

Minutes of the Town of Farmington
Regular Town Council Meeting
March 15, 2018

Present:

Nancy W. Nickerson, Chair
Patricia Boye-Williams
Bruce Charette
Paul Cianci
Edward Giannaros
Beth Kintner
C. J. Thomas

Kathy Eagen, Town Manager
Paula B. Ray, Clerk

A. Call to Order

The Chair called the meeting to order at 4:00 p.m.

B. Pledge of Allegiance

The Council and member of the public recited the Pledge of Allegiance.

C. Public Comment

There were no public comments made.

D. To consider and take action on the proposed FY 2018-2019 Operating Budget

The Manager reviewed the process that would be used to review the Town's operating budget. She told the Council they were prepared to review the Debt Service, Revenue and Grand List portions of the budget too.

The Manager; Erica Robertson, Assistant Town Manager; Joseph Swetcky, Director of Finance and Administration and Kathryn Howroyd, Management Specialist reviewed the Town operating budget and answered Council questions. The Manager handed out a glossary of common budget objects recorded with these minutes as Agenda Item D-1.

Registrar of Voters

The Manager reviewed the Registrar of Voter accounts and answered Council questions. She explained the increase in the account was due to anticipation of primaries during the election cycle.

Motion was made and seconded (Charette/Giannaros) to tentatively approve page 9.

Adopted unanimously

Police

Chief Melanson joined the table for the Public Safety accounts. The police accounts, which showed an overall decrease of .77%, were reviewed and Council questions were answered.

Motion was made and seconded (Charette/Giannaros) to tentatively approve pages 31-41.

Adopted unanimously

Chief Melanson left the table.

Fire Marshall

Russ Arnold, Director of Public Works and Development Services joined the table.

The Fire Marshall accounts, which showed an overall 3.21% increase, were reviewed and Council questions were answered.

Motion was made and seconded (Charette/Giannaros) to tentatively approve page 26.

Adopted unanimously

Building Inspector

The Building Inspector accounts, which showed a 1.98% increase, were reviewed and Council questions were answered.

Motion was made and seconded (Charette/Giannaros) to tentatively approve page 42.

Adopted unanimously

Planning Department

The Planning Department accounts, which were a flat account, were reviewed and Council questions were answered.

Motion was made and seconded (Charette/Giannaros) to tentatively approve pages 18-20.

Adopted unanimously

Public Works

Mr. Scott Zenke, Highway Superintendent joined the table.

The Public Works accounts, which showed a 2.36% decrease, were reviewed and Council questions were answered.

Motion was made and seconded (Charette/Giannaros) to tentatively approve pages 43-54.

Adopted unanimously

Mr. Zenke left the table.

Refuse Collection

The Refuse Collection accounts, which were a self-sustaining account where the revenues match the expenditures, were reviewed and Council questions were answered.

Motion was made and seconded (Charette/Giannaros) to tentatively approve pages 69-72.

Adopted unanimously

Mr. Arnold left the table.

Fire

Mr. Steve Hoffman, Director of Fire and Rescue Services joined the table and introduced Fire Chief Gary Antigiovanni and Fire Chief Richard Higley, who were in attendance.

The Manager began this section with a description of the structure of the Farmington Fire Department.

The Fire accounts, which showed a 2.94% increase, were reviewed and Council questions were answered.

Motion was made and seconded (Charette/Giannaros) to tentatively approve pages 27-30.

Adopted unanimously

Mr. Hoffman left the table.

Economic Development

Rose Ponte, Economic Development Director joined the table. She gave some comparative data statistics on mill rates, grand lists, and commercial base vs. residential base, class A office space vacancy rates, industrial vacancy rates and building permit fees, which demonstrated Farmington's strong economic condition. She talked briefly about what Farmington should be doing in the future to maintain Farmington's strong economic position.

The Economic Development accounts, which showed a .42% increase, were reviewed and Council questions were answered.

Motion was made and seconded (Charette/Giannaros) to tentatively approve pages 14-15.

Adopted unanimously

Ms. Ponte left the table.

