

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

Please note that this is a Monday

Date: April 2, 2018 (**Monday**)
(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. Eagle Scout - Jon Olshefski
- D. Public Hearing
 - 1. A public hearing to discuss the Fiscal Year 2018 Community Development Block Grant program and to solicit citizen input (attachment).
 - 2. A public hearing on the Town Council's Proposed Budget for the Fiscal Year 2018-2019 (attachment).
- E. New Items
- F. Public Comments
- G. Reading of the Minutes
 - 1. March 13, 2018 Regular Town Council Meeting
 - 2. March 14, 2018 Regular Town Council Meeting (budget)
 - 3. March 15, 2018 Regular Town Council Meeting (budget)
 - 4. March 17, 2018 Regular Town Council Meeting (budget)
- H. Reading of Communications and Written Appeals
 - 1. Correspondence from Beatrice C. Stockwell
- 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. Housing Authority
7. Human Relations Commission
8. Library Board
9. Town Plan and Zoning Liaison
10. Unionville Historic District Commission
11. Unionville Village Improvement Association Liaison
12. Water Pollution Control Authority
13. Other Liaisons

K. Report of the Town Manager — Quarterly Reports, Memorial Day Parade, Hill-Stead Easter Egg Hunt, Fire Department Fight for Air Climb, 8885 South Ridge Road Conservation Easement, Live Streaming

L. Appointments

1. Building Code Board of Appeals (Hammerberg) (D)
2. Conservation and Inland Wetlands Commission **Alternate** (Markuszka) (R)
3. Farmington Historic District Commission **Alternate** (Charette) (D)
4. North Central Regional Mental Health Board (Wienke) (R)
5. North Central Regional Mental Health Board (Parady) (U)
6. Plainville Area Cable TV Advisory Council (R)
7. Plainville Area Cable TV Advisory (Hall) (R)
8. Tourism Central Regional District (Bernier) (R)
9. Town Plan & Zoning Commission (Matava)

M. Old Business

N. New Business

1. To approve the Town Council's Recommended Budget for the Fiscal Year 2018-2019.
2. To forward resolutions 1 through 9 to the Annual Town Meeting with a recommendation that they be approved.
3. To adopt the attached resolution which authorizes the Town Manager to sign a grant application for a Small Cities Community Development Grant and to execute an assistance agreement under the Small Cities Community Development Block Grant Program.
4. To Award Bid # 271, "Wells Acres Sewer System Replacement" to Tabacco & Son Builders, Inc. of Bristol, CT at a contract cost of \$742,175.

5. To approve the attached Warning for the April 30, 2018 Second Town Meeting and the May 10, 2018 Referendum.
 6. To approve the Americans with Disabilities Act (ADA) Policy and Grievance Procedure.
 7. To approve the Fair Housing Resolution for the Town of Farmington and to authorize the Town Manager to sign and distribute said resolution.
 8. To adopt the Affirmative Action Plan for the Town of Farmington.
 9. To adopt the Compliance with Title VI of the Civil Rights Act of 1964 Statement for the Town of Farmington and to authorize the Town Manager to sign and distribute said resolution.
 10. To adopt the Fair Housing Policy Statement for the Town of Farmington and to authorize the Town Manager to sign and distribute said resolution.
 11. To award Bid # 270, Tree Removal and Pruning Services to Distinctive Gardens & Tree Care of South Windsor, CT.
 12. To award a contract for the purchase of one Tiger mid-mount boom mower and tractor (roadside mower) to H.P. Fairfield LLC, DBA: W.H. Rose of Columbia CT at a purchase price of \$114,246.00
 13. To schedule a Town Council Meeting on Tuesday, May 15, 2018 at 6:00pm at Farmington High School
 14. To cancel the April 24, 2018 Town Council Meeting.
 15. To approve property tax refunds.
- O. Executive Session
1. Land Acquisition
- P. Adjournment

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, Jon Olshefski from Troop 170 Boy Scouts of America recently completed the requirements for Eagle Scout, and

WHEREAS, Jon Olshefski planned and executed a very successful campaign to obtain donations of food and cash for the Farmington Food Pantry, and

WHEREAS, Jon Olshefski developed a local media campaign, engaged student support at Farmington High School, and mobilized fellow scouts to conduct five collection events, raising 3,817 pounds of food and \$1,503.80 in funds, and

WHEREAS, Jon Olshefski has demonstrated superb leadership skills by serving his Troop as Venture Crew President (2014-2015), Assistant Patrol Leader (2015-2016) and Senior Patrol Leader (2016-2017), and was the recipient of the Alexander P. Franklin Leadership Award and the Arrow of Light Award, and

WHEREAS, Jon Olshefski serves as Farmington High School's Latin Club President, received the Connecticut Council of Language Teachers Award for Excellence, and was inducted into the Latin National Honors Society, and

WHEREAS, as a result of Jon Olshefski'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 Jon Olshefski our best wishes and we hereby proclaim May 6, 2018 as Jon Olshefski Day in Farmington, Connecticut.

Dated at Farmington, Connecticut this 2nd day of April 2018.

Nancy W. Nickerson
Chair, Farmington Town Council

**LEGAL NOTICE
TOWN OF FARMINGTON
PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that the Town of Farmington will conduct a public hearing by the Town Council on Monday, April 2nd, 2018, at 7:00 p.m. at Town Hall, 1 Monteith Drive, Farmington, CT 06032 to discuss the Fiscal Year 2018 Community Development Block Grant program and to solicit citizen input.

Maximum award limits: \$700,000 for Public Facilities; \$700,000 for Public Housing Modernization of 25 units or less, or \$800,000 for 26 units and over; \$500,000 for Infrastructure; \$400,000 for Housing Rehabilitation Program for single towns, \$500,000 for two-town consortium, and \$600,000 for three or more Towns; \$25,000 for Planning Only Grants; \$500,000 for Economic Development Activities, and \$500,000 for Urgent Need.

Major activity categories are: Acquisition, Housing Rehabilitation, Public Housing Modernization, Community Facilities, Public Services, and Economic Development. Projects funded with CDBG allocations must carry out at least one of three National Objectives: benefit to low-and moderate-income persons, elimination of slums and blight, or meeting urgent community development needs.

The purpose of the public hearing is to obtain citizen's views on the Town's community development and housing needs and review and discuss specific project activities in the areas of housing, economic development or community facilities which could be part of the Town's Application for funding for the year 2018.

Also, the public hearing will be to give citizens an opportunity to make their comments known on the program and for approval of the Program Income Reuse Plan. If you are unable to attend the public hearing, you may direct written comments to the Town of Farmington, Town Manager's Office, 1 Monteith Drive, Farmington, CT 06032 or you may telephone (860) 675-2350. In addition, information may be obtained at the above address between the hours of 8:30 a.m. and 4:30 p.m. on Monday-Friday.

The Community Development/Housing Department on behalf of the Town of Farmington anticipates applying for the maximum grant amount of \$800,000 under the Public Housing Modernization category for 26 units or over. In addition, the Town will create a revolving loan fund with program income (principal and interest) generated from the grant, if any, for a public housing modernization program.

The Town of Farmington promotes fair housing and makes all programs available to low - and moderate-income families regardless of race, creed, color, national origin, ancestry, sex, gender identity or expression, marital status, age, lawful source of income, familial status, learning disability or physical/mental disability, or sexual orientation.

If you are unable to attend the public hearing, you may direct written comments to Town of Farmington, 1 Monteith Drive, Farmington, CT 06032 or you may telephone Kathleen Eagen at (860) 675-2350. In addition, information may be obtained at the above address between the hours of 8:30 am and 4:30 pm Monday-Friday. The hearing will also review and discuss the Town's prior Small Cities projects including any currently open or underway.

"All are encouraged to attend. The hearing is accessible to the handicapped. Any disabled persons requiring special assistance or non-English speaking persons should contact Kathleen Eagen, ADA Coordinator at (860) 675-2350 at least five days prior to the hearing"

Equal Opportunity/Affirmative Action.

**LEGAL NOTICE
TOWN OF FARMINGTON
PUBLIC HEARING**

A Public Hearing will be held 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.

Dated at Farmington, Connecticut this 19th day of March 2018.

Kathleen A. Eagen
Town Manager

Farmington Town Council and Members of the Public:

I present for your review the Town Council's proposed budget for Fiscal Year 2018 - 2019.

This proposed budget has already gone through several iterations. For the municipal budget, it began at the departmental level with requests coming to the Town Manager in January. To meet the budget target range of 2.25- 2.75 percent increase set forth by the Town Council, I decreased \$593,011 from the budget that was requested by my departments. This decrease reduced the overall budget increase from 4.5% percent to 2.47%.

During budget deliberations last month, the Town Council made further changes. Both the Board of Education budget and the Town Budget were not reduced. Although the general fund contribution to the Capital Budget was decreased by \$156,000, the total contribution is a 5.05% increase over last year. Three bonding questions will also appear on the April referendum. The questions include Engine 2 Fire Truck Replacement for \$650,000, School Security and Infrastructure updates for \$1,935,000 and School Roof Projects for \$1,995,000.

The Town's Strategic Plan and the Town's Capital Improvement Policy were the policy guidelines at the forefront when formulating this budget. The budget building process focused around two funding themes. These themes were:

- 1) Maintain current service levels. Continue to fund accounts at levels that will enable service levels to remain at high standards.
- 2) Increase Capital funding levels. The cost of maintaining the Town's infrastructure through the Capital Budget is a necessary expense that has to be recognized. The cost of not maintaining the Town's property, buildings, and equipment will have a significant negative long-term impact. The proposed budget has a total capital funding plan of \$7,221,220, which is made up of a General Fund appropriation of \$2,519,000, which is a 5.05% increase over last year, a reappropriation of \$122,220, and three bonding questions totaling \$4,580,000.

I will now review the Town Council's proposed budget.

The General Fund Budget includes the proposed spending for the Town, for the school system, for debt service and for capital improvements. The proposed budget for Westwood Golf Course, the Recreation Fund, and solid waste collection and disposal are also included for your review.

The Town of Farmington budget is broken down into three categories; Expenditures, Grand List and Revenues, which are used to develop a tax rate.

EXPENDITURES SUMMARY:

Expenditures

The total proposed budget for Fiscal Year 2018-2019 is \$106,291,562, an increase of \$3,544,427, or 3.45% above the current budget.

Category	2017-2018	2018-2019	Increase/Decrease	% Change
Board of Ed	64,172,641	65,799,897	1,627,256	2.54%
Town Operations	28,860,794	29,573,654	712,860	2.47%
Debt Service	7,315,700	8,399,011	1,083,311	14.81%
Capital Outlay	2,398,000	2,519,000	121,000	5.05%
Total	102,747,135	106,291,562	3,544,427	3.45%

Town Operations

The Town Council's proposed town budget is \$29,573,654, an increase of \$712,860 or 2.47% above the current expenditure.

Highlights of the Town Operations by category include the following:

General Fund	2017/2018 Revised Budget	2018/2019 Council Proposed	\$ Increase (Decrease)	% Increase (Decrease)
General Administration	6,275,907	6,677,403	401,496	6.40%
Public Safety	9,804,839	9,859,796	54,957	0.56%
Public Works	4,873,266	4,758,129	(115,137)	(2.36%)
Community and Rec.	852,995	838,939	(14,056)	(1.65%)
Other	7,053,787	7,439,387	385,600	5.47%
TOTAL	28,860,794	29,573,654	712,860	2.47%

- The Salary Reserve account in the Personnel budget will cover salary adjustments for nonunion staff and members of SEIU, IAFF, IBPO, and AFSCME. All salary adjustments except contractual step increases are in this account this year. Contracts will expire on June 30, 2018 and are in the process of being renegotiated.
- The contribution to the Library is \$ 2,539,535 which is a 2.40 % increase above current budget levels.
- A new position is proposed in this budget. An Information Technology Support Specialist will assist the IT Manager in the support and maintenance of the Town's technology program.
- The Fire Hydrant fees are projected to increase by \$33,094 or 3.60% for the upcoming fiscal year.
- The Police Fleet account includes funding for three new 24-hour patrol vehicles and a lease payment for one new unmarked vehicle. This account also funds lease payments for previously purchased unmarked vehicles. This is in line with our police vehicle replacement plan.
- Restructuring in the Police Department has resulted in the elimination of the Records Supervisor position. A Lieutenant's position has been added to the Special Projects/Community Policing Unit. There is a net dollar savings to the department with this restructuring. This restructuring will also allow for more focus on emergency management and school and town safety matters.
- The Highway and Grounds Operations account shows funding for four (4) seasonal summer employees who will be used to supplement regular staff.
- The Highway and Grounds Traffic Control account shows a decrease in the electricity line due to the conversion of street lights to LED lamps. The purchase of street lights and re-lamping program will lead to an anticipated savings next fiscal year.
- The Pension contribution has been increased as a result of an increase in the accrued liability for non-active participants, Board of Education non-certified staff, and required contributions to the Defined Contribution plan.

- The health insurance account contains a 7% increase. Although actual claims paid is projected to increase by only 2.9% next year, the cost for stop loss insurance coverage is projected to increase by 44.8% due to high losses over the past three years.

Town Expenditures by Object

I have also separated the budget by object, which includes Salaries, Benefits, Supplies, Equipment, Contractual, and Utilities. The increases for each object are as follows:

General Fund	2017/2018 Revised Budget	2018/2019 TM Recommended	\$ Increase (Decrease)	% Increase (Decrease)
Salaries	13,163,985	13,401,530	237,545	1.80%
Benefits	7,043,787	7,429,387	385,600	5.47%
Supplies	774,780	762,745	(12,035)	(1.55)%
Equipment	401,568	435,394	33,826	8.42%
Contractual	5,394,151	5,498,434	104,283	1.93%
Utilities	2,082,523	2,046,164	(36,359)	(1.75)%
Total	28,860,794	29,573,654	712,860	2.47%

The proposed total Town General Fund Appropriation is \$29,573,654, which is a 2.47% increase above the current budget.

Debt

The Debt group of accounts includes appropriations to make principal and interest payments on the Town’s long-term bonded debt. The total recommended amount for next fiscal year is \$8,399,011. This is an increase of \$1,083,311 or 14.81% from the previous year. This increase in debt service is a result of the requirement by the State Clean Water Fund program that the Town permanently finance \$34 million of expenses for the Waste Water Treatment Plant upgrade project this year.

Refuse Collection

The Refuse Collection budget includes the cost of collecting and disposing of solid, bulky and hazardous waste generated by Town residents and the Town’s landfill operation. This budget proposes no rate increase. The annual fee will remain at \$235.00 per household

Capital Improvements

The proposed General Fund appropriation to support the Capital Improvements is \$2,519,000 plus a reappropriation of \$122,220 in surplus project balances to new projects. There are three bonding questions that will appear on the referendum ballot for school security and infrastructure, school roof projects, and the replacement of Engine 2 Fire Truck. This year, there is a deliberate increase in the amount of capital projects in order to meet infrastructure needs town wide.

Capital Improvements Summary:

Equipment/Infrastructure/Maintenance Improvements Summary

Each year in the capital budget we strive to make steady progress in this area. There is a continuous need to maintain the Town’s equipment and infrastructure and these needs touch all

departments. Each department has equipment replacement plans that are funded in the CIP. This plan supports replacement of equipment throughout Town. This critical equipment keeps our volunteer firefighters safe when responding to calls for service. It allows our roads to be properly maintained by the Highway and Grounds staff. It also keeps our school grounds, parks, and golf course looking clean and ready for play during the warm weather months. Equipment replacement ensures the Town's ability to offer high quality services to our residents and businesses. Over the last several years the Town has been able to fund many of our equipment needs.

This Capital Improvement Plan proposes to fund equipment purchases for the replacement of turnout gear, SCBA replacement, hose, and a Medic Truck for the Fire Department. Equipment purchases also include a dump truck, a road maintenance truck, and a backhoe loader, and a rough mower in the Public Works Department. Funds are also included for improvements to the Police vehicle car port and the Town's required matching contribution with the STP Urban Grant road improvements on New Britain Ave.

Lastly, this proposed Capital Improvement Plan continues to fund town wide infrastructure improvements.

Technology and Communication Summary

In the 21st century, a town's technology infrastructure must be maintained. It must keep up with the rapidly changing world of technology, as well as the expectations of residents and businesses. Town-wide technology improvements, as well as improvements specific to the Police Department, are proposed in this Capital Improvement Plan.

This Capital Improvement Plan will provide funds to the Police Department to replace the dispatch consoles. Funds are also included to purchase a license plate reader system that allows patrol officers to automatically scan plates in the field. Since the Connecticut DMV eliminated the registration sticker program, police officers must manually check the status of each registration. The license plate readers will automate this process. Funds will allow the purchase of fixed mounted mobile computers that are in the police cruisers. These computers are on a replacement schedule to ensure that their operating systems are compatible with the police CAD/RMS system.

Technology is constantly evolving, and the proposed Capital Improvement Plan will also provide technology improvements to Town Hall, allowing all departments to deliver public goods and services effectively and efficiently. These funds will allow upgrades to fiber, network switches and servers.

Bonding Summary

The first year of the Capital Plan proposes three bond questions.

1. Engine 2 Replacement: \$650,000

- 1991 Spartan/Boardman Pumper w/ 1,000 Gallon Tank
- Apparatus is out of Tunxis Hose Station
- Currently 27 years old, well over the recommended age expectancy per NFPA 1911 for first-line fire apparatus of 15 years and over the projected Apparatus Replacement Plan of 20 years
- Purchased prior to implementation of current safety and replacement standards
- Barely passing annual pump testing
- Engine 5 taking more wear/tear in order to place Engine 2 off first-line status to preserve and limit increase in repair/maintenance costs due to age

- Over \$80,000 in maintenance/repairs since 2005

2. School Security and Infrastructure: \$1,935,000

Connecticut's School Safety Infrastructure Council Standards recommend security vestibules at the entrance of schools (\$375,000):

- Irving A. Robbins Middle School (IAR)
- West Woods Upper Elementary School (WWUES)
- Union Elementary School (UN)
- East Farms Elementary School (EF)

Connecticut's School Safety Infrastructure Council Standards recommend offices that are located at the entrance of the each school facility with security vestibules for increased security:

- Noah Wallace's (NW) office move and security vestibule (\$204,000)
- West District's (WD) office move and security vestibule (\$450,000)

The purpose of a security vestibule is to provide a secure environment for visitor vetting prior to admittance into the school building.

There are several school facility infrastructure improvements that are of critical and urgent need:

- **WD's Heating Loop** to replace aging heating pipes currently located under the building slab in need of urgent replacement with new overhead heating supply lines (\$64,000)
- **WWUES Chiller** to replace the existing, whole-building chiller that is currently at the end of its life expectancy and functioning at partial capacity (\$220,000)
- **UN's Wiring Design and Installation** to be upgraded to three phase power with surge protection due to insufficient current and maxed circuit capacity (\$141,500)
- **UN's Limestone Design and Installation** to be repaired and replaced due to significant crumbling limestone around the perimeter of the school below the roof parapet (\$365,000)
- **Mechanical Control Updates (WW, UN, EF)** to include motorized boiler control valves, steam traps and zone valves, and retrofitting pneumatic to digital control valves (\$115,500)

3. School Roof Projects: \$1,995,000

- **IAR's Partial Roof** areas were last replaced in 1982 and 1995. This will complete the roof replacement phases at IAR (\$1,050,000)
- **UN's Roof** was last replaced in 1998 and will be coupled with the limestone repair and replacement project (\$736,000)
- **Partial FHS Roof** (partial cost) was last replaced in 1992; this is a partial roof that is an urgent need of replacement (\$209,000)

Board of Education

The Board of Education account includes a proposed appropriation of \$65,799,897, an increase of 2.54% above the current year budget. Details of the Education budget are included in the budget document provided by the Board of Education.

Expenditures Summary

The total recommended budget for Fiscal Year 2018-2019 is \$106,291,562, an increase of \$3,544,427 or 3.45% above the current budget.

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Board of Ed	64,172,641	65,799,897	1,627,256	2.54%
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Total	102,747,135	106,291,562	3,544,427	3.45%

GRAND LIST

The Grand List is broken down into three categories: Real Estate, Personal Property, and Motor Vehicles. The Real Estate account shows a 1.70% increase, the Personal Property account shows a 3.07% increase and the Motor Vehicles account shows a 0.29% decrease. In summary, the Grand List increased by 1.65%, or \$59,416,893, for a total of \$3,655,376,464.

