information Center (CHI) project.

Budget

The Library budget for Fiscal Year 2012-2013 saw a slight increase of 1.26%. The Materials and Supply lines received the increase. The Personnel line was not increased.

Library Use

The library continued to be a hub of activity despite two weather related issues, a tropical storm and an early snow storm. During each event the library did not lose electrical power and because of this the library became a bastion for residents seeking access to electrical power to recharge phones, computers and other devices, as well as, to use the library's computers for internet. Every seat and electrical outlet was in use for four or five days immediately after the events.

Overall library use increased by 26% despite the two storms in the fall. Patron visits were up by 10%. Circulation was flat. Informational transactions decreased by 4%. The number of library programs and attendance both increased. There were 733 programs offered with 14,993 attendees. Based on statistics supplied by the Connecticut State Library, the New Milford Public Library compares very favorable to other Connecticut public libraries based on the most current statistics available ending June 30, 2012. (see last page)

Building and Grounds

Building

The past year has been another busy one. There have been a number of significant activities involving the buildings.

- The Goodman House was repainted for the first time since 1998. The interior offices were repainted for the first time in five years.
- Issues with the main HVAC unit were identified and corrected. The system seems to be working well at this time.
- The new book drop located in the rear of the building was moved from the curb and placed near the rear entrance to avoid cars from causing damage.
- A project of replacing signage on the stacks was undertaken. The goal is to provide up to date, larger font signage to increase greater assistance to library patrons.
- The Facilities department spent several months trying to resolve the issue of blown fuses in the Goodman House cause by the furnace coming on.

Grounds

Weather played havoc with the grounds this year again. Clean up was necessary after both storms with several tree limbs having to be pruned back.

Departments

Children's Services

The Children's/YA Department works with children from birth to twelfth grade, along with their parents, caretakers, teachers and students studying fields that include children services. We offer programming for children and their families. Children come to us for a variety of services – story times, summer reading programs, reference and homework help, internet and computer use. They check out DVDs, music on CDs, books on CD, eBooks and, of course, books for homework and recreational reading. They use our website to get into various databases for homework resources and practice tests, as well as TumbleBooks for reading enrichment. This year we added National Geographic for Kids to our website databases and an AWE computer funded by the FRIENDS. Home-schooling parents and their children are here using our resources to enhance their education. Teachers consult with us and use our materials for preparing their lessons, as well as bringing classes in for a visit or requesting a visit from the librarian to their class. College students use the Children's Department when they are taking classes on Children's Literature and/or teaching methods. Sue Ford and Valerie Fisher visit the public schools for various programs.

Our Summer Reading Program theme for FY 12/13 was "Dream Big - READ", with just over 600 children participating.

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

- Reading and Viewing 1 & 2 (Sue Ford)
- Monday Morning Preschool Story time (Ellen Thompson)
- Crafts (Sue Ford)
- Creative Writing (Sue Ford)
- Knit-Wits (Sue Ford)
- 4-H (Litchfield County Extension Service with Valerie Fisher)
- Science Fun (with Val Fisher and the YA Council)
- Read to Flash (therapy dog)
- Creative Writing (YA) (Val Fisher)
- Anime Club (Val Fisher)

Special Summer Programs were:

1. Al decant in Concert
2. The Wright Stuff
3. Monopoly Tournament
4. Living Dragons
5. The Science of Suds
6. Night-Time in the Animal Kingdom

7. Book Swap
8. Tuesday Teen Gaming
9. Cupcake Decorating Workshop
10. Circus Workshop
11. Ancient Art of Henna Workshop with ReMarkable Blackbird
12. Murder Mystery “Book Fair of Death”
13. Swords and More

Programs offered by the Children’s Department during a typical Sept. - June week included: Little Lap-Sitters for 1-year-olds and their parents/caretakers; 2 groups of Parent and Child programs for 2-year-olds and their parents/caretakers; 2 groups of Three-Year-Old Story Times; 3 groups of Story/Craft Times for 4, 5 and 6-year-olds; 2 Preschool Film Programs; the Three & Four Year Old Monday Story Time; The Clue Crew and Lunch Bunch. For older children, weekly programs include an after-school program called Fun Time; Boy’s Book Club, the Stock Market Game, Book Buddies, Knit-Wits (which is an inter-generation group, ages 8 – 80+), the Anime Club, Tweens’ Creative Writing, Teens Creative Writing and Chess Club. Once again, Sue had many of the nursery schools, scout troops and the 2nd graders in town visit the library. We participated the “Trunk or Treat” on the Green for Halloween this year.

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

In FY 12/13 the Children’s Dept offered many weekend and special programs. Some of the programs we offered were: Felting and Spinning (The Fifth Annual Open Fiber Day); Zombies at the Library; Teen Read Week Bingo; CT Loves to Read; Meet the North American Porcupine; a Holiday Party presented by the YA Council for the younger children; Think Pink; National Gaming Day; Bingo for Books!; Movie Day; Happy Birthday, Amelia Bedelia!; participated in Kindergarten registration; Pokemon Tournament; Wild About the Library; Woodland Indian Life Ways; Genealogy for Children; New Milford Stories; Creative Writing Contest; Knit Wits Knit-a-thon; 2nd Annual Take Your Child to the Library Day; a YA booth at the Hill and Plain School Science Fair; and the YA Sleepover.

All in all, another very busy year!

Public Services

The Public Services Department encompasses several aspects of operation within the Library: Circulation, Collection Development, Technology Instruction, and Adult Programming. A dedicated staff of 2 fulltime and 10 part time employees serve 10,491 registered patrons during the 53 hours the Library is open each week. While charging items in and out is its most familiar function (with nearly 300,000 items checked out in 2012-13), Public Services staff also registers new patrons, answers Readers’ Advisory questions, processes requests, sends notices, manages

the volunteers, creates displays, assists with technology questions and develops Collection Development of the adult fiction, audiovisual material, and Large Print.

The Department continues to purchase well-reviewed, popular, and newly requested fiction, Large Print, audio books, e-books and videos for the use of our adult patrons. Our e-book collection continues to grow, having reached nearly 1300 titles in spite of the obstructions the publishing companies continue to place in front of libraries in their quest to obtain reasonably priced e-books.

Public Services also maintains the Adult Services Facebook and Twitter pages. An average of 5228 people are reached by the Library's Facebook page each month, keeping them informed on an almost daily basis of the Library's activities. On a different technology front, the Library now employs the software from Square to offer credit/debit card payment capability to our patrons.

Programming is an important part of Public Services because it offers instruction, entertainment, and the opportunity for community building. Over 2012-13, the Public Services Department offered 128 programs, with an attendance of nearly 3000 people. Our premier program was a month long series on the history of New Milford, entitled "Our New Milford, An American Town". It encompassed various historical aspects of our history, with local experts giving their time and expertise. The program's culmination came with a talk held at the High School by the eminent documentary filmmaker, Ken Burns, which was a sold out performance. Our other programs covered an array of topics, including author talks, personal finance, history, small business, handicrafts, general technology instruction, cultural education, political forums, among many others. In addition, 380 patrons participated in our annual Adult Winter Reading Program, reading over 2100 books. The Library offers four different monthly book discussion groups, one of which is a coordinated effort with the Senior Center. It also offers two monthly film screenings, one foreign film and one popular film. The Department worked with the Senior Center on several cooperative programs over the year, as well as offering a library card sign up day at the New Milford High School for both students and faculty.

Reference/Information Services

The Adult Reference Department processed 34,323 face-to-face patron transactions during FY 2012-13. Of those transactions, 16,566 were comprised of research questions. The remaining 17,757 interactions consisted of non-reference assistance to patrons, such as aid in using the catalogs, the Internet, various Microsoft programs, and reference materials.

The Reference Librarian, in conjunction with the Public Services Librarian, offered introductory computer classes for our Thursday Therapies, one on one class. The library works closely with the New Milford Senior Center, offering library skills and resource classes and database demonstrations. Demonstrations are also offered at local schools and health fairs. In addition, various informational programs have been offered. In the past year the Reference Department held 26 programs with a total attendance of 168 people.

The Department continues its collection development initiative to update both the nonfiction and reference materials. Weeding of outdated materials continues to be a major focus to ensure that accurate and timely information is available to our patrons.

In addition to her responsibilities at the reference desk, Reference Associate Jennifer Minchella processes interlibrary loan requests. Jennifer also creates monthly displays featuring non-fiction materials. Her displays always attract attention and increase the circulation of subject matter she showcases. Jennifer maintains the Public Information area which houses brochures and pamphlets on a variety of topics and events. Long-time Reference Associate Barbara Nelson retired in April, 2013 after 28 years working at the library.

Interlibrary loan (ILL) continues to be a very busy part of library operations. Jody Hyman found creative methods to accommodate the increases in an efficient manner. During FY 2012-13, New Milford patrons requested 12,304 items. Other Connecticut libraries requested an additional 7,559 items from New Milford Public Library.

The Adult Reference Department's open space has been employed extensively during FY 2012-13 for after school tutoring, proctoring of examinations, and literacy tutoring. Use of the Connecticut Room for quiet study or research continues to grow at a rapid pace. Literacy Volunteers on the Green classes, private tutoring sessions, SCORE, book clubs, writer's groups and community volunteer organizations regularly request the CT Room or use available table space in the adult area. The computers in the Adult Reference area are used extensively throughout the day. Thirteen individual lap top stations were created and are used throughout the day by patrons who bring their laptops to the library.

Technical Services

As always a large volume of processing and special projects has always been the distinguishing characteristic of this department and this year was no different. With only 2 staff members in this department, Maryann Jackson and Leslie Schlemmer are extremely busy. They process a tremendous amount of new materials as well as performing deletions of the collection, location changes for new and other various items, manage the serial collection and maintain the budget responsibilities of the collection for each department. They both perform their tasks with commendable efficiency both in speed and accuracy with the volume of work produced and the minimal turnaround time to get both print and no-print materials prepared for the public use.

Some of the highlights of the department this year include:

- They attended the Bibliomation Maintenance Users Group meeting in Southbury.
- They also attended the CLASS support staff conference in Hartford.
- They attended a recorded webinar given by Mary Llewellyn of Bibliomation on "parts management" in Evergreen.
- They attended the Spring 2013 Bibliomation Maintenance meeting.
- As Evergreen continues to evolve, they attended a webinar about serials management which will soon become available for staff use.

- T.S. reports that Evergreen problems they had been experiencing (and working around) were resolved with the latest upgrade.
- Maryann has been working on a project to make the paperback collection more appealing, easier to search and more frequently current.
- A new, improved model of the Ven Mil CD and DVD cleaner was ordered and the older model donated to the FRIENDS group for their use. Leslie is the primary staff person responsible for the operation and maintenance of this machine. It is used extensively in Tech Services for our in-house materials, donated gifts and patron-owned materials.
- Further, in January the Sherman Library sent us a collection of DVDs that needed cleaning and buffing. The T.S. worked with a volunteer and cleaned them all in 2 days and arranged for them to be returned to Sherman.
- With the end of the fiscal year June 2013, the T.S. staff worked very diligently to get the volume of materials checked in, processed and out to our patrons.
- The T.S. staff processes an average of 800 - 900 new items for the collection each month.

Technology

The “technology department” of the library consists of one person, Peggy Ganong. In her capacity it is her responsibility to manage all hardware and software used by staff and patrons, maintain the library network and trouble shoot any problems with equipment or services. Additionally, the following areas are also her responsibility:

Electronic Outreach

- One of the most important functions of the library is communication with our patrons. Using technology we attempt this outreach in a variety of forms. The primary form is the library web site. This requires daily monitoring and maintenance. We must consistently modify and improve on the information we provide our users. New online databases (such as National Geographic) and services (such as Mango Languages) both of which we recently acquired must be mounted, explained and advertised to our patrons.
- A second method of communication is the electronic form of our Newsletter. The paper copy is provided through a contract with the Spectrum Newspaper, however we produce the e-format in-house through the company Constant Contact. Quarterly, I edit and forward to the Spectrum the supervisors’ and Director’s articles for the library’s newsletter. When the proof is ready, I check it for accuracy, forward any corrections and authorize the printing of the final draft. I also design, write and distribute the electronic version of the newsletter.
- The third format we use is our Smart Board which I update monthly with new library happenings and upcoming adult programs.
- Our fourth and final electronic mode of communication is our Calendar of Events hosted by Plymouth Rocket. This calendar I update as needed as new programs are scheduled and monthly with the next month’s full listing of all library events (children’s as well as adults).

Improvements this year include:

Upgrades to the library hardware/software:

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- Purchased a contract for MSOffice2010 which was installed on staff and public PCs to upgrade the current 2003 version.
- Installed and configured a new laser printer for patrons in the Adult Reference area.
- Ordered a desktop laminator for Tech Services which has proved very useful for several projects.
- Ordered and received 2 staff PCs which I set up with the appropriate software. I also ordered and received a replacement PC for the adult reference area and configured it for use with the EnvisionWare system.

New services:

- After much delay, Boopsie finally became available for our patrons, so after testing, I posted the information and directions on the library website.
- To upgrade our equipment for recording patron visits, I ordered a new server from SenSource. I worked extensively with their Tech Support staff to complete the configuration of the new hardware and software. We now have the capacity to produce both graphical and numerical counts for daily, weekly and monthly totals.
- Worked with Bibliomation network specialists to install and configure a new file server and backup system for our shared and individual staff files.
- Worked with the network staff to configure the new receipt printer to be used by the circulation staff with the new square technology for collecting patron fines.

Miscellaneous

- Organized the Library booth for Village Fair Days on July 27 and 28. Board Members, Department Supervisors and Carl were all very generous with the hours they volunteered to man the booth during these 2 days. The VFD went extremely well with almost 1,000 people stopping by to visit, fill out raffle tickets, pick up free giveaway gifts and ask questions about the library's programs and services.
- Arranged for a Telspan technician visit to change security settings in our telephone system to prevent further hacking of our system for Canadian calls.
- Worked with the Correctional Enterprises of Connecticut to design and produce promotional banners and signs for the "Our New Milford, an American Town" programs.

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New Milford Public Library statistics compared to Connecticut public libraries for the latest statistical year 2011-2012 available from the CT. State Library. New Milford is above the state median in every category except for Program Expenditures for Per Capita Served. Your library does so much more with less – less staff, space and budget. For only \$35.41 per capita per year New Milford residents get a substantial return on the money invested in their library.

Connecticut Public Libraries: A Statistical Profile, July 2011 - June 2012	State Median	New Milford Public Library	Activity compared to State Median
Library Visits per Capita Served	5.6	6.6	+18
Library Visits per Service Hour	25.3	67.7	+168
Transaction per Service Hours – All Outlets	2.6	7.9	+204
Reference Transactions per Capita Served	.5	.8	+60
Total Circulation per Capita	8.45	10.1	+20
Circulation per Service Hour	39	104	+167
Program Attendance per Capita Served	.44	.49	+11
Total Number of Children's Programs	187	473	+153
Total Children's Attendance	3399	10047	+196
Total Children's Attendance per Capita	.27	.36	+33
YA/Teen Number of Programs	11	78	+609
YA/Teens Total Attendance	128	1494	+1067
Adult Number of Programs	51	140	+175
Adult Total Attendance	1004	2117	+111
All Ages Number of Programs	2	22	+1000
All Ages Total Program Attendance	93	270	+190
Total Programs	302	713	+136
Total Program Attendance	5722	13928	+143
Program Expenditures per Capita Served	\$.37	\$.18	-51
Interlibrary Loan Borrow Total Requests	2527	11625	+360
Interlibrary Loan Lend Total Requests	2854	10456	+266

Parks & Recreation 2012 - 2013

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

The New Milford Parks and Recreation Department is responsible for the care, management, maintenance and control of nineteen town park facilities totaling over 464 acres. The Department maintains and utilizes, for the benefit of the residents, the following locations: the Town Green, Lynn Deming Park, Andrew Gaylord Barnes Park, Carlson's Grove, Emmanuel Williamson Park, Baldwin Park, Addis Park, Clatter Valley Park, Young's Field, Canterbury Pond, Helen Marx Park, Pickett District Road Ball Fields, Sarah Noble Soccer Field, Sega Meadows, Northville Soccer Fields, New Creative Playground, Chappuis Park and the Nostrand Trail Park. Included in these park sites are: six little league fields, a beach on Candlewood Lake, two tennis courts, two basketball courts, four playgrounds, two boat ramps, two canoe/kayak portages, a marina, three fresh water ponds, access to the East Aspetuck River, access to the Housatonic River at five parks, three extensive trail systems, numerous picnic areas, five soccer fields, four softball fields, a bathhouse, five pavilions, an equipment garage, and other park amenities. In addition, programs and activities for all residents are held at the Maxx, New Milford Public School facilities, 47 Bridge Street, East Street School, Canterbury School (pool and ice skating rink), Shepaug Regional School System (pool), New Milford Sports Club, and summer playground programs held at Northville School, Hill and Plain School, and Schaghticoke Middle School. In addition, areas maintained by this Department include: the New Milford Police Department lawns, Building maintenance lawn, the Town Hall, the New Milford Library grounds, John Pettibone softball fields, the Historical Society, 47 Bridge Street, the Richmond Center grounds, the Railroad Street parking lot, Patriots Way, Rotary Park Lawn, Gaylordsville School grounds, and downtown traffic islands, as well as garbage removal and snow removal along Bank Street, Church Street, Bridge Street, the new sidewalks on Grove Street, Railroad Street, the Public Works Department, the former Community Center lot, The Maxx and all parks.

The Department also schedules year round recreational programs for all ages (well over 5,000 people participated in programs, leagues, and special events offered by the Department last year), controls the park use permit system, issues vehicle parking stickers, boat launch stickers, boat slip leasing, day passes, performs revenue collections, and manages the largest seasonal staff in New Milford (150+ employees).

- 306 campers at our Rec-On summer playground program (summer 12')
- 326 in our soccer programs (fall 12'-spring 13')
- Over 1,040 in our Men's, Women's, and Co-Ed Adult Softball Leagues (fall & spring)
- 549 in our aquatic programs
- 628 in our Fair Days 5K & 8-Mile Road Races (summer 12')
- Over 300 individuals participated in annual Easter Egg Hunt

- Over 1,500 participants at our Halloween Trunk or Treat Event

During fiscal year 2012-2013, the department experienced continued growth in program offerings. Among the improvements accomplished by the department to the parks and recreation leisure delivery system were the following:

- Purchased a new Ford F250 truck with plow.
- Purchased a new wood chipper.
- Began site plan of Lynn Deming Park.
- Purchase and implementation of new program registration software.
- Assisted with the implementation of the U.S.S Sports Institute Programs.
- Implemented new program offerings such as Mad Science, Gymnastics, Crafty Art For Kids, Creative hair Designs, Les Stress-Less Stuff Class, Mommy & Me Swimming & Preschool Swimming.
- Led trips to Broadway, Yankee Stadium, Citi Field, Radio City Christmas Spectacular, Bronx Zoo & Mohegan Sun Casino.
- Reclaimed & repaved portions of the parking lot at Lynn Deming Park.
- Replaced well pump at Lynn Deming Park.
- Installation and repairs of fencing at Emmanuel Williamson & Young's Field Parks.
- Installation of safety mulch at Young's Field, Carlson's Grove, Emmanuel Williamson Park & Creative Playground.
- Continued annual brush-hogging at Still Meadows, Sega Meadows Park, Clatter Valley Park, Carlson's Grove, Nostrand Trail & Andrew Gaylord Barnes Park.
- Repaired gravel driveways at Clatter Valley, Helen Marx Park, Sega Meadows Park, Pickett Fields, Conn's Pond, Creative Playground and Baldwin Park.
- Removed dead trees, branches and stumps at Helen Marx Park, Sarah Noble Soccer Field, Addis Park, Carlson's Grove, Richmond Center, Town Green, Sega Meadows and Lynn Deming Park.
- Planted two red maple and 1 sugar maple trees on the Town Green & a river birch tree at the Town Hall.
- Completed brush removal at the Richmond Center, Patriots Way, Pickett District Road Fields, Addis Park, Ray Ramsey Park, Conn's Pond, Still Meadows, Police Department, Library and Young' Field.
- Installed new signage at Lynn Deming, Young's Field & Sega Meadows Parks.
- Added additional park benches, grills, picnic tables, informational boxes, bike racks and bluebird & wood duck nesting boxes to Sega Meadows Park.
- Completed turf renovations at Young's Field and Town Green.
- Replaced dilapidated planks on boat slips.
- Repainted lifeguard shack at Lynn Deming Park.
- Made repairs to boat launch at Lynn Deming Park.
- Repaired fishing dock at Sega Meadows Park.
- Completed welding repairs on boat slip docks at Lynn Deming Park.
- Repaired security and athletic field lighting at Lynn Deming & Young's Field Parks.
- Treated Conn's Pond for weed growth.
- Repaired irrigation system on the Town Green and Young's Field.
- Installed a backflow preventer at Young's Field.

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- Aerated, re-seeded and fertilized Young's Field and Town Green
- Aerated Sarah Noble Soccer Field, Northville Soccer Fields, Pickett District Fields Clatter Valley, Helen Marx and Carlson's Grove Parks.
- Completed vandalism repairs at Young's Field, Town Green, Clatter Valley, Emmanuel Williamson, Sega Meadows, Lynn Deming, and Carlson's Grove Parks.
- Construction of new picnic tables and garbage receptacles.
- Painted and repaired picnic tables, garbage receptacles and park benches.
- Installed new park grills at Lynn Deming Park.
- Hosted Dragon Boat Races at Lynn Deming Park.
- Eagle Scouts completed projects within Town Parks that included: renovation of wooden steps, benches and footbridge at Lynn Deming Park.

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

- Monetary donations for the 45th Annual 8 Mile Road Race & Village Fair Days 5K Road Race (summer 2011) totaled \$3,500.00 with sponsorship and support from New Milford Hospital, Union Savings Bank, Lillis Funeral Home, Pineman Sign Company, Webster Bank, Dr. Phillips & Lambert, Haste Security Services and Candlewood Valley Pediatrics.
- Non-monetary donations for the 8 Mile and 5K Road Races were made by: the Greater New Milford Spectrum, Housatonic Times, Wal-Mart, National Peanut Board, Big Y, Stop and Shop, Redstar, Pepe's Pizza, Triple Springs Water, Stew Leonard's, Northville Market, H & H Taylor and Sons, Kimberly Clark, California Raisin Marketing Board, Road ID, Costco, New Milford Sports Club & The Woodbridge Running Company.
- Received a grant from the Housatonic River Restoration Project for Sega Meadows Park (\$33,050.00).
- Received a donation of time & materials for the installation of a backflow preventer from Bruzzi Landscaping and Fournier Irrigation.
- Received the following donations of equipment for facilities and recreational purposes: 2 park benches from Big Y, 18 resin chairs from Mr. Glenn Miller & 500 baseball calendars from Goodsport Art.
- Received a donation of \$750.00 from Webster Bank for our annual Halloween Trunk or Treat event.
- We received donations for our Exercise Swim Program from the New Milford Women's Club \$200.00, New Milford Chamber of Commerce \$500.00 & Candlewood Lake Authority \$25.00.
- Collaborated and received assistance from many Town of New Milford departments, commissions, agencies, clubs and groups on many projects including, but not limited to: New Milford Chamber of Commerce, New Milford Fire Departments, Candlewood Lake Authority, New Milford Hospital, New Milford Ambulance, Commission on the Arts, Lions Club, Moonlight Run, Underground Railroad, Police Department, Board of Education, Senior Center, IT Department, Public Works Department, New Milford Library, Zoning Department, Inland Wetlands Department, Building Department, Personnel Department, Mayor's Office, Planning Commission, Youth Agency, Economic Development Department, Village Fair Days Committee,

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- Village Center Organization, American Red Cross, United Way, Social Services Department, Animal Welfare, Relay for Life, Ousatonic Fish & Game, Garden Club of New Milford, Grad Party, Housatonic River Trail, Women's Club, New Milford Recreation Association, MVP-SOS, CT DEP, Etc.
- The Parks & Recreation Department has received numerous contributions in the form of volunteerism from the citizens of New Milford.

Sticker sales for Lynn Deming Park (summer 12') totaled 1,013 resident vehicles passes, 290 resident day passes, 2 non-resident day passes, 90 boat launch passes and 83 boat slip rentals. Sticker sales, permit filing fees, concessions and vending totaled \$164,925.22 for 2012-2013. Park reservation issuance continued to increase significantly from 2011/2012 to 2012/2013. Land acquisition has resulted in greater responsibilities and planning for the next year. Revenues brought in from recreation programs and summer camp totaled \$364,012.86 for 2012-2013. These figures reflect the growth of the department, as well as the increasing needs of an upsurging population.

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

The importance of recreation and leisure activities in the lives of the citizens of New Milford places an ever-increasing responsibility on the Department to maintain a high standard of program offerings and park sites developed in accordance with the needs of the people. As a Department we foresee the need for such items as the addition of a Recreation Programmer, an additional Park Maintainer, larger more efficient office space, field house/gymnasium, more playing fields (including lighted areas), a larger maintenance building, additional storage areas and most importantly an aquatic center. In the interim, we desperately need an air conditioning unit installed in the program room of the Parks & Recreation Building because class offerings are hampered during the summer months. One of the goals of the Department is to reach out to those citizens who, for reasons of health, age, economic situation, or disability feel isolated from the department and the services that we offer.

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

PERSONNEL DEPARTMENT

2012-2013

The Personnel Department for the Town of New Milford continues its commitment to recruit and retain personnel in the most professional and cost effective means possible and to administrate fair and effective personnel policies. Our goal is to provide staff assistance within the departments in a manner that produces a productive and positive worksite. The Personnel Department is committed to provide a mutually rewarding relationship with its employees and in that capacity serves as consultant to management on all matters concerning human resources. In addition, the Personnel Department develops, communicates and carry's out the Town's personnel policies. Personnel takes an active approach in working hand-in-hand with the Department Managers, Mayor and the Finance Director to provide quality customer service and monitor expenses through training and safety programs.

