

**TOWN OF FARMINGTON, CT.  
OFFICE OF THE TOWN MANAGER  
REGULAR TOWN COUNCIL MEETING**

**DATE:** December 13, 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:** COUNCIL CHAMBERS

**AGENDA**

- A. Call to Order
- B. Pledge of Allegiance
- C. Presentations and Recognitions.
  - 1. Proclamation - Joseph J. Scarrozzo
  - 2. Farmington High School Building Committee  
Members of the Farmington High School Building Committee will be presenting three draft options for Town Council input.
- D. Public Hearing  
None
- E. New Items
- F. Public Comment
- G. Reading of Minutes.
  - 1. November 15, 2016 Regular Town Council Meeting
- H. Reading of Communications and Written Appeals
  - 1. Sharyn Holmes and Andrea Bouchard - Senior Center Correspondence
  - 2. Unionville Historic District and Properties Commission Correspondence
- I. Report of Committees
  - 1. UConn Health 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 Building 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 –State Grant Estimate Report, Transportation Safety and Improvements Study Public Meeting, Neglected Cemetery Grant

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 (Hammerberg)(D)
5. Farmington Historic District Commission Alternate (Haviland)(R)
6. Housing Authority (Mason)(D)
7. Joint Green Efforts Committee (Foote)
8. Joint Green Efforts Committee (Olivo)
9. Farmington Valley Health District (Coykendall) (R)
10. Farmington Valley Health District (Eagen) (U)
11. Farmington Valley Health District (Parlow) (D)

M. Old Business. None

N. New Business

1. To disband the Web Page Committee and thank them for their work
2. That the taxes due on the October 1, 2015 Grand List for the property known as 8809 Settlement Road be abated.
3. That the taxes due on the October 1, 2015 Grand List for the property known as 8885 South Ridge Road be abated.
4. To Award Bid # 251 "Janitorial Service at Various Town Buildings" to Choice Service Solutions, LLC of East Windsor, Connecticut at a low bid price of \$79,583.80.
5. To approve Property Tax Refunds.

O. Executive Session

1. Land Acquisition

P. Adjournment

## TOWN OF FARMINGTON PROCLAMATION

WHEREAS, Joseph J. Scarrozzo was born on December 10, 1916, and was raised in New Britain, CT, and was chosen to study art under Sanford Low at the New Britain Art League, and;

WHEREAS, Joseph J. Scarrozzo won a national art competition in 1932 and received a four-year scholarship to the Vesper George School of Art in Boston, and;

WHEREAS, Joseph J. Scarrozzo returned to New Britain in 1933 to provide for his four sisters and widowed mother during the Great Depression, and;

WHEREAS, Joseph J. Scarrozzo worked as a muralist from 1936 to 1939 with Sanford Low and Walter Korder, and for the Workers Progress Administration under President Franklin Delano Roosevelt, and;

WHEREAS, Joseph J. Scarrozzo spent several years working as a laborer at Stanley Works in New Britain and was later employed at Pratt & Whitney Aircraft for many years, and;

WHEREAS, Joseph J. Scarrozzo married Angelina Maria Latina in 1944, moving to Farmington and into the home he built in 1955 where together they raised six children: John, Robert, Anthony, Thomas, Jean, and Joan, and;

WHEREAS, Joseph J. Scarrozzo was a loyal member and past president of the New Britain Art League, and lifetime member of the Connecticut Water Color Society as well as the New Haven Paint and Clay Club, and;

WHEREAS, Joseph J. Scarrozzo has several works residing in the permanent collections of the Wadsworth Atheneum Museum of Art and New Britain Museum of American Art.

NOW THEREFORE, the Town of Farmington Town Council hereby wishes Joseph J. Scarrozzo a very happy 100<sup>th</sup> birthday and officially declares December 13<sup>th</sup> as "Joseph Scarrozzo Day" in Farmington.

Dated at Farmington, Connecticut this 13<sup>th</sup> day of December, 2016.

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Nancy W. Nickerson  
Chair, Farmington Town Council

**THE TOWN OF FARMINGTON**

**SENIOR CENTER**

321 New Britain Avenue  
Unionville, CT 06085  
PH: (860) 675-2490  
FAX: (860) 675-2560



INCORPORATED 1643

Sharyn Holmes, SC Coordinator  
holmess@farmington-ct.org  
Andrea Bouchard, Program Assistant  
boucharda@farmington-ct.org

November 14, 2016

Dear Nancy Nickerson and Members of the Town Council,

We are honored and privileged to have received a proclamation from the members of the Town Council recognizing the significant role a Senior Center has in the community.