Category	2017-2018	2018-2019	Increase/Decrease	% Increase/Decrease
Real Estate	\$3,140,510,560	\$3,193,799,380	\$53,288,820	1.70%
Personal Property	\$221,970,453	\$228,781,599	\$6,811,146	3.07%
Motor Vehicles	\$233,478,558	\$232,795,485	\$(683,073)	(0.29)%
Total	\$3,595,959,571	\$3,655,376,464	\$59,416,893	1.65%

Some areas to note:

- Real Estate grew by 1.70%. The growth in the value of real estate is due primarily to the revaluation of all real property throughout the Town. Growth in this area is indicative of a stable economy in Farmington.
- Personal Property increased by 3.07%. This increase demonstrates the solid business environment in Farmington. Businesses are continuing to invest in Farmington.
- Motor Vehicles decreased by 0.29%. There was a decrease of 306 passenger vehicles from the previous year.
- The 2017 Revaluation process and the resulting Grand List saw a pronounced shift in value from residential property to commercial/industrial property. There has been a decrease in residential property values and an increase in commercial /industrial property values. The ratio of residential property to commercial/ industrial property as a percentage of the total Net Taxable Grand List is now:
 - Residential- 68%
 - Commercial/Industrial - 32%

REVENUES

I have broken down revenues into eight categories: Other Property Taxes, Licenses and Permits, Fines and Penalties, Interest, Grants, Service Charges, Other, Westwoods Golf Course.

Revenues	FY 17/18	FY 18/19	\$ Change	% Change
Other Property Taxes	1,200,000	1,265,000	65,000	5.42
Licenses and Permits	648,000	648,000	-	-
Fines and Penalties	39,000	39,000	-	-
Interest	150,000	335,000	185,000	123.33
Grants	4,145,382	4,039,095	(106,287)	(2.56)
Service Charges	1,357,290	1,313,790	(43,500)	(3.20)
Other	27,000	51,500	24,500	90.74
Westwoods Contribution	335,030	335,030	-	-
Total	7,901,702	8,026,415	124,713	1.58

In summary, projected non-tax revenues are \$8,026,415 or a 1.58 % increase over the current year.

Some areas to note:

- Licenses and Permits and Fines and Penalties are budgeted at the same level as last year. These figures are based on what we have been collecting over the last three years.
- Interest Income is projected to increase by 123.33% or \$185,000. Interest rates are rising and are expected to continue to do so next year.
- State and Federal Grants have been reduced by 2.56% overall. Due to the continued uncertainty with the State budget, this account reflects a reduction in funding. We continue to be conservative, and despite assurances from our state legislators, we reduced current funding by 9% below what we received this year.
- Service Charges are projected to decrease by \$43,500 or (3.20) %. The majority of this decrease is in the Town Clerk fees account where we have seen a reduction in fees collected the past three years.

Proposed Tax and Mill Rate:

The proposed General Fund budget will require a property tax rate of 27.18 mills, an increase of 0.51 mills. Below is the cost for the average homeowner with a house assessed at **\$226,777**.

Proposed Tax and Mill Rate	FY 17/18	FY 18/19
Tax Levy	\$95,553,433	\$98,973,147
Mill Rate	26.68	27.18
Mill Rate Change	0.90	0.51
% of Change	3.50%	1.90%
Average Residential Assessment	\$232,074	\$226,777
Real Estate Taxes	\$6,191.54	\$6,164.88
Dollar Increase /decrease	\$209.57	(26.66)
Percent Increase/decrease	3.50%	-0.43%

In other words, \$100,000 of assessed value equals \$2,718 in taxes.

The Tax and Budget worksheet illustrates that the average residential assessment will see a decrease of \$26.66 in their taxes due to the revaluation. It is important to note that the tax impact on a property will depend on how much a property either increased or decreased; the magnitude of property value change will determine its taxes. In this revaluation year the tax impact is truly on a case by case basis. A tax calculator has been added to the Town of Farmington web page for those who want to see what their tax impact will be with the proposed tax rate.

Sincerely,
Kathleen Eagen
Town Manager

March 18, 2018

To: Farmington High School H-1
Farmington Board of Education
Farmington Town Council

I am so proud of the 75 students at Farmington High School who participated in a 17 minute protest against gun violence in front of the Farmington Town Hall. They joined students from all over the country in a "National School Walkout" to show their solidarity with the students of Parkland, Florida, and to advocate for reasonable gun laws.

Our Society today is so fearful- We over-protect our children because we love them so much- But doesn't that love come with the realization that we are educating them to be independent, critical thinkers? Should we thwart them from expressing their ideals?

As President Roosevelt said, "We have nothing to fear but fear itself." Our students are showing us the way-

Beatrice C. Stockwell

MOTION:

Agenda Item K

Report of the Town Manager—Quarterly Reports, Memorial Day Parade, Hill-Stead Easter Egg Hunt, Fire Department Fight for Air Climb, 8885 South Ridge Road Conservation Easement, Live Streaming

Quarterly Reports—attachments

Memorial Day Parade

The Memorial Day Parade is scheduled for Monday, May 28, 2018. The parade in the Unionville section of town will form up at 8:00 a.m. and step off at 8:30 a.m. The Farmington section of town will form up at 10:00 a.m. and step off at 10:30 a.m.

Hill-Stead Easter Egg Hunt

The Community & Recreational Services Department hosted its 40th annual Spring Egg Hunt on Saturday at the Hill-Stead Museum. The event has traditionally been held on town properties and has continued to increase in popularity. This year's new venue provided opportunities for further community engagement and an accommodating arena for the event's growing crowd. The egg hunt attracted hundreds of families and children for special guest story times featuring the Hartford Yard Goats and Miss Connecticut 2017, musical entertainment by Sunny Train, arts and crafts presented by FCS and the Hill-Stead, reduced admission tours of the museum, and, of course, photos with the Bunny himself.

It was estimated that there was between 500-600 persons in attendance. Praxair Welding & Gas in Hartford donated a helium tank to provide free balloons for children and more than 5,000 eggs were set out to be collected. It was truly a team effort, involving all members of the FCS staff as well as ten diligent volunteers from Farmington High School. Donations to the Farmington Food Pantry were encouraged in lieu of an admission fee. In 2017, the event brought in over 900 pounds of food for the town pantry (this year's total is TBD).

Fire Department Fight for Air Climb

Please see the attached memo from Steve Hoffmann, Director of Fire & Rescue Services.

8885 South Ridge Road Conservation Easement

The Land Trust would like to come to a future Town Council meeting to discuss their request.

Live Streaming

The Town is exploring the possibility of live streaming Town Council Meetings. Nutmeg TV has the capability to do this at no additional cost. I would like to reach a consensus on whether or not the Town Council would like to move forward with this project.

Town Manager's Goals – 2016-2018

Goal 2 Transportation and Land

Improve the transportation systems and facilitate implementation of traffic improvement systems; endorse policies that expand, preserve and protect the character of neighborhoods with a balance between open space and land development.

<u>Desired Outcomes</u>	<u>Deliverables</u>	<u>2016-2018 Goals</u>
<p>2.1 Partner with the Town Plan and Zoning Commission (TPZ) to facilitate public awareness of the TPZ and Town Council roles, responsibilities and vision in land use matters.</p>	<p>The Development Wing participates and provides professional planning and technical support for all land use committees, including Planning and Zoning Commission, Zoning Board of Appeals, Architectural Review Committee the Inlands Wetlands Commission, Conservation Commission, Historic District commissions and the Economic Development Commission, and maintains a communication link between the public, the Land Use committees, Economic Development Commission and the Town Council.</p>	

Town Manager's Goals – 2016-2018

Goal 2 Transportation and Land

Improve the transportation systems and facilitate implementation of traffic improvement systems; endorse policies that expand, preserve and protect the character of neighborhoods with a balance between open space and land development.

<u>Desired Outcomes</u>	<u>Deliverables</u>	<u>2016-2018 Goals</u>
<p>2.2 Collaborate with Town Plan and Zoning Commission to implement the vision in land use matters.</p>	<p>Assist the Town Plan and Zoning Commission with their leadership and policy-making roles and assist in the implementation of the Town of Farmington Strategic Plan. Ensure the administration and compliance with Town Plan of Conservation and Development. Review and make recommendations to the Town Plan and Zoning Commission regarding town planning issues</p>	<p>1) Provide needed support to ensure that the Gateway Committee moves forward and receives the appropriate staffing and funding to complete objectives. Provide Quarterly Reports to the Town Council.</p> <p>Status: Complete</p> <p>2) Prepare for the acquisition of the Parsons property in 2017.</p> <p>Status: The Town will be offered this property once the DOT Commissioner determines it is surplus and no longer is needed-once Project #51-260 is complete.</p> <p>See Attachment 1</p>

Town Manager's Goals – 2016-2018

Goal 2 Transportation and Land

Improve the transportation systems and facilitate implementation of traffic improvement systems; endorse policies that expand, preserve and protect the character of neighborhoods with a balance between open space and land development.

<u>Desired Outcomes</u>	<u>Deliverables</u>	<u>2016-2018 Goals</u>
<p>2.3 Collaborate with Federal and State officials to expedite traffic improvement plans.</p>	<p>Oversee actions taken to improve traffic issues to include meeting with the State of Connecticut staff representatives on a regular basis.</p> <p>Work with the State of Connecticut to implement future State DOT projects and apply to CRGOG or to the State for the new projects.</p>	<p>3) Manage actions taken to improve traffic problems including meeting with the State of Connecticut Department of Transportation on quarterly basis. Report on the following projects to the Town Council on a quarterly basis.</p> <p style="padding-left: 40px;"><u>State Project(s)</u> #51-260 Backage Road Project #51-268 Rails to Trails Project #51-269 New Britain Ave. Project Route 4 Corridor Study Project South Road Reconstruction Project</p> <p>Status: See Attachment 2</p> <p>4) Work with the Connecticut Department of Transportation to facilitate the construction of improvements to Route 10 at Route 4, including improvements to the northbound right-turn lane and southbound left-turn lane, which were originally proposed as part of State Project 51-260. Report to the Town Council on a quarterly basis.</p> <p>Status: Department of Transportation has approved this change and it will be incorporated into the project.</p> <p>5) To continue to evaluate the potential and location of an additional river crossing with the State of Connecticut Department of Transportation to alleviate traffic in the Town Centers.</p> <p>Status: See Attachment 3</p>

Town Manager's Goals – 2016-2018

Goal 2 Transportation and Land

Improve the transportation systems and facilitate implementation of traffic improvement systems; endorse policies that expand, preserve and protect the character of neighborhoods with a balance between open space and land development.

<u>Desired Outcomes</u>	<u>Deliverables</u>	<u>2016-2018 Goals</u>
<p>2.4 Seek innovative solutions to mitigate traffic problems including public transportation opportunities.</p>	<p>Staff to participate in the Traffic Review Board, coordinate and work closely with the police department special projects unit. Manage the statistical data and information from traffic accident data to address neighborhood traffic concerns and update the traffic enforcement plan.</p> <p>Staff to work with the Town Plan and Zoning Commission with regards to alleviating particular traffic issues in conjunction with developments that have been submitted to the Town Plan and Zoning Commission.</p> <p>Staff to continue to utilize non-structural improvements within new developments submitted to the Town Plan and Zoning Commission (school bus access, curb cuts, mass transit, and emergency access).</p>	<p>6) Provide needed support to ensure that the Bicycle Advisory Committee moves forward and receives the appropriate staffing support to complete objectives. Provide Quarterly Reports to the Town Council.</p> <p>Status: See Attachment 4</p> <p>7) Town staff and Bicycle Committee begin to analyze the existing trail and parking lot system with respect to neighborhood accessibility. Prioritize higher connectivity versus low cost. Provide Quarterly reports to the Town Council.</p> <p>Status: See Attachment 4</p> <p>8) The Police Department will work towards creating a separate traffic unit in the Farmington Police Department in order to increase enforcement and compliance of traffic laws, and work together with the community to address neighborhood traffic concerns. This Unit will also be responsible for managing data collection, and other relevant information required by the Traffic Review Board and the Town Manager.</p> <p>Status: See Attachment 5</p>

Town Manager's Goals – 2016-2018

Goal 2 Transportation and Land

Improve the transportation systems and facilitate implementation of traffic improvement systems; endorse policies that expand, preserve and protect the character of neighborhoods with a balance between open space and land development.

<u>Desired Outcomes</u>	<u>Deliverables</u>	<u>2016-2018 Goals</u>
<p>2.5 Ensure that roads and sidewalks are maintained at a high level of quality and are accessible to all residents.</p>	<p>Public Works Department to manage the safe, efficient and effective construction and maintenance of public roadways, including directing road construction, snow, leaf removal, and tree removal and overall general maintenance and upkeep of all public roads</p>	<p>9) To complete the construction of sidewalks from Depot Place to Keene place and administer the Main Street Grant. Provide quarterly reports to the Town Council.</p> <p>Status: Complete</p>
<p>2.6 Determine Farmington's citizen and business priorities for future land use in regards to initiatives put forth by federal and state agencies.</p>	<p>Maintain a communication link between the public, the business community and the Town through the implementation of the Plan of Conservation and Development and encourage those priorities at the federal and state level.</p>	<p>10) Prepare for the 10-year re-write of the Plan of Conservation and Development starting in 2017. Provide Quarterly Reports to the Town Council.</p> <p>Status: Complete See Attachment 6</p>
<p>2.7 Promote the maintenance, improvement and expansion of infrastructure.</p>	<p>Manage and continue to implement the maintenance and improvement plans for all Town infrastructures through the five-year Capital Improvement Plan. Assist in updating the Town's sanitary sewer master plan of the Water Pollution Control Authority.</p>	<p>11) To begin the construction of the comprehensive upgrade of the Water Pollution Control Plant. Provide quarterly reports to the Town Council.</p> <p>Status: See Attachment 7</p>

Town Manager's Goals – 2016-2018

Goal 2 Transportation and Land

Improve the transportation systems and facilitate implementation of traffic improvement systems; endorse policies that expand, preserve and protect the character of neighborhoods with a balance between open space and land development.

<u>Desired Outcomes</u>	<u>Deliverables</u>	<u>2016-2018 Goals</u>
<p>2.8 Collaborate with all relevant boards and commissions to preserve and protect the environment.</p>	<p>Assist and provide technical support to the Inlands/Wetlands and Conservation Commission with their leadership and policy-making roles in the implementation of the Strategic Plan. Work with the Land Acquisition Commission to continue the acquisition of open space and apply for state grants for reimbursement.</p>	<p>12) To work with the Farmington Cemetery Committee and Farmington State Legislative Delegation to identify town land that would be suitable for the expansion of the Riverside Cemetery.</p> <p>Status: See Attachment 8</p> <p>12a.) To provide the Town Council a yearly report on Sub-Edge Farm at Fisher Farm.</p> <p>Status: Complete</p>

Town Manager's Goals – 2016-2018

Goal 3 Economic Development

Promote growth of the tax base through programs and processes designed to encourage business retention, expansion and attraction while maintaining the character of the community.

<u>Desired Outcomes</u>	<u>Deliverables</u>	<u>2016-2018 Goals</u>
<p>3.1 Assure that Farmington's policies and procedures are competitive and conducive to economic development in the community.</p>	<p>Manage and support the Economic Development Commission in all aspects of the Economic Development policy and program.</p> <p>Establish and maintain working relationship with commercial real estate companies, developers, State of Connecticut Department of Economic Development, and local utility providers. Work in conjunction with the Planning and Development office on policy development.</p>	<p>13) Provide needed support to ensure that the Town Council UCONN sub-committee moves forward and receives the appropriate staffing support to complete objectives. Provide Quarterly Reports to Town Council.</p> <p>Status: Ongoing/Complete</p>
<p>3.2 Continue to monitor and update a plan that promotes the retention and expansion of existing businesses and attraction of new businesses.</p>	<p>Economic Development Director to participate in business visitation meetings and maintain a communication link between the business community and the Town Government. Maintain inventory of available Town properties, vacancy rates, and information on the local utility infrastructure. Provide guidance to businesses concerning various economic development programs. Track trend changes critical to businesses and develop reporting mechanisms to applicable parties.</p>	

Town Manager's Goals – 2016-2018

Goal 3 Economic Development

Promote growth of the tax base through programs and processes designed to encourage business retention, expansion and attraction while maintaining the character of the community.

<u>Desired Outcomes</u>	<u>Deliverables</u>	<u>2016-2018 Goals</u>
<p>3.3 Ensure Farmington business satisfaction with business-related policies, and participation in Town sponsored/endorsed offerings and/or events.</p>	<p>Economic Development Director to serve as the Town's representative to a number of organizations such as the Chamber of Commerce. Maximize economic development through regional and civic cooperative efforts and organizations.</p>	<p>14) That the Town of Farmington actively participates in regional and state economic development activities; and provides quarterly reports to the Town Council concerning regional and state activities.</p> <p>Status: See Attachment 9</p>
<p>3.4 Facilitate and partner with stakeholder groups to implement redevelopment plans.</p>	<p>Support businesses that are affected by redevelopment. Incorporate the needs of existing businesses in the planning process for redevelopment. Provide relocation assistance to affected businesses.</p>	
<p>3.5 Ensure that Farmington's economic development materials provide factual, timely and user-friendly information to existing and potential businesses.</p>	<p>Review and update communication materials. Promote Farmington businesses and economic development activities.</p>	<p>15) Per the Plan of Conservation and Development, seek to re-zone the 86-acre property (with 10 acres of usable land) at Batterson Park for office and or research and development use including uses eligible for the bioscience zone such as Jackson Labs.</p> <p>Status: See Attachment 10</p>

Town Manager's Goals – 2016-2018

Goal 4 Budget

Operate with balanced budgets supported by stable and equitable revenues collected from varied public and private sources.

<u>Desired Outcomes</u>	<u>2016-2018 Goals</u>
<p>4.1 Prioritize service expenditures (beginning with the 05-06 budget based on citizen polling/surveys) to ensure that services are competitive within the region and are based on “best practices”.</p>	<p>16) Prepare and present the 2017-2018 Annual Budget to Town residents and ensure that a budget is prepared on a timely basis, according to Town Council direction and Town Charter guidelines.</p> <p style="color: red;">Status: Ongoing</p> <p>17) Conduct contract negotiations with all of the Town's Bargaining Units. Provide Quarterly Reports to the Town Council on progress.</p> <p style="color: red;">Status: Ongoing</p>

Town Manager's Goals – 2016-2018

Goal 4 Budget

Operate with balanced budgets supported by stable and equitable revenues collected from varied public and private sources.

<u>Desired Outcomes</u>	<u>2016-2018 Goals</u>
<p>4.2 Promote private contributions of funds and property to the Town.</p>	<p>18) Continue outreach to citizen, volunteer and business groups to promote monetary and property private contributions to the Town of Farmington. Allocate appropriate resources to enable the Town to assist groups through appropriate procedures and processes. Report to the Town Council on an annual basis.</p> <p>Status: Ongoing</p> <p>See Attachment 11</p>
<p>4.3 Explore ways to increase and create more awareness of property tax relief for those in need.</p>	<p>19) Complete the revaluation of all real property located within the limits of the Town including a physical inspection of at least 50% of commercial properties for inclusion in the October 1, 2017 Grand List. Report to the Town Council on a quarterly basis.</p> <p>Status: Complete</p> <p>See Attachment 12</p>
<p>4.4 Coordinate efforts with elected federal and state officials to explore alternate ways to decrease reliance on the local property taxes.</p>	<p>20) Continue to meet with Farmington's delegation on a yearly basis to explore ways to decrease reliance on local property taxes.</p> <p>Status: Legislators attended the February 13, 2018 Town Council Meeting.</p>

Town Manager's Goals – 2016-2018

Goal 5 Best Practices

Incorporate Best Practices in all government services to provide excellent customer service and increase civic responsibility.

<u>Desired Outcome</u>	<u>2016-2018 Goals</u>
<p>5.1 Deliver Town-wide services in accordance within industry standards, achieving maximum efficiencies and with above average levels of citizen/customer satisfaction.</p>	<p>21) Manage and monitor all Town departments to ensure they are effectively and efficiently making progress in achieving their individual, specific goals and objectives and that their efforts are in line with the mandates of the Strategic Plan and its goals. Regularly review programs, staffing regionalization efforts, and service levels to ensure that they are utilizing “best practices” in order to meet budgetary constraints and policy objectives. On a quarterly basis, report to the Town Council on the progress each department has made meeting its goals and objectives.</p> <p>Status: Complete/In progress</p> <p>22) Provide Town Council a yearly report on Town Manager’s goals and objectives.</p> <p>Status: Yearly Report Complete</p> <p>23) Provide needed support to ensure that the Farmington High School Building Committee moves forward and receives the appropriate staffing support to complete objectives. Provide quarterly reports to the Town Council.</p> <p>Status: Complete</p> <p>24) Petition the State of Connecticut Department of Public Health under the Alternative Local EMS Plan Provision provided for by Public Act 14-217 to have the Primary Service Area Designations reassigned to the Town of Farmington for both Basic Ambulance Transport and Paramedic Service. Specifically, as authorized by the Town Council, to:</p>

Town Manager's Goals – 2016-2018

Goal 5 Best Practices

Incorporate Best Practices in all government services to provide excellent customer service and increase civic responsibility.

