

Minutes of the Town of Farmington
Regular Town Council Meeting
March 14, 2019

Present:

Nancy W. Nickerson, Chair
Patricia Boye-Williams
Bruce Charette
Paul Cianci
Edward Giannaros
Beth Kintner
C. J. Thomas

Kathy Eagen, Town Manager
Paula B. Ray, Clerk

A. Call to Order

The Chair called the meeting to order at 4:00 p.m.

B. Pledge of Allegiance

The Council and members of the public recited the Pledge of Allegiance.

C. Public Comment

There were no public comments made.

D. To consider and take action on the proposed FY 2019-2020 Budget

Registrars

The Manager; Erica Robertson, Assistant Manager; Joseph Swetcky, Director of Finance and Administration and Kathryn Krajewski, Management Specialist reviewed the accounts on page 9 of the budget and answered Council questions.

Motion was made and seconded (Charette/Giannaros) to tentatively approve page 9.

Adopted unanimously

Police

The Manager; Erica Robertson, Assistant Manager; Joseph Swetcky, Director of Finance and Administration; Kathryn Krajewski, Management Specialist and Chief Paul Melanson reviewed the accounts on pages 31-41 of the budget and answered Council questions.

The following areas were highlighted:

- The reduction of four additional officers from the budget
- The reduction of a traffic sign on page 32, account 52203.
- Issues regarding Westfarms Mall

Motion was made and seconded (Charette/Giannaros) to tentatively approve pages 31-41.

Adopted unanimously

Public Works

The Manager; Erica Robertson, Assistant Manager; Joseph Swetcky, Director of Finance and Administration; Kathryn Krajewski, Management Specialist and Russ Arnold, Director of Public Works/ Town Engineer reviewed the accounts on pages 43-54 of the budget and answered Council questions.

The following items were highlighted:

- \$100,000 was saved due to the purchase of street lights
- The seasonal help was maintained
- The accounts were funded at appropriate levels based on the past five-year averages
- Savings occurred due to retirement of long-term employees being replaced by entry level employees
- The reduction of sharrows page 50, account 52203
- The snow and ice budget in the current year's budget was under budget
- Why environmental permits are both in the operating and capital budgets
- Full Time Salary account 50101 increase on page 44
- Professional Services account 54410 on page 49
- Overtime account 50121 on page 49

Motion was made and seconded (Charette/Giannaros) to tentatively approve pages 43-54.

Adopted unanimously

Fire Marshall

The Manager; Erica Robertson, Assistant Manager; Joseph Swetcky, Director of Finance and Administration; Kathryn Krajewski, Management Specialist and Russ Arnold, Director of Public Works/ Town Engineer reviewed the accounts on page 26 of the budget and answered Council questions.

The following item was highlighted:

- Hydrant Charges for \$974,482 in fees

Motion was made and seconded (Charette/Giannaros) to tentatively approve page 26.

Adopted unanimously

Building Inspector

The Manager; Erica Robertson, Assistant Manager; Joseph Swetcky, Director of Finance and Administration; Kathryn Krajewski, Management Specialist and Russ Arnold, Director of Public Works/ Town Engineer reviewed the accounts on page 42 of the budget and answered Council questions.

The following items were highlighted:

- The increase in salary was due to the reclassification of a current employee
- The cross training and sharing of employees for Planning/Engineering and Engineering/Building Inspection
- Professional Services account 54410 on page 42

Motion was made and seconded (Charette/Giannaros) to tentatively approve page 42.

Adopted unanimously

Planning

The Manager; Erica Robertson, Assistant Manager; Joseph Swetcky, Director of Finance and Administration; Kathryn Krajewski, Management Specialist and Russ Arnold, Director of Public Works/ Town Engineer reviewed the accounts on pages 18-20 of the budget and answered Council Questions.

The following items were highlighted:

- The increase to the Full Time Payroll account 50101 on page 18 was due to expectation of hiring a new Planner
- The increase to the Professional Services account 54410 on page 18 was to more accurately reflect the expenditures to support the software for the permitting system

Motion was made and seconded (Charette/Giannaros) to tentatively approve pages 18-20.

