

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

**\*\* PLEASE NOTE THAT THE MEETING WILL BE HELD IN-PERSON FOR TOWN COUNCIL MEMBERS. MEMBERS OF THE PUBLIC SHOULD ATTEND ONLINE \*\***

To access the meeting:

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/82423096251>

Telephone Call in Information:

Dial: +1 312 626 6799

Webinar ID: 824 2309 6251

Date: October 13, 2020  
(Council Members should call **the Town Manager's Office** if unable to attend.)

Time: 7:00 p.m.

Place: Town Council Members – Town Council Chambers  
Public - Online – Web Conference

### Agenda

- A. Call to Order
- B. Pledge of Allegiance
- C. Presentations and Recognitions
  - 1. James W. Foote Proclamation
- D. Public Hearing
  - 1. A Public Hearing to Amend the Farmington Town Code Chapter 51  
    **"Pensions."**
- E. New Items
- F. Public Comments

- G. Reading of the Minutes
  - 1. September 15, 2020 Regular Town Council Meeting
- H. Reading of Communications and Written Appeals
  - 1. Correspondence from Kathy Blonski to State Legislators Regarding Prevailing Wage
  - 2. Correspondence from Thomas Palacios to the Town Council
- I. Report of the Committees
  - 1. UCONN Health Committee
  - 2. Land Acquisition Committee
  - 3. Green Efforts Committee
  - 4. Farmington High School Building Committee
  - 5. Racial Equality Taskforce – Nancy Parent Update
  - 6. Village Center/**Parson's Property Ad**-Hoc Committee (Attachment)
- J. Report of the Council Chair and Liaisons
  - 1. Chair
  - 2. Board of Education Liaison
  - 3. Economic Development Commission Liaison
  - 4. Farmington Historic District Commission
  - 5. Housing Authority
  - 6. Human Relations Commission
  - 7. Library Board
  - 8. Town Plan and Zoning Liaison
  - 9. Unionville Historic District Commission
  - 10. Unionville Village Improvement Association Liaison
  - 11. Water Pollution Control Authority
  - 12. Other Liaisons
- K. Report of the Town Manager
  - a. **Town Manager's Quarterly Report**
  - b. Unionville Historic District Commission
  - c. Bond Sale Report
  - d. Financial Update
  - e. Distinguished Chief Award Recipient
  - f. AARP Grant Update
  - g. Legislative Special Session Update
- L. Appointments
  - 1. Building Code Board of Appeals (Charette)
  - 2. Building Code Board of Appeals (Langston)
  - 3. Economic Development Commission (Karwoski)
  - 4. Economic Development Commission (Suffredini)
  - 5. Plainville Area Cable TV Advisory Council (Bernier)
  - 6. Unionville Historic District & Properties Commission Alternate (Wuelfing)
  - 7. Water Pollution Control Authority (Foote)

M. Old Business

N. New Business

1. To amend Chapter 51 "Pensions" of the Town of Farmington Code.
2. To (Approve) (Reject) (Take No Action) on the Proposed Contract Between the Farmington **Administrators' and Supervisors' Association (FASA) and the Board of Education 2021-2024.**
3. To amend the lease agreement between the Town of Farmington and American Tower Corporation for the tower site located at 199 Town Farm Road **per the attachment.**
4. To approve the attached resolutions per the September 8, 2020 Town Council Meeting.
5. To cancel the October 27, 2020 Town Council meeting.
6. To approve property tax refunds.

O. Executive Session

None.

P. Adjournment

## PROCLAMATION

WHEREAS, the Water Pollution Control Authority's mission is to provide regional wastewater treatment services, which enhance environmentally sound community development, and ensure public health through improved water quality, and

WHEREAS, the Water Pollution Control Authority oversees two hundred miles of sewer collection systems and seventeen pump stations, and

WHEREAS, Jim Foote has served on the Farmington Water Pollution Control Authority as a member since 1995, and

WHEREAS, Jim. Foote served as Chair of the Water Pollution Control Authority from 1995 to 2018, and currently serves as Vice Chair, and

WHEREAS, Jim Foote has served on the Sewer Sub-Committee whose work included updating the Town of Farmington Sewer Ordinance, and completing a cost-benefit analysis to ensure Farmington utilizes best practices in sewer assessment, and

WHEREAS, Jim W. Foote, throughout his twenty-five-year tenure has also overseen many pivotal infrastructure projects in the Town of Farmington, most notably the update of the Water Pollution Control Facility in 2019, which was completed on time and on budget, and

WHEREAS, the new Water Pollution Control Facility was the largest Capital Project in Town history at a cost of fifty-seven million dollars, and

WHEREAS, upgrading the facility had many benefits, which include increased treatment capacity, superior energy efficiency, added reliability and redundancy, nitrogen and phosphorus removal, odor control improvements, elimination of chemicals used for disinfection, and current code and safety standard compliance, and

WHEREAS, as a result of Jim Foote's efforts with the upgrade of the facility, the Water Pollution Control Facility is expected to meet the needs of our community for the next 25 years.

NOW THEREFORE, the Town of Farmington hereby commends Jim Foote for his excellent work on behalf of the community and we hereby thank him for his twenty-five years of selfless dedication and immeasurable contributions and commitment to the Town of Farmington and its residents, and hopes that he will continue to be involved with the Water Pollution Control Authority for years to come.

Dated at Farmington, Connecticut this 13th of October 2020.

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C.J. Thomas, Chair  
Farmington Town Council

LEGAL NOTICE  
TOWN OF FARMINGTON  
PUBLIC HEARING

A Public Hearing will be held on October 13, 2020 at 7:05 p.m. online via zoom **webinar to Amend the Farmington Town Code Chapter 51 "Pensions."**

To access the meeting:

<https://us02web.zoom.us/j/82423096251>

Dial: +1 312 626 6799

Webinar ID: 824 2309 6251

Comments can be sent to the Town Council until 12:00 noon on October 13, 2020 and are accepted via email to [publiccomment@farmington-ct.org](mailto:publiccomment@farmington-ct.org) or by calling 860-673-8282 and leaving a voicemail. Please provide your name and address when emailing or calling in for public comment. Call-in comments are limited to 5 minutes.

Please call the **Town Manager's Office at 860-675-2350** with any questions.

Dated at Farmington, Connecticut this 28<sup>th</sup> day of September 2020.

Kathleen A. Blonski  
Town Manager



September 29, 2020

Senator Derek Slap  
Legislative Office Building  
300 Capitol Avenue, Room 4036  
Hartford, CT 06106

Representative Mike Demicco  
Legislative Office Building  
300 Capitol Avenue, Room 3201  
Hartford, CT 06106

Senator Gennaro Bizzarro  
Legislative Office Building  
300 Capitol Avenue, Room 3402  
Hartford, CT 06106

Representative Tammy Exum  
Legislative Office Building  
300 Capitol Avenue, Room 4014  
Hartford, CT 06106

Dear Senator Slap, Senator Bizzarro, Representative Demicco, and Representative Exum:

The Town of Farmington is **opposed** to SB 350 - An Act Codifying Prevailing Wage Contract Rates.

Currently, the U.S. Department of Labor calculates the rates by surveying contractors, labor organizations, municipal leaders and others after wages and benefits have been paid out on completed construction projects in a geographic region. Connecticut has used the federally calculated rates since 1977 since it allows the state to maintain conformity with federally funded projects and is transparent in nature.

This bill as presented negatively impacts the interest of the Town of Farmington as it removes the public hearing process in helping to determine the rates, eliminating an opportunity for the Town and others to comment and provide information that is pertinent to the determination of the prevailing wage. This bill replaces the current process by mandating the use of "Union Dominance Rate", which means rates will be dictated by union contracts, thus eliminating our voice in the process.

As a result, this bill may increase property taxes on individuals and businesses who have already been rocked by the COVID-19 pandemic, which has threatened the delivery of vital municipal services. This will further strain and burden our budget by increasing costs for important infrastructure projects, such as the Farmington High School Building Project.

Massachusetts and New York currently use the proposed method to determine prevailing wage rates. In 2013, the Office of Legislative Research released a report which shows that the prevailing wage rates in these states are significantly higher than Connecticut. If implemented, Connecticut will see the cost of construction projects increase considerably.

As our legislator, I urge you to **oppose** SB 350 - An Act Codifying Prevailing Wage Contract Rates.

Sincerely,

Kathleen A. Blonski  
Farmington Town Manager



**Anna Savastano**

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**From:** Thomas Palacios  
**Sent:** Tuesday, September 29, 2020 2:38 PM  
**To:** Town Council Account for e-Mail  
**Subject:** Signage in our town

Hello Town Council,

My name is Tom Palacios - and I am a resident of Farmington for a little over a year now. I think our town is wonderful for many reasons - including the natural beauty and forestry across it. I also believe our town is very diverse, with a mix of cultures, identities and thought processes as well. One of the ways that this diversity has been shown is in the lawn signs that have gradually popped over what has been an unfortunately contentious past several months for our nation at large.

While I appreciate the freedom of individuals to express their opinions, and understand that it is not constitutional to prevent signs from appearing, I do believe there is an aspect to (all signs, really) that is inherently aesthetically displeasing.

Because of this I write to you with a simple suggestion and question - would it be possible to limit the size of such signs to perhaps 3 ft by 2 ft, so that they may be visible from someone's yard, but not so large that they could be distracting? I've noticed an extremely large sign in between Farmington and Plainville (on the Farmington side) that I would argue is large enough to constitute a billboard, and be distracting to oncoming drivers, as well, as generally aesthetically displeasing. I would be in full support of a ban on signs larger than this, on public or private property, regardless of the message/promotion they seek to convey.

Thank you for your work serving our town.

Tom

# Town of Farmington



# Main Street Sidewalk Replacement Project

The Town of Farmington will be holding an informational meeting for property owners on October 17th from 10AM-11AM in the parking lot at Saint Patrick's Church with all social distancing safeguards in place. If you would like to attend, **you must RSVP by 10/15** to the Town Manager's Office at 860-675-2350 or email SavastanoA@farmington-ct.org. This will be an outdoor event and space assignments will be given upon arrival. Limited chairs will be provided, residents are encouraged to bring their own. Please dress appropriately and remember to wear your masks. If you can't make the meeting and you have questions or comments, don't hesitate to contact the Town Manager's Office.

## Project Scope

The west side of the sidewalk will be replaced from Route 4 to Highland Park Market. On the east side, the sidewalk will be replaced from Route 4 to the Main Gate Subdivision, which includes a segment of new sidewalk. **(Map enclosed)**

Construction is tentatively scheduled to begin in the Spring/Summer 2021.

## Crosswalks & Other Info



All existing **crosswalks** in the project scope will be stamped brick with reflective white stripe and tactile warning signs. There are no new crosswalks proposed.



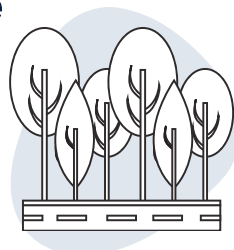
**Grass borders** will be continued whenever possible.