<u>Desired Outcome</u>	<u>2016-2018 Goals</u>
<p>5.1 (continued) Deliver Town-wide services in accordance within industry standards, achieving maximum efficiencies and with above average levels of citizen/customer satisfaction.</p>	<p>a) Formulate and submit an alternative local emergency medical services plan prepared pursuant to Section 19a-181b to the Department of Public Health for reassignment of the Primary Service Area Designations for Paramedic and Ambulance Service within the Town of Farmington as allowed by Section 19a-181f, and to</p> <p>b) Formulate and submit a Petition and /or Application to the Commissioner of Public Health for the Reassignment of the Primary Service Area Designations for Paramedic and Ambulance Service Levels for the geographic area that is the Town of Farmington to the Town of Farmington in accordance with section 19a-181-f, and to</p> <p>c) Sign a contract with American Medical Response for two 24-hour Paramedic Level Ambulances with no subsidy to the Town.</p> <p style="color: red;">Status: Complete/In Progress See Attachment 13</p> <p>25) Provide needed support to ensure that the Web Page Committee moves forward and receives the appropriate staffing support to complete objectives. Provide quarterly reports to the Town Council.</p> <p style="color: red;">Status: Complete</p>

Town Manager's Goals – 2016-2018

Goal 5 Best Practices

Incorporate Best Practices in all government services to provide excellent customer service and increase civic responsibility.

<u>Desired Outcome</u>	<u>2016-2018 Goals</u>
<p>5.2 Endorse and track goals for elected and appointed Boards and Commissions and Department Work Plans on an annual basis.</p>	<p>26) Provide the Town Council with technical information, policy recommendation and legislative advice for each Town Council meeting.</p> <p>Status: Ongoing</p>
<p>5.3 Establish a leadership role among Connecticut communities through the collaboration of the elected leadership – Town Council, Board of Education and Planning and Zoning.</p>	
<p>5.4 Conduct market research/survey periodically to better understand service levels and customer needs.</p>	
<p>5.5 Increase communication with and encourage participation of citizens, the business community and Town employees regarding the Town's governmental structure, processes and services.</p>	<p>27) Seek innovative efforts to increase public awareness related to the Town's social service offerings. Report on a quarterly basis to the Town Council.</p> <p>Status: See Attachment 14</p>
<p>5.6 Enhance high level of productivity and job satisfaction among Town-wide employees and volunteers.</p>	
<p>5.7 RE-affirm that 100% compliance with the Ethics Policy 100% of the time is the foundation of good government.</p>	

Town Manager's Goals – 2016-2018

Goal 5 Best Practices

Incorporate Best Practices in all government services to provide excellent customer service and increase civic responsibility.

<u>Desired Outcome</u>	<u>2016-2018 Goals</u>
<p>5.8 Increase public awareness and municipal participation in “green” efforts including energy conservation, renewable resources, recycling, and other environmentally friendly practices. Establish a leadership role in the community in promoting environmentally friendly practices in Town. Explore ways to fund green initiatives.</p>	<p>28) To ensure that Green Efforts Committee moves forward and receives the appropriate staff support to complete its objectives. Provide oversight and needed support to ensure that the Green Efforts Committee, including the AMERESCO Performance Contract, moves forward and completes its objectives. Provide Quarterly reports to the Town Council.</p> <p>Status: See Attachment 15</p>
<p>5.9 Affirm that the ADA accessibility standard is the minimum standard and the Town will strive to exceed that standard</p>	

Town Manager's Goals – 2016-2018

Goal 6 Recreation

Provide wholesome programming for all populations including sports and physical fitness, cultural and creative programs, social programs, camp programs, golf course, and passive recreation to achieve creative solutions for a healthy community.

<u>Desired Outcomes</u>	<u>2016-2018 Goals</u>
<p>6.1 Promote and provide recreation programs for the entire community. Continue to review programs, staffing and budgetary consideration to ensure that all recreation programs continue to meet the needs of the entire community.</p>	
<p>6.2 Work with the Board of Education and Library to ensure that all recreation programs and resources are complementary; not in conflict with each other.</p>	
<p>6.3 Ensure that the ratio of Town funded recreation programs versus self-funded or user fee recreation programs are in line with “best practices” or are similar to comparable Connecticut municipalities.</p>	
<p>6.4 Provide adequate funding for the maintenance of recreational facilities and other capital improvements.</p>	<p>29) Town staff to develop a Recreation Capital Plan for Town Council approval.</p> <p>Status: Complete</p>
<p>6.5 Offer a well maintained and managed municipal golf course in which the operations are in line with other municipal golf courses and best practices.</p>	<p>30) Town Staff to develop and recommend to the Town Council a long term strategic plan for the Golf Course.</p> <p>Status: Complete</p>

Town Manager's Goals – 2016-2018

Goal 6 Recreation

Provide wholesome programming for all populations including sports and physical fitness, cultural and creative programs, social programs, camp programs, golf course, and passive recreation to achieve creative solutions for a healthy community.

<u>Desired Outcomes</u>	<u>2016-2018 Goals</u>
<p>6.6 Town Council to address the ease of access to the Town's recreational facilities.</p>	
<p>6.7 Promote and provide access for the active and passive use of Town land for recreational purposes.</p>	<p>31) Bi-annually add and conduct a moderated public forum to review all current plans for the Farmington Trails including Rails-to-Trails, bike and walking paths and to encourage open and active public comment and suggestions. Invite all stakeholders.</p> <p>Status: Complete.</p> <p>32) To extend the Town Farm Road canal trail on the west side of Town Farm Road to the Avon Town line.</p> <p>Status: This project will not be completed due to the issues across from the farm property and its current usage. The farmer is utilizing the area where the trail needs to be located.</p> <p>33) To reestablish the trail from the west side of the Farmington Center bridge to approximately the former Grist Mill dam.</p> <p>Status: Complete.</p>

Town Manager's Goals – 2016-2018

Goal 6 Recreation

Provide wholesome programming for all populations including sports and physical fitness, cultural and creative programs, social programs, camp programs, golf course, and passive recreation to achieve creative solutions for a healthy community.

<u>Desired Outcomes</u>	<u>2016-2018 Goals</u>
6.8 Manage the maintenance and use of Town open spaces. Expand recreational opportunities such and trails and recreational facilities through state grants.	34) Extend the Farmington Canal Heritage Greenway Trail to the Plainville town line. Complete the construction. Provide quarterly reports to the Town Council. Status: Complete. Groundbreaking ceremony scheduled for the spring.

Town Manager Quarterly Report

April 2018

Attachment 1

PARSONS PROPERTY

GOAL 2

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Eagen, Town Manager
RE: Parsons Property — Goal 2
DATE: April 2, 2018

Prepare for the acquisition of the Parsons property in 2017.

The town will be offered this property once the DOT Commissioner determines it is surplus and no longer needed. That will occur after State Project # 51-260 is complete. The purchase price will be based on two (2) appraisals performed by DOT selected appraisers. The price will not be insignificant and the Town should be prepared and willing to pay the price. It is essential that the town control the future use of this property. The property is at the busiest and most recognizable gateway into town. The town must establish a "Vision" for this property. This vision must have broad based community support. The vision for the property will define Farmington for years to come. In preparation for the acquisition the following has been or will be accomplished.

Secured legislation to modify the disposition process so that the property is offered to the Town first.	Complete
Secured funding to Conduct a highly public process to develop interest and enthusiasm for the future use of the property and its surroundings.	Complete
Secured funding to start to develop a more detailed and realistic "Vision" for the property based on engineering and market characteristics.	Complete
Issued RFP through Gateways Commission to retain consulting team to perform market analysis and detailed engineering, architectural services.	Complete
Received and reviewing RFP responses with Gateways Commission.	Complete

Finish study and approval by Gateway Committee	Complete
Handoff to PZC for approval of design guidelines, zoning text amendments and zone changes to implement the recommendations in the plan	Complete
Design Guidelines approved by Planning and Zoning Commission.	Complete
Changes incorporated into 10 year update of Plan of Conservation and Development.	Complete
Establish a Development Committee similar to former Gateway Committee to begin discussing the future development of the parcel, including an RFQ process to identify preferred developer.	

Attachment 2

STATE DOT PROJECTS

GOAL 3

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Eagen, Town Manager
RE: State DOT Projects—Goal 3
DATE: April 2, 2018

Manage actions taken to improve traffic problems including meeting with the State of Connecticut Department of Transportation on a quarterly basis. Report on the following projects to the Town Council on a quarterly basis.

Project #51-260 Safety and Operational Improvements Route 4 / Backage Road: The CT DOT continues the roadway reconstruction portion of the project. The anticipated completion date is June 30, 2018. A second traffic shift has been initiated between Route 10 and Mountain Spring Road. They are beginning the final phase of the project on the east bound side of Route 4.

Project #51-268 Rails to Trails to Plainville CT: The project is under construction and is approximately 95% complete. The bridge over Route 6 is complete with the exception of the metal bridge rail. The bridge rail needed some adjustment after it was installed and is expected to be complete by April 1, 2018. Other miscellaneous items remain but will be completed as weather allows. A ribbon cutting ceremony will held with the DOT and Town in early spring. This project is funded 80% Federal and 20% State.

Project #51-269 Intersection Improvements Route 177 at New Britain Avenue and Mill Street: Final design comments have been sent to the Consultant for incorporation into the plans from the CT DOT and Town of Farmington. It is anticipated that the project will be bid late June or early July for a early fall start. The existing package store has been fully taken by the DOT and it is anticipated to be demolished late spring. This project is funded 80% federal, 10% state, and 10% Town. The construction inspection will be handled by the CT DOT.

Route 4 CRCOG Corridor Study: The Town of Farmington in conjunction with CRCOG, are working with the consultant to complete the study. CRCOG is managing the project. The study will take year to a year and half to complete.

South Road Reconstruction: The project is substantially complete. The project is funded 100% through the LOTCIP program through the DOT and CRCOG.

Attachment 3

STATE DOT PROJECTS

GOAL 5

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members

FROM: Kathleen A. Eagen, Town Manager

RE: State DOT Projects—Goal 5

DATE: April 2, 2018

Goal 5: To continue to evaluate the potential and location of an additional river crossing with the State of Connecticut Department of Transportation to alleviate traffic in Town Centers.

The Department of Public Works, Engineering Division is currently working with DOT and CRCOG on a preliminary basis to determine the course of action to obtain funding for the design and construction of the additional river crossing in the vicinity of Monteith Drive. Given the current financial outlook of the State, funding this new project will be difficult in the near future.

Attachment 4

BICYCLE ADVISORY COMMITTEE

GOALS 6 - 7

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Eagen, Town Manager
RE: Bicycle Advisory Committee—Goals 6-7
DATE: April 2, 2018

Goal 6: Provide needed support to ensure that the Bicycle Advisory Committee moves forward and receives the appropriate staffing support to complete objectives. Provide Quarterly Reports to the Town Council.

Since receiving the League of American Bicyclists' bronze level designation in May 2014, the Bicycle Committee has been actively working to promote bicycling and bicycle safety within the Town. Sharrows and/or bicycle signage are now installed on Batterson Park Road, Middle Road, River Road, and Coppermine Road. The Town is also installed approximately 10 signs promoting our 'Bicycle Friendly Community' status.

Additionally, both the committee and Town Staff have actively supported the efforts of "Bicycle Friendly Farmington", a community group that shares the committee's goals of promoting bicycling and bicycle safety in Farmington.

Goal 7: Town staff and Bicycle Committee begin to analyze the existing trail and parking lot system with respect to neighborhood accessibility. Prioritize higher connectivity versus low cost. Provide Quarterly reports to the Town Council.

The Town of Farmington enjoys an extensive off-road bike network, with 6.7 miles of Farmington Canal Heritage Trail and Farmington River Trail located within the Town. The Engineering Division is in the process of compiling extensive mapping for the existing trail network and parking lot system with the objective of increasing the connectivity of the trail network to neighborhoods. The Bicycle Advisory Committee is working to locate existing neighborhood connections in order to quantify connectivity improvements vs. infrastructure costs and impacts.

Attachment 5

SEPARATE TRAFFIC UNIT

GOAL 8

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members

FROM: Kathleen A. Eagen, Town Manager

RE: Separate Traffic Unit—Goal 8

DATE: April 2, 2018

The Police Department will work towards creating a separate traffic unit in the Farmington Police Department in order to increase enforcement and compliance of traffic laws, and work together with the community to address neighborhood traffic concerns. This Unit will also be responsible for managing data collection, and other relevant information required by the Traffic Review Board and the Town Manager.

The position of Traffic Officer was created to provide comprehensive and focused services in addressing a variety of traffic and related concerns throughout the Town of Farmington. The Traffic Officer started October 11, 2016 and serves full-time in this role. While traffic enforcement is an important component of this position, most solutions go well beyond such a simple and often unsustainable approach. The Traffic Officer plays a more diverse and pro-active leadership role towards problem solving. Community input, data collection, observation and roadway design are all utilized by the traffic officer in order to address problem areas.

Traffic issues remain a primary focus. Response is based upon complaints received and analyzed through the Traffic Review Board, from police department quarterly traffic reports and statistical analysis, and citizen complaints received directly through the police department. The department addresses concerns primarily through the TRB and our Traffic Officer. The Traffic Officer is responsible for placing the speed signs, and tracking selective enforcement areas. The Traffic Officer communicates problem traffic areas to the other members of the department to ensure these areas are receiving extra attention by the Patrol Officers throughout all their shifts. The Traffic Officer writes and submits grant applications to the state DOT to acquire funding for traffic enforcement efforts in Farmington. The Traffic Officer has secured a \$50,000.00 grant for "Distracted Driving High Visibility Enforcement" to be conducted in the upcoming months.

The Traffic Officer continues to collect and analyze data, review traffic patterns and behavior and reports his findings to the traffic review board. This information is used by the traffic review board to formulate solutions to traffic problems. Below is a list of complaints the Traffic Officer has handled in conjunction with the Traffic Review Board.

The goal of the Traffic Officer position is to allocate their time as described below:

- 20% Farmington Center Traffic Issues
- 20% Unionville Center Traffic Issues
- 10% School Traffic Issues
- 20% Traffic review Board cases
- 30% Citizen Traffic Complaints

Location and Main Complaint

1. Batterson Park Road, speeding and stop sign.
2. Main Street (RT 4) at Saint Mary's Church, crosswalk violations.
3. Robin Road, speeding.
4. Cope Farms Road, speeding.
5. Lake Garda Neighborhood, speeding and stop signs.
6. Main Street (RT 10) at Mountain Road, distracted driving.
7. Garden Street, speed.
8. RT 4 at RT 10, traffic pattern violations.

The Traffic Officer's activity this quarter to date is as follows:

Motor Vehicle Enforcement

Motor Vehicle Stops	166
Citations Issued	52
Summons Issued	9

Attachment 6

POCD UPDATE

GOAL 10

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
 FROM: Kathleen A. Eagen, Town Manager
 RE: Plan of Conservation and Development —Goal 10
 DATE: April 2, 2018

Prepare for the 10-year re-write of the Plan of Conservation and Development (POCD) starting in 2017. Provide Quarterly Reports to the Town Council.

To be of any value a Plan of Conservation and Development must be a living document, referenced frequently and enforced.

Current POCD was adopted on February, 2008. Update due to State Office of Policy and Management February, 2018. There are now penalties for not having an updated POCD.

Begin emphasizing the purpose of the POCD by referencing it as it relates to all development applications and public improvements coming before PZC.	Ongoing
PZC require conformance to POCD for all development applications and public improvements.	Ongoing
Initiate practice of adopting "special area studies" as part of current POCD as allowed by statute. <ul style="list-style-type: none"> • Southern Health Center Neighborhood Planning Study • Farmington Center Study 	Complete
Begin explaining statutory requirements for POCD every 10 years and ramifications of non-compliance.	Complete
Review all 14 neighborhood planning areas with PZC to identify emerging issues since 2008	Complete

Review demographic and housing changes with PZC	Complete
Request funding for POCD	Complete
Begin drafting relevant chapters and mapping for 2018 update	Complete
Secure Regional Planning endorsement of plan	Complete
Refer draft Plan to Town Council	Complete
Conduct public hearing on draft plan	Complete
2018 Addendum to POCD approved by Planning and Zoning Commission. Town in full compliance with CGS 8-23.	Complete

Attachment 7

WATER POLLUTION CONTROL FACILITY UPGRADE

GOAL 11

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members

FROM: Kathleen A. Eagen, Town Manager

RE: Water Pollution Control Facility Upgrade—Goal 11

DATE: April 2, 2018

To begin the construction of the comprehensive upgrade of the Water Pollution Control Plant. Provide Quarterly Reports to the Town Council.

The WPCA Comprehensive Upgrade Project began in the spring of 2016. The construction will span 3 years and should be complete by the fall of 2018. These much needed upgrades were widely approved by Farmington voters in a November 2014 referendum. The upgraded facility will have an improved effluent quality and capacity while treating our wastewater more reliably and efficiently. The upgraded facility will also utilize an Ultra Violet Disinfection System, eliminating the use of chemicals currently used to disinfect treated effluent. Current activity on the site includes near start up of the Ultra Violet Disinfection System and re-routing influent through new portions of the plant. As of February 29, 2018, \$43,034,293 million has been paid for work completed or 75 percent of the project has been completed.

Attachment 8

FARMINGTON CEMETERY COMMITTEE

GOAL 12

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Eagen, Town Manager
RE: Farmington Cemetery Committee – Goal 12
DATE: April 2, 2018

To work with the Farmington Cemetery to identify Town land that would be suitable for the expansion of the Riverside Cemetery.

The Town has continued to work with the Farmington Cemetery Association toward the location of suitable land for its future needs. To date, efforts have concentrated on 124 Scott Swamp Road. This 8.5 acre property, located on the south side of Route 6 and to the east of New Britain Avenue, is owned by the State DEEP. Unfortunately, multiple efforts throughout the past few years to acquire the property from the State through conveyance, sale or swap have not proved favorable to the Town. The last offer by the State DEEP was to consider a swap of 124 Scott Swamp Road with land that is currently owned by the Town, and that has a value equal to or greater than a highest and best use appraisal of the Scott Swamp Road property, which could include the possibility of commercial development on the property. At this point, the Town is no longer pursuing this property for use by the Cemetery Association.

Farmington Cemetery Association's needs are becoming more urgent. Evan Cowles reported that land needs were discussed at the Cemetery Association's annual meeting in September. Their manager estimates that the Riverside Cemetery has less than 100 plots left to sell, and that they sell 30-50 plots a year.

The Town will need to regroup to identify Town land that would be suitable for the expansion of the Riverside Cemetery.

Attachment 9

**REGIONAL & STATE ECONOMIC DEVELOPMENT
ACTIVITIES**

GOAL 14

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Eagen, Town Manager
RE: Regional & State Economic Development Activities—Goal 14
DATE: April 2, 2018

That the Town of Farmington actively participates in regional and state economic development activities; and provides quarterly reports to the Town Council concerning regional and state activities.

EDC members and the EDD actively partner with several regional groups such as Metro Hartford Alliance, CT Economic Development Association, and International Council of Shopping Centers. During this quarter we participated in the following:

1. November 29, 2017 CCM Annual Conference
2. December 20, 2017 Hartford Region Women's Holiday Luncheon
3. January 12, 2018 CBRE Market Overview
4. January 23, 2018 CEDAS Board Meeting
5. January 31, 2018 CT Main Street Live Webinar presenter
6. February 21, 2017 Central Chamber Legislative Breakfast
7. February 27, 2018 CEDAS Board Meeting
8. February 27, 2018 Economic Roundtable Panel
9. February 28, 2018 MetroHartford Alliance Global Business Council
10. March 19, 2018 Annual DECD Economic Summit
11. March 26, 2018, Hartford Alliance Rising Star Breakfast

Attachment 10

BATTERSON PARK PARCEL

GOAL 15

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Eagen, Town Manager
RE: Batterson Park Parcel – Goal 15
DATE: April 2, 2018

Per the Plan of Conservation and Development, seek to re-zone the 86-acre property at Batterson Park for office and or research and development use including uses eligible for the bioscience zone such as Jackson Labs.

The Hartford Municipal Employees Retirement Fund (MERF) officially took possession of the Batterson Park parcel from the City of Hartford on July 1, 2017.

The Town of Farmington continues to work with MERF to explore how to best develop this parcel of land. During this quarter, MERF hired Gorman+York Property Advisors, LLC to assist with the development of Lot 1

In Progress:

- On January 17, 2018 we contacted Treasurer Cloud to receive a progress update on the project
- On January 19, 2018 Treasurer Cloud informed us that they were working with a potential end user.
- On February 27, 2018 Treasurer Cloud informed us that they were moving forward with an open bid process to solicit interest in the land parcel.
- On March 23, 2018 attended the Pension Board Monthly Meeting to discuss future steps for the redevelopment of the property.