Adopted unanimously

Refuse

The Manager; Erica Robertson, Assistant Manager; Joseph Swetcky, Director of Finance and Administration; Kathryn Krajewski, Management Specialist and Russ Arnold, Director of Public Works/ Town Engineer reviewed the accounts on pages 69- 71 of the budget and answered Council questions.

The following items were highlighted:

- The accounts were flat
- There were plans to have recycling on a weekly basis in the future
- The tip fees increase
- The increasing costs of recycling
- The costs of recycling bins

Motion was made and seconded (Charette/Giannaros) to tentatively approve pages 69-71.

Adopted unanimously

Fire & Rescue

The Manager; Erica Robertson, Assistant Manager; Joseph Swetcky, Director of Finance and Administration; Kathryn Krajewski, Management Specialist and Steve Hoffmann, Director of Fire and Rescue Services reviewed the accounts on pages 27-30 of the budget and answered Council questions.

The following items were highlighted:

- The account was flat overall due to a very tight budget
- Policy changes for response protocols for medical calls
- Overtime – Operations account 50121 on page 28
- Auto Repairs & Maintenance account 54404 on page 30
- Recruitment strategies
- Professional Services account 54410 for stipends and training
- The Town's model had 9 full time firefighters
- The Farmington Community Chest's donation of thermal imaging cameras

Motion was made and seconded (Charette/Giannaros) to tentatively approve pages 27-30.

Adopted unanimously

Economic Development

The Manager; Erica Robertson, Assistant Manager; Joseph Swetcky, Director of Finance and Administration; Kathryn Krajewski, Management Specialist and Rose Ponte, Director of Economic Development reviewed the accounts on pages 14 & 15 of the budget and answered Council Questions. Ms. Ponte reviewed Farmington's strong economic indicators and talked about promotional materials being developed and improved.

Motion was made and seconded (Charette/Giannaros) to tentatively approve pages 14-15.

Adopted unanimously

Community & Recreational Services

The Manager; Erica Robertson, Assistant Manager; Joseph Swetcky, Director of Finance and Administration; Kathryn Krajewski, Management Specialist and Nancy Parent, Director of Community & Recreational Services reviewed the accounts on pages 55-65 of the budget and answered Council questions.

The following items were highlighted:

- The increase in Professional Services account on page 61 was due to a new Dial-a-Ride contract
- Some of the housing maintenance accounts increased due to the age of the buildings
- A recreational brochure under Marketing account 54418 on page 55 for \$6500 dollars was cut from the budget that would have been included except for the tight budget target
- Part time staffing reductions in several accounts
- The Town's Section 8, Town owned, Maple Village and CoOp Housing were all doing well
- Efforts to hold community events for all ages
- The need to expand Dial-A-Ride to out of town venues
- She told the Council she was always looking for grant opportunities
- The decrease in Full Time account 50101 payroll on page 62 was due to a transfer to the Recreation Fund not a decrease in personnel

Motion was made and seconded (Charette/Giannaros) to tentatively approve pages 55-65.

Adopted unanimously

Staples House

The Manager; Erica Robertson, Assistant Manager; Joseph Swetcky, Director of Finance and Administration; Kathryn Krajewski, Management Specialist and Nancy Parent, Director of Community & Recreational Services reviewed the accounts on page 22 of the budget and answered Council questions.

Motion was made and seconded (Charette/Giannaros) to tentatively approve page 22.

Adopted unanimously

Recreation Fund

The Manager; Erica Robertson, Assistant Manager; Joseph Swetcky, Director of Finance and Administration; Kathryn Krajewski, Management Specialist and Nancy

Parent, Director of Community & Recreational Services reviewed the Recreation Fund Account and answered Council questions.

Motion was made and seconded (Charette/Giannaros) to tentatively approve Recreation Fund Account.

Adopted unanimously

Westwoods Golf Course

The Manager; Erica Robertson, Assistant Manager; Joseph Swetcky, Director of Finance and Administration; Kathryn Krajewski, Management Specialist and Nancy Parent, Director of Community & Recreational Services reviewed the accounts on pages 80-83 of the budget and answered Council questions.

The following items were highlighted:

- The percentage of use by non-residents and revenues associated with non-residents
- The method used to set green fees
- The continued strong support of leagues and season ticket holders
- The method used to set club house fees

Motion was made and seconded (Charette/Giannaros) to tentatively approve pages 80-83.

