

**Town of Farmington, CT
Office of the Town Manager
Regular Town Council Meeting**

Date: September 10, 2019
(Council Members should call the Town Manager's Office if unable to attend.)

Time: 7:00 p.m.

Place: Council Chambers

Agenda

- A. Call to Order
- B. Pledge of Allegiance
- C. Public Hearing
- D. Presentations and Recognitions
 - 1. Proclamation – First Responders
- E. New Items
- F. Public Comments
- G. Reading of the Minutes
 - 1. July 11, 2019 Regular Town Council Meeting
- H. Reading of Communications and Written Appeals
 - 1. None.
- I. Report of the Committees
 - 1. UCONN Health Committee
 - 2. Land Acquisition Committee
 - 3. Green Efforts Committee
 - 4. Farmington Village Center Committee
 - 5. Farmington High School Building Committee- Presentation from the Farmington High School Building Committee
- J. Report of the Council Chair and Liaisons
 - 1. Chair
 - 2. Board of Education Liaison
 - 3. Chamber of Commerce
 - 4. Economic Development Commission Liaison
 - 5. Farmington Historic District Commission
 - 6. Housing Authority
 - 7. Human Relations Commission

8. Library Board
9. Town Plan and Zoning Liaison
10. Unionville Historic District Commission
11. Unionville Village Improvement Association Liaison
12. Water Pollution Control Authority
13. Other Liaisons

K. Report of the Town Manager — Economic Development Projects Progress Update, Fire Equipment Donation to Peru, Sidewalks Update, Sub-Edge Farm Lease

L. Appointments

1. Building Code Board of Appeals (Charette)
2. Building Code Board of Appeals (Langston)
3. Conservation & Inland Wetlands Commission (Hinze)
4. Conservation & Inland Wetlands Commission (St. James)
5. Conservation & Inland Wetlands Commission (Isner)
6. Conservation & Inland Wetlands Commission- **Alternate** (Tulin)
7. Economic Development Commission (King)
8. Economic Development Commission (Kleinman)
9. Economic Development Commission (Reeve)
10. Economic Development Commission (Wadsworth)
11. Green Efforts Committee (Perry)
12. Farmington Historic District Commission (Bombara)
13. Farmington Historic District Commission (Calciano)
14. Farmington Historic District Commission - **Alternate** (Marchese)
15. Farmington Historic District Commission- **Alternate** (Renehan)
16. Farmington Historic District Commission- **Alternate** (Sanford)
17. Town Historian (Coykendall)
18. Housing Authority (Pagano)
19. Human Relations Commission (Ierardi)
20. Human Relations Commission (Mambrino)
21. Justice of the Peace (Noe)
22. North Central Regional Mental Health Board (Hacker)
23. North Central Regional Mental Health Board (Marsh)
24. Plainville Area Cable TV Advisory Council (Bernier)
25. Plainville Area Cable TV Advisory Council (Markuszka)
26. Unionville Historic District & Properties Commission (Ross)
27. Unionville Historic District & Properties Commission- **Alternate** (Forster)
28. Water Pollution Control Authority (Ray)
29. Water Pollution Control Authority (Thompson)

M. Old Business

N. New Business

1. That \$199,000 be appropriated from the General Fund fund balance to the Farmington High School Planning and Design account in the Capital Projects Fund for expenses related to the work of the Farmington High School Building Committee.

2. That \$256,000 be transferred from the Teacher's Retirement Contribution account in the FY2019/2020 Adopted Budget to the Farmington High School Planning and Design account in the Capital Projects Fund for expenses related to the work of the Farmington High School Building Committee.
 3. To change the date of the April 21, 2020 Town Council Meeting to April 28, 2020 at 7:00 pm in the Town Hall Council Chambers.
 4. To approve the acquisition of property owned by the Estate of Joseph J. & Stella W. Mitchell located at 9485 Mountain Road (approximately 0.23 Acres) for no consideration in exchange for taxes due (Estimated to be approximately \$3,955 as of September 2019.)
 5. To accept a donation of \$10,000 from Ion Bank and Ion Bank Foundation for the purpose of purchasing rescue task force ballistic vests for the Town of Farmington Fire Department.
 6. To designate various banks and investment pools as Depositories for Town Funds.
 7. To award a contract for the purchase and installation of one SH Flatbed Dump Body and Tarco Spreader to Equipment Service of Hartford, CT at a purchase price of \$85,842.00.
 8. To abate the taxes due on the October 1, 2018 Grand List for the property known as 119 Coppermine Road.
 9. That the following appropriation transfers be made from and to the accounts listed below in the FY2018/2019 General Fund Budget.
 10. To ratify the tentative collective bargaining agreement between the Town of Farmington and the International Association of Firefighters, Local #3103, for the period July 1, 2018 through June 30, 2021.
 11. To approve property tax refunds.
- O. Executive Session
1. Land Acquisition.
- P. Adjournment.

PROCLAMATION

WHEREAS, as we reflect on the anniversary of the terrorist attacks of September 11, 2001, we are reminded of the critical role first responders played in the recovery efforts at Ground Zero and in their efforts in making our community safe and strong, and

WHEREAS, first responders are a vital public service; they are our first and best defense against all emergencies that threaten our communities, and

WHEREAS, first responders are ready to provide lifesaving care to those in need 24 hours a day, seven days a week, risking their own safety, and

WHEREAS, the first responders include emergency physicians, nurses, medical technicians, paramedics, firefighters, police officers, and public safety dispatchers, and

WHEREAS, the first responders, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; in which they contribute for public good, and

WHEREAS, it is appropriate to recognize the value and the accomplishments of first responders and to thank them for their courage, bravery, and dedication they continue to demonstrate daily on our behalf, and

WHEREAS, the Farmington Town Council is extremely appreciative of all the dedicated first responders in our community.

NOW, THEREFORE, the Farmington Town Council, in recognition of the anniversary of the terrorist attacks, hereby proclaims September 11, 2019 as “First Responders Day” in Farmington, Connecticut.

Dated at Farmington, Connecticut this 11th day of September 2019.