The Department formulates personnel policies which include work force planning, compliance with all federal, state and local employment laws, recruiting, interviewing, selection, placement and evaluation of employees. The department provides input on compensation and benefits. Our function includes the appraisal, transfer, promotion, layoff, recall, discipline, and termination of employees within the guidelines set forth by our Collective Bargaining Agreements. The Department assists in administering programs for both exempt and nonexempt employees, administering employee benefit plans and the maintenance of personnel records.

Challenges before us include administration, notification and compliance with the Affordable Health Care Act also known as 'Obama Care'. Successor agreements to Collective Bargaining Agreements currently in the pipeline include Building Maintenance staff, Clerical staff and Dispatchers. Wellness programs continue to be a focus as we enter the 2013-2014 fiscal year. Our employees are to be commended for their role in New Milford's successes, past, present and future.

**NEW MILFORD PLANNING COMMISSION
July 1, 2012- June 30, 2013**

The New Milford Planning Commission and its Regulations became effective on September 20, 1958. The Regulations were adopted to promote and ensure the orderly development of land within the Town of New Milford so that land, when subdivided, can be used for building purposes without danger to health and safety and the general welfare of the Town.

The purpose of the Planning Commission is to consider the subdivision or re-subdivision of land as presented by an Applicant pursuant to Connecticut General Statutes and New Milford's Plan of Conservation and Development.

In accordance with State Statute the Planning Commission also provides recommendations on referrals for Municipal improvements known as an 8-24 Referral and revisions to the Zoning Regulations (text amendment) or a zone boundary (map amendment) known as an 8-3a Referral.

The Planning Commission is also responsible for updating the Town's Plan of Conservation and Development (POCD) at least once every ten years and regularly reviewing and maintaining the POCD following the adoption of an update. The most recent update was completed in 2010.

The New Milford Planning Commission consists of five elected members and three appointed alternates. Elected members serve four-year terms and appointed alternates serve two-year terms. Any vacant seats will be filled by an appointment from the Town Council. Only full seat members may be elected as Officers. Through nomination and acceptance, a Chairman, Vice Chairman and Secretary are elected to serve for one year at an annual organizational meeting.

The Planning Commission has a part time Department Secretary for fifteen hours per week. There is also a paid Recording Secretary who is responsible for taking and filing the minutes at each meeting.

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

In addition to subdivision and re-subdivisions applications and 8-24 and 8-3a Referrals, the Planning Commissions hears discussion of the following requests:

- Road Acceptance
- Bond Releases
- Bond Reductions
- Conversion of Conditional Approval to Final Approvals
- Extensions

Between July 1, 2012 and June 30, 2013 the Planning Commission agenda included the following:

- 4 Subdivision Applications
- 2 Re-subdivision Applications
- 3 8-24 Referrals
- 9 8-3a Referrals
- 1 Bond Reduction Request
- 1 Extension Request

In August 2012, an Ordinance was passed transferring oversight of the Aquifer Protection Regulations to the Planning Commission. The Sewer Commission was previously the Aquifer Protection Agency. In November 2012, the members of the Planning Commission were appointed by the Town Council to also serve as New Milford's Aquifer Protection Agency (APA). The Zoning and Wetlands Enforcement Officers will also be the Enforcement Officers for the Aquifer Protection Regulations. New Milford's designated Aquifer Protection Area contains over 700 properties.

**New Milford Police Department
2012/2013**

On behalf of the men and women of the New Milford Police Department, it is my distinct pleasure to present to you our 2012-2013 Annual Report. This report comes at the completion of my third year as your Chief of Police. I would like to extend our thanks and appreciation to Mayor Patricia Murphy, the members of the Town Council, the Board of Finance and you, the citizens of New Milford, for your continued support of our agency. Without your strong support, it would be impossible for us to accomplish our mission to provide the highest level of professional police services to this community.

I am pleased with the direction and advances the department has made over the past year. The Command staff consistently strives to identify ways to improve service, increase efficiency and provide the best protection to the residents of New Milford Police.

I am committed to secure a strong ethical standard for our officers, in addition to establishing clear and realistic goals with a vision for the future. The department is continuing the development and construction of the new Emergency Communication System overseen by Lieutenant William Scribner. Upon its completion, it will provide optimum radio communication availability to our Fire, Ambulance, Public Works and Police. The project is anticipated to be completed and operational in the fall of 2013. A project years in the planning is soon to be a reality

The department has aggressively pursued efforts to fill several vacancies created by attrition. During this report period Officers Ryan Burke and Chris Costella have pursued employment with the Connecticut State Police; Officer Michael Gallegher has left our ranks to join the Torrington Police Department. . During this period the department has welcomed seven new officers. Officers Michael Weaver, Guy Scarcella, Dru Sin, Nicholas Ardizzone, Christopher Shaw, Frank Masi and Michael Deitz. We also welcome the addition of Jessica Macrillo in addition, Stacey Walsh, Christine Walsh Ashley Haverly and Justin Reynolds to our Dispatcher ranks. Further, I would like to recognize the promotion of Detective Katherine Massicotte to the rank of Sergeant, job well done.

The Department has aggressively pursued a "School Safety Initiative with the addition of two School Resource Officers. We have upgraded our training and necessary equipment to ensure and effective response to any emergency within our school system.

As the Chief, I would like to extend my gratitude to Sergeant Mark Blanchette, Detectives James Mullin and Peter Delouis who retired during this year after twenty five plus years of service to our town.

We continue our efforts to strengthen the partnership with the community that is ever so important to success of making our town safe for our children and families. We have improved our department website (www.newmilfordpolice.org) recognizing the importance of effective communication with our community and the vital role it plays in accomplishing our mission. The site offers insight into the many services we provide to the town of New Milford and it

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provides a direct link to our department for the public to share their views which is as equally important for us to meet our goals and deliver the optimum level of service. I encourage you to visit the site and share your input.

The department continues to serve the community “beyond the badge”. The dive team assisted the Rotary again this year at its annual Duck Race. The team will be providing service at the annual Dragon Boat Race on Candlewood Lake this year. We have added a new boat specially outfitted for the Dive Team and its role. This upgrade will not only facilitate the department in its dive operations but also serves and response vehicle for situations in our lake communities. Both sworn and civilian members of the department participated in a number of Toy Drives during the holiday season during the “Stuff a Cruiser” campaign. Your donations made the efforts a great success.

During this report period, the New Milford Police Department answered 31,135 calls for service up from 26,085 from last year, an increase of 5,050.

We have continued our participation in tow of the State of Connecticut Task Forces. The Department has a Detective assigned to the Connecticut State Police Statewide Narcotics Task Force. This has afforded the additional level of resources necessary to aggressively combat the ever growing drug abuse problem that plagues our society. In addition, NMPD’s commitment to the Task Force has proven rewarding, not only an increase in narcotic related arrests, but approximately \$85,000.00 in drug asset forfeiture monies. Thanks to our friendly neighborhood drug dealers, the department is able to purchase desperately needed equipment and vehicles at no cost to the tax payers.

During the report period, the New Milford Police Department was afforded the opportunity to assign an investigator to the Connecticut State Police Internet Crime Control Task. Sergeant Katherine Massicotte’s assignment brings state of the art cybercrime investigative techniques and resources into our police department.

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

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

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

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The Command Staff's efforts to improve the agency and service to the community are ongoing. My staff and I are committed to the betterment of the department and ability to serve the residents of the town of New Milford. I look forward to bringing your police department into tomorrow. To provide not only the quality of service that is to be expected, but the quality of service you deserve.

Again, we thank you for your continued support.

**NEW MILFORD PUBLIC WORKS DEPARTMENT
2012-2013 FISCAL YEAR**

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

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

The following report details work done by the various departments, for the fiscal year from July 1, 2012 to June 30, 2013. The report is broken down into the various divisions – Administrative, Engineering, Highway, Facility Maintenance, and Recycling so that each function can be adequately explained:

Administrative:

The departments' administrative staff includes a director, administrative assistant to the director, a public works secretary, and a data entry clerk. The administrative staff provides all the support functions, including human resources, budgetary and financial accounting, customer service routing and tracking, grant writing, permit tracking, and other clerical duties as needed, to the various divisions comprising Public Works: Engineering, Highway & Vehicle Maintenance, Facilities Maintenance, and Recycling. This department has also maintained the website pages, including forms and up to date road information for all departments under Public Works.

Engineering:

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

Highway & Vehicle Maintenance:

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

Recycling:

The Town of New Milford opened the first Recycling Center in the area more than 20 years ago, and the center is now staffed with two people and recycling has expanded to include acceptance of all mandatory recyclables as well as bulky waste, household trash, metal, tires, waste oil and office paper. The E-Waste (*Computers and televisions are only part of the consumer electronics waste stream which also includes VCRs, radios, cell phones, and small appliances and collectively, they are referred to as electronic waste, or "e-waste"*) and Single Stream (*Collection system where recyclables are fully commingled, mixing fiber (papers) and containers (glass bottles, metal cans and plastic containers)*) have completely changed the way and types of recyclables accepted and since the Center now owns many of its containers the costs have decreased significantly.

Facility Maintenance:

This department consists of a staff of nine and is responsible for routine and custodial maintenance as well as preventative work to 25 Town buildings that include: Police Station, Town Hall, Library, Railroad station, Teen Center, Richmond center and 7 Public Works buildings. FM also handles all downtown decorative streetlights that now number almost 200. Staffing includes: a trade licensed manager, a senior technician, two skilled technicians and five custodial staff.

Customer Service:

As demonstrated by the pie chart above, Public Works receives many requests from the public, one of its customers. The requests listed above are not fully representative of all phone calls received at Public Works, but the ones that merit logging into the Customer Service Request (CSR) database. Frequently the department receives “informational” calls that do not merit logging into the database but do, however, require some time from the administrative personnel.

Customer Service Requests by Department:

Administration	3	Bridges	4	Engineering	321
Facilities	11	Highway	615	Public Works	1
Recycling	4	Signs	19	Town Clerk	1
Traffic Auth	16	Tree Warden	138		

ENGINEERING

The Engineering Department is responsible for the design and/or implementation of municipal projects including the construction of buildings, roads, bridges, and stormwater drainage facilities. Engineering is also responsible for land use reviews for the various Town commissions. The Engineering department processes all permits for Town right-of-way use, including driveways, road use, and excavation permits that impact the flow of traffic in Town. A total of 154 Right of Way permits were issued and subsequently inspected and processed by the department in the FY 2012-2013. The Engineering department responded to 855 work orders (from the database) that encompassed approximately \$7,000,000 in work including: labor, engineering, material and equipment including Capital projects.

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

<u>Grant Title</u>	<u>Description</u>	<u>Agency Applied to / Grant Type</u>	<u>Estimated Dollar Value</u>		<u>STATUS</u>	
			<u>Grant</u>	<u>Total Project</u>		
4	Aspetuck Ridge Road (southern end) Bridge	Design and Engineering Services for Bridge 05655	CT DOT - Federal Local Bridge Program 95-245	\$192,000.00	\$240,000.00	Under contract w/ CTDOT - In final design 90% complete, apply for FMC and permits and finalize design based on DOT comments
5	Mill Street Bridge	Design and Engineering Services for Bridge 05314	CT DOT - Federal Local Bridge Program 95-248	\$192,000.00	\$240,000.00	Under contract w/ CTDOT Dewberry selected as Consult. Negotiated scope and fee, signed contract March 2013 NTP issued, project in prelim. Design
9	Young's Field Park Riverwalk & Greenway	Expand and develop approximately 0.5 mile stretch to re-establish natural vegetation, floating docks for fishing, and redesign parking area.	DEP - Trustee Sub Council for Connecticut Housatonic River Basin Natural Resources Restoration Project	\$180,000.00	\$281,000.00	AWARDED - Waiting for contract w/ Trustee Sub Council (expected 2012) Contract signed Sept 2012 Design kickoff meeting scheduled fall 2013
20	Bridge Street Sidewalk and Safety Improvements (not awarded 2010) REAPPLIED 2011 (not awarded 2011)	Engineering design and construction of approximately 800 feet of sidewalk and curbing on Bridge St.	OPM - STEAP	\$250,000.00	same	Submitted June 2011 - Under Review Not awarded 2011

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21	Transportation Management Plan (Downtown New Milford)	Study and determine downtown traffic patterns and solutions to help alleviate congestion	OPM - STEAP	\$80,000.00	same	RFP sent out in March 2012 Awarded to Fitzgerald & Halliday in July 2012 Public meeting held May 2013 Draft report due Aug. 2013
22	Century Brass Mill Demolition Survey	Prepare and in depth opinion of probable demolition cost and site remediation. Cost opinion should include any salvage value of the building (i.e. scrap metal) and removal and disposal of the concrete slab	DECD	\$60,000.00	same	Tighe & Bond will continue to provide professional services for this project Demolition estimate provided More detail on demo process and scope still needed.
23	Wellsville Ave Bridge	Design and Engineering Services for Bridge 04258	CT DOT -State Local Bridge Program 95-xxx (not assigned yet)	\$309,797.71	\$989,314.00	Commitment letter from CTDOT issued July 2012 - signed Aug 2012 Town's share for design funded in FY 2013-14 budget

Engineering did 20+ land use reviews that required hundreds of man hours. Land use reviews incorporate site plan review, traffic studies, engineering meetings, site walks and inspections, photo documentation and any other research necessary to provide current up to date standards to the requesting commission. An average review consists of at least 25-30 engineering hours if there is no complexity involved but that is not typical. Several land use reviews this year were complex with multiple outside engineers changing per review and many scope changes resulting in numerous meetings for each difficult review.

Internally, Engineering worked to produce GIS maps for Town property, Town parks, and Town buildings and for stimulus projects. Sidewalk inspection and cleaning has been determined by this department as well as the installation of new walkways obtained with grants. Reservoir #4 was inspected by engineering with Roald Haested (engineering firm) and contracted to design/repair and construct spillway with the preliminary engineering being completed. Began a program to identify, monitor and maintain major retention ponds starting with Reynolds Farm Drive and McNulty Drive. There were 49 "911" addresses that were reviewed or changed.

Capital road projects that were completed this fiscal year include Chapin Road 2 and Bonnie Vu Road 1. Sidewalk inspection and cleaning had been determined by this department and the clearing and thinning of Bleachery Dam and Reservoir #4 was done this year also.

A summary of various levels of progress on the eight active bridge projects are as follows:

- *Long Mountain Road Bridge*- the damage caused by a motor vehicle accident was repaired at a cost of \$44,000 that was reimbursed by the insurance carrier.
- *Gaylord Road Bridge*- The design of the bridge rehabilitation was completed. The project was put out to bid and awarded for \$371,000. Notice to proceed was given to the contractor and all work is expected to be complete by fall of 2013.
- *Sand Road Bridge*- The design of the abutment and wing wall scour was completed. The project was put out to bid and awarded for \$51,000. Notice to

proceed was given to the contractor and all work is expected to be complete by fall of 2013.

- *Aspetuck Ridge Road Bridge (North end)*- The design of this complete bridge replacement was completed and all construction permits were obtained. This project is expected to be bid in the fall of 2013 with construction scheduled for 2014.
- *Aspetuck Ridge Road Bridge (South end)*- The design status of this complete bridge replacement has progressed to final design.
- *Riverview Road Bridge*- The design status of this complete bridge replacement progressed to near completion. It is expected that construction on this project may possibly begin the winter of 2014.
- *Mill Street Bridge*- Contracts were signed with the design consultant and State of Connecticut in order to initiate design work on this complete bridge replacement.
- *Wellsville Avenue Bridge*- Town funds were approved with FY 13-14 budget to finance the Town's share of this complete bridge replacement. A design consultant will now be selected to begin the preliminary design.
-

The Engineering division continues to partner with the Connecticut Technology Transfer Center, CASHO and APWA for continuing education and implementation of best management practices in Public Works.

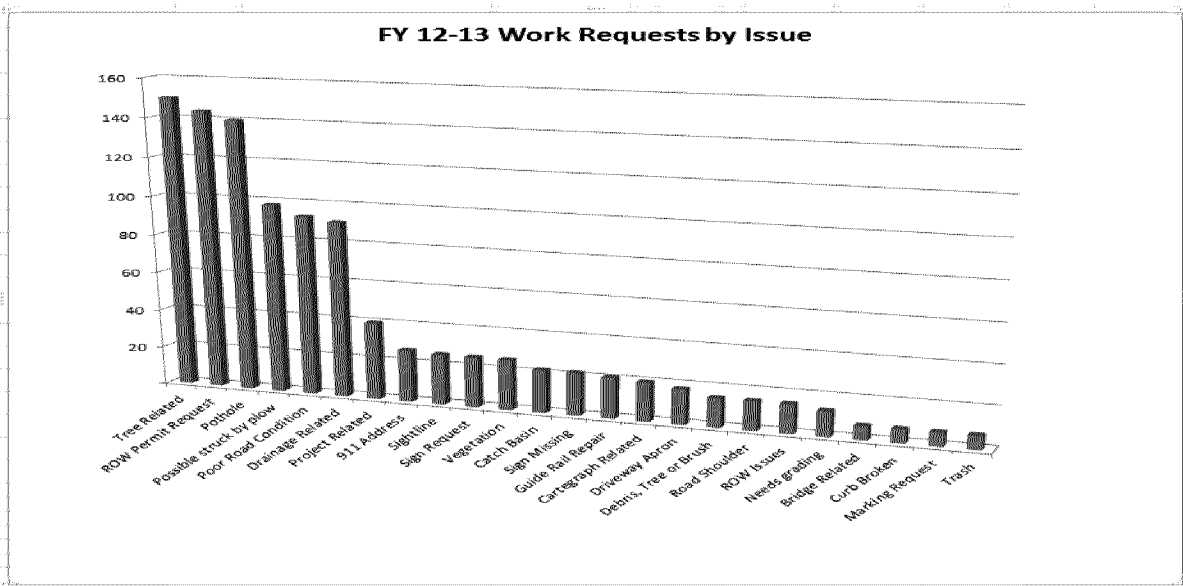
HIGHWAY

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

The Highway department had to content with more storms that Mother Nature continued to throw at us. Fortunately, there was only one FEMA event this year-the snow storm in February. The Town received a reimbursement for \$102,910.91.

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Below is a graph of regular customer service requests items that were completed during the 2012-2013 Fiscal Year:



The following chart shows the expenses incurred by the gravel roads in New Milford-all 26+ miles:

Work Order 2259-Grading Gravel Roads FY 12-13	
Labor Cost Actual	\$55,285.48
Equipment Cost Actual	\$123,916.50
Material Coast Actual	\$38,732.93
Total Cost Actual	\$217,934.91

BUILDING MAINTENANCE / CUSTODIAL

The Building Maintenance Department is responsible for the day-to-day custodial responsibilities in all 25 Town buildings. The day-to-day custodial activities include: cleaning, repair, carpet, lights and painting of all offices in the Town. Services range from the daily custodial, routine preventative maintenance to specialty projects as basic office rearrangement to total room renovation and exterior restorations. In addition to these projects, the Facilities department was also responsible for the maintenance and cleaning of the 200 decorative street lights in the downtown area. Facilities Maintenance also has the customer service request system based on the internal requests of Town employees and the needs of the offices and responded to ~200 work orders. The FM Manager also is responsible for the Energy consumption of the Town buildings and has spent many hours researching and implementing new lighting and electrical facilities in order to reduce spending. As new technology develops, we remain open minded as to not miss cost or energy savings opportunities. The following lists are a partial maintenance and capital repair program that occurred this fiscal year 2012-2013 and continue to be a work in progress.

- Annual & Re-occurring Maintenance Program
- Carpet, hardwood and vinyl tile cleaning
- Richmond Center soffit
- TH bathroom floor upgrade, 1st floor
- PD old dispatch
- Goodman house exterior
- Radio Tower
- Fleet fueling Station upgrade
- PWD Wash Bay
- 47 Bridge rear platform and stair way exit
- Demo of Fort Hill property and Barns behind Town Hall
- Gaylord schoolhouse-septic system exposure
- Gaylord schoolhouse yard work
- Painting program under way at TH, 47 Bridge, Senior Center and PD
- Street light cleaning and lens change
- Energy savings program throughout Town buildings
- PD roof ice melt system
- Air quality ROV and PD evidence room
- 47 Bridge Street window shades and /or blinds
- FM has a back log of work requests that average approximately 127-149 per year that continue to roll over if unable to be finalized.

RECYCLING

The center has seen an increase in usage, again probably due to the economy, but has managed to reduce the net loss of the center for the year. The ownership of containers and compactors has significantly reduced the costs of hauling MSW, bulky and single stream. The savings seen are a combination of lower fees and less haul fees because of more waste being generated for each removal. Single stream has been very successful and the Center added another container for this purpose.

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Below is a data table outlining the basic costs and tonnages received at the Center this fiscal year 2012-2013:

Month	Tons/Month					
	SS	\$\$/Ton	BW	\$\$/Ton	MSW	\$\$/Ton
JAN	54.79	\$1,561.52	37.66	\$3,257.59	43.75	\$3,694.25
FEB	34.41	\$344.10	18.85	\$1,630.53	43.56	\$3,678.21
MAR	47.4	\$474.00	35.2	\$3,044.80	39.91	\$3,370.00
APRIL	48.8	\$488.00	58.42	\$5,053.33	39.75	\$3,356.49
MAY	57.81	\$578.10	64.61	\$5,588.77	40.77	\$3,442.62
JUNE	48.46	\$484.60	62.74	\$5,427.01	52.23	\$4,410.30
JULY	48.71	\$487.10	66.93	\$5,689.05	34.66	\$3,657.50
AUG	55.8	\$558.00	62.52	\$5,314.20	45.16	\$3,641.62
SEPT	45.8	\$458.00	44.77	\$3,805.45	55.07	\$3,336.48
OCT	53.12	\$531.20	55.32	\$4,702.20	40.6	\$3,323.10
NOV	53.09	\$530.90	60.17	\$5,114.45	28.15	\$3,408.37
DEC	45.71	\$457.10	35.55	\$3,075.08	42.48	\$4,366.43
TOTALSFY	593.9	\$6,952.62	602.74	\$51,702.45	506.09	\$39,991.11
TOTAL \$FY12-13						\$98,646.17

The center has seen an increase in usage for Bulky Waste and Municipal Solid Waste while costs have decreases slightly. Last FY reported a combined total usage fees of \$126,162.77 compared to the \$98,646.17 shown above. This is the second year with depreciation in costs to run the center since the renovations. This year's revenue for just household trash was \$93,389. A breakdown of other recycling items follows:

Bags MSW	Appliances	Freon Units	Tires	Tanks
32844	103	277	142	29

Scrap metal revenue showed a decrease reflecting the markets: \$38,434.61

Recycling also saw an increase in revenue from used batteries: 3143 lbs for \$707.58

There were approximately 1410 paying stickers issued for access to the Center for New Milford residents resulting in revenue of \$23,571 out of a total of 2259 stickers. Sherman and Brookfield residents obtain a sticker from their Town Hall.

**Registrar of Voters
2012 – 2013**

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

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

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

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

The Registrars attend a special session at the New Milford High School every year in May or June for the purpose of registering new voters who are either 18 or are 17 and will be 18 by the time the General Election is conducted. These new voters are read the oath and are sworn in. This year we are happy to report that 56 high school seniors registered. One of the prime reasons this annual drive is so successful is due to the cooperation of the New Milford High School staff.

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

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Registrar's records show a total voting population of 20,468 as of July 03, 2013. The breakdown is as follows:

DEMOCRATS = 4,740 REPUBLICANS = 5,466 UNAFFILIATED = 10,011 OTHER = 167

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

The Registrars are currently formulating plans to implement the Election Day Registration (EDR) that went into effect on July 1, 2013. The first election to use this policy will be on November 5, 2013 for the municipal election.

**NEW MILFORD SENIOR CENTER
2012 –2013**

The Commission on Aging: established in 1973 to study the local needs of the aged and to create, coordinate and foster programs to promote the health, education, welfare, independence, and wellbeing of Seniors in the Town of New Milford. There are **5,093** individuals over 60 years of age in New Milford (2010 census); over **2500** individuals were served by the Senior Center.

SENIOR SERVICES COUNSELORS

The role of the Senior Services Counselors is to maintain a body of information on issues of importance to elders, to help access programs, advocate and resolve problems. The statistics for the 2012-13 fiscal year indicate that the counselors served about **900** persons providing close to 4,000 units of service. This was down slightly from last year. As in years past, the most units of service performed by the counselors were in the area of medical insurance (**700**), although this number was down about 500 units from last year. This is a main contributor to the overall decrease in persons served and is due, in large part, to less people coming in to evaluate their Medicare D prescription drug coverage. The volunteers that have helped with this in the past were hardly needed this year. Perhaps, seniors have become weary of having to evaluate their plans if they are currently working for them, regardless of any changes that may affect them in the upcoming year. Many have expressed their dislike of this system and would prefer one option that covers everything. This past year, a new category called "Health/Safety" was added to the counselors' statistical accounting. The category was added mostly to capture units of service related to the new TRIAD program which involves community seniors, organizations and the police. The group endeavors to protect seniors from scams and help with disaster planning, etc., to ensure their safety. There were **160** units of service under this category, which also include physical and safety issues in the home environment. We expect these numbers to increase in future years due to the trend of increased predatory activity targeting seniors, especially with the new technological age which makes it so much easier to accomplish. Another trend is that the senior population is increasing due to the baby boomers now turning 65. It will be interesting to follow the numbers as many of them are much more computer savvy and can, in many instances, do their own investigating and applications for Medical plans online. Another point of interest will be to see how many of our seniors will be affected by the new Health Care Act. Many of the younger ones who are between 60 and 65 will have the opportunity to apply for insurance through the new health care exchanges and may need assistance with that.