Adopted unanimously

Library

Mr. Alan Sherman, Library Board introduced Laura Horn the new Library Director. Ms. Horn reviewed Library operations using the presentation recorded with these minutes as Agenda Item D-1.

General Government Administration

The Manager; Erica Robertson, Assistant Manager; Joseph Swetcky, Director of Finance and Administration and Kathryn Krajewski, Management Specialist reviewed the accounts on pages 1-13 of the budget and answered Council questions.

The following items were highlighted:

- The decrease in Town Council Office Supplies account 52201 on page 10 was a reduction for additional newsletters
- The decrease in Town Council Consulting Services account 54411 on page 10 was for consulting services for the Farmington Village Committee
- Full Time Accounting account 50101 page 3 the increase was due to the contractual increases for two years being transferred into the account

- The increases in Full Time Tax Collector account 50101 on page 6 were due to the transfer of contractual increases, the adjustment of less being charged off to the WPCA and new personnel getting step increases
- Professional Services Legal account 54410 on page 12 was set in anticipation of several cases and past use
- The increase in the Part Time Central Operations account 50121 on page 4 was due to the replacement of the personnel on loan from the WPCA Department

Motion was made and seconded (Charette/Giannaros) to tentatively approve pages 1-13.

Adopted unanimously

The Manager; Erica Robertson, Assistant Manager; Joseph Swetcky, Director of Finance and Administration and Kathryn Krajewski, Management reviewed the accounts on pages 16-17 of the budget and answered Council questions.

The following items were highlighted:

- The Health District was becoming an accredited Health District which has some costs associated
- The rationalization for maintaining memberships in both COST and CCM
- The in-kind assistance being transferred

Motion was made and seconded (Charette/Giannaros) to tentatively approve pages 16-17.

Adopted unanimously

The Manager; Erica Robertson, Assistant Manager; Joseph Swetcky, Director of Finance and Administration and Kathryn Krajewski, Management reviewed the accounts on pages 21-25 of the budget and answered Council Questions.

The following items were highlighted:

- The custodian services were restructured to share with the Library

Motion was made and seconded (Charette/Giannaros) to tentatively approve pages 21-25.

Adopted unanimously

Benefits

The Manager; Erica Robertson, Assistant Manager; Joseph Swetcky, Director of Finance and Administration and Kathryn Krajewski, Management reviewed the accounts on pages 66-67 of the budget and answered Council questions.

The following items were highlighted:

- The Social Security increase was tied to salaries, pension contributions were what would have been anticipated, the health insurance increase was tied to current year claims and stop loss coverage, the workmen's compensation costs were down due to CIRMA and the heart and hypertension increase was anticipated
- Where the \$265,000 for the anticipated Teacher Pension Contribution to the State of Connecticut and the \$40,000 anticipated for the Board of Education employee 401 pension matching contributions should be placed in the budget

Motion was made and seconded (Charette/Giannaros) to tentatively approve pages 66-67.

Adopted unanimously

Debit

The Manager; Erica Robertson, Assistant Manager; Joseph Swetcky, Director of Finance and Administration and Kathryn Krajewski, Management reviewed the accounts on page 68 of the budget and answered Council questions.

The following items were highlighted:

- The Bond Counsel expenses were included in Professional Services account 54410
- The increase in debit service account showed projected principal and interest for bonds being issued in May of 2019 and 4 months of the second half of the Clean Water Fund Loan as well as previous debit

Motion was made and seconded (Charette/Giannaros) to tentatively approve page 68.

Adopted unanimously

Revenues

The Manager; Erica Robertson, Assistant Manager; Joseph Swetcky, Director of Finance and Administration and Kathryn Krajewski, Management reviewed the projected revenues and tax implications of the Town Manager's Recommended 2019-2020 Fiscal Year Budget and answered Council questions.

Motion was made and seconded (Charette/Giannaros) to tentatively approve the projected revenues.

E. Adjourn to Executive Session

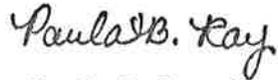
There was no Executive Session held.

F. Adjournment

Motion was made and seconded (Charette/Giannaros) to adjourn the meeting at 8:30 p.m.

