

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

****PLEASE NOTE THE MEETING WILL BE HELD ONLINE****

To access the meeting:

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/83466237695>

Telephone Call in Information:

Dial: +1 312 626 6799

Webinar ID: 834 6623 7695

Date: June 9, 2020
(Council Members should call the Town Manager's Office if unable to attend.)

Time: 7:00 p.m.

Place: Online – Web Conference

Agenda

- A. Call to Order
- B. Pledge of Allegiance
- C. Presentations and Recognitions
 - 1. Farmington High School Graduates 2020
 - 2. Kayla Baron- Stephen A. Flis Scholarship Recipient
- D. Public Hearing
- E. New Items
- F. Public Comments
- G. Reading of the Minutes
 - 1. May 12, 2020 Regular Town Council Meeting
 - 2. May 26, 2020 Regular Town Council Meeting

H. Reading of Communications and Written Appeals

1. Correspondence from C.J. Thomas, Town Council Chairman, Kathleen Blonski, Town Manager and Paul Melanson, Chief of Police

I. Report of the Committees

1. UCONN Health Committee
2. Land Acquisition Committee
3. Green Efforts Committee
4. Farmington High School Building Committee

J. Report of the Council Chair and Liaisons

1. Chair
2. Board of Education Liaison
3. Economic Development Commission Liaison
4. Farmington Historic District Commission
5. Housing Authority
6. Human Relations Commission
7. Library Board
8. Town Plan and Zoning Liaison
9. Unionville Historic District Commission
10. Unionville Village Improvement Association Liaison
11. Water Pollution Control Authority
12. Other Liaisons

K. Report of the Town Manager —COVID-19 Updates, Westwoods Upper Elementary School Playground Update

L. Appointments

1. Building Code Board of Appeals (Charette)
2. Building Code Board of Appeals (Langston)
3. Human Relations Commission (Tulin)
4. Human Relations Commission (Grobe)
5. Human Relations Commission (Mergenthaler)
6. Human Relations Commission (Nakhimovsky)
7. Human Relations Commission (Pawlik)
8. Plainville Area Cable TV Advisory Council (Bernier)
9. Retirement Board (Huelin)
10. Retirement Board (Miller)
11. Unionville Historic District Commission (Brockelman)
12. Land Acquisition Commission (Hannon)
13. Corporation Counsel
14. Assistant Corporation Counsel
15. Bond Counsel
16. Labor Counsel
17. Land Use/Environmental Counsel

M. Old Business

N. New Business

1. To approve the Town Council meeting schedule for 2021 and to set the date of the Annual Town Meeting.
2. To approve a one (1) year extension of the Volunteer Firefighter Contract due to expire on June 30, 2020.
3. That the Tax Abatement granted to MCCA, Inc. of Danbury, CT, for the property known as 1-6 Winthrop Drive, an income restricted/affordable housing complex, be continued under the ownership of WINTHROP 1-6, LLC.
4. To reprioritize the timeline for Strategic Plan/Town Manager Goals and to create Ad-Hoc Committees.
5. To schedule a Special Town Council Meeting on June 16, 2020 at 6:00 p.m.
6. To cancel the June 23, 2020 Town Council meeting.
7. To transfer unobligated CIP balances for the purpose of closing out various inactive CIP accounts and covering shortfalls in other CIP Accounts.
8. To approve property tax refunds.

O. Executive Session

1. None.

P. Adjournment

RESOLUTION OF COMMENDATION

WHEREAS, the Stephen A. Flis Scholarship was established in 1985 and dedicated to Stephen A. Flis, who served as Town Manager of the Town of Farmington from 1955 to 1985, and

WHEREAS, the scholarship was established for Farmington residents seeking a college degree in Public Administration and/or Public Service, and

WHEREAS, Kayla Baron of Farmington submitted her application to the Stephen A. Flis Scholarship Committee, and

WHEREAS, the Stephen A. Flis Scholarship Committee unanimously chose Kayla Baron's application and has approved a scholarship award of \$500.00, and

WHEREAS, Kayla Baron has volunteered for various organizations including Unified Sports, Unified Theater, End Hunger New England, the Farmington Community Chest, and Relay for Life, and

WHEREAS, Kayla Baron has raised over \$4,000 for the American Cancer Society, and

WHEREAS, Kayla Baron will be attending Assumption College where she will be studying Human Services and Rehabilitation and Community Service Learning, with the goal of advocating for people with intellectual and developmental disabilities.