Senior Centers are not what they use to be. They are now a focal point and gateway to the nation's aging networks. This role will continue to expand across our nation and have an increasing impact on structuring the quality of life for older adults. In collaboration with the rest of our department, we are able to meet our town seniors' needs for senior services, supportive services, social services, recreation and community involvement.

For the past fiscal year, we provided 1,814 programs that were attended by 21,628 participants. With your support we will continue to provide the Farmington Community with diverse programming. Our major focus for this year will be Fitness, Learning, Purpose and Friendship. According to one of our seniors, "The Senior Center is a lifeline to me for activities, information and socialization. I am not sure where I would be without it. The Town of Farmington is fortunate to have one of the best."

With sincere appreciation,

*Sharyn Holmes*  
*Andrea Bouchard*

Sharyn Holmes, SC Coordinator  
Andrea Bouchard, Program Assistant



December 5, 2016

Ms. Nancy Nickerson, Town Council Chair  
Farmington Town Council  
1 Monteith Dr.  
Farmington, CT 06032

Dear Ms. Nickerson,

On behalf of the Unionville Historic District and Properties Commission, we would like to provide you and the members of the Farmington Town Council with a copy of the Unionville Walking Tours book, enclosed. The self-guided Walking Tours book takes you through six historically significant areas of Unionville. This book was made possible through your support of the Commission, the generosity of Thrivent Financial, Sanford and Hawley, and Scully, Nicksa & Reeve, LLP, and the hard work and dedication of the volunteers of the Commission.

We hope you enjoy browsing through the book as you enjoy a walk through our Historic Unionville Village.

Best regards,

Lisa Johnson, Chair  
Matthew Pogson, Vice chair  
Howard Martin

Matthew Ross, Secretary  
Sherry Horton  
Diana Meyer

Christopher Forster  
Robert Hoffman  
Ann Vibert Wuelfing



Cc: Kathleen Eagen, Farmington Town Manager  
Shannon Rutherford, Assistant Town Planner  
File



MOTION:

Agenda Item K

**State Grant Estimate Report**

Attached is the State Grant Estimate Report as of November 30, 2016.

**Transportation Safety and Improvements Study Public Meeting**

The Town of Farmington in conjunction with the Capital Region Council of Governments (CRCOG) has a Transportation Safety and Improvements Study underway for the Farmington Medical Center Area. The study is currently in its initial phases and is anticipated to be completed in early 2018.

It is the Town of Farmington's and CRCOG's policy to keep persons informed and involved when such studies are undertaken. It is important that the community share its concerns to assist in the study's development and final recommendations. The study's first Public Information Meeting will be held on December 14th, 2016 at 16 Munson Road, Farmington, CT. The meeting's format will consist of a 6:30 to 7:00 p.m. Open House followed by a Presentation and Discussion from 7:00 to 8:30 p.m.

**Neglected Cemetery Grant**

The Office of Policy and Management (OPM) has announced that Farmington has been awarded a \$2,000 grant under the Neglected Cemetery Account Grant Program. This program was established in 2014 to make grants available to municipalities to help offset the costs of maintaining qualifying neglected cemeteries.

The funds will be used at the Scott Swamp Cemetery. It will go towards straightening and repairing of Memorial Stones once per year; repairing fences and walls once per year; clearing weeds, briars and bushes three times per year; leaf clean-up once per year, and periodic maintenance as needed.

**FY2016/2017  
STATE GRANT ESTIMATES  
AS OF NOVEMBER 30, 2016**

<b>ACCOUNT DESCRIPTION</b>	<b>FY16/17 ADOPTED BUDGET</b>	<b>PER STATE OPM*</b>	<b>VARIANCE</b>	<b>RECEIVED TO 11/30/2016</b>
PILOT: STATE PROPERTY	3,086,385	3,134,814	48,429	3,134,814
PILOT: COLLEGES & HOSPITALS	29,924	29,691	(233)	29,691
PEQUOT/MOHEGAN FUND GRANT	29,874	29,796	(78)	-
REVENUE SHARING-PROJECTS	545,804	545,804	-	-
REVENUE SHARING- SALES TAX	241,319	335,287	93,968	335,287
TOWN AID ROADS	373,341	373,438	97	186,719
EDUCATION GRANTS (ECS)	1,181,846	1,289,833	107,987	322,458
PUBLIC SCHOOL TRANSPORTATION GRT	16,577	-	(16,577)	-
<b>TOTAL</b>	<b>5,505,070</b>	<b>5,738,663</b>	<b>233,593</b>	<b>4,008,969</b>

