

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

DATE: July 12, 2016
(Council Members are asked to call the Town Manager's office if they are unable to attend the meeting.)

TIME: 7:00 P.M.

PLACE: Town Hall Council Chambers

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Presentations and Recognitions
- D. Public Hearing
 - 1. A Public Hearing to amend Chapter 156 "Sewers" of the Farmington Town Code.
- E. New Items
- F. Public Comment
- G. Reading of Minutes.
 - 1. June 14, 2016 Regular Town Council Meeting
 - 2. June 28, 2016 Regular Town Council Meeting
- H. Reading of Communications and Written Appeals
- 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
 - 8. Farmington High School Renovation Committee
- J. Report of the Council Chair and Liaisons
 - 1. Chair Report
 - 2. Board of Education Liaison Report
 - 3. Unionville Village Improvement Association Liaison Report
 - 4. Town Plan and Zoning Liaison Report
 - 5. Water Pollution Control Authority Report

6. Economic Development Commission Liaison Report
7. Human Relations Commission Report
8. Chamber of Commerce Report
9. Other Liaison Reports

K. Report of Town Manager – Connecticut Water Company, Budget Update

L. Appointments

1. Plainville Area Cable TV Advisory Council (R)
2. Plainville Area Cable TV Advisory Council (R)
3. North Central Regional Mental Health Board, Inc. (Wienke) (R)
4. Building Code Board of Appeals (Schadler) (R)
5. Unionville Historic District and Properties Commission Alternate (Hoffman) (R)
6. Human Relations Commission (Bernard) (R)

M. Old Business. None

N. New Business

1. To amend Chapter 156, "Sewers," of the Farmington Town Code.
2. To cancel the August 9, 2016 Regular Town Council Meeting.
3. To award Bid # 249 for Maintenance and Repair of Police Vehicles.
4. To award Bid # 241 for Dial-A-Ride Transportation Services.
5. To approve a resolution in support of State Project #51-269 Reconstruction of South Main Street at New Britain Avenue and Railroad Avenue.
6. To approve property tax refunds.

N. Executive Session

1. Land Acquisition

O. Adjournment

**LEGAL NOTICE
TOWN OF FARMINGTON
PUBLIC HEARING**

A Public Hearing will be held on Tuesday, July 12, 2016 at 7:05 p.m. in the Town Hall Council Chambers to amend the Code of the Town of Farmington, Chapter 156 "Sewers" to include Section VI Sewer Use Charge System.

Dated at Farmington, Connecticut this 30th day of June 2016.

Kathleen A. Eagen
Town Manager

MOTION:

Agenda Item K

Report of the Town Manager- Connecticut Water Company/Town of Farmington project, Budget Update

Connecticut Water Company/Town of Farmington Project

The Town of Farmington partnered with the CT Water Company to plant \$1,000 worth of native trees and shrubs on public water supply lands that are in need of restoration. The land was required to be located within one of CT Water Company's Aquifer areas, require minimal invasive management, and be owned or under control of the Town. The river area near the ball fields at the end of Wannowmassa Lane (off Route 4) was determined the most suitable area to capitalize on the efforts Farmington has already put forth to manage invasive species in the area.

This collaborative project included efforts from numerous partners. The Town of Farmington was responsible for preparing the planting area, providing mulch for the plantings and contributing \$1,000 towards the plantings to maximize preparation efforts. The North Central Conservation District (NCCD) provided a landscape plan for the area with native plant species, coordinated the purchase of the planting material and provided assistance on planting day. The Farmington River Watershed Association (FRWA) provided volunteers to assist with the preparation of the planting area and provided assistance on planting day. The CT Water Company provided \$1,000 in native plantings and fifteen company volunteers on planting day through their Aquifer Restoration Program.

Planting day took place on May 3, 2016. The Town of Farmington is responsible for the maintenance of the planting area. Volunteers from the Green Efforts Committee and Conservation Commission have expressed interest assisting with this effort.

Budget Update

Joseph Swetcky, Finance Director will provide an updated Budget report to the Council at the meeting.

MOTION:

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, 2018. (R)

MOTION:

Agenda Item L-2

That _____ be appointed to the Plainville Area Cable TV Advisory Council for the balance of a two-year term beginning immediately and ending June 30, 2018. (R)

MOTION:

Agenda Item L-3

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

MOTION:

Agenda Item L-4

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

MOTION:

Agenda Item L-5

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

MOTION:

Agenda Item L-6

That _____ be appointed to the Human Relations Commission for a two-year term beginning immediately and ending June 30, 2018. (Bernard) (R)

MOTION:

Agenda Item N-1

To amend Chapter 156, "Sewers," of the Farmington Town Code as attached.