Attachment 11

PROMOTE CHARITABLE CONTRIBUTIONS

GOAL 18

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Eagen, Town Manager
RE: Promote Charitable Contributions—Goal 18
DATE: April 2, 2018

Continue outreach to citizen, volunteer and business groups to promote monetary and property private contributions to the Town of Farmington. Allocate appropriate resources to enable the Town to assist groups through appropriate procedures and processes. Report to the Town Council on an annual basis.

In October of 2017, the Farmington Soccer Club donated an artificial turf field system to convert Tunxis Mead Field #8 from a natural grass field to an artificial turf field. The approximate value of this donation is \$730,000.00. Construction is currently underway. This field will be a valuable asset to Town-wide athletic programs and is another example of successful private/public partnerships in town.

The Town of Farmington Fire Department has received donations from two organizations recently with items that provide assistance to the department and the community. Five pet oxygen masks were donated to the department by Canine Company to be distributed to the five fire stations in town. This donation will allow firefighters/EMTs to provide oxygen to a pet at the scene of an emergency incident.

The Town of Farmington Fire Department also received a donation of 36 teddy bears to be distributed to the five fire stations and placed on the apparatus for children at the scene of an emergency incident. This fosters a relationship of trust, caring and support with the fire department and the community. During a stressful situation, such as the scene of a fire or motor vehicle accident, these teddy bears can give children a sense of comfort and safety.

Attachment 12

REVALUATION OF ALL REAL PROPERTY

GOAL 19

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Eagen, Town Manager
RE: Revaluation of All Real Property-Goal 19
DATE: April 2, 2018

Complete the revaluation of all real property located within the limits of the Town including a physical inspection of at least 50% of commercial properties for inclusion in the October 1, 2017 Grand List. Report to the Town Council on a quarterly basis.

In Progress/ Accomplishments to Date:

Tyler Technologies/CLT, the company hired to assist the Assessor with the 2017 revaluation, has been working through the summer and early fall on inspections and sales verification analysis. Currently the following progress has been made:

Sales Verification	85% complete
Commercial Property Inspections	98% complete
Photo Imaging	84% Complete
Inspections from Building Permit Activity	37% Complete
Valuation Analysis	40% Complete

At the time that Tyler Technologies was contracted it was anticipated that they would undertake 400 inspections resulting from building permit activity. However as of September 1, they have completed almost twice that number of inspections.

The focus for the next two months is to complete field reviews and the valuation analysis so that assessment change notices to property owners can be mailed out in November 2017 and informal hearings with property owners can be held in December 2017.

UPDATE MARCH 22, 2018:

Assessment change notices were sent out to all property owners the last week of December 2017. Property owners were given the chance to meet with the revaluation staff during the month of January to review their assessment change and provide any information that the property owner felt the revaluation staff missed when assigning values.

The revaluation staff met with 145 property owners during the informal reviews. As a result of the hearings, 69 properties had their assessment decreased; 70 property values were not changed and 7 property values were increased. At the end of

January 2018 the revaluation staff turned over the assessment files to the Town Assessor for review and for incorporation into the 2017 Grand List. This work was completed by February 23, 2018 and the grand list was signed by the Assessor on February 26, 2018.

The revalued 2017 Gross Grand List totaled \$3,728,506,605. There were \$73,130,141 in exemptions which resulted in a net taxable grand list of \$3,655,376,464. The real estate component of the grand list increased by \$53,288,820 or 1.65%. The growth in the value of real estate was due primarily to the revaluation. In a departure from historical results, there was a significant shift in value from residential property to commercial/industrial property. Commercial/Industrial property now accounts for 32.4% of the net taxable grand list.

Currently the Assessor's Office is accepting applications from property owners who wish to appeal their assessment to the Board of Assessment Appeals (BAA). The BAA will hear appeals in April 2018 and make their adjustments at that time. After the BAA makes their adjustments the Assessor will produce a final 2017 grand list and the revaluation process will be concluded.

Attachment 13

EMERGENCY MEDICAL SERVICES

GOAL 24

OFFICE OF THE TOWN MANAGER

MEMORANDUM

TO: Town Council Members
FROM: Kathleen A. Eagen, Town Manager
RE: Emergency Medical Services—Goal 24
DATE: March 25, 2018

Petition the State of Connecticut Department of Public Health under the Alternative Local EMS Plan Provision provided for by Public Act 14-217 to have the Primary Service Area Designations reassigned to the Town of Farmington for both Basic Ambulance Transport and Paramedic Service. Once the PSAs have been reassigned, prepare and issue an RFP and evaluate the responses to make a determination about whether the community is better served by staying with the current Basic Ambulance and Paramedic Services, or selecting different providers. Update the Town Council on progress and recommendations on a quarterly basis.

UCONN Health relinquished the Paramedic Primary Service Area Responder Designation for the Town of Farmington effective October 1, 2016. UCONN will continue to provide EMS services to their facility located at 263 Farmington Avenue as delineated in the PSA with the Office of Emergency Medical Services.

The Town entered into a contract with American Medical Response (AMR) to provide paramedic coverage for the Town of Farmington beginning on October 1, 2016 which has been extended on an annual basis. The contract calls for AMR to provide 2 paramedic ambulances 24 hours a day, 7 days a week in Farmington at no cost to the Town.

The Town is in the process of submitting a Need for New or Expanded Service Application pursuant to Section 19a-180-3 to the Department of Public Health for reassignment of the Primary Service Area Designation for Paramedic Services within the Town of Farmington. Currently, the PSA for the Town of Farmington is "Unassigned." The Application for Mobile Intensive Care Authorization at the Paramedic Level is being reviewed by John Dempsey Hospital, who maintains our Medical Control. Once they review and approve the application it will be submitted with the Need for New or Expanded Service Application to the Office of Emergency Medical Services (OEMS) in Hartford. OEMS will review and if found to be meeting the required perimeters will be sent to the Director of OEMS for a hearing. At this

hearing, the DPH will have the opportunity to review the application, letters of support and pose any questions or concerns they have. At the completion of the hearing, OEMS has 45 days to approve, modify or deny the application.

Attachment 14

PUBLIC AWARENESS OF SOCIAL SERVICES

GOAL 27

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Eagen, Town Manager
RE: Public Awareness of Social Services—Goal 27
DATE: April 2, 2018

Seek innovative efforts to increase public awareness related to the Town’s social service offerings. Report on a quarterly basis to the Town Council. Seek innovative efforts to increase public awareness related to the Town’s social service offerings. Report on a quarterly basis to the Town Council.

The entire department has been very active in marketing, information dissemination and outreach initiatives. Throughout the year we have been focusing on information dissemination, fundraising and networking. While our department provides three distinctive types of services (supportive/social services, recreational programming and community networking) all services are integrated and support each other’s mission.

Staff continues to meet with various organizations and businesses to obtain sponsorship for several programs; in fact we are currently soliciting for funds for our concert series in the summer. This March our Annual Egg Hunt is being held at Hill-stead Museum. This event is the first of a new partnership.

One important component of our programming is the community involvement and the collaborations not only within our own department but with numerous civic and non-profit organizations. Many of the listed items below are repeated from previous reports however these initiatives continue to increase awareness, networking and visibility.

- Staff has provided information dissemination at various businesses and seminars to increase education on supportive services. In addition we have hosted several lunchtime seminars for caregivers to provide guidance and service information.
- Staff continues to coordinate with the High School on numerous programs. A new connection this year is with the shop and automotive program to provide support to clients in need.
- Staff has coordinated with Central CT State University for additional programming at the senior center.

- Staff has continued our coordination with Hartford Healthcare for increased health information at the senior center.
- Staff has provided support and assistance to the State of Connecticut's Protective Services Dept. as well as Probate Court with several difficult clients.

- Staff has coordinated with Farmington High School's guidance department to provide clinical services to youths involved in risky behavior. This service was made possible through grant funds for our JRB.

- Our office is an application site for many of the critical social services; including: energy assistance, SNAP – Supplemental Nutrition Assistance Program (formerly known as food stamps), Medicaid/Husky insurance as well as other community organizations.

- Several Staff members are part of a Farmington Valley Initiative to increase and provide education on Opioid Use. This group was made possible through a state grant that our office received.

Farmington Community Services/West Woods Golf Course Facebook page continues to provide regular publicity on events, programs and donations. Each posting has generated additional visibility opportunities and has increased information dissemination throughout our community. It has also allowed us a public arena in which to give highlight to our community supporters.

Finally, the cooperative efforts between all staff members throughout the department have increased our networking ability. In the past few months, we have seen the benefits of this through our contacts with businesses and groups for fundraising initiatives. We believe that our outreach has provided us with the basis for a solid presence in the community.

Attachment 15

GREEN EFFORTS COMMITTEE

GOAL 28

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Eagen, Town Manager
RE: Green Efforts Committee—Goal 28
DATE: April 2, 2018

To ensure that Green Efforts Committee moves forward and receives the appropriate staff support to complete its objectives. Provide oversight and needed support to ensure that the Green Efforts Committee, including the AMERESCO Performance Contract, moves forward and completes its objectives.

The Green Efforts Committee continues to be a leader in the community in promoting environmentally conscientious practices. The committee met regularly through the fall of 2017 and early 2018. The following are the active initiatives that the committee is working on:

1. Annual Clean Up Day – April 21, 2018
The Committee is working on securing local business support and involvement for the day. There will be four check-in locations for volunteers as there has been in the past: Farmington Firehouse, Farmington Main Library, Tunxis Hose Firehouse and Tunxis Mead Playing Fields. Numerous sponsors have been secured to assist with advertisement, bags and gloves for volunteers, refreshments and awards for the 'Heaviest Haul' competition. The Heaviest Haul competition has been revamped for businesses to allow for more flexibility in the timing of their participation throughout the month of April. A Sign-up Genius site has been set up for volunteers to register for the event. The Committee also plans to provide t-shirts to the volunteers as a thank you for their efforts and also for roadside safety in trash collection – the t-shirts will be a Bright Lime Green.
2. Municipal Exterior Lighting Project
All of the LED parking lot and exterior building lights have been installed at the schools and Town Hall. We received the incentive check from Eversource in December. These funds can be used for additional energy efficiency projects.
3. Simple Recycling – Textile Recycling
At their February meeting the Green Efforts Committee voted unanimously to support the Simple Recycling curbside textile recycling program. The Committee is excited to see this program move forward and offer their support with the launch of the program in Farmington.

4. Green Efforts Committee Blog

The Green Efforts Committee will be embarking on writing a blog throughout 2018. The blog will be posted to the new Explore Farmington site that is hosted by the Farmington Economic Development Commission. The committee will be providing information on such topics as textile recycling, invasive species management, household energy savings projects, etc.



Town of Farmington Fire Department
1 Monteith Drive Farmington, CT 06032

Phone: (860) 675-2322 Fax: (860) 675-2323
www.Farmington-CT.org

March 25, 2018

Town of Farmington Fire Department Joins the Fight for Air Climb in Hartford

The Fight for Air Climb is an American Lung Association signature fundraising event. Climbs are held in prominent skyscrapers, giving participants the opportunity to join together with friends, family and co-workers as they climb the stairs of the building to the top! Over the last several years, our Fight For Air Climbs have raised more than \$45 million to support the mission of the American Lung Association.

More than 30,000 participants from 52 climb events across the country came together last year to raise more than \$8.3 million. This year, you can raise money to support research, patient education and advocacy efforts.

Whether you are climbing as a part of a healthy lifestyle, to beat your previous time or in honor of all those who are affected by lung disease, you will achieve a sense of personal accomplishment as you reach the top of the building and the height of your fundraising potential. Every step you take moves us forward in our fight for healthy lungs and clean air.

The Town of Farmington Fire Department will be participating in the event this year with a team comprised of both career and volunteer firefighters. Cancer is a growing problem for firefighters, posing a higher risk to them than the general population. While the Town of Farmington Fire Department has embraced a Cancer Prevention Program, the potential is still there for this horrible disease to develop in our first responders. So, together we will don our firefighting gear and climb 34 flights, 688 steps, to raise money to fight this horrible disease on April, 21, 2018.

Respectfully,

A handwritten signature in black ink, appearing to read "Steve Hoffmann".

Steve Hoffmann
Director of Fire & Rescue Services

MOTION: Agenda Item L-1

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-2

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-3

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-4

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-5

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-6

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-7

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-8

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 L-9

That _____ be appointed to Town Plan & Zoning Commission for the balance of a four-year term beginning immediately and ending January 3, 2020. (Matava) (R)

MOTION:

Agenda Item N-1

To approve the attached Town Council's Recommended Budget for the Fiscal Year 2018-2019.

**FY2018/2019
TAX AND BUDGET WORKSHEET
TOWN COUNCIL RECOMMENDED BUDGET
APRIL 2, 2018**

	FY17/18 Adopted Budget	FY18/19 Town Council Recommended Budget	Dollar Change	% Change
<u>EXPENDITURES</u>				
Education	64,172,641	65,799,897	1,627,256	2.54
Town	28,860,794	29,573,654	712,860	2.47
Debt Service	7,315,700	8,399,011	1,083,311	14.81
Capital Improvements	2,398,000	2,519,000	121,000	5.05
Total	<u>102,747,135</u>	<u>106,291,562</u>	<u>3,544,427</u>	<u>3.45</u>
<u>GRAND LIST</u>				
Real Estate	3,140,510,560	3,193,799,380	53,288,820	1.70
Personal Property	221,970,453	228,781,599	6,811,146	3.07
Motor Vehicles	233,478,558	232,795,485	(683,073)	(0.29)
Total	<u>3,595,959,571</u>	<u>3,655,376,464</u>	<u>59,416,893</u>	<u>1.65</u>
<u>REVENUES</u>				
Other Property Taxes	1,200,000	1,265,000	65,000	5.42
Licenses and Permits	648,000	648,000	-	-
Fines and Penalties	39,000	39,000	-	-
Interest	150,000	335,000	185,000	123.33
Grants	4,145,382	4,039,095	(106,287)	(2.56)
Service Charges	1,357,290	1,313,790	(43,500)	(3.20)
Other	27,000	51,500	24,500	90.74
Westwoods Contribution	335,030	335,030	-	-
Total	<u>7,901,702</u>	<u>8,026,415</u>	<u>124,713</u>	<u>1.58</u>
<u>TAX & MILL RATE</u>				
Tax Levy	\$ 95,553,433	\$ 98,973,147		
Mill Rate	26.68	27.18		
Mill Rate Change	0.90	0.51		
% Change	3.50%	1.90%		
Avg Residential Assessment	\$ 232,074	\$ 226,777		
Real Estate Taxes	\$ 6,191.54	\$ 6,164.88		
Dollar Increase	209.57	(26.66)		
Percent Increase	3.50%	-0.43%		

**TOWN OF FARMINGTON, CT
FY2018/2019
TOWN COUNCIL RECOMMENDED BUDGET
GENERAL FUND REVENUE**

<u>ACCOUNT DESCRIPTION</u>	<u>2016-2017 ACTUAL</u>	<u>2017-2018 REVISED BUDGET</u>	<u>2017-2018 7 MONTH ACTUAL</u>	<u>2017-2018 ESTIMATED 12 MONTHS</u>	<u>2018-2019 TOWN COUNCIL RECOMMENDED BUDGET</u>	<u>% CHANGE</u>
PROPERTY TAXES						
CURRENT TAXES	91,382,521	94,845,433	93,204,078	95,023,389	98,265,147	3.61%
DELINQUENT TAXES	132,457	200,000	161,487	209,837	210,000	5.00%
INTEREST & LIENS	203,848	225,000	101,263	192,426	205,000	-8.89%
SUPPLEMENTAL TAXES	847,726	775,000	726,723	868,773	850,000	9.68%
TOTAL	92,566,552	96,045,433	94,193,551	96,294,425	99,530,147	3.63%
LICENSES AND PERMITS						
DOG LICENSES	7,085	6,500	3,490	6,745	7,000	7.69%
BUILDING PERMITS	626,507	625,000	277,818	548,711	625,000	0.00%
OTHER PERMITS	16,040	16,500	6,330	15,480	16,000	-3.03%
TOTAL	649,632	648,000	287,638	570,936	648,000	0.00%
FINES AND PENALTIES						
COURT FINES	44,130	37,000	8,745	35,676	37,000	0.00%
DOG FINES & CHARGES	1,135	2,000	1,662	2,022	2,000	0.00%
TOTAL	45,265	39,000	10,407	37,698	39,000	0.00%
INTEREST						
INTEREST EARNINGS	161,549	150,000	176,057	310,700	335,000	123.33%
TOTAL	161,549	150,000	176,057	310,700	335,000	123.33%
STATE AND FEDERAL GRANTS						
PILOT: STATE-OWNED PROPERTY	3,134,814	2,526,231	1,927,869	1,927,869	1,696,525	-32.84%
PILOT: COLLEGES & HOSPITALS	29,691	19,650	13,856	13,856	12,193	-37.95%
VETERAN'S EXEMPTION	5,816	5,985	5,204	5,204	5,465	-8.69%
ELDERLY CIRCUIT BREAKER	127,805	131,512	-	-	-	-100.00%
ELDERLY TAX FREEZE	851	875	897	897	945	8.00%
PEQUOT/MOHEGAN FUND GRANT	29,796	30,223	-	29,796	-	-100.00%
PILOT: TELECOMM EQUIP	110,429	105,915	-	105,915	100,915	-4.72%
REVENUE SHARING-PROJECTS	545,804	-	-	545,804	545,804	
REVENUE SHARING-SALES TAX	335,287	482,637	-	-	-	0.00%
MUNICIPAL STABILIZATION GRANT	-	-	824,325	824,325	762,501	
SOCIAL SERVICE GRANTS	10,981	8,500	-	-	2,000	-76.47%
POLICE GRANTS	95,499	78,000	49,846	74,769	75,000	-3.85%
TOWN AID ROADS	373,438	373,438	186,908	186,908	186,908	-49.95%
EDUCATION GRANTS	1,036,574	-	453,560	739,590	650,839	
SPECIAL EDUCATION	-	382,416	-	-	-	0.00%
TOTAL	5,836,785	4,145,382	3,462,464	4,454,933	4,039,095	-2.56%

**TOWN OF FARMINGTON, CT
FY2018/2019
TOWN COUNCIL RECOMMENDED BUDGET
GENERAL FUND REVENUE**

<u>ACCOUNT DESCRIPTION</u>	<u>2016-2017 ACTUAL</u>	<u>2017-2018 REVISED BUDGET</u>	<u>2017-2018 7 MONTH ACTUAL</u>	<u>2017-2018 ESTIMATED 12 MONTHS</u>	<u>2018-2019 TOWN COUNCIL RECOMMENDED BUDGET</u>	<u>% CHANGE</u>
SERVICE CHARGES						
REAL ESTATE CONVEYANCE TAX	628,558	550,000	281,212	514,482	550,000	0.00%
BUSING FEES	8,720	5,800	2,025	2,525	5,800	0.00%
RENTALS	7,125	6,000	6,265	7,445	7,400	23.33%
TOWER SPACE RENTAL	181,191	175,000	84,946	172,573	175,000	0.00%
HOUSING	49,663	55,490	29,153	51,648	50,590	-8.83%
POLICE SERVICES	225,010	235,000	106,690	235,000	235,000	0.00%
TOWN CLERK FEES	231,825	285,000	156,465	238,715	250,000	-12.28%
SEWER INSPECTION FEE	2,000	7,500	-	2,000	5,000	-33.33%
ZONING HEARINGS	22,202	22,500	27,286	33,150	22,500	0.00%
ALARM FINES & CONNECTIONS	10,400	15,000	3,825	10,125	12,500	-16.67%
TOTAL	1,366,693	1,357,290	697,868	1,267,663	1,313,790	-3.20%
OTHER REVENUES						
OTHER ASSESSMENTS	1,980	2,000	853	1,437	1,500	-25.00%
OTHER REVENUES	68,354	25,000	46,836	51,935	50,000	100.00%
TOTAL	70,334	27,000	47,689	53,372	51,500	90.74%
OTHER FUNDS						
WESTWOODS CONTRIBUTION	317,000	335,030	-	335,030	335,030	0.00%
TOTAL	317,000	335,030	-	335,030	335,030	0.00%
-						
TOTAL REVENUES	\$ 101,013,810	\$ 102,747,135	\$ 98,875,673	\$ 103,324,757	\$ 106,291,562	3.45%

