

**TOWN OF NEWINGTON  
CONNECTICUT  
EST 1871**

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**INVITES CANDIDATES  
TO APPLY FOR THE  
TOWN MANAGER  
POSITION**



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**2023**



# Community Profile

## TOWN HISTORY

### Naming the Town

Newington was a part of the Town of Wethersfield until 1871. Early names for the area were “Pipestave Swamp,” then “Cow Plain,” and later, “West Farms.” These reflected its use first as a source of staves for making “pipes” (large sized barrels) used in colonial trade, then as a pasture for cattle, and the new farms taken up by descendants of early Wethersfield settlers who had been given grants on the western frontier of their riverside town. By 1721 there were enough new farmers on these grants to request that the General Assembly of the Colony of Connecticut give them the name “Newington.” This name means new town in the meadow.

### Incorporation

Because most inhabitants were related to Wethersfield families, Newington accepted government by a Wethersfield Town Meeting until 1871. But the railroad had come through Newington in the 1830’s and frequent, inexpensive transportation attracted growth. Some years later, Wethersfield Town Meeting refused to approve expenses for highway improvements for better access to the railroad. Newington was ready to take government into its own hands. It applied to the General Assembly of the State of Connecticut for incorporation, which was approved in 1871. By 1966 population increases fostered the replacement of the town meeting by the council-manager form of government

### Transportation

The trolley and the automobile brought more growth early in the 20th century. Newington’s geographical location in the center of the state, plus great improvement in highways, attracted many new residents and businesses. A train also operated in Newington for approximately 100 years until 1959. The trolley was replaced by regular bus service along the same route. Commuting to Hartford and New Britain was convenient.

The Town is known for its high level of services and quality of life with great neighborhoods and a friendly small-town feel. Located in the center of the State with easy access to beaches, mountains, New York City, Boston, Providence, Long Island shore and northern New England. Electricity is provided by Eversource. Newington has been described by many as a “kind and considerate community” that supports volunteerism.





**Population—30,234**

**Land Area—13 sq miles**

**Population Density—2,325**

**Number of Households—12,366**

**Median Age—45.5**

**Median Household Income—\$81,646**

**Total Active Businesses—2,824**

**New businesses registered in 2020—130**

**School Population—3,974**

**Pre-K Enrollment—87**

**Median Rent—\$1,263**

**Housing Units—12,810**

**Owner occupied—78%**

**Residents with Bachelor's Degree—24%**

**Residents with Master's Degree—17%**

### **Key Employers**

- Hartford Healthcare
- Data Mail Inc.
- PCX Aerostructures
- Beacon Industries
- Raytheon Technologies

### **Fiscal Indicators - FY 21-22**

- Standard & Poor's: AA+
- Grand List: \$2,844,147,194
- Median Home Value—\$228,000
- Percent Business Tax Base- 19%
- Self-employment Rate—7.1%
- Labor Force Employed—15,891
- Jobs in Municipality—16,839



## **Economic Development**

The Town of Newington has been very active in supporting new developments which will increase the grand list. Some of the projects have already begun while others remain in the planning stages. These projects will require the Town Manager's oversight.

- ⇒ **Meadow Commons (3333 Berlin Turnpike) – An approved mixed use development with 269 apartments and approx. 80,000 sf of commercial/retail space – currently under construction**
- ⇒ **The Spark (690 Cedar St) – An approved 4 story apartment building within the TOD (Transit Oriented Development Overlay District) – construction to begin in 2023**
- ⇒ **Woodbridge Suites Hotel (712 Cedar St) – An approved 122 room hotel within the TOD – currently under construction**
- ⇒ **Dakota Properties (550 Cedar St) – An approved 3 building affordable housing apartment complex – currently under construction**
- ⇒ **The Pike (227 Pane Rd) – An approved 2 building apartment complex of approx. 150 units (with some affordable units) – site has been cleared and ready for construction**
- ⇒ **The Keeney Building (1170 Main St) – Approved for a change of use (an adaptive reuse of an old industrial building) to allow a mix of retail, commercial, and other uses compatible with the downtown center business district – renovations are slated to begin this winter**
- ⇒ **731 Russell Rd – An approved EV (electric vehicle) showroom with an associated gas/EV charging station, convenience store, and car wash – construction to begin late 2023**

