

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

Date: May 12, 2015
(Council Members are asked to call the Town Manager's Office if they are unable to attend.)

Time: 7:00 p.m.

Location: Town Hall Council Chambers

Agenda

- A. Call to Order
- B. Pledge of Allegiance
- C. Proclamations and Recognitions
 - 1. Spencer Pelham—Eagle Scout
 - 2. Megan Klingner – Stephen A. Flis Scholarship recipient
- D. Public Hearing
 - None
- E. New Items
- F. Public Comment
- G. Reading of Minutes
 - 1. April 6, 2015 Regular Town Council Meeting
- H. Reading of Communications and Written Appeals
 - 1. Blum Shapiro – Auditor Correspondence
 - 2. Alfred J. Roy – Resident Correspondence
- I. Report of Committees
 - 1. UCONN Committee(s)
 - 2. Land Acquisition Committee
 - 3. Green Efforts Committee
 - 4. Joint Town of Farmington/City of Hartford Committee
 - 5. Bicycle Advisory Committee
 - 6. Farmington Gateway Committee
 - 7. Web Page Sub-Committee
- J. Report of the Council Chair and Liaisons
 - 1. Chair Report (Attachment)

2. Board of Education Liaison Report
 3. Unionville Village Improvement Association Liaison Report
 4. Town Plan and Zoning Liaison Report
 5. Water Pollution Control Authority Report
 6. Economic Development Commission Liaison Report
 7. Human Relations Commission Report
 8. Chamber of Commerce Report
 9. Other Liaison Reports
- K. Report of the Town Manager—Relay for Life, Project Graduation, Live Fire Training Facility, 8-24 Update, Memorial Day, High Street Correspondence
- L. Appointments
1. Plainville Area Cable TV Advisory Council (Erickson) (R)
 2. Plainville Area Cable TV Advisory Council (Landry) (R)
 3. North Central Regional Mental Health Board, Inc. (Wienke) (R)
 4. North Central Regional Mental Health Board, Inc. (Parady)
 5. Farmington Valley Health District (Jones) (D)
 6. Housing Authority (Cowdry) (R)
 7. Building Code Board of Appeals (Schadler) (R)
 8. Water Pollution Control Authority (McGrane) (U)
 9. Tourism Central Region District (Bremkamp)
 10. Green Efforts Committee (Groueten) (R)
 11. Unionville Historic District and Properties Commission **Alternate** (Baker) (R)
- M. Old Business
None
- N. New Business
1. To consider and to act on a resolution authorizing the issuance of bonds to refund in whole or in part the balance of outstanding General Obligation Refunding Bonds, Issue of 2009, Series B, and General Obligation Bonds, Issue of 2009, Series C.
 2. To authorize the Town Manager to write a letter to Representative Elizabeth Boukus in support of the Town of Plainville initiative to join the Farmington-Burlington Probate district.
 3. To authorize the acceptance of a gift of property owned by Howard W. Griffin, Jr. located at Lot 5 Crescent Avenue (approximately 0.17 acres).
 4. To authorize the reimbursement of property taxes paid for the 2014-2015 fiscal year for Lot 5 Crescent Avenue to Howard W. Griffin, Jr.
 5. To Award Bid # 221 "Irving A. Robbins School Site Improvements" to the low bid from J. Iapaluccio, Inc. of Brookfield, Connecticut at a cost of \$953,783.75.

6. To award a contract for "State Project 51-270", Construction Inspection Services, Farmington Avenue Sanitary Sewer Replacement, Garden Street to Mountain Spring Road" to Milone & MacBroom of Cheshire, Connecticut at a cost of \$410,658.08.
 7. To approve the attached resolution which is required for ED049 Filing with the State of Connecticut for the Irving A. Robbins Roof project this summer.
 8. To set the Property Tax Rate and Solid Waste Special Service Charge for the 2015-2016 Fiscal Year.
 9. To transfer Uncollectible Property Taxes to the Suspense Tax Book.
 10. To authorize the Town Manager to sign a License Agreement for Use of Land and Building to Provide Municipal Continuing Education Support between the State of Connecticut and the Town of Farmington.
 11. To authorize the Town Manager to sign a Memorandum of Understanding with the Board of Education to relocate the Special Education Office to the Town Hall and to move the EXCL/Continuing Education Office to 1 Depot Place.
 12. To schedule a Special Town Council Meeting on June 16, 2015 at 6:00 pm in the Town Hall Conference Room "A" to discuss the Town Manager's Annual Performance Evaluation
 13. To set a public hearing on June 9, 2015 at 7:05 pm in the Town Hall Council Chambers to amend Chapter 98 "Fees" of the Farmington Town Code.
 14. To authorize the Town Manager to execute and deliver a contract with the Connecticut State Library for a Historic Documents Preservation Grant.
 15. To approve property tax refunds.
- O. Executive Session
1. Land Acquisition
 2. Litigation
- P. Adjournment