NOW, THEREFORE BE IT RESOLVED, that the Farmington Town Council commends Kayla Baron on her scholarship award and hereby encourages her continued success with her future studies.

Dated at Farmington, Connecticut this 9th day of June 2020.

C.J. Thomas
Farmington Town Council Chair

PROCLAMATION

WHEREAS the Farmington High School (FHS) class of 2020 has proven its strength, resilience, and determination in the face of unprecedented obstacles, and

WHEREAS, the FHS class of 2020 excelled in academic endeavors, such as being among the highest performers in the NGSS Science Assessment, State of CT Seal of Biliteracy, National History Day, Social Studies, Harvard Economics Challenge victors, overall excellence in Math, English, Science, Language, and Literacy, record circulation numbers in our school library, and

WHEREAS, these dedicated lifetime learners will attend a variety of universities and colleges, including the most prestigious, as well as trade schools, military enlistments, and will enter the work force, and

WHEREAS, the FHS class of 2020 was outstanding in all areas of high school life with eighty-eight Connecticut All-Conference and thirty Connecticut All-State music awards, over 200 members having engaged in athletics, 17 CCC Athletic Division Titles and 62 individual recognitions, 3 State Athletic Titles and 16 individual All-State recognitions, founding the first-ever Farmington chapter of the National Art Honor Society, following wellness ideals of good decision making, high character, and positive attitude, and

WHEREAS, the FHS class of 2020 showed community pride through: fundraising over \$14,000 in multiple events, volunteering thousands of hours of time to improve the Town of Farmington and surrounding communities, rebuilding homes, volunteering with seniors, and mentoring students in our inter-district program bringing students together from different communities, and

WHEREAS, the FHS class of 2020 has proven its resourcefulness through: Mastering the art of distance learning, celebrating milestone occasions creatively with signs, cars and videos, educating the educators on social media, bringing Senior Skip Day to a whole new level, by making March 13th their last day on campus, and

WHEREAS, we Believe and We Are All In This Together, as One School, One Community, One Us.

Now, Therefore, Be It Resolved that on behalf of The Farmington Town Council we recognize the FHS class of 2020 for all of these accomplishments and many more not mentioned and we hereby declare June 11th, 2020 as Farmington High School Graduation Day.

Dated at Farmington Connecticut, this 9th day of June 2020.

C.J. Thomas
Chair, Farmington Town Council

THE TOWN OF FARMINGTON



INCORPORATED 1645

TOWN HALL
1 MONTEITH DRIVE
FARMINGTON, CONNECTICUT 06032-1053

INFORMATION ((860) 675-2300
FAX (860) 675-7140
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June 3, 2020

Dear Farmington Community,

First and foremost, the Town of Farmington's sincere sympathies are with George Floyd's family and the entire Minneapolis community. The death of Mr. Floyd is a tragedy and we are disgusted. It is intolerable how someone sworn to protect and serve could do this, while other officers stood by and failed to intervene. Unfortunately, these actions in Minnesota erode the layers of trust, confidence and goodwill that so many police officers have built within their communities.

Collectively, we all need to work harder. This country was founded on and has maintained the ideal of equality. Yet, in 2020 we have still not achieved this ideal. Everyone has the right to express their thoughts and feelings in a free nation. The Town of Farmington supports peaceful protests. Social injustice should be vilified for what it is, and every community should work to ease the tensions it creates. As Martin Luther King, Jr. said, "Injustice anywhere is a threat to justice everywhere." Social injustice should have no footing in our society.

The Farmington Police Department works every day to uphold the high standards that all sworn officers should abide by. The Farmington Police Department is both a Nationally and State accredited police department. Obtaining and maintaining these accreditations demands that our police officers are fully trained and follow very strict protocols in all areas of policing and most certainly those surrounding social justice. The Town has and demands a zero-tolerance policy to any police brutality. The mission statement of the Farmington Police Department, states, in part, that the Police Department will... "Work in cooperation with the community to preserve and improve the quality of life, making the Town a safer, more pleasant place to live, work and visit". The department strives to carry out this mission while respecting the dignity and rights of all with whom they come in contact and with respect for the trust and faith that the citizens of the community have placed in them. Our Police Chief has personally been involved in drafting legislation to increase police accountability and transparency in the State (Public Act 19-90).

