

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

Date: March 13, 2018  
(Council Members should call the Town Manager's Office if unable to attend.)

Time: 7:00 p.m.

Place: Council Chambers

**Agenda**

- A. Call to Order
- B. Pledge of Allegiance
- C. Presentations and Recognitions
  - 1. Proclamation – Lisa Johnson
- D. Public Hearing
  - 1. A public hearing on the Town Manager's 2018-2019 Recommended Operating Budget. (Attachment)
- E. New Items
- F. Public Comments
- G. Reading of the Minutes
  - 1. February 13, 2018 Regular Town Council Meeting
  - 2. February 27, 2018 Regular Town Council Meeting
- H. Reading of Communications and Written Appeals
  - 1. None
- I. Report of the Committees
  - 1. Uconn Health Committee(s)
  - 2. Land Acquisition Committee
  - 3. Green Efforts Committee
- J. Report of the Council Chair and Liaisons
  - 1. Chair
  - 2. Board of Education Liaison
  - 3. Chamber of Commerce
  - 4. Economic Development Commission Liaison
  - 5. Farmington Historic District Commission
  - 6. Human Relations Commission
  - 7. Library Board

8. Town Plan and Zoning Liaison
9. Unionville Historic District Commission
10. Unionville Village Improvement Association Liaison
11. Water Pollution Control Authority
12. Other Liaisons

K. Report of the Town Manager — Strategic Plan Meeting Schedule, State Grant Estimate Report, Simple Recycling, Grand List/Revaluation, Woodford-Newell-Strong House

L. Appointments

1. Town Council Liaisons/Committees
2. Building Code Board of Appeals (Hammerberg) (D)
3. Conservation and Inland Wetlands Commission **Alternate** (Markuszk) (R)
4. Conservation and Inland Wetlands Commission (Radacsi) (U)
5. Farmington Historic District Commission **Alternate** (Charette) (D)
6. North Central Regional Mental Health Board (Wienke) (R)
7. North Central Regional Mental Health Board (Parady) (U)
8. Plainville Area Cable TV Advisory Council (R)
9. Plainville Area Cable TV Advisory (Hall) (R)
10. Retirement Board (Leary)
11. Tourism Central Regional District (Bernier) (R)

M. Old Business

N. New Business

1. To set a public hearing on **Monday**, April 2, 2018 at 7:05 p.m. in the Town Hall Council Chambers on the Town Council's Proposed Budget for the Fiscal Year 2018-2019.
2. To cancel the March 27, 2018 Town Council Meeting.
3. To appoint Blum Shapiro and Company, Inc. of West Hartford, CT as the Town's independent auditor for the fiscal year ending June 30, 2018.
4. To accept the Annual Report.
5. That pursuant to Section 55-10 of the Town of Farmington Purchasing Ordinance the bidding requirements under Section 55-1 be waived so that the Police Department may contract with MILO Range Training Systems to acquire an Interactive Range Firearms Training Simulator at a cost of \$54,990.00.
6. To schedule Town Council Meetings on Tuesday, May 15, 2018 and Tuesday, May 29, 2018 at 7:00 pm in the Town Hall Council Chambers.

7. To schedule a Town Council meeting (if needed) on Friday, April 27, 2018 in the Town Hall Council Chambers at 4:00 p.m. to approve the Town Council's 2018-2019 Second Recommended Budget.
  8. To approve property tax refunds.
- O. Executive Session
1. Land Acquisition
- P. Adjournment

## PROCLAMATION

WHEREAS, the Stanley-Whitman House is the fourth-oldest existing structure and the oldest eighteenth-century structure in modern-day Farmington, and

WHEREAS, the Stanley-Whitman House became a National Historic Landmark in 1960 for its outstanding historic significance, and

WHEREAS, the Stanley-Whitman House is a living history center and museum that teaches through the collection, preservation, research, and dynamic interpretation of history and culture of early Farmington, and

WHEREAS, the Stanley-Whitman House stewards an important period of American History by preserving a nationally-significant historic building and landscape, and values its role as the Farmington Visitor Center and a gateway to Farmington's heritage and historic sites, and

WHEREAS, Lisa Johnson has served as Executive Director of the Stanley Whitman House since 1998 and will retire on March 15, 2018, after twenty years of dedicated service, and

WHEREAS, Lisa Johnson , through dynamic leadership and a passion for the authentic delivery and preservation of Farmington's heritage, has effectively managed the strategic plan, mission delivery, and daily operations of the Stanley-Whitman House and has significantly enhanced the museum's infrastructure and delivery of services and programs, and

WHEREAS, Lisa Johnson has grown the number of visitors to the Stanley-Whitman House from 800 in 1998, to 17,500 annual visitors in 2017 and increased the educational programming to reach over 4,000 students across Connecticut.