**TOWN OF FARMINGTON, CT
FY2018/2019
TOWN COUNCIL RECOMMENDED BUDGET
GENERAL FUND APPROPRIATIONS**

<u>DEPARTMENT</u>	<u>2016/2017 ACTUAL</u>	<u>2017/2018 REVISED BUDGET</u>	<u>2017/2018 7 MONTH ACTUAL</u>	<u>2017/2018 ESTIMATED 12 MONTHS</u>	<u>2018/2019 MANAGER</u>	<u>2018/2019 TOWN COUNCIL RECOMMENDED BUDGET</u>	<u>% CHANGE</u>
<u>GENERAL GOVERNMENT</u>							
TOWN MANAGER	507,486	505,321	298,583	519,142	517,602	517,602	2.43%
FINANCE	1,113,536	1,129,472	677,948	1,120,770	1,215,893	1,215,893	7.65%
PROBATE	13,848	15,000	5,589	14,835	15,000	15,000	0.00%
REGISTRARS OF VOTERS	113,394	110,158	66,130	105,422	131,893	131,893	19.73%
TOWN COUNCIL	51,465	56,300	40,694	54,476	57,500	57,500	2.13%
PERSONNEL SERVICES	50,336	215,300	22,876	40,067	443,968	443,968	106.21%
LEGAL	120,204	185,000	28,609	127,650	185,000	185,000	0.00%
TOWN CLERK	334,697	337,757	190,316	338,244	341,126	341,126	1.00%
ECONOMIC DEVELOPMENT	131,305	135,103	82,433	139,773	135,676	135,676	0.42%
OUTSIDE AGENCIES	2,660,826	2,720,967	2,717,317	2,718,962	2,807,276	2,807,276	3.17%
PLANNING & ZONING	299,236	323,253	179,659	311,533	313,522	313,522	-3.01%
PUBLIC BUILDINGS	243,878	247,661	163,289	246,578	195,597	195,597	-21.02%
INSURANCE	260,356	294,615	267,135	278,763	317,350	317,350	7.72%
TOTAL-GENERAL GOVT	5,900,567	6,275,907	4,740,578	6,016,215	6,677,403	6,677,403	6.40%
<u>PUBLIC SAFETY</u>							
FIRE MARSHAL	1,028,155	1,066,841	531,362	1,058,079	1,101,083	1,101,083	3.21%
FIRE DEPARTMENT	1,550,396	1,528,164	824,990	1,524,822	1,573,069	1,573,069	2.94%
POLICE	5,846,732	5,982,015	3,377,158	5,833,657	5,936,017	5,936,017	-0.77%
COMMUNICATIONS CENTER	1,047,351	1,013,956	631,145	1,030,758	1,031,167	1,031,167	1.70%
EMS SERVICES	21,225	22,055	22,054	22,054	22,847	22,847	3.59%
BUILDING INSPECTOR	178,366	191,808	116,700	195,970	195,613	195,613	1.98%
TOTAL-PUBLIC SAFETY	9,672,225	9,804,839	5,503,409	9,665,340	9,859,796	9,859,796	0.56%
<u>PUBLIC WORKS</u>							
PUBLIC WORKS ADMIN	92,060	103,790	59,396	104,168	105,884	105,884	2.02%
HIGHWAY & GROUNDS	4,106,506	4,227,405	2,237,143	4,089,349	4,146,805	4,146,805	-1.91%
ENGINEERING	457,324	542,071	280,485	502,710	505,440	505,440	-6.76%
TOTAL-PUBLIC WORKS	4,655,890	4,873,266	2,577,024	4,696,227	4,758,129	4,758,129	-2.36%
<u>COMMUNITY & RECREATIONAL SERVICES</u>							
COMMUNITY & REC SERVICES	772,449	828,310	459,463	826,437	814,574	814,574	-1.66%
HOUSING	20,927	24,685	12,711	23,794	24,365	24,365	-1.30%
TOTAL-COMM & REC SERVICE:	793,376	852,995	472,175	850,231	838,939	838,939	-1.65%
<u>OTHER</u>							
BENEFITS	6,604,787	7,043,787	6,346,134	6,979,940	7,429,387	7,429,387	5.47%
OTHER	-	10,000	-	-	10,000	10,000	0.00%
TOTAL-OTHER	6,604,787	7,053,787	6,346,134	6,979,940	7,439,387	7,439,387	5.47%
TOTAL-TOWN BUDGET	27,626,845	28,860,794	19,639,320	28,207,953	29,573,654	29,573,654	2.47%

**TOWN OF FARMINGTON, CT
FY2018/2019
TOWN COUNCIL RECOMMENDED BUDGET
GENERAL FUND APPROPRIATIONS**

<u>DEPARTMENT</u>	<u>2016/2017 ACTUAL</u>	<u>2017/2018 REVISED BUDGET</u>	<u>2017/2018 7 MONTH ACTUAL</u>	<u>2017/2018 ESTIMATED 12 MONTHS</u>	<u>2018/2019 MANAGER</u>	<u>2018/2019 TOWN COUNCIL RECOMMEDED BUDGET</u>	<u>% CHANGE</u>
<u>DEBT SERVICE</u>							
DEBT ADMINISTRATION	6,782,340	7,315,700	5,324,723	6,958,019	8,399,011	8,399,011	14.81%
TOTAL-DEBT SERVICE	6,782,340	7,315,700	5,324,723	6,958,019	8,399,011	8,399,011	14.81%
<u>CAPITAL IMPROVEMENTS</u>							
CAPITAL OUTLAY	2,856,900	2,398,000	2,398,000	2,398,000	2,675,000	2,519,000	11.55%
TOTAL-CAPITAL IMP	2,856,900	2,398,000	2,398,000	2,398,000	2,675,000	2,519,000	11.55%
<u>EDUCATION</u>							
BOARD OF EDUCATION	62,676,722	64,172,641	33,612,472	64,172,641	65,799,897	65,799,897	2.54%
TOTAL- EDUCATION	62,676,722	64,172,641	33,612,472	64,172,641	65,799,897	65,799,897	2.54%
GRAND TOTAL	99,942,807	102,747,135	60,974,514	101,736,613	106,447,562	106,291,562	3.45%

**CAPITAL IMPROVEMENT PROGRAM
FOR THE PERIOD
FY2018/2019-FY2022/2023**

**FUNDING SOURCE CODE:
G = GENERAL FUND
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F S	FUNDED 2017-2018	RECOMMENDED 2018-2019	PROJECTED 2019-2020	PROJECTED 2020-2021	PROJECTED 2021-2022	PROJECTED 2022-2023	TOTAL	
BOARD OF EDUCATION								
	TECHNOLOGY IMPS. - SCHOOLS	G	455,000	475,000	500,000	550,000	550,000	2,625,000
	ROOF REPLACEMENT-FHS	G		55,000				55,000
	DISTRICTWIDE MECHANICAL EQUIP	G	156,000	136,000	275,000	300,000	325,000	1,361,000
	STRUCTURAL/ARCHITECTURAL	G		78,000	200,000	250,000	850,000	2,328,000
	IAR LIBRARY RENOVATION	G	124,000					-
	SCHOOL SECURITY	G	50,000	75,000	75,000	75,000	80,000	385,000
	SCHOOL CODE/SAFETY COMPLIANCE	G	50,000	75,000	75,000	75,000	100,000	425,000
	NOAH WALLACE OFFICE RELOCATION	G						-
	CLASSROOM FURNITURE	G			150,000	150,000	160,000	620,000
	CAFETERIA EQUIPMENT	G			25,000		25,000	50,000
	STUDENT TRANSPORTATION VEHICLES	G				95,000		95,000
	SECURITY/MEP UPGRADES	B		1,935,000				1,935,000
	ROOF REPLACEMENTS	B		1,995,000				1,995,000
	TOTAL-EDUCATION		835,000	4,824,000	1,275,000	1,425,000	2,160,000	11,874,000

ENGINEERING

	ROAD RECONSTRUCTION	B			2,000,000			2,000,000
	ROAD RECONSTRUCTION	O					200,000	200,000
	BRIDGE REPAIRS	G		25,000	50,000	25,000	50,000	150,000
	STP URBAN-NEW BRITAIN AVE	G		200,000	100,000	100,000		400,000
	RAILS TO TRAILS	G			75,000	75,000	125,000	275,000
	ENVIRONMENTAL COMPLIANCE	G	35,000	50,000	50,000	50,000	50,000	250,000
	UNIONVILLE CENTER SIDEWALKS	G	375,000					-
	FARMINGTON CENTER IMPROVEMENTS	G	325,000					-
	OPEN SPACE MANAGEMENT	G			25,000	25,000	25,000	100,000
	ARTIFICIAL TURF FIELD	G				25,000	25,000	75,000
	SCHOOL PARKING LOT PAVING/UPGRADES	G			200,000	200,000	200,000	800,000
	TOTAL-ENGINEERING		735,000	250,000	2,475,000	525,000	675,000	4,250,000

HIGHWAY & GROUNDS

	SIDEWALK REPLACEMENT	G			50,000		50,000	100,000
	SIDEWALK CONSTRUCTION	O				50,000	50,000	100,000
	HIGH SCHOOL TRACK	G				500,000		500,000
	HIGH SCHOOL BLEACHERS	G				250,000	250,000	500,000
	IRRIGATION IMPROVEMENTS	G		40,000				40,000
	TUNXIS MEADE IMPROVEMENTS	G		75,000	75,000			150,000
	FIELDS & PLAYGROUND EQUIPMENT	G		40,000			40,000	80,000
	GENERATOR REPLACEMENT	G					100,000	100,000
	DUMP TRUCKS-HIGHWAY	G		210,000	190,000	190,000	190,000	970,000
	ROAD MAINTENANCE TRUCK-HIGHWAY	G	70,000		70,000		70,000	140,000
	ROAD SWEEPER	G					300,000	300,000
	3 CUBIC YD WHEEL LOADER	G				200,000		200,000
	BACKHOE LOADER	G		130,000				130,000
	ROAD SIDE MOWER	G	130,000				110,000	110,000
	ROAD MAINTENANCE TRUCK-PARKS	G		15,000		70,000		155,000
	ROAD MAINTENANCE TRUCK-PARKS	R		55,000				55,000
	WING DECK MOWER-PARKS	G			110,000			110,000
	MOWER-PARKS	G	55,000		40,000		60,000	100,000
	SKIDSTEER/TOOLCAT-PARKS	G			40,000		60,000	100,000
	SUPERINTENDENT'S VEHICLE	G			25,000			25,000
	BUILDING MAINTENANCE VEHICLE	G			35,000			35,000
	TOTAL-HIGHWAYS & GROUNDS		255,000	410,000	715,000	1,335,000	720,000	4,000,000

**CAPITAL IMPROVEMENT PROGRAM
FOR THE PERIOD
FY2018/2019-FY2022/2023**

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	F S	FUNDED 2017-2018	RECOMMENDED 2018-2019	PROJECTED 2019-2020	PROJECTED 2020-2021	PROJECTED 2021-2022	PROJECTED 2022-2023	TOTAL
PLANNING DEPARTMENT								
SHADE TREES-FARMINGTON CENTER	G	25,000						-
PLAN OF CONSERVATION & DEVELOPMENT	G	25,000						-
TOTAL-PLANNING		50,000	-	-	-	-	-	-
FIRE DEPARTMENT								
TURNOUT GEAR	G	45,000	25,000	45,000	45,000	45,000	45,000	205,000
SCBA CYLINDER REPLACEMENTS	G		160,000					160,000
HOSE	G		25,000		25,000			50,000
LADDER 1 REPLACEMENT	B			1,500,000				1,500,000
ENGINE 2 REPLACEMENT	B		650,000					650,000
ENGINE 5 REPLACEMENT	B					750,000		750,000
ENGINE 8 REPLACEMENT	B				750,000			750,000
ENGINE 9 REPLACEMENT	B					750,000		750,000
MEDIC 7 REPLACEMENT	G				95,000			95,000
MEDIC 11 REPLACEMENT	G		90,000					90,000
MEDIC 16 REPLACEMENT	G					110,000		110,000
TRUCK 14 (BRUSH) REPLACEMENT	G	95,000						-
UTILITY VEHICLE	G						38,500	38,500
FIRE STATION IMPROVEMENTS	G	25,000						-
FIRE STATION RENOVATIONS	B				3,500,000	3,500,000	2,000,000	9,000,000
TOTAL-FIRE		165,000	950,000	1,545,000	4,415,000	5,155,000	2,083,500	14,148,500
POLICE DEPARTMENT								
SUPERVISOR'S SUV	G	68,000		68,000		50,000		118,000
TECHNOLOGY IMPS. - POLICE	G	50,000	50,000	75,000	50,000	70,000	50,000	295,000
AUTOMATED FINGERPRINT MACHINES	G			35,000				35,000
AUTOMATED FINGERPRINT MACHINES	R		34,772					34,772
COMMUNICATIONS UPGRADE	G		445,000	135,000	50,000			630,000
BUILDING IMPROVEMENTS	G				200,000			200,000
BUILDING IMPROVEMENTS	R		32,448					32,448
ROOF REPLACEMENT-POLICE FACILITY	G						450,000	450,000
FIREARMS SIMULATOR	G	55,000						-
TOTAL-POLICE		173,000	562,220	313,000	300,000	120,000	500,000	1,795,220
TOWN MANAGER								
TECHNOLOGY IMPS - TOWN	G	100,000	160,000	145,000	190,000	80,000	80,000	655,000
TOWN HALL IMPROVEMENTS	G			150,000	250,000	250,000	250,000	900,000
TOWN HALL IMPROVEMENTS	O	200,000						-
BUILDING/EQUIPMENT IMPS	G			75,000				75,000
COMPUTER SYSTEM - FINANCE	G			25,000				25,000
LAND RECORDS RE-INDEXING	G	25,000						-
TOTAL-TOWN MANAGER		325,000	160,000	395,000	440,000	330,000	330,000	1,655,000

**CAPITAL IMPROVEMENT PROGRAM
FOR THE PERIOD
FY2018/2019-FY2022/2023**

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F S	FUNDED 2017-2018	RECOMMENDED 2018-2019	PROJECTED 2019-2020	PROJECTED 2020-2021	PROJECTED 2021-2022	PROJECTED 2022-2023	TOTAL
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COMMUNITY & RECREATION SERVICES

STAPLES HOUSE RENOVATIONS	G		25,000				25,000
DIAL-A-RIDE BUS	G		42,000				42,000
DIAL-A-RIDE BUS	R	7,000					-
DIAL-A-RIDE BUS	O	35,000					-
SPRAYGROUND WATER PARK	G		200,000				200,000
SENIOR CENTER EXERCISE EQUIP	G				25,000		25,000
SENIOR CENTER CAPITAL PROJECTS	G			25,000			25,000
SENIOR CENTER ROOF REPLACEMENT	G				350,000		350,000
SENIOR CENTER FAÇADE & GUTTERS	G				100,000		100,000
STONE HOUSE RENOVATIONS	G	25,000	75,000				75,000
YOUTH CENTER RENOVATIONS	G		25,000	100,000			125,000
RECREATION FACILITIES IMPROVEMENTS	G		35,000				35,000
HOUSING LAND BANK	G				25,000		25,000
TOTAL-COMMUNITY & RECREATION		67,000	-	402,000	125,000	500,000	-

WESTWOODS GOLF COURSE

SPRAYER	G		55,000				55,000
AERATOR	G			25,000			25,000
ROUGH MOWER	G	65,000					65,000
GREENS MOWER	G			35,000			35,000
SAND PRO TOP DRESSER	G	35,000					-
MAINTENANCE VEHICLE	G					70,000	70,000
TRACTOR & ACCESSORIES	G					75,000	75,000
IRRIGATION IMPROVEMENTS	G		40,000				40,000
BUILDING IMPROVEMENTS	G		40,000		40,000		80,000
TOTAL-GOLF COURSE		35,000	65,000	135,000	60,000	40,000	145,000

GRAND TOTAL 2,640,000 7,221,220 7,255,000 8,625,000 9,350,000 6,743,500 39,194,720

FUNDING TOTALS

GENERAL FUND	G	2,398,000	2,519,000	3,755,000	4,325,000	4,350,000	4,493,500	19,442,500
BONDED	B		4,580,000	3,500,000	4,250,000	5,000,000	2,000,000	19,330,000
OTHER FUNDS	O	235,000			50,000		250,000	300,000
REAPPROPRIATION	R	7,000	122,220					122,220
TOTAL		2,640,000	7,221,220	7,255,000	8,625,000	9,350,000	6,743,500	39,194,720

**TOWN OF FARMINGTON, CT
FY2018-2019 BUDGET
WASTE COLLECTION FUND**

	<u>2016-2017 ACTUAL</u>	<u>2017-2018 REVISED BUDGET</u>	<u>2017-2018 7 MONTH ACTUAL</u>	<u>2017-2018 ESTIMATED 12 MONTHS</u>	<u>2018-2019 MANAGER</u>	<u>2018-2019 TOWN COUNCIL RECOMMENDED</u>
REVENUES						
WASTE COLLECTION FEES	1,679,382	1,621,943	1,385,186	1,658,255	1,615,847	1,615,847
PRIOR YEAR COLLECTIONS	2,660	16,800	7,593	13,017	10,000	10,000
DELINQUENT FEES & INT	14,330	-	9,265	14,332	5,000	5,000
INTEREST	1,760	1,500	1,536	2,673	3,000	3,000
OTHER REVENUES	1,817	2,000	-	2,000	2,000	2,000
TOTAL REVENUES	1,699,949	1,642,243	1,403,580	1,690,277	1,635,847	1,635,847

	<u>2016-2017 ACTUAL</u>	<u>2017-2018 REVISED BUDGET</u>	<u>2017-2018 7 MONTH ACTUAL</u>	<u>2017-2018 ESTIMATED 12 MONTHS</u>	<u>2018-2019 MANAGER</u>	<u>2018-2019 TOWN COUNCIL RECOMMENDED</u>
APPROPRIATIONS						
LANDFILL	24,473	33,128	10,062	14,921	28,355	28,355
COLLECTION & DISPOSAL	1,422,547	1,582,865	654,581	1,534,782	1,582,217	1,582,217
HAZARDOUS WASTE	20,410	26,250	8,019	24,545	25,275	25,275
TOTAL APPROPRIATIONS	1,467,430	1,642,243	672,662	1,574,248	1,635,847	1,635,847

**TOWN OF FARMINGTON, CT
FY2018-2019 BUDGET
RECREATION FUND**

RECREATION PROGRAMS	2016-2017 <u>ACTUAL</u>	2017-2018 <u>REVISED BUDGET</u>	2017-2018 <u>7 MONTHS ACTUAL</u>	2017-2018 <u>ESTIMATED 12 MONTHS</u>	2018-2019 <u>MANAGER</u>	2018-2019 TOWN COUNCIL <u>RECOMMENDED</u>
REVENUES						
SPORTS & PHYSICAL FITNESS	539,055	463,000	299,288	488,651	473,898	473,898
CULTURAL & CREATIVE	20,280	19,936	15,079	17,741	15,000	15,000
SOCIAL PROGRAMS	2,303	-	-	-	-	-
BUS TRIPS	6,506	6,700	3,005	6,348	6,400	6,400
RECREATION CAMPS	75,209	82,500	28,877	73,722	73,700	73,700
SENIOR TRIPS & PROGRAMS	26,544	24,300	21,072	26,232	26,300	26,300
OTHER REVENUE	1,538	3,300	678	1,695	1,700	1,700
INTEREST	315	220	309	465	500	500
TOTAL REVENUES	671,749	599,956	368,308	614,854	597,498	597,498

APPROPRIATIONS	2016-2017 <u>ACTUAL</u>	2017-2018 <u>REVISED BUDGET</u>	2017-2018 <u>7 MONTHS ACTUAL</u>	2017-2018 <u>ESTIMATED 12 MONTHS</u>	2018-2019 <u>MANAGER</u>	2018-2019 TOWN COUNCIL <u>RECOMMENDED</u>
SPORTS & PHYSICAL FITNESS	333,371	324,985	211,770	345,541	330,951	330,951
CULTURAL & CREATIVE	12,893	12,085	5,819	12,549	12,800	12,800
SOCIAL PROGRAMS	16,900	1,500	1,753	3,742	2,200	2,200
BUS TRIPS	6,859	8,800	2,302	6,787	6,800	6,800
SPECIAL NEEDS	982	4,800	-	1,000	4,800	4,800
RECREATION CAMPS	70,717	77,836	51,251	68,528	69,810	69,810
RECREATIONAL SERVICES	170,170	145,650	80,706	141,243	143,137	143,137
SENIOR TRIPS & PROGRAMS	26,981	24,300	12,748	26,517	27,000	27,000
TOTAL APPROPRIATIONS	638,873	599,956	366,349	605,907	597,498	597,498

**TOWN OF FARMINGTON, CT
FY2018-2019 BUDGET
GOLF COURSE FUND**

	<u>2016-2017 ACTUAL</u>	<u>2017-2018 REVISED BUDGET</u>	<u>2017-2018 7 MONTH ACTUAL</u>	<u>2017-2018 ESTIMATED 12 MONTHS</u>	<u>2018-2019 MANAGER</u>	<u>2018-2019 TOWN COUNCIL RECOMMENDED</u>
REVENUES						
GREENS FEES	288,411	316,800	190,778	314,357	314,000	314,000
SEASON TICKETS	104,847	104,000	14,954	104,530	104,500	104,500
GOLF CART RENTALS	107,082	104,825	72,458	107,629	106,000	106,000
DRIVING RANGE	42,601	47,500	23,180	44,893	45,325	45,325
OTHER	6,698	5,300	843	7,010	7,000	7,000
LEASE PAYMENT	2,605	4,500	1,731	3,214	4,000	4,000
INTEREST	207	200	261	447	400	400
TOTAL REVENUES	\$ 552,450	\$ 583,125	\$ 304,204	\$ 582,080	\$ 581,225	\$ 581,225

	<u>2016-2017 ACTUAL</u>	<u>2017-2018 REVISED BUDGET</u>	<u>2017-2018 7 MONTH ACTUAL</u>	<u>2017-2018 ESTIMATED 12 MONTHS</u>	<u>2018-2019 MANAGER</u>	<u>2018-2019 TOWN COUNCIL RECOMMENDED</u>
APPROPRIATIONS						
CLUBHOUSE	175,288	188,370	106,960	184,036	186,585	186,585
RESTAURANT	730	2,325	937	1,716	2,500	2,500
DRIVING RANGE	11,945	9,500	2,304	7,103	9,000	9,000
GOLF CART RENTALS	46,795	47,900	25,829	48,679	48,110	48,110
GENERAL FUND CONTRIB	317,000	335,030	-	335,030	335,030	335,030
TOTAL APPROPRIATIONS	551,759	583,125	136,030	576,564	581,225	581,225

MOTION:

Agenda Item N-2

That the attached resolutions, Items 1 through 9, be forwarded to the Annual Town Meeting with a recommendation that they be approved.