As a Town and as a Police Department, we will continue to engage with our citizenry and work tirelessly to maintain good community relations. Farmington should strive to be known as a community of equality and justice for all people. We truly hope that the nation and our town can grow from George Floyd's death. We hope that this tragedy can continue to lay the path towards a stronger more unified America.

The Town of Farmington, and more than ever, the Town of Farmington Police Department, stands as one with our community.

Sincerely,

C.J. Thomas
Town Council Chairman

Kathleen Blonski
Town Manager

Paul Melanson
Chief of Police

MOTION:

Agenda Item K

Report of the Town Manager—COVID-19 Updates, Westwoods Upper Elementary School Playground Update

COVID-19 Updates

The Town Manager will provide any COVID-19 Updates at the meeting.

Westwoods Upper Elementary School Playground Update

Westwoods Upper Elementary School Playground is nearly complete. The anticipated completion is June 19, 2020. There will be a groundbreaking ceremony in the near future. In July, the Town would like to do proclamations for the Community Chest, Lion's Club, and Board of Education for their efforts in completing this playground update.

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 the balance of a five-year term beginning immediately and ending September 30, 2024. (Langston)

MOTION: Agenda Item L-3

That _____ be appointed to the Human Relations Commission for a two-year term beginning July 1, 2020 and ending June 30, 2022. (Tulin)

MOTION: Agenda Item L-4

That _____ be appointed to the Human Relations Commission for a two-year term beginning July 1, 2020 and ending June 30, 2022. (Grobe)

MOTION: Agenda Item L-5

That _____ be appointed to the Human Relations Commission for a two-year term beginning July 1, 2020 and ending June 30, 2022. (Mergenthaler)

MOTION: Agenda Item L-6

That _____ be appointed to the Human Relations Commission for a two-year term beginning July 1, 2020 and ending June 30, 2022. (Nakhimovsky)

MOTION: Agenda Item L-7

That _____ be appointed to the Human Relations Commission for a two-year term beginning July 1, 2020 and ending June 30, 2022. (Pawlik)

MOTION: Agenda Item L-8

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-9

That _____ be appointed to the Retirement Board for a two-year term beginning immediately and ending January 2022. (Huelin)

MOTION:

Agenda Item L-10

That _____ be appointed to the Retirement Board for a two-year term beginning immediately and ending January 2022. (Miller)

MOTION:

Agenda Item L-11

That _____ be appointed to the Unionville Historic District Commission for the balance of a five-year term beginning immediately and ending September 30, 2022. (Brockelman)

MOTION:

Agenda Item L-12

That _____ be appointed to the Land Acquisition Commission beginning immediately for an indefinite term. (Hannon)

MOTION:

Agenda Item L-13

That _____ be Appointed as Corporation Counsel for the period June 2020 through January 2022.

MOTION:

Agenda Item L-14

That _____ be Appointed as Assistant Corporation Counsel for the period June 2020 through January 2022.

NOTE: Based on Goal 23 of the Town Manager's Goals, the Town Council established an ad-hoc Legal Services committee to solicit Request for Proposal (RFP) responses for legal services. We received responses from 15 different firms and invited eight firms to interview.

Halloran & Sage has been the Town's Corporation Counsel since 2012 with Duncan Forsyth as Assistant Corporation Counsel.

MOTION:

Agenda Item L-15

That _____ be Appointed as Bond Counsel for the period of June 2020 through January 2022.

NOTE: Based on Goal 23 of the Town Manager's Goals, the Town Council established an ad-hoc Legal Services committee to solicit Request for Proposal (RFP) responses for legal services. We received responses from 15 different firms and invited eight firms to interview.

The firm of Day, Pitney, LLP has served as Bond Counsel for the past 32 years with the exception of one Town Council appointment.

MOTION:

Agenda Item L-16

That _____ be Appointed as Labor Counsel for the period of June 2020 through January 2022.

NOTE: Based on Goal 23 of the Town Manager's Goals, the Town Council established an ad-hoc Legal Services committee to solicit Request for Proposal (RFP) responses for legal services. We received responses from 15 different firms and invited eight firms to interview.

