



PLEASE JOIN US FOR A RECEPTION FOR NEWLY ELECTED OFFICIALS

PRIOR TO THE TOWN COUNCIL MEETING, THERE WILL BE A
SWEARING IN CEREMONY FOR ALL NEWLY ELECTED
OFFICIALS WITH A BRIEF RECEPTION TO FOLLOW.

TUESDAY • JANUARY 9, 2018 • 6:00PM-7:00PM
TOWN HALL COUNCIL CHAMBERS
1 MONTEITH DRIVE

****CAKE & COFFEE WILL BE SERVED****

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

***** RECEPTION FOR NEWLY ELECTED OFFICIALS***
6:00 P.M. - 7:00 P.M.**

DATE: January 9, 2018
(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. Pledge of Allegiance
- B. Call to Order
 - 1. To appoint an Acting Chair of the Town Council
 - 2. To adopt the "Rules of Procedure" (attachment)
- C. Presentations and Recognitions
 - 1. Eagle Scout- Nicholas Rossitto
 - 2. Eagle Scout – Daniel Rock
- D. Public Hearing
 - 1. None
- E. New Items
- F. Public Comments
- G. Reading of Minutes
 - 1. December 12, 2017 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

- 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 - 2018 Town Council Budget Schedule, Nutmeg TV Air Dates, State Legislators' Invitation, Town Council Photo Shoot, Community and Recreational Services Update, State Grants Update, Upcoming Town Council Meetings, Road Master Program

- L. Appointments.
 - 1. Corporation Counsel
 - 2. Assistant Corporation Counsel
 - 3. Bond Counsel
 - 4. Labor Counsel
 - 5. Land Use/Environmental Counsel
 - 6. Treasurer
 - 7. Deputy Treasurer
 - 8. Depositories for Town Funds
 - 9. Town Council Liaisons/Committees
 - 10. Building Code Board of Appeals (Hammerberg) (D)
 - 11. Inland Wetlands Commission **Alternate** (Markuszkka) (R)
 - 12. Farmington Historic District Commission **Alternate** (Charette) (D)
 - 13. Green Efforts Commission (Hinze) (R)
 - 14. North Central Regional Mental Health Board (Wienke) (R)
 - 15. North Central Regional Mental Health Board (Parady) (U)
 - 16. Plainville Area Cable TV Advisory Council (R)
 - 17. Plainville Area Cable TV Advisory (Hall) (R)
 - 18. Retirement Board (Allen)
 - 19. Retirement Board (Brochu)
 - 20. Retirement Board (Clark)
 - 21. Retirement Board (Cunningham)
 - 22. Retirement Board (Egan)
 - 23. Retirement Board (Ingvertsen)
 - 24. Retirement Board (Leary)
 - 25. Retirement Board (Miller)
 - 26. Retirement Board (Porter)
 - 27. Retirement Board (Valenti)

28. Tourism Central Regional District (Bernier) (R)

M. Old Business. None

N. New Business

1. To consider and take action on the 2018 Blighted Building List.
2. To set a Special Town Council Meeting.
3. To review and approve the Capital Improvement Policy.
4. To review and approve the Debt Management Policy.
5. To review and approve the Reserve Policy.
6. To review and approve the Employee Health Self-Insurance Fund Reserve Policy.
7. To Appoint Funeral Directors, Selected by the Town Clerk, as Sub-Registrars for the Town of Farmington until January 3, 2022.
8. To approve Property Tax refunds.

O. Executive Session – None.

MOTION:

Agenda Item B-1

To appoint _____ as Acting Town Council Chair.

NOTE: The Town Council shall elect an Acting Chair at its first meeting in January, following a municipal election, in accordance with Section C3-2 of the Farmington Town Charter.

MOTION:

Agenda Item B-2

That the attached "Rules of Procedure" be adopted for the term of this Town Council effective January 9, 2018.

Attachment

Chapter A205

RULES OF PROCEDURE

- § A205-1. Meetings; agenda.
- § A205-2. Robert's Rules of Order to prevail.
- § A205-3. Procedure at Council meetings.
- § A205-4. Order of business, second Tuesday
- § A205-4.1 Order of business, fourth Tuesday
- § A205.5. New items.
- § A205-6. Charter references.
- § A205-7. Acting Chair.
- § A205-8. Code of conduct.

[HISTORY: Adopted by the Town Council of the Town of Farmington 7-1-1991, as amended through 1-8-2002. Subsequent amendments noted where applicable.]

GENERAL REFERENCES

Code of Ethics – See Ch. 24.

§ A205-1. Meetings; agenda.

- A. Regular Council meetings shall be held on the second and fourth Tuesday of each month.
- B. Each meeting shall start at 7:00 p.m.
- C. The Council agenda with supporting material shall be delivered to Council members the Thursday preceding each meeting. The deadline for regular items to be included in the agenda shall be 4:30 p.m. on the Tuesday prior to the regular meeting.
- D. Additional special Council meetings may be called by the Chair. Any Council member may request that a special Council meeting be called. In the event the Chair declines to call a special Council meeting, three members of the Council may call a special Council meeting.
- E. Agendas for all Council meetings shall be prepared by the Town Manager in consultation with the Chair.

§ A205-2. Robert's Rules of Order to prevail.

The proceedings of the Council shall be conducted in accordance with Robert's Rules of Order.

§ A205-3. Procedure at Council meetings.

- A. Each member shall be provided with an agenda in advance of each meeting.
- B. Voting.
 - (1) All votes shall be "aye" or "nay," and the vote of each member shall be recorded. In cases where there are no "nays" or "ayes," the Clerk shall record the vote as unanimous, unless a member

who did not cast an audible vote requests that his or her vote be recorded otherwise. The Clerk shall have ample time to record the vote before moving on to the next agenda item.

- (2) All members present shall vote on each question, except when a member has, or believes he or she has, a conflict of interest. In such circumstance, the member shall comply with the Code of Ethics, Chapter 24 of the Farmington Code.
- (3) A motion to limit or extend limits of debate, a motion for the previous question (i.e., to “call the question”) or a motion to suspend, alter or amend these rules of procedure shall require a two-thirds vote of the members present, but not fewer than four affirmative votes.
- (4) Public comments may be limited to five minutes per speaker at the discretion of the Chair.

§ A205-4. Order of business.

The order of business of the regular Council meeting held on the second Tuesday of each month shall be as follows:

- A. Call to order.
- B. Pledge of Allegiance.
- C. Presentations and recognitions.
- D. Public hearing.
- E. New items.
- F. Public comments.
- G. Reading of minutes.
- H. Reading of communications and written appeals.
- I. Report of Council Chair and liaisons.
- J. Report of committees.
- K. Report of Town Manager.
- L. Appointments.
- M. Old business.
- N. New business.
- O. Executive session (by 2/3 vote).
- P. Adjournment.

§ A205-4.1. Order of business fourth Tuesday.

The order of business of the regular Council meeting held on the fourth Tuesday of each month shall be as follows:

- A. Call to order.
- B. Pledge of Allegiance.
- C. Public comments.
- D. Consideration of special topics.
- E. New Business (if needed)
- F. Adjournment.

§ A205-5. New items.

By a two-thirds affirmative vote of the full Council membership, any item received after the deadline and which is considered to either be an emergency or a matter of sufficient import to warrant special consideration may be introduced and, if added to the agenda, may be considered a part of the agenda at a regular meeting. If new items are presented to the Council, whether from the public or from the Council, their addition to the agenda shall be considered before the public comment portion of the meeting in order to give the public the opportunity to comment on those agenda items.

§ A205-6. Charter references.

The following sections of the Town Charter are referred to or quoted for the procedure guidance of the Council:

- A. Section C3-2: “The Chair of the Council shall preside over all meetings of the Council. A vacancy in the office of the Chair of the Council, from whatever cause arising, shall be filled by appointment by the Council for the unexpired balance of the term, in accordance with C2-3 above. The Council at its first meeting shall appoint from among its members an Acting Chair who shall have all powers, duties and responsibilities of the Chair of the Council in the Chair’s absence or incapacity.”
- B. Section C3-4: “The presence of four members shall constitute a quorum, but no ordinance, resolution or vote except a vote to adjourn or fix the time and place of its next meeting or to fill a vacancy in an elective office after a sixty-day impasse has occurred, shall be adopted by fewer than four affirmative votes.”