## **Government Services**—See Organizational Chart

- Metropolitan District Commission serves Newington and 7 other towns for regional water and sewer.
- Town participates in the Capitol Regional Council of Governments.
- Town has its own cable station located in town hall that covers major meetings and events
- The Town and Board of Education are self-insured for employee health insurance and uses the same third party insurance agency for property and liability insurances
- Newington has a contracted grant writer to assist the various departments
- The Central Connecticut Health District is a regional agency that serves as the local health department for Newington, Wethersfield, Rocky Hill and Berlin

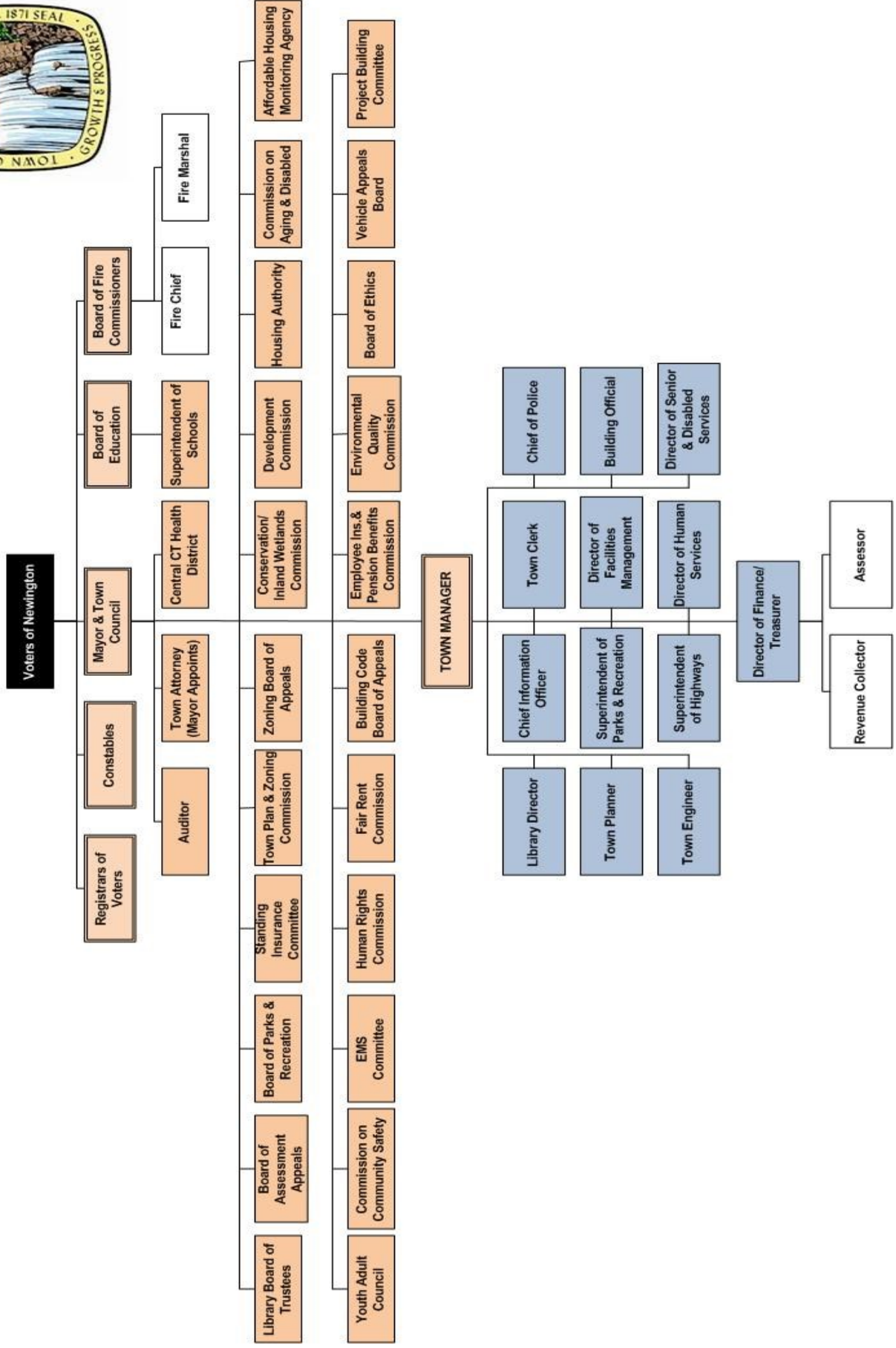


## **Form of Government**

The Town of Newington has a Council-Manager form of Government which was established in 1966. There are 9 council members including the Mayor, all elected at large for two years with a minimum of 3 minority party members. The Mayor is elected separately and has only one vote. The next election for Council and Mayor is November 2023. The Town Manager is appointed or removed with no less than 6 votes. The Council serves as the legislative body which approves the budget, determines the tax rate, sets community goals and approves Town Ordinances.