NOW THEREFORE, the Town Council hereby commends Lisa Johnson for her excellent work on behalf of the community and we hereby thank her for twenty years of selfless dedication and immeasurable contributions and commitment to the Town of Farmington and its residents. The Town Council hereby extends to Lisa Johnson best wishes in her future endeavors.

Dated at Farmington, Connecticut this 13th day of March 2018.

---

Nancy W. Nickerson  
Chair, Farmington Town Council

**LEGAL NOTICE  
TOWN OF FARMINGTON  
PUBLIC HEARING**

A Public Hearing will be held on Tuesday, March 13, 2018 at 7:05 p.m. in the Town Hall Council Chambers on the Town Manager's 2018-2019 Recommended Budget.

Dated at Farmington, Connecticut this 1st day of March 2018.

Kathleen A. Eagen  
Town Manager

MOTION:

Agenda Item K

Report of the Town Manager — Strategic Plan Meeting Schedule, State Grant Estimate Report, Simple Recycling, Grand List/Revaluation, Woodford-Newell-Strong House

### **Strategic Plan Meeting Schedule**

It has been the Town Council's practice to amend the Strategic Plan/Town Manager Goals at the beginning of each Town Council two-year term. This is the opportunity for the Town Council to set the policy direction for the next two years. I am proposing that we schedule 3 Strategic Planning Workshops:

1. May 15, 2018 - Joint Workshop with the Board of Education
2. May 22, 2018 - Discuss Strategic Plan
3. May 29, 2018 - Approve Strategic Plans with Goals

In the past, the Town Council has added and deleted specific Town Manager Goals to the Strategic Plan. It is our intention to have a full discussion of the proposed goals at these meetings. I have included a joint meeting with the Board of Education for the purpose of allowing the opportunity for the Town Council to discuss with the Board of Education the Farmington High School facility and possible next steps. I look forward to working with the Town Council to update the Strategic Plan/Town Manager Goals.

### **State Grant Estimate Report**

Finance Director Joe Swetcky will give an update on the State Grant Estimate Report at the meeting.

### **Simple Recycling**

Simple Recycling is the name of the corporation that is implementing a curbside textile recycling program in Connecticut. Textile recycling includes items such as clothing, shoes, pillows, linens, drapes/ curtains, etc. This provides an opportunity for residents to recycle not only traditional items that could be donated, but also to recycle worn items that are beyond the quality needed to donate. New Britain, West Hartford, and Bristol currently participate in the program.

The benefits to Farmington for joining the program include primarily a reduction in our waste stream and thus a reduction in our tipping fees for our waste removal. (We currently pay \$68.00 per ton to MIRA.) There is no fee to Farmington to participate in the program. Farmington will receive a nominal reimbursement per ton of textile material that Simple Recycling collects from Farmington.

Simple Recycling will send information mailers to all residents in Farmington that currently participate in our municipal trash and recycling program. The mailer to the residents will include information about textile recycling, the textile recycling

bag, instructions, pick-up schedule and the Simple Recycling website and customer service phone number.

Both the Green Efforts Committee and Conservation Commission have reviewed the information about this program and voted to endorse the implementation of the program in Farmington at their February meetings. We would like the Town Council's support of the program and authorization to start the contract negotiations with the intent of returning later this spring to request authorization to sign the contract.

### **Grand List/Revaluation**

In 2017 the Town of Farmington engaged in a revaluation of all property in Town. This revaluation process resulted in significant growth in the 2017 Grand List. The 2017 Grand List increased \$59,416,893 or 1.65% over the 2016 Grand List. The Grand List is broken down into three categories: Real Estate, Personal Property, and Motor Vehicles. Real Estate and Personal Property increased while Motor Vehicles saw a slight decrease. A more detailed summary is shown below:

#### Summary:

October 1, 2017 Net Grand List totaled \$3,655,376,464

This is an increase of \$59,416,893 or 1.65% over the 2016 Grand List.