§ A205-7. Acting Chair.

The Council shall elect an Acting Chair at its first meeting in January, following a municipal election, in accordance with Section C3-2 of the Farmington Town Charter.

§ A205-8. Code of conduct.

It is the obligation and responsibility of a Council member not to interfere with or intervene in the implementation by the Town Manager or other Town official of the policy or decision adopted by the Council and not divulge to anyone any aspect of matters considered and discussed in executive session. Each Council member shall act in complete accordance with the provisions and tenor of this section, and

should any Council member fail to so act, such failure shall subject such member to censure, reprimand or such other action deemed appropriate by the Council.

01-01-2014

PROCLAMATION

WHEREAS, the Boy Scouts of America help train the youth of our community with skills which 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, Nicholas Rossitto from Troop 170 Boy Scouts of America recently completed the requirements for Eagle Scout, and

WHEREAS, for his project, Nicholas Rossitto rehabilitated trails in the Farmington Memorial Forest which included facilitating many improvements to an overgrown trail and creating two additional trails that that connected the initial trail to the rest of the trails, and

WHEREAS, Nicholas Rossitto worked with the Town staff to verify that the trails he created did not encroach on the wetlands in the forest, and

WHEREAS, Nicholas Rossitto has maintained an active role in Boy Scouts of America, leading his troop as Senior Patrol Leader, and is currently the Junior Assistant Scoutmaster, and

WHEREAS, Nicholas Rossitto is an exceptional scholar as he is member of the National Honor Society, Spanish National Honor Society, and the Tri M National Honor Society, and

WHEREAS, Nicholas Rossitto demonstrates leadership as the Captain of the Farmington High School Crew Team and is a recipient of the Alexander P. Franklin Leadership Award, and

WHEREAS, as a result of Nicholas Rossitto's work, the lives of the people of Farmington will be enriched and enhanced.

NOW, THEREFORE, BE IT RESOLVED, that on behalf of the Farmington Town Council, we hereby extend to Nicholas Rossitto our best wishes and we hereby proclaim January 9, 2018 as Nicholas Rossitto Day in Farmington, Connecticut.

Dated at Farmington, Connecticut this 9th day of January 2018.

Nancy W. Nickerson
Chair, Farmington Town Council

PROCLAMATION

WHEREAS, the Boy Scouts of America help train the youth of our community with skills which 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, Daniel Rock from Troop 170 Boy Scouts of America recently completed the requirements for Eagle Scout, and

WHEREAS, Daniel Rock's project was the creation of a series of trails on Farmington Town Open Space, which are now known as Taine Mountain Trails, and

WHEREAS, the work performed on his project included blazing and mapping the trails, installing water bars to prevent erosion, creating and installing two trail signs, removing rubbish, and marking off surrounding private land, and

WHEREAS, Daniel Rock is a member of the National Honor Society, a violist in the Farmington High School Orchestra and a Co-Captain of the Track Team, and

WHEREAS, Daniel Rock is an exceptional scholar, as he was a recipient of the "All-Academic Team Award" and the "NCCC Scholar Athlete Award" and,

WHEREAS, as a result of Daniel Rock's work, the lives of the people of Farmington will be enriched and enhanced.

NOW, THEREFORE, BE IT RESOLVED, that on behalf of the Farmington Town Council, we hereby extend to Daniel Rock our best wishes and we hereby proclaim January 10, 2018 as Daniel Rock Day in Farmington, Connecticut.

Dated at Farmington, Connecticut this 9th day of January 2018.

Nancy W. Nickerson
Chair, Farmington Town Council

MOTION:

Agenda Item K

Report of Town Manager – 2018 Town Council Budget Schedule, Nutmeg TV Air Dates, State Legislators’ Invitation, Town Council Photo Shoot, Community and Recreational Services Update, State Grants Update, Upcoming Town Council Meetings, Road Master Program

2018 Town Council Budget Schedule

For your reference, attached is the 2018 Town Council meeting schedule for the upcoming budget meeting(s), workshop(s), Annual Town Meeting(s) and Referendum(s).

Nutmeg TV Air Dates

For your information, the 2018 Town Council meetings can be viewed on Nutmeg TV’s Community Channel 96, and U-Verse’s Channel 99 at the following times:

Sundays	6:00 a.m. & 9:00 p.m.
Fridays	12:00 a.m., 3:00 a.m., 6:00 a.m., 9:00 a.m., 12 noon, 3:00 p.m., 6:00 p.m., 9:00 p.m.
Saturdays	12 noon

The meetings are also available on Nutmeg TV on Demand a few days after the meetings take place.

State Legislators Invitation

It is customary to invite Farmington’s state legislators to attend a Town Council Meeting in February. It is my intent to contact the state legislators and invite them to attend the first Town Council meeting in February to give a short presentation to the Town Council regarding the upcoming state budget and legislative session.

Town Council Photo Shoot

Please arrive promptly at 6:30 p.m. on January 23, 2018 in the Council Chambers for a photo shoot prior to the 7:00 p.m. Town Council meeting. Bob DeFosses from DeFosses Photography will take a professional picture of the Town Council members for the Town’s website and for the Council Chamber’s photo library.

Community and Recreational Services Update

The Community Services Holiday Programs were a great success this year, with more than 235 families registered, 435 meal baskets, and 203 children received holiday gifts. The organization and coordination of collaborators, sponsors and fund/foodraising drives encompass months of work through social services. Our town is fortunate to have such a giving spirit among: town employees, residents, businesses and civic organizations that work alongside us and support our programs and services.

The season kicked off with the Thanksgiving holiday and a longstanding partnership with the Farmington Police Department. Community Services Staff, Police officers and Community Emergency Response Team (CERT) worked together at the Thanksgiving food drive, raising funds and food items to fill 125 bags containing complete meals for our low-income neighbors. Another 88 baskets were contributed by community sponsors, totaling 213 Thanksgiving baskets, most delivered by CERT volunteers.

The drive was followed by our annual community Thanksgiving dinner on Thanksgiving Day. The dinner was attended by more than 75 local residents, including many seniors, disabled community members, and those without family nearby. It took over a dozen volunteers and staff to prepare, cook and serve the meal, as well as facilitate the delivery of 11 dinners to elderly, homebound residents.

Early in December, the Rotary Club hosted a special holiday celebration for the elderly within our community. Our social workers and senior center staff along with Services for the Elderly invited those seniors who would benefit from a holiday event. Most of the seniors invited are isolated and for some this was their only holiday celebration. Community Services provided transportation, a Santa and coordinated the invites. The Rotary provided a wonderful dinner, entertainment and a gift for all seniors in attendance. 78 seniors attended this year.

After Thanksgiving, the winter holiday programs filled December with events and goodwill. More than 80 donors sponsored local families for holiday meals and children's gifts. The Tunxis Hose and Farmington Fire Departments partnered with Community Services for the annual Christmas food drives at Stop & Shop and Highland Park Market, respectively, to fill 128 meal baskets for the holidays. And the CERT volunteers were again on site to deliver all packages to our registered families. The Farmington and West Hartford Police Departments, alongside our Alternative High School student volunteers collaborated with FCS staff for a multi-town toy drive at Toys 'R' Us, gaining media attention while collecting a SWAT vehicle full of toys. In addition to the toy drive and our community sponsors, town employees generously participated in a giving tree to fulfill the wish lists of our town's less fortunate children. Between all these efforts, 203 children received holiday gifts and 222 families received baskets filled with ham, cookies and all the fixings for a holiday meal.

State Grants Update

I will update the Town Council on the status of the Town's state grants.

Upcoming Town Council Meetings

Special Town Council Meeting

- Tentatively scheduled for week of January 15
- Topic- Review of Town's Strategic Plan

January 23, 2018

- Topic – Presentation from Town Manager's Direct Reports
- Topic- Presentation from Town's Financial Advisor

February 13, 2018

- Regular Town Council Meeting

February 27, 2018

- Topic – Capital Budget Presentation

Road Master Program

Eight of Farmington's Public Works employees have completed the Connecticut Road Master Program. The program is a series of workshops designed to provide Connecticut's municipal highway personnel with knowledge of the fundamentals of modern road maintenance management procedures and techniques.