The firm of Metzger, Lazarek & Plumb, LLC has been the Town's Labor Counsel since 2012.

MOTION:

Agenda Item L-17

That _____ be Appointed as Land Use/Environmental Counsel for the period of June 2020 through January 2022.

NOTE: Based on Goal 23 of the Town Manager's Goals, the Town Council established an ad-hoc Legal Services committee to solicit Request for Proposal (RFP) responses for legal services. We received responses from 15 different firms and invited eight firms to interview.

The Committee interviewed three Land Use/Environmental firms.

The firm of Halloran & Sage, LLP has served as Land Use/Environmental Counsel since January 2004.

MOTION:

Agenda Item N-1

To approve the following Town Council meeting schedule for 2020 and to set the date of the Annual Town Meeting.

TOWN COUNCIL MEETING SCHEDULE

January 12	January 26
February 9	February 23 (6:00 p.m)
March 9*	March 10** (4:00 p.m)
March 11** (4:00 p.m)	March 13** (9:00 a.m)
March 15** (4:00 p.m)	March 16** (4:00 p.m)
March 23	
April 5***	April 27
April 30** (4:00 p.m.)	
May 11	May 25
June 8	June 22
July 13	
August 10	
September 14	September 28
October 12	October 26
November 9	
December 14	

*Town Manager Public Hearing on the budget.

**Town Council Budget Workshop Meeting.

***Town Council Public Hearing on the budget.

ANNUAL TOWN MEETING(S) AND REFERENDUM(S)

April 19	First Annual Town Meeting
April 29	First Referendum
May 3	Second Annual Town Meeting (if needed)
May 13	Second Referendum (if needed)

NOTE: April 12-16 Farmington Public Schools Spring Break

BUDGET WORKSHOP SESSIONS

March 10 (Wednesday)	4:00 p.m. to 9:00 p.m.
March 11 (Thursday)	4:00 p.m. to 9:00 p.m.
March 13 (Saturday)	9:00 a.m. to 12:00 noon
March 15 (Monday)	4:00 p.m. to 9:00 p.m. (if needed)
March 16 (Tuesday)	4:00 p.m. to 9:00 p.m. (if needed)
April 30 (Friday)	4:00 p.m. to 9:00 p.m. (if Budget Referendum fails)

MOTION:

Agenda Item N-2

To approve a one (1) year extension of the Volunteer Firefighter Contract due to expire on June 30, 2020.

NOTE: This motion extends the Volunteer Fire contract for one year. There is one proposed change in the contract; a \$0.25 increase in the per call for service for each of the three (3) identified certification levels. There are no other financial changes included. Moreover, all other established and agreed upon provisions remain. The slight increase in the per call amount would not cause a substantial impact to the budget account. This minimal increase would show support to the volunteer firefighters who ensured essential services continued to be provided to the community through the ongoing pandemic. It is anticipated that a longer-term contract will be negotiated next year.

<u>Certification Level</u>	<u>Current Rate per call (2019-2020)</u>	<u>Proposed Rate per call (2020 – 2021)</u>
Firefighter	\$8.75	\$9.00
Firefighter/EMT or Driver	\$9.00	\$9.25
FF/EMT/Driver	\$9.25	\$9.50

MOTION:

Agenda Item N-3

That the Tax Abatement granted to MCCA, Inc. of Danbury, CT, for the property known as 1-6 Winthrop Drive, an income restricted/affordable housing complex, be continued under the ownership of WINTHROP 1-6, LLC.

NOTE: In November of 2000, the Town Council, approved a 40-year Tax Abatement Agreement with Winthrop Drive Cooperative, Inc. for rental property located at 1-6 Winthrop Drive, which is income restricted. Since the Town Council's approval of the original agreement the following activity has occurred:

On April 15, 2013 the Connecticut Housing Finance Authority-Small Properties, Inc. foreclosed on the property and gain absolute possession on June 5, 2013. In September of 2013 the Town Council, agreed to CHFA's request to transfer the tax abatement agreement to CHFA-Small Properties, Inc.

In 2015 after the Town agreed to transfer the tax abatement agreement to MCCA, Inc. CHFA sold the property to MCCA, Inc. of Danbury, CT.