Nancy Nickerson
Chair, Farmington Town Council

MOTION:

Agenda Item K

Report of the Town Manager— Economic Development Projects Progress Update, Fire Equipment Donation to Peru, Sidewalks Update, Sub-Edge Farm Lease

Economic Development Projects Progress Update:

Please see the attached Progress Report from Rose Ponte, Economic Development Director.

Fire Equipment Donation to Peru:

Please see the attached memo from Steve Hoffmann, Director of Fire and Rescue Services regarding the donation.

Sidewalks Update:

Since the approval of BSC Group’s Streetscape Master Plan for the Farmington Village Center Study Area at the July 9, 2019 meeting, Town staff is in the process of designing the sidewalk in accordance with the priorities, preferences, and recommendations outlined in the Master Plan. Town staff is also researching potential local, state, federal, and nonprofit grants to help offset the dollars needed for this project. Each grant that is identified is analyzed to determine the funding source, deadlines and frequency of award, the availability of funds, and if our project scope meets their eligibility requirements. I will keep the Town Council updated with our process.

Sub-Edge Farm Lease:

The Town of Farmington has a Lease Agreement with Sub Edge Farm, a business run by the Phillips Family on the Fisher Farm property. The current lease was originally executed for a three-year term, from October 15, 2013 to September 30, 2016, and renewed for a term of September 30, 2016 to September 30, 2019. This lease requires the Phillips Family to make an annual payment of \$1 to rent the four-bedroom house and barn, plus 10 Community Supported Agriculture (CSA) shares to be donated to the Farmington Food Pantry, valued at approximately \$5,000. The Phillips family also leases farm land from Avon. The Phillips family has approached the Town requesting to extend the lease for a period of five years, or ideally a lease that automatically renews every year.

The original lease agreement was formulated to provide Roger Phillips and his family the financial opportunity to start up a viable farm business in the first three years of operation. According to the most recent Sub Edge Farm Annual Report that was submitted to the Town, the reported net income (gross income less business expenses) for the Phillips Family in 2018 was \$36,537.

Sub Edge Farm Net Income (from Annual Report)		
	2014	2018
Gross Income	\$94,640	\$223,114
Expenses	\$64,384	\$ 196,577
Net Income	\$30,256	\$ 36,537

An upcoming lease renewal affords the Council an opportunity to modify the existing terms and conditions. At this time, I do not believe extensive modifications to the lease need to be made, however, the Council may consider the addition of a monthly rent payment for the house.

During the previous renewal, I provided options for a monthly rental fee for the new lease agreement. At that time, the Council voted to approve the lease agreement with no modifications in conditions or rental payment.

Below are some options for consideration:

1. No Change in Payment/Rent

The current lease requires a payment of **\$1** to rent the house and barn, plus **10 Community Supported Agriculture (CSA) shares** to be donated to the Farmington Food Pantry (valued at approximately \$5,000) yearly.

2. Affordable Housing Standard

There are various State, Federal and Local affordable housing programs that provide rental assistance to low- income households. Sub Edge Farm’s Annual Report shows considerable expenses for farm operation and maintenance attributing to a net income of \$36,537. A suggestion to provide affordable housing to the Phillips Family could be to require payment of 30% of their net income. Thirty Percent is a standard that is often used in these programs. This monthly rental fee would be **\$913.43**.

	2018
Gross Income	\$233,114
Expenses/Adjustment	\$ 196,577
Net Income @ 30%	\$ 36,537 \$10,961.10/year \$913.43/month

3. Gradual Affordable Housing Standard

The third alternative could be a hybrid that utilizes rental fees based on affordable housing standards and gradually increases rent each year. Using the Affordable Housing Standards outlined above, rent is calculated at \$913.43/month. Each year, the rental amount gradually increases until the Phillips family would be required to pay the full Affordable Housing rate in 2024. The table below illustrates the monthly contributions under this program.

Gradual Affordable Housing Standard Monthly Rental Fees		
1 st Year	20% of monthly rental fee \$182.69	Oct. 1, 2019 – September 30, 2020
2 nd Year	40% of monthly rental fee \$365.37	Oct. 1, 2020 – September 30, 2021

3 rd Year	60% of monthly rental fee \$548.06	Oct. 1, 2021 - September 30, 2022
4 th Year	80% of monthly rental fee \$730.74	Oct. 1, 2022 - September 30, 2023
5 th Year	Full Affordable Housing Standard Rental Fee	Oct. 1, 2023 - September 30, 2024

It is my intent to put an action item on the October Town Council agenda for this lease renewal. I hope that this report outlined the various options for the Town Council to consider and help finalize a recommendation for the upcoming lease.

**Economic Development Projects Progress Report
September 10, 2019**

Owners Name	Approved Projects	Progress
Metro Realty Largest Medical Office Campus in state	1 Munson Road- 65, 000 sq. feet. Build to suit medical leasing unit.	Demolition in progress; construction to begin once demolition is complete.
	55 South Road – 25, 000 square feet. Medical Office Space and multi-specialty outpatient surgery center	Under construction. 100% leased
	599 Farmington Avenue – 50,000 square feet	Under Construction.
5 Corners	New 8,500 Sq. Feet Retail Center. Tenants include Nardelli’s Grinder Shop, Oak Barrell Wine & Liquor, New York Bariatric Group, Rebel Dog Coffee Co.	Construction completed Spring 2019. Fully leased.
5 Corners Bistro & Craft Bar	Redevelopment of former Stonewell Restaurant. Extensive renovations.	Active construction, opening late fall to early winter.
Anthology Senior Living	120 unit assisted living, memory care, independent living.	Construction near complete. Scheduled to open September 30, 2019.
Wood “n” Tap	Former Apricot Restaurant renovation. Includes interior and exterior renovations, new siding, windows, new patio, new parking lot.	Scheduled to open Fall 2019