A properly maintained local road system is vital to the social, economic and environmental well-being of Connecticut's municipalities. In addition, the local road system represents a significant investment of public funds. Protecting and preserving this investment requires a force of municipal personnel with sound training in the fundamentals of road maintenance management procedures and techniques. The Connecticut Road Master Program provides an opportunity for municipal road maintenance personnel to receive this specialized training.

Congratulations to our Public Works employees Vincent Draper, Robert Dzedzic, Robert Latko, Timothy O'Connor, Tad Johnson, Jr, Daniel Roback, Robert Latko, and William McAuliffe.

MOTION: Agenda Item L-1

That _____ be appointed as Corporation Counsel for the period January 2018 through January 2020.

NOTE: The firm of Halloran & Sage has served as Town Attorney since April 2012. I recommend that the Town Council reappoint Halloran & Sage as Corporation Counsel for the Town of Farmington.

MOTION: Agenda Item L-2

That _____ be appointed as Assistant Corporation Counsel for the period January 2018 through January 2020.

NOTE: Duncan Forsyth of Halloran & Sage has served as Assistant Corporation Counsel since April 2012. I recommend that the Town Council reappoint him as Assistant Corporation Counsel.

MOTION: Agenda Item L-3

That _____ be appointed as Bond Counsel for the period January 2018 through January 2020.

NOTE: The firm of Day Pitney, LLP has served as Bond Counsel for the past 32 years with the exception of one Town Council appointment. The Town continues to receive excellent legal advice from Day Pitney, LLP. I recommend that the Town Council reappoint Day Pitney, LLP as Bond Counsel.

MOTION: Agenda Item L-4

That _____ be appointed as Labor Counsel for the period of January 2018 through January 2020.

NOTE: The firm of Metzger, Lazarek and Plumb has served as Labor Counsel since May 2012. The Town of Farmington has been receiving excellent legal advice from the present Labor Counsel. I recommend that the Town Council reappoint Metzger, Lazarek and Plumb as Labor Counsel for the Town of Farmington.

MOTION: Agenda Item L-5

That _____ be appointed as Land Use/Environmental Counsel for the period of January 2018 through January 2020.

NOTE: The firm of Halloran & Sage, LLP has served as Land Use/Environmental Counsel since January 2004. The Town of Farmington has been receiving excellent service from the present Land Use/Environmental Counsel. I recommend that the Town Council reappoint Halloran & Sage, LLP as Land Use/Environmental Counsel for the Town of Farmington.

MOTION: Agenda Item L-6

That _____ be appointed as Treasurer from January 2018 until January 2020 and that compensation for the Treasurer be set at \$_____ annually.

NOTE: Joseph Swetcky, Director of Finance and Administration, has served as Treasurer since July 2004. The rate of compensation for Treasurer has been set at \$3,500 per year.

MOTION: Agenda Item L-7

That _____ be appointed as Deputy Treasurer from January 2018 until January 2020.

NOTE: Julie Albert, Assistant to the Director of Finance and Administration, has served as Deputy Treasurer since July 1997.

MOTION: Agenda Item L-8

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

- Bank of America
- TD Bank N.A.
- Farmington Bank
- Santander Bank
- Key Bank
- United Bank
- U.S. Bank & Trust, N.A.
- Webster Bank
- Simsbury Bank
- JP Morgan Chase Bank, N.A.
- Wells Fargo Bank, N.A. Institutional Retirement and Trust
- State of Connecticut Short Term Investment Fund (STIF)
- Northern Capital Securities Corporation

MOTION:

Agenda Item L-9

That the following be appointed as members of, or liaisons to, the following entities or committees:

Committee	2018-2020
Bicycle Advisory Committee	
Board of Education	
C.R.C.O.G Policy Board	Nickerson; Eagen
C.R.C.O.G Transportation Board	Arnold
Chamber of Commerce	
Conservation and Inland Wetlands	
Economic Development	
Farmington Gateway (review charge)	
Farmington Valley Health District	Eagen
Green Efforts Committee	
Historic District Commission	
Housing Authority	
Human Relations Commission	
Land Acquisition	
Library Board	
Retirement Board	
Stephen A. Flis Scholarship	
Town Plan & Zoning	
UConn- Communication	
Unionville Historic District	
Unionville Village Improvement Association	
Water Pollution Control Authority	

MOTION: Agenda Item L-10

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-11

That _____ be appointed to the Conservation and Inland Wetlands Commission as an **alternate** for the balance of a four-year term beginning immediately and ending September 30, 2021. (Markuszka) (R)

MOTION: Agenda Item L-12

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

MOTION: Agenda Item L-13

That _____ be appointed to the Green Efforts Commission beginning immediately for an indefinite term. (Hinze) (R)

MOTION: Agenda Item L-14

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, 2019. (Wienke) (R)

MOTION: Agenda Item L-15

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, 2019. (Parady) (U)

MOTION: Agenda Item L-16

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-17

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, 2020. (Hall) (R)

MOTION: Agenda Item L-18

That Allen be appointed to the Retirement Board for a two-year term beginning immediately and ending January, 2020. (Allen) (CILU)

MOTION: Agenda Item L-19

That _____ be appointed to the Retirement Board for a two-year term beginning immediately and ending January, 2020. (Brochu)

MOTION: Agenda Item L-20

That _____ be appointed to the Retirement Board for a two-year term beginning immediately and ending January, 2020. (Clark)

MOTION: Agenda Item L-21

That _____ be appointed to the Retirement Board for a two-year term beginning immediately and ending January, 2020. (Cunningham) (IAFE Local #3103)

MOTION: Agenda Item L-22

That Egan be appointed to the Retirement Board for a two-year term beginning immediately and ending January, 2020. (Egan) (IBPO Local #331)

MOTION: Agenda Item L-23

That _____ be appointed to the Retirement Board for a two-year term beginning immediately and ending January, 2020. (Ingvertsen) (AFSCME Local #1689)

MOTION: Agenda Item L-24

That _____ be appointed to the Retirement Board for a two-year term beginning immediately and ending January, 2020. (Leary)

MOTION: Agenda Item L-25

That _____ be appointed to the Retirement Board for a two-year term beginning immediately and ending January, 2020. (Miller)

MOTION: Agenda Item L-26

That Porter be appointed to the Retirement Board for a two-year term beginning immediately and ending January, 2020. (Porter) (SEIU Local #2001)

MOTION:

Agenda Item L-27

That _____ be appointed to the Retirement Board for a two-year term beginning immediately and ending January, 2020. (Valenti)

MOTION:

Agenda Item L-28

That _____ be appointed to Tourism Central Regional District for the balance of a three-year term beginning immediately and ending June 30, 2020. (Bernier) (R)

MOTION:

Agenda Item N-1

To consider and take action on the following 2018 Blighted Building list:

14 Blueridge Drive
23 Lakeview Drive
15 Walnut Street

NOTE: Under the provisions of The Code of the Town of Farmington Chapter 88 "Buildings, Blighted," the Town Council has 75 days from the date of submission to approve, disapprove, or modify the list.

23 Lakeview Drive

- Property continues to meet Blighted Building Ordinance requirements.
- Property has been on the Blighted Building List since January 14, 2009.
- Property has a total of \$26,800 in unpaid Blighted Building Liens.
- Property has a total of \$26,100 in unpaid citations from September 9, 2013 to May 12, 2014. Fines have not resulted in liens under advice of the Town Attorney.
- Legal action currently pending.
- Town has ceased fining the property owner during the legal process.
- Recommend the property remain on the Blighted Building List.

14 Blueridge Drive

- Town had sent an initial letter on July 7, 2017 requesting the owner address the blight issues.
- Owner had submitted a Schedule for repairs on August 3, 2017, indicating most of the exterior work will be completed by the end of 2017.
- No apparent work has been completed to date.
- Recommend the property be added to the Blighted Building List.