At this time a local company known as WINTHROP 1-6, LLC is attempting to purchase the property from MCCA, Inc. WINTHROP 1-6, LLC currently owns and maintains approximately 50 apartment units in the area. They intend to maintain the property as an income restricted/affordable housing complex. This would be their first venture into affordable housing. The transfer of the tax abatement agreement is allowable under the original abatement agreement so long as the intended use of the property is not changed.

It is our understanding that WINTHROP 1-6, LLC intends to maintain the property as an income restricted/affordable housing complex. The property is assessed at \$893,990 and the taxes to be abated total \$25,005.

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

MOTION:

Agenda Item N-4

To reprioritize the timeline for Strategic Plan/Town Manager Goals and to create the attached Ad-Hoc Committees.

NOTE: Due to COVID-19 and the recent reductions in the Fiscal Year 2020-2021 Budget, I am recommending that the Strategic Plan/Town Manager Goals be reprioritized. (Attachment 1)

I've also included a tentative Ad-Hoc Committee Schedule (Attachment 2)

/Attachment(s)

Goal 2 Transportation and Land

Improve the transportation infrastructure systems to allow for better traffic movement through town and facilitate implementation of traffic improvement systems including alternate means of transportation (biking and walking); endorse policies that expand, preserve and protect the character of neighborhoods including the town’s significant historic roots and charm with a balance between open space and land development.

Desired Outcomes	Deliverables	2020-2022 Goals
<p>2.1 Partner with the Town Plan and Zoning Commission (TPZ) to facilitate public awareness of the TPZ and Town Council roles, responsibilities and vision in land use matters.</p>	<p>The Development Wing participates and provides 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>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.</p>	<p>1.) To establish a Town Council ad-hoc committee to work with Town staff to make recommendations to the Town Council on the following:</p> <ul style="list-style-type: none"> - The future use of Parson’s property. - The environmental liability associated with ownership of the Parson’s property. - The phasing portion of the BSC Streetscape Improvement Plan. - The selection of a preferred developer for the development of the Parson’s property.

Goal 2 Transportation and Land

Improve the transportation infrastructure systems to allow for better traffic movement through town and facilitate implementation of traffic improvement systems including alternate means of transportation (biking and walking); endorse policies that expand, preserve and protect the character of neighborhoods including the town’s significant historic roots and charm with a balance between open space and land development.

Desired Outcomes	Deliverables	2020-2022 Goals
<p>2.2 (continued) 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.</p>	<p>Recommendation: Set up Committee over the summer.</p> <ul style="list-style-type: none"> - Waiting for testing results – Parsons - Phasing of BSC – Depending on cash flow potential to go out to bid for fall or may have to wait to Spring. <p>2.) To review Affordable (Workforce) Housing Goals and present deliverables and strategies for Town Council consideration. Provide quarterly reports to the Town Council.</p> <p>No Change</p>
<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>Oversee actions taken to improve traffic issues to include meeting with the State of Connecticut staff representatives on a regular basis.</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><u>State Project(s)</u></p> <ul style="list-style-type: none"> • #51-260-Route 4 Project- To conduct and review the options for a post construction traffic study. – Postponed. No traffic COVID related.

Goal 2 Transportation and Land

Improve the transportation infrastructure systems to allow for better traffic movement through town and facilitate implementation of traffic improvement systems including alternate means of transportation (biking and walking); endorse policies that expand, preserve and protect the character of neighborhoods including the town’s significant historic roots and charm with a balance between open space and land development.

Desired Outcomes	Deliverables	2020-2022 Goals
	<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>	<ul style="list-style-type: none"> • LOTCIP Project South Road/Route 6 No Change 4.) 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. No change
<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 develops new goals for Town Council consideration for the 2020-2021 year in conjunction with Town Departments. Provide Quarterly Reports to the Town Council</p> <p>No change Behind schedule COVID Related</p>

Goal 2 Transportation and Land

Improve the transportation infrastructure systems to allow for better traffic movement through town and facilitate implementation of traffic improvement systems including alternate means of transportation (biking and walking); endorse policies that expand, preserve and protect the character of neighborhoods including the town’s significant historic roots and charm with a balance between open space and land development.