\* Source: State of Connecticut FY2015, FY2016 and FY2017 Estimates of State Formula Aid to Municipalities  
August 11, 2016

MOTION: Agenda Item L-1

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, 2021. (Hammerberg) (D)

MOTION: Agenda Item L-5

That \_\_\_\_\_ be appointed as an **Alternate** to the Farmington Historic District Commission for the balance of a three-year term beginning immediately and ending September 30, 2019. (Haviland) (R)

MOTION: Agenda Item L-6

That \_\_\_\_\_ be appointed to the Housing Authority for the balance of a five-year term beginning immediately and ending September 30, 2021. (Mason) (D)

MOTION: Agenda Item L-7

That \_\_\_\_\_ be appointed to the Joint Green Efforts Committee beginning immediately for an indefinite term. (Foote)

MOTION: Agenda Item L-8

That \_\_\_\_\_ be appointed to the Joint Green Efforts Committee beginning immediately for an indefinite term. (Olivo)

**MOTION:**

**Agenda Item L-9**

That \_\_\_\_\_ be appointed to the Farmington Valley Health District for a three-year term beginning immediately and ending December 31, 2019.  
(Coykendall) (R)

**MOTION:**

**Agenda Item L-10**

That \_\_\_\_\_ be appointed to the Farmington Valley Health District for a three-year term beginning immediately and ending December 31, 2019. (Eagen)  
(U)

**MOTION:**

**Agenda Item L-11**

That \_\_\_\_\_ be appointed to the Farmington Valley Health District for a three-year term beginning immediately and ending December 31, 2019. (Parlow)  
(D)

**MOTION:**

Agenda Item N-1

To disband the Web Page Committee and thank them for their work.

**NOTE:** The Web Page Committee has completed their charge. The original charge of the committee was to review the Town of Farmington web page and recommend improvements to enhance public services. The new web page was launched in May 2016 and continues to be updated as needed. The Web Page Committee was chaired by Councilman Jon Laundry. He was joined by Councilman John Vibert and staff members Erica Robertson and Brian Rush.

**MOTION:**

**Agenda Items N-2**

That the taxes due on the October 1, 2015 Grand List for the property known as 8809 Settlement Road be abated.

**NOTE:** This property was acquired by the Town of Farmington as open space during July of 2016. As of that date it became exempt from property taxation. However as of the October 1, 2015 Grand List date it was considered taxable and taxes were levied in the amount of \$290.54 for the 2016/2017 Fiscal Year. This motion would abate the tax installments due on July 1, 2016 and January 1, 2017. The Town Council has approved similar requests in the past.

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

**MOTION:**

**Agenda Item N-3**

That the taxes due on the October 1, 2015 Grand List for the property known as 8885 South Ridge Road be abated.

**NOTE:** This property was acquired by the Town of Farmington as open space during July of 2016. As of that date it became exempt from property taxation. However as of the October 1, 2015 Grand List date it was considered taxable and taxes were levied in the amount of \$3,972.70 for the 2016/2017 Fiscal Year. This motion would abate the tax installments due on July 1, 2016 and January 1, 2017. The Town Council has approved similar requests in the past.

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

**MOTION:**

Agenda Item N-4

To Award Bid # 251 "Janitorial Service at Various Town Buildings" to Choice Service Solutions, LLC of East Windsor, Connecticut at a low bid price of \$79,583.80.

**NOTE:** This bid is to contract with a qualified vendor to perform janitorial services in nine (9) Town Buildings. Choice Service Solutions submitted the lowest responsible bid and has been recommended, based upon a review of their qualifications and following a meeting with various Town Department Heads. The estimated value of this contract is \$79,583.80. The award is for the period from January 1, 2017 through December 31, 2019 with an option to renew for two additional 1-year periods contingent upon the Town of Farmington's satisfaction with the services performed by the vendor and sufficient funding being included in the budget for each year.