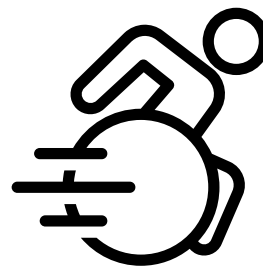
Every attempt will be made to **preserve the trees** along Main Street.

## Sidewalk Type

The replacement sidewalk material will be concrete.



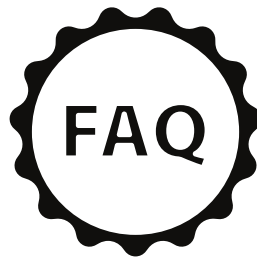
## ADA Requirements



The replacement sidewalk shall meet Americans with Disabilities Act (ADA) standards. Every attempt will be made to have replacement sidewalk meet US Access Board PROWAG standards, including a width of 5 feet.

TURN OVER FOR A LIST OF FAQ'S





**Will the property owner have to pay for the initial sidewalk replacement in front of their home?**

No, the property owner will not have to pay for the replacement. The Town of Farmington received \$1,850,000 in grants and the Town Council has allocated an additional \$150,000 for the project. Therefore, there is \$2,000,000 available for the replacement project.

**Will the property owner be responsible for the continued maintenance of the sidewalk once the project is complete?**

Yes, the responsibility of the maintenance of the sidewalk will remain with the property owner.

**Why is the Town replacing the sidewalk with concrete and not blacktop?**

Even though a concrete sidewalk is initially more expensive than blacktop, in the long term, concrete is more durable, making it more economical.

**Why did the Town choose the project boundaries?**

Due to the current condition of the existing sidewalks, the Town Council is recommending that the majority of funding available be used to replace as much of the existing sidewalks as possible.

**Why did the Town choose to begin the project at Route 4 southbound instead of at starting at the CVS and heading north to connect with the existing sidewalk?**

The existing sidewalks on Main Street need repair. This is a multiphase project and the Town’s philosophy is to repair the existing sidewalks first before they begin to construct new sidewalks.

**Is it the intent of the Town to construct new sidewalks from CVS northbound at a future date?**

Yes, the Streetscape Master Plan for the Village Center that was approved by the Town Council recommends new sidewalks from CVS northbound. Currently, there is not funding in place for that phase of the project, but the Town’s 7-year Capital Plan includes funding to continue with future phases of the Farmington Village Streetscape Master Plan.

**Where can I find the Farmington Village Streetscape Master Plan?**

The plan can be found on [www.farmington-ct.com](http://www.farmington-ct.com) > Government > Farmington Village Center Committee

**Why isn’t the Town installing additional crosswalks in the project scope?**

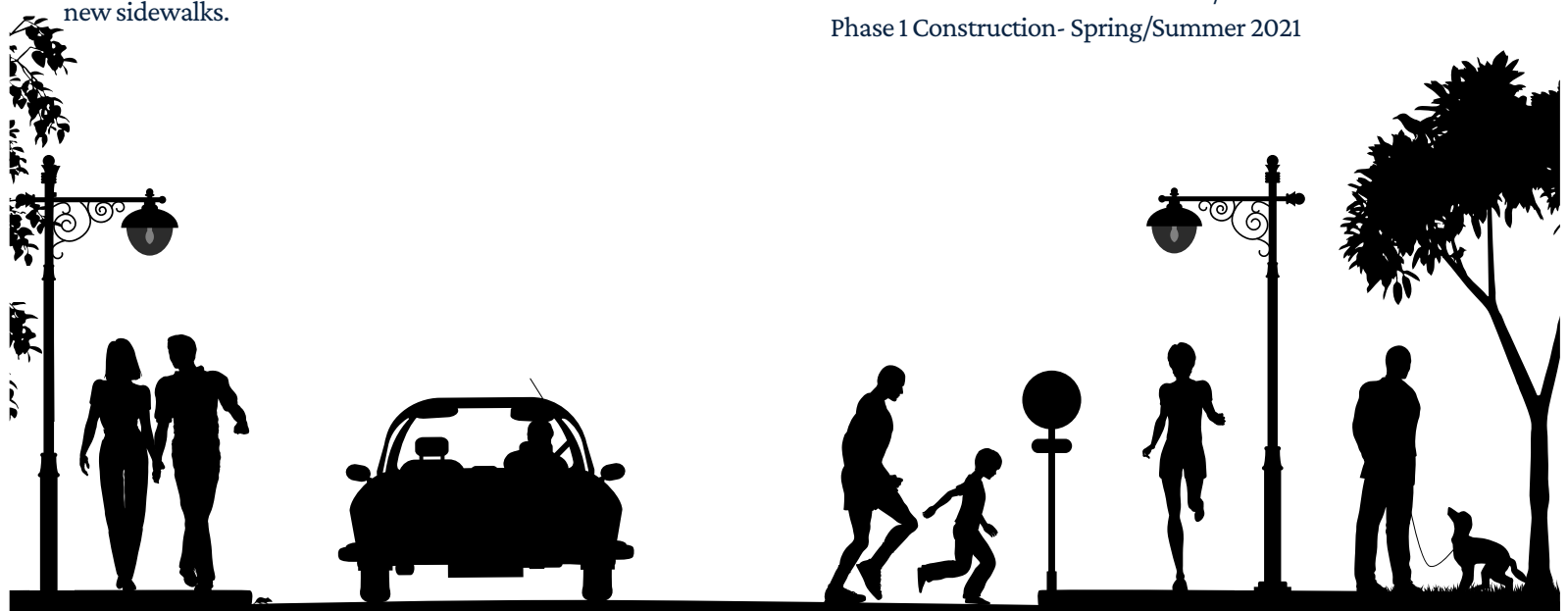
This is a multiphase project and the Town’s philosophy is to enhance the existing crosswalks before they construct new crosswalks.

**Does this project include additional enhancements in the project scope?**

The Streetscape Master Plan does include additional enhancements. The Town Council is recommending these enhancements, such as decorative solar lighting, enhanced pocket parks, benches, and artwork be included in future phases.

**What is the anticipated timeline for the Project?**

Town Council Approval of Project- Oct./Nov. 2020  
Farmington Historic District Review – November 2020  
Bid for Construction – Winter 2020/2021  
Phase 1 Construction- Spring/Summer 2021



MOTION:

Agenda Item K

Report of the Town Manager

- a. **Town Manager's Quarterly Report**
- b. Unionville Historic District Commission
- c. Bond Sale Report
- d. Financial Update
- e. Distinguished Chief Award Recipient
- f. AARP Grant Update
- g. Legislative Special Session Update

a. Town Manager's Quarterly Report  
Attached please find the quarterly report.

b. Unionville Historic District Commission  
For your information, the Study Committee of the Unionville Historic District and Properties Commission has submitted the attached preliminary Study Report. The Study Report details and recommends four properties for the inclusion in **Unionville's Historic** Districts or the designation as a Historic Property. The property owners are in agreement with this recommendation.

It is anticipated that the Town Council will receive the final report in late 2020. A public hearing will be scheduled for early 2021.

c. Bond Sale Report  
Attached please find a memo from Joe Swetcky, Finance Director regarding the latest Bond Sale and Moody's Credit Rating.

d. Financial Update  
Joe Swetcky will give an update on the status of the property tax relief program mandated by Executive Order 7S. Governor Lamont established two programs to provide a temporary property tax relief. The Town chose the Deferral Program that gave eligible taxpayers a three-month grace period for paying property taxes. The grace period ended in October.

e. Distinguished Chief Award Recipient  
Congratulations to Chief Melanson who was honored on Wednesday, September 30, 2020 by the Police Commissioners Association of Connecticut. Chief Melanson was one of three Connecticut Police Chiefs to be presented with a Distinguished Chief Award for their career body of work and dedication to the profession. The Town of Farmington is fortunate to have Chief Melanson leading our police department and this is an honor well deserved.

f. AARP Grant Update  
The Town of Farmington will be applying for the AARP Livable Community Grant Program and intends to use these grant funds for our Trails Enhancement Project (Town Manager Goal # 15). The AARP Livable Community Grant funds

**“quick action” projects in Connecticut communities that aim to help**

neighborhoods, towns, and cities become great places for people of all ages. The maximum grant award amount is \$4,000. The deadline for the grant is October 21, 2020.

Our project seeks to enhance Farmington’s trails by providing economic wayfinder signage and mile markers. In addition to improving user location awareness and assist safety personnel in an emergency, the wayfinder signage will offer trail users an opportunity to explore amenities such as restaurants, shops and cultural landmarks located near the trail system.

g. Legislative Special Session Update (Provided by CCM)

The General Assembly went into special session to discuss various policy issues.

- Prevailing wage: The House and Senate did not take up HB 7007, which would have amended how the Commissioner of Labor determines the prevailing wage rate in the state.

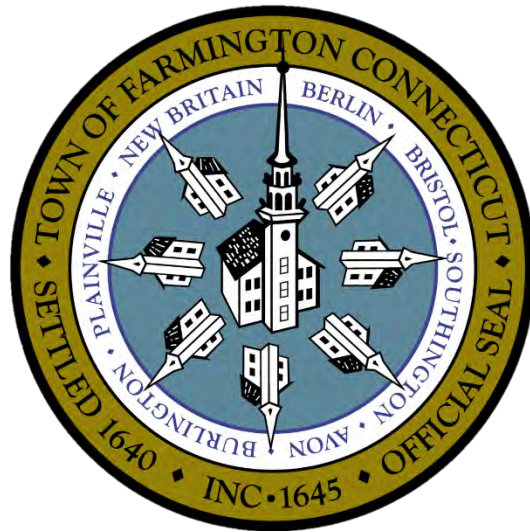
The original legislative proposal would have changed how prevailing wage rates are calculated by eliminating the hearing process and replacing it with the dominant collective bargaining agreement. CCM successfully lobbied against the bill and the House and Senate did not take up the bill. I wrote a letter on behalf of the Town which is included in the correspondence portion of this agenda.

- Absentee Ballots: The House and Senate passed HB 7005 which provides municipalities the option and the process by which they can conduct limited absentee ballot pre-counting procedures. The additional option would allow a town or city to remove the outer envelope of absentee ballots beginning at 5 p.m., four days before the November 2020 general election. These changes were approved with bipartisan support to assist municipal clerks and registrars in processing thousands of absentee ballots being used under the changes enacted in PA 20-03, which was adopted in July to address potential health concerns related to voting in-person during the ongoing COVID-19 pandemic. CCM was able to support this legislation after working with the CT Town Clerks Association, the Registrars of Voters Association of Connecticut, COST and legislative leaders to ensure there were no mandated changes and ultimately that the process of counting ballots remained uniform and consistent throughout the state.
- Transfer Act: The House and Senate unanimously sent to the Governor, HB 7001, which will move Connecticut in the direction of release based remediation regulations related to the transfer of property in the state. Such regulations will be established by the Department of Energy and

Environmental Protection and the Department of Economic and Community Development with guidance and input from a working group of stakeholders established by the bill. CCM and COST are both named as members of such working group. The bill also makes other changes to the current Transfer Act.

