

**TOWN OF FARMINGTON, CT
OFFICE OF THE TOWN MANAGER
REGULAR TOWN COUNCIL MEETING**

Date: February 9, 2016
(Council Members are asked to call the Town Manager's Office if they are unable to attend.)

Time: 7:00 p.m.

Place: Council Chambers

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Presentations and Recognitions
 - 1. Resolution in Memory of William John Benson
 - 2. Proclamation - John McGrane
 - 3. Proclamation - Gary Petersen
 - 4. State Legislators - Update on legislative priorities and state budget
 - 5. Presentation - Town of Farmington Audit FY Ending June 30, 2015 Blum Shapiro & Company, P.C. (attachment)
- D. Public Hearing
 - 1. A Public Hearing to amend Chapter 176 "Taxation" of the Farmington Town Code.
 - 2. A Public Hearing to amend Chapter 83 "Building Construction" of the Farmington Town Code.
 - 3. A Public Hearing to consider the acquisition of properties owned by October Twenty-Four, Inc. located at 8885 South Ridge Road (Lot 7) and 8809 (Lot 6A/B) Settlement Road (approximately 107.1 acres) for the purchase price of \$1,225,000.
- E. New Items
- F. Public Comments
- G. Reading of the Minutes
 - 1. January 12, 2016 Regular Town Council Meeting
 - 2. January 25, 2016 Special Town Council Meeting
 - 3. January 26, 2016 Regular Town Council Meeting
- H. Reading of Communications and Written Appeals
 - 1. Department of Transportation Correspondence (attachment)

I. Report of the Committees

1. UCONN Committee(s)
2. Land Acquisition Committee
3. Green Efforts Committee
4. Joint Town of Farmington/City of Hartford Committee
5. Bicycle Advisory Committee
6. Farmington Gateway Committee
7. Web Page Sub-Committee

J. Report of the Council Chair and Liaisons

1. Chair Report
2. Board of Education Liaison Report
3. Unionville Village Improvement Association Liaison Report
4. Town Plan and Zoning Liaison Report
5. Water Pollution Control Authority Report
6. Economic Development Commission Liaison Report
7. Human Relations Commission Report
8. Chamber of Commerce Report
9. Other Liaison Reports

K. Report of the Town Manager— High Street Update

L. Appointments

1. Plainville Area Cable TV Advisory Council (Erickson) (R)
2. Plainville Area Cable TV Advisory Council (Landry) (R)
3. North Central Regional Mental Health Board, Inc. (Wienke) (R)
4. Housing Authority (Cowdry) (R)
5. Building Code Board of Appeals (Schadler) (R)
6. Plainville Area Cable TV Advisory (Montes) (R)
7. Unionville Historic District and Properties Commission Alternate (Hoffman) (R)
8. Retirement Board (Miller) (D)
9. Green Efforts Committee (Reed) (BOE)
10. Conservation and Inland Wetlands Commission (Forster) (R)

M. Old Business

1. To consider and take action on the 2016 Blighted Building List.
2. To approve the Town of Farmington Strategic Plan/Town Manager Goals.
3. To approve the Town of Farmington Recreation Policy.

N. New Business

1. To amend Chapter 176 "Taxation" of the Farmington Town Code.
2. To amend Chapter 83 "Building Construction" of the Farmington Town Code.

3. To recommend the purchase of properties owned by October Twenty-Four, Inc. located at 8885 South Ridge Road (Lot 7) and 8809 (Lot 6A/B) Settlement Road (approximately 107.1 acres) for the purchase price of \$1,225,000 to the Town Plan and Zoning Commission for a report under Section 8-24 of the Connecticut State Statutes.
4. To award Bid # 233 "Unionville Sidewalk Replacement", including Alternates # 1 & 2, to Guerrera Construction, Inc. of Oxford, CT at a low bid price of \$378,695.
5. To ratify the tentative collective bargaining agreement between the Town of Farmington and Local 331, International Brotherhood of Police Officers, for the period July 1, 2015 through June 30, 2018.
6. To ratify the tentative collective bargaining agreements (Supervisor and Non-Supervisor) between the Town of Farmington and Local 2001, CSEA/SEIU, for the period July 1, 2015 through June 30, 2017.
7. To set a public hearing on March 8, 2016 at 7:00 p.m. in the Town Hall Council Chambers on the Town Manager's 2016-2017 Recommended Budget.
8. To take action on budget targets for the 2016 -2017 Fiscal Year.
9. To approve property tax refunds.

O. Executive Session

1. Land acquisition

P. Adjournment

A RESOLUTION IN MEMORY OF William John Benson

WHEREAS, it is with deep regret that we note the passing of William John Benson on January 19, 2016, and

WHEREAS, William John Benson was a lifelong Boy Scout, becoming an Assistant Scoutmaster in 1969, Scoutmaster in 1975 for Boy Scout Troop 32 (West Hartford), and Scoutmaster for Boy Scout Troop 170 (Unionville) since the Fall of 1981, and

WHEREAS, William John Benson was Advisor, Wipunquoak Chapter, Order of the Arrow, as well as on National Staff for several national Boy Scout jamborees, and

WHEREAS, William John Benson, was very proud to have attained the crowning achievement of Eagle Scout, of being awarded the Silver Beaver Award and District Award of Merit, and of receiving his 55-year Scouting Pin in October 2015, and

WHEREAS, William John Benson's strong leadership and exemplary role model had a positive impact on countless young men by impressing upon them life-long skills of becoming good citizens and to turn young men into leaders, and

WHEREAS, William John Benson always maintained a focus on the public good and acted to protect the public interest over private interests while donating countless hours of time, energy and personal commitment to better our community and enrich the lives of the residents of the Town of Farmington.

NOW, THEREFORE BE IT RESOLVED, that the Farmington Town Council extends their sympathy to his many friends and family. We will forever remember William John Benson for his excellent work on behalf of the youth of our community and for his selfless dedication and immeasurable contributions to the Town of Farmington and its residents.

DATED AT FARMINGTON, CONNECTICUT this 9th day of February 2016.

**Nancy Nickerson, Chair
Farmington Town Council**

PROCLAMATION

WHEREAS, John McGrane has served on the Farmington Water Pollution Control Authority from 2004 to 2015, and

WHEREAS, John McGrane, through his vision, leadership and involvement in the Farmington Water Pollution Control Authority, was instrumental in providing a roadmap for the continued success of the Town's infrastructure, including the upgrade of the Waste Water Treatment Plant, and

WHEREAS, John McGrane has made significant and lasting contributions in multiple ways that have fostered the well-being of the citizens of the Town of Farmington, and in many instances, these contributions and efforts, and their significance for the Town, were not widely recognized, and

WHEREAS, John McGrane, without his dedication, generosity and commitment, the quality of life within the Town of Farmington would be diminished, and

WHEREAS, John McGrane has always maintained a focus on the public good and acted to protect the public interest over private interests while donating countless hours of time, energy and personal commitment to better our community and enrich the lives of the residents of the Town of Farmington.

NOW, THEREFORE, the Farmington Town Council hereby commends Farmington Water Pollution Control Authority member John McGrane for his excellent work on behalf of the community, and we hereby thank him for his selfless dedication and immeasurable contributions and commitment to the Town of Farmington and its residents.

DATED AT FARMINGTON, CONNECTICUT this 9th day of February 2016.

Nancy Nickerson, Chair
Farmington Town Council

PROCLAMATION

WHEREAS, Gary Petersen has served the Town of Farmington as a Fire Fighter for 41 years starting as a volunteer fire fighter at the East Farmington Volunteer Fire Department on October 1, 1974 and,

WHEREAS, Gary Petersen, became a Career Fire Fighter on June 18, 1984 and served honorably as a Career Fire Fighter until his retirement on December 31, 2015, and

WHEREAS, Gary Petersen is a lifelong Farmington resident who proudly held the distinction of being Badge 1 because of his seniority in the Fire Department prior to his retirement, and

WHEREAS, Gary Petersen was appointed to the Retirement Board as an IAFF Local 3103 Representative from the period of 2008 to 2015 and,

WHEREAS, Gary Petersen, without his dedication, generosity and commitment, the quality of life within the Town of Farmington would be diminished, and

WHEREAS, Gary Petersen has made significant and lasting contributions in multiple ways that have fostered the well-being of the citizens of the Town of Farmington, and

WHEREAS, Gary Petersen has always maintained a focus on the public good and acted to protect the public interest over private interests while donating countless hours of time, energy and personal commitment to better our community and enrich the lives of the residents of the Town of Farmington.

NOW, THEREFORE, the Farmington Town Council hereby commends Gary Petersen for his excellent work on behalf of the community and we hereby thank him for his selfless dedication and immeasurable contributions and commitment to the Town of Farmington and its residents. The Farmington Town Council hereby extends to Gary and his wife Katherine its best wishes on their future endeavors.

DATED AT FARMINGTON, CONNECTICUT this 5th day of February 2016.

Nancy Nickerson, Chair
Farmington Town Council

BlumShapiro

Accounting | Tax | Business Consulting

To the Town Council
Town of Farmington, Connecticut

In planning and performing our audit of the financial statements of the Town of Farmington, Connecticut, as of and for the year ended June 30, 2015, in accordance with auditing standards generally accepted in the United States of America, we considered the Town of Farmington, Connecticut's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town of Farmington, Connecticut's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of Farmington, Connecticut's internal control.

We noted the following matters involving the internal control over financial reporting and its operation that we offer as constructive suggestions for your consideration as part of the ongoing process of modifying and improving accounting controls and administrative practices.

Segregation of Duties

As part of the annual audit, we are required to obtain an understanding of the Town of Farmington, Connecticut's internal control environment in order to assess the overall risk of material misstatement in the financial statements. We recommend the Town of Farmington, Connecticut, strengthen its segregation of duties whenever feasible. Cross training in key areas of the internal control structure can be valuable in providing cross examinations where needed and eliminating disruption when turnover occurs. Specifically, in the Town finance office, some of these key areas include but are not limited to the following:

- Year-end closing entries should be subsequently reviewed to verify they were posted correctly and appears reasonable. Subsequent reviews of journal entries will assist in the detection and determent of errors in financial reporting.
- Bank reconciliations should be subsequently reviewed with immaterial unreconciled variances researched and eliminated.

This letter should be read in conjunction with our report on Internal Control over Financial Reporting and on Compliance Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* dated December 22, 2015.

This communication is intended solely for the information and use of management, Members of the Town Council, others within the organization, and federal and state awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than thee specified parties.

Blum, Shapiro & Company, P.C.

West Hartford, Connecticut
December 22, 2015

**LEGAL NOTICE
TOWN OF FARMINGTON
PUBLIC HEARING**

A Public Hearing will be held on Tuesday, February 9, 2016 at 7:00 p.m. in the Town Hall Council Chambers to amend Chapter 176 "Taxation" of the Farmington Town Code.

Dated at Farmington Connecticut this 26th day of January 2016.

Kathleen A. Eagen
Town Manager

**LEGAL NOTICE
TOWN OF FARMINGTON
PUBLIC HEARING**

A Public Hearing will be held on Tuesday, February 9, 2016 at 7:10 p.m. in the Town Hall Council Chambers to amend Chapter 83 "Building Construction" of the Farmington Town Code.

Dated at Farmington Connecticut this 26th day of January 2016.

Kathleen A. Eagen
Town Manager

**LEGAL NOTICE
TOWN OF FARMINGTON
PUBLIC HEARING**

A Public Hearing will be held on February 9, 2016 at 7:15 p.m. in the Town Hall Council Chambers to consider the acquisition of properties owned by October Twenty-Four, Inc. located at 8885 South Ridge Road (Lot 7) and 8809 (Lot 6A/B) Settlement Road (approximately 107.1 acres) for the purchase price of \$1,225,000.

Dated at Farmington, Connecticut this 1st day of February 2016.

Kathleen A. Eagen
Town Manager

H-1



STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546

Phone:

January 19, 2016

JAN 25 2016

Ms. Kathleen A. Eagen
Town Manager
Town of Farmington
1 Monteith Drive
Farmington, Connecticut 06032-2300

Dear Ms. Eagen:

Subject: Structure No. 01487
Route 177 over the Farmington River

This letter is in response to your letter dated September 8, 2015 to Mr. Charles A. Drda, Transportation Maintenance Administrator of the Department of Transportation (Department). Mr. Drda has forwarded your question concerning the pedestrian bridge railing condition to the Bureau of Engineering and Construction, Division of Bridges, for a response.

As you may know, the Department inspects all bridges greater than 20 feet on a biannual basis. The Bridges' condition is evaluated based on, among several factors, safety and structural condition. The Department appreciates your thoughts and input regarding potential bridge projects that are important to the town of Farmington. The Department has initiated a project to include all required work to preserve the service life of the bridge. This will include any and all maintenance items, structural items, as well as the rehabilitation or replacement of the sidewalk pedestrian railing system. Please note that the timeframe to progress through the design process and acquire the associated regulatory permits is typically a two to three year process.

Should you have any questions, or would like further information, please contact, Ms. Mary Baker, Transportation Supervising Engineer, at (860) 594-3402.

Very truly yours,

Theodore H. Nezames, P.E.
Manager of Bridges
Bureau of Engineering and Construction

MOTION:

Agenda Item K

Report of the Town Manager — High Street Update

High Street Update

Background and Study Results

On May 27, 2015 the Town's Traffic Review Board received a petition signed by the residents of High Street requesting that their street be converted to a cul-de-sac. The residents cited increasing traffic, high rates of travel speed, and fears of potential changing traffic patterns associated with upcoming State road work as motivating factors for the request.

The Town's Traffic Review Board, a staff level working group, has been evaluating this petition. As part of this evaluation it was deemed prudent to consult with a professional engineering firm to analytically determine what, if any, impacts such a change could have. In addition to reviewing High Street, the consultant was directed to evaluate the roadways and intersections within the Farmington Village to determine traffic patterns, and if any changes could be made to encourage the use of the artery roadways and discourage cut-through traffic.

On Thursday, January 28, 2016 the Town's Traffic Review Board and the Town's consultant, Fuss & O'Neill, presented the findings of the study as well as potential short- and long-term recommendations to improve traffic in the Farmington Village. Approximately 30 residents attended the meeting (a copy of the presentation slides are attached). The consultant's study concluded that due to existing levels of congestion, the area roadway network cannot support closing High Street or converting it to a one-way road. However, alternative improvements for the area were discussed.

During the meeting the consultant indicated that the intersection of Route 4 at Route 10 needs to be improved, and he recommended several improvements that could be implemented to lower the existing level of cut-through traffic on the Town's local roads, including High Street. Traffic calming strategies were also discussed to make High Street and other local roads less desirable for cut through traffic. Finally, the potential for adding a third Farmington River crossing was discussed, which could alleviate congestion in both the Farmington and Unionville villages.

Action Items/ Next Steps

The Town's Traffic Review Board is recommending the acceptance of the consultant's recommendations, with the following action items:

- Short-term
 - Petition the State to remove the "No Right Turn on Red" signage for northbound Route 10.

- Petition the State to reevaluate signal timing along Farmington Avenue to increase efficiency.
- Increase police presence and enforcement on local roads.
- Utilize "Your Speed Is" signage.
- Long-term
 - Request the CT DOT to reinstate certain components of State Project 51-260, including extending the northbound right turn lane storage area and the installation of additional southbound turning lanes.
 - Evaluate the feasibility and potential funding opportunities for an additional river crossing.
- Ongoing
 - Continue to monitor traffic patterns in the Village throughout the duration of the State's upcoming roadway project.
 - Upon completion of the State's roadway project evaluate what, if any, permanent traffic calming measures may be appropriate. This process will include an evaluation of town-wide traffic calming.