# Town of Newington, Connecticut

## Organizational Chart





### Total 22-23 Budget—Expenditures

General Govt-\$39,031,603

Education-\$78,660,124

Total-\$134,023,411

General Government 5%	Public Safety 7%
Public Works 4%	Community Planning & Development & Public Health 1%
Community Services 1%	Public Library 1%
Parks & Recreation 1%	Insurance/EE Benefits/Leave Liability/ Misc. 9%
Debt 2%	MDC-Water & Sewer 4%
CIP & Equip. Reserve CIP 7%	Board of Education 59%

### Revenue Sources for Town of Newington Budget 22-23

78.9% Property Taxes

18.9% Non-Tax Revenue

2 .2% General Fund Balance

### About the Town Manager Position

The Town Manager is responsible to the Town Council for the proper administration of all Town affairs as outlined in the Town Charter. The Town Manager is the Chief Executive Officer who oversees and manages all municipal service functions and day-to-day operations of the Town. The Town Manager performs personnel management, collective bargaining, labor relations and appoints or removes all department heads and employees. The Manager works closely with Town Council, Department Heads and the Board of Education to develop strategic priorities and annual budgets. The Manager administers all laws and ordinances through the various departments. He/She implements policies and manages operations and maintenance of Town assets and facilities plus the current budget. The Town Manager researches issues of concern for the Council and makes recommendations for their review. The Town Manager serves as the Economic Development Director; works collaboratively with internal and external stakeholders to promote economic development and growth of the Town's Grand List. He/She represents the Town in regional and state meetings to ensure awareness of programs and opportunities that may affect the community and serves as voice and advocate for Newington's interest. The Manager works with elected State Representatives on state funding, reimbursement or grant opportunities.



## **Plan of Conservation And Development Vision Statement for 2020**

Newington will continue to protect its environmental resources, particularly its wetlands, and Cedar Mountain. Identifying additional open space and striving to create an open space system will be a priority as will the stewardship of the Community's land resources. Newington will continue to maintain its historic resources, housing stock, public buildings, parks, schools and infrastructure at the highest quality possible.

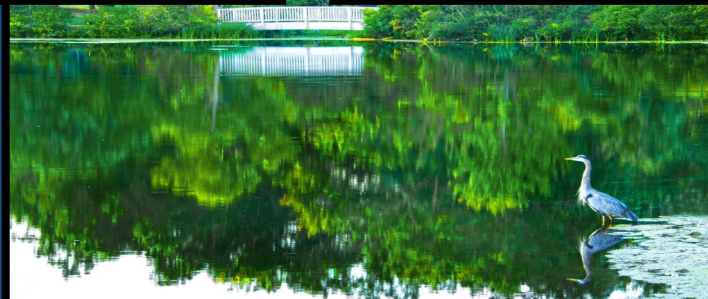
Newington will continue to be primarily a medium density single-family, owner-occupied community with safe neighborhoods and excellent community services. Newington will seek ways to diversify its housing mix to meet the changing needs of present and future residents.

Newington will place a high priority on the vitality and appearance of its Town Center and the Center's proximity to governmental and institutional buildings. Newington will strive to maintain the Center's New England character and compact size and discourage expansion into adjacent residential areas.