- Energy Bill: The House and Senate also favorably enacted, HB 7006, which will, among other things, impose performance based regulations, established by the Public Utilities Regulatory Authority, on Connecticut's **electric** distribution companies (EDCs), Eversource and United Illuminating. The bill also (1) requires the EDCs to submit a report that analyzes their storm preparation and response, (2) requires PURA to establish minimum staffing level standards for EDC outage planning and restoration personnel and (3) expands the microgrid grant and loan program to include resiliency projects.
- School Construction: The House and Senate favorably enacted, HB 7010. The bill Authorizes twelve school construction grants totaling \$209.2 million to reimburse towns and local districts for a percentage of eligible school construction costs and allows public school districts to exclude from their minimum budget requirement (MBR) calculation for the next fiscal year certain local supplemental appropriations or federal funds they received to cover costs associated with COVID-19.

# Town Manager Quarterly Report



October 13, 2020

**Goal 2 Transportation and Land**

**Improve the transportation infrastructure systems to allow for better traffic movement through town and facilitate implementation of traffic improvement systems including alternate means of transportation (biking and walking); endorse policies that expand, preserve and protect the character of neighborhoods including the town’s significant historic roots and charm with a balance between open space and land development.**

Desired Outcomes	Deliverables	2020-2022 Goals
<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>	
<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.) To establish a Town Council ad-hoc committee to work with Town staff to make recommendations to the Town Council on the following:</p> <ul style="list-style-type: none"> <li>- The future use of Parson’s property.</li> <li>- The environmental liability associated with ownership of the Parson’s property.</li> <li>- The phasing portion of the BSC Streetscape Improvement Plan.</li> <li>- The selection of a preferred developer for the development of the Parson’s property.</li> </ul> <p><b>Status: In progress</b> <b>See Attachment 1</b></p>

**Goal 2 Transportation and Land**

**Improve the transportation infrastructure systems to allow for better traffic movement through town and facilitate implementation of traffic improvement systems including alternate means of transportation (biking and walking); endorse policies that expand, preserve and protect the character of neighborhoods including the town’s significant historic roots and charm with a balance between open space and land development.**

Desired Outcomes	Deliverables	2020-2022 Goals
<p>2.2 (continued) 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>2.) To review Affordable (Workforce) Housing Goals and present deliverables and strategies for Town Council consideration. Provide quarterly reports to the Town Council.</p> <p><b>Status: In progress</b> <b>See Attachment 2</b></p>
<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>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><u>State Project(s)</u></p> <ul style="list-style-type: none"> <li>• #51-260-Route 4 Project- To conduct and review the options for a post construction traffic study. –</li> </ul> <p><b>Status: On Hold</b> <b>- Reduced traffic due to COVID-19</b></p> <ul style="list-style-type: none"> <li>• LOTCIP Project South Road/Route 6</li> </ul> <p><b>Status: In Progress</b> <b>See Attachment 3</b></p>

**Goal 2 Transportation and Land**

**Improve the transportation infrastructure systems to allow for better traffic movement through town and facilitate implementation of traffic improvement systems including alternate means of transportation (biking and walking); endorse policies that expand, preserve and protect the character of neighborhoods including the town’s significant historic roots and charm with a balance between open space and land development.**

Desired Outcomes	Deliverables	2020-2022 Goals
		<p>4.) 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><b>Status: In progress. Received a \$150,000 grant for a bridge study.</b></p>
<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>5.) Provide needed support to ensure that the Bicycle Advisory Committee develops new goals for Town Council consideration for the 2020-2021 year in conjunction with Town Departments. Provide Quarterly Reports to the Town Council</p> <p><b>Status: Postponed. The Bicycle Advisory Committee is planning on meeting in the next quarter.</b></p>



**Goal 2 Transportation and Land**

**Improve the transportation infrastructure systems to allow for better traffic movement through town and facilitate implementation of traffic improvement systems including alternate means of transportation (biking and walking); endorse policies that expand, preserve and protect the character of neighborhoods including the town’s significant historic roots and charm with a balance between open space and land development.**

Desired Outcomes	Deliverables	2020-2022 Goals
<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>6.) To establish an ad-hoc Town Council sub-committee to work with Town staff to review Chapter 169 “Streets and Sidewalks” and to make recommendations for any modifications to the Ordinance to the Town Council for approval. Provide quarterly updates to the Town Council.</p> <p><b>Status: Postponed</b></p> <ul style="list-style-type: none"> <li>- <b>Recommend setting up committee after Goal 1 Ad-Hoc committee work is completed</b></li> <li>- <b>Fall or Winter 2020-2021</b></li> </ul>
<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>2.7 Promote the maintenance, improvement and expansion of Town wide infrastructure.</p>	<p>Manage and continue to implement the maintenance and improvement plans for all Town infrastructures through the seven -year Capital Improvement Plan. Assist in updating the Town’s sanitary sewer master plan of the Water Pollution Control Authority.</p>	<p>7.) To close out all remaining financial aspects of the comprehensive upgrade of the Wastewater Treatment Plant and develop the share of the project cost that each of the participating Towns (Avon, Burlington, Canton, and Farmington) and the University of Connecticut Health Center must pay over the next 20 years. Provide quarterly reports to</p>

**Goal 2 Transportation and Land**

**Improve the transportation infrastructure systems to allow for better traffic movement through town and facilitate implementation of traffic improvement systems including alternate means of transportation (biking and walking); endorse policies that expand, preserve and protect the character of neighborhoods including the town’s significant historic roots and charm with a balance between open space and land development.**

Desired Outcomes	Deliverables	2020-2022 Goals
		<p>the Town Council.  <b>Status: Complete</b>  <b>See Attachment 4</b></p> <p>8.) Provide needed support to ensure that the Farmington High School Building Committee moves forward and receive the appropriate staffing support to complete objectives. Provide quarterly reports to the Town Council.  <b>Status: Paused.</b>  <b>See Attachment 5</b></p> <p>9.) To approve the Fire Department’s Statement of Needs and establish a Fire Stations Building Committee to complete the Statement of Needs. Provide quarterly reports to the Town Council.  <b>Status: Postponed – Spring 2021</b></p>
<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>10.) To work with the Farmington Cemetery Committee to identify land that would be suitable for the expansion of the Riverside Cemetery and present a report including options to the Town Council.  <b>Status: Postponed. The Committee will meet in the next quarter.</b></p> <p>11.) To provide the needed support to ensure that the Land Acquisition Committee moves forward and receives the appropriate staffing to complete its objectives. Provide Quarterly Reports to the Town</p>

**Goal 2 Transportation and Land**

Improve the transportation infrastructure systems to allow for better traffic movement through town and facilitate implementation of traffic improvement systems including alternate means of transportation (biking and walking); endorse policies that expand, preserve and protect the character of neighborhoods including the town's significant historic roots and charm with a balance between open space and land development.

Desired Outcomes	Deliverables	2020-2022 Goals
		Council. <b>Status: In progress. The Land Acquisition Committee met in July and October.</b>

**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.**

Desired Outcomes	Deliverables	2020-2022 Goals
<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>Work with the Planning Department and the Town Plan and Zoning Commission to attract housing development which will enhance quality of life and will appeal to young professionals.</p>	<p>12.) Provide needed support to ensure that the Town Council UCONN sub-committee moves forward and receives the appropriate staffing support to complete objectives. Provide a yearly to Town Council.</p> <p><b>Status: Meeting held on June 26, 2020. The next meeting is Scheduled for December.</b></p> <p>13.) To create a Town Council ad-hoc subcommittee with Town staff to explore various quality of life features that enhances a sense of place for millennials. Report quarterly to the Town Council on any recommendations including long-term and short-term costs.</p> <p><b>Status: Postponed – 2021</b></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>	

**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.**

<b>Desired Outcomes</b>	<b>Deliverables</b>	<b>2020-2022 Goals</b>
<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>Develop coordinated marketing aligning tourism with an economic development message to highlight Farmington's historic and cultural institutions, quality of life, and vibrant business community.</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><b>Status: In progress See Attachment 6</b></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>15.) Explore partnership with the Farmington Trails Council, neighboring towns, and the business community to research opportunities that will enhance the trails experience and support local businesses. Report quarterly to the Town Council on any recommendations including long-term and short-term costs.</p> <p><b>Status: In progress See Attachment 7</b></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. Develop strategies that encourage people passing through to stop at local businesses and activities.</p>	<p>16.) Continue to use Explore Farmington to increase engagement with Town residents and local businesses with the goal of increasing users and improving the user experience. Report to the Town Council quarterly.</p> <p><b>Status: In progress See Attachment 8</b></p>

**Goal 4 Budget**

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

<b>Desired Outcomes</b>	<b>2020-2022 Goals</b>
<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>17.) Prepare and present the 2021-2022 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><b>Status: In Progress</b> <b>See Attachment 9</b></p> <p>18.) To create a Town Council ad-hoc subcommittee to recommend a policy to the Town Council establishing where the employer matching contributions for the Farmington Public Schools’ Non-Certified Staff Defined Contribution Plan will be budgeted each year.</p> <p><b>Status: Postponed – Winter 2021</b></p>

**Goal 4 Budget**

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

<b>Desired Outcomes</b>	<b>2020-2022 Goals</b>
4.2 Promote private contributions of funds and property to the Town.	
4.3 Explore ways to increase and create more awareness of property tax relief for those in need.	19.) To establish an Ad-Hoc Committee to review Article IV, Property Tax Relief for Elderly Homeowners (Local Option) , Article VI Qualifying Veterans and Surviving Spouses, Article V, Property Tax Relief for Volunteer Fire Fighters; and Article VII, Elderly Tax Freeze Program of Chapter 176 Taxation, of the Code of the Town of Farmington for the purpose of determining whether there is a need for ordinance changes.  <b>Status: Pending/ Postponed – Fall 2020</b> <b>This goal will be completed in tandem with the Farmington High School Building Committee.</b>
4.4 Coordinate efforts with elected federal and state officials to explore alternate ways to decrease reliance on the local property taxes.	20.) Continue to meet with Farmington’s delegation on a yearly basis to explore ways to decrease reliance on local property taxes, such as, but not limited to, cost sharing with other municipalities.  <b>Status: Pending – February 2021</b>
4.5 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.	