TRANSPORTATION

Bus service is provided within the Town of New Milford, Monday through Friday. Over **7500** rides were provided for work, shopping, and, social; plus more than **1500** rides were provided to non-emergent medical appointments. A partnership with the Volunteer *WHEELS Program of greater New Milford* also provided an additional **2000** non-emergency medical rides. A grant from *Connecticut Community Foundation*, which was facilitated by New Milford Hospital, provided free transportation for **12-14** Senior's to the NM Hospital Senior Suppers Educational/Social Program two nights per month. The Senior Suppers Transportation Grant concluded in March, 2013.

NUTRITION

New Opportunities Inc., was replaced in October by CW Resources who are responsible for congregate lunches served at the Center and *Meals on Wheels*, delivery of a meal with a snack to homebound recipients. A total of **5800** congregate meals were served to over **80** seniors at the Center in the past year. During the same period, over **30,000** meals were delivered to **90** homebound seniors by volunteers who contributed **700** hours and drove over **10,000** miles in the course of the year. A dietitian from CW

Resources also provides quarterly Nutrition Education programs throughout the year with a total of over **120** participants.

PROGRAM ACTIVITIES

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

Ann Potter Health and Wellness Center

Our health promotion programs, classes, screenings, education, and exercise opportunities were developed in collaboration with the NM Health Department, NM Visiting Nurse Association, New Milford and Danbury Hospital, Alzheimer's Association, Western CT Area Agency on Aging, the Health & Wellness Advisory Board, and the Senior Center staff. We experienced a decrease in programs due in part to the transitions and reductions at New Milford Hospital. Overall, total participants in all programs were over **3600**.

Education

Information and public affair programs presented throughout the year were offered in partnership with the New Milford Library, Historical Society, and other NM Town Agencies, TRIAD, Connecticut Community Foundation, AARP, and varied community professionals and civic organizations. Participants in these programs totaled over **750**.

Support Groups

A variety of support groups are available including Alzheimer's Couples Social Group and Visually Impaired Persons (VIP) Group. The group size allows for conversational interaction, providing members the ability to share personal relevant information and establishing social networks and advocacy. Group size varies from 10 – 20 members which are facilitated by NM Senior Service Counselors and other professionals.

Jim Palmer Computer Lab

The Computer Center's success is due to the dedication of our instructors/tax aide volunteers who volunteered over **1000** hours offering introductory, advanced classes, and workshops. The AARP tax aide program submitted over **200** tax returns. A partnership with the NM Library's face-book class added additional exposure to over 35 participants with advancement in technology and social media.

Social/Recreation

Activities offered at the Center, include occasion and theme parties, musical events, dances and monthly birthday parties. Hobby groups include:

Handwork Circle, Quilting, Senior Singers, Mah Jongg, Scrabble, BINGO, Bridge, Crafts, Wood Carving, Wii Bowling, Mexican Train Dominoes, Bocce Ball, and Pinochle. There are also Cards and Puzzles, Book Exchange, Discussions, Reading with children from the Children's Center, Writing Group, Foreign Language Classes and Bible discussions. Outside groups include day trips and overnight trips. These groups collectively had over **8000** participants.

Volunteers

The New Milford Senior Center is most fortunate to have many individuals who volunteer their time and talents. Everyone at the Center appreciates the ongoing contribution of all our volunteers. Using the current dollar amounts (\$25.00 per hour) to calculate the value of **7000** volunteer hours during 2012-2013, the Center was the recipient of volunteer assistance valued at **\$175,000.00**.

New Milford Sewer Commission
Water Pollution Control Authority

2012-2013

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

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

The office staff generated and processed several thousand sewer use, benefit assessment and connection fee bills this fiscal year.

The annual operating budget for 2012-2013 increased slightly to \$1,950,823 however, the sewer use rates, septage fees and connection fees remained constant.

During the year, the Treatment Plant processed over 233 million gallons of waste including more than 4.0 million gallons of septic tank waste. In addition, more than 2,000 wet tons of dewatered sludge was processed and shipped to Synagro in Waterbury for disposal by incineration.

The Treatment Plant has the ability to receive and treat Fat, Oil & Grease from food service establishments. This will reduce the amount of material that builds up in the collection system causing blockages and meets the requirements of the Department of Energy and Environmental Protection "FOG" program

The new Pump Stations on RT.7 South are complete and operable. With the additional pump stations, the staff will operate and maintain fourteen pump stations and over 42 miles of collection system piping.

The facility is well within the limits of phosphorus and nitrogen allowed in the NPDES discharge permit. The total costs for nitrogen credits reduced by 96% and we anticipate that we will continue that trend in the coming year.

New Milford Department of Social Services



2012 – 2013 Annual Report

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

“So, are things getting better?” This is the question we at Social Services are often asked by community members. The answer is an emphatic “Yes and No”! For the one-time client who recently called with a question, relaying that her new job is great and she’s earning more now than ever before, it’s *Yes*. For the father and husband who called the same week, lamenting that his small increase of retail income resulted in the loss of HUSKY (state covered) insurance for himself and his wife, both with medical needs, the answer is less positive. For the last class of Culinary School graduates, all working at area institutions, stores and restaurants, the answer is *Yes*. But for the woman with three children, uprooted from home and community as she leaves an abusive marriage once and for all, the road ahead will be very rocky and likely to keep her family in poverty for a long time to come. These are our residents and among those we seek to help at Social Services.

The mission of Social Services is to help residents meet basic needs of food, housing, clothing, maintenance of health and well-being, and to help provide various seasonal goods and programs for residents experiencing financial hardship. Promotion of self-sufficiency through programs such as financial education, Family First!, and referrals to the Community Culinary School (job training and placement) is a priority of the department. Still, our staff has met with a great number of people who never expected to walk through our doors and have met with continual roadblocks as they try to make ends meet and support themselves. Last year we provided services to approximately 850 households from diverse neighborhoods, the common denominator being residence in New Milford and financial hardship.

The work of this department is carried out by four people: a full-time Director, full-time Admin. Assistant, 32-hour Social Worker and a 21-hour Social Worker. Additionally, our office could not function to the degree it does without the contributions of many volunteers and community partners. Our efforts are focused upon assistance to families and individuals and working toward wider system changes that can positively impact the social fabric of our community. This report details our activities in matters of energy/utility assistance, food, housing, financial assistance, seasonal programs and coordination with other community agencies and initiatives.

ENERGY ASSISTANCE: One significant program that New Milford Social Services handles is the Energy Assistance Program. Given the high cost of home heating in the northern states, this program is meeting a critical need for New Milford residents. A combination of local, state and federal dollars comprise the resources of this program. Social Services is the access point for

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residents under age 60 who apply for energy assistance. During last year's frigid winter federal cuts continued to impact overall numbers for this program. Meanwhile the application process was more rigorous and laborious. A total of 494 New Milford households applied at our office (down 8%). The department was able to access approximately \$300,000 of federal dollars in-home heating assistance (down 23%).

Operation Fuel, a non-profit fuel assistance agency funded by private and corporate contributions and some state funds, also chipped in to help residents. We were happy to see 54 of our local families receive \$26,025 in aid through Operation Fuel. (up 98%!)

Once again, our own community rallied to help off-set the loss of federal funds. The "Cold Homes, Warm Hearts 5-K Walk" for the New Milford Community Fuel Bank took place on another seasonable January day this year. In all, \$28,600 was raised by walkers and sponsors alike. In addition, kudos to Sarah Noble Intermediate School's "Hats for Heat" fundraiser! Local generosity enabled our Community Fuel Bank to assist 52 Social Services households with an additional \$16,661 (up 32% over last year) in fuel assistance. (The Fuel Bank also aided 56 Senior households in town) All told, Social Services helped 600 households to have help with heating costs totaling just under \$343,000 (overall decline of 17.5%)last winter.

FOOD: One in five CT households struggle to put food on the table. We may think this can't include New Milford, but it does. 21.4% of our school children participate in the free/reduced lunch program! Hunger continues to affect young and old in our town. To help address this problem on the local level our Food Bank is open weekly to provide one bag of non-perishable groceries and other goods to qualified households. Emergency food vouchers were also given out to 80 households. Households with children comprise 43% and seniors comprise 28% of our program participants. Senior citizen usage of the Food Bank continues to rise, with a 24% increase over last year in unduplicated seniors taking part.

The Food Bank could not exist without the help of our generous neighbors. We team with food vendors and growers, Big Y Foods, Stop and Shop, Northville Store, Fort Hill Farm, Sullivan Farm and Washington's Judea Community Garden project among others. They enable us to provide bakery products and fresh produce, conduct food drives and special events, make special contributions and are always willing helpers in our efforts. Great appreciation also goes to the Community Culinary School, which donated 7000+ homemade meals for clients. All together, we make a significant impact on abating hunger in this community!

Among the many donors of food and financial support, we thank: NM Lions Club, The New Milford Women's Club, NM Moms Club, Paradise Cruisers ("Thanksgiving in July" car show), the Rotary Club, AARP (New Milford and Brookfield chapters), the VFW Women's Auxiliary, NM Postal Workers, The Odd Fellows and Palm Rebekah Lodge, Ch. 55 Order of the Eastern Star, The NM Police Dept., NM Public Works Dept., Curves for Women, Northville Baptist Church, Temple Sholom, Our Lady of the Lakes RC Church, The First Congregational Church, the United Methodist Church (for its extended hours pantry "Our Daily Bread"), and Walnut Hill Community Church. Local corporations, Kimberly Clark, Wal-Mart and Chemical Marketing have provided help to keep the Food Bank going. In the schools, Northville Elementary, Canterbury School, New Milford H.S. and Sarah Noble Intermediate School deserve a big three

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cheers for their extra efforts. We so appreciate the helping hands of many religious groups, Girl and Boy Scout troops (of special note, Cub Scout Pack 58) and other youth groups, businesses that hold events or food drives and our loyal individual donors. We appreciate and rely on all of you!

Our Food Bank is a prime example of volunteerism at its best. Operating every Wednesday morning and all day on Thursdays, we have an energetic, faithful team of about twenty volunteers who fill orders and distribute goods to the clients. In addition, they sort goods and restock shelves (a never-ending job!), pick up or package fresh goods and grocery orders, lending a sympathetic ear and cheery smile all the while. We are ever so grateful to these *amazing* women and men!

HOUSING: Social Services handles numerous calls for help with costs and problems related to housing. For many, this largest single expense presents a continual budgetary challenge. A newly released report from the Joint Center for Housing Studies of Harvard University states that “April 2013 was the 34th consecutive month of growth in rents. The median asking price for rent in 2012 of \$720 is the highest ever recorded. (it is far higher in CT!) The homeownership rate has been in decline since 2004 and 2012 saw a decline from 66.1% to 65.4%, resulting in a loss of 161,000 homeowners for the year. While the housing market is rebounding nicely, there is heavy demand in the rental market and a lack of affordable housing is leaving many families in the dust.” It is a local and national problem that appears to have no solution on the horizon.

This office is often a starting point as people search for housing or for ways to remain in their homes when financial hardship strikes. We spend a tremendous amount of time working to provide residents with information, referrals, advocacy and some direct assistance grants for housing needs.

The Hope Fund is our assistance fund to help clients with grants toward security deposits or with preventive rent/mortgage assistance during extraordinary circumstances such as illness or unemployment. Last year, we were able to assist 41 residents with slightly over \$12,000 through this fund that is supported by private contributions and grants. Large gifts to the fund were received from The Ellen Knowles Harcourt Foundation, The Thrift Mart of New Milford, and three anonymous donors.

The office also assisted 73 disabled clients with applications for renter’s rebates from the State of CT. We are sad to note that legislation was passed to “sun-set” this program, negatively impacting the poorest of the poor.

FINANCIAL ASSISTANCE: When New Milford residents experience financial hardship, Social Services is a place people can turn to. Our assistance includes counseling and budget guidance as well as concrete financial aid when appropriate. In addition to the forms of financial help described elsewhere, the department administers the Good Samaritan Fund, a charitable crisis fund used for services or items not provided by other available resources. During the past year 200 grants totaling \$25,935 (down 9%) were distributed to households in distress. Like the Food Bank and Hope Fund, the Good Samaritan Fund is completely reliant upon private contributions and grants. Examples of assistance include payments to utilities in order to

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continue service, car repairs, help with prescriptions and other medical needs, and funding for children's activities and programs.

We are very grateful to the Thrift Mart and N.M. Rotary for their on-going support to this fund. The Lilla Fund and New Milford Hospital Registered Nurses made special gifts last year. In addition, many groups and individuals donate sums large and small to help their neighbors.

Financial "fitness" continues to be a priority for the department. This takes place in conjunction with our client assistance programs and through workshops offered to the other organizations, such as the Community Culinary School, and the public. We have adopted the use of Financial Social Work curriculum to help clients look at their relationship with money, learn budgeting principles, explore "emotional spending" patterns and set goals to gain financial security.

FAMILY FIRST: Ten years ago, New Milford Social Services developed a program known as "Family First!" aimed at enhancing the quality of family life for lower-income residents. Started by a generous grant from the Harcourt Foundation, it is a weekend retreat experience offering workshops for parents on stress management, parenting and financial education, and recreational activities for both parents and children. Over the years, a total of 278 adults and 453 kids have been able to participate in this special program. In this year's reflections, one mom noted: "I had a rough time growing up, but I want something different. I am doing all that I can to be a loving, supportive mom and wife." Another was happy to hear many nice compliments about her parenting and said, "It helps me feel stronger with what I have to go through in my life". To improve feelings of self-worth and hope is some of the best work we can do at Social Services. We are so grateful that MVP-SOS continues to support a portion of the children's participation. This year the Goldring Family Foundation stepped up in a big way to keep the program going while another wonderful anonymous donor has paid for the parent's costs. We believe in the value of Family First and thank these sponsors for their trust in our work!

COMMUNITY PARTNERSHIPS: The Social Services Department could never accomplish its work without the support and partnership of the greater New Milford community. Our office is the referral point for many a "211-InfoLine" call, yet we act as the hub of a great support wheel consisting of other agencies, service providers, civic groups, charitable organizations, youth groups, churches, town departments, businesses and individuals. We are indebted to all for the support and teamwork provided!

Three "special mentions" this year: (1) The New Milford Police Dept.: for years the PD has run a very successful "Stuff a Cruiser" toy drive at Wal-Mart at the holiday season. This bounty of gifts is of huge importance for our Sibling Shopping Spree event as well as holiday gift distribution. A couple of years ago, with Dispatcher Chris Strolin's leadership, they also organized a holiday food drive at Stop & Shop. Who can say "no" to a police officer?! We are grateful for their extra efforts on our behalf. (2)The Kent School: Under the guidance of community liaison Megan Sokolnicki, teens at this private school have provided 75+ monthly "backpack" packages of kid-friendly foods for families to use on the weekends. Going into its 3rd year, this project is of great help to our Food Bank families with children. In addition, the School is a big contributor to the Santa Fund holiday gift program for kids. Youth helping other

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youth—bravo! (3) There are many unsung heroes in our midst. Every month a certain Scotsman stops by with a check for \$25 and a twinkle in his eye . . . another gent used to buy goods weekly at Costco, and now that he has re-located to another town, drops off a monthly check instead! We receive occasional generous checks to the Food Bank or Hope Fund from a businessman up Rt. 7 who doesn't even want a thank you note. A couple will go shopping and push a full cart in

to us. Gift cards for gas or groceries will be dropped off at just the most needed moment. For these and our other quiet supporters, we are ever so grateful!

In the community, the department hosts meetings of the New Milford Social Service Providers Group, an informational exchange between area service providers. Time permitting, we participate in regional and statewide organizations that advocate or follow issues related to poverty, health care, housing, food insecurity, financial literacy and family strengthening. Efforts are made to maintain contact with state legislators who represent New Milford, and with town boards and commissions to share information and budgetary concerns.

Volunteerism is alive and well!: The Social Services Department provides volunteer opportunities for students in need of community service through their school or church and for a full range of people whose lives are enriched by giving back to their community. Last year, we averaged 146 monthly volunteer visits and logged a total of 6224 volunteer hours (up 14%), or 120 hours per week! This represents a significant gift to the community under the capable guidance of social worker Ivana Butera, who manages volunteer activities for the department. We simply could not function at the level that we do without our dedicated volunteers!

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

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

<u>Program</u>	<u>Participants</u>
• Bike Day	33 kids
• Camp ConnRI	14 kids
• Back to School Clothes	264 kids
• Thanksgiving Baskets	269fams
• Santa Fund Children	570 kids
• Sibling Shopping	250 kids
• Parks & Rec Camp	27 kids
• Gifts to Disabled Adults	78inds.

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In closing, Social Services continues to operate at a very busy pace, a reflection of larger systemic issues that keep a segment of the population in prolonged struggle. While a new U.S. Census Bureau study (the American Community Survey) shows that New Milford had a significant gain of residents over age 25 with a bachelor's degree, from 30.5% to 38% (one strong anti-poverty measure), we also had a significant increase in the number of residents with incomes under 200% of the federal poverty level, from 9.5% to 13.3% (this translates to a gross

income of \$46,100 per year for a family of four). CT has the dubious distinction as *the state experiencing the highest rate of income inequality growth in the nation*. At the same time, the poor are taking the biggest hit with cuts to government social programs. Our residents cannot help but be affected by these trends.

New Milford Social Services recognizes our important role of being the logical first place for distressed people in town to turn. We are committed to providing services, advocacy and referral information with utmost compassion and professionalism.

On-going needs for our neighbors:

- *Gift cards: gas, food, local shops
- *Teen gifts for the holidays (especially boys!)
- *Volunteer time
- *Program support: donations and/or help with our events

OFFICE OF THE ASSESSOR

**ANNUAL TOWN REPORT
2012-2013**

The Gross Grand List increased from \$2,940,068,535 to \$2,960,793,350
The Net Collectible Grand List went from \$2,867,098,845 to \$2,884,668,215

There were 160 Real Estate Accounts transferred by Warranty Deed

There were 219 Real Estate Accounts increased as a result of Building Permits and Certificate of Occupancy.

The number of Motor Vehicles increased from 26,662 to 26,881

Personal Property Accounts increased from 2060 to 2117

The number of Town Elderly Accounts decreased from 551 to 535

The Grand List was signed and turned over to the Town Clerk on February 28, 2013

**Tax Collector's Office
2012 - 2013**

The Tax Collector's office is run strictly by CT State Statues.

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

The Tax Office pursues delinquencies and follows State Statutes for collections in the following ways: The Tax Office pursues all delinquent accounts through statements, legal demands, legal tax warrants, and tax sales with assistance of the Town Attorney at no cost to the town. The Tax Office also pursues delinquent bankruptcies through the Bankruptcy Courts in conjunction with Specialized Bankruptcy Attorneys. The tax office files liens on real estate through the land records at the Town Clerk's Office to protect the Town when real estate taxes are not paid. The Tax Office files U.C.C. Liens at the Secretary of State's Office against delinquent personal property taxes (business, equipment, furniture, and fixtures). The Tax Office uses a Collection Agency – American National Recovery Group located in Nyack, New York to assist in pursuing all old and moved away motor vehicle delinquent accounts. Additionally, our State Marshal has pursued some delinquent accounts with Tax Collector's Tax Warrants, all of which has benefited the Town with no fees for the town.

The Office holds an annual Tax Sale with the intention of increasing our back tax collections thus adding these accounts back onto the tax rolls as paying accounts. The office also reports all paid and delinquent motor vehicle accounts regularly to the DMV for a fee determined by the State of Connecticut for each municipality.

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

Our Tax office has a staff of three members – Doreen Shrack, Assistant Tax Collector, Nancy McGavic, Data Entry Clerk and Deborah Johnson, Clerk.

The 2011 Grand List taxes for year ending 6/30/13:
Overall Gross tax dollar amount collected was: \$72,699,207.24

**Town Clerk's Office
2012 - 2013**

Statistics of the Town Clerk's office

Vital Statistics	Births	Marriages	Deaths	Fetal Deaths
	305	138	283	1
	<u>Number Issued</u>	<u>State Fees</u>	<u>Town Fees</u>	
Fish & Games Licenses	630	\$ 630.00	\$ 18,116.00	
Dog licenses	2364	\$ 19101.50	\$ 2,503.00	
Marriage Licenses	89	\$ 1,780.00	\$ 979.00	
Recycling Fees	110		\$ 3,541.50	
Recording, copy, etc. fees			\$302,734.10	
Passports	541		\$ 13,625.00	
Historic Doc Sur-charge fees	354	\$ 13,134.00	\$ 6,567.00	
Transfer of Departmental fees Per CGS 7-34a, 12-176			\$ 8,350.00	
Farmland PA 09-229	6567	\$236,412.00	\$2,364.12.00	
LOCIP			\$ 19,701.00	
Conveyance tax		\$508,073.36	\$ 254,036.68	
Land Recordings –	7,648	documents		
Maps Recorded -	38		\$ 400.00	
Trade Names Recorded –	132		\$ 660.00	
Postage –	114,124	pieces	Cost	-\$ 63,931.17
Totals		State Fees	Town Fees	
		\$796,616.86	\$ 616,091.40	
Total Operating Budget		\$ 317,349.00		
Total Revenue		\$ 1,412,708.26		
Grants Received		\$ 6,500.00		

Projects and Accomplishments started and/or completed in Fiscal year 2012 - 2013.

- Completed and updated availability of Docuware System of map storage and availability on computer to Public Works and Tax Assessor.
- Updated the Five-Year Plan.
- Preserved and restored multiple volumes of Land Records, Vital Statistics, Land Record Index Books, and various other historical books.
- Continuing long term computerization of old Land Record indexes back to 1/1/1963.
- Received a \$ 6,500.00 grant for the preservation and restoration of land records.

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- Applied for competitive Grants from the Connecticut State Library.
- Ongoing restoration and preservation of Land Records, Vital Statistics, Veterans Records, and Town Meeting Records..
- Add a humidifier to the vault.
- Replace Air Conditioner in Vault.
- Prepare plans for expansion.
- Scan minutes of Town Council, Board of Selectmen, Town Meetings, Zoning Commission, Planning Commission, Board of Finance, Sewer Commission, Aquifer Protection Agency, and others.
- Archive above CD's to microfilm.
- Promote use of large format copier.

New Projects for fiscal year 2013 – 2014.

- Computerized marriage license application.
- Move all map indexes to Cott system.
- Archive above CD's to microfilm.
- Review job descriptions of staff.
- Revise a Short-Term plan to insure the long –term survival of historical records according to the survey by the Northeast Document Conservation Center.
- Revise a Medium-Term plan to insure the long –term survival of historical records according to the survey by the Northeast Document Conservation Center.
- Revise a Long-Term plan to insure the long –term survival of historical records according to the survey by the Northeast Document Conservation Center.
- Expand the 2nd floor mail room including the inserter/folder machine
- Enhance long table in the vault with roller shelving under to match the other tables.
- Expand the moving shelves that contain minute books.
- Resize the upper roller shelving to adjust to current size books.
- Prepare a program for the current minutes to be converted to archival microfilm.
- Expand the Vault.
- Update the application for indexes on our local “F” drive.
- Replace the fax machine and laminating machine.
- Transfer maps to Cott System eliminate Docuware.

Democratic Primary – August 14, 2012

United States Senator:

Christopher S. Murphy	638 Elected
Susan Bysiewicz	186

Representative in Congress:

Chris Donovan	229
Elizabeth Esty	390 Elected
Dab Roberti	196

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Republican Primary – August 14, 2013

United States Senator:

Linda E. McMahon	953 Elected
Christopher Shays	263

Representative in Congress:

Andrew Roraback	526 Elected
Justin Bernier	238
Lisa Wilson Foley	144
Mark Greenberg	297

State Election – November 6, 2012

President/Vice President:

		Party votes	Combined votes
Romney/Ryan	Republican	6260	6330
Obama/Biden	Democrat	6526	6640
Anderson/Rodriques	Independent	60	60
Johnson/Gray	Libertarian	128	130
Durham/Lopez	Write In	0	0
Harris/Deluca	Write In	0	0
Hoefling/Ellis	Write In	0	0
Sizemore/Tomalín	Write In	0	0
Stein/Honkais	Write In	16	16
Warner/Hood	Write In	0	0

United States Senator:

Linda E. McMahon	Republican	5851	6347
Christopher S. Murphy	Democratic	5330	6041
Christopher S. Murphy	Working Family	353	
Linda E. McMahon	Independent	420	
Linda E. McMahon	Unknown	76	
Christopher S. Murphy	Unknown	158	
Paul Passarelli	Libertarian	224	
Michael D. Adams	Write In	0	
Matthew Coleman	Write In	0	
Rajat Hooja	Write In	0	
Peter Rumbis	Write In	0	
Jeff Russell	Write In	0	
John Trceeski	Write In	0	
Michael Vasile	Write In	0	

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United States Representative:

Andrew Roraback	Republican	6094	6762
Elizabeth Esty	Democrat	4923	6041
Elizabeth Esty	Working Family	365	
Andrew Roraback	Independent	639	
Andrew Roraback	Unknown	29	
Elizabeth Esty	Unknown	72	
Russ Jaejer	Write In	0	
John Oistone	Write In	0	

State Senator:

Clark Chapin	Republican	7703	
William Riiska	Democrat	4345	

State Representative 67th District:

Cecilia Buck-Taylor	Republican	4930	5420
Andrew B. Grossman	Democrat	3325	3558
Andrew B. Grossman	Working Family	195	
Cecilia Buck-Taylor	Independent	453	
Cecilia Buck-Taylor	Unknown	37	
Andrew B. Grossman	Unknown	38	
Nicholas W. Payne	Green	471	

State Representative 108th District:

Richard A. Smith	Republican	1267	
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Included are write-in votes cast for candidates for any office, provided the write-in vote on any single ballot doesn't result in two votes being cast for the same candidate for the same office.

The "Unknown" vote is one-half the voters that cast a vote for the same candidate on the Republican, Working Family, and Independent Parties or Democrat, Working Family, and Independent Parties for the same office.