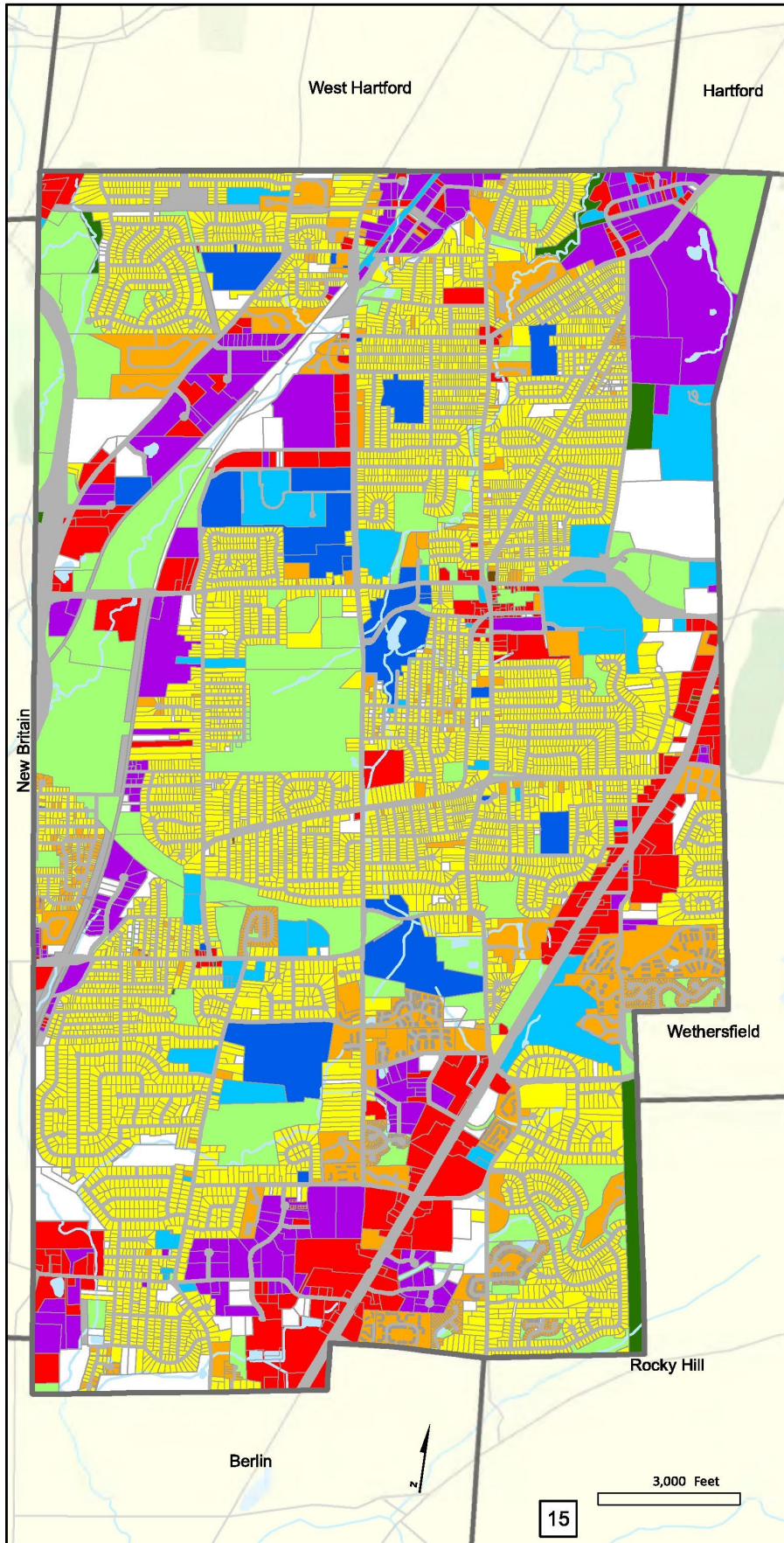
Newington will look at ways to take advantage of transportation services (such as a potential rail station and the existing CT Fastrak bus stations) to enhance the community, including its economy and housing portfolio.

Newington will continue to recognize that the quality of life in the community is influenced and enhanced by the non-residential land uses that support the Town's grand list. While these uses are essential to a vibrant and economically successful community, changes in zoning districts will be evaluated based on the characteristics of the surrounding area.

Newington will use its location within the Capitol Region as an asset to encourage new development and the reuse of older sites in harmony with surrounding areas.







# Land Use

Newington, CT

## Residential

- Single Family Residential
- Multi-Family Residential

## Business / Industrial

- Business / Commercial
- Mixed Use
- Industrial

## Institutional

- Community Facility
- Institutional

## Open Space

- Dedicated Open Space
- Managed Open Space

## Other

- Utility / Transportation
- Vacant





## **Characteristics of the Ideal Candidate:**

Newington seeks a highly qualified and successful Town Manager, who possesses a range of knowledge, skills, and abilities necessary for effective leadership and management of a complex local government. The Manager is expected to be a leader, collaborator, visionary and strategic thinker. The Manager should be an excellent communicator with a commitment to customer service. Additionally, the Manager should have excellent budgeting skills, with the ability to recruit and retain top talent, and develop succession plans for key positions. The manager is also expected to be knowledgeable about all municipal issues and services and be skilled in human resources and labor relations as well as economic development and redevelopment.