Economic Development Projects Progress Report

<p>Pennington Luxury Condos</p>	<p>12 luxury condos overlooking the Country Club of Farmington Golf course.</p>	<p>Construction complete. Certificate of occupancy issued. Currently taking reservations</p>
<p>Image First Laundry expansion</p>	<p>Commercial medical laundry service in business since 2011. Expansion of 10,000 square feet to increase capacity. Multimillion-dollar expansion. New equipment and 18 new full-time jobs</p>	<p>Under construction</p>
<p>Collinsville Savings Bank</p>	<p>New Bank Branch, to be built in the Post Office Plaza on Main Street. 2500 square feet pad with a drive thru. 4 new jobs</p>	<p>Estimated completion winter 2019-2020.</p>
<p>Raymo-Co Expansion</p>	<p>62 Spring Lane- 23,000 square foot addition to existing manufacturing space.</p>	<p>Building permits issued</p>
<p>Farmington Heritage Trail Crossing</p>	<p>Build and renovate 2,500 Thomaston Bank branch. Convert 33,000 square feet of vacant manufacturing space to 250 units of climate control storage. Create an additional 6,000 square feet of office, retail use. 13 new full-time jobs and 20 part time jobs.</p>	<p>Currently under construction. Ground breaking ceremony was held spring 2019. Completion scheduled winter 2019-2020</p>
<p>Chase Manhattan Bank</p>	<p>New Chase Bank building proposed to be built at 784 Farmington Avenue</p>	<p>Scheduled for September 5th Architectural Design Review Committee</p>

Farmington

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Economic Development Projects Progress Report

<p>Midpoint Development Text amendment</p>	<p>Proposed Zoning Text amendment to implement recommendations made in Chapter 9 of the 2018 Addendum to the Farmington Plan of Conservation and Development regarding Midpoint Development District.</p>	<p>Scheduled for a public hearing October 21, 2019</p>
<p>Upson Nut – tenant changes</p>	<p>Pomona Pete’s opened in the former Cure Restaurant – May 2019</p> <p>Zen Yoga Barre closed- May 2019</p> <p>Scene Art Bar- Closed June 2019</p> <p>Edward Jones opened in the former Zen Yoga Barre- August 2019</p> <p>TDC Specialty Insurance expansion to former Scene Art Bar- expected completion Fall -winter 2019</p> <p>800 sq. feet currently available in the former Edward Jones Office.</p>	<p>Complete</p> <p>Complete</p> <p>In progress</p>
<p>Charles House update</p>	<p>Requesting an extension of the November 15, 2017 approval</p>	<p>Scheduled for September 9th TZP meeting.</p>
<p>Polish Care Services</p>	<p>Recently purchased 254 Main Street.</p> <p>Will operate Polish Care Services’ offices out of this location.</p>	<p>In Progress</p>
<p>Batterson Park Update</p>	<p>Hartford Pension Board has contracted with CBRE Realty to market Fienemann Road Project, for Sale or Lease.</p>	<p>In Progress</p>



Economic Development Projects Progress Report

Trumpf 50 th Anniversary Celebration	Celebrating 50 years in Farmington.	September 30, 2019
KBE Construction 60 th Anniversary Gala	Celebrating 60 Years in Farmington	November 8, 2019

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Town of Farmington Fire Department
1 Monteith Drive Farmington, CT 06032

Phone: (860) 675-2322 Fax: (860) 675-2323

www.Farmington-CT.org

MEMORANDUM

August 8, 2019

TO: Kathleen Blonski, Town Manager

FROM: Steve Hoffmann, Director of Fire & Rescue Services *SH*

RE: Fire Equipment Donation to Peru

CC: Erica Robertson, Assistant Town Manager

On July 8th, the Town of Farmington Fire Department received a letter from Deputy Chief Matt Palmer of the Stamford Fire Department illustrating the need for equipment for the Peruvian Fire Service in Peru. Fire equipment is in extremely short supply, if not decades old or damaged. This greatly affects their ability to provide a service to the country and maintain their safety while doing it. In some areas of Peru they have no gear or equipment at all.

The majority of firefighters serving their largest city, Lima with a population of over 11 million, and the rest of Peru are mainly volunteer firefighters. The TFFD had old equipment and hose that we have been in the process of replacing due to age or not meeting the current standards in the United States. However, this equipment is a drastic improvement for Peru. If this equipment had not been donated, it would have been discarded as it was no longer able to be used by the Town of Farmington Fire Department.

On Tuesday, August 6th, William Giraldo of the Peruvian American Community Center (PACC) called me to see if they could come to Farmington to look at and pick up the items. When he arrived, we gave him a tour of our fire station, training facility and our old firehouse on Lovely St. Firefighters assisted in loading their truck with hose and old equipment that was not in service anymore. He was over joyed and thankful the generosity and assistance we are providing for the fire service in Peru.

The fire service is a family and we are happy we were able to help our brother and sister firefighters in Peru. We hope that the equipment assists in their ability to provide service and maintain the safety of its firefighters.

MOTION: Agenda Item L-1

That _____ be appointed to the Building Code Board of Appeals for the balance of a five-year term beginning immediately and ending September 30, 2024. (Charette)

MOTION: Agenda Item L-2

That _____ be appointed to the Building Code Board of Appeals for a five-year term beginning September 30, 2019 and ending September 30, 2024. (Langston)

MOTION: Agenda Item L-3

That _____ be appointed to the Conservation & Inland Wetlands Commission for the balance of a four-year term beginning immediately and ending September 30, 2021. (Hinze)

MOTION: Agenda Item L-4

That _____ be appointed to the Conservation & Inland Wetlands Commission for the balance of a four-year term beginning immediately and ending September 30, 2020. (St. James)

MOTION: Agenda Item L-5

That _____ be appointed to the Conservation & Inland Wetlands Commission for a four-year term beginning September 30, 2019 and ending September 30, 2023. (Isner)

MOTION: Agenda Item L-6

That _____ be appointed to the Conservation & Inland Wetlands Commission as an **alternate** member for a four-year term beginning September 30, 2019 and ending September 30, 2023. (Tulin)

MOTION: Agenda Item L-7

That _____ be appointed to the Economic Development Commission for a two-year term beginning September 30, 2019 and ending September 30, 2021. (King)