Desired Outcomes	Deliverables	2020-2022 Goals
<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>6.) To establish an ad-hoc Town Council sub-committee to work with Town staff to review Chapter 169 “Streets and Sidewalks” and to make recommendations for any modifications to the Ordinance to the Town Council for approval. Provide quarterly updates to the Town Council.</p> <p>No Change Behind Schedule COVID Related</p> <p>Recommend setting up committee after Goal 1 Ad-Hoc committee work is completed</p> <p>Fall or Winter</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>	

Goal 2 Transportation and Land

Improve the transportation infrastructure systems to allow for better traffic movement through town and facilitate implementation of traffic improvement systems including alternate means of transportation (biking and walking); endorse policies that expand, preserve and protect the character of neighborhoods including the town’s significant historic roots and charm with a balance between open space and land development.

Desired Outcomes	Deliverables	2020-2022 Goals
<p>2.7 Promote the maintenance, improvement and expansion of Town wide infrastructure.</p>	<p>Manage and continue to implement the maintenance and improvement plans for all Town infrastructures through the seven -year Capital Improvement Plan. Assist in updating the Town’s sanitary sewer master plan of the Water Pollution Control Authority.</p>	<p>7.) To close out all remaining financial aspects of the comprehensive upgrade of the Wastewater Treatment Plant and develop the share of the project cost that each of the participating Towns (Avon, Burlington, Canton, and Farmington) and the University of Connecticut Health Center must pay over the next 20 years. Provide quarterly reports to the Town Council. No Change</p> <p>8.) Provide needed support to ensure that the Farmington High School Building Committee moves forward and receive the appropriate staffing support to complete objectives. Provide quarterly reports to the Town Council. No Change Suspended/Pause COVID Related</p> <p>9.) To approve the Fire Department’s Statement of Needs and establish a Fire Stations Building Committee to complete the Statement of Needs. Provide quarterly reports to the Town Council. Postponed Spring 2021 Budget Related</p>

Goal 2 Transportation and Land

Improve the transportation infrastructure systems to allow for better traffic movement through town and facilitate implementation of traffic improvement systems including alternate means of transportation (biking and walking); endorse policies that expand, preserve and protect the character of neighborhoods including the town’s significant historic roots and charm with a balance between open space and land development.

Desired Outcomes	Deliverables	2020-2022 Goals
<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>10.) To work with the Farmington Cemetery Committee to identify land that would be suitable for the expansion of the Riverside Cemetery and present a report including options to the Town Council.</p> <p>No change</p> <p>11.) To provide the needed support to ensure that the Land Acquisition Committee moves forward and receives the appropriate staffing to complete its objectives. Provide Quarterly Reports to the Town Council.</p> <p>No Change</p>

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.

Desired Outcomes	Deliverables	2020-2022 Goals
<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>Work with the Planning Department and the Town Plan and Zoning Commission to attract housing development which will enhance quality of life and will appeal to young professionals.</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 a yearly to Town Council. No change</p> <p>13.) To create a Town Council ad-hoc subcommittee with Town staff to explore various quality of life features that enhances a sense of place for millennials. Report quarterly to the Town Council on any recommendations including long-term and short-term costs.</p> <p>Recommending Postpone- 2021 COVID Related</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>	

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.

Desired Outcomes	Deliverables	2020-2022 Goals
<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>Develop coordinated marketing aligning tourism with an economic development message to highlight Farmington’s historic and cultural institutions, quality of life, and vibrant business community.</p>	<p>14.) 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>No Change</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>15.) Explore partnership with the Farmington Trails Council, neighboring towns, and the business community to research opportunities that will enhance the trails experience and support local businesses. Report quarterly to the Town Council on any recommendations including long-term and short-term costs.</p> <p>No Change Behind Schedule COVID Related</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. Develop strategies that encourage people passing through to stop at local businesses and activities.</p>	<p>16.) Continue to use Explore Farmington to increase engagement with Town residents and local businesses with the goal of increasing users and improving the user experience. Report to the Town Council quarterly.</p> <p>No change</p>

Goal 4 Budget

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

Desired Outcomes	2020-2022 Goals
<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>17.) Prepare and present the 2020-2021 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>No Change</p> <p>18.) To create a Town Council ad-hoc subcommittee to recommend a policy to the Town Council establishing where the employer matching contributions for the Farmington Public Schools’ Non-Certified Staff Defined Contribution Plan will be budgeted each year.</p> <p>No Change Winter 2021</p>