The Town has already begun work on advancing the recommendations from the consultant's report. Moreover, the above recommendations are consistent with new proposed goals that have been added to the Strategic Plan, including:

- Work with the Connecticut Department of Transportation to facilitate the construction of improvements to Route 10 at Route 4, including improvements to the northbound right-turn lane and southbound left-turn lane, which were originally proposed as part of State Project 51-260. Report to the Town Council on a quarterly basis.
- To continue to evaluate the potential and location of an additional river crossing with the State of Connecticut Department of Transportation to alleviate traffic in the Town centers.
- The Police Department will work towards creating a separate traffic unit in the Farmington Police Department in order to increase enforcement and compliance of traffic laws, and work together with the community overall to address neighborhood traffic concerns. This unit will also be responsible for managing data collection, and other relevant information required by the Traffic Review Board and the Town Manager.

Conclusion

The Town has worked diligently over the last nine months to investigate and find solutions to resident concerns in and around High Street. While staff is constantly engaged in traffic concerns throughout Town, the Cul-De- Sac petition was a beneficial and positive collaborative process between the Town and all parties involved. The level of civic engagement in this process is notable. As is sometimes the case, the residents' request cannot be specifically accommodated. Closing High Street to create a cul-de-sac would significantly impact the Route 4 at Route 10 intersection. Nonetheless, there is work to be done that can make positive

changes not only for the residents of High Street and other Village streets, but also for cars passing through this area. The information gathered from this process will be used to justify our improvement requests to the State of Connecticut. There is still quite a bit of work to be done, but the findings of the study are aligned with the new proposed goals in the Strategic Plan and staff will continue to move this process forward. The Council will be periodically updated as our requests to the State advance, and we will continue to keep an open dialogue with the village neighborhoods.

/Attachment

Traffic Review Board Meeting High Street

January 28, 2016

*Traffic Review Board Meeting
High Street*



Presentation Outline

- Traffic Review Board Background
- High Street Request
- History
- Traffic Evaluation
- Recommendations and Timeline
- Q&A



TRB Background

- Traffic Review Board
 - Staff Level Review Group
 - Comprised of:
 - Police Department
 - Fire Department
 - Engineering Division
 - Highway and Grounds
 - Planning & Zoning
 - Farmington Resident
 - Reviews complaints and concerns related to traffic
 - Advisory to the Town Manager



High Street Request

- Group of Citizens Requested High Street be Considered for a Cul-De-Sac.
 - Concerns raised about speeds.
 - Concerns raised about traffic.
 - Concerns raised about State Project 51-260.
- Concerns about changing traffic patterns in the already congested Farmington Village.



High Street Request

- Concerns From a Second Group of Concerned Citizens Requesting No Changes to Traffic Patterns.
- The Town Hired a Professional Engineering Firm to Evaluate the Impacts to the Farmington Village.



High Street Data

- Historic Traffic Counts– Weekday Average
 - September 2004 2,493 vehicles per day
 - April 2015 3,150 vehicles per day



Traffic Evaluation

- Fuss and O'Neill Was Retained for Evaluation
- Evaluated Potential Impacts to Farmington Village.



Traffic Evaluation Findings

- Volumes
 - Existing:
 - Utilized data collected from the town & CTDOT
 - Determined overall flow throughout study area
 - Determined where vehicles enter & exit study area
 - Estimated the volume of cut-thru traffic on High St
 - Conducted traffic capacity analysis of study area intersections



Traffic Evaluation Findings

- Volumes
 - Redistribution:
 - Eliminate option to cut-through on High St
 - Estimated % of diverted traffic at each intersection in study area
 - Estimated % of traffic that would no longer travel through study area at all
 - Conducted traffic capacity analysis & compared to existing



Traffic Evaluation Findings

- Garden Street as alternate route to High Street:
 - Runs parallel
 - Has similar roadway characteristics
 - Alternate route for traffic originating from Meadow
 - Less likely alternate route for Route 10 traffic



Traffic Evaluation Findings

- Analysis of Study Area Intersections:
 - Route 4 at Garden St (traffic signal)
 - Slight increase to delay and queuing.
 - Route 10 at Meadow Road (traffic signal)
 - Operation improves due to decrease in volume on Meadow Road and more traffic diverting to Garden St.
 - Meadow Road at Garden Street
 - Operation remains similar to existing conditions



Traffic Evaluation Findings

- Analysis of Study Area Intersections:
 - Route 4 at Route 10
 - Already operates over-capacity
 - Redistribution adds more volume
 - Most significant problems occur in the AM peak hour
 - NB right-turn delay per vehicle increases from 52 sec to 230 sec
 - NB queue increases from 220 feet to 615 feet



Conclusions

- Due to high peak hour delays at the intersection of Route 4 and Route 10, High Street should remain open to through traffic.
- Traffic calming strategies should be utilized on High Street to keep speeds down.
- Signal timings should be optimized at the study area intersections for increased efficiency.
- Previously proposed intersection improvements as part of State Project 51-260 should be reinstated in order to increase the capacity of the intersection of Route 4 and Route 10.



Recommendations

- Short-Term
 - Route 4 at Route 10 intersection:
 - Request CTDOT allow 'right on red'.
 - Request CTDOT reevaluate signal timing to increase efficiency.
 - Local Roads
 - Increase police presence and enforcement.
 - Utilize "Your Speed Is" signs.



Recommendations

- Long-Term
 - ❑ Request CTDOT improve northbound Route 10 right turn lane at Route 4.
 - ❑ Request CTDOT to improve southbound Route 10 at Route 4.



Recommendations

- Ongoing
 - ❑ Utilize current data and Traffic Evaluation as a basis to monitor traffic patterns in the Village through duration of State's roadway project and beyond.
 - ❑ Evaluate what permanent traffic calming measures may be effective at conclusion of the State's project.



Questions and Answers



MOTION: Agenda Item L-1

That _____ be appointed to the Plainville Area Cable TV Advisory Council for the balance of a two-year term beginning immediately and ending June 30, 2016. (Erickson) (R)

MOTION: Agenda Item L-2

That _____ be appointed to the Plainville Area Cable TV Advisory Council for the balance of a two-year term beginning immediately and ending June 30, 2016. (Landry) (R)

MOTION: Agenda Item L-3

That _____ be appointed to the North Central Regional Mental Health Board, Inc. for the balance of a two-year term beginning immediately and ending September 30, 2017. (Wienke) (R)

MOTION: Agenda Item L-4

That _____ be appointed to the Housing Authority for the balance of a five-year term beginning immediately and ending September 30, 2016. (Cowdry) (R)

MOTION: Agenda Item L-5

That _____ be appointed to the Building Code Board of Appeals for the balance of a five-year term beginning immediately and ending September 30, 2019. (Schadler) (R)

MOTION: Agenda Item L-6

That _____ be appointed to the Plainville Area Cable TV Advisory Council for the balance of a two-year term beginning immediately and ending September 30, 2017. (Montes) (R)

MOTION: Agenda Item L-7

That _____ be appointed to the Unionville Historic District and Properties Commission as an **Alternate** for the balance of a three-year term beginning immediately and ending September 30, 2017. (Hoffman) (R)

MOTION: Agenda Item L-8

That _____ be appointed to the Retirement Board for a 2-year term beginning immediately and ending January, 2018. (Miller) (D)

MOTION: Agenda Item L-9

That _____ be appointed to the Joint Green Efforts Committee beginning immediately for an indefinite term. (Reed) (Board of Education)

MOTION:

Agenda Item L-10

That _____ be appointed to the Conservation and Inland Wetlands Commission for the balance of a four-year term beginning immediately and ending September 30, 2016.
(Forster) (R)

MOTION:

Agenda Item M-1

To consider and take action on the following 2016 Blighted Building list:

23 Lakeview Drive
63 Main Street (Unionville)
700/702 New Britain Avenue
15 Walnut Street

NOTE: Under the provisions of The Code of the Town of Farmington Chapter 88 "Buildings, Blighted," the Town Council has 75 days from the date of submission to approve, disapprove, or modify the list.

23 Lakeview Drive

- Property continues to meet Blighted Building Ordinance requirements.
- Property has been on the Blighted Building List since January 14, 2009.
- Legal action currently pending.
- Recommend the property remain on the Blighted Building List.

63 Main Street (Unionville)

- Property continues to meet Blighted Building Ordinance requirements.
- Property has been on the Blighted Building List since August 12, 2014.
- Town has been fining the owner \$100/day since September 2, 2014.
- Property owner has been cleaning and making repairs to the home.
- Lender has pending legal foreclosure action on property.
- Recommend the property remain on the Blighted Building List.

700/702 New Britain Avenue

- Property continues to meet Blighted Building Ordinance requirements.
- Property has been on the Blighted Building List since February 11, 2014.
- Town has been fining the owner \$100/day since April 7, 2014.
- Lender is attempting legal foreclosure action on property. Owner has filed Bankruptcy Petition delaying foreclosure.
- Town in process of reviewing future potential legal actions.
- Recommend the property remain on the Blighted Building List.

15 Walnut Street (Unionville)

- Property continues to meet Blighted Building Ordinance requirements.
- Property has been on the Blighted Building List since February 10, 2015.
- Property is currently with Probate.
- Property has been cleaned and is currently for sale.
- Recommend the property remain on the Blighted Building List.

NOTE: One property has been removed from the list since the Town Council took action on the last Blighted Building List in 2015. The home at 184 Talcott Notch has been demolished, and the owner is currently working with the Town to obtain a building permit for a new home. At this time, the Planning Division is not proposing to add any new homes to the list.

MOTION:

Agenda Item M-2

To approve the attached Town of Farmington Strategic Plan/Town Manager Goals.

NOTE: The Town Council has been amending the Strategic Plan/Town Manager Goals at the beginning of the newly elected Town Council's term.

Based on the discussions at the January 26, 2016 Town Council meeting, I have listed the modifications for Town Council consideration.

- To continue to evaluate the potential and location of an additional river crossing with the State of Connecticut Department of Transportation to alleviate traffic in the Town Centers.
- To reestablish the trail from the west side of the Farmington Center bridge to approximately the former Grist Mill dam.
- To investigate developing and expanding Yodkins Park to allow for river access.

/Attachment

Town Manager's Goals – 2016-2018

Goal 2 Transportation and Land

Improve the transportation systems and facilitate implementation of traffic improvement systems; endorse policies that expand, preserve and protect the character of neighborhoods with a balance between open space and land development.

<u>Desired Outcomes</u>	<u>Deliverables</u>	<u>2016-2018 Goals</u>
<p>2.1 Partner with the Town Plan and Zoning Commission/Inland Wetlands-Watercourse-Agency (TPZ) to facilitate public awareness of the TPZ and Town Council roles, responsibilities and vision in land use matters.</p> <p>Town Manager – TPZ is no longer IWWA</p>	<p>The Development Wing participates and provides technical professional planning and technical support for all land use committees, including Planning and Zoning Commission, Zoning Board of Appeals, Architectural Review Committee the Inlands Wetlands Commission, Conservation Commission, Historic District commissions and the Economic Development Commission, and maintains a communication link between the public, the Land Use committees, Economic Development Commission and the Town Council.</p> <p>Town Manager recommends modifications to goal. Modifications more accurately describe the deliverable.</p>	

Town Manager's Goals – 2016-2018

Goal 2 Transportation and Land

Improve the transportation systems and facilitate implementation of traffic improvement systems; endorse policies that expand, preserve and protect the character of neighborhoods with a balance between open space and land development.

<u>Desired Outcomes</u>	<u>Deliverables</u>	<u>2016-2018 Goals</u>
<p>2.2 Collaborate with Town Plan and Zoning Commission to implement the vision in land use matters.</p>	<p>Assist the Town Plan and Zoning Commission with their leadership and policy-making roles and assist in the implementation of the Town of Farmington Strategic Plan. Ensure the administration and compliance with Town Plan of Conservation and Development. Review and make recommendations to the Town Plan and Zoning Commission regarding town planning issues re-zoning-and-density requirements:</p> <p>Town Manager recommends modifications to goal. Modifications more accurately describe the deliverable.</p>	<p>Provide needed support to ensure that the Private/Public Land Initiatives Committee moves forward and receives the appropriate staffing support to complete objectives. Provide Quarterly Reports to the Town Council:</p> <p>1) Provide needed support to ensure that the Gateway Committee moves forward and receives the appropriate staffing and funding to complete objectives. Provide Quarterly Reports to the Town Council.</p> <p>Town Manager recommends the modified goal to continue. Committee will recommend name change</p> <p>NEW GOAL</p> <p>2) Prepare for the acquisition of the Parsons property in 2017.</p> <p>Town Manager recommends the new goal.</p>

Town Manager's Goals – 2016-2018

Goal 2 Transportation and Land

Improve the transportation systems and facilitate implementation of traffic improvement systems; endorse policies that expand, preserve and protect the character of neighborhoods with a balance between open space and land development.

<u>Desired Outcomes</u>	<u>Deliverables</u>	<u>2016-2018 Goals</u>
<p>2.3 Collaborate with Federal and State officials to expedite traffic improvement plans.</p>	<p>Oversee actions taken to improve traffic issues to include meeting with the State of Connecticut staff representatives on a regular basis.</p> <p>Work with the State of Connecticut to implement future State DOT projects and apply to CRGOG or to the State for the new projects.</p>	<p>3) Manage actions taken to improve traffic problems including meeting with the State of Connecticut Department of Transportation on quarterly basis. Report on the following projects to the Town Council on a quarterly basis.</p> <p>State Project(s) #51-260 Backage Road Project #51-270 Sewer Project Backage Road Project #51-268 Rails to Trails Project #51-269 New Britain Ave. Project Route 4 Corridor Study Project South Road Reconstruction Project</p> <p>Town Manager recommends the modified goal to continue.</p> <p>NEW GOAL</p> <p>4) Work with the Connecticut Department of Transportation to facilitate the construction of improvements to Route 10 at Route 4, including improvements to the northbound right-turn lane and southbound left-turn lane, which were originally proposed as part of State Project 51-260. Report to the Town Council on a quarterly basis.</p> <p>Town Manager recommends the new goal.</p>

Town Manager's Goals – 2016-2018

Goal 2 Transportation and Land

Improve the transportation systems and facilitate implementation of traffic improvement systems; endorse policies that expand, preserve and protect the character of neighborhoods with a balance between open space and land development.

<u>Desired Outcomes</u>	<u>Deliverables</u>	<u>2016-2018 Goals</u>
<p>2.4 Seek innovative solutions to mitigate traffic problems including public transportation opportunities.</p>	<p>Staff to participate in the Traffic Review Board, coordinate and work closely with the police department special projects unit. Manage the statistical data and information from traffic accident data to address neighborhood traffic concerns and update the traffic enforcement plan.</p> <p>Staff to work with the Town Plan and Zoning Commission with regards to alleviating particular traffic issues in conjunction with developments that have been submitted to the Town Plan and Zoning Commission.</p> <p>Staff to continue to utilize non-structural improvements within new developments submitted to the Town Plan and Zoning Commission (school bus access, curb cuts, mass transit, and emergency access).</p>	<p>5) Provide needed support to ensure that the Bicycle Advisory Committee moves forward and receives the appropriate staffing support to complete objectives. Provide Quarterly Reports to the Town Council.</p> <p>Town Manager recommends the goal to continue.</p> <p>6) Town staff and Bicycle Committee begin to analyze the existing trail and parking lot system with respect to neighborhood accessibility. Prioritize higher connectivity versus low cost. Provide Quarterly reports to the Town Council. (Priority-2) Priority 1</p> <p>Town Manager recommends the goal to continue.</p> <p>NEW GOAL</p> <p>7) The Police Department will work towards creating a separate traffic unit in the Farmington Police Department in order to increase enforcement and compliance of traffic laws, and work together with the community to address neighborhood traffic concerns. This Unit will also be responsible for managing data collection, and other relevant information required by the Traffic Review Board and the Town Manager.</p> <p>Town Manager recommends the new goal.</p>

Town Manager's Goals – 2016-2018

Goal 2 Transportation and Land

Improve the transportation systems and facilitate implementation of traffic improvement systems; endorse policies that expand, preserve and protect the character of neighborhoods with a balance between open space and land development.