NOTE: The amendment to the Code of the Town of Farmington, Chapter 156 "Sewers," is to codify how the WPCA establishes and sets sewer rates for the purpose of providing funds for the operation, maintenance and replacement expenses associated with collection, conveyance and treatment facilities. The CT DEEP and Town Attorney have both reviewed and approved the amended ordinance. The WPCA voted to approve the changes to the Code at their June 8, 2016 meeting. The codification is required by the CT DEEP in order to receive the Clean Water Fund grant funding and loan.

In Summary, the CT DEEP is requiring that we create our own ordinance for establishing the sewer user rate each year for all users of the system.

Attachment

Article VI

Sewer Use Charge System

156-52: Purpose

An ordinance establishing user charges in the town of Farmington for the purpose of providing funds for the operation, maintenance and replacement expenses associated with the municipal wastewater collection, conveyance, and treatment facilities.

As provided for under Section 7-255 et seq. of the Connecticut General Statutes, the Water Pollution Control Authority (WPCA) is empowered to establish and revise fair and reasonable charges for the use of the municipal sewerage system. The owner of property against which any such use charge is levied shall be liable for the payment thereof. Municipally owned and other tax-exempt property which uses the sewerage system shall be subject to such charges under the same conditions as are the owners of other property.

No charge for the use of the municipal sewerage system shall be established or revised until after a public hearing before the WPCA, at which owners of property which use the sewerage system shall have an opportunity to be heard concerning the proposed charges. Notice of the time, date, and place of such hearing shall be published at least ten days before the hearing in a newspaper having a general circulation in the municipality, and a copy of the proposed charges shall be on file in the office of the Town Clerk for public inspection at least ten days before the date of the hearing.

Within ten days of having established such charges, the WPCA shall cause the same to be published in a newspaper having a general circulation in the municipality.

156-53: Calculation of Charges

The total cost of the operation and maintenance of the sewerage system, including replacement fund, (OM&R cost) shall be recovered from the users of the system. Each user's share of the OM&R cost of the sewerage system shall be in proportion to the user's contribution to the total wastewater loading of the sewerage system. All residential users shall be charged on the residential basis of their total wastewater contribution. All commercial, industrial and public agencies shall be charged on the quantity of water consumed for the year and shall be based upon water consumption values provided to the Town of Farmington by the appropriate water company that supplies those users. Surcharges shall be added to the volume based charges for wastewater discharges whose BOD or suspended solids concentrations are in excess of 300 ppm, or for discharges whose other constituents result in an identifiable increase in wastewater conveyance, treatment, or disposal costs. Should the WPCA determine that there has been a discharge that exceeds the maximum concentration as defined within this ordinance and/or within other applicable state codes or other discharges that impedes the daily nutrient removal and daily workings of the plant, the person(s) who allow the unauthorized discharge shall be responsible for any and all costs, damages and expenses incurred to the Town of Farmington for the removal of such discharge and rectification costs and expenses that enable the WPCA to return the plant operation to normal nutrient removal levels. Normal nutrient removal levels are defined to be those levels of which the plant operates during any given day or time period throughout the year.

The WPCA will review the sewer user charges annually and revise the rates as necessary to ensure that adequate revenues are generated to recover all OM&R costs and that the rate structure continues to distribute the costs of wastewater collection and treatment among the users in proportion to their contribution.

156-54: Collection and Payment of Sewer Use Charges

All sewer use charges shall be billed yearly through the Town for the WPCA and shall be paid in full within a period of thirty days after same is declared due and payable unless otherwise stated on the billing form. The billing form shall state the amount owed by the property owner for sewer use and the portion of the bill that is dedicated to pay for debt service.

Any charge for the use of a sewerage system, not paid within thirty days of the due date, shall thereupon be delinquent and shall bear interest from the due date at the rate and in the manner provided by the general statutes for delinquent property taxes. Each addition of interest shall be collectible as a part of such connection or use charge. Any such unpaid connection or use charge shall constitute a lien upon the real estate against which such charge was levied from the date it became delinquent. Each such lien may be continued, recorded and released in the manner provided by the general statutes for continuing, recording and releasing property tax liens. Each such lien shall take precedence over all other liens and encumbrances except taxes and may be foreclosed in the same manner as a lien for property taxes.

