

**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/84653992140>

Telephone Call in Information:

Dial: +1 312 626 6799

Webinar ID: 846 5399 2140

Date: November 10, 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. Veterans' Day
 - 2. Russ Nelson, Fire Chief, East Farmington Volunteer Fire Department
- D. Public Hearing
- E. New Items
- F. Public Comments

G. Reading of the Minutes

1. October 13, 2020 Regular Town Council Meeting

H. Reading of Communications and Written Appeals

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
6. Village Center/Parson's Property Ad-Hoc Committee

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. Veterans' Day Ceremony
- b. Election Update
- c. COVID-19 Update

L. Appointments

1. Building Code Board of Appeals (Charette)
2. Building Code Board of Appeals (Langston)
3. Farmington Historic District (Haviland)
4. Plainville Area Cable TV Advisory Council (Bernier)
5. Unionville Historic District & Properties Commission **Alternate** (Wuelfing)
6. Lower Farmington River and Salmon Brook Wild & Scenic Management Plan (LFSWS) (Schlegel)

M. Old Business

N. New Business

1. To approve the Farmington Village Center/Parson's Property Ad-Hoc Committee phasing and design plan (phase 1) that was reviewed by the

Town Council on September 10, 2020 for the replacement of sidewalks on Main Street/Route 10.

2. That a contract for the acquisition of four (4) Dell computer servers at a cost of \$19,890.00 each (\$79,560 Total) be awarded to Dell Marketing LP, of Round Rock TX.
3. To award a contract for the purchase of Treated Road Salt for the 2020/2021 winter season to CARGILL, Inc. of Boston, MA at a purchase price of \$61.00 per ton.
4. That the Town acquire 28 new Lithium Ion battery powered golf carts from Club Car LLC of Evans, GA for Westwoods Golf Course and that the Town Manager and Town Treasurer be authorized to enter into a lease financing arrangement with De Lage Landen Public Finance LLC of Philadelphia PA for the leasing financing of the 28 golf carts.
5. To approve property tax refunds.

O. Executive Session
None.

P. Adjournment

PROCLAMATION

WHEREAS, the citizens of our country are justly proud of the men and women who have fought to defend the principles of liberty and freedom on which our nation was founded, and

WHEREAS, from the Revolutionary-era militias through today's sophisticated defense structure, American service members have defended our country in times of challenge, brought honor to the United States and created a solid foundation for its continued security, growth and prosperity, and

WHEREAS, despite the tremendous perils and pressures of wartime, our Armed Forces have defended the country with conviction and courage. In admiration of the strength of our convictions, other nations have looked to America for leadership, and our allies have always been secure in the knowledge that our proud country will not allow its principles and beliefs to be compromised, and

WHEREAS, the citizens of the United States will forever owe an immense debt of gratitude to our Veterans for the sacrifices they have made to secure the safety of our country, and

WHEREAS, as an expression of that gratitude, President Dwight D. Eisenhower signed into law an act calling for the observance of Veterans Day on November 11th of each year, and in 1921 that date was originally designated as Armistice Day in remembrance of the end of World War I and as a perpetual reminder of the blessings of peace, and by 1954, the observance widened to honor the courageous Veterans of all foreign conflicts, and

WHEREAS, our Veterans reflect the preeminent qualities of patriotism and courage in all of us and continue to make countless contributions to military and civilian life. In addition, many men and women from the Connecticut National Guard are serving in Iraq or Afghanistan, or are scheduled to be deployed there shortly, along with many other Connecticut residents serving with the United States Army, Air Force, Navy, Marines and Coast Guard.

Now, therefore, be it resolved, that the Farmington Town Council hereby thanks the many contributions and accomplishments of all our Veterans.

DATED AT FARMINGTON, CONNECTICUT this 10th day of November 2020.

CJ Thomas, Chair
Farmington Town Council

PROCLAMATION

WHEREAS, Russ Nelson has served the Town of Farmington as a Firefighter for 33 years at the East Farmington Volunteer Fire Department beginning his service on July 21st, 1987, and

WHEREAS, Russ Nelson, has held numerous social and line officer positions for the East Farmington Volunteer Fire Department, culminating his career as Chief of the Department from November 2004 through October 2020, and

WHEREAS, Russ Nelson, has continued to enhance the fire service within the State of Connecticut through his position as a Regional County Coordinate for Hartford County and a Task Force Team Leader for Taskforce 54 under the Statewide Fire Service Disaster Response Plan, and

WHEREAS, Russ Nelson, continues to be a leader through organizations within the fire service to include the Capital Regional Fire Chief's Association, where he was appointed as Vice President on July 1st, 2015, and

WHEREAS, Russ Nelson, has been a part of countless public safety events, life saving incidents, critical fire department decisions, civic and community activities as well as key behind the scenes personnel and administrative decisions, and

WHEREAS, Russ Nelson, as a leader in the Town of Farmington Fire Department, has made immeasurable contributions to the Town of Farmington and its residents such as fundraising for a regional burn building to enhance firefighter training, serving on numerous apparatus committees to ensure the department has the safest and most efficient equipment, and maintaining cherished special events such as the annual Easter flower sale, and

WHEREAS, Russ Nelson has always maintained a focus on the public good and acted to protect the public interest while donating countless hours of time, energy and personal commitment to better our community and enrich the lives of the residents of the Town of Farmington.