<u>Desired Outcomes</u>	<u>Deliverables</u>	<u>2016-2018 Goals</u>
<p>2.5 Ensure that roads and sidewalks are maintained at a high level of quality and are accessible to all residents.</p>	<p>Public Works Department to manage the safe, efficient and effective construction and maintenance of public roadways, including directing road construction, snow, leaf removal, and tree removal and overall general maintenance and upkeep of all public roads</p>	<p>OLD GOAL To complete the design of the Irving A Parking Lot and provide quarterly reports to the Town Council.</p> <p>Complete</p> <p>8) To complete the design construction of sidewalks from Depot Place to Keene place and administer the Main Street Grant. Provide quarterly reports to the Town Council.</p> <p>Town Manager recommends the modified goal to continue.</p>
<p>2.6 Determine Farmington's citizen and business priorities for future land use in regards to initiatives put forth by federal and state agencies.</p>	<p>Maintain a communication link between the public, the business community and the Town through the implementation of the Plan of Conservation and Development and encourage those priorities at the federal and state level.</p>	<p>NEW GOAL</p> <p>9) Prepare for the 10-year re-write of the Plan of Conservation and Development starting in 2017. Provide Quarterly Reports to the Town Council.</p> <p>Town Manager recommends the new goal.</p>

Town Manager's Goals – 2016-2018

Goal 2 Transportation and Land

Improve the transportation systems and facilitate implementation of traffic improvement systems; endorse policies that expand, preserve and protect the character of neighborhoods with a balance between open space and land development.

<u>Desired Outcomes</u>	<u>Deliverables</u>	<u>2016-2018 Goals</u>
<p>2.7 Promote the maintenance, improvement and expansion of infrastructure.</p>	<p>Manage and continue to implement the maintenance and improvement plans for all Town infrastructures through the five-year Capital Improvement Plan. Assist in updating the Town's sanitary sewer master plan of the Water Pollution Control Authority.</p>	<p>10) To begin the construction of the comprehensive upgrade of the Water Pollution Control Plant. complete the final design for a comprehensive upgrade of the Water Pollution Control Plant. Receive all appropriate Federal/State and Local approvals. Advertise and award bid for a Fall 15 construction start. Provide quarterly reports to the Town Council.</p> <p>Town Manager recommends the modified goal to continue.</p>
<p>2.8 Collaborate with all relevant boards and commissions to preserve and protect the environment.</p>	<p>Assist and provide technical support to the Inlands/Wetlands and Conservation Commission with their leadership and policy-making roles in the implementation of the Strategic Plan. Work with the Land Acquisition Commission to continue the acquisition of open space and apply for state grants for reimbursement.</p>	<p>11) To work with the Farmington Cemetery Committee and Farmington State Legislative Delegation to identify town land that would be suitable for the expansion of the Riverside Cemetery.</p> <p>Town Manager recommends the modified goal to continue.</p>

Town Manager's Goals – 2016-2018

Goal 3 Economic Development

Promote growth of the tax base through programs and processes designed to encourage business retention, expansion and attraction while maintaining the character of the community.

<u>Desired Outcomes</u>	<u>Deliverables</u>	<u>2016-2018 Goals</u>
<p>3.1 Assure that Farmington's policies and procedures are competitive and conducive to economic development in the community.</p>	<p>Manage and support the Economic Development Commission in all aspects of the Economic Development policy and program.</p> <p>Establish and maintain working relationship with commercial real estate companies, developers, State of Connecticut Department of Economic Development, and local utility providers. Work in conjunction with the Planning and Development office on policy development.</p>	<p>12) Provide needed support to ensure that the Town Council UCONN sub-committee moves forward and receives the appropriate staffing support to complete objectives. Provide Quarterly Reports to Town Council.</p> <p>Town Manager recommends the goal to continue.</p>
<p>3.2 Continue to monitor and update a plan that promotes the retention and expansion of existing businesses and attraction of new businesses.</p>	<p>Economic Development Director to participate in business visitation meetings and maintain a communication link between the business community and the Town Government. Maintain inventory of available Town properties, vacancy rates, and information on the local utility infrastructure. Provide guidance to businesses concerning various economic development programs. Track trend changes critical to businesses and develop reporting mechanisms to applicable parties.</p>	

Town Manager's Goals – 2016-2018

Goal 3 Economic Development

Promote growth of the tax base through programs and processes designed to encourage business retention, expansion and attraction while maintaining the character of the community.

<u>Desired Outcomes</u>	<u>Deliverables</u>	<u>2016-2018 Goals</u>
<p>3.3 Ensure Farmington business satisfaction with business-related policies, and participation in Town sponsored/endorsed offerings and/or events.</p>	<p>Economic Development Director to serve as the Town's representative to a number of organizations such as the Chamber of Commerce. Maximize economic development through regional and civic cooperative efforts and organizations.</p>	<p>13) That the Town of Farmington actively participates in regional and state economic development activities; and provides quarterly reports to the Town Council concerning regional and state activities.</p> <p>Town Manager recommends the goal to continue.</p>
<p>3.4 Facilitate and partner with stakeholder groups to implement redevelopment plans.</p>	<p>Support businesses that are affected by redevelopment. Incorporate the needs of existing businesses in the planning process for redevelopment. Provide relocation assistance to affected businesses.</p>	
<p>3.5 Ensure that Farmington's economic development materials provide factual, timely and user-friendly information to existing and potential businesses.</p>	<p>Review and update communication materials. Promote Farmington businesses and economic development activities.</p>	<p>14) Per the Plan of Conservation and Development, seek to re-zone the 86-acre property (with 10 acres of usable land) at Batterson Park for office and or research and development use including uses eligible for the bioscience zone such as Jackson Labs.</p> <p>Town Manager recommends the modified goal to continue.</p>

Town Manager's Goals – 2016-2018

Goal 4 Budget

Operate with balanced budgets supported by stable and equitable revenues collected from varied public and private sources.

<u>Desired Outcomes</u>	<u>2016-2018 Goals</u>
<p>4.1 Prioritize service expenditures (beginning with the 05-06 budget based on citizen polling/surveys) to ensure that services are competitive within the region and are based on "best practices".</p>	<p>15) Prepare and present the 2015-16 2016-2017 Annual Budget to Town residents and ensure that a budget is prepared on a timely basis, according to Town Council direction and Town Charter guidelines.</p> <p style="color: red;">Town Manager recommends the goal to continue.</p> <p>16) Conduct contract negotiations with all of the Town's Bargaining Units. Provide Quarterly Reports to the Town Council on progress.</p> <p style="color: red;">Town Manager recommends the goal to continue.</p>

Town Manager's Goals – 2016-2018

Goal 4 Budget

Operate with balanced budgets supported by stable and equitable revenues collected from varied public and private sources.

	<u>2016-2018 Goals</u>
<p>4.2 Promote private contributions of funds and property to the Town.</p>	<p>17) Continue outreach to citizen, volunteer and business groups to promote monetary and property private contributions to the Town of Farmington. Allocate appropriate resources to enable the Town to assist groups through appropriate procedures and processes. Report to the Town Council on an annual basis.</p> <p style="color: red;">Town Manager recommends the goal to continue.</p> <p style="color: red;">OLD GOAL Support efforts to promote the 375 Anniversary of the Town of Farmington.</p> <p style="color: red;">Complete</p>
<p>4.3 Explore ways to increase and create more awareness of property tax relief for those in need.</p>	<p style="color: red;">OLD GOAL To Amend Chapter 176 "Taxation" Article VI, Property Tax Exemption for Qualifying Veterans and their Surviving Spouses and to review all other Articles in Chapter 176 including the Elderly Tax Credit and to recommend changes to the Town Council for consideration.</p> <p style="color: red;">Complete</p> <p style="color: red;">NEW GOAL 18) Complete the revaluation of all real property located within the limits of the Town including a physical inspection of at least 50% of commercial properties for inclusion in the October 1, 2017 Grand List. Report to the Town Council on a quarterly basis.</p> <p style="color: red;">Town Manager recommends the new goal.</p>

Town Manager's Goals – 2016-2018

Goal 4 Budget

Operate with balanced budgets supported by stable and equitable revenues collected from varied public and private sources.

<u>Desired Outcomes</u>	<u>2016-2018 Goals</u>
<p>4.4 Coordinate efforts with elected federal and state officials to explore alternate ways to decrease reliance on the local property taxes.</p>	<p>19) Continue to meet with Farmington's delegation on a yearly basis to explore ways to decrease reliance on local property taxes.</p> <p>Town Manager recommends the goal to continue.</p>

Town Manager's Goals – 2016-2018

Goal 5 Best Practices

Incorporate Best Practices in all government services to provide excellent customer service and increase civic responsibility.

	<u>2016-2018 Goals</u>
<p>5.1 Deliver Town-wide services in accordance with industry standards, achieving maximum efficiencies and with above average levels of citizen/customer satisfaction.</p>	<p>20) Manage and monitor all Town departments to ensure they are effectively and efficiently making progress in achieving their individual, specific goals and objectives and that their efforts are in line with the mandates of the Strategic Plan and its goals. Regularly review programs, staffing regionalization efforts, and service levels to ensure that they are utilizing "best practices" in order to meet budgetary constraints and policy objectives. On a quarterly basis, report to the Town Council on the progress each department has made meeting its goals and objectives.</p> <p style="color: red;">Town Manager recommends the goal to continue.</p> <p style="color: red;">OLD GOAL To conduct a review of Farmington Ordinances and recommend changes to the Town Council for consideration.</p> <p style="color: red;">Complete / Ongoing</p> <p>21) Provide Town Council a yearly report on Town Manager's goals and objectives.</p> <p style="color: red;">Town Manager recommends the goal to continue.</p> <p style="color: red;">NEW GOAL</p> <p>22) Provide needed support to ensure that the Farmington High School Building Committee moves forward and receives the appropriate staffing support to complete objectives. Provide quarterly reports to the Town Council.</p> <p style="color: red;">Town Council appointed a Building Committee at its January 12, 2016 Town Council meeting</p>

Town Manager's Goals – 2016-2018

Goal 5 Best Practices

Incorporate Best Practices in all government services to provide excellent customer service and increase civic responsibility.

Desired Outcome

2016-2018 Goals

~~Petition the State of Connecticut Department of Public Health under the Alternative Local EMS Plan Provision provided for by Public Act 14-217 to have the Primary Service Area Designations reassigned to the Town of Farmington for both Basic Ambulance Transport and Paramedic Service. Once the PSAs have been reassigned, prepare and issue an RFP and evaluate the responses to make a determination about whether the community is better served by staying with the current Basic Ambulance and Paramedic Services, or selecting different providers. Update the Town Council on progress and recommendations on a quarterly basis.~~

23) Petition the State of Connecticut Department of Public Health under the Alternative Local EMS Plan Provision provided for by Public Act 14-217 to have the Primary Service Area Designations reassigned to the Town of Farmington for both Basic Ambulance Transport and Paramedic Service. Specifically, as authorized by the Town Council, to:

1. Formulate and submit an alternative local emergency medical services plan prepared pursuant to Section 19a-181b to the Department of Public Health for reassignment of the Primary Service Area Designations for Paramedic and Ambulance Service within the Town of Farmington as allowed by Section 19a-181f, and to
2. Formulate and submit a Petition and /or Application to the Commissioner of Public Health for the Reassignment of the Primary Service Area Designations for Paramedic and Ambulance Service Levels for the geographic area that is the Town of Farmington to the Town of Farmington in accordance with section 19a-181-f, and to
3. Sign a contract with American Medical Response for two 24-hour Paramedic Level Ambulances with no subsidy to the Town.

Town Manager recommends the new modified goal.

Town Manager's Goals – 2016-2018

Goal 5 Best Practices

Incorporate Best Practices in all government services to provide excellent customer service and increase civic responsibility.

<u>Desired Outcome</u>	<u>2016-2018 Goals</u>
24)	Provide needed support to ensure that the Web Page Committee moves forward and receives the appropriate staffing support to complete objectives. Provide quarterly reports to the Town Council. Town Manager recommends the goal to continue.
25)	Provide the Town Council with technical information, policy recommendation and legislative advice for each Town Council meeting. Town Manager recommends the goal to continue.
5.2	Endorse and track goals for elected and appointed Boards and Commissions and Department Work Plans on an annual basis.
5.3	Establish a leadership role among Connecticut communities through the collaboration of the elected leadership – Town Council, Board of Education and Planning and Zoning.
5.4	Conduct market research/survey periodically to better understand service levels and customer needs.
5.5	Increase communication with and encourage participation of citizens, the business community and Town employees regarding the Town's governmental structure, processes and services. Town Manager recommends the goal to continue.

Town Manager's Goals – 2016-2018

Goal 5 Best Practices

Incorporate Best Practices in all government services to provide excellent customer service and increase civic responsibility.

<u>Desired Outcome</u>	<u>2016-2018 Goals</u>
5.6 Enhance high level of productivity and job satisfaction among Town-wide employees and volunteers.	
5.7 RE-affirm that 100% compliance with the Ethics Policy 100% of the time is the foundation of good government.	
5.8 Increase public awareness and municipal participation in "green" efforts including energy conservation, renewable resources, recycling, and other environmentally friendly practices. Establish a leadership role in the community in promoting environmentally friendly practices in Town. Explore ways to fund green initiatives.	27) To ensure that Green Efforts Committee moves forward and receives the appropriate staff support to complete its objectives. Provide oversight and needed support to ensure that the Green Efforts Committee, including the AMERESCO Performance Contract, moves forward and completes its objectives. Provide Quarterly reports to the Town Council. Town Manager recommends the goal to continue.
5.9 Affirm that the ADA accessibility standard is the minimum standard and the Town will strive to exceed that standard	

Town Manager's Goals – 2016-2018

Goal 6 Recreation

Provide wholesome programming for all populations including sports and physical fitness, cultural and creative programs, social programs, camp programs, golf course, and passive recreation to achieve creative solutions for a healthy community.

	<u>2016-2018 Goals</u>
<p>6.1 Promote and provide recreation programs for the entire community. Continue to review programs, staffing and budgetary consideration to ensure that all recreation programs continue to meet the needs of the entire community.</p>	
<p>6.2 Work with the Board of Education and Library to ensure that all recreation programs and resources are complementary; not in conflict with each other.</p>	
<p>6.3 Ensure that the ratio of Town funded recreation programs versus self-funded or user fee recreation programs are in line with "best practices" or are similar to comparable Connecticut municipalities.</p>	<p>OLD GOAL Town Staff to develop a Town policy for Town Council approval which will include the ratio of Town supported funding for recreation vs. user fees.</p> <p>Draft Policy complete – Discussion at tonight's meeting. (Attachment 1)</p>
<p>6.4 Provide adequate funding for the maintenance of recreational facilities and other capital improvements.</p>	<p>28) Town staff to develop a Recreation Capital Plan including the funding source for Town Council approval. Town Council to fund priority recreation capital plan based on survey results.</p> <p>Town Manager recommends the modified goal to continue.</p>

Town Manager's Goals – 2016-2018

Goal 6 Recreation

Provide wholesome programming for all populations including sports and physical fitness, cultural and creative programs, social programs, camp programs, golf course, and passive recreation to achieve creative solutions for a healthy community.

<u>Desired Outcomes</u>	<u>2016-2018 Goals</u>
<p>6.5 Offer a well maintained and managed municipal golf course in which the operations are in line with other municipal golf courses and best practices.</p>	<p>OLD GOAL Collect, codify, and analyze data to establish future benchmarks in all aspects of golf course operations.</p> <p>Complete</p> <p>29) Town Staff to develop and recommend to the Town Council a long term strategic plan for the Golf Course.</p> <p>Priority-2 Priority 1 Town Manager recommends the goal to continue.</p>
<p>6.6 Town Council to address the ease of access to the Town's recreational facilities.</p>	<p>OLD GOAL Study the existing Rails-to-Trails system to determine which section of trail could be utilized as a pilot program to provide the community with year-round access. Create a pilot program for the Town Council to consider which will include all budgetary implications.</p> <p>Analysis complete – Discussion at tonight's meeting. (Attachment 2)</p>

Town Manager's Goals – 2016-2018

Goal 6 Recreation

Provide wholesome programming for all populations including sports and physical fitness, cultural and creative programs, social programs, camp programs, golf course, and passive recreation to achieve creative solutions for a healthy community.