Special Town Meeting – December 10, 2012

“Shall the Town of New Milford accept a donation of property from Eagle Holding LLC consisting of approximately of 25.165± acre parcel that is part of a larger location on Kent Road (no street number) situated between the two entrances of Squash Hollow Road further described as: the frontage of this property runs north for the Tory Caves for approximately 2,400' to Squash Hollow Road and then runs west along Squash Hollow Road for approximately 500'. Said property is indicated on New Milford tax maps on Map 61 Lot 18.1; Map 61, Lot 18.2; and Map 54, Lot 45. Together with a right of way from Kent Road/U.S. Route 7 to the above described land for purpose of ingress and egress thereto?”

Resolution passed unanimously.

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**Justices of the Peace as of January 7, 2013
Term January 7, 2013 to January 2, 2017**

Peter Bass	31 Mount Tom Road	Republican
Al Brant	91 Great Brook Road	Republican
William J. Buckbee	66 Bridge Street	Republican
Pauline H. Brannigan	13 Silver Birch Road	Republican
Barbara McMahon Dratch	139 Taylor Road	by Town Clerk
Tammy Clinton	22 Sterling Drive	by Town Clerk
Katherine A. Francis	123 Candlewood Mountain Road	Republican
Joseph W. Geyer	90 Long Mountain Road	Republican
Robert J. Guendelsberger	28 Park Lane Road	Republican
Marilyn Gunerman	321 West Meetinghouse Road	by Town Clerk
Patrick R. Hackett	1 Lakeview Road	by Town Clerk
Mary Kimball	91 Lanesville Road	by Town Clerk
Martin F. Landgrebe	16 Meetinghouse Road	Republican
Patricia A. Murphy	105 Chapin Road	Republican
Noreen H. Prichard	24 Oak Road	Republican
Nancy Saggese	195 Candlewood Mountain Road	by Town Clerk
Marla J. Scribner	5 Mulberry Lane	Republican
Keli Solomon	43 Lake Drive	by Town Clerk
Ron J. Suresha	137 Danbury Road # 123	By Town Clerk
Roger J. Szendy	138 Squash Hollow Road	Republican
Kenneth E. Taylor	30 Chimney Point Road	Republican
Ramona A. Tito	2 Tito Lane	Republican
Randolph James Ubben	53 Dean Road	by Town Clerk
Theresa Volinski	28 Mud Pond Road	Republican

**Additional Justices of the Peace February 4, 2013
Term February 4 to January 2, 2017**

Barbara A. Brickley	381 Litchfield Road	Democrat
Helen A. Cherney	42 South Main Street	Democrat
Robert Coppola	28 Treadwell Avenue	Democrat
Anne F. Cutter	47 Fordyce Road	Democrat
Diane D. Dubreuil	26 April Drive	Democrat
Liba H. Furfman	60 Colonial Ridge Drive	Democrat
Barbara S. Payne	61 Sherman Road	Democrat
Patricia Polk	20 Maple Lane	Democrat
Richard M. Pomerantz	10 Church Hill Road	Democrat
William R. Quinnell Sr.	16 Manor Road	Democrat
Elizabeth F. Smith	116 Second Hill Road	Democrat
Louis C. White	152 Wellsville Avenue	Democrat

Town Council Meeting April 8, 2013

**Article IV
Commission on the Arts**

§ 2-94 Membership; terms; vacancies; removal; officers; compensation.

(a) The Commission shall consist of 12 **regular members and two (2) alternates, all of whom shall be** electors of the Town of New Milford, who shall be appointed by the [First Selectman] **Mayor** subject to the approval of the [Board of Selectman] **Town Council**, and one ex officio member, who shall be the [Chief Executive Officer of the Town of New Milford].

Mayor. The initial term for one alternate member position shall expire on November 30, 2014. The initial term for the other alternate member position shall expire November 30, 2015. Thereafter terms for both alternate membership positions shall be three years.

(b) The **14** electors appointed may include among its membership the following: six representatives of private nonprofit organizations sponsoring the arts in the Town of New Milford, one representative of the Board of Trustees of the New Milford Public Library; one appointee who is a member of the Parks and Recreation Commission; and four appointees who are representatives of the general public interested in the arts. The Commission shall maintain a list of such persons and, when so requested, may recommend to the [First Selectman] **Mayor** candidates to fill any vacancies which may occur in the Commission.

(c) As soon as is convenient after the effective date of this article, the First Selectman, subject to the approval of the Board of Selectman, shall appoint four members of said Commission who shall serve until June 30, 1977; four members who shall serve until June 30, 1978; and four members who shall serve until June 30, 1979. Thereafter, all appointments shall serve for terms of three years commencing December 1 and ending November 30 in the year of the expiration of their appointment.

(d) All vacancies shall be filled by the [First Selectman] **Mayor** subject to the approval of the [Board of Selectman] **Town Council** for the unexpired term of the vacating member.

(e) Any member of the Commission may be removed for cause by the [First Selectman] **Mayor** with the approval of the [Board of Selectman] **Town Council**. Any member who fails to attend three consecutive meetings may be removed as a member of the Commission.

(f) The Commission shall annually elect its Chairman and such other officers as it shall from time to time determine.

(g) No action by the Commission, except as herein otherwise specifically stated, shall be valid unless authorized by a majority of its members.

(h) Members of said Commission shall serve without compensation as such, but shall be reimbursed for their necessary expenses incurred in the performance of their duties.

§ 2-95. Meetings.

The Commission shall have the power to adopt rules and regulations for the conduct of its meetings. A majority of its members shall constitute a quorum, and said Commission shall hold regular meetings once a month, open to the public, except when in executive session according to the Connecticut General Statutes. Special meetings may be called by the Chairman at any time, and shall be called upon written request of any four members.

Revisions **underlined in bold print**

Annual Town Meeting – April 7, 2013

The legally warned and assembled Annual Town Meeting was called to order by Town Clerk George C. Buckbee on Tuesday evening, May 7, 2013, at 7:00 P.M. at the E. Paul Martin room, 10 Main Street, New Milford, CT. with approximately 16 people attending. Thomas Pilla nominated Ken Taylor as Moderator, seconded by Jay Lewin. Thomas Pilla moved that nominations be closed seconded by Jay Lewin. Motion carried unanimously. Being no further nominations, a motion to elect Ken Taylor as Moderator passed unanimously. Moderator Taylor introduced Town Clerk Buckbee, Kathy Conway Tax Assessor; Robert Driscoll and Marcel Grenier Registrars of Voters; Eleanor Florio and Barbara Payne, Deputy Registrars of Voters. Jeanne Radcliff is the secretary for tonight. Moderator Taylor then asked Town Clerk Buckbee to read the Warning. Town Clerk Buckbee read the Warning and Moderator Taylor read the Return of Notice and Affidavits of Publication. Moderator Taylor then explained who might vote at this meeting. Moderator Taylor noted that the Affidavit of Publication, Return of Posting, Resolution of the Town Council, and the letter from the Board of Finance were in order and asked to have them posted to the record. Moderator Taylor explained there would be no vote for the first two Resolutions, as they would be adjourned to a referendum May 15, 2012. Moderator Taylor read a letter from the Board of Finance with the appropriate dollar values approved for the budget. Jay Lewin moved to waive the second reading of the Resolutions seconded by Thomas Pilla. Motion passed unanimously.

Speaking against Resolution 1 & 2 was Cheryl Bean.

Speaking for Resolution 1 & 2 was Mayor Patricia Murphy.

Moderator Taylor asked Town Clerk Buckbee to read resolution number 3. Town Clerk Buckbee read Resolution # 3 and moved its adoption. Seconded by Jay Lewin. Moderator Taylor called for a vote on Resolution # 3. Motion passed unanimously. Robert Driscoll moved to adjourn to the referendum on May 14, 2013, seconded by Jay Lewin. Motion carried. Meeting adjourned at 7:15 PM.

Referendum of Annual Budget – May 14, 2013

Official Ballot – Question One

Shall the sum of \$ 36,530,747.00 be appropriated as the annual town government budget for the 2013 – 2014 fiscal year?

Question Two

Shall the sum of \$ 59,634,148.00 be appropriated as the annual Board of Education budget for the 2013-2014 fiscal year?

Question Three

Advisory only, if the budget is defeated, do you wish to see the amount of \$ 36,530,747.00 appropriated for general town government increased?

Question Four

Advisory only, if the budget is defeated, do you wish to see the amount of \$ 59,634,148.00 appropriated for education increased?

Questions One and Two passed and questions Three and Four failed.

YOUTH AGENCY 2012 - 2013

The Youth Agency's main office is located at 50 East Street in New Milford. The Agency is staffed by 9 full time professionals, a part time office coordinator, and 2 part time counselors and provided employment for a seasonal/part time staff of 65. The Town of New Milford funded the Agency's fiscal year **2012-2013** in the amount of \$992,820 of which 64% was returned in the form of revenue. (The Agency is under the auspices of the State Department of Education.) A ten member Board of Directors is responsible for the operation of the Agency in accordance with the town ordinance that created the Agency. During the past year the Agency provided services and programs that reached over 14,650 participants.

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

The following programs were offered during the 2012 - 2013 fiscal year:

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

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

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

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

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

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

SUBSTANCE ABUSE PREVENTION COUNCIL

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

SUBSTANCE ABUSE RESOURCE WEBSITE-

Easily accessible on-line information for parents, youth and professionals seeking information on substance abuse. Free printed materials are also available at the Agency's office.

<http://nmsubstanceabusecouncil.org>.

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

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

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

HIGH SCHOOL AFTERSCHOOL PROGRAM-

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

STUDENT ADVISORY BOARD – consists of 12 members, 3 from each grade at the high school. The Board oversees evaluations of Agency programming and acts as advisors to the Youth Agency. They actively participate in a wide range of Agency sponsored projects as well as community projects.

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

THE MAXX – A youth run restaurant and music venue, open to high school age teens. The Maxx catering project also accommodates birthday parties, award dinners and many other special occasions such as fundraisers for cancer survivors, United Way Breakfast, New Milford

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Idol, High School Graduation party and more. Some of the other activities held at the Maxx are the Red Cross Blood Drives, Rotary meetings, Karate classes, cooking classes, Father's Day Breakfast, Girl Scout and Boy Scout Troops meetings. During the school year, afternoon activities centering on culinary skills, music and the arts are available to high school age students.

MAPLE SYRUP PROGRAM – For the past 30 years, the Youth Agency has operated a sugar house, which now resides at the Sullivan Farm in New Milford. Utilizing local high school and middle school students the Agency taps 1600 trees on properties located in Kent. The program runs from January through March and features historical tours and classes for school groups.

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

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

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

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

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

WORK CREW – 21 high school students maintain graveyards and hiking trails throughout the greater New Milford area. While assisting area non-profits, the crew also assists the town in many landscaping and light construction projects.

MENTORING PROGRAM – A free weekly homework club matching exemplary high school volunteers who are screened and trained with 4th – 6th graders who are referred by teachers, staff and parents to improve on study skills, organization, reading and math skills.

SUMMER THURSDAYS – Open to 4th to 9th graders who can benefit from social, physical and creative activities, free of charge. Older student volunteers and Youth Agency staff offer crafts, supervision, sports and games every Thursday, with times convenient for working parents.

CULINARY PROGRAMS – High School age students learn the business of the culinary arts from the ground up. Students participate in all aspects of running a restaurant, as well as food preparation and serving at catering events at the Maxx.

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POLICE & YOUTH GRANTS – The Agency, in conjunction with New Milford Police, run leadership and outdoor adventure based programming that bridges the gap between our town’s youth and police department. A community service project is involved with each year’s grant. Last year, the group constructed a fishing dock at Sega Meadows Park. This year, the group will construct an agility course at the Town’s dog park.

PARENT UNIVERSITY - November 2nd, 2012. A free, day-long parent education event open to New Milford area parents. There is a choice of workshops relevant to parents and families, with at least 4 workshop choices in each of the three one hour sessions. Online registration available at www.youthagency.org in October.

VIDEO PRODUCTION - Available to high school age students who want to learn the art and technical aspects of video production. No experience needed. Monthly, student created, programs are produced and broadcast on the Youth Agency website and other relevant online sites.

Zoning Commission

2012-2013

Zoning was adopted in the Town of New Milford in December, 1971. The stated purpose of the Zoning Regulations is to guide the growth and development of the Town of New Milford and promote beneficial and convenient relationships among residential, commercial, industrial and public areas.

The Zoning Commission consists of five elected members and three appointed alternates. Meetings are held on the second and fourth Tuesday of each month. The Zoning Commission reviews all applications for commercial development through the site plan and special permit application processes. The Commission also reviews all requests for amendments to the Zoning Map and Zoning Regulations.

Zoning Office staff is comprised of a full-time Zoning Enforcement Officer, Land Use Inspector, and an Office Coordinator. The Office Coordinator splits his/her time between the Zoning, Zoning Board of Appeals, and Inland Wetlands Offices. The Land Use Inspector splits his/her time between the Zoning and Inland Wetlands Offices, but as of July 1, 2013, he/she is now also splitting his/her time with the Planning and Aquifer Protection Offices.

The Zoning Enforcement Officer represents the Zoning Commission and is responsible for enforcement of the regulations, review of all site plan, special permit, zone change and regulation amendment applications brought before the Zoning Commission and review of subdivision applications brought before the Planning Commission. The Enforcement Officer also works closely with the Zoning Commission on the regulation amendments initiated by the Commission. The Enforcement Officer or Land Use Inspector also reviews all residential permit applications to determine conformity with the regulations. The Zoning and Inland Wetlands Offices continue to collect and release all sedimentation and erosion control (S&E) bonds.

During fiscal year 2012-2013, 147 applications not requiring individual permits were processed and 265 zoning permits were issued with a total of \$43,257.15 in permit fees collected. Additional revenue of \$15,568.00 was generated through fees for site plan review, special permit applications, municipal citations and the sale of copies of the Zoning Regulations and Map. A total of 61 Site Plan Applications and 38 Special Permit Applications were received and reviewed. There were also 5 Zone Change Applications; 2 Regulation Amendment Applications and 3 regulation amendments initiated by the Commission. Gross engineering fees for review totaled \$45,400.51. Approximately 20 written complaints dealing with issues such as prohibited uses, unregistered motor vehicles, illegal apartments, non-permitted signs and improper erosion controls were received and investigated. Inspections, sometimes multiple inspections, were made of these sites and the appropriate follow-up action taken. Additional inspections were conducted on verbal and anonymous complaints.

**Zoning Board of Appeals
2012-2013**

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

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

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

During the 2012 – 2013 fiscal year the Zoning Board of Appeals heard 26 appeals for variance requests and 0 appeal for a decision made by the Zoning Enforcement Officer. The Board collected \$4,400.00 in application fees.

Management's Discussion and Analysis

Taken from the 2012/ 2013 Audit

The management of the Town of New Milford, Connecticut (the “Town”) offers the readers of its financial statements this narrative overview and analysis of the financial activities of the Town for the fiscal year ended June 30, 2013.

Financial Highlights

- The assets and deferred outflows of resources of the Town exceeded its liabilities at the close of the most recent fiscal year by \$178,061,393 (net position). Of this amount, \$30,238,610 represents unrestricted net position. Of this amount, \$3,616,008 represents unrestricted net position attributed to the operations of the Town’s Water Pollution Control Authority (business-type activities).
- The Town’s total net position increased by \$1,349,426 during the current fiscal year, which consisted of an increase of \$1,984,090 relating to the Town’s governmental activities and a decrease of \$634,664 relating to the Town’s business-type activities.
- As of the close of the current fiscal year, the Town’s governmental funds reported a combined ending fund balance of \$23,044,677, a current year increase of \$21,234,812 in comparison with the prior year. Of this amount, there was a current year increase of \$3,833,406 in the General Fund, an increase of \$769,119 in the Waste Management Ordinance Fund, an increase of \$22,072,523 in the Sewer Expansion Fund and a current year decrease of \$5,440,236 in the other governmental funds.
- At the close of the current fiscal year, unassigned fund balance of the General Fund was \$14,817,161 or 15.1% of total general fund expenditures and net other financing uses. Expressed another way, unassigned fund balance for the General Fund was sufficient to cover 1.8 months of General Fund operating expenditures and other financing uses.

Overview of the Financial Statements

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

Government-wide Financial Statements

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

The statement of net position presents information on all of the Town’s assets, deferred outflows of resources, and liabilities, with net position as the residual of these other elements. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.

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

Both of the government-wide financial statements are intended to distinguish functions of the Town that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the Town include activities such as: general government, public safety, public works, health and welfare, library, culture and recreation, and education. The business-type activities of the Town include the activities of the Water Pollution Control Authority.

Fund Financial Statements

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

Governmental Funds

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

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the Town's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Town maintains several individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, the Waste Management Ordinance Fund and the Sewer Expansion Fund, all of which are considered to be major funds. Data from the other governmental funds are combined into a single, aggregated presentation.

Individual fund data for each of these non-major governmental funds is provided in the form of combining statements elsewhere in this report.

The basic governmental fund financial statements can be found on pages 103-109.

Proprietary Funds

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

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

The basic proprietary fund financial statements can be found on pages 110-112.

Fiduciary Funds

Fiduciary funds are used to account for resources held for the benefit of parties outside the Town government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to the Town's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

The basic fiduciary fund financial statements can be found on pages 113 & 114.

Notes to the Financial Statements

The notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 115-148.

Other Information

In addition to the basic financial statements and accompanying notes, this report also contains required supplementary information and combining and individual fund statements and schedules which can be found on pages 64 and 65 - 93 of this report, respectively. Other supplementary information can be found on pages 94 - 97 of the full audit.

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Net Position

Over time, net position may serve as one measure of a government's financial position. Total net position of the Town (governmental and business type activities combined) totaled \$178,061,393 and \$176,711,967 as of June 30, 2013 and 2012 and are summarized as follows:

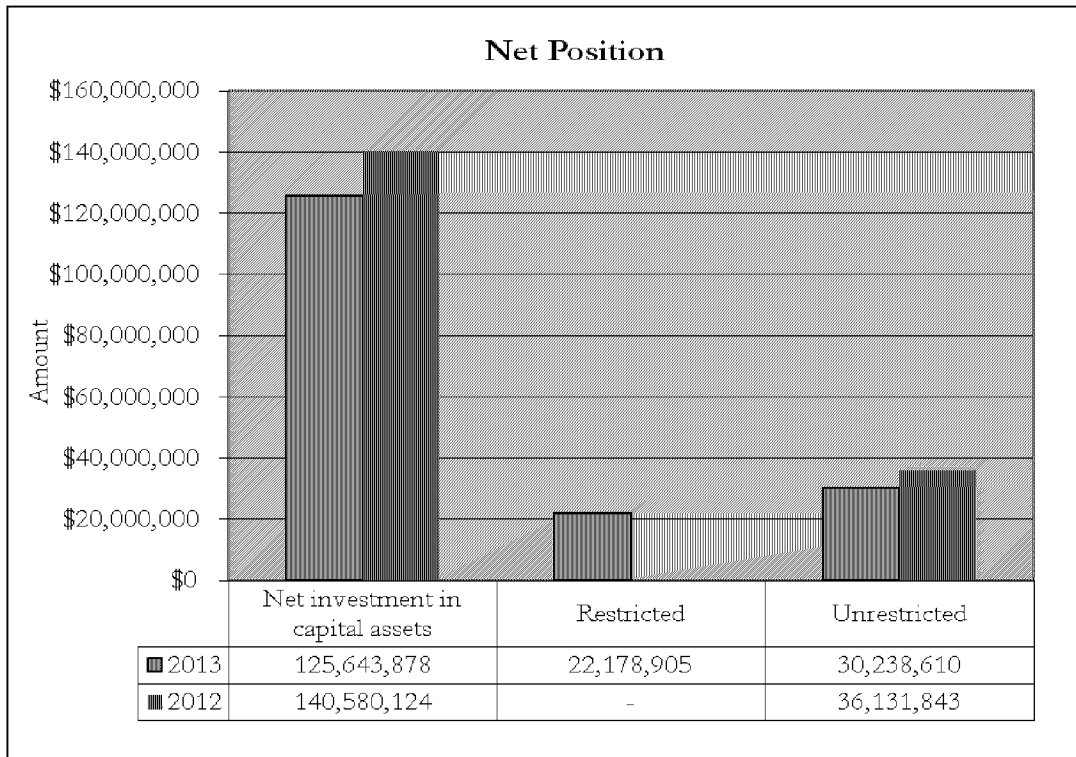
Town of New Milford, Connecticut
Net Position
June 30, 2013

	Governmental Activities	Business-type Activities	Total
Current and other assets	\$ 75,129,752	\$ 26,111,931	\$ 101,241,683
Capital assets	135,410,667	40,232,650	175,643,317
Total assets	<u>210,540,419</u>	<u>66,344,581</u>	<u>276,885,000</u>
Deferred outflows of resources	395,802	-	395,802
Other liabilities	40,965,414	330,494	41,295,908
Long-term liabilities	54,662,405	3,261,096	57,923,501
Total liabilities	<u>95,627,819</u>	<u>3,591,590</u>	<u>99,219,409</u>
Net position:			
Net investment in capital assets	110,837,753	14,806,125	125,643,878
Restricted	13,476	22,165,429	22,178,905
Unrestricted	26,622,602	3,616,008	30,238,610
Total net position	<u>\$ 137,473,831</u>	<u>\$ 40,587,562</u>	<u>\$ 178,061,393</u>

Town of New Milford, Connecticut
Net Position
June 30, 2012

	Governmental Activities	Business-type Activities	Total
Current and other assets	\$ 71,905,725	\$ 4,125,499	\$ 76,031,224
Capital assets	132,113,247	41,102,499	173,215,746
Total assets	<u>204,018,972</u>	<u>45,227,998</u>	<u>249,246,970</u>
Deferred outflows of resources	485,041	-	485,041
Other liabilities	32,726,540	275,019	33,001,559
Long-term liabilities	36,287,732	3,730,753	40,018,485
Total liabilities	<u>69,014,272</u>	<u>4,005,772</u>	<u>73,020,044</u>
Net position:			
Net investment in capital assets	103,208,378	37,371,746	140,580,124
Unrestricted	32,281,363	3,850,480	36,131,843
Total net position	<u>\$ 135,489,741</u>	<u>\$ 41,222,226</u>	<u>\$ 176,711,967</u>

Net Position (Continued)



As of June 30, 2013, 70.6% of the Town’s net position reflect its investment in capital assets, less any related debt used to acquire those assets that is still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the Town’s investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources since the capital assets themselves cannot be used to liquidate these liabilities.

Less than 1% of the Town’s net position is subject to external restrictions on how it may be used and are, therefore, presented as restricted net position.

The remainder of the Town’s net position is considered unrestricted.

Overall, net position increased by current year net income of \$1,349,426 in comparison with the prior year.