**Goal 5 Best Practices**

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

<b>Desired Outcome</b>	<b>2020-2022 Goals</b>
<p>5.1 Deliver and maintain excellent Town-wide services for families, retirees, senior citizens, people in need and veterans in accordance within industry standards, achieving maximum efficiencies and with above average levels of citizen/customer satisfaction to maximize the highest quality of life for all residents.</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><b>Status: Ongoing</b></p> <p>22.) Provide Town Council a yearly report on Town Manager’s goals and objectives.</p> <p><b>Status: Ongoing – Due June 2021</b></p> <p>23.) To establish a Town Council Ad Hoc Legal Services Sub-Committee for the purpose of seeking proposals from qualified law firms and/or qualified individual attorneys to provide legal services to the Town of Farmington in the capacity of General Town Attorney, Bond Counsel, Labor Attorney and Land Use/Environmental Attorney</p> <p><b>Status: On-going</b></p>
<p>5.2 Endorse and track goals for elected and appointed Boards and Commissions and Department Work Plans on an annual basis.</p>	<p>24.) Provide the Town Council with technical information, policy recommendation and legislative advice for each Town Council meeting.</p> <p><b>Status: Complete</b></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>	



**Goal 5 Best Practices**

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

<b>Desired Outcome</b>	<b>2020-2022 Goals</b>
5.4 Conduct market research/survey periodically to better understand service levels and customer needs.	
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.	<b>*New Goal*</b> <b>24a.) To establish an Ad-Hoc Committee to develop a Town Action Plan around racism in our society, social injustice, the reputation of police departments nationwide and how it relates to Farmington.</b> <b>Status: In progress</b> <b>See Attachment 10</b>
5.6 Enhance high level of productivity and job satisfaction among Town-wide employees and volunteers.	
5.7 Re-affirm that 100% compliance with the Ethics Policy 100% of the time is the foundation of good government.	
5.8 Increase public awareness and municipal participation in "green" efforts including natural resources conservation, energy reduction/alternative energy, and waste reduction and recycling. Establish a leadership role in the community in promoting environmentally friendly practices in Town. Explore ways to fund green initiatives.	25.) To ensure that the Green Efforts Committee moves forward and receives the appropriate staff support to complete its objectives. Provide Quarterly Reports to the Town Council.  <b>Status: In progress</b> <b>See Attachment 11</b>
5.9 Affirm that the ADA accessibility standard is the minimum standard and the Town will strive to exceed that standard	

**Goal 5 Best Practices**

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

<b>Desired Outcome</b>	<b>2020-2022 Goals</b>
5.91 Continually strive to improve communication and transparency with residents in all areas of government.	

**Goal 6 Recreation**

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

<b>Desired Outcomes</b>	<b>2020-2022 Goals</b>
6.1 Promote and provide recreation and community 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.	
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.	
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.	
6.4 Provide adequate funding for the maintenance of recreational facilities and other capital improvements.	26.) Establish a comprehensive ten-year facilities improvement plan for Tunxis Mead Park. The Plan shall establish what major improvement projects should be undertaken over the next 10 years with associated project schedules and costs. Provide Quarterly Reports to the Town Council.  <b>Status: In progress</b> <b>See Attachment 12</b>
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.	

**Goal 6 Recreation**

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

<b>Desired Outcomes</b>	<b>2020-2022 Goals</b>
6.6 Town Council to address the ease of access to the Town's recreational facilities.	27.) To research best practices in conjunction with the Farmington Trails Council, neighboring towns and the business community regarding the addition of potential bathroom facilities (i.e. temporary and/or permanent), water fountain(s), and/or water bottle filling station(s) on the Rails-to-Trails system and make recommendations based on the research including long- and short-term costs to the Town Council. Provide Quarterly Reports to the Town Council.  <b>Status: Postponed – 2021</b>
6.7 Promote and provide access for the active and passive use of Town land for recreational purposes.	
6.8 Manage the maintenance and use of Town open spaces. Expand recreational opportunities such and trails and recreational facilities through state grants.	

# Town Manager Quarterly Report

## **Attachments**

October 2020

Attachment 1

AD-HOC COMMITTEE FARMINGTON CENTER

GOAL 1

OFFICE OF THE TOWN MANAGER  
MEMORANDUM

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TO: Town Council Members

FROM: Kathleen A. Blonski, Town Manager

RE: Farmington Center Committee- Goal 1

DATE: October 13, 2020

To establish a Town Council ad-hoc committee to work with Town staff to make recommendations to the Town Council on the following:

- The future use of Parson's property
- The environmental liability associated with ownership of the Parson's property
- The phasing portion of the BSC Streetscape Improvement Plan
- The selection of a preferred developer for the development of the Parson's property.

The ad-hoc committee was established in July and has met several times. The committee walked the Farmington Village project area and make determinations concerning the implementation of Phase 1 of the streetscape improvement plan. A community meeting will be held on October 17, 2020 to solicit comments from the community. We obtained the license agreement from DOT that allowed Amy Vaillancourt to conduct testing and we are awaiting results of those tests.

- On June 1, 2020 we received a temporary non-exclusive license agreement from DOT to access the Parson's parcel and conduct limited Phase II Environmental Site Assessment.
- On July 21, 2020 the State Bond Commission approved our application for the Sidewalk & Streetscape Improvement project and awarded the Town a grant for \$1,000,000.
- On July 23, 2020 the ad-hoc committee met and discussed the sidewalk repair phasing implementation plan
- On July 24, 2020 the Town Council established the ad-hoc committee
- On August 3, 2020, the committee walked the project area to determine the project scope.
- On August 24- 26 Amy Vaillancourt conducted limited Phase II Environmental Site Assessment.
- On August 24 the ad-hoc committee met to finalize their Phase 1 recommendations
- On September 21, the Ad-Hoc committee met to organize and set a date for the community meeting. The community meeting is scheduled for Saturday, October 17, 2020.

Attachment 2  
AFFORDABLE HOUSING  
GOAL 2



OFFICE OF THE TOWN MANAGER

MEMORANDUM

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TO: Town Council Members  
FROM: Kathleen A. Blonski, Town Manager  
RE: Affordable Housing Goal - Goal 2  
DATE: October 13, 2020

To review Affordable (Workforce) Housing Goals and present deliverables and strategies for Town Council consideration. Provide quarterly reports to the Town Council.

The Town of Farmington was awarded a \$15,000 grant for the State of Connecticut Department of Housing Affordable Housing Plan Grant Technical Assistance Program. This award will assist in the completion of the mandatory Affordable Housing Plan under the provisions of § 8-30j of the Connecticut General Statutes. This grant enables municipalities to undertake a proactive planning process and lay out a strategy for meeting the housing needs of existing and future residents and workers. The Department of Housing has announced that they are developing an Affordable Housing Plan and Process Guidebook, intended to provide a framework for municipalities to prepare the Affordable Housing Plan and guidance on how to engage their community in the planning process. To date, a guidebook has not been produced or distributed by the Department of Housing.

The following timeline has been created for the completion of the Affordable Housing Plan:

Create a Draft RFP	October 2020
Issue RFP	December 2020
Public Participation Meeting	January 2021
Final Report Completion	April 2021

Attachment 3

STATE OF CONNECTICUT DOT PROJECTS

GOAL 3

OFFICE OF THE TOWN MANAGER  
MEMORANDUM

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TO: Town Council Members

FROM: Kathleen A. Blonski, Town Manager

RE: State of Connecticut DOT Projects- Goal 3

DATE: October 13, 2020

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.

South Road/Uconn-Route 4 Traffic Study: The traffic study has been presented to the Town Council and approved. It is being approved at CRCOG in the coming months.

Community Connectivity Grant: The Town of Farmington was awarded a grant under the Community Connectivity Grant Program. This funding is in process to be re-allocated to the Route 10 sidewalk project along with CIP Funding.

Route 10 Sidewalk Replacement Project: The Engineering Division completed design of the sidewalk replacement for Route 10 from Route 4 to the Colt Highway cutoff, at CVS. There is an informational meeting scheduled for October 17, 2020 at 10:00 am to discuss the project with the affected property owners along Route 10.

Brickyard Road Pavement Rehabilitation Project Phase 2: The second phase of Brickyard Road Pavement Rehabilitation was selected and approved by CRCOG for funding for \$1,000,000. The plans have been sent to CT DOT and are waiting to hear from CT DOT for a meeting to review the project plans. Phase 2 of the project is from Wildwood to the Avon Town Line. The project was designed in house.

Project #L51-004 Two Mile Road/South Road/Colt Highway Roundabout: This project was approved by CRCOG as a transfer of funds from the Route 6 Improvement project that CT DOT requested to Town to withdraw this project and the CT DOT would incorporate the proposed pavement improvements into their overlay program in 8-10 years. The Engineering Division worked with Metro Realty for a public/private partnership to pay for the design of the roundabout and submit it to CT DOT for approval for construction. The reason for the partnership is to obtain overall improvements to the already unsatisfactory operation of the intersection and the new project exasperates the condition. A meeting is scheduled

for October 27, 2020 with CT DOT to review the plans for the Roundabout. Construction is 100% funded by CRCOG through the LOTCIP program.

Bridge Crossing at Monteith Drive: The Engineering Division was notified that we received a \$150,000 grant for a bridge study for this location. The Town is responsible for 10% or \$15,000 of the study. This study is the first step towards future funding. The study will start sometime next year and will take about a year to finish.

Attachment 4

WATER POLLUTION CONTROL AUTHORITY

GOAL 7

OFFICE OF THE TOWN MANAGER  
MEMORANDUM

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TO: Town Council Members

FROM: Kathleen A. Blonski, Town Manager

RE: Water Pollution Control Authority Closeout - Goal 7

DATE: October 13, 2020

To close out all remaining financial aspects of the comprehensive upgrade of the Wastewater Treatment Plant and develop the share of the project cost that each of the participating Towns (Avon, Burlington, Canton, and Farmington) and the University of Connecticut Health Center must pay over the next 20 years. Provide quarterly reports to the Town Council.

Status: Completed.

- All outstanding project invoices were paid by March 2020.
- All grant request submissions were paid by the Clean Water Fund by June 2020.
- The Town closed on two Clean Water Fund Loans with the State of Connecticut on July 27, 2020.
- A final project accounting was completed by August 15, 2020.
- Quarterly Flow results were provided by the Town Engineering Division by September 2020.
- Each major user's proportional share of the upgrade cost was determined by September 2020.
- Invoices with accompanying backup materials were sent to each user by September 8, 2020.
- First payments are due November 1, 2020.

Attachment 5

FARMINGTON HIGH SCHOOL BUILDING  
COMMITTEE

GOAL 8

OFFICE OF THE TOWN MANAGER  
MEMORANDUM

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TO: Town Council Members

FROM: Kathleen A. Blonski, Town Manager

RE: Farmington High School Building Committee-Goal 8

DATE: October 13, 2020

Provide needed support to ensure that the Farmington High School Building Committee moves forward and receive the appropriate staffing support to complete objectives. Provide quarterly reports to the Town Council.

During this time of uncertainty, the FHS Building Project has been placed on a temporary pause. Until more clarity can be shed on the short term impacts the pandemic has presented, the FHS Building Committee has adjusted committee operations to include the following:

- Continue to meet monthly to evaluate new information as it is received. Meetings are conducted via zoom.
- Work collaboratively with the Town Council and Board of Education to establish a new project timeline, based on a projected referendum date.
- Stay connected to the Farmington community.