All revenues collected under the provisions of this ordinance shall be kept separate from any other funds of the municipality and shall be used solely for the purposes stated in Article 1 of this ordinance, and for no other purpose. Fiscal year-end balances shall be used to defray the following year's costs, or shall be deposited in a non-lapsing fund established for replacement of major mechanical components which could reasonably be expected to require replacement during the useful life of the treatment works. If, as a result of a shortfall, funds have been transferred from other sources into the sewerage funds account, those funds shall be repaid at the beginning of the next fiscal year, and the sewer user charge shall be increased to cover the transfer of these funds.

156-55: Appeals and Adjustments

Any person aggrieved by any charge for the use of the sewerage system may make written appeal to the WPCA within thirty days of the billing date, requesting a review of the user charge. This request shall, where necessary, show the actual or estimated flow and/or strength of the discharge in comparison with the values upon which the charge is based, including how the measurements or estimates were made.

Should an agreement not be reached between the person(s) making such a request to review their charge and the WPCA, those person(s) aggrieved by any charge for the use of a sewerage system may appeal to the superior court for the judicial district wherein the municipality is located and shall bring any such appeal to a return day of said court not less than twelve or more than thirty days after service thereof. The judgment of the court shall be final.

156-56: Septage

The Town of Farmington WPCF does not accept for disposal or treatment of any private septage wastewater in any manner.

Definition: PPM – Parts Per Million

MOTION:

Agenda Item N-2

To cancel the August 9, 2016 Regular Town Council Meeting.

MOTION:

Agenda Item N-3

To award Bid # 249, Maintenance and Repair of Police Vehicles, to Farmington Motor Sports of Farmington, CT in accordance with their bid proposal dated June 21, 2016.

NOTE: This bid is to contract with a vendor to provide maintenance and repair services for all town police vehicles. The award would be for the period July 1, 2016 to June 30, 2017 with the option to extend the contract for one additional year. The Town would have the option of terminating the contract each year based on lack of funding or unsatisfactory performance by the vendor. The estimated value of this contract is in excess of \$50,000.

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

Attachment

Town of Farmington, CT
 Bid Results Tally Sheet

N-3

Bid # 249
Maintenance and Repair of Police Vehicles
Bid Opening: June 21, 2016 11:00 A.M.

Service Item	Bidder 1	
	Farmington Motor Sports, Farmington, CT	
Replace Engine Oil & Filter. Lube and Safety check	\$	35.00
Brake Inspection and Cleaning	\$	35.00
Tire Change and Balance	\$	15.00
Road Service (in town)	\$	85.00
Road Service (out of town)		\$85.00/\$3 mile
Day Towing Rate (to your facility for repair)	\$	85.00
Night Towing Rate (vehicle to be kept inside overnight)	\$	85.00
Body Repair / Work		N/A
Labor Rate for services other than those listed above (per hr.)	\$	55.00
% of markup over dealer cost on parts: Invoices to be made available upon request		30%

Account #: 12209-54402

FY 16/17 Budget: \$72,000.00

Recommendation: That award be made to Bidder #1 as the only responsible bidder.

MOTION:

Agenda Item N-4

To award Bid # 241, Dial-A-Ride Transportation Services, to Managed Transportation Services, Inc. of Plainville, CT at a cost of \$37.00 per hour in years' 1 and 2 and \$35.00 per hour in year 3.

NOTE: This bid is to contract with a vendor to provide transportation services for the elderly and disabled "Dial-A-Ride" program. The vendor provides drivers, dispatchers and scheduling services for the program but uses Town of Farmington buses. The bid award would be for a three year period beginning August 1, 2016 through June 30, 2019. The Town would have the option of terminating the contract each year based on lack of funding or unsatisfactory performance by the vendor.