Adopted unanimously

Respectfully submitted,

A handwritten signature in cursive script that reads "Paula B. Ray".

Paula B. Ray, Clerk



THE FARMINGTON LIBRARIES

2018 HIGHLIGHTS

Prepared by

Laura A. Horn

Executive Director

THE YEAR IN REVIEW

2017-2018 BY THE NUMBERS



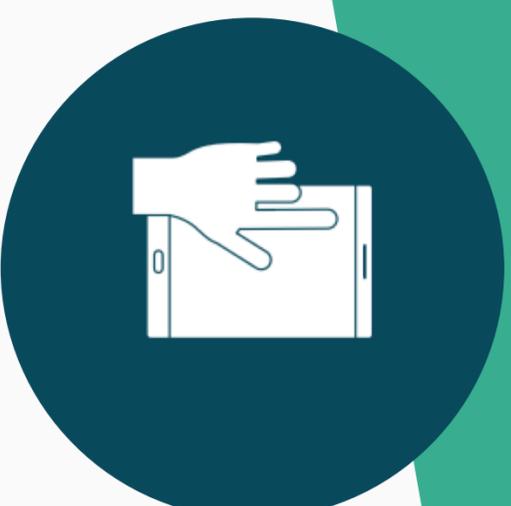
223,747
Library Visitors



26,000+
Program Attendees



314,120
Items Borrowed



202,807
Digital Visitors



1,668
New Cardholders

SUMMER READING

- Issued 540 new library cards.
- Greeted 45,000 people.
- Teen summer reading registration was the highest it has ever been!
- Teens read 200,000 more pages than the year before.