The FHS Building Committee has worked tirelessly over the past year, maintaining a course of action to ensure a new project is designed to meet all the programmatic needs of the school district, our children, and the Farmington Community at large. Please visit the recently updated building committee website, [www.fhsbuildingproject.org](http://www.fhsbuildingproject.org), for the latest project information.



Attachment 6

REGIONAL AND STATE ECONOMIC DEVELOPMENT

GOAL 14

OFFICE OF THE TOWN MANAGER  
MEMORANDUM

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TO: Town Council Members

FROM: Kathleen A. Blonski, Town Manager

RE: Regional and State Economic Development- Goal 14

DATE: May 12, 2020

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  
Rose regularly attends state and regional economic activities and represents Farmington's interest.

Events continue to be hosted mostly via Zoom or Microsoft Teams. In July, the Governor visited Farmington to announce his manufacturing workforce initiative at the new Tunxis Advance Manufacturing Center. In addition, the Ion Bank groundbreaking ceremony, The Collinsville Bank Ribbon cutting, and the EDC Fall Business Breakfast were held in person.

This quarter the Economic Development Director attended the following:

- May 8 Regional Economic Roundtable virtual lunch
- May 12 Reopening the Economy DECD Commissioner Lehman
- May 18 Central CT Corridor Zoom hosted by Jax
- May 21 Consumers Adapting to the new Normal Zoom webinar
- May 26 CEDAS monthly board meeting
- May 28 Metro-Hartford Zoom "The New Marketing Playbook"
- June 2 Phase 2 Reopening Guidelines webinar
- June 3 Farmington EDC Business Breakfast- Governor & UCONN
- June 18 Central Chamber Legislative Meeting
- June 26 UCONN Health Quarterly Meeting
- June 30 Central Regional Corridor Bioscience Meeting
- July 8 Metro -Hartford's "What's next for CT" webinar
- July 16 Ion Bank Groundbreaking
- July 17 Regional Sector Partnership – Economic Dev. Discussion
- July 28 CEDAS Board Meeting
- Aug. 28 CEDAS Racial Taskforce
- Sept. 8 Farmington Heritage Alliance Quarterly meeting
- Sept. 9 Collinsville Bank Ribbon Cutting
- Sept. 10 Central Chamber Regional Economic Development
- Sept. 17 DECD staff meeting: Highlight on Farmington

- Sept 18 CEDAS Racial Taskforce
- Sept. 22 EDC Business Breakfast
- Sept. 22 CEDAS Board meeting
- Sept. 23 Central Chamber Legislative Meeting
- Sept. 24 CBIA webinar the CT Recovery
- Sept. 30 Moving from Crisis to Recovery
- October 2 CEDAS Racial Taskforce

Attachment 7

FARMINGTON TRAILS COUNCIL

GOAL 15

**OFFICE OF THE TOWN MANAGER  
MEMORANDUM**

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TO: Town Council Members

FROM: Kathleen A. Blonski, Town Manager

RE: Farmington Trails Council- Goal 15

DATE: October 13, 2020

Explore partnership with the Farmington Trails Council, neighboring towns, and the business community to research opportunities that will enhance the trails experience and support local businesses. Report quarterly to the Town Council on any recommendations including long-term and short-term costs.

Kat Krajewski and Rose Ponte researched best practices as they relate to trail enhancements and wayfinder signage programs. They determined that collaborating with the Farmington Valley Trails Council, local businesses and community service organizations would be beneficial to develop a pilot program to enhance the trails and provide economic wayfinder signage and mile marker medallions along the Farmington trails.

On September 24, 2020 they conferenced with Bruce Donald, the Farmington representative, on the Farmington Valley Trails Council. He was very receptive to this initiative and thought it would be a worthwhile partnership. We learned that the entire Farmington Trail has already been adopted by various individuals and businesses, Bruce supplied us great information to get us started. The information he provided included:

- FVTC Commercial Sign Ordinance
- FVTC Signage Standards
- FVTC Unified Etiquette Standards
- FVTC Adopt a Trail Package
- FVTC Guide Sheet
- Wayfinding Razorback Greenway Sign System
- Simsbury Wayfinder System

Kat and Rose will review the various ordinances and sign systems and start to develop a plan. Rose is also planning on meeting with the Bicycle Advisory Committee to see if they can work together on various initiatives.

Attachment 8  
EXPLORE FARMINGTON  
GOAL 16

OFFICE OF THE TOWN MANAGER  
MEMORANDUM

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TO: Town Council Members

FROM: Kathleen A. Blonski, Town Manager

RE: Explore Farmington- Goal 16

DATE: May 12, 2020

Continue to use Explore Farmington to increase engagement with Town residents and local businesses with the goal of increasing users and improving the user experience. Report to the Town Council quarterly.

Explore Farmington continued to increase engagement among residents, and business owners. Ion Bank found the Explore Farmington Communication Initiative to be so informative that they offered to sponsor this initiative Ion Bank is a community bank that values being involved in the communities in which they are located, their goals matched well with Explore Farmington's goal of engaging the business and residential community. In June they agreed to a two-year exclusive sponsorship of the website.

During this quarter, Explore Farmington continued to see an increase in "users", "likes", "clicks" "followers" and email open rates. It has been a great tool to update the latest COVID information to the community and it was very useful to communicate power restoration updates after Storm Isaias. We've seen increased engagement with every email as well as our Facebook posts.

Explore Farmington is so effective that we decided to expand Explore Farmington's reach and post weekly public meetings and promote town information via this communication vehicle.

During this quarter we posted daily on Facebook, sent weekly event emails, daily storm restoration updates, and bimonthly Business E-Newsletters.

Attachment 9  
FY 2020-2021 ANNUAL BUDGET  
GOAL 17



OFFICE OF THE TOWN MANAGER  
MEMORANDUM

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TO: Town Council Members  
FROM: Kathleen A. Blonski, Town Manager  
RE: Annual Budget – Goal 17  
DATE: October 13, 2020

Prepare and present the 2020-2021 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.

Status: Complete

The FY2020-2021 Annual Budget was adopted by the Town Council on May 12, 2020 using the procedures and guidelines established under the various Executive Orders issued by the Governor of the State of Connecticut.

The Capital Budget Meetings for FY2021-2022 will begin in the next quarter.

Attachment 10  
RACIAL EQUALITY TASKFORCE  
GOAL 24A

OFFICE OF THE TOWN MANAGER  
MEMORANDUM

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TO: Town Council Members

FROM: Kathleen A. Blonski, Town Manager

RE: Racial Equality Taskforce—Goal 24A

DATE: October 13, 2020

To establish an Ad-Hoc Committee to develop a Town Action Plan around racism in our society, social injustice, the reputation of police departments nationwide and how it relates to Farmington.

On June 9, 2020 the Town Council appointed a working group to create a charge for the Racial Equality Taskforce as well as make recommendations of community members to serve. The working group met several times and made their final recommendations to the council on the charge of the taskforce and members.

On July 4, 2020 the Town Council established the Racial Equality Taskforce and its members. The charge asked the taskforce to examine and create a plan to develop strategies and community partnerships to address racial inequality, to educate residents and to increase awareness about Black Lives by identifying areas of improvement in the Community and to recommend an Action Plan to eliminate factors that lead to inequality.

The taskforce has met four times since inception. The taskforce charge included six specific areas in which to focus. The group has started to look at immediate action items as well as potential long-term goals. At the first meeting, the consensus of the group was to learn more about the different facets within the charge before establishing sub-committees or prioritizing action items.

To date, the taskforce has heard presentations on Police and Public Health. On the docket is the town services, including economic development and then Board of Education. The committee has expressed a desire to hear from our legislators as well. At the conclusion of each meeting the group continues to revisit the Action Plan and timeline as it is a working document that will be updated regularly until its submission to the Town Council.

The Charge of the taskforce included a timeline be delivered to the Town Council by the October Town Council Meeting. However, the taskforce is still in the process of gaining the information needed to enable them to complete the charge. They anticipate having a timeline of action steps in the next quarter.

Attachment 11  
GREEN EFFORTS COMMITTEE  
GOAL 25

OFFICE OF THE TOWN MANAGER  
MEMORANDUM

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TO: Town Council Members  
FROM: Kathleen A. Blonski, Town Manager  
RE: Green Efforts Committee—Goal 25  
DATE: October 13, 2020

To ensure that the 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, moves forward and completes its objectives.

The Green Efforts Committee has not met during the COVID-19 pandemic. However, we are working on getting a virtual meeting set up soon to regroup and plan for 2021.

#### Simple Recycling

Free curbside textile recycling began on December 9, 2019. Farmington residents are now able to recycle unwanted textiles and small household items simply by bagging them and leaving them at the curb on their regular recycling collection day. As you know, Farmington is providing the new service in partnership with Simple Recycling. The service is free to residents and the Town of Farmington.

Simple Recycling will accept a wide range of used textiles and small household items. The list of accepted items includes all types of used or new clothing, boots and shoes, belts and ties, handbags, hats and gloves, toys, towels, sheets and blankets, small kitchen appliances, and more.

We continue to promote the program through social media, web page reminders, and print communications. During the Coronavirus pandemic the program was suspended for about a month, March 23- April 27. Since the reboot we continue to receive good collection rates.

Attachment 12

TUNXIS MEAD PARK IMPROVEMENT PLAN

GOAL 26

OFFICE OF THE TOWN MANAGER  
MEMORANDUM

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TO: Town Council Members  
FROM: Kathleen A. Blonski, Town Manager  
RE: Tunxis Mead Park Improvement Plan —Goal 26  
DATE: October 13, 2020

Establish a comprehensive ten-year facilities improvement plan for Tunxis Mead Park. The Plan shall establish what major improvement projects should be undertaken in the next 10 years with associated project schedules and costs. Provide Quarterly Reports to the Town Council.

Attached please find a draft of Phase I of the Tunxis Mead Improvement Plan. During this phase, facility items were identified and evaluated by Town Staff using the same conditions assessment scale that was used for the Town-wide Infrastructure Report. Like that report, this is a working document and is a tool used to guide Capital Budget planning and discussions.

It should be noted that this report recommends \$5,520,000 worth of improvements.

The Tunxis Mead Improvement Plan will be completed in two phases:

Phase 1: Complete a conditions assessment and provide projected costs	October 2020
Phase 2: Incorporate the recommended improvements into the Town of Farmington Seven Year Capital Plan	December – March 2020

/Attachment

# TUNXIS MEAD IMPROVEMENT PLAN-- PHASE I

## DRAFT



October 2, 2020



# TOWN COUNCIL GOAL

*Establish a comprehensive ten-year facilities improvement plan for Tunxis Mead Park. The Plan shall establish what major improvement projects should be undertaken over the next 10 years with associated project schedules and costs. Provide Quarterly Reports to the Town Council.*

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## IMPROVEMENT PLAN- PHASE I

Phase I of the Tunxis Mead Improvement Plan is to complete a conditions assessment of the facility at Tunxis Mead Park and provide the projected costs for the implementation of this plan. Items were identified and evaluated by Town Staff using the following conditions assessment scale:

Excellent	10-15 years expectant useful life
Good	Good at present (7-10 years)
Fair	Minor issues, some repairs on maintenance may be needed (3-5 years)
Poor	Major repairs, immediate repairs, maintenance or replacement needed (0-3 years)

The conditions assessment scale assists in the prioritization of items in need of repair. The information provided in Phase I of the report will be used during the upcoming capital budget meetings to create the comprehensive ten year facilities improvement plan for Tunxis Mead Park.