NOTE: The attached resolutions are the items to be considered at the Annual Town Meeting. These are items that the Town Council has considered and approved at your meetings of March 13th , March 17th, and April 2, 2018. Traditionally the Town Council forwards these items to the Annual Town Meeting with a recommendation that these resolutions be approved.

Item 1. That the Annual Town Report for the Fiscal Year Ended June 30, 2017 be approved;

Item 2. That the budget for the Fiscal Year beginning July 1, 2018 as recommended by the Town Council at their April 2nd, 2018 meeting be approved;

Item 4. That a Second Town Meeting, be held on April 30, 2018 and a second referendum be held on May 10, 2018, on the recommended budget for the fiscal year beginning July 1, 2018, if the budget recommended at the first annual town meeting fails at referendum;

Item 5. Appropriates \$650,000 for acquisition of a pumper fire engine to be located at Tunxis Hose Fire Station and authorizes the same amount in borrowing to finance the purchase;

Item 6. Appropriates \$1,935,000 for various school facilities security and infrastructure improvements and authorizes the same amount in borrowing to finance the improvements;

Item 7. Appropriates \$1,995,000 for various school roof replacements and authorizes the same amount in borrowing to finance the replacements.

Items 3 & 8. List the times and voting places for the April 26, 2018 referendum and the wording on the ballots for each question.

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

/Attachment

RESOLUTIONS FOR TOWN COUNCIL
(Annual Town Meeting)

Item 1.

RESOLVED, that the Annual Town Meeting to be held on Monday, April 16, 2018 consider and act upon the following resolution which the Town Council recommends be approved:

RESOLVED, that the Town Report for the fiscal year ending June 30, 2017 be approved.

* * * * *

Item 2.

RESOLVED, that the Annual Town Meeting to be held on Monday, April 16, 2018 consider and act upon the following resolution which the Town Council recommends be approved:

RESOLVED, that the budget recommended by the Town Council for the fiscal year commencing July 1, 2018 be approved.

* * * * *

Item 3.

RESOLVED, that the budget recommended by the Town Council for the fiscal year commencing July 1, 2018, as submitted to the Annual Town Meeting or as modified thereby, shall be effective unless rejected by vote on voting machines of the persons qualified to vote in town meetings on Thursday, April 26, 2018 between the hours of 6:00 a.m. and 8:00 p.m. Electors shall vote at their regularly assigned polling places, as follows: Electors residing in the First Voting District and assigned to polling places 1-1, 1-2, 1-3, and 1-4 shall vote at Irving A. Robbins Middle School, 20 Wolf Pit Road, Farmington, Connecticut; and those assigned to polling place 1-5 shall vote at West Woods Upper Elementary School, 50 Judson Lane, Farmington, Connecticut. Electors residing in the Second Voting District and assigned to polling place 2-6 shall vote at the Community & Senior Center, 321 New Britain Avenue, Unionville, Connecticut; and those assigned to polling place 2-7 shall vote at the Municipal Complex, Monteith Drive, Farmington, Connecticut. Voters qualified to vote at town meeting who are not electors shall vote at their respective polling place at Irving A. Robbins Middle School, West Woods Upper Elementary School, the Community & Senior Center or the Municipal Complex. Absentee ballots will be available from the Town Clerk's office.

FURTHER RESOLVED, that the resolution regarding the budget for the fiscal year commencing July 1, 2018 shall be placed upon the ballots under the following heading:

1. "SHALL THE BUDGET FOR THE TOWN OF FARMINGTON PRESENTED BY THE TOWN COUNCIL AND RECOMMENDED BY THE ANNUAL TOWN MEETING FOR FISCAL YEAR 2018-2019 BE APPROVED?

YES

NO"

FURTHER RESOLVED, that the Town Clerk is authorized, in such official's discretion, to prepare a concise explanatory text regarding said resolution and the Town Manager is authorized, in such official's discretion, to prepare additional explanatory materials regarding said resolution, such text and explanatory material to be subject to the approval of the Town Attorney and to be prepared and distributed in accordance with Section 9-369b of the General Statutes of Connecticut, Revision of 1958, as amended, including, as applicable, publication in the Town Letter.

* * * * *

Item 4.

RESOLVED, that, if the recommended budget for the fiscal year commencing July 1, 2018 is rejected at the referendum to be held April 26, 2018, a Second Town Meeting shall be held on Monday, April 30, 2018 at 7:00 p.m. in the Farmington High School Auditorium, 10 Monteith Drive in Farmington to consider and act upon a second recommended budget to be submitted to such Second Town Meeting by the Town Council in accordance with Section 9-4 of the Town Charter.

FURTHER RESOLVED that, if the recommended budget for the fiscal year commencing July 1, 2018 is rejected at the referendum to be held April 26, 2018, such second budget recommended by the Town Council for the fiscal year commencing July 1, 2018, as submitted to the April 30, 2018 Second Town Meeting or as modified thereby, shall be effective unless rejected by vote on voting machines of the persons qualified to vote in town meetings on Thursday, May 10, 2018 between the hours of 6:00 a.m. and 8:00 p.m. Electors shall vote at their regularly assigned polling places, as follows: Electors residing in the First Voting District and assigned to polling places 1-1, 1-2, 1-3, and 1-4 shall vote at Irving A. Robbins Middle School, 20 Wolf Pit Road, Farmington, Connecticut; and those assigned to polling place 1-5 shall vote at West Woods Upper Elementary School, 50 Judson Lane, Farmington, Connecticut. Electors residing in the Second Voting District and assigned to polling place 2-6 shall vote at the Community & Senior Center, 321 New Britain Avenue, Unionville, Connecticut; and those assigned to polling place 2-7 shall vote at the Municipal Complex, Monteith Drive, Farmington, Connecticut. Voters qualified to vote at town meeting who are not electors shall vote at their respective polling place at Irving A. Robbins Middle School, West Woods Upper Elementary School, the Community & Senior Center or the Municipal Complex. Absentee ballots will be available from the Town Clerk's office.

FURTHER RESOLVED, that the resolution regarding the budget for the fiscal year commencing July 1, 2018 shall be placed upon the ballots under the following heading:

1. "SHALL THE BUDGET FOR THE TOWN OF FARMINGTON PRESENTED BY THE TOWN COUNCIL AND RECOMMENDED BY THE APRIL 30, 2018 SECOND TOWN MEETING FOR FISCAL YEAR 2018-2019 BE APPROVED?

YES

NO"

FURTHER RESOLVED, that, if the recommended budget for the fiscal year commencing July 1, 2018, is rejected at the referendum to be held April 26, 2018, due and proper notice of the Second Town Meeting to be held April 30, 2018 and the Referendum to be held May 10, 2018 be given in such form as is to be prepared by the Town Clerk.

FURTHER RESOLVED, that, if the recommended budget for the fiscal year commencing July 1, 2018, is rejected at the referendum to be held April 26, 2018, the Town Clerk, in such official's discretion, is authorized to prepare a concise explanatory text regarding said resolution to be submitted to referendum vote on May 10, 2018 and the Town Manager, in such official's discretion, is authorized to prepare additional explanatory materials regarding said resolution, such text and explanatory material to be subject to the approval of the Town Attorney and to be prepared and distributed in accordance with Section 9-369b of the General Statutes of Connecticut, Revision of 1958, as amended, including, as applicable, publication in the Town Letter.

* * * * *

Item 5.

RESOLVED, that the Annual Town Meeting to be held on Monday, April 16, 2018 consider and act upon the following resolution which the Town Council recommends be approved:

TOWN OF FARMINGTON
\$650,000 APPROPRIATION AND BORROWING AUTHORIZATION FOR ACQUISITION OF A PUMPER FIRE ENGINE TO BE STATIONED AT THE TUNXIS HOSE FIRE STATION

RESOLVED,

(a) That the Town of Farmington appropriate SIX HUNDRED FIFTY THOUSAND DOLLARS (\$650,000) for costs related to acquisition of a pumper fire engine to replace Engine #2 at the Tunxis Hose Fire Station, and related equipment. The appropriation may be expended on acquisition and commissioning costs, equipment, consultant fees, legal fees, net temporary interest and other financing costs, and other expenses related to the project.

(b) That the Town issue its bonds or notes in an amount not to exceed SIX HUNDRED FIFTY THOUSAND DOLLARS (\$650,000) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes

shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

(c) That the Town issue and renew its temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed SIX HUNDRED FIFTY THOUSAND DOLLARS (\$650,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes if the notes do not mature within the time permitted by said Section 7-378.

(d) That the Town Manager and the Town Treasurer of the Town shall sign any bonds, notes or temporary notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds, notes or temporary notes. The Treasurer shall keep a record of the bonds, notes or temporary notes. The Town Manager and the Town Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds, notes or temporary notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds, notes or temporary notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds, notes or temporary notes; to sell the bonds, notes or temporary notes at public or private sale; to deliver the bonds, notes or temporary notes; and to perform all other acts which are necessary or appropriate to issue the bonds, notes or temporary notes.

(e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that costs of the projects may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager and the Town Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes or temporary notes authorized by this resolution if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

(f) That the Town Manager and the Town Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds, notes or temporary notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds, notes or temporary notes.

(g) That the Town Council, the Town Manager, the Town Treasurer and other proper officers of the Town are authorized to take any other action which is necessary or desirable to enable the Town to complete the project and to issue bonds, notes or temporary notes to finance the aforesaid appropriation.

(h) That this resolution shall not become effective until it has been approved by vote on voting machines of persons qualified to vote in town meetings.

* * * * *

Item 6.

RESOLVED, that the Annual Town Meeting to be held on Monday, April 26, 2018 consider and act upon the following resolution which the Town Council recommends be approved:

TOWN OF FARMINGTON
\$1,935,000 APPROPRIATION AND BORROWING AUTHORIZATION FOR VARIOUS
SCHOOL FACILITIES SECURITY AND INFRASTRUCTURE IMPROVEMENTS

RESOLVED,

(a) That the Town of Farmington appropriate ONE MILLION NINE HUNDRED THIRTY-FIVE THOUSAND DOLLARS (\$1,935,000) for costs related to various school facilities security and infrastructure improvement projects, and related work and improvements, contemplated to include relocation of the main offices at Noah Wallace School, and West District School; installation of security vestibules at East Farms School, Union School, West Woods Upper Elementary School, and Irving A. Robbins Middle School; mechanical control upgrades at East Farms School, Union School, and West Woods Upper Elementary School; wiring upgrades and limestone façade repair and replacement at Union School; chiller replacement at West Woods Upper Elementary School; replacement of the heat loop at West District School; and replacement of air handling units at Irving A. Robbins Middle School. The appropriation may be spent for design and construction costs, engineering, architectural and other consultant fees, materials, equipment, legal fees, net temporary interest and other financing costs, and other expenses related to the projects, including the preparation of schematic drawings and outline specifications for the projects.

(b) That the Town issue its bonds or notes, in an amount not to exceed ONE MILLION NINE HUNDRED THIRTY-FIVE THOUSAND DOLLARS (\$1,935,000) to finance the appropriation for the projects. The amount of bonds and notes authorized shall be reduced by the amount of grants received by the Town for the projects and not separately appropriated to pay costs of the projects. The bonds or notes shall be issued pursuant to Sections 7-369 and 10-289 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

(c) That the Town issue and renew its temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes and the receipt of grants for the projects. The amount of the notes outstanding at any time shall not exceed ONE MILLION NINE HUNDRED THIRTY-FIVE THOUSAND DOLLARS (\$1,935,000). The notes shall be issued pursuant to Sections 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town secured by the

irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes if the notes do not mature within the time permitted by said Section 7-378.

(d) That the Town Manager and the Town Treasurer of the Town shall sign any bonds, notes or temporary notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds, notes or temporary notes. The Treasurer shall keep a record of the bonds, notes or temporary notes. The Town Manager and the Town Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds, notes or temporary notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds, notes or temporary notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds, notes or temporary notes; to sell the bonds, notes or temporary notes at public or private sale; to deliver the bonds, notes or temporary notes; and to perform all other acts which are necessary or appropriate to issue the bonds, notes or temporary notes.

(e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that costs of the projects may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager and the Town Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes or temporary notes authorized by this resolution if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

(f) That the Town Manager and the Town Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds, notes or temporary notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds, notes or temporary notes.

(g) That the Board of Education is authorized to apply for and accept one or more state grants for each of the projects. The Board of Education, the school building committee or committees established or to be established for the projects, the Superintendent of Schools and other proper officers and officials of the Town are authorized to file applications with the State Board of Education, to execute grant agreements for each of the projects, and to file such documents as may be required by the State Board of Education to obtain grants for the costs of financing each of the projects.

(h) That the Town Council, the Town Manager, the Town Treasurer, the Board of Education, any school building committee or committees established or to be established for the projects, and other proper officers and officials of the Town are authorized to take any other

action which is necessary or desirable to enable the Town to complete the projects and to issue bonds, notes or temporary notes and obtain grants to finance the aforesaid appropriation.

(i) That this resolution shall not become effective until it has been approved by vote on voting machines of persons qualified to vote in town meetings.

FURTHER RESOLVED, that the projects be referred to the Town Plan and Zoning Commission for a report pursuant to Section 8-24 of the General Statutes of Connecticut, Revision of 1958, as amended.

* * * * *

Item 7.

RESOLVED, that the Annual Town Meeting to be held on Monday, April 26, 2018 consider and act upon the following resolution which the Town Council recommends be approved:

TOWN OF FARMINGTON
\$1,995,000 APPROPRIATION AND BORROWING AUTHORIZATION FOR VARIOUS
SCHOOL ROOF REPLACEMENT PROJECTS

RESOLVED,

(a) That the Town of Farmington appropriate ONE MILLION NINE HUNDRED NINETY-FIVE THOUSAND DOLLARS (\$1,995,000) for costs related to various school roof replacement projects, and related work and improvements, contemplated to include replacement of the K, N, O and 1959 sections of the Irving A. Robbins Middle School roof, replacement of the Union School roof, and replacement of the O,Q,R, and U sections of the Farmington High School roof. The appropriation may be spent for design and construction costs, engineering, architectural and other consultant fees, materials, equipment, legal fees, net temporary interest and other financing costs, and other expenses related to the projects, including the preparation of schematic drawings and outline specifications for the projects.

(b) That the Town issue its bonds or notes, in an amount not to exceed ONE MILLION NINE HUNDRED NINETY-FIVE THOUSAND DOLLARS (\$1,995,000) to finance the appropriation for the projects. The amount of bonds and notes authorized shall be reduced by the amount of grants received by the Town for the projects and not separately appropriated to pay costs of the projects. The bonds or notes shall be issued pursuant to Sections 7-369 and 10-289 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

(c) That the Town issue and renew its temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes and the receipt of grants for the projects. The amount of the notes outstanding at any time shall not exceed ONE MILLION NINE HUNDRED NINETY-FIVE THOUSAND DOLLARS (\$1,995,000). The notes shall be issued pursuant to Sections 7-378 of the General Statutes of Connecticut, Revision

of 1958, as amended. The notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes if the notes do not mature within the time permitted by said Section 7-378.

(d) That the Town Manager and the Town Treasurer of the Town shall sign any bonds, notes or temporary notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds, notes or temporary notes. The Treasurer shall keep a record of the bonds, notes or temporary notes. The Town Manager and the Town Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds, notes or temporary notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds, notes or temporary notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds, notes or temporary notes; to sell the bonds, notes or temporary notes at public or private sale; to deliver the bonds, notes or temporary notes; and to perform all other acts which are necessary or appropriate to issue the bonds, notes or temporary notes.

(e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that costs of the projects may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager and the Town Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes or temporary notes authorized by this resolution if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

(f) That the Town Manager and the Town Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds, notes or temporary notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds, notes or temporary notes.

(g) That the Board of Education is authorized to apply for and accept one or more state grants for each of the projects. The Board of Education, the school building committee or committees established or to be established for the projects, the Superintendent of Schools and other proper officers and officials of the Town are authorized to file applications with the State Board of Education, to execute grant agreements for each of the projects, and to file such documents as may be required by the State Board of Education to obtain grants for the costs of financing each of the projects.

(h) That the Town Council, the Town Manager, the Town Treasurer, the Board of Education, any school building committee or committees established or to be established for the projects, and other proper officers and officials of the Town are authorized to take any other

action which is necessary or desirable to enable the Town to complete the projects and to issue bonds, notes or temporary notes and obtain grants to finance the aforesaid appropriation.

(i) That this resolution shall not become effective until it has been approved by vote on voting machines of persons qualified to vote in town meetings.

FURTHER RESOLVED, that the projects be referred to the Town Plan and Zoning Commission for a report pursuant to Section 8-24 of the General Statutes of Connecticut, Revision of 1958, as amended.

* * * * *

Item 8.

RESOLVED, that the resolutions approved under items 5 through 7, inclusive, above with respect to a \$650,000 appropriation and borrowing authorization for acquisition of a pumper fire engine to be stationed at the Tunxis Hose Fire Station a \$1,935,000 appropriation and borrowing authorization for various school facilities security and infrastructure improvement projects, and a \$1,995,000 appropriation and borrowing authorization for costs related to various school roof replacement projects, be submitted to a vote on voting machines of the persons qualified to vote in town meetings on Thursday, April 26, 2018 between the hours of 6:00 a.m. and 8:00 p.m. Electors shall vote at their regularly assigned polling places, as follows: Electors residing in the First Voting District and assigned to polling places 1-1, 1-2, 1-3, and 1-4 shall vote at Irving A. Robbins Middle School, 20 Wolf Pit Road, Farmington, Connecticut; and those assigned to polling place 1-5 shall vote at West Woods Upper Elementary School, 50 Judson Lane, Farmington, Connecticut. Electors residing in the Second Voting District and assigned to polling place 2-6 shall vote at the Community & Senior Center, 321 New Britain Avenue, Unionville, Connecticut; and those assigned to polling place 2-7 shall vote at the Municipal Complex, Monteith Drive, Farmington, Connecticut. Voters qualified to vote at town meeting who are not electors shall vote at their respective polling place at Irving A. Robbins Middle School, West Woods Upper Elementary School, the Community & Senior Center or the Municipal Complex. Absentee ballots will be available from the Town Clerk's office.

FURTHER RESOLVED, that said resolutions shall be placed upon the ballots under the following headings:

2. "SHALL THE TOWN OF FARMINGTON APPROPRIATE \$650,000 FOR ACQUISITION OF A PUMPER FIRE ENGINE TO BE STATIONED AT THE TUNXIS HOSE FIRE STATION AND AUTHORIZE THE ISSUANCE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION?"

YES

NO"

3. "SHALL THE TOWN OF FARMINGTON APPROPRIATE \$1,935,000 FOR VARIOUS SCHOOL FACILITIES SECURITY AND INFRASTRUCTURE IMPROVEMENTS AND AUTHORIZE THE ISSUANCE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION?"

YES

NO”

4. “SHALL THE TOWN OF FARMINGTON APPROPRIATE \$1,995,000 FOR VARIOUS SCHOOL ROOF REPLACEMENT PROJECTS AND AUTHORIZE THE ISSUANCE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION?