PROCLAMATION

WHEREAS, the Boy Scouts of America help train the youth of our community with skills that will serve them well in the future, and

WHEREAS, many of our youth participate in activities of the Boy Scouts of America which benefit our community, and

WHEREAS, one of the crowning achievements of Boy Scouting is the attainment of the rank of Eagle Scout, and

WHEREAS, Spencer Pelham from Troop 68 Boy Scouts of America recently completed the requirements for Eagle Scout, and

WHEREAS, Spencer's project involved the installation of an orienteering course within the Farmington Memorial Town Forest, and

WHEREAS, Spencer worked to construct a course that included twelve posts within the forest, spaced at various distances around a central control point so that an orienteer can chart a course using any combination of posts, and

WHEREAS, as a result of Spencer's work orienteering enthusiasts now have a local course to be used to practice and to enrich orienteering skills.

NOW, THEREFORE, BE IT RESOLVED that on behalf of the Farmington Town Council we hereby extend to Eagle Scout Spencer Pelham our best wishes and we hereby proclaim May 13, 2015 as Spencer Pelham Day in Farmington, and

We hereby congratulate Spencer Pelham for the dedication and perseverance that he demonstrated in this effort.

Dated at Farmington, Connecticut this 12th day of May 2015.

Nancy Nickerson, Chair
Farmington Town Council

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, Megan Klingner of Farmington submitted her application to the Stephen A. Flis Scholarship Committee, and

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

WHEREAS, Megan's service as Crew Captain of the Farmington High School Crew Team, Girl Scouts for ten years, Bronze and Silver Awards at Farmington High School, Holy Family Retreat Center, her work in the Friend's Classroom, and

WHEREAS, Megan Klingner will be attending Central Connecticut State University, in New Britain, Connecticut where she can continue her dedication to public service.

NOW, therefore be it resolved, that the Farmington Town Council commends Megan Klingner on her scholarship award and hereby encourages her continued success with her future studies.

Dated at Farmington, Connecticut this 12th day of May 2015.

Nancy W. Nickerson
Chair
Farmington Town Council

MOTION:

Agenda Item K

Report of the Town Manager— Relay for Life, Project Graduation, Live Fire Training Facility, 8-24 Update, Memorial Day Parade, High Street Correspondence

Relay for Life

Relay for Life has requested in-kind services from the Town to assist with funding for its upcoming event on May 16, 2015 at the Farmington High School. The group would like the Town to pay the overtime for one police officer on May 16, 2015 for 8 hours from 11:00 p.m. to 7:00 a.m. I would like a consensus from the Town Council if they would be willing to approve this expenditure from the Town Council contingency account as it does for the Unionville Village Improvement Association (UVIA) and the Rotary Club.

Project Graduation

“Project Graduation” has also requested in-kind services from the Town to assist with funding for the upcoming graduation on June 17, 2015 at the Farmington High School. The group would like the Town to pay the overtime for one police officer on June 17, 2015 for 7 hours from 9:00 p.m. to 4:00 a.m. I would like a consensus from the Town Council if they would be willing to approve this expenditure from the Town Council contingency account.

Live Fire Training Facility

The Town of Farmington and Avon Fire Departments continue to raise funds for the Live Fire Training Facility. The two fire departments have raised almost \$800,000 in cash toward the goal of \$1 million.

The \$1 million price tag on this project was a construction estimate. The Towns of Avon and Farmington have both agreed to contribute in-kind construction services which will lower the overall cost of the project. At this time, I have authorized the Live Fire Training Facility Project to be put out to bid so that the Towns will have firm costs for the project and we can calculate exactly how much additional fundraising is necessary in order to build the Live Fire Training Facility. I will not be authorizing construction to take place until funding is in place to complete the project.

8-24 Update

Per your request, I have written to the Town Attorney to request a comprehensive review of the Town’s procedure for the 8-24 Referral of open space properties. I have specifically asked for relevant case law and/or legal decisions regarding this issue. I expect to receive a comprehensive legal opinion from the Town Attorney in the near future.