The items contained in this report have been categorized into the following groups:

- Baseball Field Improvements
- Softball Field #1 Improvements
- Softball Field #2 Improvements
- Soccer Field #1 Improvements
- Safety and Security Improvements
- Other Improvement Items

# BASEBALL FIELD

Item	Condition	Date of last repair/replacement	Projected Cost
Bleachers		1970	\$500,000
Dugout		1970	\$50,000
Fencing (from dugout to outfield fence)		1970	\$100,000
Lights		1980	\$850,000
Safety Netting		2019	\$25,000
Pavillion- Batting Cages	N/A	This would be an enhancement to the existing batting cages	\$150,000
Poles for Safety Netting		1970	\$50,000
Press Box		2000	\$50,000
Speaker System		1970	\$10,000

**TOTAL BASEBALL FIELD= \$1,785,000**

# SOFTBALL FIELD #1

Item	Condition	Date of last repair/replacement	Projected Cost
Bleachers	Red	1970	\$50,000
Dugout	Orange	2000	\$50,000
Fencing	Red	1970	\$35,000
Lights	Orange	1970	\$750,000
Safety Netting	Green	2019	\$50,000
Poles for Safety Netting	Red	1970	\$50,000

**TOTAL SOFTBALL FIELD #1 = \$985,000**

# SOFTBALL FIELD #2

Item	Condition	Date of last repair/replacement	Projected Cost
Bleachers	Red	1970	\$50,000
Dugout	Orange	2006	\$50,000
Fencing	Red	1970	\$35,000
Lights	Orange	1980	\$750,000
Safety Netting	Green	2019	\$50,000
Poles for Safety Netting	Red	1970	\$50,000

TOTAL SOFTBALL FIELD #1 = \$985,000

# SOCCER FIELD #1

Item	Condition	Date of last repair/replacement	Projected Cost
Lights		1970	\$850,000
Speaker System		No system in place	\$10,000
Press Box		1980	\$100,000

TOTAL SOCCER FIELD #1 = \$960,000

# SAFETY & SECURITY

Item	Condition	Date of last repair/replacement	Projected Cost
Gate-Compost Area		2017	\$50,000
Lights- Gravel Parking Lot		1995	\$100,000
Expansion of Lights-Tunxis Mead Road	N/A	Expand lights on road to Softball Field #2	\$50,000
Parking Lot Repaving		1995	\$250,000
Security Camera-Boathouse		2010	\$25,000

**TOTAL SAFETY & SECURITY = \$475,000**

# OTHER IMPROVEMENT ITEMS

Item	Condition	Date of last repair/replacement	Projected Cost
Basketball Courts		2004	\$35,000
Bathrooms		1995	\$10,000
Boathouse (roof)		2006	\$50,000
Irrigation		Ongoing Maintenance	\$50,000
Pavilion-Bathroom (roof)		2010	\$25,000
Pavilion-Boathouse (roof)		2019	\$25,000
Playground		2018	\$25,000
Skate Park		1998	\$100,000
Storage Facility		1990	\$10,000

**TOTAL OTHER IMPROVEMENT ITEMS = \$330,000**





# Softball Fields







# Baseball Field







# Basketball Court



# Skate Park

# RECOMMENDATIONS & NEXT STEPS

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It is clear that there are a significant amount of improvements required at Tunxis Mead Park, totaling **\$5,520,000**. This report makes the following recommendations:

- Include a line item for Tunxis Mead Improvements in the Seven Year Town of Farmington Capitol Improvement Program
- Include a projected amount of \$560,000 per year, with the goal of making the improvements recommended in this report of the next ten years
- Of the \$560,000 that is allocated in the CIP:
  - It is recommended that \$400,000 be used for banking to save for the more significant improvements. Projects can be grouped and completed at the same time (ex: lights at all the fields, instead of doing them one by one)
  - It is recommended that \$160,000 be used for items that are easier to replace or repair (i.e. speaker systems) or emergency repairs

UNIONVILLE HISTORIC DISTRICT AND PROPERTIES COMMISSION

STUDY REPORT

AUGUST 2020

*PROPOSED HISTORIC PROPERTIES*

Hart-Nettleson House  
*142 Lovely Street, Unionville*

Albert J. Brewer House  
*132 Lovely Street, Unionville*

Eugene B. Ripley House  
*111 Lovely Street, Unionville*

Asa Hawley House  
*796 Plainville Avenue, Farmington*

UNIONVILLE HISTORIC DISTRICT AND PROPERTIES COMMISSION

*Members*

Lisa Johnson, Chair  
Robert G. Hoffman, Vice-Chair  
Sherryl Horton  
Howard Martin

*Alternates*

Barbara Marsh  
Matthew Ross  
Ann V. Wuelfing

*Staff Liaison*

Shannon Rutherford

*Town Council Liaison*

Edward Giannaros



**Name: Hart-Nettleson House**

**142 Lovely Street**

**Owner: Karen A. Cardillo**

**Year Built: ca. 1885**

**Architectural Style: Queen Anne**

**Map Block Lot # 0006 5**

**Location: Corner lot at the intersection of Lovely Street and Sanford Avenue**

### ***Architectural and Historical Significance***

The Hart-Nettleson House is architecturally significant because of its unusual form and detailing. The architecture is unique for Unionville. A massive, asymmetrical Queen Anne-style building, the house sits on a large corner lot with large mature trees. A garage built in 2016 and a cabana and pool installed in 1980 are east of the house. Historic residential buildings lie to the west, south and north.

The 3-story house has an elaborate veranda extending across the north, south and west elevations, which features a high patterned brick foundation and half-scale Tuscan columns. It displays an elliptically-pedimented portico decorated with modillions and geometric shapes. The main door is flanked by partially-glazed sidelights and the fenestration consists of four-over-one sash, paired on the first-floor level. An unusual bay window with a Palladian window flanked by narrow windows on the angled sides, is located above the entrance. Within the pedimented projecting gable, which is accented by large modillions and brackets, are paired windows with a pent roof and modillions. A large chimney rises above the steeply pitched roof.

The Hart-Nettleson House is historically significant for its association with Unionville manufacturing and mercantile endeavors. In 1878, Eli Preston, a Unionville manufacturer of clocks and hooks & eyes, sold a half-acre lot with "dwelling house and other buildings" to George L. Hart for \$480 (FLR 65:342). Hart, a blacksmith, worked in a "cutlery shop," likely Unionville's Pond & Hart Manufacturing, established by his father Chauncey and run by his brother Hubert C. Hart. George L. Hart built the large Queen Anne-style house in about 1885. That same year, he quit-claimed the half-acre lot, plus a half-acre lot with buildings for \$2,226 to Naugatuck resident Eliza Nettleton (FLR 64:684). The higher value of the property indicates that the present structure had been built.

Eliza died intestate in 1898, leaving the property to her daughter Emma and her husband Elliott Crampton (FLR 74:37). By 1904, Emma, living in Fairfield County, sold the property to Oliver A. Beckwith, Jr. (1851-1935) (FLR 71:683), the son of Oliver Beckwith, Sr. (b. 1826) and Sarah J. Thompson of Burlington, Connecticut. Beckwith Jr. was employed by the Michigan Stove Company of Detroit, where he married his first wife, Carrie O. Perry. He returned to Connecticut and opened a dry goods store in Unionville center in 1880. In 1888, he married his second wife, Martha E. Fuller, daughter of George H. Fuller. The house remained in the family until 1948. Successive owners include Jeanne A. Fowler, who sold the house to present owner Karen A. Cardillo in 1986.



Hart-Nettleson House, 142 Lovely Street, Unionville. Built ca. 1885.

**Name: Albert J. Brewer House**

**132 Lovely Street**

**Owners: John N. Kemper Jr. & Todd M. Tontanella**

**Year Built: ca. 1868**

**Architectural Style: 19<sup>th</sup>-Century Vernacular with Greek Revival Details**

**Map Block Lot # 0006 4**

**Location: Facing west on Lovely Street**

***Architectural and Historical Significance:***

The Albert J. Brewer House is architecturally significant because it retains its original architectural character and is a well-preserved example of Unionville's mid- to third quarter 19<sup>th</sup>-century architecture. The house sits on a large lot with a frame garage, built in 2018, to the east. Historic residential buildings surround the house in all directions.

Reflecting the Greek Revival style, this two-story 19<sup>th</sup>-century building features an L-shaped plan and an open porch supported by square posts. Its most significant features are the heavy pedimented gable, which encloses a small arched gable window and wide entablature. A brick chimney and lattice foundation skirt complete its simple design. The house was renovated and restored in 2010 and a back room addition added in 2019. Most of the original windows were retained with a few replaced with single pane, true divided light to match the originals. New wood framed storm windows were matched to the originals, as well. The porch roof shingles were replaced with red tin sheathing.

The house is historically significant for its long association with the Brewer family. In May 1868, 24-year old Mary Jane (Graham) Brewer (1844-1931) purchased a half-acre lot for \$350 from E.D. Preston (FLR 61:26) . Mary was the daughter of William Lord and Almira (Wilmot) Graham, and sister of Charles Graham (b. 1837), treasurer of the prestigious Upson Nut Company, who had built a house for himself in 1861 just across the street (Charles H. Graham House, 127 Lovely Street). One month later, she and her husband, Albert J. Brewer, a carpenter, mortgaged their "one-half acre...with new dwelling house in process of building" for \$500, then \$300, through Farmington Savings Bank (FLR 61:27, 67).

Tragedy struck in 1871 when their oldest child died. Three years later, Mary, then 30, was declared insane by the courts through testimony of Dr. E. A. Towne and an "indifferent person," George Dunham, a neighbor at 112 Lovely Street. She was taken to the State Hospital for the Insane in Middletown, CT. In 1878 J.A. Tryon and Truman Sanford granted the Brewers a third mortgage of \$200 (FLR 65:344) which was released in 1880 (FLR 64:445). Others previously granted were released in 1910 (FLR 67:366). Albert died intestate in 1909, leaving Mary the property. At her death in 1931, three of her four children (Charles H., Olive J. and Frank S.) received partial interests in her estate (FLR 74:579), which they sold to John J. and Ellen G. Carson in 1945 (FLR 98:580).

Joseph F. and Frances O'Leary owned the house next and it stayed in the family until 2009. The house was purchased by John N. Kemper Jr. and Todd M. Tontanella, the current owners, in 2010.



Albert J. Brewer House, 132 Lovely Street, Unionville. Built ca. 1868.