<b>By Category:</b>	<b>Net Value</b>	<b>Change</b>
Real Estate	\$3,193,799,380	\$53,288,820 or 1.7% increase
Motor Vehicle	\$232,795,485	(\$683,073) or 0.29% decrease
Personal Property	\$228,781,599	\$6,811,146 or 3.1% increase

#### Some notes to the Grand List:

Real Estate is made up of Residential Property and Commercial/ Industrial Property. The value of Residential Property is \$2,223,978,770 a decrease of \$49.4 million or 2.2%. The value of Commercial/Industrial property is \$971,580,860, an increase of \$102.6 million or 11.8%. Of the increase in Commercial/Industrial property the overwhelming majority of the increase was in commercial property which increased \$127.2 million. In total, this resulted in the 1.7% increase in Real Estate.

The growth in the value of real estate (\$53.2 million) is due primarily to the revaluation of all real property throughout the Town. In a departure from historical results, there was a pronounced shift in value from Residential Property to Commercial/Industrial property. Commercial/Industrial property makes up 32.4%

of the total Net Taxable Grand List. Residential property makes up 67.6% of the total Net Taxable Grand List.

The Motor Vehicle grand list decreased by \$683,073. The value of passenger vehicles decreased by \$1.3 million while commercial and combination plate vehicles increased by \$1.1 million. There was a decrease of 306 passenger vehicles from the previous year.

The Personal Property list grew by \$6.8 million. Manufacturer's machinery and equipment, Furniture/Fixtures, and cable/conduit had significant value increases while data processing equipment had a large decrease in value.

West Farms Mall remained the top taxpayer in town with a gross assessment of \$175.5 million, followed by Dunn-Sager Affiliates \$59.7 million, and United Technologies \$45.7 million.

The 2017 net taxable grand List would generate \$1,585,250 in new tax revenue at the current tax rate of 26.68 mills.

Town staff will be available at the meeting to discuss the grand list and revaluation process.

### **Woodford-Newell-Strong House**

The Town Manager will provide an update on the Woodford-Newell-Strong House at the meeting.



MOTION:

Agenda Item L-1

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

<b>Committee</b>	<b>2018-2020</b>
Bicycle Advisory Committee	
Chamber of Commerce	
Stephen A. Flis Scholarship	
UCONN- Communication	

MOTION: Agenda Item L-2

That \_\_\_\_\_ be appointed to the Building Code Board of Appeals for the balance of a five-year term beginning immediately and ending September 30, 2021. (Hammerberg) (D)

MOTION: Agenda Item L-3

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-4

That \_\_\_\_\_ be appointed to the Conservation and Inland Wetlands Commission a member for the balance of a four-year term beginning immediately and ending September 30, 2018. (Radacsi) (U)

MOTION: Agenda Item L-5

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-6

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-7

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-8

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

MOTION: Agenda Item L-9

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-10

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

MOTION:

Agenda Item L-11

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 set a public hearing on Monday, April 2, 2018 at 7:05 p.m. in the Town Hall Council Chambers on the Town Council's Proposed Budget for the Fiscal Year 2018-2019.

NOTE: Please note this meeting will be held on **Monday**, April 2, 2018.

MOTION:

Agenda Item N-2

To cancel the March 27, 2018 Town Council Meeting.

NOTE: Historically, the Town Council has cancelled the second Town Council meeting.

MOTION:

Agenda Item N-3

That the firm of Blum Shapiro and Company, Inc. of West Hartford, CT be appointed as the Town's independent auditor for the fiscal year ending June 30, 2018.

NOTE: Per Connecticut General Statutes, the Town Council each year must appoint an independent accounting firm to audit the Town's financial records for the soon to be completed fiscal year. The firm of Blum, Shapiro and Company, PC has been appointed as the Town's independent auditor since FY1994/1995. In 2017 Town staff undertook a request for proposals process to obtain proposals from accounting firms to perform the annual independent audit. The Town Council reviewed the proposals, and voted to appoint Blum Shapiro to audit the Town's financial records for the fiscal year ended June 30, 2017 with the intention of retaining them for the ensuing four year period. However, pursuant to state statute, the appointment must be voted on each year by the Town Council.

This appointment will be for year two of the five year period. The cost for the audit will be \$73,990.

MOTION:

Agenda Item N-4

To accept the attached Annual Report.