OPPORTUNITIES ABOUND

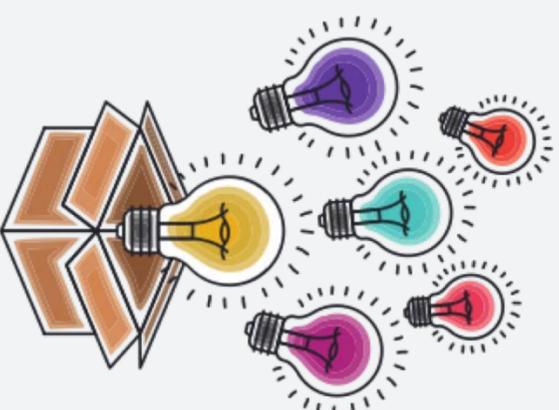
Learn a New
Skill



Engage with
Community



Exposed to
New Ideas



Work Towards
Your Dream



OUR MISSION

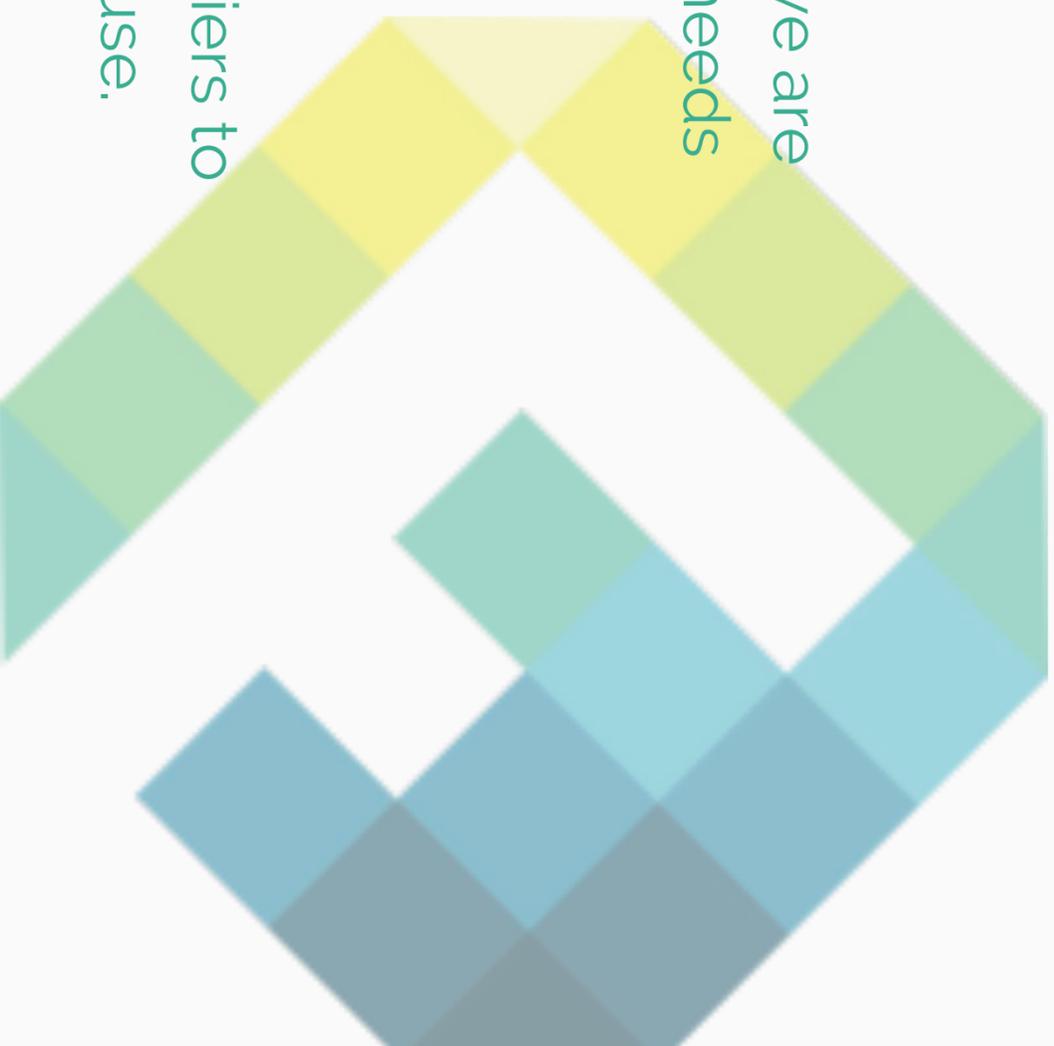
COMMUNITY

PARTNERS

Working together to ensure we are supporting the community's needs and goals.

SERVICES

Providing service beyond expectations; eliminating barriers to access and ensuring ease of use.



EXPERIENCES

Offering innovative experiences that educate, entertain and spark creativity.

RESOURCES

Developing a collection of digital and physical resources that is expansive and varied to meet the needs of our diverse community.

COMMUNITY PARTNERSHIPS

- Partnered with Farmington Historical Society and NBMAA to host Farmington Art exhibit at the Barney Library
 - Partnered with ForwardCT to host Community Issues Series
 - Hosted intertown Rick Riordan Trivia Series
 - New Webpage for Community Events
-
- Bulletin Board in Lobby for Community Partners' Events
 - Community Conversations



SERVICES





Reserve rooms and equipment

PayPal integration

Calendar integration

Reminder notifications

LIBRARY MARKET

EVENT AND ROOM BOOKING SYSTEM

STAFF

PREPARING STAFF TO MEET EVOLVING COMMUNITY NEEDS

- Cultivating a supportive and encouraging leadership team.
- Recognizing unique skills and abilities.
- Cross-training to ensure adequate coverage.
- Supporting individual passions and interests.





RESOURCES



COLLECTIONS

DEPTH | BREADTH | SCOPE | QUALITY



BOOKS



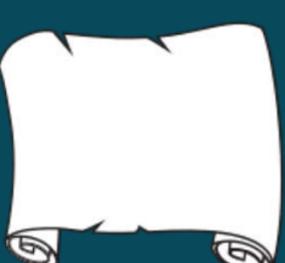
E-BOOKS/E-
AUDIOBOOKS



AUDIOVISUAL
MATERIALS



ONLINE
LEARNING



LOCAL
HISTORY

EXPERIENCES



PHYSICAL SPACE

COMFORTABLE
VERSATILE
FLEXIBLE



THE STUDIO

AT THE FARMINGTON LIBRARY

PROGRAMS

EXPLORE, CREATE, SHARE IDEAS



LITERACY



ARTS &
CREATIVITY



HEALTHY LIVING



CIVIC
ENGAGEMENT



ECONOMIC
SUCCESS

“

**Bad libraries build
collections, good libraries
build services, great libraries
build communities.**

R. David Lankes

THANK YOU!

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