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Changes in Net Position

Changes in net position for the years ended June 30, 2013 and 2012 are as follows:

Town of New Milford, Connecticut
Changes in Net Position
For The Year Ended June 30, 2013

	Governmental Activities	Business-type Activities	Total
Revenues			
Program revenues:			
Charges for services	\$ 10,883,926	\$ 2,037,106	\$ 12,921,032
Operating grants and contributions	22,392,341	-	22,392,341
Capital grants and contributions	1,238,198	-	1,238,198
General revenues:			
Property taxes, levied for general purposes	72,733,052	-	72,733,052
Grants and contributions not restricted to specific programs	1,386,290	-	1,386,290
Income from investments	253,475	(117,363)	136,112
Total revenues	108,887,282	1,919,743	110,807,025
Expenses			
General government	10,343,679	-	10,343,679
Public safety	7,118,001	-	7,118,001
Public works	8,950,539	-	8,950,539
Health and welfare	2,743,661	-	2,743,661
Library	1,052,298	-	1,052,298
Culture and recreation	1,666,361	-	1,666,361
Education	74,016,712	-	74,016,712
Interest on long-term debt	1,011,941	-	1,011,941
Sewer	-	2,554,407	2,554,407
Total expenses	106,903,192	2,554,407	109,457,599
Change in net position	1,984,090	(634,664)	1,349,426
Net position, beginning	135,489,741	41,222,226	176,711,967
Net position, ending	\$ 137,473,831	\$ 40,587,562	\$ 178,061,393

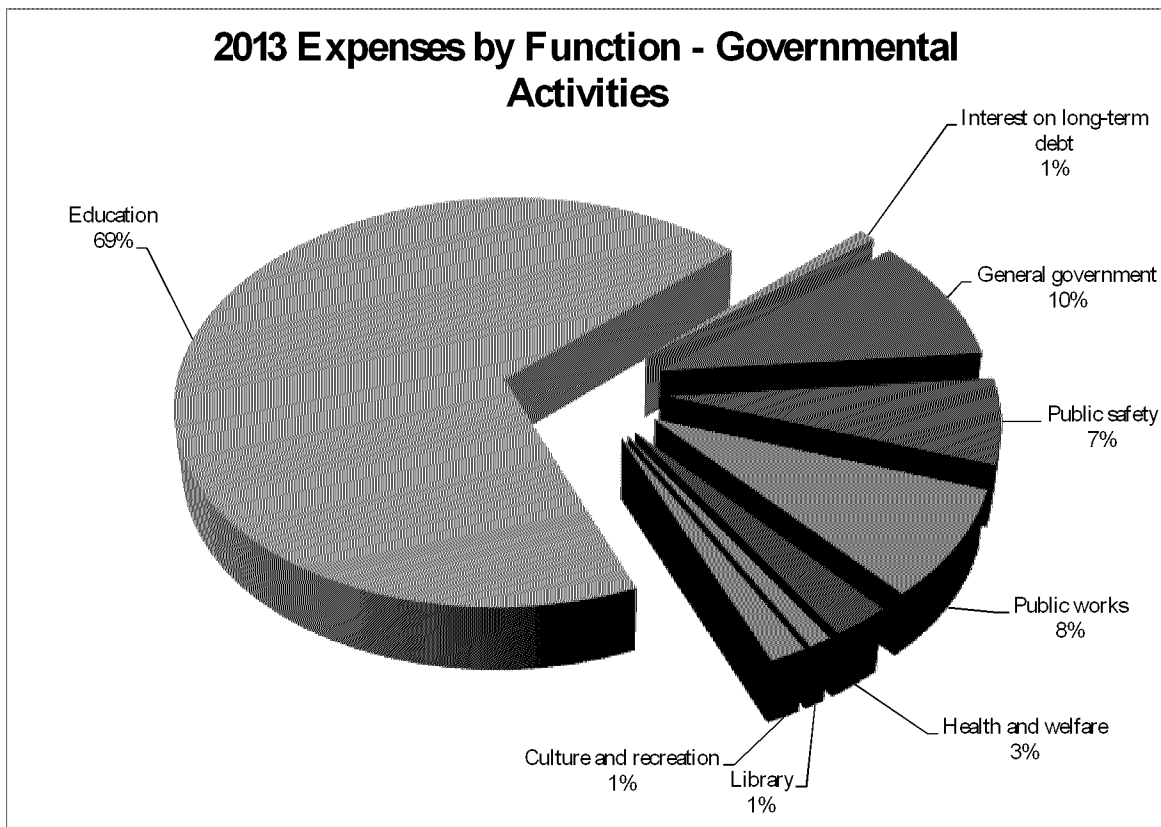
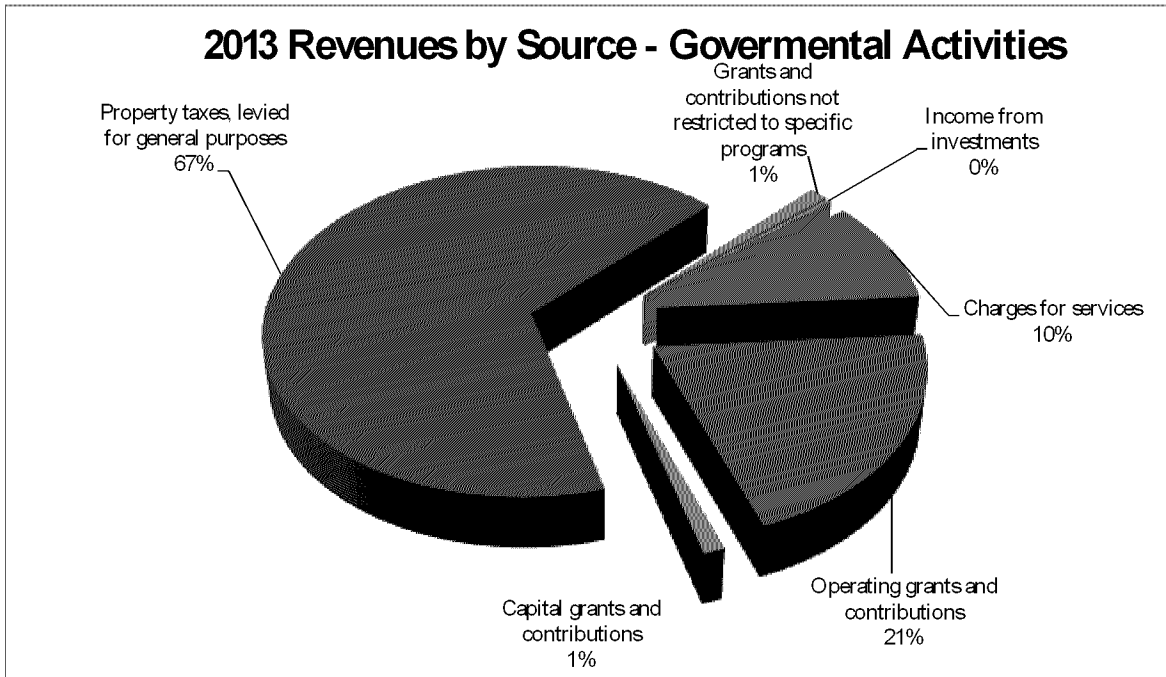
Town of New Milford
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Change in Net Position (Continued)

Town of New Milford, Connecticut
Changes in Net Position
For The Year Ended June 30, 2012

	Governmental Activities	Business-type Activities	Total
Revenues			
Program revenues:			
Charges for services	\$ 9,431,110	\$ 1,882,493	\$ 11,313,603
Operating grants and contributions	23,111,542	-	23,111,542
Capital grants and contributions	3,236,954	-	3,236,954
General revenues:			
Property taxes, levied for general purposes	70,597,618	-	70,597,618
Grants and contributions not restricted to specific programs	824,363	-	824,363
Income from investments	69,886	(199,415)	(129,529)
Loss on disposal of assets	(206,239)	(4,334,211)	(4,540,450)
Total revenues	107,065,234	(2,651,133)	104,414,101
Expenses			
General government	10,802,858	-	10,802,858
Public safety	6,941,758	-	6,941,758
Public works	10,037,031	-	10,037,031
Health and welfare	2,663,795	-	2,663,795
Library	1,096,164	-	1,096,164
Culture and recreation	1,507,343	-	1,507,343
Education	74,168,344	-	74,168,344
Interest on long-term debt	1,172,293	-	1,172,293
Sewer	-	2,149,914	2,149,914
Total expenses	108,389,586	2,149,914	110,539,500
Change in net position before transfers	(1,324,352)	(4,801,047)	(6,125,399)
Transfers	(28,868,603)	28,868,603	-
Change in net position	(30,192,955)	24,067,556	(6,125,399)
Net position, beginning	165,682,696	17,154,670	182,837,366
Net position, ending	\$ 135,489,741	\$ 41,222,226	\$ 176,711,967

Change in Net Position (Continued)



Change in Net Position (Continued)

Governmental Activities

Governmental activities increased the Town's net position by a current year change of \$1,984,090. This increase is mainly attributable the decrease in public works expense of approximately \$1.1 million from the prior year. The fiscal 2012 public works expense comprised costs related to storm clean-up reimbursed by FEMA funding. In addition, property tax revenues increased over the prior fiscal year.

Business-type Activities

Business-type activities decreased the Town's net position by a current year change of \$634,664. The current year decrease was primarily caused by depreciation expense recorded on the Sewer Expansion project. The Sewer Expansion project was capitalized at approximately \$28 million and placed into service at the end of fiscal 2012.

Financial Analysis of the Town's Funds

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

Governmental Funds

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

As of the end of the current fiscal year, the Town's governmental funds reported a combined ending fund balance of \$23,044,677.

General Fund

The General Fund is the chief operating fund of the Town. At the end of the current fiscal year, unassigned fund balance of the General Fund was \$14,817,161. As a measure of the General Fund's liquidity, it may be useful to compare unassigned fund balance to total fund expenditures. Unassigned fund balance represents 15.1% of total General Fund expenditures and other financing uses. Expressed another way, unassigned fund balance for the general fund was sufficient to cover 1.8 months of General Fund operating expenditures and other financing uses.

The fund balance of the Town's General Fund increased by \$3,833,406 during the current fiscal year, which was primarily due to the decrease in both education and public works expenditures, as well as an overall increase in property tax revenue.

Waste Management Fund

The fund balance of the Waste Management Fund increased by \$769,119 during the current fiscal year. This increase was primarily due to proceeds received related to a long-term settlement receivable discussed in Note E.

Sewer Expansion Fund

The fund balance of the Sewer Expansion Fund increased by \$22,072,523 during the current fiscal year. This increase was primarily due to the proceeds received from the conversion to permanent financing from the State of Connecticut Clean Water Fund in the amount of \$22,165,429. See Note I in the full audit for additional discussion regarding the Clean Water Loan.

General Fund Budgetary Highlights

The actual net change in fund balance of the General Fund on a budgetary basis was an increase of \$3,136,183. Expenditures were \$2,239,758 less than budgeted, due to a decrease in both education and debt service expenditures. Total budgetary revenues were \$1,647,501 more than expected, due to unbudgeted grant receipts from FEMA and the State of Connecticut Municipal Revenue Sharing program. During the year ended June 30, 2013, the Town Council approved additional appropriations of \$467,393 from fund balance.

Capital Asset and Debt Administration

Capital Assets

The Town's investment in capital assets for its governmental and business type activities as of June 30, 2013 totaled \$175,643,317 (net of accumulated depreciation and amortization). This investment in capital assets includes land, construction in progress, buildings and improvements, infrastructure, land improvements, and machinery and equipment. The total increase in the Town's investment in capital assets for the current fiscal year was \$2,427,571 or 1.4%. This increase consisted primarily of capital asset additions of approximately \$9.9 million, offset by depreciation expense of approximately \$6.3 million and asset disposals of approximately \$1.1 million. Major capital asset events during the current fiscal year included the following:

- Outlays of approximately \$108,000 for certain ongoing capital projects, including the Emergency Generator Replacement project, the Septage Receiving Facility project and the Sewer System GIS project.
- Outlays for various road construction and improvements totaling \$1,242,009.
- Outlays of \$2.7 million pertaining to the Police Communications project.
- Outlays of \$2.2 million pertaining to the Route 7 Pump Station project.
- Outlays for various machinery and equipment and vehicles totaling approximately \$1.4 million.

Capital Assets (Continued)

The following are tables of the investment in capital assets presented for both governmental and business-type activities:

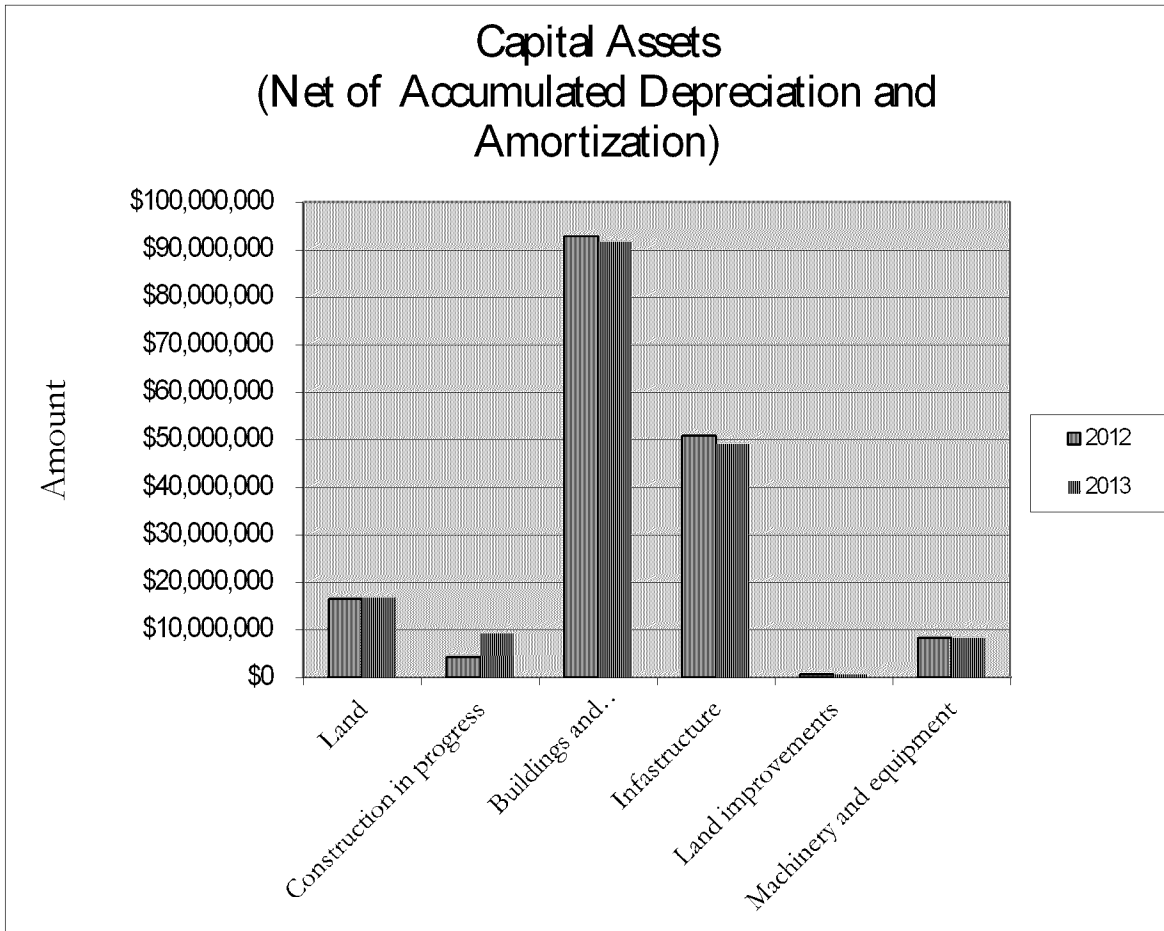
**Town of New Milford, Connecticut
Capital Assets, Net
June 30, 2013**

	Governmental Activities	Business-type Activities	Total
Land	\$ 16,778,689	\$ 5,000	\$ 16,783,689
Construction in progress	9,037,972	173,909	9,211,881
Buildings and improvements	62,910,585	28,826,015	91,736,600
Infrastructure	40,841,022	8,261,727	49,102,749
Land improvements	573,834	-	573,834
Machinery and equipment	5,268,565	2,965,999	8,234,564
Totals	\$ 135,410,667	\$40,232,650	\$175,643,317

**Town of New Milford, Connecticut
Capital Assets, Net
June 30, 2012**

	Governmental Activities	Business-type Activities	Total
Land	\$ 16,478,453	\$ 5,000	\$ 16,483,453
Construction in progress	3,833,204	431,594	4,264,798
Buildings and improvements	63,787,793	29,049,462	92,837,255
Infrastructure	42,325,636	8,480,263	50,805,899
Land improvements	576,368	-	576,368
Machinery and equipment	5,111,793	3,136,180	8,247,973
Totals	\$ 132,113,247	\$41,102,499	\$173,215,746

Capital Assets (Continued)



Additional information on the Town's capital assets can be found in Note D.

Long-term Debt

At the end of the current fiscal year, the Town had total debt outstanding of \$83,995,956. This entire amount is comprised of debt backed by the full faith and credit of the Town. The Town's total debt increased by \$27,253,219 or 48.1% during the current fiscal year due primarily to the issuance of a bond anticipation note in the amount of \$35,050,000 and the conversion to permanent financing with the State of Connecticut Clean Water Fund. The Clean Water Loan was issued in the amount of \$22,165,429 and was used to pay down the bond anticipation note in fiscal 2014.

State statutes limit the amount of general obligation debt the Town may issue to seven times its annual receipts from taxation, as defined by the statutes. The current debt limitation for the Town is \$506,939,321, which is in excess of the Town's outstanding general obligation debt.

Long-term Debt (Continued)

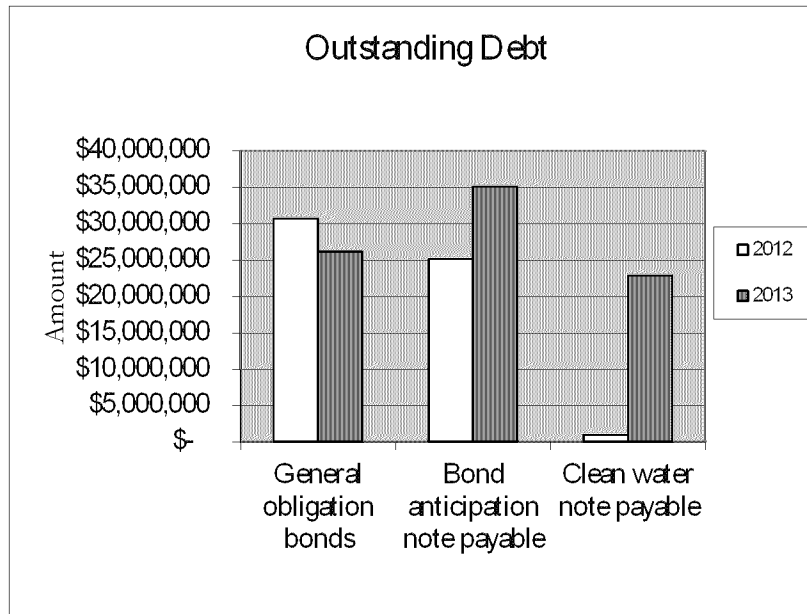
The following are tables of long-term bonded debt:

**Town of New Milford, Connecticut
Long-term Debt
June 30, 2013**

	Governmental Activities	Business-type Activities	Total
General obligation bonds	\$ 23,347,816	\$ 2,777,184	\$ 26,125,000
Bond anticipation note payable	35,050,000	-	35,050,000
Clean water note payable	171,615	22,649,341	22,820,956
Totals	\$ 58,569,431	\$ 25,426,525	\$ 83,995,956

**Town of New Milford, Connecticut
Long-term Debt
June 30, 2012**

	Governmental Activities	Business-type Activities	Total
General obligation bonds	\$ 27,631,146	\$ 3,053,854	\$ 30,685,000
Bond anticipation note payable	25,140,000	-	25,140,000
Clean water note payable	240,838	676,899	917,737
Totals	\$ 53,011,984	\$ 3,730,753	\$ 56,742,737



Additional information on the Town's long-term debt can be found in Note I.

Economic Factors and Next Year's Budget and Rates

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

- The unemployment rate for the Town is currently 6.7%, while the state's average unemployment rate is 8.0% and the national unemployment rate is 7.6%.
- Unassigned fund balance of the General Fund totals \$14,817,161 at June 30, 2013.
- Significant estimates affecting next year's budget that are subject to change in the near term consist of the following:
 - For purposes of calculating property tax revenues for fiscal year 2014, the assessor's grand list was used along with an estimated tax rate, and an estimated rate of collection, with deductions for taxes to be paid by the State on behalf of certain taxpayers.
 - Intergovernmental grants were based on estimates from the State. Connecticut's economy moves in the same general cycle as the national economy, which may affect the amount of intergovernmental revenues the Town will receive in fiscal year 2014 and thereafter.
 - It is unknown how changes in market interest rates will impact real estate activity and related revenues collected by the Town Clerk and the amount of conveyance taxes and interest income.

All of these factors were considered in preparing the Town's budget for fiscal year 2014.

Requests for Information

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

**Basic
Financial
Statements**

Town of New Milford
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TOWN OF NEW MILFORD, CONNECTICUT
STATEMENT OF NET POSITION
JUNE 30, 2013

	Primary Government		Total
	Governmental Activities	Business-type Activities	
ASSETS			
Cash and cash equivalents	\$ 37,146,274	\$ 4,259,640	\$ 41,405,914
Restricted cash	22,165,429	-	22,165,429
Investments	1,373,711	-	1,373,711
Receivables:			
Property taxes, net of allowance for uncollectible of \$223,000	2,335,515	-	2,335,515
Interest on property taxes and assessments, net of allowance for uncollectible of \$246,000	647,526	-	647,526
Sewer user charges	-	192,701	192,701
Special assessment and connection fees	-	456,852	456,852
Intergovernmental	1,658,501	-	1,658,501
Settlement	1,600,000	-	1,600,000
Other	587,080	13,000	600,080
Internal balances	(19,211,212)	19,211,212	-
Inventories	43,701	107,862	151,563
Noncurrent assets:			
Net pension asset	596,760	-	596,760
Receivables:			
Special assessment and connection fees	-	1,870,664	1,870,664
Intergovernmental	4,086,467	-	4,086,467
Settlement	22,100,000	-	22,100,000
Capital assets:			
Non-depreciable	25,816,661	178,909	25,995,570
Depreciable, net	109,594,006	40,053,741	149,647,747
Total assets	<u>210,540,419</u>	<u>66,344,581</u>	<u>276,885,000</u>
DEFERRED OUTFLOWS OF RESOURCES			
Deferred charges on refunding	395,802	-	395,802
LIABILITIES			
Accounts payable	3,388,616	54,235	3,442,851
Accrued liabilities:			
Salaries and benefits payable	379,578	16,016	395,594
Accrued interest	442,037	56,829	498,866
Escrow deposits	-	141,037	141,037
Other accrued liabilities	117,894	62,377	180,271
Claims payable	869,900	-	869,900
Unearned revenue	700,581	-	700,581
Due to funding source	16,808	-	16,808
Bond anticipation note payable	35,050,000	-	35,050,000
Noncurrent liabilities:			
Due within one year:			
Bonds and notes payable	3,792,553	951,617	4,744,170
Capital lease obligations	352,143	-	352,143
Compensated absences	239,092	-	239,092
Early retirement incentive	312,000	-	312,000
Due in more than one year:			
Bonds and notes payable	20,600,656	24,474,908	45,075,564
Capital lease obligations	223,364	-	223,364
Compensated absences	259,073	-	259,073
Early retirement incentive	312,000	-	312,000
Pollution remediation obligation	4,750,000	-	4,750,000
Net OPEB obligation	1,656,095	-	1,656,095
Total liabilities	<u>73,462,390</u>	<u>25,757,019</u>	<u>99,219,409</u>
NET POSITION			
Net investment in capital assets	110,837,753	14,806,125	125,643,878
Restricted for:			
Grant program purposes	4,432	-	4,432
Other purposes	9,044	-	9,044
Debt repayment	-	22,165,429	22,165,429
Unrestricted	26,622,602	3,616,008	30,238,610
Total net position	<u>\$ 137,473,831</u>	<u>\$ 40,587,562</u>	<u>\$ 178,061,393</u>

*Town of New Milford
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TOWN OF NEW MILFORD, CONNECTICUT								
STATEMENT OF ACTIVITIES								
FOR THE YEAR ENDED JUNE 30, 2013								
Functions/ Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position			
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Total	
Primary Government:								
Governmental activities:								
General government	\$ 10,343,679	\$ 1,490,046	\$ -	\$ -	\$ (8,853,633)	\$ -	\$ (8,853,633)	
Public safety	7,118,001	760,195	102,768	-	(6,255,038)	-	(6,255,038)	
Public works	8,950,539	473,276	296,426	1,238,198	(6,942,639)	-	(6,942,639)	
Health and welfare	2,743,661	197,538	369,236	-	(2,176,887)	-	(2,176,887)	
Library	1,052,298	37,456	47,686	-	(967,156)	-	(967,156)	
Culture and recreation	1,666,361	1,148,606	2,465	-	(515,290)	-	(515,290)	
Education	74,016,712	6,776,809	21,573,760	-	(45,666,143)	-	(45,666,143)	
Interest expense	1,011,941	-	-	-	(1,011,941)	-	(1,011,941)	
Total governmental activities	<u>106,903,192</u>	<u>10,883,926</u>	<u>22,392,341</u>	<u>1,238,198</u>	<u>(72,388,727)</u>	<u>-</u>	<u>(72,388,727)</u>	
Business-type activities:								
Sewer	<u>2,554,407</u>	<u>2,037,106</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(517,301)</u>	<u>(517,301)</u>	
Total primary government	<u>\$ 109,457,599</u>	<u>\$ 12,921,032</u>	<u>\$ 22,392,341</u>	<u>\$ 1,238,198</u>	<u>(72,388,727)</u>	<u>(517,301)</u>	<u>(72,906,028)</u>	
General revenues:								
Property taxes, levied for general purposes					72,733,052	-	72,733,052	
Grants and contributions not restricted to specific programs					1,386,290	-	1,386,290	
Investment earnings					253,475	(117,363)	136,112	
Total general revenues					<u>74,372,817</u>	<u>(117,363)</u>	<u>74,255,454</u>	
					Change in net position	1,984,090	(634,664)	1,349,426
					Net position - beginning	135,489,741	41,222,226	176,711,967
					Net position - ending	<u>\$ 137,473,831</u>	<u>\$ 40,587,562</u>	<u>\$ 178,061,393</u>

*Town of New Milford
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TOWN OF NEW MILFORD, CONNECTICUT

BALANCE SHEET

GOVERNMENTAL FUNDS

JUNE 30, 2013

	General Fund	Waste Management Ordinance	Sewer Expansion Fund	Other Governmental Funds	Total Governmental Funds
ASSETS					
Cash and cash equivalents	\$ 17,924,283	\$ 7,267,474	\$ 22,480,274	\$ 10,445,574	\$ 58,117,605
Investments	-	-	-	1,373,711	1,373,711
Receivables:					
Property taxes, net of allowance for net of allowance for uncollectibles of \$223,000	2,335,515	-	-	-	2,335,515
Interest on property taxes net of allowance for uncollectibles of \$246,000	647,526	-	-	-	647,526
Intergovernmental	290,854	-	-	97,344	388,198
Other	339,807	-	-	247,273	587,080
Due from other funds	3,641,172	-	-	148,788	3,789,960
Inventories	32,856	-	-	10,845	43,701
Total assets	<u>\$ 25,212,013</u>	<u>\$ 7,267,474</u>	<u>\$ 22,480,274</u>	<u>\$ 12,323,535</u>	<u>\$ 67,283,296</u>
LIABILITIES					
Accounts payable	\$ 853,505	\$ -	\$ -	\$ 336,382	\$ 1,189,887
Accrued liabilities:					
Salaries and benefits payable	379,578	-	-	-	379,578
Other	45,921	-	-	71,973	117,894
Due to other funds	3,242,030	-	22,165,429	700,844	26,108,303
Due to the State of Connecticut	-	-	-	16,808	16,808
Unearned revenue	462,801	-	-	237,780	700,581
Bond anticipation note payable	-	-	184,571	12,700,000	12,884,571
Total liabilities	<u>4,983,835</u>	<u>-</u>	<u>22,350,000</u>	<u>14,063,787</u>	<u>41,397,622</u>
DEFERRED INFLOWS OF RESOURCES					
Unavailable revenue - property taxes and interest	2,840,997	-	-	-	2,840,997
FUND BALANCES (DEFICIT)					
Nonspendable:					
Inventories	32,856	-	-	10,845	43,701
Restricted for:					
Grant program purposes	-	-	-	4,432	4,432
Exernal	-	-	-	9,044	9,044
Committed to:					
Public safety	-	-	-	35,221	35,221
Public Works	-	-	-	219,947	219,947
Health and welfare	-	-	-	131,533	131,533
Library	-	-	-	1,420,012	1,420,012
Culture and recreation	-	-	-	135,609	135,609
Education	-	-	-	695,146	695,146
Capital purposes	-	7,267,474	130,274	2,991,565	10,389,313
Volunteer fire	291,011	-	-	-	291,011
Revaluation	143,400	-	-	-	143,400
Assigned to:					
Subsequent appropriations	727,015	-	-	-	727,015
General government	40,254	-	-	-	40,254
Public safety	65,722	-	-	-	65,722
Public works	211,452	-	-	-	211,452
Health and welfare	18,971	-	-	-	18,971
Culture and recreation	66,622	-	-	-	66,622
Education	639,097	-	-	-	639,097
Capital purposes	333,620	-	-	-	333,620
Unassigned	14,817,161	-	-	(7,393,606)	7,423,555
Total fund balances (deficit)	<u>17,387,181</u>	<u>7,267,474</u>	<u>130,274</u>	<u>(1,740,252)</u>	<u>23,044,677</u>
Total liabilities, deferred inflows of resources, and fund balances (deficit)	<u>\$ 25,212,013</u>	<u>\$ 7,267,474</u>	<u>\$ 22,480,274</u>	<u>\$ 12,323,535</u>	<u>\$ 67,283,296</u>