Memorial Day Parade

The Memorial Day Parade is scheduled for Monday, May 25, 2015. The parade in the Farmington section of town will form up at 8:00 am and step off at 8:30 am. The Unionville section of town will form up at 10:00 am and step off at 10:30 am.

High Street Correspondence

For your information, I have received approximately sixteen letters from residents of High Street requesting that the Town of Farmington turn High Street into a cul-de-sac. In summary, the residents are concerned with the impact of the plans for development on or near Route 4, the Parson's Lot, and the potential negative impact on the historic street. During the recent Gateway planning sessions, the preservation of High Street was a significant topic of concern to not only the residents of the street but to the participants of the planning sessions.

This issue will be referred to the Traffic Review Board who will study the issue, work with the neighbors, and put together preliminary recommendations for my consideration. I have instructed the Traffic Review Board to broaden their scope and consider not just the traffic impact but other concerns that the residents and the community have discussed. This is possible because Bill Warner, Town Planner, is a member of the Traffic Review Board and is also heavily involved in the Gateway Committee.

Traffic calming measures on High Street were studied extensively in the late 1990's, early 2000's and traffic calming measures were installed on the street. The Traffic Review Board will begin their research by reviewing the past studies.

I will keep the Town Council updated on the progress of the Traffic Review Board.

MOTION: Agenda Item L-1

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

MOTION: Agenda Item L-2

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

MOTION: Agenda Item L-3

That _____ be appointed to the North Central Regional Mental Health Board, Inc. to fill the balance of a two-year term beginning immediately and ending September 30, 2015.(Wienke)(R)

MOTION: Agenda Item L-4

That _____ be appointed to the North Central Regional Mental Health Board, Inc. to fill the balance of a two-year term beginning immediately and ending September 30, 2015.(Parady)

MOTION: Agenda Item L-5

That _____ be appointed to the Farmington Valley Health District for the balance of a three-year term beginning immediately and ending December 31, 2016. (Jones)(D)

MOTION: Agenda Item L-6

That _____ be appointed to the Housing Authority to fill the balance of a five-year term beginning immediately and ending September 2015. (Cowdry)(R)

MOTION: Agenda Item L-7

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

MOTION: Agenda Item L-8

That _____ be appointed to the Water Pollution Control Authority to fill the balance of a five-year term beginning immediately and ending September 30, 2019.(McGrane)(U)

MOTION: Agenda Item L-9

That _____ be appointed to the Tourism Central Regional District to fill the balance of a three year term beginning immediately and ending June 30, 2017 (Bremkamp).

MOTION:

Agenda Item L-10

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

MOTION:

Agenda Item L-11

That _____ be appointed to the Unionville Historic District and Properties Commission as an **Alternate** to fill a vacancy for the balance of a five-year term beginning immediately and ending September 30, 2016 (Baker)

MOTION:

Agenda Item N-1

To consider and act on the attached resolution authorizing the issuance of bonds to refund in whole or in part the balance of the Town's outstanding \$16,385,000 General Obligation Refunding Bonds, Issue of 2009, Series B and \$1,250,000 General Obligation Bonds, Issue of 2009, Series C, and to pay the issuance costs of the refunding bonds.

NOTE: In working with the Town's fiscal advisor and the underwriting firm of Piper Jaffrey a potential opportunity has been identified to refund the outstanding balance of principal and interest on two bond issues from 2009. These two issues are callable on September 15, 2015 so this would be an advanced refunding. If the refunding opportunity is successful there is a potential to save up to \$280,000 in interest expense over the remaining six (6) years on the bonds. The current principal repayment schedule would not be affected. If the Town Council approves the resolution, a sale will be set for later in the month of May depending upon market conditions.

Staff will be available at the meeting to answer any questions on the motion and resolution.

Attachment

MOTION:

Agenda Item N-2

To authorize the Town Manager to write a letter to Representative Elizabeth Boukus in support of the Town of Plainville initiative to join the Farmington-Burlington Probate district.

NOTE: The Town of Plainville would like to change their participation in the Probate Court system by moving from the Bristol Probate Court to the Farmington-Burlington Probate Court. State Representative Elizabeth Boukus is in the process of preparing legislation for such a change. She has requested a letter from each of the communities stating that they are in favor of such a transfer.

I have attached a letter from Judge Daly explaining the logistics of the proposed consolidation. I have reviewed this request and have no issues with the consolidation.

Attachment

MOTION:

Agenda Item N-3

To authorize the acceptance of a gift of property owned by Howard W. Griffin, Jr. located at Lot 5 Crescent Avenue (approximately 0.17 acres) subject to receipt of an acceptable environmental site assessment report; and subject to due diligence.