15 Walnut Street (Unionville)

- Property continues to meet Blighted Building Ordinance requirements.
- Property has been on the Blighted Building List since February 10, 2015.
- Property is currently with Probate.
- Property has been cleaned and is currently for sale.
- Recommend the property remain on the Blighted Building List.

NOTE: One property has been removed from the list since Town Council took action on the last Blighted Building List in 2017. The home at 63 Main Street (Unionville) has been addressed at this time. Should conditions warrant, the Town will revisit adding this property to the Blighted Building list.

MOTION:

Agenda Item N-2

To set a Special Town Council Meeting on _____ at 7:00 PM in the Farmington Town Hall.

NOTE: This purpose of this meeting would be to review the Town of Farmington's Strategic Plan.

MOTION:

Agenda Item N-3

To review and approve the attached Capital Improvement Policy.

NOTE: The Capital Improvement Policy states that the Town Council shall review the policy on a biennial basis during the month of January in each even numbered year. The Town Council last adopted the attached policy on January 12, 2016. I do not see a need for any changes at this time.

Attachment

TOWN OF FARMINGTON, CT CAPITAL IMPROVEMENT POLICY

I. PURPOSE

The purpose of the Capital Improvement Policy is to provide a framework for the planning, scheduling and financing of capital improvement projects in a manner that is consistent with the Town's Debt Management Policy

II. DEFINITIONS

Capital improvement projects are defined as infrastructure or equipment acquisitions or construction that results in a capitalized asset with a value of at least \$25,000 and a useful life of at least five years.

Pay-as-you-go financing is defined as financing that is derived from revenue sources other than debt issuance. Revenue sources could include: appropriations from the operating budget, grants, and fund balance appropriations.

III. POLICY STATEMENTS

1. The Town will strive to maintain a high reliance on pay-as-you-go financing for its capital improvements. The Town's objective will be to contribute to the Capital Improvement Program, at least 2.5% of the annual General Fund revenues allocated to the operating budget.
2. A minimum of 20% of all capital improvement project costs contain in the five-year plan should be financed on a pay-as-you-go basis.
3. The Town will utilize debt obligations only for acquisition, construction or remodeling of capital improvement projects that cannot be funded from current revenue sources or in such cases wherein it is more equitable to the users of the project to finance the project over its useful life.
4. Any long-term debt that is issued for to finance a capital project shall have a maximum maturity of the earlier of: (1) the estimated useful life of the capital improvement being financed; or, (2) twenty years.

IV. RESPONSIBILITY FOR POLICY

1. Annually, a five-year capital improvements program will be developed by the Town Manager that analyzes all anticipated capital expenditures by year and identifies associated funding sources.
2. The Town Manager will coordinate the development of the capital improvement program with the development of the annual operating budget.

3. The Town Manager will submit the five-year capital improvements program to the Town Council for review and approval in accordance with the timeline established in the annual budget schedule.
4. A prior year capital project status report shall be presented to the Town Council for information purposes when the proposed capital improvement program is reviewed.
5. The Town Council will review, modify and adopt the five-year capital improvements program as part of the annual budget review process. The first year of the adopted five-year capital improvements program will be the Capital Budget for the next ensuing fiscal year and funds shall be included in the annual operating budget to finance these projects as indicated. The projects shown in years two through five, although only for planning purposes, shall be scheduled to be consistent with the infrastructure needs of the Town and the Town's ability to pay.
6. Appropriations made in prior years for which expenditures have not been incurred nor projects started will be reevaluated and incorporated into appropriations for the new fiscal year.
7. The Town will maintain a capital project monitoring committee composed of town staff. The committee will meet monthly to review progress on all outstanding projects as well as to revise spending projections.
8. If new project appropriation needs are identified at any time during the fiscal year, the funding sources will be identified and a request for mid-year adjustments will be submitted to the Town Council for approval. The Town Council may increase the appropriation for a given capital project provided a corresponding appropriation decrease is made to another capital project, so as not to alter the overall appropriation to the Capital Projects fund.
9. Each year a closing resolution will be submitted to the Town Council to obtain formal authorization to close completed capital projects.
10. The Town will maintain a schedule of all fixed assets with values of at least \$25,000. In addition, the Town will maintain a listing of capital infrastructure that will be used to develop maintenance and replacement schedules for all assets through the capital improvement program.

This policy shall be reviewed on a biennial basis during the month of January in each even numbered year.

Approved by the Town Council:	December 13, 2005
Approved by the Town Council:	January 9, 2007
Approved by the Town Council:	January 12, 2010
Amended by the Town Council	January 11, 2011
To change from Odd to Even years / Per	Town Manager's Report
Approved by the Town Council:	January 10, 2012
Approved by the Town Council:	January 14, 2014
Approved by the Town Council:	January 12, 2016

MOTION:

Agenda Item N-4

To review and approve the attached Debt Management Policy.

NOTE: The Debt Management Policy states that the Town Council shall review the policy on a biennial basis during the month of January in each even numbered year. The Town Council last adopted the attached policy on January 12, 2016. I do not see a need for any changes at this time.

Attachment

TOWN OF FARMINGTON, CT DEBT MANAGEMENT POLICY

I. PURPOSE

The purpose of this policy is to establish parameters and provide guidance governing the issuance, management, continuing evaluation of and reporting on all debt obligations issued by the Town of Farmington.

Debt obligations, which include general obligation bonds, special assessment bonds, revenue bonds, bond anticipation notes, lease/purchase agreements and any other debt obligations permitted to be issued under Connecticut law, shall only be issued to purchase capital assets that cannot be acquired with current revenues.

II. POLICY STATEMENT

Under the requirements of Federal and state laws and Town Charter provisions, ordinances and resolutions, the Town may periodically issue debt obligations to finance the construction or acquisition of infrastructure and other assets or to refinance existing debt. It is the Town's goal to assure that such debt obligations are issued and managed in such a manner as to obtain the best long-term financial advantage to the Town and its residents, while making every effort to maintain and improve the Town's bond ratings and reputation in the investment community.

III. RESPONSIBILITY FOR POLICY

The Director of Finance shall be responsible for issuing and managing the Town's debt program. In carrying out this policy, the Director shall:

1. at least annually consider the need for debt financing based upon the progress on the Capital Improvement Program;
2. at least annually review the Town's adherence to this policy statement and compare the debt ratios established in this policy with where the Town actually is;
3. at least annually review the Town's authorized but unissued debt to determine if any authorizations are no longer needed;
4. at least annually determine if there are any opportunities for refinancing current debt;
5. review every three years the services provided by the Town's financial advisor, bond counsel, paying agents and other debt financing service providers.

The Chief Financial Officer shall report his/her findings to the Town Manager and Town Council in January of each year, prior to the Town Council's review of the Capital Improvement Program.

IV. GENERAL DEBT GOVERNING POLICIES

The Town hereby establishes the following policies concerning the issuance and management of debt:

- A. The Town shall not issue debt obligations or use debt proceeds to finance current operations of the Town.
- B. The Town will utilize debt obligations only for acquisition, construction or remodeling of capital improvement projects that cannot be funded from current revenue sources or in such cases wherein it is more equitable to the users of the project to finance the project over its useful life.
- C. The Town will measure the impact of debt service requirements of outstanding and proposed debt obligations on single year, five, ten, and twenty-year periods. This analysis will consider debt service maturities and payment patterns as well as the Town's commitment to a pay as you go budgetary allocation.

V. DEBT POLICIES, RATIOS AND MEASUREMENT

- A. Purposes of Issuance – the Town shall only issue debt obligations for acquiring, constructing or renovating Town owned fixed assets or for refinancing existing debt obligations.
- B. Maximum Maturity – All debt obligations shall have a maximum maturity of the earlier of: (1) the estimated useful life of the Capital Improvement being financed; or, (2) twenty years; or, (3) in the event debt obligations are being issued to refinance outstanding debt obligations the final maturity of the debt obligations being refinanced.
- C. Direct Debt Per Capita – The Town shall adhere to a debt management strategy that achieves the goal of maintaining Direct Debt Per Capita at or below the median for Connecticut municipalities rated Aa1 by Moody's or AA+ by Standard & Poor's. Direct Debt Per Capita shall not exceed 110% of said median. The Direct Debt Per Capita shall be calculated by dividing the Town's direct debt by the most current population.
- D. Direct Debt as a Percent of Estimated Full Assessed Value – The Town shall adhere to a debt management strategy that achieves the goal of maintaining the ratio of Direct Debt to Full Assessed Value of properties within Town at or below the median for Connecticut municipalities rated AAA by Standard & Poor's. Said ratio shall not exceed 110% of said

median. The ratio of Direct Debt to Estimated Full Assessed Value shall be calculated by dividing the Town's Direct Debt by the estimated full-assessed value of all taxable properties within the Town.