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

TOWN OF FARMINGTON BID TALLY SHEET

Agenda Item N-4

LOCATION/DESCRIPTION	Bidder 1	Bidder 2	Bidder 3	Bidder 4	Bidder 5	Bidder 6	Bidder 7
Location 1: Town Hall - 1 Monteith Drive	S.J. Services Danvers, MA	Uncle Sam's Contractors, LLC East Windsor, CT	Choice Service Solutions, LLC Farmington, CT	Performance Environmental Services LLC New Haven, CT	Renata's Cleaning Service Berlin, CT	Redstone Maintenance Services Kensington, CT	Horizon Services East Hartford, CT
	Base Price(4weeks): \$964.00 Estimated Yearly Price: \$11,568.00	\$997.00 \$11,964.00	\$966.00 \$11,592.00	\$699.00 \$8,384.00	\$1,000.00 \$12,000.00	\$775.00 \$9,300.00	\$797.00 \$9,564.00
Location 2: Staples House - 2 Monteith Drive	Base Price(4weeks): \$748.00 Estimated Yearly Price: \$8,976.00	\$884.00 \$10,608.00	\$772.80 \$9,273.60	\$527.00 \$6,319.00	\$800.00 \$9,600.00	\$640.00 \$7,680.00	\$709.00 \$8,508.00
Location 3: Highway Garage - 544 New Britain Ave., Unionville	Base Price(4weeks): \$282.00 Estimated Yearly Price: \$3,384.00	\$710.00 \$8,520.00	\$257.60 \$3,091.20	\$171.00 \$2,048.00	\$300.00 \$3,600.00	\$550.00 \$6,600.00	\$188.00 \$2,256.00
Location 4: Grounds Building - 544 New Britain Ave., Unionville	Base Price(4weeks): \$282.00 Estimated Yearly Price: \$3,384.00	\$0.00 \$0.00	\$257.60 \$3,091.20	\$280.00 \$3,361.00	\$400.00 \$4,800.00	\$150.00 \$1,800.00	\$376.00 \$4,512.00
Location 5: Police Department -319 New Britain Ave., Unionville	Base Price(4weeks): \$2,108.00 Estimated Yearly Price: \$25,296.00	\$1,825.00 \$21,900.00	\$1,770.00 \$21,240.00	\$2,105.00 \$25,257.00	\$1,990.00 \$23,880.00	\$2,240.00 \$26,880.00	\$3,289.00 \$39,468.00
Location 6: Senior/Community Center - 321 New Britain Ave., Unionville	Base Price(4weeks): \$1,258.00 Estimated Yearly Price: \$15,096.00	\$1,010.00 \$12,120.00	\$1,490.00 \$17,880.00	\$1,833.00 \$22,002.00	\$1,550.00 \$18,600.00	\$1,680.00 \$20,160.00	\$2,196.00 \$26,352.00
Location 7: Tunxis Mead Park Restrooms	Base Price(4weeks): \$264.00 Estimated Yearly Price: \$3,168.00	\$610.00 \$7,320.00	\$520.00 \$6,240.00	\$200.00 \$2,399.00	\$600.00 \$7,200.00	\$500.00 \$6,000.00	\$522.00 \$6,264.00
Location 8: WWGC Clubhouse - 7 Westwoods Drive,	Base Price(4weeks): \$348.00 Estimated Yearly Price: \$2,784.00	\$200.00 \$1,600.00	\$386.40 \$3,091.20	\$819.00 \$6,555.00	\$480.00 \$3,840.00	\$800.00 \$6,400.00	\$570.00 \$4,560.00
Location 9: WWGC Maintenance Garage - 7 Westwoods Drive,	Base Price(4weeks): \$116.00 Estimated Yearly Price: \$1,392.00	\$200.00 \$2,400.00	\$128.80 \$1,545.60	\$162.00 \$1,947.00	\$100.00 \$1,200.00	\$240.00 \$2,880.00	\$218.00 \$2,616.00
<b>TOTAL ESTIMATED COST PER MONTH</b>	<b>\$6,370.00</b>	<b>\$6,436.00</b>	<b>\$6,549.20</b>	<b>\$6,796.00</b>	<b>\$7,220.00</b>	<b>\$7,575.00</b>	<b>\$8,865.00</b>
<b>TOTAL ESTIMATED COST PER YEAR</b>	<b>\$75,048.00</b>	<b>\$76,432.00</b>	<b>\$77,044.80</b>	<b>\$78,272.00</b>	<b>\$84,720.00</b>	<b>\$87,700.00</b>	<b>\$104,100.00</b>

TOWN OF FARMINGTON BID TALLY SHEET

Agenda Item N-4

Bid # 251: Janitorial Service at Various Town Buildings  
 Bid opening: 11am Fri., 10/21/16