MOTION: Agenda Item L-8

That _____ be appointed to the Economic Development Commission for a two-year term beginning September 30, 2019 and ending September 30, 2021. (Kleinman)

MOTION: Agenda Item L-9

That _____ be appointed to the Economic Development Commission for a two-year term beginning September 30, 2019 and ending September 30, 2021.
(Reeve)

MOTION: Agenda Item L-10

That _____ be appointed to the Economic Development Commission for a two-year term beginning September 30, 2019 and ending September 30, 2021.
(Wadsworth)

MOTION: Agenda Item L-11

That _____ be appointed to the Green Efforts Committee for an indefinite term beginning immediately. (Perry)

MOTION: Agenda Item L-12

That _____ be appointed to the Farmington Historic District Commission for a five-year term beginning September 30, 2019 and ending September 30, 2024. (Bombara)

MOTION: Agenda Item L-13

That _____ be appointed to the Farmington Historic District Commission for a five-year term beginning September 30, 2019 and ending September 30, 2024. (Calciano)

MOTION: Agenda Item L-14

That _____ be appointed to the Farmington Historic District Commission as an **alternate** member for a five-year term beginning September 30, 2019 and ending September 30, 2024. (Marchese)

MOTION: Agenda Item L-15

That _____ be appointed to the Farmington Historic District Commission as an **alternate** member for a five-year term beginning September 30, 2019 and ending September 30, 2024. (Renahan)

MOTION: Agenda Item L-16

That _____ be appointed to the Farmington Historic District Commission as an **alternate** member for a five-year term beginning September 30, 2019 and ending September 30, 2024. (Sanford)

MOTION: Agenda Item L-17

That _____ be appointed as the Town Historian for an indefinite term.
(Coykendall)

MOTION: Agenda Item L-18

That _____ be appointed to the Housing Authority for a five-year term
beginning September 30, 2019 and ending September 30, 2024. (Pagano)

MOTION: Agenda Item L-19

That _____ be appointed to the Human Relations Commission for the
balance of a two-year term beginning immediately and ending June 30, 2021.
(Ierardi)

MOTION: Agenda Item L-20

That _____ be appointed to the Human Relations Commission for the
balance of a two-year term beginning immediately and ending June 30, 2021.
(Mambrino)

MOTION: Agenda Item L-21

That _____ be appointed as Justice of the Peace for the balance of a 4-
year term beginning immediately and ending January 4, 2021. (Noe)

MOTION: Agenda Item L-22

That _____ be appointed to the North Central Regional Mental Health
Board Inc. for a two-year term beginning September 30, 2019 and ending
September 30, 2021. (Hacker)

MOTION: Agenda Item L-23

That _____ be appointed to the North Central Regional Mental Health
Board Inc. for a two-year term beginning September 30, 2019 and ending
September 30, 2021. (Marsh)

MOTION: Agenda Item L-24

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,
2021. (Bernier)

MOTION: Agenda Item L-25

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, 2021. (Markuszkka)

MOTION: Agenda Item L-26

That _____ be appointed to the Unionville Historic District & Properties Commission for a five-year term beginning September 30, 2019 and ending September 30, 2024. (Ross)

MOTION: Agenda Item L-27

That _____ be appointed to the Unionville Historic District & Properties Commission as an **alternate** member for a three-year term beginning September 30, 2019 and ending September 30, 2022. (Forster)

MOTION: Agenda Item L-28

That _____ be appointed to the Water Pollution Control Authority for a five-year term beginning September 30, 2019 and ending September 30, 2024. (Ray)

MOTION: Agenda Item L-29

That _____ be appointed to the Water Pollution Control Authority for the balance of a five-year term beginning immediately and ending September 30, 2022. (Thompson)

MOTION:

Agenda Item N-1

That \$199,000 be appropriated from the General Fund fund balance to the Farmington High School Planning and Design account in the Capital Projects Fund for expenses related to the work of the Farmington High School Building Committee.

NOTE: Fee proposals from the four (4) short listed Architect firms will be opened at the September 4, 2019 Farmington High School Building Committee meeting. The fee proposals of the selected architects will be available at the meeting. The committee currently has \$144,829.84 on hand, and it is anticipated that additional funds will be required at this time to execute the committee's charge of hiring two architects for conceptual designs, and for additional expenses, including marketing materials. These funds will also be banked for schematic designs costs when an architect and the option is selected later in the process. Below is the committee's financial report, as presented at their August 21, 2019 meeting.

Starting Balance 2018 **\$266,007.00**

Expenses from Ad Hoc Committees:

Amount	Description	
\$17,000	Community Survey	Contract

Expenses from this FHS Building Committee:

Amount	Description	
\$33.75	2-year website Domain- fhsbuildingproject.org	P-Card
\$27.90	2-year website Domain- fhsbuildingproject.com	P-Card
\$27.90	2-year website domain-- fhsbuildingproject.net	P-Card
\$432.00	wix website hosting	P-Card
-\$432.00	wix credit	Credit
\$369.66	Hartford Courant legal notice for Architect RFP	cu00254321
\$1,993.00	FHS Building Committee Intern (Summer Work)	

Total Expense: **\$2,452.21**

Account Balance **\$249,007.00**

Encumbered Funds

Owners' Rep	\$89,109.00	Agreement needs to be signed
PT Help-- For Committee	\$14,850.00	invoice coming mid-September
Square Space website hosting	\$218.16	has not hit credit card statement yet
Total	\$104,177.16	

Total on Hand: **\$144,829.84**

MOTION:

Agenda Item N-2

That \$256,000 be transferred from the Teacher's Retirement Contribution account in the FY2019/2020 Adopted Budget to the Farmington High School Planning and Design account in the Capital Projects Fund for expenses related to the work of the Farmington High School Building Committee.

NOTE: These funds were included in the FY2019/2020 budget when it appeared that the Town may have been required to make a contribution to the State Teacher's Retirement Fund. The final adopted state budget did not include this requirement therefore these funds are available for use for another purpose.