**Name: Eugene B. Ripley House**  
**111 Lovely Street**  
**Owners: Barbara F. Karsky**  
**Year Built: 1874-76**  
**Architectural Style: Italianate**  
**Map Block Lot # 0005 11**  
**Location: Facing east on Lovely Street**

***Architectural and Historical Significance***

The Eugene B. Ripley House is architecturally significant for its distinct Italianate style and elegant detailing. The house is an excellent and well-preserved example of Unionville's most prevalent architecture, reflecting the prosperity that manufacturing brought the town in the 19<sup>th</sup> century. The secluded house faces east onto a large front lawn with a semi-circular driveway leading to Lovely Street. The eastern property line is marked by tall vegetation on a slight rise along the road. The house is obscured by large trees on the north, west and south.

The 3-story Eugene B. Ripley House displays the hallmarks of the Italianate style, with a hipped roof with overhanging eaves, a wide rim band and a center cross gable. Original one over one sash with shutters and low-pedimented window crowns are featured throughout. The three-bay east façade displays a full-arched attic-story window in the cross-gable, and a full-width, first story open porch with a low-pitched gable over entry, paired post supports and scroll-sawn brackets. The north elevation features an exterior brick chimney and a small one-story ell with an attached two-bay garage. The south elevation reveals an interior brick chimney and a large first-story, center bay window joining two end bay windows with quatrefoil design molding and smaller second story bay windows above them.

The house is historically significant for its association with New Britain and Unionville manufacturing through Eugene Bradford Ripley, the house's builder. Ripley was born in 1848 in Bentonsport Iowa to the Reverend Erastus and Harriet (Riggs) Ripley. The family moved to New Britain by 1861, the year Eugene established himself as a bookkeeper for the Stanley Rule and Level Company. Ripley had extensive business interests in Unionville. In 1871, he became a stockholder in John Bunnell's wood turning business. The following year, he established the Ripley Manufacturing Company, which became known for manufacturing heavy paper used in the production of binders' boards. In 1877 he and his brother in law, Frank Chamberlain, gained control of Platner and Porter Manufacturing Company, a paper product manufacturer, and Ripley became its president. In this capacity, he was involved in the Union Water Power Company where he was president from 1882 until 1890. After Ripley's death in 1901, the Ripley paper mills were purchased by Charles W. House and Sons, producers of felts.

In 1872, Ripley purchased two separate lots on Lovely Street from John and Mary Bunnell and Daniel Rourke (FLR 61:463, 465); he then resold the combined properties to his stepmother Anna (FLR 61:466). During the course of the following two years, Anna sold the parcels back to him (FLR 61:611; 65:16). In November 1874 Ripley mortgaged his property to Caleb Wheeler for

\$2,000 and by spring 1876 a second mortgage reveals that “buildings” existed on the property, indicating that the house had been built.

Ripley’s first wife died in 1875 and in 1887 he married Mary Porter Chamberlain (1854-1888), daughter of John P. and Aurilla (McKillup) Chamberlain. Mary died in childbirth in 1888 and the property passed onto the couple’s first-born, Jennie Stanley Ripley (b. 1879). She retained ownership of the house until she sold it to Emily Devevo in 1962.

Emily Devevo sold the house to Gail Frese in 1989, who owned it at various times along with her brother and husband until 1996. That year, the current owner, Barbara F. Karsky, purchased the property.



Eugene B. Ripley House, 111 Lovely Street, Unionville. Built 1974-76.

**Name: Asa Hawley House**  
**796 Plainville Avenue, Farmington**  
**Owners: Joan R. and John Berry**  
**Year Built: ca. 1800**  
**Architectural Style:**  
**Map Block Lot # 0125 6B**  
**Location: Facing east on Plainville Avenue, Farmington**

***Architectural and Historical Significance***

The Asa Hawley House is significant for its long history as a farmhouse, with an original early house that was expanded with distinct additions over the course of 150 years. The house is typical of houses that existed on working farms in Farmington's West District and Scott's Swamp areas. The house is on a site with mature trees, next to an historic 1783 mill to the south and a brook and large pond to the west. Directly south is Route 6/Scott Swamp Road, which is lined by commercial development. The 13-acre main campus of Tunxis Community College is situated at the southeast corner of Route 6 and Plainville Avenue. The property to the rear (798 Plainville) holds an easement on the property for a driveway.

The Asa Hawley House is one of the last remaining historic houses in the Scott Swamp division of Farmington. The original house, built early 19th century, anchors the current building at its east end. This section of the house features structural hand-hewn beams, post and beam construction, a rubblestone basement and a central chimney. In its original form, the building was likely a simple 2-story Georgian-style dwelling house, with a centrally-located door and symmetrically-placed windows on the south side. The first addition, built to its west sometime in the later 19th century, also features a central chimney stack. This section features frame construction and does not have a basement. The final and third addition to the west was likely added in the early to mid-20th centuries. At the same time, a wide porch with simple turned posts was added to the east section, flanked by small additions featuring decorative hexagonal windows. The main door was added to the east side and a second floor bump-out and porch were added to the south side.

The Asa Hawley House is historically significant for its long association with the Hawley family, original Farmington settlers, and the Byrant family, which owned the house from 1868 until 1943. Both families played significant roles in the farming and mill communities of the Scott's Swamp and West District divisions of Farmington.

In early 1806, Phineas Brownson of Farmington sold Asa Hawley five acres and three rods of land in "a place called Scott's swamp" "with the buildings thereon standing" for the sum of \$150 (FLR 35:120). At this price, it's unlikely that the house currently on the site was part of the sale. Asa Hawley (1776-1858), a descendant of Captain Joseph Hawley, a founder of CT and of Farmington, probably built the house soon after purchasing the land. Over the course of the next few years, he purchased land from relatives and others to expand his farm. The large pond and stream to his west and south were owned at that time by his cousins Amos and Abell Hawley who built a saw mill on the brook in 1783. In 1823, Asa purchased a one-half interest in

the mill from Elijah Cowles (FLR 41:110), retaining that ownership until 1854 when Hiram Hills purchased all shares in the mill along with the rights to the pond (FLR 59:614).

At Asa's death in 1858, his wife Diadema (1780-1870) continued to own the house and the farm and their son Ara Hawley (1822-94) worked the farm and raised his family there. When Diadema died in 1870, the house and farm acreage associated with it was sold to George W. Bryant (1834-1894), who also purchased the pond (FLR 61:332; FLR 61:91). Bryant, a stonemason, and his wife Susan were immigrants from England, and Bryant had served in the Civil War. Bryant and his family farmed, and cut and sold ice from the pond. At his death, his wife Susan inherited the property and served as executrix of his estate (FLR 70:463). The property is listed in probate documents as including one house, two barns, and 56 acres.

George N. Bryant (1862-1942), their son, ran the farm after his father's death and raised his family in the house. The younger Bryant sold sections of the farm and, in 1908 gained ownership of the grist mill through a quit claim from his sister, Katherine Kenneally, "for a valuable sum in dollars..." "...all buildings also its sawmill, water rights and privileges appertaining..." (FLR 77:177). His wife Minnie (1870-1944) sold the property to Joseph P. and Constance S. Vetrano in 1936, holding the mortgage for "...dwelling house, mill and other buildings and improvements, thereon, together with water rights." The \$11,500 purchase price was to be paid in regular installments, with these conditions: (1) do not pollute the pond or stream and (2) her daughter Ellen Bryant of Farmington and her heirs could use the pond for drawing water as long as she and her heirs own the adjacent property. Minnie Bryant foreclosed on the property when the Vetranos fell behind on their payments in 1939 (FLR 91:229).

In 1939, Millie (Mildred) Bryant, George and Minnie's daughter, a teacher who lived in West Hartford, sold the foreclosed house and property to W. Churchill and Lilly Richtmyer "with dwelling house, mill...subject to right of Ellen Q. Bryant et. Al. to take water from the pond." (FLR 92: 264.) The Richtmyers divided the land between the house (Parcel A) and the pond (Parcel B) ("Property of W. Churchill Richtmyer, Sep. 1956, survey by Harold R. Sanderson, rev. 1970. TC map #2802 cabinet #45), selling both parcels to John C. and Judy Unger Clark. The Clarks sold Parcel B in 1979 to Joseph and Maureen White including an easement for a driveway through the Parcel A property (FLR 198:303). The Whites sold the house to Kathy L. and Richard K. Labranche in 1986. Joan R. Campbell purchased the house in 1997. Joan and John Berry recorded the house in their names in 2001.





Asa Hawley House, 796 Plainville Avenue, built ca. 1800. East elevation.



Asa Hawley House, 796 Plainville Avenue, built ca. 1800. South elevation.

TOWN OF FARMINGTON, CT  
FINANCE DEPARTMENT

MEMORANDUM

TO: Kathleen A. Blonski, Town Manager

FROM: Joe Swetcky, Director of Finance

Date: September 16, 2020

RE: Bond Sale

On September 15, 2020, the Town sold \$4,600,000 in General Obligation Bonds to finance various town and school capital projects. Specifically the following projects were funded:

2018	School Roofs	\$	235,000
2018	School Security & Infrastructure Imps.		121,000
2019	Various School & Infrastructure Imps.		1,544,000
2019	Road & Drainage Repairs & Reconstruction		1,200,000
2019	Ladder Truck Acquisition		<u>1,500,000</u>
	Total	\$	4,600,000

The bonds were issued with a fifteen (15) year maturity, with principal due September 15th and interest due on March 15th and September 15th of each year. The bonds are rated "Aaa" by Moody's and were sold on an open competitive basis. The Town received six bids. The low bidder was FHN Financial Capital Markets who offered rates ranging from 1.0% to 3.0% depending upon the maturity date, with a premium of \$203,650.76. When the various rates and maturities are netted out against the premium received, the True Interest Cost to the Town is 1.1679% and the net interest cost is \$435,462.60.

The True Interest Cost rate of 1.1679% is significantly lower than the 2.3020% that the Town received the last time we issued bonds in May of 2019. The 1.1679% rate is also one of the lowest rates received this year in Connecticut for a municipal bond issue.

The Aaa rating assigned by Moody's to this issue and their affirmation of the Aaa rating on the Town's existing debt is very positive considering the current economic and social environment. Moody's rating listed several positives regarding the Town including:

- Stable tax base
- Strong wealth and income levels
- Stable reserve position
- Manageable fixed costs

Moody's analysts also expressed some concerns about the Town which could impact the Town's rating in the future. These were:

Reserves below national medians  
Slightly elevated debt burden

Finally, Moody's rating outlook for the Town was projected as positive as long as the Town continued conservative budget practices and did not experience a significant debt burden increase beyond current plans.

Please contact me with any questions or if you wish more information on the bond sale.