<u>Desired Outcomes</u>	<u>2016-2018 Goals</u>
<p>6.7</p> <p>Promote and provide access for the active and passive use of Town land for recreational purposes.</p> <p>Moved from 2.7 Desired Outcomes</p>	<p>30) Bi-annually add and conduct a moderated public forum to review all current plans for the Farmington Trails including Rails-to-Trails, bike and walking paths and to encourage open and active public comment and suggestions. Invite all stakeholders.</p> <p>Town Manager recommends the goal to continue.</p> <p>31) To extend the Town Farm Road canal trail on the west side of Town Farm Road to the Avon Town line.</p> <p>Town Manager recommends the goal to continue.</p>
<p>6.8</p> <p>Manage the maintenance and use of Town open spaces. Expand recreational opportunities such and trails and recreational facilities through state grants.</p>	<p>32) Extend the Farmington Canal Heritage Greenway Trail to the Plainville town line. Complete the construction, design and bid-specifications. Provide quarterly reports to the Town Council.</p> <p>Town Manager recommends the modified goal to continue.</p>

MOTION:

Agenda Item M-3

To approve the attached Town of Farmington Recreation Policy.

NOTE: The purpose of this policy is to provide guidelines for funding of recreation in the Town of Farmington. This policy is tied to the Town's Strategic Plan/Town Manager Goal 26 and Goal 27.

As you know, the Town of Farmington is committed to providing and funding exceptional town-wide recreation programs. The Town also strives to manage programs and services in accordance with industry best practices, including strong financial policies. This funding policy strengthens all recreation programs, including West Woods golf course and brings Farmington better in line with industry best practices.

Based on discussion at the January 28, 2016 Town Council meeting, I changed and enhanced the "Explanation Section" of the policy. I am hopeful that these changes will improve the policy.

/Attachment

Draft

- SUBJECT:** Recreation Operational Funding Policy
- PURPOSE:** The purpose of this policy is to provide guidelines for the funding of recreation in the Town of Farmington. This policy includes the provision of all recreational type services including: sports and physical fitness, cultural and creative, camps/professional services and golfing.
- EXPLANATION:** The Town of Farmington is committed to providing and funding exceptional town-wide recreation programs. The Town of Farmington also strives to manage programs and services in accordance with industry best practices, including strong financial policies. This funding policy strengthens all recreation programs, including the West Woods golf course, and brings Farmington better in line with industry best practices. Under the following policy, the General Fund will now support overhead and maintenance expenses of all recreation programs. These changes are in line with citizen sentiment and recreation best practices and will allow the Town to enhance all recreation programs, better support long-term capital expenses, and maintain competitive user fees.

POLICY STATEMENT: It shall be the policy of the Town of Farmington to provide recreational services and opportunities to all town residents. The town will support recreation services through the General and Recreation Funds. Relative to this policy, the following guidelines will apply:

Funding

The Town of Farmington will account for the collection of program revenues and program costs through the use of special revenue funds titled "Recreation Fund" and "Golf Course Fund" (the "Funds").

Division of Costs

The Funds will pay for the cost of recreation programs and operations. This will include: personnel to operate programs, supplies and contractual services.

The General Fund will support the overhead costs for recreation. This includes: management (personnel and fringe benefits), office supplies and office equipment.

The General Fund will pay the cost for ground and facilities maintenance. This includes: building/field maintenance, utility costs, maintenance supplies as well as grounds/facilities personnel and fringe benefits.

Fund Balance

The Recreation Fund will seek to maintain an equity balance of 8% of the operating revenue collected in the preceding fiscal year.

Any recreation funds in excess of operating expenses and the 8% equity balance will be dedicated to capital project improvements that benefit the Town's recreational services.

Any golf course revenue in excess of golf course expenses shall be contributed to the General Fund to help offset maintenance costs.

MOTION:

Agenda Item N-1

To amend the Chapter 176 "Taxation" of the Farmington Town Code as attached.

NOTE: Town Council Goal 16 states:

"To amend Chapter 176 "Taxation " Article VI, Property Tax Exemption for Qualifying Veterans and their surviving spouses and to review all other articles in Chapter 176 including the Elderly Tax Credit and to recommend changes to the Town Council for consideration."

I am recommending the following amendments and or changes for Town Council consideration:

1. Update the existing Town of Farmington tax credit for elderly homeowners pursuant to § 12-129n of the Connecticut General Statutes. This program was enacted for the purpose of assisting elderly homeowners with a portion of the costs of real property taxation.
2. Add a new tax exemption for qualifying Veterans.
3. Update the existing tax freeze program for elderly homeowners pursuant to Sections 1 and 2 of Public Act No. 06-176. This program was enacted for the purpose of assisting elderly homeowners with a portion of the costs of real property taxation.
4. Add a new article dealing with waivers and excess payments. There would be two new sections in the article:
 - a. Language to automatically waive any property tax, sewer use charge or waste collection charge that is under five (\$5.00) dollars.
 - b. Language to grant the Tax Collector the authority to retain any excess tax, sewer use or waste collection payment that is less than five (\$5.00). These funds would be posted to the Town's operating budget as miscellaneous revenue.

Town staff will be available to answer questions regarding the proposed changes.

/Attachment

ARTICLE I
Low- and Moderate-Income Housing Tax Abatement
{Adopted 8-24-1971 by Ord. No. 64}

§176-1 Authority of Town Manager to enter into contracts. {Amended 7-28-1992}

[Amended 7-28-1992]

The Town Manager is hereby authorized and empowered to enter into a contract on behalf of the Town of Farmington on terms and conditions stated in § 176-2 of this article with any owner of housing, the construction or rehabilitation of which shall have been commenced after July 1, 1971, and which housing is solely for low- or moderate-income persons or families, for the abatement, in whole or in part, of real property taxes on such housing.

§176-2 Contract provisions.

- A. Said contract shall be subject to approval by the Town Council.
- B. Moneys equal to the amount of such abatement shall be used solely for one or more of the following purposes:
 - (1) To reduce rents below the levels which would be achieved in the absence of such abatement.
 - (2) To improve the quality and design of such housing.
 - (3) To effect occupancy of such housing by persons and families of varying income levels within limits determined by the State Commissioner of Housing.
 - (4) To provide necessary related facilities and services in such housing.
- C. Said abatement shall terminate at any time when such housing is not solely for low- or moderate-income persons or families or when said housing ceases to fulfill the purposes stated in Subsection B above or the purposes stated in C.G.S. §§ 8-215 and 8-216, as said sections may be amended.
- D. The owner shall give all assurances required by the Town Manager and by the Commissioner of Housing that the amount of the tax abatement shall be used for the purposes stated in C.G.S. §§ 8-215 and 8-216, as said sections may be amended.

- E. The owner shall permit the Town Manager and the Commissioner of Housing to inspect said premises are being used for the purposes stated in Subsection B and stated in C.G.S. §§ 8-215 and 8-216, as said sections may be amended.
- F. The Town Manager shall review the use being made of the premises annually to confirm that the purposes set forth in Subsection B above are being fulfilled.
- G. Said abatement shall continue for a specified number of years not to exceed 50.
- H. The contract shall state whether or not it shall be subject to approval by the Commissioner of Housing in order to qualify the Town for reimbursement in the form of a grant-in-aid by the State of Connecticut, pursuant to C.G.S. §§ 8-215 and 8-216, as said sections may be amended, for the amount of tax abatement provided under said contract.
- I. Such other terms and provisions not inconsistent with C.G.S. §§ 8-215 and 8-216, as said sections may be amended, may be included as deemed appropriate.

ARTICLE II
Exemption for Tax-Exempt Institutions
{Adopted 10-23-1973 by Ord. No. 68}

§176-3 Effective Date

Pursuant to C.G.S. § 12-81(b), the property tax exemption authorized by any of Subsections (7) to (16), inclusive, of C.G.S. § 12-81 shall be effective as of the date of acquisition of the property to which the exemption applies. When the adjustment for taxes between the seller and buyer is made on the fiscal-year basis, the exemption for the purposes of this article shall also be made on a fiscal-year basis. When the tax-exempt organization has paid a tax for a period subsequent to the date of acquisition of the property or when the tax-exempt organization has reimbursed the prior owner for taxes paid by said prior owner for a period subsequent to the date of acquisition of the property, the Collector of Revenue of the Town of Farmington is authorized and directed to reimburse the tax-exempt organization for all such payments made by it for a period subsequent to the date of acquisition of the property.

§176-4 Effect on certain prior taxes.

This article shall have no effect on taxes prior to those on the list of October 1, 1972.

ARTICLE III
Ambulance-Type Vehicles Exemption
{Adopted 7-24-1990 by Ord. No. 93}

[1] Editor's Note: Former Art. II, Solar Energy Exemption, adopted 12-21-1976 by Ord. No. 75 was repealed 3-9-2004. This ordinance also renumbered former Art. IV §§ 176-6 through 176-9, as Art. III, §§ 176-5 through 176-8

§176-5 Exemption granted.

Pursuant to C.G.S. § 12-81c, an exemption from personal property taxation is provided for any ambulance-type motor vehicle which is used exclusively for the purpose of transporting a medically incapacitated individual, except any such vehicle used to transport any such individual for payment.

§176-6 Definitions

As used in this article, the following terms shall have the meanings indicated:

AMBULANCE-TYPE VEHICLE

Includes a vehicle equipped with special hand controls or with other adaptations to assist physically disabled drivers or passengers.

§176-7 Intent.

It is the intent of this article that physically disabled persons requiring special adaptations to a motor vehicle either to drive said vehicle or to be transported by such vehicle shall be entitled to a personal property tax exemption for said vehicle.

§176-8 Application; continuance of exemption.

An applicant for a personal property tax exemption pursuant to this article shall file an application with the Assessor on or before the annual assessment date (October 1). Such exemption shall continue from year to year so long as the vehicle is being used for the above-stated purpose.

ARTICLE IV
Property Tax Relief for Elderly Homeowners
{Adopted 9-28-1999}

[2] Editor's Note: Former Art. IV, Day-Care Exemption, adopted 11-27-1990 by Ord. No. 94, was repealed 3-9-2004. This ordinance also renumbered former Art. V, §§ 176-16 through 176-20, as Art. IV, §§ 176-9 through 176-13.

§176-9 Credit granted; purpose.

The Town of Farmington hereby enacts a tax credit for elderly homeowners pursuant to § 12-129n of the Connecticut General Statutes, as it may be amended from time to time, for eligible residents of the Town of Farmington, on the terms and conditions provided herein. This program is enacted for the purpose of assisting elderly homeowners with a portion of the costs of real property taxation.

§176-10 Eligibility.

- A. An applicant shall meet the following criteria to be eligible for this program:
- (1) Such person is 65 years or over at the close of the preceding calendar year, or whose spouse, residing with said person, is 65 years of age or over at the close of the preceding calendar year or 60 years of age or over and the surviving spouse of a taxpayer qualified in Farmington under this program at the time of his or her death, or any person, regardless of age who is permanently and totally disabled as determined in accordance with § 12-129n of the Connecticut General Statutes; and
 - (2) Such person owns real property as of the assessment date in the Town of Farmington or is liable for the payment of taxes thereon under § 12-48 of the Connecticut General Statutes, and occupies that property as his or her principal residence for more than 182 days per year.
[Amended 2-10-2009]
 - (3) Such person is not delinquent in the payment of property taxes to the Town as of June 30th, the end of the most recent fiscal year.
[Amended 2-10-2009]
- B. The above shall be eligible for real property tax relief as set forth in §176-10B(3) below, provided all of the following conditions are met:
- (1) Such person has been a taxpayer of the Town of Farmington for a period of three years immediately preceding taxpayer's receipt of tax benefits under this section, and meets the maximum allowable income requirements as

stated in § 176-10B(3) below during the calendar year preceding the year in which application is made for the tax relief provided by this section.

- (2) Such person has applied for and is eligible for the elderly tax relief program available from the State of Connecticut pursuant to Connecticut General Statutes § 12-170aa, as it may be amended from time to time. Also provided that one who is eligible for the state program in all respects except that his or her income exceeds the income limits of the state program may qualify in accordance with Subsection B(3) below.

[Amended 2-10-2009]

- (3) For the purpose of this program the income limits and corresponding tax relief benefits shall be **on a sliding scale to match the State of Connecticut tax relief program** as follows :

Married Joint Qualifying Income (Preceding Calendar Year)

Over	Not Exceeding	Tax Reduction
\$0	\$14,400- 17,600	\$400- 1,250-400
14,401- 17,600	19,400- 23,600	350- 1,000-350
19,401- 23,600	24,200- 29,500	300- 750-250
24,201- 29,500	28,800- 35,200	300- 500-250
28,801- 35,200	35,300- 42,900	250- 250-150
35,301- *41,200	41,300- *48,900	250- *250-150

Individual Qualifying Income (Preceding Calendar Year)

Over	Not Exceeding	Tax Reduction
\$0	\$14,400- 17,600	\$400- 1,000-350
14,401- 17,600	19,400- 23,600	350- 750-250
19,401- 23,600	24,200- 29,500	300- 500-150
24,201- 29,500	28,800- 35,200	300- 250-150
28,801- *35,200	35,300- *41,200	250- *250-150
35,301	41,300	250

***Effective with the October 1, 2007 2015 Grand List,** the income limits shall be adjusted to be the same as for the state program, except that the maximum state income ~~amount~~ **levels** shall be increased by \$ 6,000.

§176-11 Application.

Applications for benefits under this program shall:

- A. Be made on forms provided by the Town Assessor or the Town of Farmington and shall be accompanied by a copy of the applicant's most recent federal tax returns or other documentation of all income.
- B. Be filed with the Assessor of the Town of Farmington at any time between February 1 and May 15 of each year to obtain a tax credit for the next fiscal year. All approved applicants will be required to reapply biennially with the Town Assessor.

§176-12 Computation of benefits.

- A. The Assessor of the Town of Farmington shall determine whether each applying taxpayer is entitled to a tax credit under this program and shall compute the amount of tax credit to which each qualified taxpayer is entitled and advise the Tax Collector in what amount to reduce the amount of the tax levied against the taxpayer.
- B. The total of all elderly tax credits granted on any one property shall not exceed 75% of the annual property taxes levied on said property in any fiscal year.
- C. If, during a tax year, a qualifying taxpayer dies, leaving a spouse who would also qualify under this program, the surviving spouse shall be entitled to receive the remaining benefits for that tax year. Otherwise, the benefit shall be removed from the property at the time of death.
[Amended 2-10-2009]
- D. If any person entitled to the tax credit pursuant to this program sells the property on which the tax credit is granted, no additional tax credit shall be allowed for his or her interest in the property for any fiscal years commencing after the date of such sale of the property, and provided further that the purchaser of the property shall pay the Town of Farmington a prorated share to the tax credit on a ~~July to July, fiscal~~ **an October 1 Grand List** basis.
[Amended 2-10-2009]

§176-13 Administration of program and amendments.

- A. The Town Assessor is hereby authorized to implement this program, and to adopt such rules and regulations as may be necessary for the proper administration of this program, with the consent and approval of the Town Manager. He or she may designate agents to act in his or her name in collecting applications for this program.
- B. The Town of Farmington hereby waives any lien rights given to it by § 12-129n of the Connecticut General Statutes.
- C. Persons aggrieved by any act or determination of the Town Assessor under this program may appeal to the Board of Assessment Appeals.

- D. The Town Assessor, with the approval of the Town Manager, is hereby authorized to adopt regulations modifying this program so as to conform with changes in state law as it affects this program, without returning to the Town legislative body, providing the Town Assessor may not reduce or eliminate benefits as herein provided, and shall publish changes in the same manner as prescribed by law for the publication of programs, and those changes shall become effective 30 days after such publication.
- E. This program will be effective with the Grand List of October 1, 2007, and thereafter

[1] Editor's Note: Former § 176-21, Sunset Termination of program, which immediately followed this subsection, was repealed 6-26-2001.