The committee currently has \$144,829.84 on hand, and it is anticipated that additional funds will be required at this time to execute the committee's charge of hiring two architects for conceptual designs, and for additional expenses, including marketing materials. These funds will also be banked for schematic designs costs when an architect and the option is selected later in the process.

MOTION:

Agenda Item N-3

To change the date of the April 21, 2020 Town Council Meeting to April 28, 2020 at 7:00 pm in the Town Hall Council Chambers.

NOTE: The Town Council approved the 2020 Meeting Scheduled on June 11, 2019. April 21st was listed in error. April 28th is the fourth Tuesday of the month.

MOTION:

Agenda Item N-4

To approve the acquisition of property owned by the Estate of Joseph J. & Stella W. Mitchell located at 9485 Mountain Road (approximately 0.23 Acres) for no consideration in exchange for taxes due (Estimated to be approximately \$3,955 as of September 2019.)

NOTE: 9485 Mountain Road was added to the Farmington Land Acquisition List on March 6, 2019. The property was listed to provide a safer crossing and more permanent relocation of a section of the New England (Metacomet) Trail (see attached NET Relocation Alternative map).

The property is a small (0.23 acres) triangular parcel that was deeded in 1978 from the Town of Farmington following road reconstruction to Joseph and Stella Mitchell, the owners of the adjacent property at 107 Mountain Road. The property should have been added to 107 Mountain Road, and, therefore, should have transferred with that property when it was sold out of the family in 2010, following the passing of both Joseph & Stella Mitchell.

The Mitchell's heirs did not recognize ownership of this additional property. Taxes and fees have continued to accumulate, and back taxes now equal approximately \$3,955 as of September 2019. Subsequent meetings with Patricia Nairne, the one local heir, have found her very open to resolving this issue by transferring the property to the Town.

Town Attorney, Duncan Forsyth, has recommended transferring the property via Quit Claim deed signed by each of the three living heirs. The benefits of this acquisition are that it will provide a safe crossing and permanent location for the New England Trail, while eliminating a title question and removing an ongoing delinquency from the tax rolls.

The procedure for open space acquisition approval for this property includes the following steps:

1. Public hearing held on July 9th. - **Complete**
2. 8-24 referral to TPZ made at the July 9th meeting. - **Complete**
3. Receive TPZ 8-24 report at the September 10th meeting. -**Complete**
4. Vote on whether to authorize acquisition at the September 10th meeting.

/Attachment

NET Relocation Alternative Mountain Road, Farmington, CT

N-4



Legend

- NET - Metacomet Trail
- Trail Relocation - Option 1 - 11 Hampton Court
- Trail Relocation - Option 2 - 9485 Mountain Road
- 5 Ft Contours



Town of Farmington
Land Acquisition Committee
(Map Prepared by L. Dolphin)
2/9/2019

1 inch = 100 feet



MOTION:

Agenda Item N-5

To accept a donation of \$10,000 from Ion Bank and Ion Bank Foundation for the purpose of purchasing Rescue Task Force ballistic vests for the Town of Farmington Fire Department.

NOTE: These vests will provide ballistic protection for firefighter/EMTs while carrying out their duties of patient care to victims in an active armed intruder/active shooter incident. Please see the attached memo regarding the donation.

The Town of Farmington is very grateful for this generous donation from ION Bank, and thanks them for their support.

/Attachment



**Town of Farmington Fire Department
Memorandum**

To: Kathleen Blonski, Town Manager
From: Steve Hoffmann, Director of Fire & Rescue Services
Date: August 5, 2019
Subject: Ion Bank & Ion Bank Foundation Donation

On July 24, 2019, I was given a donation of \$10,000 from the Ion Bank and the Ion Bank Foundation by Ms. Kathleen McPadden, Senior Vice President of Community Relations. This donation was received for the purpose of purchasing at least 12 level IIIa bullet proof RTF vests for the Town of Farmington Fire Department.

As we unfortunately see, active shooter incidents are a growing issue around the world. It is a new and additional area for firefighters to train on, but something we need to be proactive and prepared for. Working in conjunction with our police counterparts enables us to provide rapid patient care to enhance the possibility of survival for victims. These vests not only provide ballistic protections, but also allow our Firefighter/EMTs to carry the needed supplies to provide critical patient care while the incident may still be actively occurring.

Per Manager Policy & Procedure #0404, the total for the donation is \$10,000 requiring Town Council consideration through the Town Managers Office. The donation is relative to meeting the goals and objectives of the Town of Farmington Fire Department in its missions to protect life and property. This equipment is essential to being able to protect our firefighter/EMTs and provide critical patient care during an active incident.

Respectfully,

Steve Hoffmann, Director of Fire & Rescue Services

A handwritten signature in black ink, appearing to read "Steve Hoffmann", written over a horizontal line.

MOTION:

Agenda Item N-6

That the following banks and investment pools be designated as Depositories for Town Funds:

Bank of America

TD Bank N.A.

Peoples United Bank (formerly Farmington Bank)

Santander Bank

United Bank

Liberty Bank (new)

U.S. Bank & Trust, N.A.

Webster Bank

JP Morgan Chase Bank, N.A.

Principal Financial Group (formerly "Wells Fargo Bank, N.A.

Institutional Retirement and Trust")

State of Connecticut Short Term Investment Fund (STIF)

NOTE: The list of banking depositories is usually submitted to the Town Council for review and approval at the first Town Council meeting in the January after a municipal election. However significant change has recently occurred in the banking industry that staff feels it is necessary to have the Town Council review and approve an updated depository list at this time.

The following changes have been made to the above list of depositories:

1. Peoples United Bank purchased Farmington Bank earlier this year and now goes by the Peoples United name;
2. Liberty Bank is a new addition to the list and replaces Key Bank which is recommended to be dropped as a depository for lack of activity;
3. Principal Financial Group purchased Wells Fargo Bank N.A., Institutional Retirement and Trust and is in the process of consolidating services under the Principal name;
4. Simsbury Bank is recommended to be dropped as a depository for lack of activity;

Staff will be at the Town Council meeting to answer any questions concerning this motion.