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, 2024. (Charette)

MOTION: Agenda Item L-2

That \_\_\_\_\_ be appointed to the Building Code Board of Appeals for the balance of a five-year term beginning immediately and ending September 30, 2024. (Langston)

MOTION: Agenda Item L-3

That \_\_\_\_\_ be appointed to the Economic Development Commission for the balance of a two-year term beginning immediately and ending September 30, 2022. (Karwoski)

MOTION: Agenda Item L-4

That \_\_\_\_\_ be appointed to the Economic Development Commission for the balance of a two-year term beginning immediately and ending September 30, 2022. (Suffredini)

MOTION: Agenda Item L-5

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, 2022. (Bernier)

MOTION: Agenda Item L-6

That \_\_\_\_\_ be appointed to the Unionville Historic District & Properties Commission as an alternate for a balance of a three-year term beginning immediately and ending September 30, 2023. (Wuelfing)

MOTION: Agenda Item L-7

That \_\_\_\_\_ be appointed to the Water Pollution Control Authority for the balance of a five-year term beginning immediately and ending September 30, 2025. (Foote)



MOTION:

Agenda Item N-1

To amend Chapter 51 "Pensions" of the Town of Farmington Code.

Chapter 51

ARTICLE XIII

Definitions

In relevant part –

The changes are shown by using a bold type on the new language.

EMPLOYEE — Any person, other than a police employee or an employee of the Farmington Village Green and Library Association, who, on or after the effective date, is an employee of the Town; provided, however, that the term shall exclude those who regularly perform services for the Town for less than 30 hours per week and with less than 1,500 hours per year, except for secretarial and nursing employees of the Board of Education, who shall be considered "employees" under the plan if they work more than 30 hours per week and more than 1,000 hours per year. An elected official who is an employee of the Town and meets the above qualifications shall be considered an "employee" under the meaning of this definition. All teaching personnel of the Education Department shall be excluded. Each "employee" shall qualify as an "employee" under the plan on the employee's date of hire. Under prior plan provisions, an employee qualified as an "employee" on the later of the employee's date of hire or the employee's twenty-fifth birthday, except that an employee who was hired on or after July 1, 1983, qualified as an "employee" under the plan from his date of hire. An employee who was affected by such prior plan requirements shall qualify as an "employee" retroactive to such employee's date of hire; provided, however, that credited service for such period of retroactive participation in the plan shall be subject to the rules set forth in the definition of "credited service" above.

Effective July 1, 2010, SEIU members hired after this date will not be eligible to be a part of this plan.

Effective July 1, 2011, AFSCME members hired after this date will not be eligible to be a part of this plan.

Effective July 1, 2011, unaffiliated employees hired after this date will not be eligible to be a part of this plan.

Effective July 1, 2019, Farmington Public Schools Employees United, ATF, members hired after this date will not be eligible to be a part of this plan.

Effective July 1, 2020, Farmington School Nurse employees hired after this date will not be eligible to be a part of this plan.

MOTION:

Agenda Item N-2

To (Approve) (Reject) (Take No Action) on the Proposed Contract Between Farmington Administrators' and Supervisors' Association (FASA) and the Board of Education.

NOTE: This agreement was filed with the Town Clerk on September 29, 2020. In accordance with Section 10-153d of the Connecticut General Statutes, the agreement takes effect unless it is rejected by the Town Council at a regular or special meeting within 30 days of the date it was filed with the Town Clerk.

If the Town Council takes no action, the contract is deemed approved 30 days after it was filed with the Town Clerk.

If the Town Council rejects the contract, the parties shall commence the arbitration process, in accordance with the provisions of subsection (c) of Section 10-153f, on the fifth day next following the rejection which, for the purposes of the procedure, shall serve as the equivalent of the one hundred thirty-fifth day prior to the budget submission date, provided, if requested by either party, the parties shall mediate the contract dispute prior to the initial arbitration hearing.

FASA Contract 2021-2024

Fast Facts:

Term

- Farmington Board of Education and Farmington Administrators' and Supervisors' (FASA) reached a tentative, three-year contract agreement (2021-2024)

Salary changes

- 2021-22 - 1.5% GWI and step movement
- 2022-23 - 1.75% GWI and step movement
- 2023-24 - 2.0% GWI and step movement

Insurance changes

- 2021-22 - 24% employee contribution
- 2022-23 - 24.5% employee contribution
- 2023-24 - 25.5% employee contribution

MOTION:

Agenda Item N-3

To amend the lease agreement between the Town of Farmington and American Tower Corporation for the tower site located at 199 Town Farm Road per the attachment.

NOTE: The Town Council can approve the proposed changes to the lease agreement or can reject them and keep the existing agreement in place.

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

The Town has a lease agreement with American Tower Corporation for the cell tower located at 199 Town Farm Road. The existing lease contains the following pertinent clauses:

Expiration Date:	October 31, 2039
Rent:	\$30,641.28 per annum
Rent Escalator:	3% per year

In May of 2020 representatives for American Tower approach town staff requesting that the lease agreement be renegotiated because the tower is generating a negative income stream and is under consideration for removal. This tower has two cell phone carriers on it and provides the Town with \$41,000 in tower rental income each year. Town staff negotiated with American Tower on the lease and tentatively agreed on the following changes to the contract, subject to Town Council approval:

Expiration Date:	October 31, 2045	Change:	+6 Years
Rent:	\$22,980.96 per annum	Change:	25% rent reduction
Rent Escalator:	No escalation for 2020 & 2021; 2% annually beginning in 2022	Change:	-6% -1% per year
Signing Bonus:	\$17,500.00	Change:	+\$17,500

Staff agreed to renegotiate the lease agreement because of the potential loss of revenue that would result if the tower were to be removed. The signing bonus was added in order to offset the rent reduction in the early years of the agreement while the six year extension of the contract provides American Tower with some stability which should help them to add more renters to the tower and increase the revenue stream.

MOTION:

Agenda Item N-4

To approve the attached certified resolutions per the September 8, 2020 Town Council Meeting.

NOTE: These resolutions were approved at the September 8, 2020 Town Council Meeting, however according to State Guidelines, the motion needed to be clarified.

/Attachments



DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT  
 STATE OF CONNECTICUT  
 (AN EQUAL OPPORTUNITY EMPLOYER)  
**CERTIFIED RESOLUTION OF THE GOVERNING BODY**

I, \_\_\_\_\_, \_\_\_\_\_, certify that below is a true and correct copy of a  
 (Name of Official) (Title of Official)

resolution duly adopted by the Town of Farmington  
 (Name of the Applicant)

at a meeting of its Town Council  
 (Governing Body)

duly convened on October 13, 2020 and which has not been rescinded or modified in  
 (Meeting Date)

any way whatsoever and is at present in full force and effect.

\_\_\_\_\_  
 (Date)

\_\_\_\_\_  
 (Signature and Title of Official)

**SEAL**

**WHEREAS**, pursuant to PA 79-607 as amended Section 21 (b)(6)(B),  
 (State Statutory Reference)

the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects; and **WHEREAS**, it is desirable and in the public interest that the Town of Farmington make an application to the State for

§ 1,000,000 in order to undertake the Sidewalk and Streetscape Improvement Village  
 (Applicant) (Name and Phase of Project)

Section Project and to execute an Assistance Agreement.

**NOW, THEREFORE, BE IT RESOLVED BY THE**

Town Council

(Governing Body)

1. That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by PA 79-607 as amended Section 21 (b)(6)(B)  
 (State Statutory Reference)

2. That the filing of an application for State financial assistance by the Town of Farmington  
 (Applicant)  
 in an amount not to exceed \$ 1,000,000 is hereby approved and that

Kathleen A. Blonski, Town Manager

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(Title and Name of Authorized Official)

is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of  
the Town of Farmington

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(Name of Applicant)



MOTION:

Agenda Item N-5

To cancel the October 27, 2020 Town Council meeting.

MOTION:

Agenda Item N-6

To approve the following property tax refunds.

NAME	REASON	AMOUNT
Acar Leasing LTD	Assessor adjustment	\$293.54
Brown Edward s Jr.	Assessor adjustment	\$36.36
Buono David	Assessor adjustment	\$8.06
BFZ Electric LLC	Assessor adjustment	\$59.10
CCAP Auto Lease LTD	Assessor adjustment	\$204.66
Carra Heidi	Assessor adjustment	\$324.45
Cardillo Casey J	Assessor adjustment	\$518.00
Carpenter Jan L	Assessor adjustment	\$61.51
Chien Peter C	Assessor adjustment	\$147.71
Church Sheila A	Assessor adjustment	\$59.61
Claflin Joan P	Assessor adjustment	\$78.08
Coffman Adam & Kirstin	Assessor adjustment	26.55
Cornerstone Prop Inc.	Assessor adjustment	\$19.04
Crisman Forrrest E Jr. & Crisman Chelsea	Assessor adjustment	\$97.00
Daimler Trust	Assessor adjustment	\$531.43
Dendi Goutham & Chenreddy Avani	Assessor adjustment	\$315.00
Durkin Jeffrey S	Assessor adjustment	\$46.85
Duvvuru Bhanuprakash	Assessor adjustment	\$18.37

Elish Harriet L & Cassell Shaileen P	Assessor adjustment	\$44.37
Fitzsimmons Douglas	Assessor adjustment	\$143.07
Geer Michael	Assessor adjustment	\$2,024.96
Gibson Catherine	Assessor adjustment	\$69.06
Greco Annie E	Assessor adjustment	\$206.57
Honda Lease Trust	Assessor adjustment	\$2,088.21
Hyundai Lease Titling Trust	Assessor adjustment	\$187.96
JP Morgan Chase Bank	Assessor adjustment	\$396.30
Jurczyk Stanley	Assessor adjustment	\$42.88
Kang Hisik	Assessor adjustment	\$12.92
Loubriel Aurea D	Assessor adjustment	\$16.80
Lopez Carlos	Assessor adjustment	\$25.68
Lyon Jessica M	Assessor adjustment	\$92.94
Macri Gianfranco	Assessor adjustment	\$68.33
Murphy Kayla B	Assessor adjustment	\$39.77
Nissan Infiniti	Assessor adjustment	\$35.92
Occhino Martin J & Colleen M	Assessor adjustment	\$321.00
Porsche Leasing LTD	Assessor adjustment	\$1,023.42
Reis Carla B Reis Nelson T	Assessor adjustment	\$9.50
Ritskowitz Michael D	Assessor adjustment	\$8.00

Samperi Delphino	Assessor adjustment	\$5.74
Saw Mill Court Homeownes Assoc.	Assessor adjustment	\$472.00
Searle Elaine M	Assessor adjustment	\$153.28
Shea Michele E & Frederica J	Assessor adjustment	\$556.00
Stender Jean	Assessor adjustment	\$32.00
Taweh George M	Assessor adjustment	\$13.09
Toretto Heidi	Assessor adjustment	\$5,595.96
Toyota Lease Trust	Assessor adjustment	\$7,379.15
VCFS Auto Leasing	Assessor adjustment	\$636.01
VT Inc. Tstee Wolt	Assessor adjustment	\$87.83
Zadrozny	Assessor adjustment	\$8.28
Zodda Katherine R	Assessor adjustment	\$12.00
Zhang Jing	Assessor adjustment	\$50.85
	Assessor adjustment	
Total	Assessor adjustment	\$24,705.17