[2] This amendment to the Town Property Tax Relief for Elderly Homeowners (Local Option) shall be effective for the Grand List of 2015 and thereafter.

§176-14 (Reserved).

[1] Editor's Note: Former §176-14, Additional tax credit reduction, was repealed 2-10-2009.

**ARTICLE V
Property Tax Relief for Volunteer Fire Firefighters
{Adopted 1-28-2003; amended 1-27-2004}**

§176-15 Abatement granted; purpose.

The Town of Farmington hereby enacts a tax abatement for volunteer fire fighters in the Town of Farmington, on the terms and conditions provided herein. This program is enacted for the purpose of encouraging volunteerism as members of the Fire Department, assisting eligible volunteer fire fighter property owners with a portion of the costs of property taxation.

§176-16 Eligibility; amount of abatement.

- A. A volunteer fire fighter shall attend and participate in at least 15 drills and have successfully completed training in all of the OSHA-mandated subject areas listed below:
- (1) Incident command.
 - (2) Hazardous materials.
 - (3) Infectious disease control.
 - (4) Safety and protective equipment.

- (5) Chemistry of fire and behavior.
- (6) Self-contained breathing apparatus
- (7) Fire streams.
- (8) Hose.
- (9) Pumping fire apparatus.
- (10) Ladders.
- (11) Rescue.
- (12) Forcible entry.
- (13) Ventilation.
- (14) Emergency vehicle operations.
- (15) Live fire training.

B. Volunteer fire fighters who meet the above-listed training requirements and respond to:

- (1) One hundred eighty (180) to two hundred forty-nine (249) calls during the year would be eligible for a tax abatement of \$500.
- (2) Two hundred fifty (250) or more calls during the year would be eligible for a tax abatement of \$1,000.

C. For the purposes of such calculations, call totals and drill attendance shall be determined on the period of time commencing on November 1 and running through October 31 of each year.

§176-17 Application.

Applications for benefits under this program shall be:

- A. Made on forms provided by the Tax Collector of the Town of Farmington and shall include the permanent ID # for all real estate for which taxes shall be abated. Fire fighters without real estate tax liability shall include the year, make, model, and plate number of any motor vehicle for which they have tax liability
- B. Certified by the Director of Fire and Rescue Services between January 1 and February 28 of each year and filed with the Tax Collector of the Town of Farmington at any time between February 1 and March 31 of each year in order to obtain a tax abatement for the next fiscal year.

§176-18 Administration of program and amendments; effective date.

- A. The Tax Collector is hereby authorized to implement this program, and to adopt such rules and regulations as may be necessary for the proper administration of this program, with the consent and approval of the Town Manager.

- B. The Tax Collector, with the approval of the Town Manager, is hereby authorized to adopt regulations modifying this program so as to conform with changes in state law as it affects this program, without returning to the Town legislative body, providing the Tax Collector may not increase, reduce or eliminate benefits as herein provided, and shall publish changes in the same manner as prescribed by law for the publication of such programs, and those changes shall become effective 30 days after such publication.
- C. This amended program will be effective with the tax bill of July 1, 2005, and thereafter.

§176-19 Reciprocity.

The Town Manager is authorized to enter into interlocal agreements with other municipalities for the purpose of providing tax relief to volunteer fire fighters who live in one municipality but who volunteer their services in another municipality.

ARTICLE VI Property Tax Exemption for Qualifying Veterans and Their Surviving Spouses {Adopted 3-29-2004}

§176-20 Purpose.

The purpose of this article is to authorize the additional property tax exemptions permitted by C.G.S. § 12-81f **and C.G.S. § 12-81g(b)** for qualifying veterans and their surviving spouses.

§176-21 Exemption authorized.

- A. Effective for the assessment year commencing October 1, 2004 and each assessment year thereafter,** the additional property tax exemption permitted by C.G.S. § 12-81f applicable to the assessed value of property up to the amount of \$5,000 is hereby authorized for veterans and their spouses described herein. Any veteran entitled to an exemption from property tax in accordance with C.G.S. § 12-81(19) or any veteran's surviving spouse entitled to an exemption from property tax in accordance with C.G.S. § 12-81(22) shall be entitled to an additional exemption applicable to the assessed value of property up to the amount of \$5,000, provided such veteran or such surviving spouse meets all of the requirements of C.G.S. §§ 12-81f and 12-81i.
- B. Effective for the assessment year commencing October 1, 2015, and each assessment year thereafter, any veteran entitled to an exemption from property tax in accordance with C.G.S. § 12-81g(b), who has a disability rating of one hundred percent, as determined by the United States Department of Veterans Affairs, shall be entitled to an additional exemption**

from such tax in an amount equal to three times the amount of exemption pursuant to C.G.S §12-81(20), provided such veteran's total adjusted gross income as determined for purposes of the federal income tax, plus any other income not included in such adjusted income, excluding veterans' disability payments, individually if unmarried, or jointly with spouse if married, during the calendar year ending immediately preceding the filing of a claim for any such exemption, is not more than twenty-one thousand dollars if such veteran is married or not more than eighteen thousand dollars if such veteran is not married.

~~§176-22 Grand List effective date.~~

~~The additional property tax exemption described in the above section shall be applicable with respect to the assessment year commencing October 1, 2004, and each assessment year thereafter.~~

§176-23 (Reserved).

**ARTICLE VII
Elderly Tax Freeze Program
{Adopted 9-11-2007}**

§176-24 Establishment of elderly tax freeze program and qualifications.

A tax freeze program is hereby established pursuant to the provisions of Sections 1 and 2 of Public Act No. 06-176, effective October 1, 2006, and applicable to assessment years commencing on or after October 1, 2007, as follows:

- A. Any owner as of October 1 of real property or any tenant for life or for a term of years liable for property taxes under § 12-48 of the Connecticut General Statutes who meets the qualifications stated in Subsection B of this section, shall be entitled to pay the tax levied on such property, calculated in accordance with the provisions of § 176-25 for the first year the claim for such tax relief is filed and approved in accordance with the provisions of this section, and such person shall be entitled to continue to pay the amount of such tax or such lesser amount as may be levied in any year, during each subsequent year that such person meets such qualifications, and the surviving spouse of such owner or tenant, qualified in accordance with the requirements pertaining to a surviving spouse in this section, or any owner or tenant possessing a joint interest in such property with such owner at the time of such owner's death and qualified at such time in accordance with the requirements in this section, shall be entitled to continue to pay the amount of such tax or such lesser amount as may be levied in any year, as it becomes due each year following the death of such owner for as long as such

surviving spouse or joint owner or joint tenant is qualified in accordance with the requirements in this section. After the first year a claim for such tax relief is filed and approved, application for such tax relief shall be filed biennially on a form prepared for such purpose by the Assessor of the Town of Farmington. Any such owner or tenant who is qualified in accordance with this section and any such surviving spouse or joint owner or joint tenant surviving upon the death of such owner or tenant, shall be entitled to pay such tax in the amount as provided in § 176-25, for so long as such owner or tenant or such surviving spouse or joint owner or joint tenant continues to be so qualified.

[Amended 2-10-2009]

B. To qualify for the tax relief provided in this section a taxpayer shall meet all the following requirements:

- (1) On December 31st of the calendar year preceding the year in which a claim is filed, be:
 - (a) Eighty years of age or over;
 - (b) The spouse of a person, 80 years of age or over, provided such spouse is domiciled with such person; or
 - (c) Sixty-two years of age or over and the surviving spouse of a taxpayer who at the time of such taxpayer's death had qualified and was entitled to tax relief under this section, provided such surviving spouse was domiciled with such taxpayer at the time of the taxpayer's death;
- (2) Occupy such real property as his or her home;
- (3) Either spouse shall have been a taxpayer of the Town of Farmington for at least three years before filing the claim under this section; and
[Amended 2-10-2009]
- (4) The taxable and nontaxable income of such taxpayer, the total of which shall hereinafter be called "qualifying income", in the tax year of such homeowner ending immediately preceding the date of application for benefits under the program in this section, was not in excess of limits set forth in § 12-170aa of the 2006 supplement to the Connecticut General Statutes, and as is thereafter adjusted annually, evidence of which income shall be submitted to the Assessor of the Town of Farmington in such form and manner as the Assessor may prescribe. The amount of any Medicaid payments made on behalf of such homeowner or the spouse of such homeowner shall not constitute income. The income of the spouse of such homeowner shall not be included in the qualifying income of such homeowner for purposes of determining eligibility for tax relief under this section if such spouse is a resident of a health care or nursing home facility in this state

and such facility receives payment related to such spouse under the Title XIX Medicaid program.

§176-25 Calculation of tax freeze benefit.

- A. **The freeze benefit is available to married applicants with a total gross income not to exceed the maximum income levels as indicated in the Town's Tax Credit program. For initial year applicants, the benefit is calculated by first applying the total percentage of property ownership multiplied by the property's gross assessment, minus all exemptions to the property, then multiplying by the mil rate to arrive at the base benefit amount. Once the base rate is set,** the tax on the real property for which the benefits under this section are claimed shall be the lower of: the tax due with respect to the homeowner's residence for the assessment year commencing October first of the year immediately preceding the year in which the initial ~~claim~~ **application** for tax relief is made, or the tax due for any subsequent assessment year **not to exceed the annual maximum benefit set by the State of Connecticut Elderly Tax Relief Program.** If title to real property is recorded in the name of the person or the spouse making a claim and qualifying under this section and any other person or persons, the claimant hereunder shall be entitled to pay the claimant's fractional share of the tax on such property calculated in accordance with the provisions of this section, and such other person or persons shall pay the person's or persons' fractional share of the tax without regard for the provisions of this section. For the purposes of this section, a "mobile manufactured home", as defined in § 12-63a of the Connecticut General Statutes, shall be deemed to be real property.
- B. If any person with respect to whom a claim for tax relief in accordance with § 176-24 of this article has been approved for any assessment year dies, transfers, assigns, grants or otherwise conveys subsequent to the first day of ~~July~~ **October**, but prior to the ~~first~~ **second** day of ~~April~~ **October** in such ~~year~~ **Grand List** year the interest in real property to which such claim for tax relief is related, regardless of whether such death, transfer, assignment, grant or conveyance is voluntary or involuntary, the amount of such tax relief benefit, determined as the amount by which the tax payable without benefit of this section exceeds the tax payable under the provisions of this section, shall be a pro rata portion of the amount otherwise applicable in such ~~year~~ **Grand List** year to be determined by a fraction the numerator of which shall be the number of full months from the first day of ~~July~~ **October** in such ~~year~~ **Grand List** year to the date of such conveyance and the denominator of which shall be twelve. If such conveyance occurs in the month of ~~June~~ **September** the grantor shall be disqualified for such tax relief in such ~~year~~ **Grand List** year. The grantee shall be required within a period not exceeding ten days immediately following the date of such conveyance to notify the Assessor thereof, or in the absence of such notice, upon determination by the Assessor that such transfer, assignment, grant or conveyance has occurred, the Assessor shall determine the amount of tax relief benefit to which the grantor is entitled for such assessment year with respect to the interest

in real property conveyed and notify the Tax Collector of the reduced amount of such benefit. Upon receipt of such notice from the Assessor, the Tax Collector shall, if such notice is received after the tax due date in the municipality, no later than ten days thereafter, mail or hand a bill to the grantee stating the additional amount of tax due as determined by the Assessor. Such tax shall be due and payable and collectible as other property taxes and subject to the same liens and processes of collection, provided such tax shall be due and payable in an initial or single installment not sooner than thirty days after the date such bill is mailed or handed to the grantee and in equal amounts in any remaining, regular installments as the same are due and payable.

[Amended 2-10-2009]

§176-26 Application procedures.

- A. No tax relief shall be accepted under § 176-24 unless the taxpayer or authorized agent of such taxpayer files an application with the Assessor of the Town of Farmington, in such form and manner as the Assessor may prescribe, during the period from February first to and including May fifteenth of any year in which benefits are first claimed, including such information as is necessary to substantiate such claim in accordance with requirements in such application. A taxpayer may make application to the Assessor prior to April 15th of the claim year for an extension of the application period. The Assessor may grant such extension in the case of extenuating circumstance due to illness or incapacitation as evidenced by a physician's certificate to that extent, or if the Assessor determines there is good cause for doing so. The taxpayer shall present to the Assessor a copy of such taxpayer's federal income tax return and the federal income tax return of such taxpayer's spouse, if filed separately, for such taxpayer's taxable year ending immediately prior to the submission of the taxpayer's application, or if not required to file a federal income tax return, such other evidence of qualifying income in respect to such taxable year as the Assessor may require. Each such application, together with the federal income tax return and any other information submitted in relation thereto, shall be examined by the Assessor and a determination shall be made as to whether the application is approved. Upon determination by the Assessor that the applying homeowner is entitled to tax relief in accordance with the provisions of § 176-24, the Assessor shall notify the homeowner and the Municipal Tax Collector of the approval of such application. The Municipal Tax Collector shall determine the maximum amount of the tax due with respect to such homeowner's residence and thereafter the property tax with respect to such homeowner's residence shall not exceed such amount. After a taxpayer's claim for the first year has been filed and approved such taxpayer shall file such an application biennially. In respect to such application required after the filing and approval for the first year the Assessor shall notify each such taxpayer concerning application requirements by regular mail not later than February 15th of the assessment year in which such taxpayer is required to reapply, enclosing a copy of the required application form. Such

taxpayer may submit such application to the Assessor by mail provided it is received by the Assessor not later than March 15th in the assessment year with respect to which such tax relief is claimed. Not later than April 15th of such year the Assessor shall notify, by mail, any such taxpayer for whom such application was not received by said April 15th concerning application requirements and such taxpayer shall submit not later than May 15th such application personally or for reasonable cause, by a person acting in behalf of such taxpayer as approved by the Assessor.

[Amended 2-10-2009]

- B. Any person knowingly making a false application for the purpose of claiming property tax relief under § 176-24 and this section shall be fined not more than five hundred dollars. Any person who fails to disclose all matters relating thereto or with intent to defraud makes a false statement shall refund to the municipality all tax relief improperly taken.

§176-27 Establishment of lien and interest for unpaid taxes.

The Town of Farmington may establish a lien on such property in the amount of the total tax relief granted, plus interest applicable to the total of unpaid taxes represented by such tax relief, at a rate to be determined by such municipality. Any such lien shall have a priority in the settlement of such person's estate.

§176-28 Eligibility for other benefits.

[Amended 2-10-2009]

Any property tax relief granted to any resident of the Town of Farmington in accordance with the provisions of § 176-24 et seq., shall not disqualify such resident with respect to any benefits for which such resident shall be eligible under the provisions of §§ 12-129b to 12-129d, inclusive, of the 2006 supplement to the Connecticut General Statutes, and § 12-170aa of the 2006 supplement to the Connecticut General Statutes and any such property tax relief provided under this article shall be in addition to any such benefits for which such resident shall be eligible under said §§ 12-129b to 12-129d, inclusive, and § 12-170aa.

However, any person eligible for a benefit under § 176-9 and a benefit under § 176-24 must choose which benefit they wish to receive as only one program is allowed per qualified applicant.

ARTICLE VIII
Waivers and Excess Payments

§176-29 Waiver of Property Tax under Five Dollars

That, pursuant to Section 12-144c of the Connecticut General Statutes, effective with the Grand List of 2000, any property tax or special service charge due to the Town of Farmington in an amount less than five dollars (\$5.00) shall be waived.

§176-30 Retention of Excess Payment.

That, pursuant to Section 12-129 of the Connecticut General Statutes, the Tax Collector for the Town of Farmington may retain on behalf of the Town any tax payment or special service charge in excess of the amount due provided the amount of the excess payment is less than five dollars (\$5.00).

MOTION:

Agenda Item N-2

To amend Chapter 83 "Building Construction" of the Town Code as attached.