MOTION:

Agenda Item N-7

To award a contract for the purchase and installation of one SH Flatbed Dump Body and Tarco Spreader to Equipment Service of Hartford, CT at a purchase price of \$85,842.00.

NOTE: This motion is to contract with a vendor to purchase a flatbed dump body and Tarco spreader unit plus component parts for the heavy-duty truck cab and chassis that the Town Council previously awarded a contract for in July 2019. The heavy-duty truck that will result from both purchases will be used by the Highway and Grounds Division for their daily operations including snow plowing. The unit being acquired will replace a 1987 heavy duty dump truck. Funds for this acquisition were included in the FY2019/2020 Capital Budget.

The acquisition of the body and component parts would be under a Town of Chaplin bid for heavy duty trucks and equipment that is extended to all Connecticut municipalities.

This contract award is being submitted for Town Council approval because the contract value exceeds \$50,000. Town staff will be available at the Council meeting to answer any questions.

MOTION:

Agenda Item N-8

To abate the taxes due on the October 1, 2018 Grand List for the property known as 119 Coppermine Road.

NOTE: This property was acquired by the Farmington Land Trust as open space in 2013. At that time most of the property was determined to be exempt from property taxation since the FLT has 501(c)(3) status. However, a portion of the property was still subject to property taxation because the former owner had life use of it and although it was owned by the FLT it was not under their control. The former owner passed away in April of 2019, therefore the life use provision ended, and the property has reverted to FLT control.

In accordance with assessment practices the tax status is determined as of the Grand List date which is October 1, 2018. Since the property was in life use status on October 1, 2018 it is subject to taxation for the current period (FY2019/2020). The Farmington Land Trust has requested that the property taxes due for FY2019/2020 be abated since the property is now under their control again. The Town Council has approved similar requests in the past.

Staff will be available at the meeting to answer any questions that Town Council members may have regarding this request.

MOTION:

Agenda Item N-9

That the following appropriation transfers be made from and to the accounts listed below in the FY2018/2019 General Fund Budget.

<u>FROM DEPARTMENT:</u>	<u>AMOUNT</u>
106 PERSONNEL SERVICES	\$ 362,700
102 FINANCE	18,930
111 TOWN ATTORNEY	7,194
320 HIGHWAY & GROUNDS	34,600
540 BENEFITS	70,000
TOTAL	\$ 493,424
<u>TO DEPARTMENT:</u>	<u>AMOUNT</u>
101 TOWN MANAGER	\$ 39,895
104 REGISTRAR OF VOTERS	12,025
112 TOWN CLERK	4,480
115 ECONOMIC DEVELOPMENT	4,860
120 PUBLIC BUILDINGS	3,755
150 INSURANCE	15,485
210 FIRE MARSHAL	3,070
220 POLICE	331,590
224 COMMUNICATIONS CENTER	14,688
225 EMS SERVICES	1
245 BUILDING INSPECTION	6,760
310 PUBLIC WORKS & DEVELOPMENT	6,120
390 ENGINEERING	28,355
401 COMMUNITY & RECREATION	21,690
420 HOUSING	650
TOTAL	\$ 493,424

NOTE: These transfers are needed to cover overages in various department budgets as part of the end of year close out. Please see the attachment for a more detailed explanation.

/Attachment

REVENUE

For FY2018/2019 the Town collected \$107,629,639 in General Fund revenue which was \$1,338,077 over the amount budgeted. The following is an explanation by category of the significant revenue variances:

Property Taxes: +\$136,589.

Current property taxes exceeded budget estimates by \$144,864. The Tax Office achieved a collection rate of 99.7% for the year which also exceeded budget estimates by .02%. Delinquent property taxes and Interest and Lien Fees were a combined \$9,784 below budget amounts while Supplemental Motor Vehicle Taxes were \$1,509 above the amount budgeted.

Licenses & Permits: +\$50,603.

Building Permit revenue totaled \$683,539 which was \$58,539 more than the amount budgeted. There was an increase in permit activity late in the year which resulted in the excess.

Fines & Penalties: (\$25,230)

The court fines revenue account was significantly below budget estimates. These are fines collected for traffic and parking violations and blighted building fines.

Investment Income: +\$425,152.

Interest income exceeded budget estimates due to higher interest rates as the Federal Reserve and political/economic issues drove rates up for most of the year. Rates began the year averaging slightly below 2% and ended the year at almost 2.45%. The higher rates coupled with additional idle cash to invest resulted in actual revenue exceeding budget estimates.

Grants & PILOTS: +\$621,113.

Due to state budget uncertainty the Town was conservative when estimating the amount of revenue that would be received from state grants in FY2018/2019. In most instances the same amount was budgeted that was received in FY2017/2018. Fortunately, the state budget was approved and performed well during the year resulting in larger grant payments to municipalities. For Farmington there were two grant payments that significantly exceeded the amount budgeted. The Pilot: State Property grant exceeded budget estimates by \$372,536. In addition, for FY18/19 only one-half of the Town Aid Road payment was budgeted because the state had reduced this grant in the prior year. However, in FY2018/2019 the state paid municipalities the full amount of the grant resulting in \$186,887 in additional revenue.

Education Grants: +\$292,763.

The Equalized Cost Sharing grant (ECS) has gone through several years of uncertainty due to the state's budget problems. When preparing the town budget, a significant reduction in the ECS grant was expected. However, again because of the positive state budget outlook the full grant entitlement was received. This resulted in the actual amount received exceeding budget estimates.

Charges & Fees: (\$11,180)

This category was \$11,180 under budgeted amounts due to Tower Space Rentals. In October 2018 the Town was notified that one of the cell carriers would no longer be renting space on one of the Town's radio towers. As a result, \$31,000 in rent income was lost. Partially offsetting the revenue lost were larger than expected collections of the Real Estate Conveyance tax and collections of Zoning Violation

finances. There were several large real estate transactions that contributed to the overage in conveyance tax receipts.