NOTE: The owner of Lot 5 Crescent Avenue originally sought to sell the property to the Town. The property has been assessed continually by the Town as a buildable lot with an assessed value of approximately \$50,000. However, the property is almost entirely wetlands as the included map with approximate wetland area shows. The Town has had two appraisals of the property and both have indicated the value to be approximately \$5,000. The owner now seeks to donate the property to the Town. As shown on the included map, the property is adjacent to existing open space to the south and east.

The procedure for accepting this gift as open space includes the following steps:

1. Set public hearing for the April 14 th Town Council meeting at the March 10 th Council meeting	Complete
2. Hold public hearing on April 14 th	Complete
3. Make 8-24 referral to TPZ at April 14 th meeting	Complete
4. Receive TPZ 8-24 report at the May 12 th meeting	Complete
5. Vote to accept or reject the gift at May 12 th meeting	

Attachment

MOTION:

Agenda Item N-4

To authorize the reimbursement of property taxes paid for the 2014-2015 fiscal year for Lot 5 Crescent Avenue to Howard W. Griffin, Jr.

NOTE: The property has been assessed continually by the Town as a buildable lot with an assessed value of approximately \$50,000. However, the property is almost entirely wetlands, as the included map with approximate wetland area shows. The Town has had two appraisals of the property and both have indicated the value to be approximately \$5,000. The owner of Lot 5 Crescent Avenue originally sought to sell the property to the Town, but has not offered it as a gift to the Town. The motion is proposed to reimburse taxes the owner paid last year in the amount of \$1,252.32.

MOTION:

Agenda Item N-5

To Award Bid # 221 "Irving A. Robbins School Site Improvements" to the low bid from J. Iapaluccio, Inc. of Brookfield, Connecticut at a cost of \$953,783.75.

NOTE: This bid is to hire a contractor to reconstruct and reconfigure the parking areas at Irving A. Robbins School. In addition, high efficiency LED lighting will be installed in the parking areas and at the rear of the building, and modifications will be made to the drainage system. Town staff has coordinated extensively with the Board of Education to correct existing site deficiencies and increase the effectiveness of the park areas. Scheduling was also coordinated with the Board of Education and the Recreation Department to minimize scheduling impacts. Construction will not begin until school is out of session, and is scheduled for completion prior to the start of the next school year. J. Iapaluccio, Inc. was the low bid and has been recommended after reference checks and engineering staff review.

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

Attachment

MOTION:

Agenda Item N-6

To award a contract for "State Project 51-270", Construction Inspection Services, Farmington Avenue Sanitary Sewer Replacement, Garden Street to Mountain Spring Road" to Milone & MacBroom of Cheshire, Connecticut at a cost of \$410,658.08.

NOTE: The purpose of this bid is to award a contract for overnight inspection for the replacement of approximately 2,500 linear feet of sanitary sewer lines on Route 4 (Farmington Avenue) from Garden Street to Mountain Spring Road, recently approved as Bid 215. The project was advertised in general conformance with the State of Connecticut Department of Transportation's "Consultant Selection, Negotiation, and Contract Monitoring Procedures for Municipally-Administered Projects" for Qualifications Based Selection, as required for State reimbursement. Consultants were interviewed on March 31, 2015, and Milone and MacBroom was deemed by the Town's selection committee to be the best qualified. This project will be funded by the State of Connecticut on a 100% reimbursement basis.

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

MOTION:

Agenda Item N-7

To approve the following resolution which is required for the ED049 Filing with the State of Connecticut for the IAR Roof project which is scheduled to be undertaken this summer.

Resolution

To authorize the Board of Education, or a sub-committee appointed by the Board, to serve as the Building Committee for the Roof Replacement Project at the Irving A. Robbins Middle School,

And

Resolved, that the Town Council authorizes the Board of Education to apply to the Commissioner of Education and to accept or reject a grant for the Roof Replacement Project at Irving A. Robbins Middle School,

And

That the Town Council authorizes the preparation of schematic drawings and outline specifications for the Roof Replacement Project at Irving A. Robbins Middle School.

NOTE: An ED049 Filing is a State of Connecticut reimbursement grant application form. These motions are required for any school building project that is eligible for reimbursement in part by the state.