NOTE: The Tax Collector and Town Building Official are recommending that the Town Council amend Chapter 83 "Building Construction" of the Town Code. The proposed amendment would add a new section to the ordinance which would require the Building Official to withhold any building permits when there are delinquent taxes or charges due on the affected property. The Building Official would be authorized to issue the applied-for permit despite the delinquent taxes, or charges if he determined that an emergency existed which affects health or safety.

Connecticut General Statutes 7-148 authorizes a municipality to withhold approval of a building application when taxes and sewer usage charges, sewer and/or water assessments, and waste collection charges are delinquent for the property for which the application is made if the municipality has ordinance language regarding this.

A building application includes, but is not limited to, an application for a building permit, demolition permit, certificate of occupancy, mechanical permit, electrical permit and all other permits and certificates issued by the Building Inspector or designee under the State of Connecticut Building Code.

Town staff will be available to answer questions regarding the proposed ordinance.

/Attachment

Chapter 83

BUILDING CONSTRUCTION

Article I. Permits for Buildings in Unapproved Subdivisions

§ 83-1 Issuance of building permits.

No building permit shall be issued for the erection of any building or structure in an unapproved subdivision or on a lot abutting an unaccepted highway or street; provided, however, that this article shall not prevent the issuance of a building permit for the construction of a building or structure on a lot a plan for which, at the time of the adoption of this article, was on record in the office of the Town Clerk and which abutted an accepted highway or street or a highway or street which was actually in use for vehicular travel or for the construction of farm or accessory buildings which are not in violation of the zoning regulations of the Town.

Article II. Building Code

§83-2. Withholding of Building Permits Due to Delinquent Taxes and Charges

- a. If, upon applying for a building application, it is determined by the Tax Collector or his/her designee, that delinquent town taxes, charges, interest or lien fees are owed on any property for which an application is made, the Tax Collector shall notify the Building Official in writing to deny such application until the delinquent town charges are paid in full.
- b. Notwithstanding section 83-2(a), if the Building Official receives a denial of a building application from the Tax Collector, the Building Official or designee may grant the requested building application without satisfaction of payment of town charges if the Building Official certifies, in writing as part of the file, that an emergency exists affecting the health or safety of the occupants of a building upon which property the building application is sought.
- c. For the purposes of this section, 'delinquent' shall have the meaning found in 12-146 of the General Statutes

§83-3. Adoption of state standards. (The current Section 83-2.

Adoption of State Standards. [Amended 7-18-1992] is hereby renumbered to be Section 83-3).

In accordance with C.G.S §29-253, the State Building Code of the State of Connecticut, including all amendments thereto, is hereby adopted as the Building Code for the Town of Farmington.

MOTION:

Agenda Item N-3

To recommend the purchase of properties owned by October Twenty-Four, Inc. located at 8885 South Ridge Road (Lot 7) and 8809 (Lot 6A/B) Settlement Road (approximately 107.1 acres) to the Town Planning and Zoning Commission for a report under Section 8-24 of the Connecticut State Statutes for the purchase price of \$1,225,000.

NOTE:

- Acquisition Type: Open Space
- Property Size: Approximately 107.1 acres
- Resource Values: Linkage with existing open space, Metacomet Trail now the National New England Scenic Trail, and Ridgeline
- Appraised Value: \$1,125,000
- Proposed Purchase Price: \$1,225,000

This property is located in the southeastern corner of the Town, and is part of a linkage of more than 700 acres of contiguous woodland within the Town of Farmington, in addition to several hundred additional acres to the south in Plainville. The entire area within Farmington was identified in the 2008 Farmington Valley Biodiversity Project as a Primary Conservation Area, which is defined as an important site featuring a high diversity of habitat types. The property being considered includes woodland, traprock ridgeline, watercourse and wetlands habitats. In addition, nearly 2/3rds of a mile of the Metacomet Trail, now the National New England Scenic Trail passes through this property. The included map shows the location of property being considered for acquisition.

A grant round has been announced for the Open Space and Watershed Land Acquisition Grant Program. A deadline for the grant application has been set for February 2, 2016, with a maximum grant of 65% of value, or \$796,250 based on the proposed acquisition price. The State, however, has often capped grant awards to approximately \$500,000 in the past.

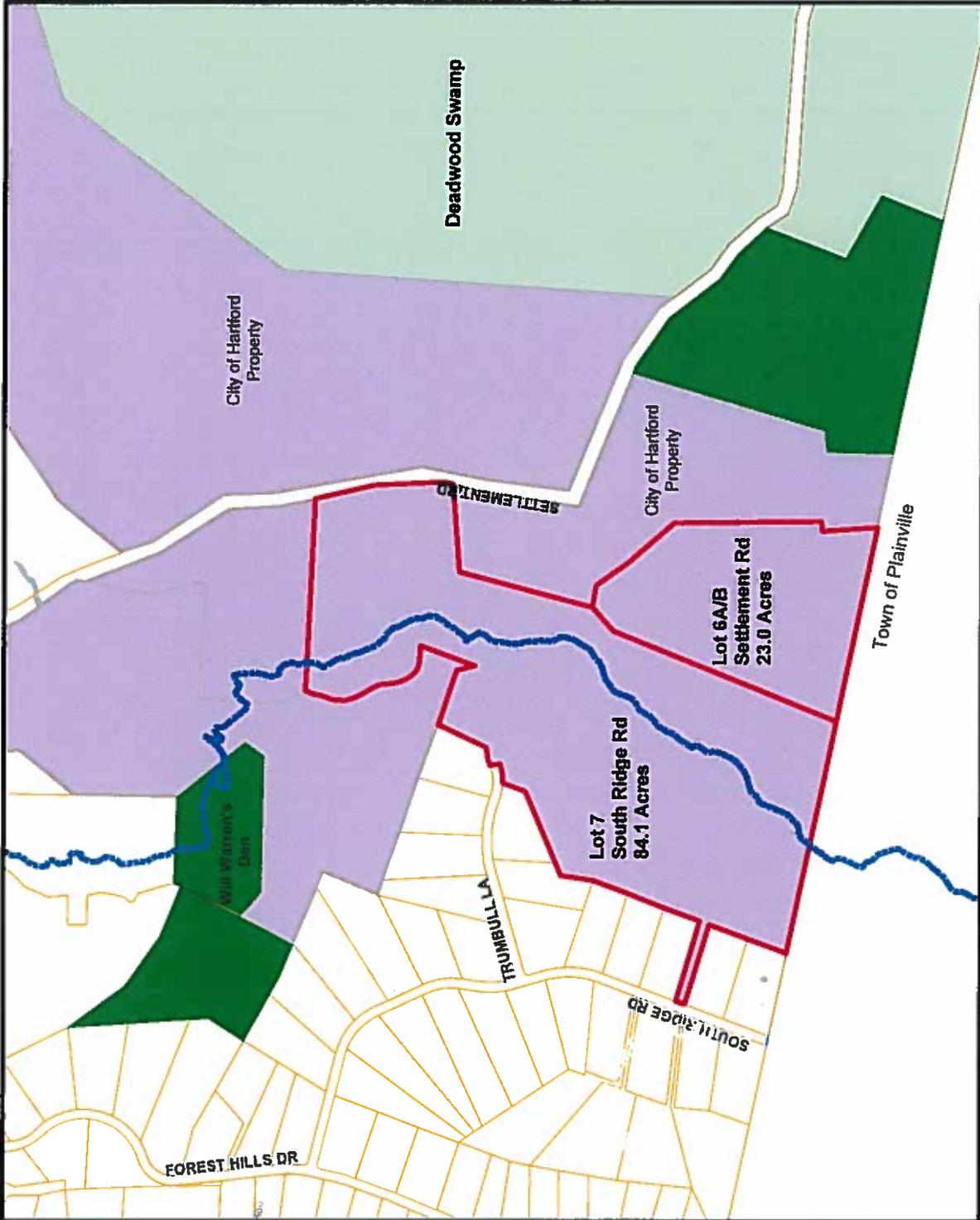
Acquisition Timeline:

	Action	Date
1	Set Public Hearing with Town Council	1/26/2016- Complete
2	Public Hearing with Town Council	2/9/2016- Complete
3	Town Council Referral to TPZ for 8-24	2/9/2016
4	TPZ 8-24 Recommendation Received by Council	3/8/2016
5	Town Council Recommendation to Purchase	3/8/2016

Town staff will be available to answer questions regarding the proposed acquisition.

/Attachment

Map of October 24 Properties



Legend

- Properties on Current Land Acquisition List
- Town Owned Open Space
- State DEP Owned Open Space
- New England National Scenic Trail



Town of Farmington
 Dept of Public Works & Development Services
 Planning Division (Map prepared by L. Dolphin)
 3/10/2015



Scale: 1 inch = 500 feet

MOTION:

Agenda Item N-4

To award Bid # 233 "Unionville Sidewalk Replacement", including Alternates # 1 & 2 to Guerrera Construction, Inc. (Bidder # 8) of Oxford, CT at a contract price of \$378,695.

NOTE: The purpose of this bid is to award a contract for the replacement of the sidewalks on Plainville Avenue (CT RT 177) from Depot Place to West District Road. Bids were opened on January 27, 2016, and Guerrera Construction, Inc. of Oxford, CT submitted the lowest responsible bid which complied with the Town's bid specifications. A bid for a lower cost amount was submitted but it did not comply with the Town's bid specifications. Staff has reviewed Guerrera's references and have found them to be acceptable. This project will be funded through a State of Connecticut Department of Economic and Community Development "Main Street" grant on a 100% reimbursement basis.

Town staff will be available at the Town Council meeting to answer any questions.

/Attachment

Bid # 233 : Unionville Sidewalk Replacement
 From Depot Place to West District Road
 OPENING: January 27, 11:00 A.M.

Item Number	Description of Item	Quantity	Unit	Millennium Builders Rocky Hill, CT #1	Canton Village Construction Co., Inc. Canton, CT #2	Paramount Construction LLC Newington, CT #3	J. Iapaluccio, Inc. Brookfield, CT #4	Claver Construction Company Bristol, CT #5	Nunes Construction, Inc. Bloomfield, CT #6	Prindle Hill Construction, LLC Orange, CT #7	Guerra Construction, Inc. Oxford, CT #8	Northeast Industries, Inc. Farmington, CT #9	Colossale Concrete, Inc. Berlin, CT #10	Martin Laviero Contractor Inc. Bristol, CT #11
				Unit cost										
0205529	Cut Bituminous Concrete Pavement	1,000	LF	\$ 3,850.00	\$ 4,000.00	\$ 2,000.00	\$ 800.00	\$ 5,000.00	\$ 4,600.00	\$ 5,000.00	\$ 2,000.00	\$ 2,480.00	\$ 2,000.00	\$ -
201001	Clearing and Grubbing	1	LS	\$ 35,200.00	\$ 26,000.00	\$ 27,450.00	\$ 4,200.00	\$ 36,000.00	\$ 4,375.00	\$ 7,000.00	\$ 5,000.00	\$ 550.00	\$ 6,000.00	\$ 6,000.00
202486	Removal Curbing	70	LF	\$ 924.00	\$ 490.00	\$ 420.00	\$ 245.00	\$ 350.00	\$ 245.00	\$ 420.00	\$ 350.00	\$ 770.00	\$ 350.00	\$ 350.00
219003	Sedimentation Control System Filter Fabric Fence	3,100	LF	\$ 13,640.00	\$ 5,890.00	\$ 7,750.00	\$ 11,160.00	\$ 9,300.00	\$ 13,640.00	\$ 12,400.00	\$ 9,300.00	\$ 6,262.00	\$ 9,300.00	\$ 13,330.00
304002	Processed Aggregate Base	2	CY	\$ 88.00	\$ 150.00	\$ 200.00	\$ 400.00	\$ 200.00	\$ 100.00	\$ 100.00	\$ 150.00	\$ 272.28	\$ 120.00	\$ 100.00
406011	Bituminous Concrete Class 1	1	TON	\$ 176.00	\$ 200.00	\$ 200.00	\$ 570.00	\$ 400.00	\$ 160.00	\$ 250.00	\$ 265.00	\$ 254.27	\$ 200.00	\$ 300.00
406017	Bituminous Concrete Class 2	1	TON	\$ 176.00	\$ 200.00	\$ 200.00	\$ 600.00	\$ 400.00	\$ 145.00	\$ 250.00	\$ 265.00	\$ 260.59	\$ 200.00	\$ 325.00
0815093	Bituminous Concrete Curb	70	LF	\$ 770.00	\$ 700.00	\$ 700.00	\$ 840.00	\$ 700.00	\$ 490.00	\$ 630.00	\$ 840.00	\$ 770.00	\$ 630.00	\$ 700.00
0921001	Concrete Sidewalk	17,740	SF	\$ 175,626.00	\$ 216,428.00	\$ 177,400.00	\$ 199,575.00	\$ 195,140.00	\$ 141,920.00	\$ 164,095.00	\$ 159,660.00	\$ 269,259.80	\$ 155,225.00	\$ 155,225.00
0921005	Concrete Sidewalk Ramp	360	SF	\$ 5,148.00	\$ 11,916.00	\$ 5,040.00	\$ 6,300.00	\$ 7,200.00	\$ 3,600.00	\$ 7,200.00	\$ 6,480.00	\$ 7,603.20	\$ 5,040.00	\$ 4,320.00
0921003	Detectible Warning Strip	8	EA	\$ 2,200.00	\$ 3,232.00	\$ 2,240.00	\$ 2,080.00	\$ 1,600.00	\$ 1,760.00	\$ 1,400.00	\$ 1,720.00	\$ 2,105.60	\$ 800.00	\$ 1,600.00
0921501	Bituminous Concrete Driveway	270	SY	\$ 16,038.00	\$ 10,800.00	\$ 14,850.00	\$ 16,200.00	\$ 13,500.00	\$ 10,260.00	\$ 14,040.00	\$ 12,150.00	\$ 11,696.40	\$ 12,420.00	\$ 13,500.00
0944002	Furnish & Placing Topsoil	1,800	SY	\$ 5,940.00	\$ 9,000.00	\$ 18,000.00	\$ 16,200.00	\$ 14,400.00	\$ 27,000.00	\$ 18,000.00	\$ 16,200.00	\$ 13,356.00	\$ 13,500.00	\$ 18,000.00
0950005	Turf Establishment	1,800	SY	\$ 5,940.00	\$ 2,700.00	\$ 3,600.00	\$ 5,400.00	\$ 3,600.00	\$ 4,950.00	\$ 8,100.00	\$ 1,800.00	\$ 5,562.00	\$ 4,500.00	\$ 3,600.00
0970006A	Trafficperson / Municipal Officer	1	EST	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00
0975002A	Mobilization	1	LS	\$ 11,000.00	\$ 10,000.00	\$ 3,000.00	\$ 12,200.00	\$ 2,000.00	\$ 11,000.00	\$ 10,000.00	\$ 15,000.00	\$ 22,871.25	\$ 9,000.00	\$ 2,500.00
0978002	Traffic Drum	20	EA	\$ 1,320.00	\$ 1,900.00	\$ 1,200.00	\$ 1,900.00	\$ 400.00	\$ 1,500.00	\$ 2,000.00	\$ 1,800.00	\$ 434.60	\$ 1,800.00	\$ 1,000.00
0981100	42" Traffic Cone	40	EA	\$ 1,760.00	\$ 1,800.00	\$ 1,800.00	\$ 2,000.00	\$ 1,600.00	\$ 1,800.00	\$ 2,000.00	\$ 1,800.00	\$ 869.20	\$ 3,600.00	\$ 1,800.00

Bid # 233 : Unionville Sidewalk Replacement
From Depot Place to West District Road
OPENING: January 27, 11:00 A.M.