- E. Average Maturity of General Obligation Bonds – the Town shall have at least 70% of outstanding general obligation bonds mature in less than ten (10) years.
- F. Debt Service Levels – The Town shall adhere to a debt management strategy that achieves the goal of limiting annual general fund debt service to 10% of the total General Fund budget.
- G. Net Present Value Savings – The Town must achieve a Net Present Value Savings of at least 2 percent over the life of an existing bond issue in order for it to be considered for refunding.
- H. The Town shall not exceed fifty percent (50%) of its statutory debt limitation.
- I. Bond Covenants and Laws – The Town shall comply with all covenants and requirements of the bond resolutions, and state and Federal laws authorizing and governing the issuance and administration of debt obligations.

This policy shall be reviewed on a biennial basis during the month of January in each even numbered year.

Approved by the Town Council:	October 11, 2005
Approved by the Town Council:	February 13, 2007
Approved by the Town Council:	January 12, 2010
Amended by the Town Council	January 11, 2011
To change from Odd to Even years / Per Town Manager's Report	
Approved by the Town Council:	January 10, 2012
Approved by the Town Council:	January 14, 2014
Approved by the Town Council:	January 12, 2016

MOTION:

Agenda Item N-5

To review and approve the attached Reserve Policy.

NOTE: The Reserve Policy states that the Town Council shall review the policy on a biennial basis during the month of January in each even numbered year. The Town Council last adopted the attached policy on January 12, 2016. Based on the advice of our Financial Advisors I recommend the Town Council make the changes that are in shown on the policy.

In summary, I am recommending that the Town Council raise the minimum fund balance from 8% to 10% and raise the targeting maximum fund balance from 12% to 15%. The Town's current fund balance is 11.7%.

Both our Financial Advisors and the Moody's Rating Agency have informed the Town that municipalities with a AAA bond rating should have a 15% fund balance.

Attachment(s)

TOWN OF FARMINGTON, CT RESERVE POLICY

I. PURPOSE

The purpose of this policy is to 1) preserve the credit worthiness of the Town for borrowing monies at favorable interest rates; 2) provide working capital to meet cash flow needs during the year and 3) attempt to stabilize fluctuations from year to year in property taxes paid by town taxpayers.

II. POLICY STATEMENT

Fund Balance is an important indicator of a community's financial position. An adequate fund balance must be maintained to allow the Town to continue to meet its obligations in the event of an economic downturn and/or unexpected emergency. Therefore, the Town of Farmington shall maintain an unreserved/undesignated general fund balance as of June 30 of each year equal to a minimum of ~~8%~~ 10% of the ensuing fiscal year's operating revenue, with a targeted maximum of ~~12%~~ 15% of the ensuing fiscal year's operating revenue.

III. RESPONSIBILITY FOR POLICY

As part of the annual budget preparation process, the Director of Finance will estimate the surplus or deficit for the current year and prepare a projection of the year-end unreserved/undesignated general fund balance. Any anticipated balance in excess of the targeted maximum unreserved/undesignated fund balance may be budgeted to reduce the ensuing year's property tax levy or fund one-time capital projects.

Appropriation of any amount of the unreserved/undesignated general fund balance, which would result in fund balance falling below the target minimum of ~~8%~~ 10%, for the sole purpose of reducing the ensuing year's property tax levy, may only be made upon a 2/3 majority vote of the Town Council.

Subject to the provisions of Article X of the Town Charter (Town Meetings), the Town Council, by a 2/3 vote, can declare a fiscal emergency and withdraw any amount of general fund balance for resolving the emergency. The Town Council must restore any such appropriation of Fund Balance within a three-year period.

IV. OTHER FUNDS

In addition to maintaining adequate reserves to fund general fund obligations, the Town shall maintain reserve levels in other funds as follows:

The WPCA Fund will maintain reserves to meet three primary objectives. First, an Operating Reserve will be funded to ensure sufficient funding for operations. This reserve will be maintained at a level sufficient to fund 90 days of budgeted operating expenditures. Second, an adequate reserve will be maintained to ensure repairs to and replacement of infrastructure. Finally, a Working Capital reserve will be funded to provide sufficient cash for sewer capital improvements and to avoid large fluctuations in rate changes.

This policy shall be reviewed on a biennial basis during the month of January in each even numbered year.

Approved by the Town Council:	October 11, 2005
Amended and Approved by the Town Council:	January 8, 2008
Amended and Approved by the Town Council:	January 12, 2010
Amended and Approved by the Town Council:	January 10, 2012
Approved by the Town Council:	January 14, 2014
Approved by the Town Council:	January 12, 2016

CREDIT OPINION

15 November 2017

New Issue

Rate this Research >>

Contacts

Joseph Manoleas +1.212.553.7106
Analyst
joseph.manoleas@moodys.com

Nicholas Lehman +1.617.535.7694
AVP-Analyst
nicholas.lehman@moodys.com

CLIENT SERVICES

Americas 1-212-553-1653
Asia Pacific 852-3551-3077
Japan 81-3-5408-4100
EMEA 44-20-7772-5454

Farmington (Town of), CT

New Issue - Moody's assigns Aaa to Farmington, CT's GO Bonds; Outlook stable

Summary Rating Rationale

Moody's Investors Service has assigned a Aaa rating to the Town of Farmington, Connecticut's \$2.7 million General Obligation Bonds, Issue of 2017. Concurrently, Moody's affirms the Aaa rating on approximately \$33.5 million of outstanding GO debt.

The Aaa rating reflects the town's sizeable and affluent tax base, its stable operating profile despite its below average reserve levels, and its manageable long-term liabilities.

Credit Strengths

- » Stable historic operating performance
- » Formalized fund balance policy
- » High resident wealth and income levels
- » Manageable long-term fixed costs
- » Property taxes represent a significant component of operating revenues with strong collection rates

Credit Challenges

- » Below average reserve levels for the rating category

Rating Outlook

The stable outlook reflects the town's consistently balanced operating performance supporting the town's below average reserve position. The stable outlook further reflects the town's robust tax base and above average wealth and income indicator levels.

Factors that Could Lead to an Upgrade

- » Not applicable

Factors that Could Lead to a Downgrade

- » Decline in reserve levels
- » Increased debt levels
- » Contraction of tax base and/or weakening of wealth and/or income indicators

Key Indicators

Exhibit 1

Farmington (Town of) CT	2012	2013	2014	2015	2016
Economy/Tax Base					
Total Full Value (\$000)	\$ 5,016,473	\$ 5,313,947	\$ 5,286,801	\$ 5,214,499	\$ 5,115,010
Full Value Per Capita	\$ 198,053	\$ 208,972	\$ 207,204	\$ 203,986	\$ 200,094
Median Family Income (% of US Median)	171.2%	177.8%	181.5%	181.8%	181.8%
Finances					
Operating Revenue (\$000)	\$ 93,722	\$ 97,225	\$ 99,969	\$ 100,846	\$ 104,543
Fund Balance as a % of Revenues	8.8%	9.4%	9.7%	11.0%	11.0%
Cash Balance as a % of Revenues	9.3%	10.4%	12.1%	15.8%	17.8%
Debt/Pensions					
Net Direct Debt (\$000)	\$ 56,453	\$ 50,529	\$ 44,250	\$ 43,711	\$ 74,427
Net Direct Debt / Operating Revenues (x)	0.6x	0.5x	0.4x	0.4x	0.7x
Net Direct Debt / Full Value (%)	1.1%	1.0%	0.8%	0.8%	1.5%
Moody's - adjusted Net Pension Liability (3-yr average) to Revenues (x)	0.5x	0.6x	0.6x	0.7x	0.6x
Moody's - adjusted Net Pension Liability (3-yr average) to Full Value (%)	1.0%	1.2%	1.2%	1.3%	1.3%

Post-sale Farmington will have \$81.6M in direct debt for 1.6% of FV
 Source: Moody's Investors Service; audited financial statements

Recent Developments

On October 31 the state adopted a biennial budget for fiscal years 2018 and 2019. The passage of the budget came after nearly four months of impasse which reflected significant disagreement over the amount and the allocation of funding provided by the state to local governments. The budget adopted for 2018 and 2019 reduces total funding of local governments by 1.4% from funding provided in the prior budget. Funding of local governments will, however, be revisited in negotiation of future state budgets and resilience to reductions in state funding will be a consideration in our assessment of Connecticut local government credits. The newly adopted budget reduces total funding to Farmington to \$5.3 million in 2018, down from \$5.5 million in 2017. Fiscal 2019 funding Farmington is \$5.2 million.