Town of New Milford
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TOWN OF NEW MILFORD, CONNECTICUT

RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
JUNE 30, 2013

Total fund balances (deficit) for governmental funds		\$ 23,044,677
Total net position reported for governmental activities in the statement of net position is different because:		
Capital assets used in governmental activities are not financial resources and therefore are not reported in the governmental funds. Those assets consist of:		
Land	\$ 16,778,689	
Construction in progress	9,037,972	
Buildings and improvements	93,607,918	
Infrastructure	100,947,895	
Land improvements	1,067,257	
Machinery and equipment	19,202,565	
Less accumulated depreciation and amortization	<u>(105,231,629)</u>	
Total capital assets, net		135,410,667
Annual required pension contributions not contributed or expected to be liquidated with expendable available resources are not reported as fund liabilities. Such liabilities are applicable to the Town's governmental activities and are reported in the statement of net position.		
		(2,198,729)
The net pension asset resulting from contributions in excess of the annual required contributions are not financial resources and, therefore, are not reported in the funds.		
		596,760
Some of the Town's taxes and interest will be collected after year end, but are not available soon enough to pay for the current period's expenditures, and, therefore, are reported as deferred inflows of resources in the funds:		
		2,840,997
Long-term receivables are not available soon enough to pay for the current periods expenditures and, therefore, are not reported in the funds:		
School construction receivable	5,356,770	
Settlement receivable	<u>23,700,000</u>	
		29,056,770
Long-term liabilities and related amounts applicable to the Town's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities and related amounts - both current and long-term - are reported in the statement of net position.		
Accrued interest payable	(442,037)	
Long-term debt:		
Bond anticipation note payable	(22,165,429)	
Bonds and note payable	(24,393,209)	
Deferred charges on refunding	395,802	
Other long-term liabilities:		
Capital lease obligations	(575,507)	
Compensated absences	(498,165)	
Early retirement incentive	(624,000)	
Pollution remediation obligation	(4,750,000)	
Net OPEB obligation	<u>(1,656,095)</u>	
Total long-term liabilities		(54,708,640)
An internal service fund is used by the Town to charge the cost of risk management activities to individual funds. The assets and liabilities of the internal service fund are included in governmental activities in the statement of net position.		
		<u>3,431,329</u>
Net position of governmental activities		<u>\$ 137,473,831</u>

*Town of New Milford
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TOWN OF NEW MILFORD, CONNECTICUT

STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES (DEFICIT)
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2013

	General Fund	Waste Management Ordinance	Sewer Expansion Fund	Other Governmental Funds	Total Governmental Funds
REVENUES					
Property taxes	\$ 72,459,370	\$ -	\$ -	\$ -	\$ 72,459,370
Intergovernmental	23,289,243	-	12,559	2,936,859	26,238,661
Charges for services	4,431,448	-	-	3,972,180	8,403,628
Donations	-	-	-	44,416	44,416
Investment earnings	43,081	11,809	3,739	194,612	253,241
Miscellaneous	-	1,600,000	-	76,655	1,676,655
Total revenues	<u>100,223,142</u>	<u>1,611,809</u>	<u>16,298</u>	<u>7,224,722</u>	<u>109,075,971</u>
EXPENDITURES					
Current:					
General government	10,247,670	-	-	-	10,247,670
Public safety	6,278,608	-	-	9,133	6,287,741
Public works	4,985,714	-	-	106,270	5,091,984
Health and welfare	2,494,697	-	-	17,335	2,512,032
Library	-	-	-	1,052,298	1,052,298
Culture and recreation	1,276,312	-	-	6,614	1,282,926
Education	63,309,161	-	-	5,545,531	68,854,692
Debt service:					
Principal payments	4,783,156	-	208,771	-	4,991,927
Interest and fiscal charges	1,165,592	-	-	-	1,165,592
Capital outlays	<u>1,798,427</u>	<u>299,712</u>	<u>57,088</u>	<u>7,228,337</u>	<u>9,383,564</u>
Total expenditures	<u>96,339,337</u>	<u>299,712</u>	<u>265,859</u>	<u>13,965,518</u>	<u>110,870,426</u>
Excess (deficiency) of revenues over expenditures	3,883,805	1,312,097	(249,561)	(6,740,796)	(1,794,455)
OTHER FINANCING SOURCES (USES)					
Capital lease financing	559,646	-	-	-	559,646
Proceeds from bond anticipation note payable	-	-	22,165,429	-	22,165,429
Premium on bond anticipation notes	-	-	-	281,802	281,802
Transfers in	1,156,995	-	156,655	1,767,040	3,080,690
Transfers out	<u>(1,767,040)</u>	<u>(542,978)</u>	<u>-</u>	<u>(748,282)</u>	<u>(3,058,300)</u>
Total other financing sources (uses)	<u>(50,399)</u>	<u>(542,978)</u>	<u>22,322,084</u>	<u>1,300,560</u>	<u>23,029,267</u>
Net change in fund balances	3,833,406	769,119	22,072,523	(5,440,236)	21,234,812
Fund balances (deficit) - beginning	<u>13,553,775</u>	<u>6,498,355</u>	<u>(21,942,249)</u>	<u>3,699,984</u>	<u>1,809,865</u>
Fund balances (deficit) - ending	<u>\$ 17,387,181</u>	<u>\$ 7,267,474</u>	<u>\$ 130,274</u>	<u>\$ (1,740,252)</u>	<u>\$ 23,044,677</u>

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TOWN OF NEW MILFORD, CONNECTICUT		
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES (DEFICIT) OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES FOR THE YEAR ENDED JUNE 30, 2013		
Net change in fund balances (deficit) - total governmental funds	\$	21,234,812
Total change in net position reported for governmental activities in the statement of activities is different because:		
<p>Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. The amount by which capital outlays exceeded depreciation expense and transfers in the current period is as follows:</p>		
Expenditures for capital assets	\$ 8,738,529	
Depreciation and amortization expense	<u>(5,340,698)</u>	
Net adjustment		3,397,831
<p>In the statement of activities, only the gain (loss) on the sale of capital assets is reported whereas the proceeds from the sale increase financial resources in the governmental funds.</p>		
		(100,411)
<p>Certain revenues are not susceptible to accrual and, therefore, are only reported as revenue in the funds when the cash is received by the Town. In the government-wide financial statements, the cash received reduces the receivable recognized in the government-wide statement of net position:</p>		
School construction receivable	(1,318,574)	
Settlement receivable	<u>(1,600,000)</u>	
		(2,918,574)
<p>The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of principal on long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. The net effect of these differences in the treatment of long-term obligations is as follows:</p>		
Debt issued or incurred:		
Bond anticipation note payable	(22,165,429)	
Capital lease financing	(559,646)	
Principal repayments:		
Bonds and note payable	4,352,553	
Capital lease financing	<u>545,726</u>	
Net adjustment		(17,826,796)
<p>Under the modified accrual basis of accounting used in the governmental funds, expenditures are not recognized for transactions that are not normally paid with expendable available financial resources. In the statement of activities, however, which is presented on the accrual basis, expenses and liabilities are reported regardless of when financial resources are available. In addition, interest on long-term debt is not recognized under the modified accrual basis of accounting until due, rather than as it accrues. The net effect of such items is as follows:</p>		
Accrued interest	88,740	
Bond premium amortization	82,561	
Deferred charges amortization	(89,239)	
Compensated absences	(62,155)	
Early retirement incentive	364,000	
Landfill postclosure	(420,000)	
Net OPEB obligations	(512,283)	
Net pension asset	12,845	
Annual required pension contribution (payable)	<u>229,344</u>	
		(306,187)
<p>Certain revenues reported in the statement of activities do not provide current financial resources and therefore are reported as deferred inflows of revenue in governmental funds. This amount represents the change in deferred inflows.</p>		
		273,682
<p>Internal service funds are used by management to charge the costs of certain activities to individual funds. The net revenue (expense) of a certain internal service fund is reported with governmental activities.</p>		
		<u>(1,770,267)</u>
Change in net position of governmental activities	\$	<u>1,984,090</u>

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TOWN OF NEW MILFORD, CONNECTICUT
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL -
BUDGETARY BASIS - GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual	Variance With Final Budget Over (Under)
	Original	Final		
REVENUES				
Property taxes	\$ 71,925,473	\$ 71,925,473	\$ 72,459,370	533,897
Licenses and permits	504,500	528,500	519,137	(9,363)
Intergovernmental	14,491,074	14,521,354	15,763,605	1,242,251
Charges for goods and services	3,988,382	4,012,069	3,900,015	(112,054)
Investment earnings	50,000	50,000	42,770	(7,230)
Total revenues	<u>90,959,429</u>	<u>91,037,396</u>	<u>92,684,897</u>	<u>1,647,501</u>
EXPENDITURES				
Current:				
General government	10,770,480	10,562,249	10,259,689	(302,560)
Public safety	6,000,036	6,406,212	6,218,620	(187,592)
Public works	4,996,805	5,033,558	4,888,841	(144,717)
Health and welfare	2,208,296	2,261,327	2,188,543	(72,784)
Culture and recreation	1,420,991	1,436,913	1,324,809	(112,104)
Education	57,557,533	57,557,533	56,786,726	(770,807)
Debt service:				
Principal payments	4,822,210	4,822,210	4,353,995	(468,215)
Interest and fiscal charges	1,361,960	1,361,960	1,146,162	(215,798)
Capital outlays	1,462,377	1,699,982	1,734,801	34,819
Total expenditures	<u>90,600,688</u>	<u>91,141,944</u>	<u>88,902,186</u>	<u>(2,239,758)</u>
Excess (deficiency) of revenues over expenditures	358,741	(104,548)	3,782,711	3,887,259
OTHER FINANCING SOURCES (USES)				
Cancellation of prior year encumbrances	-	-	120,772	120,772
Appropriation of fund balance	-	467,393	-	(467,393)
Transfers out	(1,916,198)	(1,920,302)	(1,917,040)	3,262
Transfers in	1,557,457	1,557,457	1,149,740	(407,717)
Total other financing sources (uses)	<u>(358,741)</u>	<u>104,548</u>	<u>(646,528)</u>	<u>(751,076)</u>
Net change in fund balances	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,136,183</u>	<u>\$ 3,136,183</u>
Fund balance - beginning			<u>12,584,249</u>	
Fund balance - ending			<u>\$ 15,720,432</u>	

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TOWN OF NEW MILFORD, CONNECTICUT

STATEMENT OF NET POSITION -

PROPRIETARY FUNDS

JUNE 30, 2013

	<u>Business-type Activities</u>	<u>Governmental Activities</u>
	<u>Water Pollution Control Authority</u>	<u>Internal Service Fund</u>
ASSETS		
Current assets:		
Cash and cash equivalents	\$ 4,259,640	\$ 1,194,098
Receivables:		
Sewer user charges	192,701	-
Connection fees	93,538	-
Assessments	363,314	-
Other	13,000	-
Due from other funds	22,165,429	3,107,131
Inventories	107,862	-
Noncurrent assets:		
Receivables:		
Connection fees	152,972	-
Assessments	1,717,692	-
Capital assets:		
Non-depreciable	178,909	-
Depreciable, net	40,053,741	-
Total assets	<u>69,298,798</u>	<u>4,301,229</u>
LIABILITIES		
Current liabilities:		
Accounts payable	54,235	-
Accrued liabilities:		
Salaries and benefits payable	16,016	-
Accrued interest	56,829	-
Escrow deposits	141,037	-
Other	62,377	-
Claims payable	-	869,900
Due to other funds	2,954,217	-
Non-current liabilities:		
Due within one year:		
Bonds and notes payable	951,617	-
Due in more than one year:		
Bonds and notes payable	24,474,908	-
Total liabilities	<u>28,711,236</u>	<u>869,900</u>
NET POSITION		
Net investment in capital assets	36,971,554	-
Unrestricted	3,616,008	3,431,329
Total net position	<u>\$ 40,587,562</u>	<u>\$ 3,431,329</u>

TOWN OF NEW MILFORD, CONNECTICUT

STATEMENT OF REVENUES, EXPENSES AND
CHANGES IN NET POSITION -
PROPRIETARY FUNDS
FOR THE YEAR ENDED JUNE 30, 2013

	Business-type Activities	Governmental Activities
	Water Pollution Control Authority	Internal Service Fund
OPERATING REVENUES		
Charges for services and premiums	\$ 2,037,106	\$ 10,211,535
Total operating revenues	<u>2,037,106</u>	<u>10,211,535</u>
OPERATING EXPENSES		
Personnel services	520,357	-
Employee benefits	332,812	-
Utilities	203,754	-
Laboratory	14,393	-
Maintenance and repairs	72,815	-
Process expense	318,249	-
Claims incurred	-	10,874,046
Administration	88,103	1,085,600
Depreciation and amortization	1,003,924	-
Total operating expenses	<u>2,554,407</u>	<u>11,959,646</u>
Operating loss	(517,301)	(1,748,111)
NON-OPERATING INCOME (EXPENSE)		
Interest income	55,620	234
Interest expense	(172,983)	-
Total non-operating income (expense)	<u>(117,363)</u>	<u>234</u>
Change in net position before transfer out	(634,664)	(1,747,877)
Transfer out	-	(22,390)
Change in net position	<u>(634,664)</u>	<u>(1,770,267)</u>
Net position - beginning	<u>41,222,226</u>	<u>5,201,596</u>
Net position - ending	<u>\$ 40,587,562</u>	<u>\$ 3,431,329</u>

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TOWN OF NEW MILFORD, CONNECTICUT

STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
FOR THE YEAR ENDED JUNE 30, 2013

	Business-type Activities	Governmental Activities
	Water Pollution Control Authority	Internal Service Fund
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash received for the following:		
Customers and users	\$ 2,393,590	\$ 12,342,699
Cash paid for the following:		
Personnel services	(518,254)	-
Employee benefits	(332,812)	-
Utilities	334	-
Laboratory	(14,393)	-
Maintenance and repairs	(75,241)	-
Process expense	(258,651)	-
Claims incurred	-	(11,043,546)
Administration	(88,103)	(1,085,600)
Net cash provided by operating activities	<u>1,106,470</u>	<u>213,553</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES		
Transfer out	-	(22,390)
Net cash used in noncapital financing activities	<u>-</u>	<u>(22,390)</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES		
Purchases of capital assets	(134,075)	-
Interest paid on capital debt	(179,209)	-
Principal paid on capital debt	(469,657)	-
Net cash used in capital and related financial activities	<u>(782,941)</u>	<u>-</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Interest income	55,620	234
Net cash provided by investing activities	<u>55,620</u>	<u>234</u>
Net increase in cash and cash equivalents	379,149	191,397
Cash and cash equivalents, beginning of year	<u>3,880,491</u>	<u>1,002,701</u>
Cash and cash equivalents, end of year	<u>\$ 4,259,640</u>	<u>\$ 1,194,098</u>
RECONCILIATION OF OPERATING LOSS TO NET CASH PROVIDED BY OPERATING ACTIVITIES		
Operating loss	\$ (517,301)	\$ (1,748,111)
Adjustments to reconcile operating loss to net cash provided by operating activities:		
Depreciation and amortization	1,003,924	-
Changes in assets and liabilities:		
Decrease in receivables	356,484	-
Increase in inventory	(2,426)	-
Increase in accounts payable	35,811	-
Increase in accrued payroll	2,103	-
Increase in other accruals	23,787	-
Increase in due to other funds	204,088	2,131,164
Decrease in claims payable	-	(169,500)
Net cash provided by operating activities	<u>\$ 1,106,470</u>	<u>\$ 213,553</u>

TOWN OF NEW MILFORD, CONNECTICUT

STATEMENT OF FIDUCIARY NET POSITION

FIDUCIARY FUNDS

JUNE 30, 2013

	Pension and Other Post- Employment Benefits Trust Funds	Private Purpose Trust Funds	Agency Funds
ASSETS			
Cash and cash equivalents	\$ 233,104	\$ 67,253	\$ 2,528,240
Investments, at fair value:			
Pooled separate accounts	41,044,960	-	-
Mutual funds	-	49,459	555,378
Corporate bonds	-	-	266,934
Common stock	-	14,774	-
Employer contribution receivable	2,198,729	-	-
Total assets	<u>43,476,793</u>	<u>131,486</u>	<u>\$ 3,350,552</u>
LIABILITIES			
Due to student groups	-	-	526,600
Due to others	-	-	2,823,952
Total liabilities	<u>-</u>	<u>-</u>	<u>\$ 3,350,552</u>
NET POSITION			
Held in trust for pension benefits and other purposes	<u>\$ 43,476,793</u>	<u>\$ 131,486</u>	

TOWN OF NEW MILFORD, CONNECTICUT

**STATEMENT OF CHANGES
IN FIDUCIARY NET POSITION
FOR THE YEAR ENDED JUNE 30, 2013**

	Pension and Other Post Employment Benefits Trust Funds	Private Purpose Trust Funds
ADDITIONS		
Contributions:		
Employer	\$ 2,198,729	\$ -
Plan members	422,245	-
Total contributions	<u>2,620,974</u>	<u>-</u>
Investment earnings:		
Interest	-	895
Net increase in the fair value of investments	<u>1,995,162</u>	<u>5,934</u>
Total investment earnings	<u>1,995,162</u>	<u>6,829</u>
Total additions	<u>4,616,136</u>	<u>6,829</u>
DEDUCTIONS		
Benefit payments	3,982,239	-
Awards expense	-	500
Administrative expenses	<u>19,147</u>	<u>921</u>
Total deductions	<u>4,001,386</u>	<u>1,421</u>
Change in net position	614,750	5,408
Net position - beginning	<u>42,862,043</u>	<u>126,078</u>
Net position - ending	<u>\$ 43,476,793</u>	<u>\$ 131,486</u>

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the Town of New Milford, Connecticut (the “Town”) conform to accounting principles generally accepted in the United States of America, as applicable to governmental organizations. The following is a summary of significant accounting policies:

Financial Reporting Entity

The Town of New Milford, Connecticut was originally settled in 1706 and was granted the powers and privileges of a township by the General Assembly of Connecticut in 1712. The current charter in use was approved and has been amended as recently as 2007. The Town operates under a Town Council and Board of Finance form of government and provides the following services as authorized by its charter: public safety, public works, health and welfare, library, culture and recreation, education, and sewers.

Accounting principles generally accepted in the United States of America require that the reporting entity include the primary government and its component units, entities for which the government is considered to be financially accountable, all organizations for which the primary government is financially accountable, and other organizations which by nature and significance of their relationship with the primary government would cause the financial statements to be incomplete or misleading if excluded. Blended component units, although legally separate entities, are in substance, part of the government’s operations and therefore, data from these units are combined with data of the primary government. Based on these criteria, the New Milford Public Library has been included in the Town’s financial statements as a blended component unit.

The New Milford Public Library (“NMPL”) was established in 1898 for the purposes of circulation of library materials to the public. The Town of New Milford currently subsidizes a portion of the NMPL’s operations within its General Fund budget on an annual basis. NMPL activity is reported as part of the Town’s Financial Statements within the Library Memorial Trust Fund and Library Expansion Fund, as non-major special revenue funds, as well as the Woolsey-Pepper and Egbert Marsh private purpose trust funds.

Government-wide and Fund Financial Statements

Government-wide Financial Statements

The statement of net position and the statement of activities display information about the Town and include the financial activities of the overall government, except for fiduciary activities. Eliminations have been made to minimize the double-counting of internal activities. Interfund services provided and used are not eliminated in the process of consolidation. The statements are intended to distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties.

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not properly included among program revenues are reported as general revenues.

Fund Financial Statements

The fund financial statements provide information about the Town's funds, including its fiduciary funds. Separate statements for each fund category – governmental, proprietary and fiduciary - are presented. The emphasis of fund financial statements is on major governmental funds and enterprise funds, each displayed in a separate column. All remaining governmental funds and enterprise funds are aggregated and reported as nonmajor funds.

The Town reports the following major governmental funds:

General Fund - This fund is the Town's primary operating fund. It accounts for all financial resources of the general government, except those accounted for in another fund.

Waste Management Ordinance Fund - This fund is used to account for monies set aside for the acquisition of land and building for public recreation, public education, or public library facilities. The major source of revenue for this fund is settlement proceeds from certain zoning violations relating to a municipal solid waste facility.

Sewer Expansion Fund - This fund is used to account for expenditures incurred for the renovation and improvement of the sewer treatment plant.

The Town reports the following major proprietary funds:

Water Pollution Control Authority - This fund is used to account for revenues and expenses associated with the sewer collection and processing services for the Town's residences and businesses.

In addition, the Town reports the following proprietary and fiduciary fund types:

Internal Service Fund - This fund accounts for activities that provide goods or services to other funds, departments, or agencies of the Town on a cost-reimbursement basis. The Town utilizes an internal service fund to account for risk management activities.

Pension and Other Post Employment Benefits Trust Funds - These funds are used to account for resources held in trust for the members and beneficiaries of the Town's pension plan, which is a defined benefit pension plan, and the Other Post-Employment Benefits Program, which is a defined benefit plan.

Private Purpose Trust Funds - This fund type is used to account for trust arrangements under which principal and income benefit individuals, private organizations, or other governments. There is no requirement that any portion of the resources be preserved as capital. The Town utilizes a private purpose trust fund to account for activities of various specified purposes.

Agency Funds - These funds are used to account for resources held by the Town in a purely custodial capacity. The Town utilizes these funds to account for assets of the student activities funds, performance bond funds, fuel bank funds, community food bank funds, good samaritan funds, firefighter funds, and flex spending funds.

Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as current financial resources or economic resources. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, and claims and judgments, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under capital lease are reported as other financing sources.

Property taxes and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues in the current fiscal period. Entitlements are recorded as revenues when all eligibility requirements are met, including any time requirements, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year end). Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met, and the amount is received during the period or within the

availability period for this revenue source (within 60 days of year end). All other revenue items are considered to be measurable and available only when the cash is received.

The proprietary, pension trust, and private-purpose trust funds are reported using the economic resources measurement focus and the accrual basis of accounting. The agency fund has no measurement focus but utilizes the accrual basis of accounting for reporting its assets and liabilities.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connections with a proprietary fund's principal ongoing operations. The principal operating revenues of the Town's enterprise fund consist of charges to customers for services relating to sewer usage. Operating expenses of the Town's enterprise fund include the cost of operations and maintenance, administrative expenses, and depreciation of capital assets. The principal operating revenues of the Town's internal service fund consist of charges for premiums. Operating expenses of the Town's internal service fund consist of claims incurred and administrative expenses. Revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Adoption of New Accounting Standards

The Town has implemented the provisions of Governmental Accounting Standards Board (GASB) Statement No. 63, Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position and GASB Statement No. 65, Items Previously Reported as Assets and Liabilities effective July 1, 2012. GASB Statement No. 63 established accounting and financial reporting standards that reclassified, as deferred outflows of resources or deferred inflows of resources, certain items that were previously reported as assets and liabilities and recognizes, as outflows of resources or inflows of resources, certain items that were previously reported as assets and liabilities. GASB Statement No. 65 resulted in the reclassification of certain financial statement line items on the government-wide, proprietary and fiduciary statements of net position and the governmental funds balance sheet. In addition to reclassifications to these new categories, GASB No. 65 has also resulted in a change to the accounting treatment for certain items, including debt issuance costs.

Assets, Liabilities, Deferred Inflows/Outflows of Resources and Net Position/Fund Equity

Cash Equivalents

The Town's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

Investments

Investments for the Town are reported at fair value (generally based on quoted market prices) except as described below.

The Town invests in the State Treasurer's Short-Term Investment Fund (STIF), which is an investment pool managed by the State Treasurer's Office, and the Cooperative Liquid Asset Security Systems Fund (CLASS), which is an investment pool managed by Cutwater Asset Management. STIF and CLASS operate in conformity with all of the requirements of the Securities and Exchange Commission's (SEC) Rule 2a7 as promulgated under the Investment Company Act of 1940, as amended. Accordingly, STIF and CLASS qualify as a 2a7-like pools and are reported at the net asset value per share (which approximates fair value) even though it is calculated using the amortized cost method. STIF and CLASS are subject to regulatory oversight even though they are not registered by the SEC.

Inventories

Inventories are reported at cost using the first-in first-out (FIFO) method, except for USDA donated commodities, which are recorded at market value. Inventories are recorded as expenditures when consumed rather than when purchased.

Property Taxes, Sewer Usage Charges and Sewer Assessment Fees

Property taxes are assessed as of October 1. Real estate and personal property taxes are billed in the following July and are due in two installments, July 1 and January 1. Motor vehicle taxes are billed in July and are due in one installment, July 1, and supplemental motor vehicle taxes are due in full January 1. Taxes become delinquent thirty days after the installment is due. Liens are effective on the assessment date and are continued by filing before the end of the year following the due date. Based on historical collection experience and other factors, the Town has established an allowance for uncollectible taxes and interest of \$469,000 as of June 30, 2013.