Staples House

Nancy Parent, Director of Community and Recreational Services; Laurie Mucciacciaro, Social Worker and Geoffrey Porter, Supervisor Recreation Services joined the table.

The Staples House accounts, which showed a .9% increase, were reviewed and Council questions were answered.

Motion was made and seconded (Charette/Giannaros) to tentatively approve page 22.

Adopted unanimously

Community & Recreational Services

The Community & Recreational Services accounts, which showed a 1.65% decrease, were reviewed and Council questions were answered.

Motion was made and seconded (Charette/Giannaros) to tentatively approve pages 55-65.

Adopted unanimously

Recreation Fund

The Recreation Fund accounts, which were a self-sustaining account where the revenues match the expenditures, were reviewed and Council questions were answered.

Motion was made and seconded (Charette/Giannaros) to tentatively approve pages 73-81.

Adopted unanimously

Westwoods Golf Course

The Westwoods Golf Course accounts, which were a self-sustaining account where the revenues match the expenditures, were reviewed and Council questions were answered.

Motion was made and seconded (Charette/Giannaros) to tentatively approve page 82-86.

Adopted unanimously

Nancy Parent, Laurie Mucciacciaro and Geoffrey Porter left the table.

General Government

Brian Rush, Information Technology Manager joined the table.

The General Government accounts, which showed a 6.4% increase, were reviewed and Council questions were answered.

Motion was made and seconded (Charette/Giannaros) to tentatively approve pages 1-25.

Adopted unanimously

Mr. Rush left the table.

Library

Jay Johnston, Executive Director joined the table. He introduced Laura Horn, Director of Operations, Terry Roberts, Chair FVGLA and Alan Sherman, Chair of the Library Board who were in attendance.

Mr. Johnston gave an overview of what is happening at the Library and showed a video.

Mr. Johnston left the table.

Benefits/Others

The Benefits/Others accounts, which showed a 5.47% increase, were reviewed and Council questions were answered.

Motion was made and seconded (Charette/Giannaros) to tentatively approve pages 66 & 67.

Adopted unanimously

Debt Service

The Debt Service, which showed a 14.81% increase, was discussed and Council questions were answered.

Motion was made and seconded (Charette/Giannaros) to tentatively approve page 68.

Revenues

The Council reviewed the proposed revenues in the summaries section of the budget.

Motion was made and seconded (Charette/Giannaros) to tentatively approve the revenue pages of the summaries section.

Adopted unanimously

E. Adjourn to Executive Session

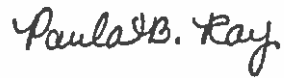
There was no Executive Session held.

F. Adjournment

Motion was made and seconded (Charette/Giannaros) to adjourn the meeting at 9:55 p.m.

Adopted unanimously

Respectfully submitted,

A handwritten signature in cursive script that reads "Paula B. Ray".

Paula B. Ray, Clerk

Agenda Item D-1

GLOSSARY OF COMMON BUDGET OBJECTS

Auto Repair & Maintenance- Expenses related to the upkeep of town vehicles

Building Repair & Maintenance - Expenses related to the upkeep of town facilities

Current Expense – Professional development; dues and subscriptions, membership fee; mileage reimbursement; training.

Full Time - Working more than 20 hours per week.

Miscellaneous Equipment – Anything equipment that doesn't fit into capital accounts, small items like rakes, shovels, small hand tools. Could be used for once in a while equipment like special filing cabinets etc.

Office Equipment – Copier, Computers, typewriters. Mostly used for copier expenses.

Office Supplies – Used for such things as paper, postage, toner, writing implements, legal notices and other required advertisements.

Part Time – Working less than 20 hours per week.

Professional Services – Any service performed by an outside agency; this could be on a contractual basis. A Town employee is not performing the work.

Salary Reserve – Funds to pay for salary adjustments for non-bargaining and bargaining unit employees where the contract is unsettled. Funds for anticipated salary adjustments due to reclassifications, market adjustments and any unforeseen salary needs.

Seasonal – Employees who work for a specific period of time, usually to perform a dedicated task. A short duration of work. Examples include: summer help, leaf collection laborers, basketball referees etc.