In June 2017 a voter referendum that would have authorized \$130 million in debt issuance for a new high school failed. The town would have absorbed approximately \$100 million of this amount with the state reimbursing the balance.

Detailed Rating Considerations

Economy and Tax Base: Sizeable Tax Base with Strong Wealth and Income Indicators

Farmington's sizeable \$5.1 billion Equalized Net Grand List (ENGL) will remain stable with moderate growth over the medium term. The ENGL, which approximates full value, has declined modestly in each of the last three fiscal years after a nearly 6% gain in fiscal 2013. Following a revaluation in 2012 (effective starting in fiscal 2014), which captured the housing market downturn, the net taxable grand list or assessed value declined 7.2%. In each of the four years since then assessed value has increased modestly, with growth ranging from 0.6% to 1.2%.

Management reports a number of residential and commercial projects in various stages of development. Due to recent zoning regulation changes, management expects future development for office space near the University of Connecticut (UCONN) Health Center facility. UCONN Health Center is the town's largest employer with approximately 5,189 employees.

This publication does not announce a credit rating action. For any credit ratings referenced in this publication, please see the ratings tab on the issuer/entity page on www.moody's.com for the most updated credit rating action information and rating history.

Wealth and income levels are strong with per capita and median family incomes representing 181% and 182% of the nation, respectively. While these levels are generally in line with the national medians for Aaa rated cities, they are weaker than the medians for similarly rated Connecticut municipalities which have median MFI and PCI levels exceeding 200% of the US. Housing values in the town are also strong as evidenced by a robust equalized value per capita of approximately \$200,000 (225% and 149% of the US and state medians, respectively). The town's unemployment rate (3.4% in August 2017) remains below those of the state (4.6%) and the nation (4.5%).

Financial Operations and Reserves: Strong Operating Profile Underpins Stable Finances; Reserves Remain Below State and National Medians

Farmington's financial position will likely remain stable given the town's history of conservative budgeting and maintenance of satisfactory reserve levels guided by a formal fund balance policy. Reserve levels have trended up gradually over the past few years, with the available General Fund balance (unassigned, assigned, and committed) averaging 9.8% of revenues since 2011. The town has a formal policy to maintain unassigned General Fund balance between 8% and 12% of revenues. The town's stable operating performance is a key credit strength as reserves are below average compared to similarly rated state and US municipalities and declines in reserves would put downward pressure on the rating.

Fiscal 2016 results were positive with the town achieving an operating surplus just over \$400,000. Drivers of the surplus included favorable property tax variances (\$399,000; current and delinquent) and lower than anticipated town and education spending (\$505,000). The available General Fund balance at fiscal year end was \$11.3 million or 10.8% of revenues, below average for the rating category. Stable financial performance and the high percentage of revenues derived from predictable property taxes (85.3%) are a credit strength that somewhat mitigate the lower than typical reserves.

The fiscal 2017 adopted budget reflected growth of 3.1% over the revised fiscal 2016 budget and included a 2.7% increase in the mill rate and no appropriation of fund balance. About three-quarters of the increase in spending is attributable to growth in education costs. Although audited 2017 information is not available, management projects a \$1 million operating surplus and growth to reserves, which would bring available fund balance to approximately 12% of operating revenues.

The fiscal 2018 budget reflects a 2.1% increase in spending over the adopted fiscal 2017 budget and includes a 3.5% increase in the mill rate and no appropriation of reserves. The town's budget reflects state aid cuts detailed in the Governor's proposed budget from earlier in the calendar year and therefore the town assumed a \$1.7 million reduction in state aid. The recently adopted state budget reflects a \$277 thousand reduction in 2018 aid for the town.

Favorably, Farmington is not heavily reliant on economically sensitive or state revenues, as property taxes represent the largest component (85.3% in fiscal 2016) and collections are very strong at greater than 99.5% annually over the last decade. State aid, including aid for education, comprised 12.6% of 2016 revenues. The largest expenditure is education (64.5% of 2016 operating expenditures), followed by public safety (9.2%), and debt service (6.2%).

LIQUIDITY

The town's net cash position at the close of fiscal 2016 was \$18.6 million, or 17.8% of General Fund revenues.

Debt and Pensions: Slightly Elevated Debt; Below Average Pension Burden

The direct debt burden (post-sale) of 1.6% of equalized full value is slightly above average compared to other Aaa rated towns nationwide and in Connecticut. The five year capital improvement plan contains a very manageable \$17 million of debt financing. The town has a policy to allocate a minimum of 2.5% of General Fund revenues to capital projects. The 2017 pay-go capital expenditures accounted for 2.9% of expenditures.

Total fixed costs for fiscal 2016, including retiree health care payments, required pension contributions, and debt service, represented a manageable 10.5% of expenditures.

DEBT STRUCTURE

All of the debt is fixed rate with 87.2% amortizing over the next decade.

DEBT-RELATED DERIVATIVES

The town is not party to any debt-related derivatives.

PENSIONS AND OPEB

The town's pension liability is currently manageable. The town maintains a single-employer defined benefit pension plan for substantially all town employees, with the exception of teachers and certain school administrators who are covered under the state plan. The town fully funds its actuarially determined contribution, which was \$3.1 million in fiscal 2016, or a manageable 2.9% of General Fund expenditures. Teachers participate in the state teachers' pension plan however the town has no obligation to contribute.

The 2016 adjusted net pension liability, under Moody's methodology for adjusting reported pension data, is \$66.8 million (3 year average), or a below average 0.6 times General Fund revenues. Moody's uses the adjusted net pension liability to improve comparability of reported pension liabilities. The adjustments are not intended to replace the towns reported liability information, but to improve comparability with other rated entities.

The town funds other post employment benefits (OPEB) on a pay-as-you-go basis which cost \$1.1 million (1.1% of expenditures) in fiscal 2016, representing 33% of the town's ARC. The total unfunded liability is \$38.8 million as of July 1, 2015, the most recent valuation report.

Management and Governance

Management practices are strong as evidenced by conservative budgeting, long-term capital planning, and adherence to formal financial and debt policies.

Connecticut Cities have an Institutional Framework score of Aa, which is high compared to the nation. Institutional Framework scores measure a sector's legal ability to increase revenues and decrease expenditures. Connecticut cities' major revenue source, property taxes, is not subject to any caps. Unpredictable revenue fluctuations tend to be minor, or under 5% annually. Across the sector, fixed and mandated costs are generally greater than 25% of expenditures. Connecticut has public sector unions and additional constraints, which limit the ability to cut expenditures. Unpredictable expenditure fluctuations tend to be minor, under 5% annually.

Legal Security

The town's bonds are general obligations of the town.

Use of Proceeds

The bond proceeds will be used funds for road improvements, the acquisition of open space and for the purchase of fire engine equipment.

Obligor Profile

Farmington is a residential suburb located in Hartford County. Its estimated population is 25,563 residents

Methodology

The principal methodology used in this rating was US Local Government General Obligation Debt published in December 2016. Please see the Rating Methodologies page on www.moody.com for a copy of this methodology.