MOTION:

Agenda Item N-8

That a property tax rate of 25.1 mills be levied on the net taxable Grand List of October 1, 2014 in the amount of \$3,532,450,005 to meet the appropriations of the Town of Farmington for the fiscal year beginning July 1, 2015 through June 30, 2016,

And,

That such taxes shall be payable in equal installments on July 1, 2015 and January 1, 2016 except that property taxes as defined in Section 12-141 of the Connecticut General Statutes in an amount not in excess of one hundred dollars shall be due and payable in a single payment on July 1, 2015 as provided by Section 12-144 of the Connecticut General Statutes, and except that any tax on any motor vehicle shall be due and payable in full on July 1, 2015 as provided in Section 12-144(a) of the Connecticut General Statutes,

And,

That the Solid Waste Service Charge be set at \$235.00 for the fiscal year beginning July 1, 2015.

MOTION:

Agenda Item N-9

To transfer Uncollectible Property Taxes to the Suspense Tax Book.

NOTE: In accordance with Section 12-165 of the Connecticut State Statutes, the Tax Collector has recommended the 2015 Suspense Tax Book. This book has been compiled for the purposes of identifying sums that may be uncollectible, and no way does it represent a cancellation of the tax. The Tax Office will continue to exercise every possible avenue to collect the unpaid tax. Those who own motor vehicles cannot register a vehicle in the State of Connecticut until the tax is paid.

The total sum involved is \$21,500.54.

If any Town Council member would like the actual Suspense Tax Book, please let me know and I will have a copy available to you.

MOTION:

Agenda Item N-10

To authorize the Town Manager to sign the attached License Agreement for Use of Land and Building to Provide Municipal Continuing Education Support between the State of Connecticut and the Town of Farmington.

NOTE: The Town Council reviewed this issue at its April 6, 2015 meeting. I have attached a copy of the section of the Manager's Report from the April 6th meeting pertaining to this issue for your review, as well as the actual License Agreement.

Attachment

MOTION:

Agenda Item N-11

To authorize the Town Manager to sign the attached Memorandum of Understanding dated May 13, 2015 with the Board of Education to relocate the Special Education Office to the Town Hall and to move the EXCL/Continuing Education Office to 1 Depot Place.

NOTE: The Town Council reviewed this issue at its April 6, 2015 meeting.

Attachment

MOTION:

Agenda Item N-12

To schedule a Special Town Council Meeting on June 16, 2015 at 6:00 pm in the Town Hall Conference Room "A" to discuss the Town Manager's Annual Performance Evaluation.

NOTE: This meeting is to discuss the Town Manager's yearly performance evaluation. The Town Council typically meets with the Town Clerk at the same meeting.

MOTION:

Agenda Item N-13

To set a public hearing on June 9, 2015 at 7:05 pm in the Town Hall Council Chambers to amend Chapter 98 "Fees" of the Farmington Town Code.

NOTE: I included my proposed amendments to this ordinance in the April 6, 2015 Manager's Report. I have attached a copy of the memo describing the proposed changes, as well as a redline copy of the ordinance for your review.

Attachment

MOTION:

Agenda Item N-14

Resolved, that Kathleen Eagen, Town Manager is empowered to execute and deliver in the name and on behalf of the municipality a contract with the Connecticut State Library for a Historic Documents Preservation Grant.

NOTE: The Town Clerk has applied for this grant annually since 2001. This year, the funding will be used to pay a consultant to work with the Town Clerk to review and update the Town of Farmington Document Management Plan and the Town of Farmington Document Disaster Recovery Plan, to continue to pack and catalogue the commercial building plans at the Records Storage Facility, and to assist the Town Clerk with records management issues.

MOTION:

Agenda Item N-15

To approve the following property tax refunds.

NAME	REASON	AMOUNT
1)Rakesh Agarwal	Excess payment	\$1,351.41
2)Hanna Bielicki	Excess payment	\$554.10
3)Katherine Blonski	Excess payment	\$3,957.69
4)Chase Auto Finance	Excess payment	\$248.99
5)Brian Schuch	Excess payment	\$885.26
6)Barbara Emery	Excess payment	\$144.93
7)Tebucky Jones	Excess payment	\$477.34
8)Lori Ray	Excess payment	\$129.07
9)Rafael Tirado	Excess payment	\$32.19
10)Shailendra & Shweta Upadhyay	Excess payment	\$2,428.48
	TOTAL:	\$10,209.46

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.

MOTION:

Agenda Item O-2

Executive Session—To discuss matter concerning pending litigation.

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)(B), that is

Strategy and negotiations with respect to pending claims or pending litigation to which the public agency or a member thereof, because of his conduct as a member of such agency, is a party until such litigation or claim has been finally adjudicated or otherwise settled;

That in 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