Upon completion of projects, sewer assessments are levied to users. Once levied, annual assessments are made to users periodically throughout the year, based on the start date of the levy. Usage charges are billed semi-annually. Assessments and user charges are due and payable within 30 days and delinquent amounts are subject to interest at prevailing rates. Liens are filed on all properties until the assessments and usage charges are paid in full. Based on historical collection experience and other factors, an allowance for uncollectible assessments as of June 30, 2013 is not considered necessary.

Loans Receivable

The Town records loans receivable in the special revenue funds as the loan proceeds are advanced, net of an allowance for uncollectible amounts.

Capital Assets

Capital assets, which include land, buildings and improvements, improvements other than buildings, machinery and equipment, and infrastructure assets, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements

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and proprietary fund financial statements. Capital assets are defined by the Town as assets with an initial individual cost of more than \$300 and an estimated useful life in excess of one year. Such assets are recorded at historical cost, or estimated historical cost, when purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of a capital asset or materially extend capital asset lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred net of interest earned on project specific debt during the construction phase of capital assets of business-type activities and enterprise funds are included as part of the capitalized cost of the assets constructed.

Capital assets of the Town are depreciated using the straight line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings and improvements	50
Improvements other than buildings	15 - 20
Machinery and equipment	5 - 15
Infrastructure	15 - 50

Capital assets acquired under capital lease are amortized over the life of the lease term or estimated useful life of the asset, as applicable.

Unearned

This liability represents resources that have been received but not yet earned.

Deferred Outflows/Inflows of Resources

Deferred outflows of resources represents a consumption of net position that applies to future periods and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Town only has one item that qualifies for reporting in this category. It is the deferred charge on refunding reported in the government-wide statement of net position. A deferred charge on refunding results from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt.

Deferred inflows of resources represents an acquisition of net position that applies to future periods and so will not be recognized as an inflow of resources (revenue) until that time. The Town only has one type of item, which arises only under a modified accrual basis of accounting, that qualifies for reporting in this category. Accordingly, the item, unavailable revenue, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from property taxes. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

Compensated Absences

Town employees accumulate vacation and sick leave hours for subsequent use or payment upon termination based upon length of employment. Expenditures for compensated absences are recognized in the governmental fund financial statements in the current year to the extent they are paid during the year, or the vested amount is expected to be paid with available resources. All compensated absences are accrued when incurred in the government-wide, proprietary fund and fiduciary fund financial statements. Expenditures for compensated absences are recognized in the governmental fund financial statements in the current year to the extent they have matured (i.e. due to resignation or retirement).

Long-term Obligations

In the government-wide financial statements and proprietary fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are expensed when incurred.

In the fund financial statements, governmental funds recognize bond premiums and discounts during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Net Position and Fund Balance

The government-wide statement of net position presents the Town's assets, deferred outflows of resources and liabilities, with net position as the residual of these other elements. Net position is reported in three categories:

Net investment in capital assets -This component of net position consists of capital assets, net of accumulated depreciation and amortization and reduced by outstanding balances for bonds, notes and other debt that are attributed to the acquisition, construction or improvement of capital assets.

Restricted net position - This component of net position consists of amounts restricted either through external restrictions imposed by creditors, grantors, contributors, and the like, or through restrictions imposed by law through constitutional provisions or enabling legislation.

Unrestricted net position - This component of net position is the net amount of the assets, liabilities, and deferred inflows/outflows of resources which do not meet the definition of the two preceding categories.

The Town's governmental funds report the following fund balance categories:

Nonspendable - Amounts that cannot be spent because they are not in spendable form or they are legally or contractually required to be maintained intact.

Restricted - Constraints are placed on the use of resources that are either externally imposed by creditors, grantors, contributors or laws and regulations of other governments or imposed by law through enabling legislation.

Committed – Amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Town Council (the highest level of decision making authority of the Town) and cannot be used for any other purpose unless the Town removes or changes the specified use by taking the same formal action.

Assigned – Amounts are constrained by the government's intent to be used for specific purposes, but are not restricted or committed. Amounts may be constrained to be used for a specific purpose by a governing board or body or official that has been delegated authority to assign amounts by the Town Charter.

Unassigned – Residual classification for the General Fund or amounts necessary in other governmental funds to eliminate otherwise negative fund balance amounts in the other four categories.

Net Position Flow Assumption

Sometimes the Town will fund outlays for a particular purpose from both restricted (e.g. restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied.

The Town does not have a formal policy over net position. In practice, the Town considers restricted net position to have been depleted before unrestricted net position is applied.

Fund Balance Flow Assumption

Sometimes the Town will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied.

The Town does not have a formal policy over the use of fund balance. In accordance with the applicable accounting guidance, when committed, assigned and unassigned resources are available for use, it is assumed that the Town will use committed resources first, then assigned resources and then unassigned resources as they are needed.

Interfund Activities

Interfund activities are reported as follows:

Interfund Receivables and Payables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either “due to/from other funds” (i.e. the current portion of interfund loans) or “advances to/from other funds” (i.e. the non-current portion of interfund loans). All other outstanding balances between funds are reported as “due to/from other funds”. Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as “internal balances”.

Interfund Services Provided and Used

Sales and purchases of goods and services between funds for a price approximating their external exchange value are reported as revenues and expenditures, or expenses, in the applicable funds.

Interfund Transfers

Interfund transfers represent flows of assets without equivalent flows of assets in return and without a requirement for repayment. In governmental funds, transfers are reported as other financing uses in the funds making transfers and other financing sources in the funds receiving transfers. In proprietary funds, transfers are reported after non-operating revenues and expenses.

Interfund Reimbursements

Interfund reimbursements represent repayments from the funds responsible for particular expenditures or expenses to the funds that initially paid for them.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts and disclosures in the financial statements. Actual results could differ from those estimates.

NOTE B - BUDGETARY INFORMATION AND DEFICIT FUND BALANCES

Budgetary Information

The Town adheres to the following procedures in establishing the budgetary data included in the General Fund financial statements, in accordance with provision of its Town Charter.

- The Mayor, with the approval of the Town Council, presents to the Board of Finance an annual budget by the third Tuesday in March. The Board of Finance holds one or more public hearings on the budget by the third Tuesday in April. Within fifteen days of the last public hearing, the Board of Finance approves the budget for submission to the annual Budget Meeting.
- The annual Budget Meeting adopts the budget by the second Tuesday in May, which provides for appropriations by major object of the following categories: personal services, contractual services, materials and supplies, fixed charges, capital outlays and revenues other than property taxes to be collected in the ensuing fiscal year.
- Expenditures are budgeted by function, department and object. The legal level of budgetary control, the level at which expenditures may not exceed appropriations, is established at the department level.
- Transfers of budgeted amounts between departments must be approved by the Board of Finance. Management may transfer amounts between line items within a department. The Board of Finance may approve additional appropriations for a department, provided such additional appropriations do not exceed, in the aggregate in any one year, an amount in excess of 1/5 th of one mill per each one thousand dollars of the last completed Grand List. Appropriations in excess of the amount which the Board of Finance may approve must be approved by vote of a Town Meeting. During the year ended June 30, 2013, the Board of Finance and, where required, Town meetings approved additional appropriations from fund balance of \$467,393.
- Any portion of an annual appropriation remaining unexpended and unencumbered at the close of the fiscal year lapses unless continued upon recommendation of the Director of Finance and approved by the Board of Finance, except those for Capital Projects Funds. Appropriations for Capital Projects Funds are continued until completion of the applicable projects, which often last more than one fiscal year, but cannot exceed five years.
- Formal budgetary integration is employed as a management control device during the year.

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- The budget is prepared on the modified accrual basis of accounting. Intergovernmental revenues and other reimbursement for certain special education costs are recorded as reductions to expenditures for budgetary purposes and “on-behalf” payments made by the State of Connecticut into the State Teachers’ Retirement System are not recorded for budgetary purposes. Encumbrances are recognized as a valid and proper charge against a budget appropriation in the year in which the purchase order, contract or other commitment is issued and, accordingly, encumbrances outstanding at year-end are reported in budgetary reports as expenditures of the current year.

As described above, accounting principles applied for purposes of developing data on a budgetary basis differ from those used to present financial statements in conformity with accounting principles generally accepted in the United States of America (“GAAP basis”). A reconciliation of General Fund amounts presented on the budgetary basis to amounts presented on the GAAP basis is as follows for the year ended June 30, 2013:

	Total Revenues	Total Expenditure	Other Financing Uses Transfers, Net	Net Change in Fund Balance
Budgetary basis	\$ 926,984,897	\$ 88,902,186	\$ (646,528)	\$ 3,136,183
"On-behalf" payments - State Teachers Retirement Fund (see Note J)	5,686,526	5,686,526		
Encumbrances		(585,321)		585,321
Cancellation of prior year encumbrances		(120,772)	(120,772)	
Reimbursement for certain costs recorded as a reduction to expenditures for budgetary purposes	1,858,663	1,858,663		
Certain items recorded as transfers for budgetary purposes	(7,255)		7,255	
Volunteer Fire Fund	311	38,409	150,000	111,902
Noncash capital lease financing activity		559,646	559,646	
GAAP basis	<u>\$ 100,223,142</u>	<u>\$ 96,339,337</u>	<u>\$ (50,399)</u>	<u>\$ 3,833,406</u>

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Deficit Fund Balances

The following funds have deficit fund balances as of June 30, 2013, none of which constitutes a violation of statutory provisions:

<u>Fund</u>	<u>Amount</u>
Police Communications II	\$2,745,745
Route 7 Pump Station 12-13 BANS	2,138,098
Capital Road Project Fund	1,170,021
Roads III 12-13 BANS	1,111,795
Bridge Dam & Fueling Station	126,044
Great Brook Interceptor	62,513
Lanesville Road Connector	25,961
Elementary School	7,760
1995 Small Cities	4,800
Drug Education Prevention	869

The deficits are expected to be eliminated through future revenue sources, transfers from the General Fund and proceeds from the issuance of long-term debt.

NOTE C - CASH DEPOSITS AND INVESTMENTS

A reconciliation of the Town's cash and cash equivalents as of June 30, 2013 is as follows:

Government-wide statement of net position:	
Cash and cash equivalents	\$63,571,343
Statement of fiduciary net position:	
Cash and cash equivalents	<u>2,828,597</u>
	66,399,940
Less: cash equivalents considered investments for disclosure purposes	<u>(9,642,544)</u>
	\$56,757,396

Cash Deposits – Custodial Credit Risk

Custodial credit risk is the risk that, in the event of a bank failure, the Town will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The Town does not have a deposit policy for custodial credit risk. As of June 30, 2013, \$59,102,821 of the Town's bank balance of \$60,584,154 was exposed to custodial credit risk as follows:

Uninsured and uncollateralized	\$53,192,539
Uninsured and collateralized with securities held by the pledging bank's trust department or agent but not in the Town's name	<u>5,910,282</u>
	\$59,102,821

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All of the Town's deposits were in qualified public institutions as defined by Connecticut state statute. Under this statute, any bank holding public deposits must at all times maintain, segregated from its other assets, eligible collateral in an amount equal to a certain percentage of its public deposits. The applicable percentage is determined based on the bank's risk-based capital ratio. The amount of public deposits is determined based on either the public deposits reported on the most recent quarterly call report, or the average of the public deposits reported on the four most recent quarterly call reports, whichever is greater. The collateral is kept in the custody of the trust department of either the pledging bank or another bank in the name of the pledging bank.

Investments

A reconciliation of the Town's investments as of June 30, 2013 is as follows:

Government-wide statement of net position:	
Investments	\$1,373,711
Statement of fiduciary net position:	
Investments	<u>41,931,505</u>
	43,305,216
Add: cash equivalents considered investments for disclosure purposes	<u>9,642,544</u>
	\$52,947,760

As of June 30, 2013, the Town's investments consist of the following:

Investment type	Credit Rating	Fair Value	Investment Maturities (In Years)		
			Less Than 1	1 to 5	6 to 10
Debt Securities:					
Pooled fixed income accounts - STIF	AAA	\$ 8,117,781	\$ 8,117,781	-	-
Pooled fixed income accounts - CLASS	AAA	1,249,757	1,249,757	-	-
Corporate bonds	AAA	11,555	-	-	11,555
Corporate bonds	AA	54,074	-	54,074	-
Corporate bonds	A	174,882	-	145,785	29,097
Corporate bonds	BBB	10,511	-	10,511	-
Corporate bonds	BBB-	65,776	-	65,776	-
Money market mutual funds	Unrated	275,006	275,006	-	-
		<u>\$ 9,959,342</u>	<u>\$ 9,642,544</u>	<u>276,146</u>	<u>\$ 40,652</u>
Other investments:					
Pooled separate accounts		41,044,960			
Equity mutual funds		1,928,684			
Common stock		14,774			
		<u>\$ 52,947,760</u>			

Interest Rate Risk

The Town does not have a formal investment policy that limits Town investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. However, its practice is to structure the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity, and investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools.

Credit Risk

The Town has no investment policy that would further limit its investment choices beyond those limited by Connecticut state statutes. Connecticut state statutes permit the Town to invest in obligations of the United States, including its instrumentalities and agencies; in obligations of any state or of any political subdivision, authority or agency thereof, provided such obligations are rated within one of the top two rating categories of any recognized rating service; or in obligations of the State of Connecticut or of any political subdivision thereof, provided such obligations are rated within one of the top three rating categories of any recognized rating service.

The Town's investments in pooled fixed income accounts and corporate bonds, whose ratings are required to be disclosed, were rated by Standard & Poor's as presented above.

Custodial Credit Risk

For an investment, custodial credit risk is the risk that, in the event of the failure of a counterparty, the Town will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Town's investments are not exposed to custodial credit risk at June 30, 2013, as they are held by a trustee in the Town's name.

Concentrations of Credit Risk

The Town places no limit on the amount of investment in any one issuer. More than 5 percent of the Town's investments are in pooled fixed income accounts and pooled separate accounts. Investments in this type of account are not subject to concentrations of credit risk as they are considered diversified by nature.

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NOTE D - CAPITAL ASSETS

Capital asset activity for governmental activities for the year ended June 30, 2013 consisted of the following:

Governmental Activities	Beginning Balance	Increases	Decreases	Transfers	Ending Balance
Capital assets, not being depreciated:					
Land	\$ 16,478,453	\$ 300,236	\$ -		\$ 16,778,689
Construction in progress	3,833,204	6,283,009	(\$21,731)	(\$1,056,510)	9,037,972
Total capital assets, not being depreciated	<u>\$ 20,311,657</u>	<u>\$ 6,583,245</u>	<u>(\$21,731)</u>	<u>(\$1,056,510)</u>	<u>\$ 25,816,661</u>
Capital assets, being depreciated:					
Buildings and improvements	93,046,020	362,174	(486,260)	685,984	93,607,918
Infrastructure	100,282,436	309,284	-	356,175	100,947,895
Land improvements	1,023,491	43,766	-	-	1,067,257
Machinery and equipment	18,401,827	1,440,060	(653,673)	14,351	19,202,565
Total capital assets, being depreciated	<u>212,753,774</u>	<u>2,155,284</u>	<u>(1,139,933)</u>	<u>1,056,510</u>	<u>214,825,635</u>
Less accumulated depreciation and amortization for:					
Buildings and improvements	29,258,227	1,887,272	(448,166)	-	30,697,333
Infrastructure	57,956,800	2,150,073	-	-	60,106,873
Land improvements	447,123	46,300	-	-	493,423
Machinery and equipment	13,290,034	1,257,053	(613,087)	-	13,934,000
Total accumulated depreciation & amortization	<u>100,952,184</u>	<u>5,340,698</u>	<u>(1,061,253)</u>	<u>-</u>	<u>105,231,629</u>
Total capital assets, being depreciated, net	<u>111,801,590</u>	<u>(3,185,414)</u>	<u>(78,680)</u>	<u>1,056,510</u>	<u>109,594,006</u>
Governmental activities capital assets, net	<u>\$ 132,113,247</u>	<u>\$ 3,397,831</u>	<u>\$ (100,411)</u>	<u>\$ -</u>	<u>\$ 135,410,667</u>

Depreciation and amortization expense was charged to functions of the Town as follows:

Governmental Activities:	
General government	\$161,850
Public safety	386,339
Public works	38,852
Health and welfare	2,577,661
Culture and recreation	134,865
Education	<u>2,041,131</u>
Total depreciation and amortization expense - governmental activities	<u>\$5,340,698</u>

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Capital asset activity for business-type activities for the year ended June 30, 2013 consisted of the following:

Business-type Activities	Beginning Balance	Increases	Decreases	Transfers	Ending Balance
Capital assets, not being depreciated:					
Land	\$ 5,000	\$ -	\$ -		\$ 5,000
Construction in progress	431,594	107,907	-	(\$365,592)	\$ 173,909
Total capital assets, not being depreciated	<u>\$ 436,594</u>	<u>\$ 107,907</u>	<u>-</u>	<u>(\$365,592)</u>	<u>\$ 178,909</u>
Capital assets, being depreciated:					
Buildings and improvements	29,202,035	-	-	365,592	29,567,627
Infrastructure	10,517,060	-	-	-	10,517,060
Machinery and equipment	7,898,797	26,168	-	-	7,924,965
Total capital assets, being depreciated	<u>47,617,892</u>	<u>26,168</u>	<u>-</u>	<u>365,592</u>	<u>48,009,652</u>
Less accumulated depreciation and amortization for:					
Buildings and improvements	152,573	589,039	-	-	741,612
Infrastructure	2,036,797	218,536	-	-	2,255,333
Machinery and equipment	4,762,617	196,349	-	-	4,958,966
Total accumulated depreciation & amortization	<u>6,951,987</u>	<u>1,003,924</u>	<u>-</u>	<u>-</u>	<u>7,955,911</u>
Total capital assets, being depreciated, net	<u>40,665,905</u>	<u>(977,756)</u>	<u>-</u>	<u>365,592</u>	<u>40,053,741</u>
Business-type activities capital assets, net	<u>\$ 41,102,499</u>	<u>\$ (869,849)</u>	<u>-</u>	<u>\$ -</u>	<u>\$ 40,232,650</u>

NOTE E - SETTLEMENT RECEIVABLE

The Town executed a twenty-four year settlement agreement dated September 21, 1998 in the amount of \$43,100,000 in connection with certain zoning violations relating to a municipal solid waste facility. Annual installments are due to the Town in various amounts, as stipulated in the settlement agreement. The balance of the settlement receivable as of June 30, 2013 totaled \$23,700,000. Future annual installments collectible under the settlement agreement are as follows as of June 30, 2013:

Year Ending June 30:	Amount
2014	\$ 1,600,000
2015	1,600,000
2016	1,600,000
2017	2,700,000
2018	2,700,000
2019-2023	13,500,000
	<u>\$ 23,700,000</u>

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NOTE F - INTERFUND RECEIVABLES AND PAYABLES

Interfund receivable and payable balances at June 30, 2013 are as follows:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
Governmental Funds:		
General Fund	Water Pollution Control Authority	\$ 2,954,217
	Other governmental funds	686,955
		<u>3,641,172</u>
Other governmental funds	General Fund	134,899
	Other governmental funds	13,889
		<u>148,788</u>
		<u>\$ 3,789,960</u>
Proprietary Funds:		
Internal Service Fund	General Fund	<u>\$ 3,107,131</u>
Business Type Funds:		
Water Pollution control Authority	Sewer Expansion Fund	<u>\$ 22,165,429</u>

The above balances resulted from the time lag between the dates that (1) interfund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting system, and (3) payments between funds are made.

NOTE G - INTERFUND TRANSFERS

Interfund transfers for the year ended June 30, 2013 consisted of the following:

<u>Transfers In</u>	<u>Transfers Out</u>	<u>Amount</u>
General Fund	Waste Management Ordinance Fund	\$ 542,978
	Internal Service Fund	22,390
	Other governmental funds	591,627
		<u>1,156,995</u>
Sewer Expansion Fund	Other governmental funds	<u>156,655</u>
Other governmental funds	General Fund	<u>1,767,040</u>
Total transfers		<u>\$ 3,080,690</u>

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, and (2) move unrestricted revenues collected in the General Fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

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NOTE H – BOND ANTICIPATION NOTES PAYABLE

In July 2012, the Town retired \$25,140,000 in bond anticipation notes payable through the issuance of a new \$35,050,000 bond anticipation note payable. The note bears a coupon rate of 1.0% and matured in July 2013. The purpose of the note was to provide short-term financing to fund ongoing construction projects. As discussed more fully in Note O, the note was subsequently retired through the issuance of debt. The following is a summary of changes in short-term debt for the year ended June 30, 2013:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Governmental Activities				
Bond anticipation notes payable	\$25,140,000	\$35,050,000	\$ (25,140,000)	\$35,050,000
	<u>\$25,140,000</u>	<u>\$35,050,000</u>	<u>\$ (25,140,000)</u>	<u>\$35,050,000</u>

NOTE I - LONG-TERM LIABILITIES

The following is a summary of changes in long-term liabilities for the year ended June 30, 2013:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
Governmental Activities					
Bonds payable:					
General obligation bonds	\$27,631,146	\$ -	\$ (4,283,330)	\$ 23,347,816	\$ 3,723,330
Unamortized premium	956,339	-	(82,561)	873,778	-
total bonds payable	<u>28,587,485</u>	<u>-</u>	<u>(4,365,891)</u>	<u>24,221,594</u>	<u>3,723,330</u>
Other liabilities:					
Notes payable	240,838	-	(69,223)	171,615	69,223
Capital leases	561,587	559,646	(545,726)	575,507	352,143
Compensated absences	436,010	67,477	(5,322)	498,165	239,092
Early retirement obligations	988,000	-	(364,000)	624,000	312,000
Pollution remediation obligator	4,330,000	420,000	-	4,750,000	-
Net OPEB obligation	1,143,812	512,283	-	1,656,095	-
	<u>\$36,287,732</u>	<u>\$ 1,559,406</u>	<u>\$ (5,350,162)</u>	<u>\$ 32,496,976</u>	<u>\$ 4,695,788</u>
Business-type Activities					
General obligation bonds	\$ 3,053,854	\$ -	\$ (276,670)	\$ 2,777,184	\$ 276,670
Notes payable	676,899	22,165,429	(192,987)	22,649,341	674,947
	<u>\$ 3,730,753</u>	<u>\$ 22,165,429</u>	<u>\$ (469,657)</u>	<u>\$ 25,426,525</u>	<u>\$ 951,617</u>

Long - term liabilities above typically have been liquidated by the General Fund for governmental activities and the Water Pollution Control Authority for business-type activities.

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General Obligation Bonds and Notes Payable

A summary of general obligation bonds and note payable outstanding at June 30, 2013 is as follows:

Purpose of Bonds	Date of Issue	Original Issue	Interest Rate	Maturity Date	Amount Outstanding
Governmental Activities					
Bonds Payable					
General Obligation Bonds	2004	\$ 11,162,645	2.0%-5.0%	2017	\$ 4,942,000
General Obligation Bonds	2004	64,721,520	2.0%-5.0%	2020	4,210,816
General Obligation Bonds	2008	16,963,000	4.0%-5.0%	2028	10,810,000
General Obligation Bonds	2010	3,865,000	2.0%-4.0%	2030	3,385,000
					23,347,816
Notes Payable					
State of Connecticut Clean Water Fund	1996	1,682,814	2.00%	2015	171,615
					\$ 23,519,431
Business-type Activities					
Bonds Payable					
General Obligation Bonds	2004	\$ 170,235	2.0%-5.0%	2017	\$ 80,684
General Obligation Bonds	2004	4,630,000	2.0%-5.0%	2024	2,546,500
General Obligation Bonds	2008	242,000	4.0%-5.0%	2028	150,000
					2,777,184
Notes Payable					
State of Connecticut Clean Water Fund	2013	22,165,429	2.00%	2033	22,165,429
State of Connecticut Clean Water Fund	1996	4,561,394	2.00%	2015	483,912
					22,649,341
					\$ 25,426,525

Annual debt service requirements to maturity on general obligation bonds and the note payable are as follows as of June 30, 2013:

Year ending June 30:	Governmental Activities				
	Bonds Payable		Notes Payable		Total
	Principal	Interest	Principal	Interest	
2014	\$ 3,723,330	\$ 964,444	\$ 69,223	\$ 2,827	\$ 4,759,824
2015	3,688,329	802,278	69,223	1,441	4,561,271
2016	3,678,329	641,761	33,169	195	4,353,454
2017	3,673,328	480,857	-	-	4,154,185
2018	2,443,500	311,096	-	-	2,754,596
2019-2023	4,282,500	597,817	-	-	4,880,317
2024-2028	1,308,500	224,038	-	-	1,532,538
2029-2033	550,000	27,033	-	-	577,033
	\$23,347,816	\$ 4,049,324	\$ 171,615	\$ 4,463	\$ 27,573,218

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Year ending June 30:	Business-type Activities				
	Bonds Payable		Notes Payable		Total
	Principal	Interest	Principal	Interest	
2014	\$ 276,670	\$ 123,990	\$ 674,947	\$ 451,647	\$ 1,527,254
2015	276,671	110,407	1,171,475	428,753	1,987,306
2016	276,671	96,823	1,096,176	405,552	1,875,222
2017	276,672	83,240	1,018,387	384,833	1,763,132
2018	256,500	69,531	1,038,943	364,278	1,729,252
2019-2023	1,182,500	197,805	5,517,864	1,498,238	8,396,407
2024-2028	231,500	10,128	6,097,675	918,427	7,257,730
2029-2033	-	-	6,033,874	280,621	6,314,495
	<u>\$ 2,777,184</u>	<u>\$ 691,924</u>	<u>\$22,649,341</u>	<u>\$4,732,349</u>	<u>\$ 30,850,798</u>

Clean Water Funds

The State of Connecticut Department of Environmental Protection has provided Clean Water financing in the form of serial notes to the Town of New Milford for sewer system upgrades under project CWF 143-C. The Town continues to repay this debt with a 2% interest rate directly to the State of Connecticut.