Ratings

Exhibit 2

Farmington (Town of) CT

Issue	Rating
General Obligation Bonds, Issue of 2017	Aaa
Rating Type	Underlying LT
Sale Amount	\$2,700,000
Expected Sale Date	11/28/2017
Rating Description	General Obligation

Source: Moody's Investors Service

© 2017 Moody's Corporation, Moody's Investors Service, Inc., Moody's Analytics, Inc. and/or their licensors and affiliates (collectively, "MOODY'S"). All rights reserved.

CREDIT RATINGS ISSUED BY MOODY'S INVESTORS SERVICE, INC. AND ITS RATINGS AFFILIATES ("MIS") ARE MOODY'S CURRENT OPINIONS OF THE RELATIVE FUTURE CREDIT RISK OF ENTITIES, CREDIT COMMITMENTS, OR DEBT OR DEBT-LIKE SECURITIES, AND MOODY'S PUBLICATIONS MAY INCLUDE MOODY'S CURRENT OPINIONS OF THE RELATIVE FUTURE CREDIT RISK OF ENTITIES, CREDIT COMMITMENTS, OR DEBT OR DEBT-LIKE SECURITIES. MOODY'S DEFINES CREDIT RISK AS THE RISK THAT AN ENTITY MAY NOT MEET ITS CONTRACTUAL, FINANCIAL OBLIGATIONS AS THEY COME DUE AND ANY ESTIMATED FINANCIAL LOSS IN THE EVENT OF DEFAULT. CREDIT RATINGS DO NOT ADDRESS ANY OTHER RISK, INCLUDING BUT NOT LIMITED TO: LIQUIDITY RISK, MARKET VALUE RISK, OR PRICE VOLATILITY. CREDIT RATINGS AND MOODY'S OPINIONS INCLUDED IN MOODY'S PUBLICATIONS ARE NOT STATEMENTS OF CURRENT OR HISTORICAL FACT. MOODY'S PUBLICATIONS MAY ALSO INCLUDE QUANTITATIVE MODEL-BASED ESTIMATES OF CREDIT RISK AND RELATED OPINIONS OR COMMENTARY PUBLISHED BY MOODY'S ANALYTICS, INC. CREDIT RATINGS AND MOODY'S PUBLICATIONS DO NOT CONSTITUTE OR PROVIDE INVESTMENT OR FINANCIAL ADVICE, AND CREDIT RATINGS AND MOODY'S PUBLICATIONS ARE NOT AND DO NOT PROVIDE RECOMMENDATIONS TO PURCHASE, SELL, OR HOLD PARTICULAR SECURITIES. NEITHER CREDIT RATINGS NOR MOODY'S PUBLICATIONS COMMENT ON THE SUITABILITY OF AN INVESTMENT FOR ANY PARTICULAR INVESTOR. MOODY'S ISSUES ITS CREDIT RATINGS AND PUBLISHES MOODY'S PUBLICATIONS WITH THE EXPECTATION AND UNDERSTANDING THAT EACH INVESTOR WILL, WITH DUE CARE, MAKE ITS OWN STUDY AND EVALUATION OF EACH SECURITY THAT IS UNDER CONSIDERATION FOR PURCHASE, HOLDING, OR SALE.

MOODY'S CREDIT RATINGS AND MOODY'S PUBLICATIONS ARE NOT INTENDED FOR USE BY RETAIL INVESTORS AND IT WOULD BE RECKLESS AND INAPPROPRIATE FOR RETAIL INVESTORS TO USE MOODY'S CREDIT RATINGS OR MOODY'S PUBLICATIONS WHEN MAKING AN INVESTMENT DECISION. IF IN DOUBT YOU SHOULD CONTACT YOUR FINANCIAL OR OTHER PROFESSIONAL ADVISER. ALL INFORMATION CONTAINED HEREIN IS PROTECTED BY LAW, INCLUDING BUT NOT LIMITED TO, COPYRIGHT LAW, AND NONE OF SUCH INFORMATION MAY BE COPIED OR OTHERWISE REPRODUCED, REPACKAGED, FURTHER TRANSMITTED, TRANSFERRED, DISSEMINATED, REDISTRIBUTED OR RESOLD, OR STORED FOR SUBSEQUENT USE FOR ANY SUCH PURPOSE, IN WHOLE OR IN PART, IN ANY FORM OR MANNER OR BY ANY MEANS WHATSOEVER, BY ANY PERSON WITHOUT MOODY'S PRIOR WRITTEN CONSENT.

All information contained herein is obtained by MOODY'S from sources believed by it to be accurate and reliable. Because of the possibility of human or mechanical error as well as other factors, however, all information contained herein is provided "AS IS" without warranty of any kind. MOODY'S adopts all necessary measures so that the information it uses in assigning a credit rating is of sufficient quality and from sources MOODY'S considers to be reliable including, when appropriate, independent third-party sources. However, MOODY'S is not an auditor and cannot in every instance independently verify or validate information received in the rating process or in preparing the Moody's publications.

To the extent permitted by law, MOODY'S and its directors, officers, employees, agents, representatives, licensors and suppliers disclaim liability to any person or entity for any indirect, special, consequential, or incidental losses or damages whatsoever arising from or in connection with the information contained herein or the use of or inability to use any such information, even if MOODY'S or any of its directors, officers, employees, agents, representatives, licensors or suppliers is advised in advance of the possibility of such losses or damages, including but not limited to: (a) any loss of present or prospective profits or (b) any loss or damage arising where the relevant financial instrument is not the subject of a particular credit rating assigned by MOODY'S.

To the extent permitted by law, MOODY'S and its directors, officers, employees, agents, representatives, licensors and suppliers disclaim liability for any direct or compensatory losses or damages caused to any person or entity, including but not limited to by any negligence (but excluding fraud, willful misconduct or any other type of liability that, for the avoidance of doubt, by law cannot be excluded) on the part of, or any contingency within or beyond the control of, MOODY'S or any of its directors, officers, employees, agents, representatives, licensors or suppliers, arising from or in connection with the information contained herein or the use of or inability to use any such information.

NO WARRANTY, EXPRESS OR IMPLIED, AS TO THE ACCURACY, TIMELINESS, COMPLETENESS, MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE OF ANY SUCH RATING OR OTHER OPINION OR INFORMATION IS GIVEN OR MADE BY MOODY'S IN ANY FORM OR MANNER WHATSOEVER.

Moody's Investors Service, Inc., a wholly-owned credit rating agency subsidiary of Moody's Corporation ("MCO"), hereby discloses that most issuers of debt securities (including corporate and municipal bonds, debentures, notes and commercial paper) and preferred stock rated by Moody's Investors Service, Inc. have, prior to assignment of any rating, agreed to pay to Moody's Investors Service, Inc. for appraisal and rating services rendered by it fees ranging from \$1,500 to approximately \$2,500,000. MCO and MIS also maintain policies and procedures to address the independence of MIS's ratings and rating processes. Information regarding certain affiliations that may exist between directors of MCO and rated entities, and between entities who hold ratings from MIS and have also publicly reported to the SEC an ownership interest in MCO of more than 5%, is posted annually at www.moody's.com under the heading "Investor Relations — Corporate Governance — Director and Shareholder Affiliation Policy."

Additional terms for Australia only: Any publication into Australia of this document is pursuant to the Australian Financial Services License of MOODY'S affiliate, Moody's Investors Service Pty Limited ABN 61 003 399 657 AFSL 336969 and/or Moody's Analytics Australia Pty Ltd ABN 94 105 136 972 AFSL 383569 (as applicable). This document is intended to be provided only to "wholesale clients" within the meaning of section 761G of the Corporations Act 2001. By continuing to access this document from within Australia, you represent to MOODY'S that you are, or are accessing the document as a representative of, a "wholesale client" and that neither you nor the entity you represent will directly or indirectly disseminate this document or its contents to "retail clients" within the meaning of section 761G of the Corporations Act 2001. MOODY'S credit rating is an opinion as to the creditworthiness of a debt obligation of the issuer, not on the equity securities of the issuer or any form of security that is available to retail investors. It would be reckless and inappropriate for retail investors to use MOODY'S credit ratings or publications when making an investment decision. If in doubt you should contact your financial or other professional adviser.