Item Number	Description of Item	Quantity	Unit	Unit cost	Millennium Builders Rocky Hill, CT #1	Canton Village Construction Co., Inc. Canton, CT #2	Paramount Construction LLC Newington, CT #3	J. Iapaluccio, Inc. Brookfield, CT #4	Clover Construction Company Bristol, CT #5	Nunes Construction, Inc. Bloomfield, CT #6	Prindle Hill Construction, LLC Orange, CT #7	Guerrera Construction, Inc. Oxford, CT #8	Northeast Industries, Inc. Farmington, CT #9	Colossale Concrete, Inc. Berlin, CT #10	Martin Laviero Contractor Inc. Bristol, CT #11
0980001A	Construction Staking	1	LS	\$ 4,180.00	\$ 16,000.00	\$ 2,500.00	\$ 2,000.00	\$ 5,000.00	\$ 9,000.00	\$ 7,000.00	\$ 7,500.00	\$ 4,338.40	\$ 15,000.00	\$ 4,000.00	
1206023	Remove & Relocate Signs	15	EA	\$ 4,125.00	\$ 3,225.00	\$ 3,000.00	\$ 3,750.00	\$ 1,500.00	\$ 3,375.00	\$ 3,000.00	\$ 2,475.00	\$ 191.31	\$ 2,250.00	\$ 3,000.00	
1220011	Construction Sign Type III Reflective Sheeting	100	SF	\$ 2,750.00	\$ 2,800.00	\$ 1,000.00	\$ 1,200.00	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00	\$ 1,000.00	\$ 4,048.00	\$ 2,200.00	\$ 900.00	
TOTAL BASE BID AMOUNT					\$ 314,851.00	\$ 351,431.00	\$ 296,550.00	\$ 311,620.00	\$ 324,290.00	\$ 265,970.00	\$ 289,385.00	\$ 269,755.00	\$ 377,954.90	\$ 268,135.00	\$ 254,550.00

Bid # 233 : Unionville Sidewalk Replacement
 From Depot Place to West District Road
 OPENING: January 27, 11:00 A.M.

Item Number	Description of Item	Quantity	Unit	Unit cost	Millennium Builders Rocky Hill, CT #1	Canton Village Construction Co., Inc. Canton, CT #2	Paramount Construction LLC Newington, CT #3	J. Iapaluccio, Inc. Brookfield, CT #4	Clover Construction Company Bristol, CT #5	Nunes Construction, Inc. Bloomfield, CT #6	Prindle Hill Construction, LLC Orange, CT #7	Guerra Construction, Inc. Oxford, CT #8	Northeast Industries, Inc. Farmington, CT #9	Colossale Concrete, Inc. Berlin, CT #10	Martin Laviero Contractor Inc. Bristol, CT #11
Alternate # 1 Sidewalk replacement															
Turnpike Hose To Platner Street															
202486	Removal Curbing	370	LF	\$ 4,158.00	\$ 2,205.00	\$ 630.00	\$ 1,575.00	\$ 1,575.00	\$ 1,575.00	\$ 1,102.50	\$ 1,890.00	\$ 1,575.00	\$ 3,465.00	\$ 1,575.00	\$ 630.00
202529	Cut Bituminous Pavement	315	LF	\$ 1,212.75	\$ 1,260.00	\$ 630.00	\$ 315.00	\$ 1,575.00	\$ 1,575.00	\$ 1,449.00	\$ 1,575.00	\$ 630.00	\$ 633.15	\$ 630.00	\$ 630.00
304002A	Processed Aggregate Base	4	CY	\$ 176.00	\$ 300.00	\$ 400.00	\$ 460.00	\$ 400.00	\$ 400.00	\$ 200.00	\$ 240.00	\$ 300.00	\$ 544.54	\$ 240.00	\$ 200.00
406011	Bituminous Concrete Class 1	3	TON	\$ 528.00	\$ 600.00	\$ 600.00	\$ 780.00	\$ 1,200.00	\$ 1,200.00	\$ 480.00	\$ 750.00	\$ 795.00	\$ 762.80	\$ 600.00	\$ 900.00
406017	Bituminous Concrete Class 2	3	TON	\$ 528.00	\$ 600.00	\$ 600.00	\$ 840.00	\$ 1,200.00	\$ 1,200.00	\$ 450.00	\$ 750.00	\$ 795.00	\$ 781.28	\$ 600.00	\$ 975.00
0921001	Concrete Sidewalk	160	SF	\$ 1,584.00	\$ 3,200.00	\$ 1,600.00	\$ 1,800.00	\$ 1,760.00	\$ 1,760.00	\$ 1,280.00	\$ 1,920.00	\$ 1,760.00	\$ 2,428.80	\$ 1,600.00	\$ 1,400.00
0921002	Integral Sidewalk and Curb	2,885	SF	\$ 34,908.50	\$ 67,509.00	\$ 36,062.50	\$ 37,505.00	\$ 57,700.00	\$ 57,700.00	\$ 51,930.00	\$ 40,390.00	\$ 34,620.00	\$ 53,516.75	\$ 37,505.00	\$ 30,292.50
0921005	Concrete Sidewalk Ramp	100	SF	\$ 1,430.00	\$ 3,500.00	\$ 1,400.00	\$ 1,750.00	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00	\$ 2,000.00	\$ 1,800.00	\$ 2,112.00	\$ 1,900.00	\$ 1,200.00
0921003	Detectible Warning Strip	3	EA	\$ 825.00	\$ 570.00	\$ 840.00	\$ 450.00	\$ 600.00	\$ 600.00	\$ 660.00	\$ 525.00	\$ 615.00	\$ 789.60	\$ 300.00	\$ 600.00
0921501	Bituminous Concrete Driveway	24	SY	\$ 1,425.60	\$ 960.00	\$ 1,440.00	\$ 1,440.00	\$ 1,200.00	\$ 1,200.00	\$ 912.00	\$ 1,248.00	\$ 1,080.00	\$ 1,039.63	\$ 1,104.00	\$ 1,200.00
0944002	Furnish & Paving Topsoil	110	SY	\$ 363.00	\$ 550.00	\$ 1,100.00	\$ 770.00	\$ 880.00	\$ 880.00	\$ 1,650.00	\$ 1,650.00	\$ 990.00	\$ 815.54	\$ 825.00	\$ 1,100.00
0950005	Turf Establishment	110	SY	\$ 363.00	\$ 165.00	\$ 550.00	\$ 506.00	\$ 220.00	\$ 220.00	\$ 302.50	\$ 660.00	\$ 110.00	\$ 340.01	\$ 275.00	\$ 220.00
0970006A	Trafficperson / Municipal Officer	1	EST	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
0970006A	Mobilization	1	LS	\$ 5,500.00	\$ 4,000.00	\$ 1,000.00	\$ 1,650.00	\$ 500.00	\$ 500.00	\$ 2,400.00	\$ 2,500.00	\$ 1,500.00	\$ 5,675.00	\$ 3,000.00	\$ 1,200.00
0978002	Traffic Drum	5	EA	\$ 350.00	\$ 475.00	\$ 300.00	\$ 475.00	\$ 100.00	\$ 100.00	\$ 375.00	\$ 500.00	\$ 450.00	\$ 108.62	\$ 450.00	\$ 250.00
0981100	42" Traffic Cone	10	EA	\$ 440.00	\$ 450.00	\$ 450.00	\$ 500.00	\$ 400.00	\$ 400.00	\$ 450.00	\$ 500.00	\$ 450.00	\$ 217.30	\$ 900.00	\$ 450.00
0980001A	Construction Staking	1	LS	\$ 1,540.00	\$ 3,200.00	\$ 1,000.00	\$ 400.00	\$ 300.00	\$ 300.00	\$ 3,600.00	\$ 3,000.00	\$ 2,500.00	\$ 4,338.00	\$ 4,000.00	\$ 500.00
1206023	Remove & Relocate Signs	7	EA	\$ 1,925.00	\$ 1,505.00	\$ 1,400.00	\$ 1,750.00	\$ 700.00	\$ 700.00	\$ 1,575.00	\$ 1,400.00	\$ 1,155.00	\$ 1,339.18	\$ 1,050.00	\$ 1,750.00
1220011	Construction Sign Type III Reflective Sheeting	25	SF	\$ 687.50	\$ 700.00	\$ 250.00	\$ 300.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 625.00	\$ 250.00	\$ 1,012.00	\$ 550.00	\$ 225.00
TOTAL ALTERNATE 1 AMOUNT				\$ 63,924.35	\$ 97,749.00	\$ 56,252.50	\$ 59,266.00	\$ 78,810.00	\$ 76,316.00	\$ 68,123.00	\$ 57,375.00	\$ 85,915.20	\$ 63,104.00	\$ 49,722.50	

Bid # 233 : Unionville Sidewalk Replacement
 From Depot Place to West District Road
 OPENING: January 27, 11:00 A.M.

Item Number	Description of Item	Quantity	Unit	Unit cost	Millennium Builders Rocky Hill, CT #1	Canton Village Construction Co., Inc. Canton, CT #2	Paramount Construction LLC Newington, CT #3	J. Iapaluccio, Inc. Brookfield, CT #4	Clover Construction Company Bristol, CT #5	Nunes Construction, Inc. Bloomfield, CT #6	Prindle Hill Construction, LLC Orange, CT #7	Guerra Construction, Inc. Oxford, CT #8	Northeast Industries, Inc. Farmington, CT #9	Colossale Concrete, Inc. Berlin, CT #10	Martin Laviero Contractor Inc. Bristol, CT #11
Alternate # 2 Sidewalk Replacement															
202485	Platner St to Union School Removal Curbing	370	LF	\$ 4,884.00	\$ 2,590.00	\$ 740.00	\$ 1,850.00	\$ 1,850.00	\$ 1,295.00	\$ 2,220.00	\$ 1,850.00	\$ 4,070.00	\$ 1,850.00	\$ 740.00	\$ 740.00
202529	Cut Bituminous Pavement	370	LF	\$ 1,424.50	\$ 1,480.00	\$ 740.00	\$ 370.00	\$ 1,850.00	\$ 1,702.00	\$ 1,850.00	\$ 1,850.00	\$ 740.00	\$ 744.81	\$ 740.00	\$ 740.00
304002A	Processed Aggregate Base	17	CY	\$ 748.00	\$ 1,275.00	\$ 850.00	\$ 1,105.00	\$ 1,700.00	\$ 850.00	\$ 1,020.00	\$ 1,275.00	\$ 1,275.00	\$ 2,313.19	\$ 680.00	\$ 850.00
406011	Bituminous Concrete Class 1	5	TON	\$ 880.00	\$ 1,000.00	\$ 750.00	\$ 1,300.00	\$ 2,000.00	\$ 800.00	\$ 1,250.00	\$ 1,325.00	\$ 1,325.00	\$ 1,271.32	\$ 1,000.00	\$ 1,500.00
406017	Bituminous Concrete Class 2	5	TON	\$ 880.00	\$ 1,000.00	\$ 750.00	\$ 1,400.00	\$ 2,000.00	\$ 750.00	\$ 1,250.00	\$ 1,325.00	\$ 1,325.00	\$ 1,302.95	\$ 1,000.00	\$ 1,625.00
0921001	Concrete Sidewalk	80	SF	\$ 792.00	\$ 1,600.00	\$ 800.00	\$ 900.00	\$ 880.00	\$ 640.00	\$ 960.00	\$ 1,200.00	\$ 1,200.00	\$ 1,214.40	\$ 800.00	\$ 700.00
0921002	Integral Sidewalk	2,635	SF	\$ 31,883.50	\$ 61,659.00	\$ 32,937.50	\$ 34,255.00	\$ 52,700.00	\$ 47,430.00	\$ 36,890.00	\$ 31,620.00	\$ 31,620.00	\$ 48,879.25	\$ 34,255.00	\$ 25,032.50
0921005	Concrete Sidewalk Ramp	80	SF	\$ 1,144.00	\$ 2,800.00	\$ 1,120.00	\$ 1,400.00	\$ 1,600.00	\$ 800.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,689.60	\$ 1,520.00	\$ 960.00
0921003	Detectible Warning Strip	1	EA	\$ 275.00	\$ 570.00	\$ 280.00	\$ 150.00	\$ 200.00	\$ 220.00	\$ 175.00	\$ 205.00	\$ 205.00	\$ 263.20	\$ 100.00	\$ 200.00
0921501	Bituminous Concrete Driveway	24	SY	\$ 1,425.60	\$ 960.00	\$ 1,440.00	\$ 1,440.00	\$ 1,200.00	\$ 912.00	\$ 1,248.00	\$ 1,080.00	\$ 1,080.00	\$ 1,051.68	\$ 1,104.00	\$ 1,200.00
0944002	Furnish & Placing Topsoil	120	SY	\$ 396.00	\$ 600.00	\$ 1,200.00	\$ 840.00	\$ 960.00	\$ 1,800.00	\$ 1,800.00	\$ 1,080.00	\$ 1,080.00	\$ 889.20	\$ 900.00	\$ 1,440.00
0950005	Turf Establishment	120	SY	\$ 396.00	\$ 180.00	\$ 600.00	\$ 552.00	\$ 240.00	\$ 330.00	\$ 720.00	\$ 120.00	\$ 120.00	\$ 370.80	\$ 300.00	\$ 240.00
0970006A	Trafficperson / Municipal Officer	1	EST	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
0970006A	Mobilization	1	LS	\$ 3,850.00	\$ 4,000.00	\$ 1,000.00	\$ 1,350.00	\$ 500.00	\$ 2,400.00	\$ 2,500.00	\$ 1,000.00	\$ 1,000.00	\$ 5,800.00	\$ 3,000.00	\$ 1,200.00
0978002	Traffic Drum	5	EA	\$ 330.00	\$ 475.00	\$ 300.00	\$ 475.00	\$ 100.00	\$ 375.00	\$ 500.00	\$ 500.00	\$ 450.00	\$ 108.62	\$ 450.00	\$ 250.00
0981100	42" Traffic Cone	10	EA	\$ 440.00	\$ 450.00	\$ 450.00	\$ 500.00	\$ 400.00	\$ 450.00	\$ 500.00	\$ 500.00	\$ 450.00	\$ 217.30	\$ 900.00	\$ 450.00
0988001A	Construction Skating	1	LS	\$ 1,540.00	\$ 3,200.00	\$ 1,000.00	\$ 400.00	\$ 200.00	\$ 3,500.00	\$ 3,000.00	\$ 3,000.00	\$ 1,500.00	\$ 4,338.00	\$ 4,000.00	\$ 500.00

Bid # 233 : Unionville Sidewalk Replacement
From Depot Place to West District Road
OPENING: January 27, 11:00 A.M.

Item Number	Description of Item	Quantity	Unit	Millennium Builders Rocky Hill, CT #1	Canton Village Construction Co., Inc. Canton, CT #2	Paramount Construction LLC Newington, CT #3	J. Iapalucio, Inc. Brookfield, CT #4	Clover Construction Company Bristol, CT #5	Nunes Construction, Inc. Bloomfield, CT #6	Prindle Hill Construction, LLC Orange, CT #7	Guerrera Construction, Inc. Oxford, CT #8	Northeast Industries, Inc. Farmington, CT #9	Colossale Concrete, Inc. Berlin, CT #10	Martin Laviero Contractor Inc. Bristol, CT #11
1206023	Remove & Relocate Signs	3	EA	\$ 825.00	\$ 645.00	\$ 600.00	\$ 750.00	\$ 300.00	\$ 675.00	\$ 600.00	\$ 495.00	\$ 573.93	\$ 450.00	\$ 750.00
1220011	Construction Sign Type III Reflective Sheeting	25	SF	\$ 687.50	\$ 700.00	\$ 250.00	\$ 300.00	\$ 500.00	\$ 500.00	\$ 625.00	\$ 250.00	\$ 1,012.00	\$ 550.00	\$ 225.00
TOTAL ALTERNATE 2 AMOUNT				\$ 56,801.10	\$ 89,184.00	\$ 49,807.50	\$ 53,337.00	\$ 73,180.00	\$ 69,429.00	\$ 62,708.00	\$ 51,565.00	\$ 80,110.25	\$ 57,599.00	\$ 42,602.50
TOTAL BASE BID AMOUNT				\$ 314,851.00	\$ 351,431.00	\$ 296,550.00	\$ 311,620.00	\$ 324,290.00	\$ 265,920.00	\$ 289,385.00	\$ 269,755.00	\$ 377,954.90	\$ 268,135.00	\$ 254,550.00
TOTAL ALTERNATE 1 AMOUNT				\$ 63,924.35	\$ 97,749.00	\$ 56,252.50	\$ 59,266.00	\$ 78,810.00	\$ 76,316.00	\$ 68,123.00	\$ 57,375.80	\$ 85,919.20	\$ 63,104.00	\$ 49,722.50
TOTAL ALTERNATE 2 AMOUNT				\$ 56,801.10	\$ 89,184.00	\$ 49,807.50	\$ 53,337.00	\$ 73,180.00	\$ 69,429.00	\$ 62,708.00	\$ 51,565.00	\$ 80,110.25	\$ 57,599.00	\$ 42,602.50
TOTAL BASE BID + ALTERNATE 1 + ALTERNATE 2				\$ 435,576.45	\$ 538,364.00	\$ 402,610.00	\$ 424,223.00	\$ 476,280.00	\$ 411,665.00	\$ 420,216.00	\$ 378,695.00	\$ 543,984.35	\$ 388,838.00	\$ 346,875.00

Recommendation: That the Base Bid, Alternate #1 and Alternate #2 be awarded to Bidder #8 Guerrera Construction, Inc of Oxford, Ct as the lowest, responsible bidder to meet all bid requirements.