YES

NO”

FURTHER RESOLVED, that the Town Clerk is authorized, in such official’s discretion, to prepare a concise explanatory text regarding said resolutions and the Town Manager is authorized, in such official’s discretion, to prepare additional explanatory materials regarding said resolutions, such texts and explanatory materials to be subject to the approval of the Town Attorney and to be prepared and distributed in accordance with Section 9-369b of the General Statutes of Connecticut, Revision of 1958, as amended, including, as applicable, publication in the Town Letter.

* * * * *

Item 9.

RESOLVED, that due and proper notice of the Annual Town Meeting to be held April 16, 2018 and the Referendum to be held Thursday, April 26, 2018 be given in substantially the form presented to this meeting, a copy of which shall be included in the minutes of the meeting.

* * * * *

MOTION:

Agenda Item N-3

To adopt the attached resolution which authorizes the Town Manager to sign a grant application for a Small Cities Community Development Grant and to execute an assistance agreement under the Small Cities Community Development Block Grant Program.

/Attachment

CERTIFIED RESOLUTION
OF THE TOWN OF FARMINGTON
SMALL CITIES PROGRAM

Certified a true copy of a resolution adopted by the Town of Farmington at a meeting of its Town Council on Monday, April 2nd, 2018 and which has not been rescinded or modified in any way whatsoever.

_____ (Date) _____
(Paula B. Ray, Town Clerk)

(SEAL)

WHEREAS, Federal monies are available under the Connecticut Small Cities Community Development Block Grant Program, administered by the State of Connecticut, Department of Housing pursuant to Public Law 93 -3 83, as amended; and,

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of Housing is authorized to disburse such Federal monies to local municipalities; and,

WHEREAS, it is desirable and in the public interest that the Town of Farmington make application to the State for \$ 800,000 in order to undertake a Small Cities Community Development Program and to execute an Assistance Agreement therefore, should one be offered.

NOW, THEREFORE, BE IT RESOLVED BY THE Town Council:

1. That it is cognizant of the conditions and prerequisites for State Assistance imposed by Part VI of Chapter 130 of The Connecticut General Statutes; and,

2. That the filing of an application by the Town of Farmington in an amount not to exceed \$800,000 is hereby approved, and that Kathleen Eagen, the Town Manager of the Town of Farmington is hereby authorized and directed to file such Application with the Commissioner of the Department of Housing, to provide such additional information, to execute such other documents as may be required by the Commissioner, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an Agreement is offered, to execute any amendments, rescissions, and revisions thereto, and to act as the authorized representative of the Town of Farmington.

MOTION:

Agenda Item N-4

To Award Bid # 271, "Wells Acres Sewer System Replacement" to Tabacco & Son Builders, Inc. of Bristol, CT at a contract cost of \$742,175.

NOTE: The purpose of this motion is to award a contract to replace the gravity sanitary sewer main and catch basins along Wells Drive, Fable Lane, and Harvest Lane and to restore the site and roadway. Bids were solicited and opened on March 28, 2018. Staff has reviewed the bids and checked the references of the low bidder. Based upon their review and reference check, they recommend that the bid be awarded to Tabacco & Son Builders, Inc. as the lowest responsible bidder. Funds for this project are included in the FY2017/2018 WPCA Capital Fund Account "Sewer Lines Upgrade."

Staff will be available at the meeting to answer questions regarding this recommendation.

/Attachment

SCHEDULE OF PRICES
BID #271
WELLS ACRES SEWER SYSTEM REPLACEMENT
WELLS DRIVE, FABLE LANE AND HARVEST LANE
FARMINGTON, CT
Bid Closing March 28, 2018 at 11:00am

N-4

ITEM		ESTIMATED	BRIEF	BIDDER 1	BIDDER 2	BIDDER 3
NUMBER	UNIT	QUANTITY	DESCRIPTION	Tabacco & Son Builders Inc. Bristol, CT	VMS Construction Co. Vernon, CT	Suburban Sanitation Service, Inc. Canton, CT
205004	C.Y.	100	ROCK IN TRENCH EXCAVATION	\$1.00 \$100.00	\$150.00 \$15,000.00	\$31.00 \$3,100.00
219011	E.A.	19	SEDIMENTATION CONTROL SYSTEM AT CATCH BASIN	\$100.00 \$1,900.00	\$135.00 \$2,565.00	\$153.00 \$2,907.00
0406017A	S.Y.	2000	BITUMINOUS CONCRETE CLASS 2	\$53.00 \$106,000.00	\$17.00 \$34,000.00	\$63.00 \$126,000.00
0507001A	E.A.	19	CATCH BASIN TYPE "C"	\$2,950.00 \$56,050.00	\$2,975.00 \$56,525.00	\$2,791.00 \$53,029.00
703012	C.Y.	10	RIP RAP	\$85.00 \$850.00	\$100.00 \$1,000.00	\$177.00 \$1,770.00
944002	S.Y.	500	FURNISHING AND PLACING TOPSOIL	\$11.50 \$5,750.00	\$7.00 \$3,500.00	\$23.00 \$11,500.00
950005	S.Y.	500	TURF ESTABLISHMENT	\$1.50 \$750.00	\$2.00 \$1,000.00	\$9.00 \$4,500.00
0050656A	E.A.	1	STANDARD STORM MANHOLE	\$3,580.00 \$3,580.00	\$5,550.00 \$5,550.00	\$6,962.00 \$6,962.00
970011	EST	1	TRAFFIC PERSON (UNIFORMED FLAGGER)	\$25,000.00	\$25,000.00	\$25,000.00
0971001A	L.S.	1	MAINTENANCE AND PROTECTION OF TRAFFIC	\$25,000.00 \$25,000.00	\$52,000.00 \$52,000.00	\$2,300.00 \$2,300.00

SCHEDULE OF PRICES
BID #271
WELLS ACRES SEWER SYSTEM REPLACEMENT
WELLS DRIVE, FABLE LANE AND HARVEST LANE
FARMINGTON, CT
Bid Closing March 28, 2018 at 11:00am

ITEM		ESTIMATED	BRIEF	BIDDER 1	BIDDER 2	BIDDER 3
NUMBER	UNIT	QUANTITY	DESCRIPTION	Tabacco & Son Builders Inc. Bristol, CT	VMS Construction Co. Vernon, CT	Suburban Sanitation Service, Inc. Canton, CT
0975002A	L.S.	1	MOBILIZATION	\$21,000.00 \$21,000.00	\$35,000.00 \$35,000.00	\$25,169.00 \$25,169.00
912518	L.F.	40	REMOVE AND RESET METAL BEAM RAIL	\$16.00 \$640.00	\$52.00 \$2,080.00	\$80.00 \$3,200.00
01401631A	E.A.	7	PRECAST CONCRETE SEWER CHIMNEY	\$980.00 \$6,860.00	\$2,400.00 \$16,800.00	\$1,983.00 \$13,881.00
0001521A	L.F.	5,800	CUT BITUMINOUS CONCRETE PAVEMNT	\$2.00 \$11,600.00	\$1.00 \$5,800.00	\$1.00 \$5,800.00
0980001A	L.S.	1	CONSTRUCTION STAKING	\$3,400.00 \$3,400.00	\$17,000.00 \$17,000.00	\$7,810.00 \$7,810.00
0651236A	L.F.	2,944	8 INCH HIGH DENSITY POLYETHYLENE PIPE PERFORATED	\$5.00 \$14,720.00	\$9.50 \$27,968.00	\$59.00 \$173,696.00
1400101A	L.F.	1,223	6 INCH POLYVINYL CHLORIDE PIPE SANITARY SEWER	\$20.00 \$24,460.00	\$45.00 \$55,035.00	\$74.00 \$90,502.00
1400102A	L.F.	1,018	8 INCH POLYVINYL CHLORIDE PIPE SANITARY SEWER	\$80.00 \$81,440.00	\$102.50 \$104,345.00	\$58.00 \$59,044.00
1400103A	L.F.	1,875	10 INCH POLYVINYL CHLORIDE PIPE SANITARY SEWER	\$85.00 \$159,375.00	\$112.00 \$210,000.00	\$121.00 \$226,875.00

SCHEDULE OF PRICES
BID #271
WELLS ACRES SEWER SYSTEM REPLACEMENT
WELLS DRIVE, FABLE LANE AND HARVEST LANE
FARMINGTON, CT
Bid Closing March 28, 2018 at 11:00am

ITEM		ESTIMATED	BRIEF	BIDDER 1	BIDDER 2	BIDDER 3
NUMBER	UNIT	QUANTITY	DESCRIPTION	Tabacco & Son Builders Inc. Bristol, CT	VMS Construction Co. Vernon, CT	Suburban Sanitation Service, Inc. Canton, CT
1400111A	L.F.	2,749	PVC SANITARY SEWER - PRESSURE TESTING	\$2.00 \$5,498.00	\$8.00 \$21,992.00	\$9.00 \$24,741.00
1401054A	L.S.	1	HANDLING SANITARY SEWAGE	\$24,000.00 \$24,000.00	\$18,000.00 \$18,000.00	\$54,568.00 \$54,568.00
1403096A	E.A.	4	4.0ft I.D. MANHOLE < 10 ft SANITARY SEWER	\$5,900.00 \$23,600.00	\$4,400.00 \$17,600.00	\$9,660.00 \$38,640.00
1403097A	E.A.	13	4.0ft I.D. MANHOLE > 10 ft SANITARY SEWER	\$6,100.00 \$79,300.00	\$5,250.00 \$68,250.00	\$9,700.00 \$126,100.00
151	L.S.	1	CLEARING AND GRUBBING	\$20,000.00 \$20,000.00	\$22,600.00 \$22,600.00	\$2,500.00 \$2,500.00
0651235A	L.F.	100	8" HIGH DENSITY POLYETHYLENE PIPE (SOLID)	\$25.00 \$2,500.00	\$37.00 \$3,700.00	\$70.00 \$7,000.00
0686240.15A	L.F.	464	15" HIGH DENSITY POLYETHYLENE PIPE (SMOOTH INTERIOR)	\$60.00 \$27,840.00	\$61.00 \$28,304.00	\$60.00 \$27,840.00
686240.18	L.F.	21	18" HIGH DENSITY POLYETHYLENE PIPE (SMOOTH INTERIOR)	\$66.00 \$1,386.00	\$93.00 \$1,953.00	\$134.00 \$2,814.00
0686240.24A	L.F.	133	24" HIGH DENSITY POLYETHYLENE PIPE (SMOOTH INTERIOR)	\$72.00 \$9,576.00	\$105.00 \$13,965.00	\$81.00 \$10,773.00
Total Base Bid :				\$742,175.00	\$866,532.00	\$1,138,021.00

Recommendation that award be made to Bidder #1, Tabacco & Son Builders Inc. as the lowest responsible Bidder
Funding Source: #411718-54410-13909

MOTION:

Agenda Item N-5

To approve the attached Warning for the April 30, 2018 Second Town Meeting and the May 10, 2018 Referendum.

Note: The attached Warning calls for a Second Town Meeting and Referendum if the first Budget Referendum fails. This will not be needed if the Budget passes on April 26, 2018.

/Attachment

1. To approve the Warning for the April 30, 2018 Second Town Meeting and the May 10, 2018 Referendum

WARNING
TOWN OF FARMINGTON
SECOND TOWN MEETING – April 30, 2018
REFERENDUM – May 10, 2018

The legal voters of the Town of Farmington and those qualified to vote at town meetings of said Town are hereby warned and notified that if the voters reject the recommended budget at the April 26, 2018 Referendum, a Second Town Meeting of the Town of Farmington is called for Monday, April 30, 2018 at 7:00 p.m. in the Farmington High School Auditorium, 10 Monteith Drive in Farmington, Connecticut, for the following purpose:

1. To consider and act upon the recommendation of the Town Council that the following resolution be adopted:

RESOLVED, that the second budget recommended by the Town Council for the fiscal year commencing July 1, 2018 be approved.

2. The moderator shall adjourn this meeting and the resolution presented under Item 1 of this Warning, as submitted to the Town Meeting or as modified thereby, shall become effective unless rejected by a vote on voting machines of persons qualified to vote in town meetings on Thursday, May 10, 2018 between the hours of 6:00 a.m. and 8:00 p.m. at the following polling places: Electors residing in the First Voting District and assigned to polling places 1-1, 1-2, 1-3 and 1-4 shall vote at Irving A. Robbins Middle School, 20 Wolf Pit Road, Farmington, Connecticut; and those assigned to polling place 1-5 shall vote at West Woods Upper Elementary School, 50 Judson Lane, Farmington, Connecticut. Electors residing in the Second Voting District and assigned to polling place 2-6 shall vote at the Community & Senior Center, 321 New Britain Avenue, Unionville, Connecticut; and those assigned to polling place 2-7 shall vote at the Municipal Complex, Monteith Drive, Farmington, Connecticut. Voters qualified to vote at town meeting who are not electors shall vote at their respective polling place at Irving A. Robbins Middle School, West Woods Upper Elementary School, the Community & Senior Center or the Municipal Complex.
3. Absentee ballots will be available from the Town Clerk's office.

Said resolution presented under Item 1 shall be placed upon the voting machines under the following heading:

“SHALL THE BUDGET FOR THE TOWN OF FARMINGTON PRESENTED BY THE TOWN COUNCIL AND RECOMMENDED BY THE SECOND TOWN MEETING FOR FISCAL YEAR 2018-2019 BE APPROVED?

YES

NO”

Voters approving the resolution shall vote “Yes” and voters opposing the resolution shall vote “No”.

4. To consider and act upon any other business, which may properly come before said meeting.

FURTHER RESOLVED, that if voters approve the recommended budget at the April 26, 2018 Referendum, the April 30, 2018 Second Town Meeting and the May 10, 2018 Referendum shall be canceled.

Dated at Farmington, Connecticut this 2nd day of April 2018.

Per Order of the
Farmington Town Council

Council Chair

Council Member

Council Member

Council Member

Council Member

Council Member

Council Member

Town Clerk

MOTION:

Agenda Item N-6

To Approve the Following Americans With Disabilities Act (ADA) Policy and Grievance Procedure:

TOWN OF FARMINGTON OFFICE OF THE TOWN MANAGER

Americans With Disabilities Act (ADA) Policy and Grievance Procedure

PURPOSE: To provide a reasonable policy and procedure that will ensure: 1) equal opportunities for disabled persons to participate in and benefit from services, programs, or activities sponsored by the Town; 2) a bias free environment for disabled employees, or for disabled persons who seek employment with the town; and, 3) prompt and equitable resolution of complaints alleging discrimination on the basis of a disability.

STATEMENT OF POLICY: The Town of Farmington does not discriminate on the basis of race, color, national origin, sex, religion, age, marital status, or disability in employment or the provision of services. It is the intent of the Town to guarantee disabled persons equal opportunity to participate in or enjoy the benefits of Town services, programs, or activities, and to allow disabled employees a bias free work environment. The Town, upon request, will provide reasonable accommodation in compliance with the Americans With Disabilities Act (ADA).

The Town is committed to creating an environment in which facilities for public meetings and general public use are accessible. Furthermore, the Town will provide auxiliary aids and services (interpreters, readers, assisted listening devices, text telephones, large print materials, audio tape, help in filling out forms, and other similar services and actions) if necessary and if such reasonable accommodation can be provided without undue hardship to the Town. Disabled persons may request the auxiliary aids and services of their choice, which will be given primary consideration.

The Town has a commitment to ensure equal opportunities for disabled town employees. Every reasonable effort will be made to provide an accessible work environment and additional accommodations, including auxiliary aids and services. Employment practices (e.g. hiring, training, testing, transfer, promotion, compensation, benefits, termination, etc.) will be administered in such manner as to not promote discrimination of disabled employees. Detailed policies and procedures regarding employment practices are contained in the Town's *Employee Manual*.

Recruitment and selection processes will grant equal opportunity for employment to qualified applicants and will not discriminate on the basis of disability. Reasonable accommodation will be provided upon request during an application/interview process.

The Town is also committed to ensure equal opportunity for disabled persons to participate on boards and commissions. Board and commission meetings will be held in accessible locations; requested auxiliary aids will be provided; and accommodation provided during the selection process of board and commission members. Through the recruitment process, the Town will actively seek and invite the participation of board and commission members who are disabled.

All future construction and renovation of Town-owned buildings and facilities will be carried out in accordance with current ADA accessibility best practices.

In the event citizens, employees, or other participants in the Town's programs, services, and activities feel the Town has violated their rights under the ADA, this policy provides a grievance procedure for handling such complaints.

Town staff will be trained to ensure that disabled persons may participate in and benefit from Town programs, services, and activities.

GRIEVANCE PROCEDURE:

The Town of Farmington adopts the following internal grievance procedure providing for prompt and equitable resolution of complaints alleging any action prohibited by the Equal Employment Opportunity Commission (EEOC) regulations implementing title I of the ADA and the U.S. Department of Justice regulations implementing title II of the ADA. Title I of the ADA states that "no covered entity shall discriminate against a qualified individual with a disability because of the disability of such individual in regard to job application procedures, the hiring, advancement, or discharge of employees, employee compensation, job training, and other terms, conditions, and privileges of employment." Title II of the ADA states that "no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any such entity."

Complaints should be addressed to: Assistant Town Manager, ADA Coordinator, Town of Farmington, 1 Monteith Drive, Farmington, CT 06032, (860) 675-2350. The ADA Coordinator has been designated to coordinate ADA compliance efforts. The coordinator shall maintain the files and records of the Town relating to the complaints filed and ensuing investigations.

1. A complaint may be filed either in writing or verbally. It shall consist of the name and address of the person filing it, or on whose behalf it is filed, and a brief description of the alleged violation of the ADA regulations. A complaint shall be filed within twenty (20) calendar days after the complainant becomes aware of the alleged violation.
2. An investigation, as may be appropriate, shall follow a filing of complaint. The investigation shall be commenced by the ADA Coordinator, or the designee of the ADA Coordinator, within ten (15) calendar days following the filing of complaint. The investigation will be informal but thorough, affording all interested persons and their representatives, if any, an opportunity to submit information relevant to such investigation.
3. A written determination as to the validity of the complaint and a resolution of the complaint, if any, shall be issued by the ADA Coordinator and a written copy mailed to the complainant within thirty (30) calendar days following the filing of the complaint.
4. The complainant may request a reconsideration of the case determination of the ADA Coordinator in instances where he or she is dissatisfied with the resolution. The request for reconsideration shall be made within ten (15) calendar days following the date the complainant receives the determination of the ADA Coordinator. The request for reconsideration shall be made to the Town Manager, Town of Farmington, 1 Monteith Drive, Farmington, CT 06032. The Town Manager shall review the records of said complaint and may conduct further investigation when necessary to obtain additional relevant information. The Town Manager shall issue his or her decision on the request for reconsideration within twenty (20) calendar days of the filing of the request for reconsideration. A copy of said decision shall be mailed to the complainant.
5. The complainant may request a reconsideration of the case determination of the Town Manager in instances where he or she is dissatisfied with the decision of the Town Manager. The request for reconsideration should be made within ten (15) calendar days following the date the complainant receives the determination of the Town Manager. The request for reconsideration shall be made to the Town Council through the Town Clerk, or the designee of the Town Clerk. The Town Council shall review the records of said complaint and may conduct further investigation when necessary to obtain additional relevant information and shall issue its decision thereon within thirty (30) calendar days of the filing of the request for reconsideration. A copy of said decision shall be mailed to the complainant. The decision of the Town Council is final.

6. The complainant's right to prompt and equitable resolution of the complaint must not be impaired by his or her pursuit of other remedies, such as the filing of a complaint with the U.S. Department of Justice or any other appropriate federal agency. Furthermore, the filing of a lawsuit in state or federal district court can occur at any time. The use of this grievance procedure is not a prerequisite to the pursuit of other remedies.

7. These rules shall be construed to: 1) protect the substantive rights of interested persons, 2) meet appropriate due process standards, and 3) comply with the ADA and implementing regulations.

Approved by Town Council _____ April 2, 2018 _____

Date

NOTE : All municipalities must (1) designate at least one employee to coordinate compliance with the ADA and (2) adopt and publish a grievance procedure for resolving ADA complaints. The attached policy and procedure reaffirms the Town's commitment to the philosophy and regulations of the ADA. It is best practice to review and readopt this policy periodically.

MOTION:

Agenda Item N-7

To adopt the following Fair Housing Resolution for the Town of Farmington and to authorize the Town Manager to sign and distribute said resolution.

TOWN OF FARMINGTON
FAIR HOUSING RESOLUTION

Whereas, All American citizens are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and

Whereas, State and Federal Fair Housing laws require that all individuals, regardless of race, color, religion, sex, national origin, ancestry, marital status, age, mental or physical disability, lawful source of income, sexual orientation, familial status, be given equal access to rental and homeownership opportunities, and be allowed to make free choices regarding housing location; and

Whereas, The **The Town of Farmington** is committed to upholding these laws, and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice.