Transfers In

(\$175,030)

The West Woods Golf Course took in \$525,405 in revenue and had \$281,167 in expenses resulting in a positive result of operations of \$244,238. Of this amount \$160,000 was transferred to the General Fund budget leaving a net surplus of \$84,238. The net surplus was used to partially reduce the negative fund balance that the golf course had accumulated before we changed our recreation policy.

EXPENDITURES

For FY2018/2019 expenditures for Education, Town Services, Debt Service and Capital Improvements totaled \$105,955,064 which was \$336,498 less than the amount budgeted. By category the breakdown was:

	<u>Budget</u>	<u>Spent</u>	<u>Variance</u>
Education	\$65,799,897	\$65,795,282	\$ 4,615
Town	\$29,573,654	\$29,467,798	\$105,856
Debt Service	\$ 8,399,011	\$ 8,172,984	\$226,027
Capital Projects	\$ 2,519,000	\$ 2,519,000	\$ 0

Town expenditures were \$105,856 less than the amount budgeted. By category variances occurred in:

Personal Services

-\$145,257.

The overage in this category was caused by overages in full time salaries (\$29,890) and overtime (\$110,004). The Town experienced a significant number of retirements during the year which resulted in the payout of accumulated sick and vacation time to long term employees. These payouts were charged to the Full-Time salary account. Partially offsetting the payouts was the Town's ability to hire new employees at lower salaries than the salaries paid to the retired employees. The overtime overage was primarily in the police patrol division due to the need to fill shifts due to vacancies and to cover shifts while new employees were training at the police academy.

Benefits

+\$41,710.

Due to the number of vacancies that occurred during the year savings were realized in defined contribution benefit costs (+\$25,734) as fewer funds were needed to match employee contributions. Savings were also realized in health insurance expenses (+\$18,965) again due to employee turnover during the year. Partially offsetting these savings was an overage in Social Security (-\$7,352) due to the higher wage base against which Social Security was levied.

Materials & Supplies

-\$45,644.

This category was overbudget due to expenses in the Highway and Grounds division. Specifically, the Street Maintenance Unit (-\$11,172) and the Grounds Unit (-\$45,920) required materials for operations that exceeded budget estimates. In street maintenance, materials for road repairs exceeded estimates due to the need to repair numerous potholes during the spring. In Grounds, the cost of fertilizer and mulch exceeded budget amounts.

Equipment

+\$20,536.

Savings were realized in Office Equipment as less computers were purchased. Savings were also realized in police uniforms and equipment due to vacancies.

Contractual Services

+\$126,676.

The Contractual Services category is made up of various accounts that pay for the cost of services supplied by outside vendors. There are numerous subaccounts in this category many of which had variances during FY2018/2019. These subaccounts include:

Current Expense is used to pay for educational opportunities and travel. There were savings in these accounts totaling \$13,834 with the majority of under expenditures occurring in the Town Manager's Office, Finance Department, Planning & Zoning, Fire, Police Department and Engineering.

Auto Repair and Maintenance accounts were \$9,767 under budget due to savings in the Police department. The adherence to a scheduled replacement of police vehicles has resulted in less costly major repairs to the patrol fleet which has resulted in savings to the Town.

Equipment Repair and Maintenance accounts were under budget estimates by \$19,650 with the largest savings occurring in the Fire, highway and golf course maintenance accounts. The recent practice of replacing older golf course equipment has resulted in a significant decrease in repair costs.

Professional Services accounts are used to pay for the services of contractors and for specialized services such as legal counsel. There were savings of \$24,869 in these accounts. The largest area of savings was in legal fees \$20,647 and fire contractual \$27,816. Offsetting some of this savings were over expenditures in Highway and Grounds (-\$20,884) and Engineering (-\$3,074). The latter overage was caused by the need to conduct a traffic study of the Route 4 corridor after the reconstruction of Route 4 was completed by the State.

Utilities

+\$107,833

Substantial savings (+\$83,890) were realized in the streetlight electricity account after the Town took ownership of the lights and converted them to LED. Due to favorable pricing the Town also realized savings (+\$13,581) in the gasoline and diesel fuel accounts. For most of the year the Town was able to purchase gasoline for less than \$2.00 a gallon while diesel prices hovered around the \$2.00 a gallon mark. A small savings (+\$5,402) was realized in the various landline telephone accounts as the Town switched more lines to VOIP.

Debt Service

+\$226,027

The savings in this account resulted from savings in issuance costs, (+\$70,486), interest charges (+\$80,002) and Clean Water Fund Loan repayments (+\$79,555). The interest cost savings resulted from delaying a planned bond sale from the fall of 2018 to the spring of 2019. By delaying the sale the Town did not have to make a planned interest payment during the year. The savings in the CWF repayment account was due to the State of Connecticut reducing the size of the first permanent financing

obligation. When the FY2018/2019 budget was prepared it was expected that the permanent financing obligation would be approximately \$34.5 million. The actual amount financed was \$33.7 million which resulted in a lower interest accrual. In addition, the Town was not required to execute a second permanent financing obligation during the year which also resulted in savings to both repayment costs and issuance costs.

In summary, for Fiscal Year 2018/2019 General Fund revenue exceeded budget amounts by \$1,338,077 and expenditures were less than budget amounts by \$336,498, resulting in a positive result of operations totaling \$1,674,575. When this amount is added to fund balance, it increases the General Fund Unassigned Fund Balance to \$15,303,565 or 13.74% of FY2019/2020 operating revenue.

MOTION:

Agenda Item N-10

To ratify the tentative collective bargaining agreement between the Town of Farmington and International Association of Firefighters, Local #3103, for the period July 1, 2018 through June 30, 2021.

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.
- Health insurance changes including: increased co-pays for office visits and prescription drugs, emergency room visits. Health insurance premium cost sharing increases.