NOTE: This is the Annual Report for the Town of Farmington for July 1, 2016 to June 30, 2017. This report will be submitted to the April 16, 2018 Annual Town Meeting for approval.

/Attachment

MOTION:

Agenda Item N-5

That pursuant to Section 55-10 of the Town of Farmington Purchasing Ordinance the bidding requirements under Section 55-1 be waived so that the Police Department may contract with MILO Range Training Systems to acquire an Interactive Range Firearms Training Simulator at a cost of \$54,990.00.

NOTE: The Farmington Police have been researching firearms training simulation systems for use by police officers as part of their training routine. These systems allow officers to experience interactive shooting exercises without the use of live ammunition. The systems also allow training officials to assess officers' performances during live event situations and provide important feedback to the officer.

After research and review of a number of systems available in the marketplace, police staff has determined that the system offered by MILO Range Training Systems is the most suitable for the department's needs and is within available funding.

These systems involve the acquisition of both hardware and software. Although the software component of the package would not be subject to the Town's bidding requirements, because there is a hardware component and because the cost exceeds \$50,000 we are submitting this request to the Town Council to waive the bidding requirement and approve contracting with MILO for acquisition of the system.

Funds for the purchase in the amount of \$55,000 are included in the FY17/18 Police Capital Budget. Staff will be available at the meeting to answer any questions regarding this request.



MOTION:

Agenda Item N-6

To schedule Regular Town Council Meetings on Tuesday, May 15, 2018 and Tuesday, May 29, 2018 at 7:00 pm in the Town Hall Council Chambers.

NOTE: I am recommending the Town Council schedule two additional workshop meetings to discuss the Town of Farmington's Strategic Plan. I have included a tentative schedule for these workshops.

3 Strategic Planning Workshops:

1. May 15, 2018 - Joint Workshop with the Board of Education
2. May 22, 2018 - Discuss Strategic Plan
3. May 29, 2018 - Approve Strategic Plans with Goals

MOTION:

Agenda Item N-7

To schedule a Town Council Meeting (if needed) on Friday April 27, 2018 in the Town Hall Council Chambers at 4:00 p.m. to approve the Town Council's 2017-2018 Second Recommended Budget.

NOTE: This meeting will only be necessary if the April 26, 2018 Budget Referendum fails.

MOTION:

Agenda Item N-8

To approve the following property tax refunds.

<b>NAME</b>	<b>REASON</b>	<b>AMOUNT</b>
1)Frank & Jane Amodio	Double payment	\$4,455.43
2)Julie Anopolsky	Assessor's adjustment	\$115.73
3)C & L Boyson	Overpayment	\$1533.30
4)Corelogic	Double payment	\$341,410.68
5)Martha Crockett	Assessor's adjustment	\$156.22
6)East Coast Packaging	Overpayment	\$68.57
7)Joseph Distel and Co	Assessor's adjustment	\$113.93
8)Farmington Bank	Double payment	\$29,626.70
9)Farmington West Estate	Overpayment	\$1,991.66
10)Dalton Gallagher	Overpayment	\$2,033.79
11)Debra Gilbert	Double payment	\$2,172.29
12)Honda Lease Trust	Assessor's adjustment	\$81.64
13)Griselda Khoe	Overpayment	\$3,259.23
14)Singh P. Lakshman	Overpayment	\$2,271.64
15)Leretta LLC	Double payments	\$15,978.53
16)Barbara Marcus	Assessor's adjustment	\$187.64
17)Miss Porters School	Erroneous payment	\$7,410.51
18)Narian LLC	Erroneous payment	\$2,598.77
19)William Nawrocki Jr.	Assessor's adjustment	\$16.73
20)Nissan Infiniti	Assessor's adjustment	\$478.61
21)One Mill Lane LLC	Double payment	\$8,497.32
22)Aloysius Rydel	Overpayment	\$1,204.44
23)Toyota Lease Trust	Assessor's adjustment	\$37.06
24)USB Leasing LT	Assessor's adjustment	\$262.63
25)R. & C. Vicino	Assessor's adjustment	\$27.69
26)VW Credit Leasing LTD	Assessor's adjustment	\$963.36
27)Wells Fargo Home Mtg	Double payment	\$21,013.85
28)Xu Yi & P. Weilin	Double payment	\$3,188.13
29)Jane Young	Double payment	\$2,612.11
	<b>TOTAL:</b>	<b>\$453,768.19</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.