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

Attachment

Town of Farmington, CT
Bid Tally Sheet

Bid #241 - Dial-A-Ride Transportation Services
 Bid Opening: June 16, 2016
 Time: 11:00 am

Description	Bidder #1		Bidder #2	
	Managed Transportation Services Inc, Plainville, CT		Martel Transportation, Collinsville, CT	
<u>Year One (7/1/16 Through 6/30/17)</u>				
Total Cost Per Hour Monday through Friday	\$ 37.00	\$	36.75	
Total Cost Per Hour Weekend Transportation	\$ 37.00	\$	36.75	
Total Cost Per Hour Night Transportation	\$ 37.00	\$	36.75	
<u>Year Two (7/1/17 Through 6/30/18)</u>				
Total Cost Per Hour Monday through Friday	\$ 37.00	\$	37.00	
Total Cost Per Hour Weekend Transportation	\$ 37.00	\$	37.00	
Total Cost Per Hour Night Transportation	\$ 37.00	\$	37.00	
<u>Year Three (7/1/18 Through 6/30/19)</u>				
Total Cost Per Hour Monday through Friday	\$ 35.00	\$	37.00	
Total Cost Per Hour Weekend Transportation	\$ 35.00	\$	37.00	
Total Cost Per Hour Night Transportation	\$ 35.00	\$	37.00	

Recommendation: That award be made to Bidder #1, Managed Transportation Services, Inc., as the lowest responsible bidder.
 FY 2016/2017 Budget \$133,000.00
 Account #: 14017-54410

N-4

MOTION:

Agenda Item N-5

To Approve the Attached Resolution in Support of State Project #51-269,
Reconstruction of South Main Street at New Britain Avenue and Railroad Avenue.

NOTE: A well-attended public informational meeting was held on June 20, 2016. During the meeting, the preliminary design plans were discussed, which includes adding exclusive left turn lanes on South Main Street for vehicles destined for both New Britain Avenue and Railroad Avenue. In addition, a right turn lane is proposed on New Britain Avenue and a new traffic control signal will be installed to maximize the intersection's efficiency. The traffic control signal at the intersection of South Main Street at Mill Street will be modified to improve efficiency and a new traffic control signal at South Main Street at Farmington Avenue will be installed. The Farmington Canal Heritage Trail will also be enhanced through the addition of a marked crosswalk, signage, and rapid flashing beacons.

This Resolution will be sent to the Department of Transportation and will allow the project to advance from the preliminary design phase to final design. Funding for the project will be through the STP Urban Program, which will be 80% Federal, 10% State and 10% Town of Farmington. The Town's portion of the funding is included in the Town's Capital Improvement Budget.

Attachment

N-5

**Town of Farmington
Resolution
State Project #51-269 Reconstruction of South Main Street at New Britain
Avenue and Railroad Avenue**

WHEREAS, the Town of Farmington has published a legal notice display ad, mailed a news release to required officials and agencies, and mailed a formal letter to abutting property owners, announcing a public informational meeting on the proposed STP Urban Transportation project known as State Project #51 - 269 Reconstruction of South Main Street (State Route 177) at New Britain Avenue and Railroad Avenue.; and

WHEREAS, a public informational meeting was held on June 20, 2016 at 7:00 pm in the Farmington Community and Senior Center located at 321 New Britain Avenue, at which meeting the residents had an opportunity to voice their concerns; and

WHEREAS, the Capital Region Council of Governments has selected this project as a regional priority and has agreed to utilize federal funds for design, rights-of-way and construction activities; and

WHEREAS, all phases (preliminary engineering, right of way and construction) will be performed by the Town of Farmington or its consultant, utilizing 80% Federal funds, 10% state funds and 10% Town of Farmington for all phases.

WHEREAS, the Farmington Town Council has considered the concerns of the residents from the public informational meeting and previous public meetings and finds that the proposed project, State #51 - 269 Reconstruction of South Main Street at New Britain Avenue and Railroad Avenue is in the best interest of the Town of Farmington, and will promote the health, safety and general welfare of its residents and provide for convenience and safety of the motoring public. The Town will continue to address the concerns of residents and other interested parties as the design development of the project proceeds.

NOW THEREFORE, the Town of Farmington, based on the above information, and by virtue of this resolution, hereby fully supports the proposed project.

MOTION:

Agenda Item N-6

To approve the following property tax refunds:

NAME	REASON	AMOUNT
1)Ari Fleet	Assessor's adjustment	\$232.92
2)Cab East LLC	Assessor's adjustment	\$86.21
3)Ehrlich Interiors LLC	Assessor's adjustment	\$139.82
4)Honda Lease Trust	Assessor's adjustment	\$362.80
5)R. & A. McIntyre	Assessor's adjustment	\$1,270.31
6)Ryder Truck Rental LT	Assessor's adjustment	\$103.99
7)Vault Trust	Assessor's adjustment	\$52.21
	Grand total:	\$2,248.26

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.