Insurance:

RX \$5 > \$10

\$25 > \$30

\$40 > \$45

Co Pays:

- Specialist \$35 > \$40
- Office Visit \$25 > \$30
- ER copay \$100 > \$125

Cost Share: current 20%/24%

- July 1, 2019 – No Increase
- January 1, 2020 – 21%/25%
- July 1, 2020 - 22%/26%

- Per Town Council direction, the Town offered a voluntary HDHP for July 1, 2019. This plan was offered to all town employees with the objective of moving employees of the PPO plan. Several members (4:9) of the IAFF joined this voluntary plan.
- Wage Adjustment: FY 2018-2019 - 2.5 %; FY 2019-2020 – 2.0%; FY 2020-2021 – 2.0%.
- Slight increase to uniform allowance.
- Since 2012, firefighters have been hired between a minimum and a maximum salary range. Almost all new hires are placed very close to the minimum salary. The minimum salary is comparable to other like departments and is a solid starting salary. However, without any incremental movement on a scale (steps), the salaries of our firefighters quickly become

significantly below the average. The Town has struggled to recruit new firefighters and to retain them. We have also seen a sharp decline in Volunteer Firefighters looking to become career staff. The salaries are just not comparable to other departments. Firefighters see Farmington as a short-term position to gain experience. They will move on to a department with a better wage scale as soon as possible.

In order to recruit and retain qualified career firefighters as well as to offer salaries that are more aligned with the market, this contract has incorporated a step plan to allow for more market suitable salary growth. The new step plan is in line with comparable fire departments in terms of salary growth. In evaluating the wage scale, we also found that the maximum salary was starting to get above the market average. Therefore, the new step scale has a maximum that is approximately \$6,000 lower than the current maximum.

- At the end of the 3-year contractual period the overall cost of this contract will be \$77,472 or 4.42% per year. While this is a larger percentage increase than we usually see in a contract negotiation, the salary scale changes are driving the increase. It is important to note that there are only 9 members in this bargaining unit. Any increase, on a percentage basis, will appear large. At \$25,825 per year, the increase is very small budgetarily. We were able to achieve increases in cost share and copays on the insurance and brought 4 members in to the voluntary HDHP. The contract changes overall benefit the Town and its needs.

Staff will be available to answer any questions.

MOTION:

Agenda Item N-11

To approve the following property tax refunds.

NAME	REASON	AMOUNT
Honda lease trust	Assessor adjustment	\$94.54
Frank Maria E	Assessor adjustment	\$13.59
Liang Paul H	Assessor adjustment	\$30.24
Gerard Anne A	Assessor adjustment	\$35.75
Letsou Thomas Costas	Assessor adjustment	\$308.27
Goldblatt Alexey	Assessor adjustment	\$310.28
McGraw ward	Assessor adjustment	\$218.00
Acar Leasing	Assessor adjustment	\$284.14
Ari Fleet	Assessor adjustment	\$343.21
Cormier C Allyson	Assessor adjustment	\$7633.99
Microtechnologies Inc.	Assessor adjustment	\$53.42
Porsche Leasing	Assessor adjustment	\$627.01
Hodgman Jill Cutler	Assessor adjustment	\$315.00
Ally Financial	Assessor adjustment	\$270.77
Manley Jennifer	Assessor adjustment	\$47.82
Sachs Emily	Assessor adjustment	\$17.62
Rajan Thiruchanduari	Assessor adjustment	\$58.01
Schipper Bret	Assessor adjustment	\$138.97
Wright Sean	Assessor adjustment	\$550.00
Grimaldi Caitlin	Assessor adjustment	\$14.49
Nulsen Amy M PHD	Assessor adjustment	\$21.54
Kalajzic Ivo	Assessor adjustment	\$18.09
Tribuzio Raymond	Assessor adjustment	\$275.00
Mcintyre Jeffrey F	Assessor adjustment	\$550.00
Beer John	Assessor adjustment	\$6487.08
Riendeau Garry	Assessor adjustment	\$24.95
Chen Dale	Assessor adjustment	\$9.23
Devlin Peter	Assessor adjustment	\$103.91
Osullivan Michael	Assessor adjustment	\$14.54
St. Pierre Sandra	Assessor adjustment	\$300.00
Coffee pause service	Assessor adjustment	\$28.53
Miner Rachel	Assessor adjustment	\$172.75
Adler Tamara	Assessor adjustment	\$57.75
Leconche Charles	Assessor adjustment	\$518.17
Carpenter Susan	Assessor adjustment	\$9.54
Szczubelek Krzysztof	Assessor adjustment	\$83.63
Szczubelek Krzysztof	Assessor adjustment	\$56.50
Subraya Gururaj	Assessor adjustment	\$16.42
Rivera Alberto & Jones V	Assessor adjustment	\$315.00
Hernandez Cynthia	Assessor adjustment	\$53.62
Dou Chunyu	Assessor adjustment	\$10.88

John Moriarty and Assoc.	Assessor adjustment	\$566.39
Cataldo Michael	Assessor adjustment	\$482.76
Daddabbo Robert	Assessor adjustment	\$74.80
Guerette Karen	Assessor adjustment	\$10.05
Labianca Angela	Assessor adjustment	\$30.83
Paliocha Dolores	Assessor adjustment	\$103.21
Henrickson Patricia	Assessor adjustment	\$250.00
Mconnochie Meredith	Assessor adjustment	\$78.32
Leavitt Joan	Assessor adjustment	\$7.58
Dizio Geraldine	Assessor adjustment	\$24.25
Steele Brian	Assessor adjustment	\$42.10
Peterson Stephen	Assessor adjustment	\$5.68
Naujoks Ryan	Assessor adjustment	\$243.75
Ryan Julia	Assessor adjustment	\$18.54
Catania Alicia	Assessor adjustment	\$272.15
Hess Brian	Assessor adjustment	\$83.35
Hess Brian	Assessor adjustment	\$14.82
Mehta Manoj	Assessor adjustment	\$220.81
Ross Diane	Assessor adjustment	\$19.58
Toyota Lease	Assessor adjustment	\$1364.86
All State Boiler Const.	Assessor adjustment	\$15.55
Zodda Katherine	Assessor adjustment	\$205.63
Total		\$24,627.26

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.