Additional terms for Japan only: Moody's Japan K.K. ("MJKK") is a wholly-owned credit rating agency subsidiary of Moody's Group Japan G.K., which is wholly-owned by Moody's Overseas Holdings Inc., a wholly-owned subsidiary of MCO. Moody's SF Japan K.K. ("MSFJ") is a wholly-owned credit rating agency subsidiary of MJKK. MSFJ is not a Nationally Recognized Statistical Rating Organization ("NRSRO"). Therefore, credit ratings assigned by MSFJ are Non-NRSRO Credit Ratings. Non-NRSRO Credit Ratings are assigned by an entity that is not a NRSRO and, consequently, the rated obligation will not qualify for certain types of treatment under U.S. laws. MJKK and MSFJ are credit rating agencies registered with the Japan Financial Services Agency and their registration numbers are FSA Commissioner (Ratings) No. 2 and 3 respectively.

MJKK or MSFJ (as applicable) hereby disclose that most issuers of debt securities (including corporate and municipal bonds, debentures, notes and commercial paper) and preferred stock rated by MJKK or MSFJ (as applicable) have, prior to assignment of any rating, agreed to pay to MJKK or MSFJ (as applicable) for appraisal and rating services rendered by it fees ranging from JPY200,000 to approximately JPY350,000,000.

MJKK and MSFJ also maintain policies and procedures to address Japanese regulatory requirements.

REPORT NUMBER 1098522

CLIENT SERVICES

Americas	1-212-553-1653
Asia Pacific	852-3551-3077
Japan	81-3-5408-4100
EMEA	44-20-7772-5454

MOTION:

Agenda Item N-6

To review and approve the attached Employee Health Self-Insurance Fund Reserve Policy.

NOTE: The Employee Health Self-Insurance Fund Reserve Policy states that the Town Council shall review the policy on a biennial basis during the month of January in each even numbered year or at any time in between, if requested by either the Town Council or the Farmington Board of Education. The Town Council last adopted the attached policy on January 12, 2016. I do not see a need for any changes at this time.

Attachment

**The Town of Farmington and The Farmington Public Schools
Employee Health Self-Insurance Fund
Reserve Policy**

I. Purpose

The purpose of this policy is to provide a standard for the appropriate level of reserves that should be maintained in the employee health self insurance fund and for defining the processes: (a) to maintain their adequacy, and (b) cover plan expenses in the event of a reserve inadequacy.

II. Policy Statement

It is the intention of both the Town Council and Board of Education of Farmington to adequately fund the liabilities of their respective health insurance plans and provide sufficient financial resources to fund any unexpected increase in claims over the budgeted claim level. Accordingly, the Town and Board of Education will fund an Incurred But Not Reported (IBNR) reserve and an Excess Claim Reserve.

IBNR Reserve

The IBNR reserve shall be established as of June 30 of each fiscal year at a level deemed appropriate by the Town Council and Board of Education, after consultations with Town and School insurance consultants and insurance vendors and after testing and verification by the Town's independent auditors. The IBNR reserve shall be fully funded. Any insufficiency in the IBNR reserve will be funded from the Excess Claim Reserve.

Should the IBNR reserve fall below the established level and the excess claim reserve have insufficient resources to restore the IBNR reserve to its established level, then the Town and Board will take steps to restore the IBNR reserve to its fully funded status by budgeting for the shortfall in the next budget cycle. This will be done on a proportional basis, the proportion to be determined based on each entity's expected claims for the next fiscal year. However, no entity shall contribute an amount greater than 80% of the amount required to be contributed.

Excess Claim Reserve

In addition to the IBNR reserve, the Town and Schools will establish an Excess Claim Reserve to fund claims in excess of the expected claim level. The desired reserve level shall be in a range between 7% - 11% of annual expected claims.

Claim Reserve Maximums

Considering that a plan year following a poor claim year in which all or most of the claim reserve was expended would result in a substantial health care budget increase, the Town and Schools recognize that an Excess Claim Reserve of between 7% - 11% would be desirable and thus there is no formal maximum to the Excess Claim Reserve. Moreover, money cannot be withdrawn from the Excess Claim Reserve for self-insurance purposes until the combined IBNR and Excess Claims reserves exceed twenty-five percent (25%) of annual expected claims.

Should the combined reserves exceed 25% then each entity will be credited with a proportional amount of the excess above 25% to put towards the funding of their subsequent year's expected claims. The proportion to be determined will be based upon the proportion that each entity contributed to the excess reserve in the preceding 24-month plan period. However no entity will receive less than an amount equal to 20% of the amount to be distributed.

III. Budget Requests

During the annual budget preparation process the Town Manager and the Superintendent of Schools will include in their respective budget requests sufficient budget amounts to cover expected claims for the upcoming year plus additional funds to fully fund the estimated IBNR level and such additional amounts as may be necessary to fully fund the excess claim reserve pursuant to this agreement. It is recognized that achieving these targets in one year would be difficult. Therefore, the Town Council and Board of Education would meet the IBNR standard and at least the 7% excess claim reserve standard within three years after adoption of this policy.

IV. Procedure for Covering Claims When Reserves Are Not Sufficient

Shortfall

If at any time during the Plan Year either the Town Manager or the Superintendent or both determine that there are insufficient revenues and accumulated reserves to meet the immediate claim expense obligations of their respective plans they will immediately report such findings to their respective policy bodies.

The Town shall make available sufficient cash to either the Town self insurance plan or Schools' self insurance plan to permit each employer to meet its obligations to fund the

self-insured cash account for claims incurred on behalf of its employees for the balance of that fiscal year.

If at any time during the Plan Year, either Town staff or the school staff or both determine that it is likely that there will be insufficient revenues and accumulated reserves to meet claim expenses, they will report such to their respective policy bodies at their next regular meeting. The report shall include the following information:

1. Provide a projection of the fiscal year end shortfall in expected paid claims;
2. Utilization information indicating current and/or projected paid claims;
3. Identify any self-insurance revenue variances from what was originally budgeted.

Following the Board of Education's review of the school projection, the information will be transmitted to the Town Council. The Town Council after reviewing the self-insurance financial report(s) provided by the Town and/or Board of Education, will determine the amount of, if any, additional appropriation to be made to the Town or Board or both to meet claims payments during the remainder of the Plan Year. In making their determination, the Town Council will consider all of the information provided by the Town Manager and Board of Education.

Any supplemental appropriation approved by the Town Council will be made in three equal payments directly to the Employee Health Self-Insurance Fund over the balance of the Plan Year. If at anytime after an additional appropriation is made, it is determined that the full appropriation will not be needed, then the amount not needed will not be paid to the Fund or if already paid, the amount will be withdrawn from the Fund and returned to the General Fund.

This policy shall be reviewed on a biennial basis during the month of January in each even numbered year or at any time in between, if requested by either the Town Council or Farmington Board of Education.

Approved by the Town Council:	December 13, 2011
Approved by the Farmington Board of Education:	December 12, 2011
Approved by the Town Council:	January 14, 2014
Approved by the Town Council:	January 12, 2016

MOTION:

Agenda Item N-7

That the Following Funeral Directors, Selected by the Town Clerk, be
Appointed Sub-Registrars for the Town of Farmington until January 3, 2022:

Morton L. Weinstein
Weinstein Mortuary, Hartford, CT

Francis R. Ahern, Jr.
Ahern Funeral Home, Unionville, CT

Richard G. Koza
Sheehan, Hillborn and Breen, West Hartford, CT

NOTE: The above funeral homes have had sub-registrars for the Town
of Farmington for many years and issue burial permits when the
Town Clerk's office is closed.

MOTION:

Agenda Item N-8

To approve the following Property Tax Refunds:

NAME	REASON	AMOUNT
1)Cab East LLC	Assessor's adjustment	\$255.05
2)Aaron Hoberman	Assessor's adjustment	\$614.22
3)Honda Lease Trust	Assessor's adjustment	\$588.65
4)Johnson & Johnson Fin	Assessor's adjustment	\$224.91
5)USB Leasing LT	Assessor's adjustment	\$70.67
6)Vault Trust	Assessor's adjustment	\$1,023.38
	TOTAL:	\$2,776.88