Funding Source: Funding in the amount of \$425,000 is being provided through a State of Connecticut "Main Street" grant.

MOTION:

Agenda Item N-5

To ratify the tentative collective bargaining agreement between the Town of Farmington and Local 331, International Brotherhood of Police Officers, for the period July 1, 2015 through June 30, 2018.

NOTE:

Local 331, International Brotherhood of Police Officers, and the Town of Farmington have reached a tentative collective bargaining agreement.

Highlights of the agreement include:

- Various language and procedural changes that have no net cost or effect but are favorable to the Town's needs.
- Significant health insurance plan design changes including: increased co-pays for office visits and prescription drugs; new and additional co-pays for certain medical procedures and hospitalizations. Health insurance premium cost sharing increases, and modest increases in lieu of health insurance payments.
- Significant change to retiree health insurance with the addition of an employee contribution to partially fund the Town's post-employment benefit obligation. Current employees will contribute 0.25% of base pay to retiree health insurance.
- Wage adjustment: 2015-2016 - 2.5 % from July 1, 2015 to date of signing, then 2.75% to June 30, 2016; FY2016-2017 - 2.75%; FY2017-2018 - 3.0%.
- Modest changes in detective and field training officer compensation.
- At the end of the three-year contractual period, the overall cost of this contract will be \$190,079 or 1.83% per year.

The Town continually takes steps to address long-term liability costs in our collective bargaining agreements. The previous police contract addressed the long-term liability associated with pension benefits. This proposed agreement again makes significant changes to employee benefits, this time in the area of health insurance. The plan design changes to health insurance work towards reducing the Town's annual health insurance cost. More significant though is the implementation of an employee contribution to offset the Town's long-term liability for retiree health insurance. This is a major change in benefits philosophy for the Town. The police union is the first group to implement this type of contribution. The contribution is very noteworthy as it is an important step in addressing the Town's long-term liability for retiree health insurance, both in this union and town-wide. While there are some areas of the contract that are slight increases to a benefit, the overall net effect for the Town is positive.

Staff will be available to answer any questions.

MOTION:

Agenda Item N-6

To ratify the tentative collective bargaining agreements (Supervisor and Non-Supervisor) between the Town of Farmington and Local 2001, CSEA/SEIU, for the period July 1, 2015 through June 30, 2017.

NOTE:

This motion covers both the Supervisor and Non-Supervisor collective bargaining agreements. These groups represent the Town's division directors and other supervisors and professional staff. There are a total of 23 members in both units. This tentative agreement is for a two-year contract term from July 1, 2015 through June 30, 2017. Highlights of the agreement include:

- Wages: 2.00 % cost of living adjustment for each year .
- Insurance: Increase Rx Copays
- Increased probationary period for new employees to 12 months from 6 months.
- Language updates to comply with law.
- Contract cost – the total cost of this contract is \$42,983, or 2% each year.

These units represent our higher level managers. The contract essentially covers the basic working conditions of the units. At this time, there was not a need for substantial changes in the contract. While this contract can be viewed as a status quo agreement, these changes are positive for the Town.

Staff will be available to answer any questions regarding these contracts.

MOTION:

Agenda Item N-7

To set a public hearing on March 8, 2016 at 7:00 p.m. in the Town Hall Council Chambers on the Town Manager's 2016-2017 Recommended Budget.

NOTE: This is the Town Manager's Public Hearing on the FY 2016-2017 Operating Budget.

Budget Workshop Sessions	
Wednesday, March 9	4:00 - 9:00 p.m.
Thursday, March 10	4:00 - 9:00 p.m.
Saturday, March 12	9:00 a.m. - 12 p.m.
Monday, March 14	4:00 - 9:00 p.m. (if needed)
Tuesday, March 15	4:00 - 9:00 p.m. (if needed)

MOTION

Agenda Item N-8

To take action on budget targets for the 2016-2017 Fiscal Year.

NOTE: Attached is the following information:

- Adopted Budget History FY 95/96-FY 15/16
- Five Year Expenditure Averages
- Tax Rate History FY 95/96-FY 15/16

In the past, the Town Council has set budget targets for the Town Manager and for the Board of Education. At times, the Town Council has set expenditure targets, at other times an overall tax rate target was given. For most years, the Town Council has set a target range, not a specific number. In the past, the Town Council provided some general policy direction regarding the budget.

Please be aware that if the Town Council is going to set targets it should be done at this meeting.

Also, please be aware that all information needed to compile the budget is not available at this time. For example, revenues, state aid, and grand list are not yet complete.

/Attachment

**ADOPTED BUDGET HISTORY
WITH PERCENTAGE CHANGE BY FUNCTION
FY1995/96 TO FY2014/15**

	<u>1995-96</u>	<u>1996-97</u>	<u>1997-98</u>	<u>1998-99</u>	<u>1999-00</u>
BOARD OF ED	23,789,503 2.0%	25,189,777 5.9%	26,735,753 6.1%	29,183,807 9.1%	31,176,110 6.9%
TOWN	16,201,154 3.0%	16,526,178 2.0%	17,050,223 3.2%	17,152,065 0.6%	17,533,642 2.2%
DEBT	3,204,018 -3.7%	3,417,189 6.7%	3,755,759 9.9%	4,478,094 19.2%	4,799,950 7.2%
CAPITAL IMPRV	<u>801,500</u> -30.6%	<u>1,043,000</u> 30.1%	<u>1,071,890</u> 2.8%	<u>1,341,000</u> 25.1%	<u>1,085,450</u> -19.1%
TOTAL	<u>43,998,173</u> 1.1%	<u>46,178,144</u> 5.0%	<u>48,613,625</u> 5.3%	<u>52,134,966</u> 7.2%	<u>54,595,152</u> 4.7%

	<u>2000-01</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>
BOARD OF ED	33,357,376 7.00%	35,602,809 6.73%	38,684,086 8.65%	39,600,000 2.37%	41,976,000 6.00%
TOWN	18,435,030 5.14%	18,111,923 3.67%	19,828,457 3.75%	20,430,667 3.04%	20,913,849 2.36%
DEBT	4,849,132 1.02%	5,855,152 20.75%	6,875,233 17.42%	7,985,151 16.14%	8,080,960 1.20%
CAPITAL IMPRV	<u>2,014,000</u> 85.55%	<u>1,978,000</u> -1.79%	2,110,000 6.67%	1,340,500 -36.47%	1,746,000 30.25%
TOTAL	<u>58,655,538</u> 7.44%	<u>62,547,884</u> 6.6%	<u>67,497,778</u> 7.9%	<u>69,356,318</u> 2.8%	<u>72,716,809</u> 4.8%

	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
BOARD OF ED	44,578,512 6.20%	46,584,545 4.50%	48,261,432 3.60%	48,569,606 0.64%	49,510,762 1.94%
TOWN	21,698,465 3.75%	22,472,878 3.57%	23,523,163 4.67%	24,246,610 3.08%	22,892,736 0.00%
DEBT	7,897,579 -2.27%	8,822,299 11.71%	8,780,255 -0.48%	8,963,000 2.08%	9,142,000 2.00%
CAPITAL IMPRV	<u>2,145,500</u> 22.88%	<u>1,978,750</u> -7.77%	<u>2,519,000</u> 27.30%	<u>1,304,000</u> -48.23%	<u>635,000</u> -51.30%
TOTAL	<u>76,320,056</u> 4.96%	<u>79,858,472</u> 4.64%	<u>83,083,850</u> 4.04%	<u>83,083,216</u> 0.00%	<u>82,180,498</u> 0.55%

For FY2009/2010 the Refuse appropriation is not included in the totals.

	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
BOARD OF ED	51,491,192 4.00%	53,978,296 4.83%	55,462,700 2.75%	56,547,790 1.96%	58,236,460 2.69%	60,391,209 3.70%
TOWN	23,501,331 2.66%	24,160,220 2.80%	24,710,825 2.28%	25,330,950 2.51%	26,179,873 3.10%	27,118,908 3.59%
DEBT	8,943,305 -2.17%	8,703,570 -2.68%	8,361,617 -3.93%	7,579,198 -9.36%	6,988,196 -7.80%	6,818,620 -2.43%
CAPITAL IMPRV	<u>950,000</u> 49.61%	<u>780,000</u> -17.89%	<u>1,800,000</u> 130.77%	<u>2,562,800</u> 42.38%	<u>2,944,765</u> 14.90%	<u>3,234,000</u> 9.82%
TOTAL	<u>84,885,828</u> 3.29%	<u>87,622,086</u> 3.22%	<u>90,335,142</u> 3.10%	<u>92,020,738</u> 1.87%	<u>94,349,294</u> 2.28%	<u>97,562,737</u> 3.41%

**BUDGET CHANGES: LAST FIVE YEARS
BY DOLLAR AMOUNT AND PERCENT**

<u>Expenditure Category</u>	<u>Adopted Budget</u>	<u>Dollar Increase</u>	<u>% Increase</u>
<u>Board of Education</u>			
2011/2012	53,978,296	2,487,104	4.83%
2012/2013	55,462,700	1,484,404	2.75%
2013/2014	56,547,790	1,085,090	1.96%
2014/2015	58,236,460	1,688,670	2.69%
2015/2016	60,391,209	2,154,749	3.70%
Five year average		1,780,003	3.19%
<u>Town</u>			
2011/2012	24,160,220	658,889	2.80%
2012/2013	24,710,825	550,605	2.28%
2013/2014	25,330,950	620,125	2.51%
2014/2015	26,179,873	848,923	3.10%
2015/2016	27,118,908	939,035	3.59%
Five year average		723,515	2.86%
<u>Debt Service</u>			
2011/2012	8,703,570	-239,735	-2.68%
2012/2013	8,361,617	-341,953	-3.93%
2013/2014	7,579,198	-782,419	-9.36%
2014/2015	6,988,186	-591,012	-7.80%
2015/2016	6,818,620	-169,576	-2.43%
Five year average		-424,939	-5.24%
<u>Capital Improvements</u>			
2011/2012	780,000	-170,000	-17.89%
2012/2013	1,800,000	1,020,000	130.77%
2013/2014	2,562,800	762,800	42.38%
2014/2015	2,944,765	381,965	14.90%
2015/2016	3,234,000	289,235	9.82%
Five year average		456,800	36.00%

TAX RATE HISTORY
FY1996/1997 to FY2015/2016

<u>Grand List Year</u>	<u>Fiscal Year</u>	<u>Tax Rate (in mills)</u>	<u>Change (in mills)</u>	<u>Percent Change</u>	
1995	1996/1997	21.60	(5.3)	-19.7%	Revaluation Year
1996	1997/1998	22.40	0.8	3.7%	
1997	1998/1999	22.80	0.4	1.8%	
1998	1999/2000	22.80	0.0	0.0%	
1999	2000/2001	23.60	0.8	3.5%	
2000	2001/2002	25.00	1.4	5.9%	
2001	2002/2003	26.50	1.5	6.0%	
2002	2003/2004	21.90	(4.6)	-17.4%	Revaluation Year
2003	2004/2005	23.30	1.4	6.4%	
2004	2005/2006	24.27	1.0	4.2%	
2005	2006/2007	25.24	1.0	4.0%	
2006	2007/2008	25.95	0.7	2.8%	
2007	2008/2009	19.47	(6.5)	-25.0%	Revaluation Year
2008	2009/2010	19.76	0.3	1.5%	
2009	2010/2011	20.46	0.7	3.5%	
2010	2011/2012	21.27	0.8	4.0%	
2011	2012/2013	21.90	0.6	3.0%	
2012	2013/2014	24.07	2.2	9.9%	Revaluation Year
2013	2014/2015	24.44	0.4	1.5%	
2014	2015/2016	25.10	0.66	2.71%	
	Averages	23.09	-0.09	0.00	With Revaluation Years Included
	Averages	23.42	0.78	3.4%	Without Revaluation Years

Tax Rate % Change Averages (Without Revaluation Years)	
5 year Avg	2.94%
10 year Avg	3.36%
16 year Avg	3.41%

MOTION:

Agenda Item N-9

To approve the following property tax refunds:

NAME	REASON	AMOUNT
1)A. Alagic & A. Skopic	Assessor's adjustment	\$7.08
2)Ari Fleet LT	Assessor's adjustment	\$874.61
3)Bakery Boys LLC	Assessor's adjustment	\$496.48
4)Ivona Banasiak	Assessor's adjustment	\$34.62
5)Barbara Beloin	Assessor's adjustment	\$7.05
6)Cab East LLC	Assessor's adjustment	\$85.95
7)Glenn & Amy Scanlon	Overpayment	\$2,930.30
8)Krista Cortright	Assessor's adjustment	\$9.11
9)Doris Curtin	Assessor's adjustment	\$119.59
10)Donald Damico	Assessor's adjustment	\$127.82
11)Dennis & Mary Dorio	Assessor's adjustment	\$34.99
12)Scott & Sarah Willett	Overpayment	\$2,615.67
13)Alan & Olive Fletcher	Overpayment	\$2,635.38
14)K Gaylord & E Shaw	Overpayment	\$1,199.80
15)Bryce Hardy	Assessor's adjustment	\$81.37
16)Maureen Healey	Assessor's adjustment	\$9.31
17)Honda Lease Trust	Assessor's adjustment	\$73.15
18)Hyundai Lease	Assessor's adjustment	\$794.42
19)Pamela Johnson	Assessor's adjustment	\$266.99
20)Jeffrey Moore	Assessor's adjustment	\$783.47
21)William Noble Estate	Assessor's adjustment	\$149.55
22)NP Management	Overpayment	\$3,101.61
23)A & B Olson	Assessor's adjustment	\$130.30
24)Joseph Ortalaza	Assessor's adjustment	\$25.93
25)Nancy Parent	Assessor's adjustment	\$53.52
26)Christopher Pepin	Assessor's adjustment	\$14.59
27)Ronald Seguljic	Assessor's adjustment	\$36.90
28)Quit your day LLC	Overpayment	\$2,214.07
29)USB Leasing LT	Assessor's adjustment	\$120.61
30)Vault Trust	Assessor's adjustment	\$95.31
31)Clifford Wagner	Assessor's adjustment	\$69.48
	TOTAL:	\$19,199.03

MOTION:

Agenda Item O-1

Executive Session—To discuss matters concerning the sale or acquisition of real property.

To adjourn the meeting to executive session as permitted by Connecticut General Statutes Section 1-225 (a) for the following purposes as allowed by Section 1-200(6), that is

Discussion of the selection of a site or the lease, sale or purchase of real estate by a political subdivision of the state when publicity regarding such site, lease, sale, purchase or construction would cause a likelihood of increased price until such time as all of the property has been acquired or all proceedings or transactions concerning same have been terminated or abandoned;

That attendance in the Executive Session shall be limited to:

Members of the Town Council
Town Manager

NOTE: Approval of this motion shall be by 2/3 vote.