During 2011, the Town started participation in capital projects under the State of Connecticut Clean Water Fund established in accordance with Section 22a-477 of the General Statutes of Connecticut. The Clean Water Fund is administered by the State Department of Environmental Protection and provides grant and loan funds to municipalities for eligible water quality project costs. At the end of 2012, the Town had \$1,310,743 of short-term Clean Water Fund loans outstanding at an interest rate of 2%. During 2013, the Town converted the \$1,310,743 short-term Clean Water loans into a \$22,165,429 permanent loan. This loan bears an interest rate of 2% and matures in December 2032. The balance is recorded as a long-term liability in the statement of net position.

School Bond Reimbursements

The State of Connecticut reimburses the Town for eligible school bond principal and interest costs. The amount of reimbursement for the year ended June 30, 2013 was \$1,318,574. Additional reimbursements of principal and interest aggregating \$4,876,313 and \$480,457, respectively, are expected to be received through the applicable bonds' maturity dates. The Town has recorded a receivable relating to the principal and interest portion of these payments in the accompanying statement of net position. Remaining amounts will be realized by the Town through fiscal year 2020.

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Legal Debt Limit

Connecticut General Statutes Section 7-374(b) provides that debt of the Town shall not exceed seven times base receipts, as defined in the Statute, or \$506,939,321 as of June 30, 2013. Further, the Statute limits the amount of debt that may be authorized by the Town for general purposes, schools, sewers, urban renewal and pension deficit. The Town did not exceed any of the statutory debt limitations at June 30, 2013.

Capital Leases

A summary of assets acquired through capital leases is as follows as of June 30, 2013:

	Governmental Activities
Equipment	\$ 1,361,116
Less: accumulated amortization	248,793
	\$ 1,112,323

Amortization expense relative to leased property under capital leases totaled \$135,386 for the year ended June 30, 2013 and is included in depreciation and amortization expense disclosed in Note D.

Future minimum lease obligations and the net present value of the minimum lease payments as of June 30, 2013 is as follows:

	Governmental Activities
Year Ending June 30:	
2014	\$ 378,284
2015	209,298
2016	16,247
2017	9,092
Total minimum lease payments	612,921
Less: amount representing interest	37,414
Present value of minimum lease payments	\$ 575,507

Early Retirement Obligations

The Town provides early retirement incentives to certain contracted certified employees who have attained the age of 50 and who have completed at least 15 years of service with the Town. The provisions of the plan are based on union contract and the discretion of the Board of Education, when the contract expires.

Payments for the early retirement incentive program totaled \$364,000 for the year ended June 30, 2013. These payments are funded on an annual basis by General Fund appropriations. The remaining payments to be made to participants in the early retirement incentive program at June 30, 2013 total \$624,000.

Pollution Remediation Obligation

Pursuant to local laws, the Town has recorded a liability of \$4,750,000 for remediation at the Century Enterprise Center. Management has estimated this liability based on the current understanding of the site and experience and discussion with contractors. This amount has been recorded as a liability in the government-wide financial statements.

Amounts provided for pollution remediation are based on current costs. These costs may be adjusted each year due to changes in the remediation plan, inflation or deflation, technology, or applicable laws or regulations. It is at least reasonably possible that these estimates and assumptions could change in the near term and that the change could be material.

NOTE J – EMPLOYEE RETIREMENT PLANS

Pension Trust Fund

Plan Description and Benefit Provisions

The Town sponsors and administers the Town of New Milford Pension Plan (the “Plan”) which is a single employer, contributory, defined benefit plan. The Plan covers substantially all full time employees of the Town and Board of Education personnel other than certified teachers, who are covered under the State Teacher’s Retirement System. Plan benefits and contribution requirements are established by the plan document. All full time employees eligible to participate in the plan become a plan participant with their date of hire. The Plan does not issue stand-alone financial statements and is part of the Town’s financial reporting entity. As such, the Plan is accounted for in the fiduciary fund financial statements as a pension trust fund.

Summary of Significant Accounting Policies

The Plan is accounted for using the accrual basis of accounting. Plan member contributions are recognized in the period in which the contributions are due. Employer contributions to the Plan are recognized when due and the employer has made a formal commitment to provide contributions. Benefits and refunds are recognized when due and payable in accordance with the terms of the Plan.

Investments are recorded at fair value. Short-term investments are reported at cost, which approximates fair value. Fair value of other securities is determined by the mean of the most recent bid and asked process as obtained from dealers that make markets in such securities. Investments for which market quotations are not readily available are value at their fair values as determined by the custodian under the direction of the Town, with the assistance of a valuation

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service. Securities traded on national exchanges are valued at the last reported sales price. Investment income is recognized when earned and gains and losses on sales or exchanges are recognized on the transaction date.

Plan Membership

Membership of the Plan consisted of the following as of the date of the latest actuarial valuation:

Retirees and beneficiaries receiving benefits	161
Terminated plan members entitled to but not yet receiving benefits	81
Active plan members	<u>434</u>
	<u>676</u>

Contributions

The contribution requirements of plan members and the Town are established and may be amended by the Town Council. The employer's contributions were based on normal cost and an amortization of the unfunded actuarial accrued liability. The Town's actuary determines annual contributions to the plan.

Benefit Provisions

Benefit provisions are established and may be amended by the Town Council and vary by class of employees covered, per terms of the Plan agreement. The following is a summary of the provisions for each type of class covered:

Non-union employees: All full time regular employees are eligible for participation in the Plan and become fully vested in the Plan upon completion of 10 years of service. The normal retirement benefit is calculated as 1.6% (for general government employees and library employees), 2.0% (for sewer employees) and 1.33% (for Board of Education employees) of the participant's highest average annual compensation in the five years during the last ten years of service, multiplied by the number of years of service. The normal retirement age is the earlier of age 65 with 5 years of service or the attainment of age 60 and age plus service equals or exceeds 85. Employees are eligible for early retirement (within ten years of the normal retirement date but not earlier than age 55). Benefits are reduced by ½% per month for each month that the early retirement date precedes the normal retirement date. Employees are not required to contribute to the plan.

Teamsters: All full time regular employees are eligible for participation in the Plan and become fully vested in the Plan upon completion of 10 years of service. The normal retirement benefit is calculated as 1.8% (amended in 2007 from 1.7%) of the participant's highest average annual compensation in the three years during the last ten years of service, multiplied by the number of years of service. The normal retirement age is the earlier of age 65 with 5 years of service or age plus service equals or exceeds 84, regardless of age. Employees are eligible for early retirement

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(within ten years of the normal retirement date but not earlier than age 55). Benefits are reduced by ½% per month for each month that the early retirement date precedes the normal retirement date. Employees are required to contribute 2% of compensation under a salary reduction agreement to the Plan.

AFSCME: All full time regular employees are eligible for participation in the Plan and become fully vested in the Plan upon completion of 10 years of service. The normal retirement benefit is calculated as 1.6% of the participant’s highest average annual compensation in the three years during the last ten years of service, multiplied by the number of years of service. The normal retirement age is the earlier of age 65 with 5 years of service or the attainment of age 60 and age plus service equals or exceeds 84. Employees are eligible for early retirement (within ten years of the normal retirement date but not earlier than age 55). Benefits are reduced by ½% per month for each month that the early retirement date precedes the normal retirement date. Employees are required to contribute 2% of compensation under a salary reduction agreement to the Plan.

Police: All full time regular employees are eligible for participation in the Plan and become fully vested in the Plan upon the completion of 10 years of service. The normal retirement benefit is calculated as 2.5% (amended during 2007 from 2.25%) of the participant’s highest average annual compensation in the three years during the last five years of service, multiplied by the number of years of service, up to a 30 year maximum, plus 1.0% of the participant’s highest average annual compensation in the three years during the last five years of service, multiplied by the number of years of service, up to a 35 year maximum. The normal retirement age is the earlier of age 55 with 5 years of service or the completion of 25 years of service. Employees are required to contribute 6% of compensation to the Plan, until 35 years of service are attained, at which point, contributions are not required. There are no early retirement provisions.

Concentrations

More than 5 percent of the investments are in pooled separate accounts. Investments in this type of account are considered diversified by nature.

Funded Status and Funding Progress

The funded status of the Plans as of July 1, 2013 (the most recent actuarial date) is as follows:

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Accrued Liability (AAL) - Projected Unit Credit (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage of Covered Payroll ((b-a)/c)
July 1, 2013	\$ 43,846,466	\$ 55,128,628	\$ 11,282,162	79.5%	\$ 18,130,859	62.2%

The schedule of funding progress, presented as required supplementary information (RSI) following the notes to the financial statements, present multiyear trend information about whether the actuarial values of the plan assets are increasing or decreasing over time relative to the AALs for benefits.

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Schedule of Employer Contributions

Year Ended June 30	Annual Required Contributions	Actual Contributions	Percentage Contributed
2008	\$ 1,641,640	\$ 1,672,692	101.9%
2009	1,641,640	1,800,670	109.7%
2010	1,782,241	2,021,512	113.4%
2011	1,993,893	1,976,967	99.2%
2012	1,955,423	2,193,073	112.2%
2013	2,177,285	2,198,729	101.0%

Additional Information and Actuarial Assumptions

Valuation date:	July 1, 2013
Actuarial cost method:	Entry Age Normal Cost
Amortization method:	Level Percent
Remaining amortization period:	15 years
Asset valuation method:	Market Value with future gains and losses recognized over five year
Actuarial assumptions:	
Investment rate of return	8.00%
Projected salary increases	4.50%

Annual Pension Cost and Net Pension Obligations

Annual required contribution	\$ 2,177,285
Interest on net pension obligation	(46,713)
adjustment to annual required contribution	55,312
Annual pension cost	<u>2,185,884</u>
Contributions made	<u>2,198,729</u>
Increase in net pension obligation	(12,845)
Net pension asset, beginning of year	(583,915)
Net pension asset, end of year	<u>\$ (596,760)</u>

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Three-Year Trend Information

Year Ended June 30	Annual Pension Cost (APC)	Actual Contribution	Percentage of APC Contributed	Net Pension Asset
2011	\$ 2,011,043	\$ 1,976,967	98.3%	\$ (349,679)
2012	1,958,837	2,193,073	112.0%	(583,915)
2013	2,185,884	2,198,729	100.6%	(596,760)

Plan Financial Statements

STATEMENT OF PLAN NET POSITION

	Pension Trust Fund
ASSETS	
Investments, at fair value:	
Pooled separate accounts	\$ 41,044,960
Contribution receivable	2,198,729
Total Assets	<u>43,243,689</u>
NET POSITION	
Held in trust for pension benefits	<u>\$ 43,243,689</u>

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STATEMENT OF CHANGES IN PLAN NET POSITION
FOR THE YEAR ENDED JUNE 30, 2013

	Pension Trust Fund
ADDITIONS	
Contributions:	
Employer	\$ 2,198,729
Plan members	288,005
Total contributions	2,486,734
Investment income	
Net increase in the fair value of investments	1,995,162
Total investment income	1,995,162
Total additions	4,481,896
DEDUCTIONS	
Benefit payments	3,847,999
Administrative expenses	17,251
Total deductions	3,865,250
NET INCREASE	616,646
NET POSITION HELD IN TRUST FOR PENSION BENEFITS	
Beginning of year	42,627,043
End of year	\$ 43,243,689

Teacher's Retirement System

The faculty and professional personnel of the Board of Education participate in a contributory defined benefit plan, established under Chapter 167a of the Connecticut General Statutes, which is administered by the Connecticut State Teachers' Retirement Board.

Certain part-time and all full-time certified teachers are eligible to participate in the plan and are required to contribute 7.25% of their annual earnings to the plan. The Town does not and is not legally responsible to contribute to the plan. After five years of service, teachers are fully vested in their own contributions. After ten years of service, teachers are fully vested in the monthly pension benefit which is payable at the age of sixty. The State of Connecticut contributes based on actuarially determined amounts. The funding level was determined based on an actuarial valuation of the plan as a whole, which does not provide actuarial information on an individual Town basis. For the year ended June 30, 2013, Town teachers contributed \$1,966,014 to the plan and covered payroll for the year was \$27,117,434.

The Town has reported “on behalf” payments of \$5,686,526 made by the State of Connecticut into the plan as intergovernmental revenues and education expenditures of the General Fund in the accompanying statement of revenues, expenditures and changes in fund balances of governmental funds.

NOTE K - DEFERRED COMPENSATION PLAN

The Town offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The deferred compensation is not available to participants until termination, retirement, death, or unforeseeable emergency.

All amounts of compensation deferred under the plan, all property and rights purchased with those amounts, and all income attributable to those amounts, property or rights are held in trust for the exclusive benefit of the plan participants and their beneficiaries. In addition, the Town has no liability for losses under the plan. Therefore, the accounts of the deferred compensation plan are not reported in the basic financial statements of the Town in accordance with GASB Statement No. 32.

NOTE L - OTHER POST-EMPLOYMENT BENEFITS (OPEB)

Plan Description

The Town administers an Other Post-Employment Benefits Plan (the “Plan”), which is a single-employer defined benefit healthcare plan. The Plan provides healthcare insurance benefits for eligible retirees and their spouses through the Town’s group health insurance plan, which covers both active and retired members, as well as certain life insurance benefits. Benefit provisions are established through negotiations between the Town and the unions representing Town employees and are renegotiated each bargaining period. The Plan is considered to be part of the Town’s financial reporting entity. The Plan does not issue a publicly available financial report and is not included in the financial statements of another entity.

Summary of Significant Accounting Policies

The Plan is accounted for using the accrual basis of accounting. Employer contributions to the Plan are recognized when due and the employer has made a formal commitment to provide contributions. Benefits and refunds are recognized when due and payable in accordance with the terms of the Plans.

Investments are recorded at fair value. Securities traded on national exchanges are valued at the last reported sales price. Investment income is recognized when earned and gains and losses on sales or exchanges are recognized on the transaction date.

Administrative costs of the Plan are generally financed through investment earnings.

Plan Provisions

Contribution requirements of the plan members and the Town are established in the Plan document and may be amended through negotiations between the Town and the unions. Retired program members and beneficiaries currently receiving benefits are required to contribute specified amounts monthly towards the cost of health insurance premiums. Currently, the Town contributes the following for various classes of employees covered:

Board of Education Teachers: Teachers retiring under the Connecticut State Teachers Retirement system are eligible to receive health benefits for self and spouse. Normal retirement for teachers is the earlier of age 60 with 20 years of services, or completion of 35 years of service regardless of age. Individuals receiving benefits contribute 100% of their premium costs.

Police: Police Officers who retire under the Town's pension plan with at least 25 years of service, shall be eligible to continue receiving health benefits for self and spouse. All retirees under the age of 65 are required to contribute 100% of their premium costs. Individuals receiving benefits contribute 10% of their premium costs.

Funding Policy

Contribution requirements of the plan members and the Town are established in the provisions of the program and in accordance with the General Statutes of the State of Connecticut. For fiscal year 2013, plan member contributions totaled \$134,240. The Town is funding these benefits in an Other Post-Employment Benefits Trust Fund.

Annual OPEB Cost and Net OPEB Obligation

The Town's annual OPEB cost (expense) is calculated based on the annual required contribution ("ARC"), an amount actuarially determined. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities over a period not to exceed thirty years. The Town's annual OPEB cost is entirely attributed to an implicit rate subsidy, whereby retirees are considered to be receiving a benefit from the Town for access to premium rates offered to the Town's active employees. The following table shows the components of the Town's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the Town's net OPEB obligation.

Annual required contribution	\$ 1,113,771
Interest on net OPEB obligation	91,505
Adjustment to annual required contribution	<u>(69,578)</u>
Annual OPEB cost (expense)	1,135,698
Contributions made	<u>623,415</u>
Increase in net OPEB obligation	512,283
Net OPEB obligation, beginning of year	<u>1,143,812</u>
Net OPEB obligation, end of year	<u>\$ 1,656,095</u>

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The Town's annual OPEB cost, the percentage of annual OPEB cost contributed to the Plan, and the net OPEB obligation for the past three years is as follows:

Year Ended June 30	Annual OPEB Cost (A)	Actual Contribution (B)	Allocation for Implicit Rate Subsidy (C)	Total Contribution (B+C)	Percentage of Annual OPEB Cost Contributed (B+C)/(A)	Net OPEB Obligation
2011	\$ 1,103,669	\$ 779,000	N/A	\$ 779,000	70.6%	\$ 994,338
2012	1,190,474	1,041,000	N/A	1,041,000	87.4%	1,143,812
2013	1,135,698	134,240	489,175	623,415	54.9%	1,656,095

Funded Status and Funding Progress

The funded status of the plan as of July 1, 2012 (the date of the most recent actuarial valuation) was as follows:

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Accrued Liability (AAL) Entry Age Actuarial Cost Method (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage of Covered Payroll ((B-A)/C)
July 1, 2012	\$ 235,000	\$ 11,987,076	\$ 11,752,076	2.0%	N/A	N/A

The projection of future benefit payments for an ongoing plan involves estimates of the value of reported amounts and assumptions about the probability of events in the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the Town are subject to continual revision, as actual results are compared with past expectations and new estimates are made about the future. The schedules of funding progress, presented as required supplementary information (RSI) following the notes to the financial statements, present multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

Actuarial Methods and Assumptions

Projections of benefits are based on the substantive plan (the plan as understood by the Town and plan members) and include the types of benefits in force at the valuation date and the pattern of sharing benefit costs between the Town and the plan members to that point. The projection of benefits for financial reporting purposes does not explicitly incorporate the potential effects of legal or contractual funding limitations on the pattern of cost sharing between the Town and plan members in the future. Actuarial calculations reflect a long-term perspective and employ methods and assumptions that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets. Significant methods and assumptions were as follows:

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Valuation date:	July 1, 2012
Actuarial cost method:	Projected Unit Credit Cost
Amortization method:	Level Percent
Remaining amortization period:	26 years
Asset valuation method:	N/A
Actuarial assumptions:	
Investment rate of return	8.00%
Projected salary increases	4.50%
Healthcare cost trend rate	6.1% initial 4.7% final

STATEMENT OF PLAN NET POSITION

	Other Post Employment Benefits Fund
ASSETS	
Cash and cash equivalents	\$ 233,104
Total Assets	<u>233,104</u>
NET POSITION	
Held in trust for other post employment benefits	<u>\$ 233,104</u>

TOWN OF NEW MILFORD, CONNECTICUT
STATEMENT OF CHANGES IN PLAN NET POSITION
FOR THE YEAR ENDED JUNE 30, 2013

	Other Post Employment Benefits Fund
ADDITIONS	
Contributions	\$ 134,240
Employee	<u>134,240</u>
Total Additions	
DEDUCTIONS	
Benefit payments	134,240
Administrative expense	1,896
Total deductions	<u>136,136</u>
NET DECREASE	(1,896)
NET POSITION HELD IN TRUST FOR OTHER POST EMPLOYMENT BENEFITS	
Beginning of Year	<u>235,000</u>
End of Year	<u>233,104</u>

NOTE M - RISK MANAGEMENT

The Town is exposed to various risks of loss related to torts, thefts of, damage to, or destruction of assets; errors or omissions; injuries to employees or acts of God for which the Town carries commercial insurance. During 2013, deductibles paid by the Town were insignificant. Neither the Town nor its insurers have settled any claims which exceeded the Town's insurance coverage during the past three years. There have been no significant reductions in any insurance coverage from amounts in the prior year.

The Medical Reserve Account, an internal service fund, was established to account for and finance employee medical benefits claims for eligible full-time employees and qualified retirees of both the Town and the Board of Education. The Town retains the risk of loss under the plan. A third party processes the claims filed under the self-insured health plan, for which the Town is charged an administrative fee. The Town has purchased a stop-loss policy for total claims in any one year exceeding an aggregate of 125% of expected claims and for individual claims exceeding \$125,000 for combined hospital and major medical.

The Town establishes claims liabilities based on estimates of claims that have been incurred but not reported at June 30, 2013. Claims liabilities are recorded if information prior to the issuance of the financial statements indicates that it is possible that a liability has been incurred at the date of the financial statements and the amount of possible loss can be reasonably estimated. The amount of the claims accrual is based on the ultimate costs of settling the claims, which include past experience data, inflation and other future economic and societal factors and incremental claim adjustment expenses, net of estimated subrogation recoveries. The claims accrual does not include other allocated or unallocated claims adjustment expenses.

A summary of claims activity for the years ended June 30, 2013, 2012 and 2011 is as follows:

Year Ended June 30	Claims Payable, Beginning of Year	Claims and Changes in Estimates	Claims Paid	Claims Payable, End of Year
2011	\$ 1,358,321	\$ 11,707,516	\$ 11,672,928	\$ 1,392,909
2012	1,392,909	11,561,198	11,914,707	1,039,400
2013	1,039,400	10,874,046	11,043,546	869,900

The Town is a member of the Connecticut Interlocal Risk Management Agency ("CIRMA"), an unincorporated association of Connecticut local public agencies, which was formed in 1980 by the Connecticut Conference of Municipalities ("CCM") for the purpose of establishing and administering an interlocal risk management program pursuant to the provisions of Section 7-479a et. seq. of the Connecticut General Statutes. The Town is a member of CIRMA's worker's compensation pool, a risk sharing pool, which commenced operations on July 1, 1980. The worker's compensation pool provides statutory benefits pursuant to the provisions of the Connecticut Worker's Compensation Act. The Town pays an annual premium for its coverage. CIRMA is to be self-sustaining through members premiums

but reinsures in excess of \$1,000,000 for each insured occurrence. Members may be subject to supplemental assessment in the event of deficiencies; however, potential assessments are limited pursuant to the by-laws.

The Town purchases commercial insurance for all other risks of loss, including blanket and umbrella. Coverage has not been materially reduced, nor have settled claims exceeded commercial coverage in any of the past three years.

NOTE N - COMMITMENTS AND CONTINGENCIES

There are several lawsuits pending against the Town. The outcome and eventual liability to the Town, if any, in these cases is not known by management. The Town's management believes it has meritorious defenses against these lawsuits and estimates that potential claims against the Town, not covered by insurance, resulting from such litigation would not have a material adverse effect on the financial condition of the Town.

The Town has received state and federal grants for specific purposes that are subject to review and audit by the grantor agencies. Such audits could lead to requests for reimbursement to the grantor agency for any expenditure disallowed under terms of the grant. Based on prior experience, Town management believes such disallowances, if any, will not be material.

The Town may be subject to rebate penalties to the federal government relating to various bond and note issues. The Town expects such amounts, if any, to be immaterial.

As of June 30, 2013, the Town has recorded \$1,375,738 in encumbrances. Such encumbrances have been included as part of the assigned fund balance designation in accordance with the provisions of GASB Statement No. 54.

NOTE O - SUBSEQUENT EVENT

In July 2013, the \$35,050,000 bond anticipation note matured and was retired with proceeds from the \$22,165,429 Clean Water loan and the issuance of a new bond anticipation note. The \$11,935,000 bond anticipation note issued bears an interest rate of 1.25% and will mature in July 2014.

NOTE P - RECENTLY ISSUED ACCOUNTING STANDARDS

The GASB has issued several new accounting standards that will become effective in future years. Management is currently evaluating the effect implementation of these standards, as applicable, will have on its financial statements. A summary of recently issued accounting standards that will become effective in future years is as follows:

The GASB has issued Statement No. 66, Technical Corrections – 2012, which amends GASB Statement No. 62, Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements, by modifying the specific guidance on accounting for 1) operating lease payments that vary from a straight-line basis, 2) the

difference between the initial investment (purchase price) and the principal amount of a purchased loan or group of loans, and 3) servicing fees related to mortgage loans that are sold when the stated service fee rate differs significantly from a current (normal) servicing fee rate. These changes would eliminate any uncertainty regarding the application of GASB Statement No. 13, Accounting for Operating Leases with Scheduled Rent Increases, and result in guidance that is consistent with the requirements in GASB Statement No. 48, Sales and Pledges of Receivables and Future Revenues and Intra-Entity Transfers of Assets and Future Revenues. The provisions in GASB 66 are effective for periods beginning after December 15, 2012 and early adoption is permitted.

NOTE P - RECENTLY ISSUED ACCOUNTING STANDARDS

The GASB has issued Statement No. 67, Financial Reporting for Pension Plans - An amendment of GASB Statement No. 25, which replaces the requirements of GASB Statement No. 25, Financial Reporting for Defined Benefit Pension Plans and Note Disclosures for Defined Contribution Plans, and GASB Statement No. 50, Pension Disclosures, as they relate to pension plans that are administered through trusts or similar arrangements meeting certain criteria. GASB 67 builds upon the existing framework for financial reports of defined benefit pension plans, which includes a statement of fiduciary net position (the amount held in a trust for paying retirement benefits) and a statement of changes in fiduciary net position. GASB 67 enhances note disclosures and required supplementary information for both defined benefit and defined contribution pension plans. The provisions in GASB 67 are effective for financial statements for periods beginning after June 15, 2013 and early adoption is permitted.

The GASB has issued Statement No. 68, Accounting and Financial Reporting for Pensions - An Amendment of GASB Statement No. 27, which replaces the requirements of GASB Statement No. 27, Accounting for Pensions by State and Local Governmental Employers, and GASB Statement No. 50, Pension Disclosures, as they relate to governments that provide pensions through pension plans administered as trusts or similar arrangements that meet certain criteria. GASB 68 requires governments providing defined benefit pensions to recognize their long-term obligation for pension benefits as a liability for the first time, and to more comprehensively and comparably measure the annual costs of pension benefits. GASB 68 also enhances accountability and transparency through revised and new note disclosures and required supplementary information. The provisions in GASB 68 are effective for fiscal years beginning after June 15, 2014 and early adoption is permitted.

Requests for Information

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