Newington seeks a team builder with a positive attitude who inspires and guides those around him/her and is comfortable with delegating to staff and holding them accountable for results. He/She is able to build consensus with various stakeholders internal and external to the Town. The Manager is expected to be a strong communicator, collaborator, and non-partisan leader who values diversity, inclusion, and equity. A successful Town Manager should be able to bring together different departments, stakeholders, and members of the community to work towards a common goal and vision.

The Manager should have a strong financial background including short and long-term budgeting and capital planning skills. They should communicate effectively with the Council, staff and public with a customer focus. The manager should also be flexible and look for opportunities for shared services. Newington is looking for a Town Manager who has the ability to plan and execute strategies for the growth and development of the Town. The Manager should be able to establish a professional relationship with all stakeholders and work towards maximizing resources and consolidating services.

### **Qualifications:**

- ♦ Preferred: Bachelor's Degree in public or business administration or a closely related field, with 5+ years of responsible executive and/or management experience which provides a demonstrated ability to perform the duties of the position. Candidates will also be considered that possess any combination of education and/or work experience deemed relevant and equivalent to achieve the successful performance of the job. Master's degree and ICMA Credentialed Manager status or other executive level certification programs are a plus.
- ♦ Preference for experience with labor relations and human resources, infrastructure projects, budgets, working with regional agencies and solutions, economic development and redevelopment and managing emergencies.
- ♦ Experience with New England communities helpful.

## Challenges & Opportunities

### Economic Development

- ⇒ Newington is looking for a Town Manager who has the ability to plan and execute strategies for the growth of the grand list & development/redevelopment of the Town while ensuring the quality-of-life is protected
- ⇒ Promote development while recognizing the importance of preserving and/or acquiring open space.
- ⇒ Support the Town Center Business Community thru revitalization efforts such as streetscape designs, zoning, traffic control and pedestrian access
- ⇒ Review traffic concerns by working with residents, DOT, businesses, and other stakeholders to evaluate traffic patterns, pedestrian safety and impacts to quality-of-life concerns. Ensure future development improves connectivity, reduces congestion and speeding and offers other transportation options.

### Leadership & Management

- ⇒ Enhancing and building relationships with external stakeholders whose actions could affect the community and advocate with stakeholders for Newington's interests
- ⇒ Newington values its public education system and the Town Manager is expected to establish and maintain a professional relationship with the Board of Education and to explore ways to maximize resources and to share or consolidate services.
- ⇒ Should be able to review regional services and work towards increasing the number of regional programs and services or sharing of staff and services both within the community and neighboring municipalities. Continue participation in regional and state level organizations (i.e.. CRCOG, CCM).
- ⇒ Ability to look at the big picture and review development and to determine its impact on services, grand list and quality of life.
- ⇒ Implement budgeting and financing recommendations that maximize revenues and preserve affordability, while maintaining services and overseeing multiple infrastructure needs and projects.
- ⇒ Make improvements to the website and all Town-generated communications to ensure information is accurately provided to the community in a timely manner.
- ⇒ Newington has a low rate of borrowing. The new manager will have to actively manage the capital improvement plan and understand debt financing.







## Compensation and Application Process

The Town of Newington offers a competitive salary dependent upon qualifications and experience. The Town provides a generous benefits package which includes health, dental, life insurance and paid vacation and sick leave. Additionally, the Town provides a defined contributions retirement plan (ICMA/RC/MissionSquare). Relocation assistance may be negotiable.

### *Newington is an AA/EOE Employer*

If you are interested in this position or have questions, on position or salary and benefits please contact Ms. Frank at the address below before applying. To apply now for this great opportunity please submit your cover letter and resume to Ms. Frank. Position will remain open until filled; first screening date is March 31, 2023

More information is available on websites: <https://www.newingtonct.gov/>

And Videos about the Town

[https://www.elocallink.tv/m/v/Redesign4/?pid=w2wQ8xz62#c|ctnew21\\_comorg\\_iwd](https://www.elocallink.tv/m/v/Redesign4/?pid=w2wQ8xz62#c|ctnew21_comorg_iwd)

See School website for additional videos <https://www.npsct.org>



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