NOW THEREFORE, BE IT RESOVED, That the **Town of Farmington** hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase and obtain financing for adequate housing of their choice on a non-discriminatory basis: and BE IT FURTHER RESOLVED, That the Town Manager of the Town of Farmington or his/her designated representative is responsible for responding to and assisting any person who alleges to be the victim of an illegal discriminatory housing practices in the Town of Farmington.

Adopted by the **Town of Farmington** on April 2, 2018.

Ms. Kathleen A. Eagen, Town Manager

Town Seal

NOTE: April is Fair Housing month. The Housing Authority, the Community & Recreational Services Department and the Planning Department work jointly to achieve Fair Housing in Farmington. It is best practice to continually renew and readopt this policy periodically.

MOTION:

Agenda Item N-8

To adopt the attached Affirmative Action Plan for the Town of Farmington

NOTE: April is Fair Housing month. The Housing Authority, the Community & Recreational Services Department and the Planning Department work jointly to achieve Fair Housing in Farmington. This statement was last reviewed and adopted by the Town Council in 2017. It is best practice to continually review and readopt this plan periodically.

/Attachment

Adopted – April 2014
Reviewed and readopted April 2015
Reviewed and readopted April 2016
Reviewed and readopted April 2017

Town of Farmington Equal Employment Opportunity Program and Affirmative Action Plan

SECTION I. GENERAL POLICY

It is the policy of the Town of Farmington to provide equal employment opportunities without consideration of race, Color, religion, age, sex, marital status, national origin, genetic information, past/present history of mental disability, ancestry, mental retardation, learning or physical disabilities including but not limited to blindness, sexual orientation, political belief, or criminal record, unless the provisions of the Section 46a-60(b), 46a-80(b), and 46a-81(b) of the Connecticut General Statutes are controlling or there is a bonafide occupational qualification excluding persons in one of the above protected groups. This policy applies to all aspects of the employer/employee relationship including, but not limited to recruitment, hiring, referrals, classifying, advertising, training, upgrading, promotion, benefits, compensation, discipline, layoff and terminations.

The Town of Farmington recognizes both a legal and moral responsibility to abide by equal employment opportunity laws and philosophy. The Town also adheres to all the Federal and State laws, regulations and guidelines and executive orders as outlined in Attachment A.

The Town of Farmington agrees that all employment decisions involving applicants and employees shall be made solely on the basis of job-related qualifications and performance. Extraneous factors such as age, sex, marital status, and other conditions covered in Federal and State legislation shall not enter into pre- and post-employment decisions.

The Town of Farmington hereby pledges:

- To recruit, hire, train and promote persons in all job titles without regard to race, color, religion, sex, mental illness, national origin, age, marital status, sexual orientation or physical disability, including, but not limited to blindness and temporary disability resulting from pregnancy.
- To base employment decisions on the principles of equal employment opportunity.
- To utilize only valid promotional requirements as the bases for promotional decisions.
- To ensure that all personnel actions, including benefits, compensation, transfers, layoffs, return from layoff, leaves, tuition assistance, training and social and recreational programs are administered without regard to race, color, mental illness, religion, sex, national origin, age, marital status, sexual orientation, or physical disability including but not limited to blindness and temporary disability resulting from pregnancy.

SECTION II. POLICY DISSEMINATION

The Town will:

- A. Compile data, as required, for federal reporting relative to the distribution of employees within the work force.
- B. Incorporate an equal opportunity clause in all purchase orders and contracts.
- C. Ensure that "Help Wanted" advertising is placed in "Male/Female Wanted" columns in media sources used for recruitment and that the words "Equal Opportunity Employer" or letters "EOE" are included in each advertisement.
- D. Provide or post information on official actions and equal employment to all potential employees and the general public.

SECTION III. RESPONSIBILITY FOR IMPLEMENTATION

The Farmington Human Relations Commission is responsible for monitoring and evaluating this Policy. The Town Manager is responsible for implementing the Policy and shall have the necessary authority to achieve the Policy's objectives. Record keeping and reporting duties shall be delegated to the Assistant to the Town Manager. The Director of Community & Recreational Services shall serve as staff assistant to the Human Relations Commission and is responsible for annually reviewing the policy to keep current with Federal and/or State anti-discriminate laws (as outlined in Attachment A).

SECTION IV. PLAN OF ACTION

The Town will strive to be an organization that is dedicated to recruiting qualified candidates without regard to race, color, religion, sex, national origin, age, sexual orientation or physical disability, including, but not limited to blindness and temporary disability such as pregnancy. To accomplish this, the town will reach out to applicants in more innovative ways. A larger pool of applicants will increase the probability of minority candidates successfully being hired. Female and minority employees will participate in job affairs and other functions in area high schools to demonstrate a commitment to equal employment. Job fairs and similar community events will be a primary focus of the Town's effort to attract more minority candidates.

The Town of Farmington will continue to advertise extensively in general circulation newspapers and in newspapers which have a large circulation among minority and Hispanic residents. The Hartford Courant provides statewide coverage. Job announcements will also be placed in the North End Agent, a minority published paper and with the Connecticut Employment Service. In addition, media in urban areas in addition to Hartford which focus on minority and Hispanic residents will also be used.

We will continue to recruit in colleges and universities with Criminal Justice programs.

SECTION V. POLICY EVALUATION

The Town will closely monitor the number of applicants entering the employment process.

The police department, as a National Law Enforcement Accredited Agency complies with Standards 31.2.3 that requires the police department maintain an equal employment opportunity plan and standard 31.2.2 that requires the agency to maintain a recruitment plan. The police department conducts an annual evaluation of the recruitment process and evaluation of the selection process at the conclusion of each testing process.

The Town Manager will prepare an annual summary of the activities and accomplishments in July.

SECTION VI. PROCEDURES FOR GRIEVANCES

If an employee feels they have been discriminated against, they should contact the Town Manager who is responsible for reviewing such complaints. The Human Relations Commission would serve as “fair hearing body” in response to complaints regarding discrimination or inequity of treatment.

SECTION VII. ITEMIZED BUDGET

Expenses for the administration of the recruitment and selection process are provided for in the Town’s General Fund Budget.

ATTACHMENT A

ATTACHMENT TO THE AFFIRMATIVE ACTION POLICY

<u>CONNECTICUT GENERAL STATUTES</u>	<u>SUBJECT</u>
C.G.S. Section 4 – 6lu	Upward Mobility
C.G.S. Section 4a – 60	Nondiscrimination clauses in State Contracts
C.G.S. Section 4a – 61	Minority Business Enterprises
C.G.S. Section 5 – 227	Discrimination prohibited in State employment
C.G.S. Section 5 – 267	Officers, appointing authorities and employees to comply with law
C.G.S. Section 8 – 265	Discrimination re: housing financed by CBFA Barred
C.G.S. Section 10a – 10	Office of Educational opportunity
C.G.S. Section 10a – 11 ethnic	Strategic plan to ensure racial and diversity
C.G.S. Section 17 – 206j licenses	Denial of employment, housing, because of mental disorder
C.G.S. Section 27 – 59	Discrimination prohibited by armed forces
C.G.S. Section 31 – 75d	Apprenticeships program
C.G.S. Section 31 – 75	Discrimination in compensation on account of sex
C.G.S. Section 32 – 9e	Set-aside program for minority business enterprises
C.G.S. Section 36 – 445	Discrimination in making mortgage or home improvement loans

C.G.S. Section 38 – 172	Discriminating in insurance prohibited
C.G.S. Section 38 – 262j	Age discrimination in group insurance coverage prohibited
C.G.S. Section 46a – 60	Discriminatory employment practice prohibited
C.G.S. Section 46a – 64	Discriminatory public accommodations practice prohibited
C.G.S. Section 46a – 46a	Discrimination against families with children
C.G.S. Section 46a – 68	State Affirmative Action plans
C.G.S. Section 46a – 69	Discriminatory practices by state
C.G.S. Section 46a – 70 State	Guarantee of equal employment in agencies
C.G.S. Section 46a – 71 agencies	Discriminatory practice by State prohibited
C.G.S. Section 46a – 72 State	Discrimination in job placement by agencies prohibited
C.G.S. Section 46a – 73	Discrimination in State licensing and charter procedures prohibited
C.G.S. Section 46a – 74	State agencies not to permit discriminatory practices in professional or occupational associations, Public accommodations or housing
C.G.S. Section 46a – 75	Discrimination in education and vocation program prohibited
C.G.S. Section 46a – 76	Discrimination in allocation of State benefits prohibited
C.G.S. Section 46a – 77	Cooperation with Commission required of State Agencies

C.G.S. Section 46a – 80	Denial of employment based on prior conviction of a crime, dissemination of Arrest Records prohibited
C.G.S. Section 53 – 37	Ridicule on account of race, creed or color
C.G.S. Section 53 – 37a	Deprivation of a person’s civil rights
Public Act No. 91 – 58	An act concerning discrimination on the basis of sexual orientation

REGULATIONS

SUBJECT

Section 46a-68-1 to 46a-68-17, inclusive	Apprenticeship regulations
Sections 46a-68-31 to Government 46a-74 inclusive	Affirmative Action by State regulations
46a-68j-21 through 43	State Contract Compliance

GUIDELINES

SUBJECT

Guidelines prepared by the Committee of Upward Mobility	Upward Mobility
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EXECUTIVE ORDERS

Affirmative Action

Executive Order No. 18, Governor Meskill	Affirmative Action
Executive Order No. 11, Governor Ella Grasso	Equal Employment Opportunity and Affirmative Action
Executive Order No. 12, Governor Ella Grasso	Governor’s Council on Opportunities for the Spanish Speaking
Executive Order No. 9, Governor O’Neil	Affirmative Action

Other

Connecticut Constitution Act 1, Section 1 and 20

REGULATIONS

29 C.F.R. Part 30

29 C.F.R. Part 32

29 C.F.R. Part 1602

29 C.F.R. Part 1620

29 C.F.R. Part 1627

31 C.F.R. Part 51

41 C.F.R. Part 60-1

41 C.F.R. Part 60-7441

SUBJECT

Non-discrimination in apprenticeship

Handicap discrimination regulations

EEOC records and reports

Equal Pay Act regulations

ADEA records and reports

Non-discrimination by revenue sharing recipients

FCCP regulations

Affirmative Action regulations for handicapped workers

UNITED STATES

CONSTITUTION

First Amendment

Thirteenth Amendment

Fourteenth Amendment

Fifteenth Amendment

SUBJECT

Freedom in Speech

Prohibit slavery and involuntary servitude

Equal Protection

Voting rights for African American Men

STATUTES

**29 U.S.C. Section 260
et seq**

**29 U.S.C. Section 621
et seq**

**29 U.S.C. Section 701
et seq**

SUBJECT

Equal Pay Act of 1963

**Age Discrimination in Employment Act
1973
Act of 1973**

**Vocational Rehabilitation
Act of 1973**

**31 U.S.C. Section 1221
et seq**

**State and Local Fiscal
Assistance Act of 1972**

42 U.S.C. Section 1981

Equal Rights Under Law

42 U.S.C. Section 1983

Civil Rights for Deprivation of Rights

**42 U.S.C. Section 2000d
et seq**

Title VI of the Civil Rights Act of 1964

**42 U.S.C. Section 2000e
et seq**

Title VII of the Civil Rights Act of 1964

42 C.U.S. Section 3601

Title VIII of the Civil Rights Act of 1968

Other

Civil Rights Acts of 1866, 1870, and 1871

Executive Orders 11246, amended by 11375

**Nondiscrimination under federal
contracts**

Americans With Disabilities Act of 1992

MOTION:

Agenda Item N-9

To adopt the following Compliance with Title VI of the Civil Rights Act of 1964 Statement for the Town of Farmington and to authorize the Town Manager to sign and distribute said resolution.

TOWN OF FARMINGTON

COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

The **Town of Farmington** does not discriminate in the provision of services, the administration of its programs, or contractual agreements. The **Town of Farmington** seeks to fully carry out its responsibilities under the Title VI Regulations.

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the grounds of race, color, or national origin in programs and activities receiving Federal financial assistance. Title VI provides that No person shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any programs covered by the Regulations.

This policy is effectuated through the methods of administration outlined in the Town's Fair Housing Plan and is fully implemented to ensure compliance by the Town, as the recipient, and by subrecipients. The cooperation of all Town personnel is required.

Ms. Kathleen A. Eagen, Town Manager

April 2, 2018

Date

NOTE: April is Fair Housing month. The Housing Authority, the Community & Recreational Services Department and the Planning Department work jointly to achieve Fair Housing in Farmington. This statement was last reviewed and adopted by the Town Council in 2017. It is best practice to continually review and readopt this plan periodically.

MOTION:

Agenda Item N-10

To adopt the following Fair Housing Policy Statement for the Town of Farmington and to authorize the Town Manager to sign and distribute said resolution.

**TOWN OF FARMINGTON
Fair Housing Policy Statement**

It is the policy of the Town of Farmington to promote fair housing opportunities and to encourage racial and economic integration in all its programs and housing development activities.

Programs funded and administered by the Town of Farmington must comply with the provisions of Section 46a-64c of the C.G.S., and with related state and federal laws and regulations that prohibit discriminatory housing practices.

The Town of Farmington or any of Subrecipients of the Town will carry out an affirmative marketing program to attract prospective buyers or tenants of all majority or minority groups, without consideration of race, color, religion, sex, national origin, ancestry, creed, sexual orientation, marital status, lawful source of income, disability, age or because the individual has children in all programs and housing development activities funded or administered by the Town of Farmington.

The municipality's Town Manager, is responsible for the enforcement and implementation of this policy. The Town Manager, Kathleen A. Eagen may be reached at 860-675-2350

Complaints pertaining to discrimination in any program funded or administered by the Town of Farmington may be filed with the Town Manager, Kathleen A. Eagen. The municipality's Grievance Procedure will be utilized in these cases.

Complaints also may be filed with the Commission on Human Rights and Opportunity, Special Enforcement Unit, 21 Grand Street, Hartford, CT 06106, Telephone (860) 541-3403.

A copy of this policy statement will be given annually to all Town employees and they are expected to fully comply with it. In addition, a copy will be posted throughout the Town.

Revised April 2, 2018

April 2, 2018

Date

Ms. Kathleen A. Eagen, Town Manager

THIS STATEMENT IS AVAILABLE IN LARGE PRINT OR ON AUDIO TAPE by contacting the Town Manager's office at 860-675-2350.

NOTE: April is Fair Housing month. The Housing Authority, the Community & Recreational Services Department and the Planning Department work jointly to achieve Fair Housing in Farmington. This statement was last reviewed and adopted by the Town Council in 2017. It is best practice to continually review and readopt this plan periodically.

MOTION:

Agenda Item N-11

To award Bid # 270, Tree Removal and Pruning Services to Distinctive Gardens & Tree Care of South Windsor, CT in accordance with the schedule of costs as listed on the attached spreadsheet.

NOTE: This bid is to contract with a qualified vendor to provide tree removal and pruning services for trees on town-owned property and right of ways. The Town directs the vendor to which trees need to be removed or pruned and monitors vendor performance. Distinctive Gardens and Tree Care has provided these services to the Town for the past 11 years. Staff has found their performance to be very good. The contract period would be from July 1, 2018 to June 30, 2019 with the option to renew for one additional year depending upon satisfactory performance. The estimated annual value of this contract is in excess of \$50,000 therefore it is being submitted to the Town Council for award.

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

/Attachment

Town of Farmington
 Bid #270 Tree Removal and Pruning Services:
 Bid Opening : March 22, 2018 at 11:00 a.m.

N-11

Description of Item	Unit	Bidder 1	Bidder 2
		Distinctive Tree Care LLC South Windsor, CT	Northern Tree Service, Inc. Palmer, MA
		Cost	Cost
Tree Removal and Pruning Services:			
Two (2)-man crew w/bucket truck, chipper and truck and all related equipment	Per Hour	98.00	206.25
Two (2)-man crew w/chipper and truck and all related tools and equipment	Per Hour	75.00	206.25
One additional crew person to assist two (2)-man crew when needed	Per Hour	39.00	90.00
Emergency callout after hours (Bucket and Chipper & Truck)	Per Hour	125.00	309.00
Emergency callout after hours (Chipper and Truck only)	Per Hour	100.00	309.00
Other Equipment:			
75' Rear Mount Lift	Per Hour	45.00	
Mini Excavator with Grapple and Operator	Per Hour	58.50	165.00
Crane with Operator	Per Hour	182.00	309.00
Skid Steer with Grapple and Operator	Per Hour	40.00	150.00
Sennebogen 718 with Grapple Saw	Per Hour	395.00	

Recommendation: That award be made to Bidder #1, Distinctive Tree Care, LLC as the lowest responsible Bidder.

Funding: Operating Budget Account #13206-54410 \$95,000.00

MOTION:

Agenda Item N-12

To award a contract for the purchase of one Tiger mid-mount boom mower and tractor (roadside mower) to H.P. Fairfield LLC, DBA: W.H. Rose of Columbia CT at a purchase price of \$114,246.00

NOTE: This motion is to contract with a vendor to purchase a roadside mower for mowing operations on Town properties and rights of ways bordering town roads. The unit is a John Deere Tractor with a boom arm with mower units attached. The unit being acquired would replace a road side mower currently being used by town staff that is 24 years old. Funds for this acquisition were included in the FY2017/2018 Capital Budget.

The acquisition of this equipment would be under National Joint Powers Alliance Contract # 052417-TGR which calls for a 20% discount off the manufacturer's list price. The National Joint Powers Alliance is a national purchasing cooperative open to governments, schools, higher education, and non-profit agencies. They issue bids for equipment and supplies commonly purchased by the agencies they represent and enter into contractual arrangements with the successful bidders. By using NJPA to purchase this type of equipment, the Town will realize significant savings because of NJPA's large purchasing power.

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

MOTION:

Agenda Item N-13

To schedule a Town Council Meeting on Tuesday, May 15, 2018 at 6:00pm at Farmington High School.

NOTE: This meeting will take place directly before the Regular Town Council meeting at 7:00pm at the Farmington High School. The purpose of this meeting will be to tour the Farmington High School facility.

MOTION:

Agenda Item N-14

To cancel the April 24, 2018 Town Council Meeting.

NOTE: **Budget Schedule:**

April 16, 2018 – Annual Town Meeting
April 26, 2018 – First Budget Referendum
April 27, 2018 – Tentative Town Council Meeting if Referendum Fails
April 30, 2018 – Second Annual Meeting if Referendum Fails
May 10, 2018 – Second Referendum

May Meetings:

May 8, 2018 – Regular Town Council Meeting
May 15, 2018 – FHS Tour & Strategic Plan Workshop
May 22, 2018 – Strategic Plan Workshop
May 29, 2018 – Strategic Plan Workshop

MOTION:

Agenda Item N-15

To approve the following property tax refunds.

NAME	REASON	AMOUNT
1)5 Batterson Park LLC	Assessor's adjustment	\$20.73
2) Fernand Beaudin	Assessor's adjustment	\$40.02
3) CCAP Auto Lease LTD	Assessor's adjustment	\$169.34
4) Crisis Pregnancy Ctr	Assessor's adjustment	\$78.37
5) David Davenport	Assessor's adjustment	\$58.40
6) J & M Dlubac	Double payment	\$45.36
7) Nichole Ethier	Overpayment	\$116.50
8) Leslie Finkelstein	Assessor's adjustment	\$118.19
9) D & V Fontana	Assessor's adjustment	\$11.58
10)R Fuhrman & R Barrett	Assessor's adjustment	\$21.97
11)V & M Gagnon	Assessor's adjustment	\$15.66
12)M & C Geddo	Assessor's adjustment	\$182.75
13)Thomas He	Assessor's adjustment	\$15.50
14)Honda Lease Trust	Assessor's adjustment	\$234.26
15)Rodney Johnson	Assessor's adjustment	\$5.16
16)Piotr Kolacz	Assessor's adjustment	\$99.48
17)Agostino Marchese	Assessor's adjustment	\$341.58
18)Guy & Julie Morin	Assessor's adjustment	\$79.01
19)Nissan Infiniti	Assessor's adjustment	\$276.54
20)Richard Polacek	Assessor's adjustment	\$57.05
21)M Sorvillo & F Rubino	Assessor's adjustment	\$28.20
22)Toyota Lease Trust	Assessor's adjustment	\$996.04
23)Randall Vagnini	Assessor's adjustment	\$7.55
24)J & C Vincenzo	Assessor's adjustment	\$9.39
25)VW Credit Leasing LTD	Assessor's adjustment	\$119.42
26)Jerzy Walczyk	Assessor's adjustment	\$12.97
	TOTAL:	\$3,161.02

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.