Goal 4 Budget

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

Desired Outcomes	2020-2022 Goals
4.2 Promote private contributions of funds and property to the Town.	
4.3 Explore ways to increase and create more awareness of property tax relief for those in need.	19.) To establish an Ad-Hoc Committee to review Article IV, Property Tax Relief for Elderly Homeowners (Local Option) , Article VI Qualifying Veterans and Surviving Spouses, Article V, Property Tax Relief for Volunteer Fire Fighters; and Article VII, Elderly Tax Freeze Program of Chapter 176 Taxation, of the Code of the Town of Farmington for the purpose of determining whether there is a need for ordinance changes. Postponed Fall 2020 Recommending Setting up Committee Fall 2020
4.4 Coordinate efforts with elected federal and state officials to explore alternate ways to decrease reliance on the local property taxes.	20.) Continue to meet with Farmington's delegation on a yearly basis to explore ways to decrease reliance on local property taxes, such as, but not limited to, cost sharing with other municipalities. No Change
4.5 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.	

Goal 5 Best Practices

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

Desired Outcome	2020-2022 Goals
<p>5.1 Deliver and maintain excellent Town-wide services for families, retirees, senior citizens, people in need and veterans in accordance within industry standards, achieving maximum efficiencies and with above average levels of citizen/customer satisfaction to maximize the highest quality of life for all residents.</p>	<p>21.) 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. No Change</p> <p>22.) Provide Town Council a yearly report on Town Manager’s goals and objectives. No change</p> <p>23.) To establish a Town Council Ad Hoc Legal Services Sub-Committee for the purpose of seeking proposals from qualified law firms and/or qualified individual attorneys to provide legal services to the Town of Farmington in the capacity of General Town Attorney, Bond Counsel, Labor Attorney and Land Use/Environmental Attorney</p> <p>No change</p>
<p>5.2 Endorse and track goals for elected and appointed Boards and Commissions and Department Work Plans on an annual basis.</p>	<p>24.) Provide the Town Council with technical information, policy recommendation and legislative advice for each Town Council meeting.</p> <p>No Change</p>
<p>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.</p>	
<p>5.4 Conduct market research/survey periodically to better understand service levels and customer needs.</p>	

Goal 5 Best Practices

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

Desired Outcome	2020-2022 Goals
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.	
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 natural resources conservation, energy reduction/alternative energy, and waste reduction and recycling. Establish a leadership role in the community in promoting environmentally friendly practices in Town. Explore ways to fund green initiatives.	25.) To ensure that the Green Efforts Committee moves forward and receives the appropriate staff support to complete its objectives. Provide Quarterly Reports to the Town Council. No change Behind schedule COVID Related
5.9 Affirm that the ADA accessibility standard is the minimum standard and the Town will strive to exceed that standard	
5.91 Continually strive to improve communication and transparency with residents in all areas of government.	

Goal 6 Recreation

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

Desired Outcomes	2020-2022 Goals
6.1 Promote and provide recreation and community 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.	
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.	
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.	
6.4 Provide adequate funding for the maintenance of recreational facilities and other capital improvements.	26.) Establish a comprehensive ten-year facilities improvement plan for Tunxis Mead Park. The Plan shall establish what major improvement projects should be undertaken over the next 10 years with associated project schedules and costs. Provide Quarterly Reports to the Town Council. No Change
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.	

Goal 6 Recreation

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

Desired Outcomes	2020-2022 Goals
<p>6.6 Town Council to address the ease of access to the Town's recreational facilities.</p>	<p>27.) To research best practices in conjunction with the Farmington Trails Council, neighboring towns and the business community regarding the addition of potential bathroom facilities (i.e. temporary and/or permanent), water fountain(s), and/or water bottle filling station(s) on the Rails-to-Trails system and make recommendations based on the research including long- and short-term costs to the Town Council. Provide Quarterly Reports to the Town Council.</p> <p>Recommending Postpone- 2021 COVID Related</p>
<p>6.7 Promote and provide access for the active and passive use of Town land for recreational purposes.</p>	
<p>6.8 Manage the maintenance and use of Town open spaces. Expand recreational opportunities such and trails and recreational facilities through state grants.</p>	