ESTIMATED YEARLY CLEANING PRICE (all locations):	Bidder 1	Bidder 2	Bidder 3	Bidder 4	Bidder 5	Bidder 6	Bidder 7
	Town Hall- Scrubbing of flooring (lobby, hallways, departmental entrances) 2 coats hi-traffic, non-slip, over 18% solids finish (3/yr)	S.J. Services Danvers, MA	Uncle Sam's Contractors, LLC East Windsor, CT	Choice Service Solutions, LLC Farmington, CT	Performance Environmental Services LLC New Haven, CT	Renata's Cleaning Service Berlin, CT	Redstone Maintenance Services Kensington, CT
Highway & Grounds- Scrubbing of flooring 2 coats hi-traffic, non-slip, over 18% solids finish (2/yr)	Base Price(once): \$740.00 Estimated Yearly Price: \$2,220.00	Base Price(once): \$521.62 Estimated Yearly Price: \$1,564.86	Base Price(once): \$325.00 Estimated Yearly Price: \$975.00	Base Price(once): \$619.00 Estimated Yearly Price: \$1,857.00	Base Price(once): \$948.00 Estimated Yearly Price: \$2,845.00	Base Price(once): \$450.00 Estimated Yearly Price: \$1,350.00	Base Price(once): \$450.00 Estimated Yearly Price: \$1,350.00
Town Hall - Spray-buff (non-skid substance) on all flooring (monthly)	Base Price(once): \$200.00 Estimated Yearly Price: \$2,400.00	Base Price(once): \$189.68 Estimated Yearly Price: \$2,276.16	Base Price(once): \$100.00 Estimated Yearly Price: \$1,200.00	Base Price(once): \$149.00 Estimated Yearly Price: \$1,788.00	Base Price(once): \$100.00 Estimated Yearly Price: \$1,200.00	Base Price(once): \$100.00 Estimated Yearly Price: \$1,200.00	Base Price(once): \$100.00 Estimated Yearly Price: \$1,200.00
ESTIMATED YEARLY SCRUB AND SPRAY PRICE (all locations):	\$5,340.00	\$4,887.02	\$2,539.00	\$4,939.00	\$5,085.00	\$3,450.00	\$16,055.00
TOTAL ESTIMATED YEARLY COST :	\$80,388.00	\$81,319.02	\$79,583.80	\$83,211.00	\$89,805.00	\$91,150.00	\$120,155.00

RECOMMENDATION: That award be made to Bidder # 3 Choice Service Solutions, LLC  
 ACCOUNT: Various  
 BUDGET: \$83,000

MOTION:

To Approve the Following Property Tax Refunds.

NAME	REASON	AMOUNT
1)5 Two Mile Rd Assoc.	Adjustment	\$156.64
2)Steven Baily	Erroneous payment	\$3,367.39
3)Harold Beam	Over payment	\$235.00
4)M & R Borgia	Assessor's adjustment	\$46.12
5)Bristol Farms Assoc.	Over payment	\$156.64
6)Cab East LLC	Assessor's adjustment	\$422.34
7)CCAP Auto Lease	Assessor's adjustment	\$521.19
8)Robert Donald	Assessor's adjustment	\$263.98
9)K & S Ferraro	Assessor's adjustment	\$8.82
10)Financial Service Veh	Assessor's adjustment	\$997.25
11)Miriam Greenfield	Assessor's adjustment	\$33.83
12)Hann Auto Trust	Assessor's adjustment	\$34.83
13)Lyudmila & Pavlo Hnatyuk	Assessor's adjustment	\$176.26
14)Shawn Hoar	Over payment	\$242.05
15)Honda Lease Trust	Assessor's adjustment	\$420.93
16)Hyundai Lease Titling	Assessor's adjustment	\$692.21
17)Rajni Mishra	Assessor's adjustment	\$31.24
18)Nissan Infiniti LT	Assessor's adjustment	\$971.11
19)Jane Paquet	Assessor's adjustment	\$58.55
20)S & L Preleski	Assessor's adjustment	\$5.39
21)Viturino Sarmiento	Assessor's adjustment	\$38.77
22)SCB Holdings LLC	Assessor's adjustment	\$313.28
23)Toyota Lease Trust	Assessor's adjustment	\$222.35
24)L & D Turner	Assessor's adjustment	\$27.17
25)USB Leasing LT	Assessor's adjustment	\$246.33
26)Vault Trust	Assessor's adjustment	\$2,038.36
	<b>TOTAL:</b>	<b>\$11,728.03</b>

**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.**