June 9, 2020

Recommendations to Town Council

- Goal 1- Parson's Property, BBC Streetscape Phasing
 - Ad- hoc Committee
 - Recommend Committee be set up in July

- Goal 6 -Streets and Sidewalks
 - Ad – hoc Committee
 - After Goal 1 Committee is Completed.
 - Fall or Winter 2020

- Goal 9 – Fire Station Building Committee
 - Set up a Building Committee
 - Evaluate for Spring 2021

- Goal 13 – Quality of Life Sense of Place for Millennials
 - Ad- hoc Committee
 - Should be reevaluated in 2021

- Goal 19 – Tax Relief Ordinance
 - Ad-hoc Committee
 - Reevaluate in Fall 2020

MOTION:

Agenda Item N-5

To schedule a Special Town Council Meeting on June 16, 2020 at 6:00 p.m.

NOTE: The topic of this meeting is the Town Manager's yearly performance evaluation. The Town Council typically meets with the Town Clerk at the same meeting.

MOTION:

Agenda Item N-6

To cancel the June 23, 2020 Town Council Meeting.

NOTE: I've requested that this meeting be rescheduled due to a scheduling conflict. It is proposed that the meeting be rescheduled to June 16, 2020.

MOTION:

Agenda Item N-7

That the following unobligated CIP balances be transferred to the accounts listed below for the purpose of closing out various inactive CIP accounts and covering shortfalls in other CIP Accounts.

FROM:

<u>ACCOUNT#</u>	<u>DEPARTMENT</u>	<u>AMOUNT</u>
	Sidewalk Construction	\$17,962
	IAR Library Renovation	\$2,025
	School Furniture	\$1,603
	South Road Reconstruction	\$245
	Energy Performance Projects	\$27,287
	Golf Course Maintenance Improvements	\$4,251
	Speed Sign Trailers	\$3,429
	Golf Course Mower	\$5,117
	Medic Truck	\$4,257
	Engine Pumpers	\$1,193
	TOTAL	\$67,369

TO:

<u>ACCOUNT#</u>	<u>DEPARTMENT</u>	<u>AMOUNT</u>
	Unionville Sidewalk Replacement	\$16,568
	Sidewalk Replacement	\$1,394
	High School Roof Replacement	\$2,025
	Cafeteria Equipment	\$1,603
	Road Reconstruction	\$245
	Street Light Purchase	\$27,287
	Golf Course Irrigation Improvements	\$4,251
	Police Technology Improvements Parks	\$3,429
	Mower	\$5,117
	Fire Marshal Vehicle	\$2,732
	Fire Brush Truck	\$1,532
	Fire Technology Improvements	\$265
	Turnout Gear	\$921
	TOTAL	\$67,369

NOTE:

Periodically staff reviews the various Capital Improvement Project accounts to determine which projects are complete but still have money available and which projects, either completed or not have shortfalls.

Once this determination is made, staff then requests that the Town Council approve the movement of unexpended balances from closed accounts to any accounts which need additional funding in order to cover the shortfalls.

Staff has gone through the list of capital projects and has determined that the projects in the "FROM" accounts listed above have been completed and that the unexpended balances are no longer needed. The projects in the "To" section have shortfalls at the current time or need additional funds in order to complete the project.

Staff will be available at the Council meeting to answer questions regarding this motion.

MOTION:

Agenda Item N-8

To approve the following property tax refunds.

NAME	REASON	AMOUNT
Blick George T	Assessor adjustment	\$51.34
Corbin Peter K Jr.	Assessor adjustment	\$116.45
Foden Mary De Castro	Assessor adjustment	\$235.00
Gerratana Jessica & Gregory	Assessor adjustment	\$550.00
Honda Lease	Assessor adjustment	\$1,366.33
JP Morgan Chase Bank	Assessor adjustment	\$249.83
Lepore Michael J	Assessor adjustment	\$92.11
Lepore Michael J	Assessor adjustment	\$79.57
Neary Thomas W & Deborah M	Assessor adjustment	\$106.00
Pathak Shriram & Urvi S	Assessor adjustment	\$120.00
Krista Ellegard & Edward	Assessor adjustment	\$39.16
Toyota Lease Trust	Assessor adjustment	\$733.23
	Total	\$3,739.02