NOW, THEREFORE, the Farmington Town Council hereby commends Russ Nelson for his excellent work on behalf of the community and we congratulate him on his long years of dedicated service and leadership as Chief of the East Farmington Volunteer Fire Department. The Farmington Town Council hereby proclaims November 10th, 2020 as Russ Nelson Day in Farmington, Connecticut.

DATED AT FARMINGTON, CONNECTICUT this 10th day of November 2020.

CJ Thomas, Chair
Farmington Town Council

MOTION:

Agenda Item K

Report of the Town Manager

- a. Veterans Day
- b. Elections Update
- c. COVID-19 Update

a. Veterans' Day

A short social distancing ceremony will be held at the Farmington Town Hall, 1 Monteith Drive, in front of the Veterans Memorial Monument at 11:00 a.m. on Wednesday, November 11, 2020. If you have any questions regarding the ceremony, please contact Paul Krause at 910.376.5454.

b. Elections Update

Planning for Election Day began in the summer. The August 11, 2020 primary was the dress rehearsal for November. Staff worked with the Registrars of Voters and Town Clerk to ensure a safe poll plan as well as a safe absentee ballot counting process. We learned a lot about what is needed to run an election event in a COVID-19 world. While the turnout was low for the primary, the day was a success.

A presidential election is always a large undertaking. This year the COVID-19 pandemic made it especially challenging. Presidential elections have the largest voter turnout of any election event. A statewide mailing of absentee ballots brought a whole new challenge to the table. The Registrars of Voters, the Town Clerk's Office and a team of town staff worked diligently for months to be ready for Election day.

Supplies needed to be ordered, staff needed to be secured, and safe polling plans needed to be created. As with everything related to COVID-19 it was a fluid process and we were ready for quick pivots. Erica Robertson and Steve Hoffmann were tasked with assisting the Town Clerk and the Registrars of Voters in overall planning and safety measures. Devon Aldave rounded out the team with purchasing all the required COVID-19 supplies.

An election working group made up of the Registrars and their assistants, the Town Clerk, the IT department, and the staff team met weekly to ensure that everything needed was in place. The Police department provided a critical security and traffic control component. Despite the uncertainties and challenges, working together, we were able to complete a successful, albeit more expensive, election event.

In addition to a successful process for Election Day some other positive outcomes should be highlighted. This election required over 50 additional positions to be filled. These were directly related to COVID-19 precautions and absentee ballots.

Recruiting for poll workers in a normal year can be a challenge but getting so many more was going to be hard. That said, when the Town sent out a recruitment flyer town wide, the response was overwhelming. People from all over town wanted to be a part of the day. They wanted to make sure that our residents had a safe election experience. We had students from all grades at the high school working. There were mother and daughter teams, there were families volunteering their time. Some workers wanted to work the entire day, arriving at the polls before dawn and leaving after 8 pm. The moderator at the Community Center wrote to us and relayed positive stories of how well the public interacted and helped each other. A frail elderly couple were welcomed to the front of the long line. Student volunteers fixed a broken walker for one gentleman. She praised all the young people who assisted at the polls; seasoned poll workers enjoyed their insightful questions and willingness to help. Overall, we saw what makes Farmington so special – a compassionate community who comes together to help each other when the need arrives. Together, we can accomplish great things!

c. COVID-19 Update – Phase 2.1

On November 2, 2020 Governor Lamont announced that the State of Connecticut will roll back to Phase 2.1 of the re-opening plan. These rules are a modified version of the previously enacted Phase 2 rules, and will become effective on Friday, November 6, 2020.

The major changes that will occur under Phase 2.1 include:

- Restaurants will reduce to 50 percent capacity with a maximum of 8 people limited to a table;
- Restaurants and entertainment venues (i.e. bowling allies, movie theaters, arcades, etc.) will be required to close by 9:30 p.m., with the exception of food takeout and delivery services, which will be allowed to continue after 9:30 p.m.;
- Personal services, such as hair salons and barber shops, will remain at 75 percent capacity;
- Event venues will be limited to 25 people indoor, 50 people outdoor;
- Performing arts venues and movie theaters will have a capacity of 100 people; and
- Religious gatherings will be limited to 50 percent capacity or 100 people maximum.

The Governor is expected to issue an executive order implementing Phase 2.1 in the coming days. The Town of Farmington is also awaiting guidance from the Department of Economic and Community Development to provide businesses with further guidance on the changes.

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 Farmington Historic District for the balance of a five-year term beginning December 1, 2020 and ending September 30, 2021. (Haviland)

MOTION:

Agenda Item L-4

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-5

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-6

That _____ be appointed to the Lower Farmington River and Salmon Brook Wild & Scenic Management Plan (LFSWS) (Schlegel)

MOTION:

Agenda Item N-1

To approve the Farmington Village Center/Parson's Property Ad-Hoc Committee phasing and design plan (phase 1) that was reviewed by the Town Council on September 10, 2020 for the replacement of sidewalks on Main Street/Route 10.

NOTE: In July of 2019, the Town Council approved the BSC Group's Streetscape Master Plan for the Village Center study area and established a working group to recommend strategies to the Town Council on the implementation of the plan. The working group recommended that Town staff design the plan, so that when funding was available the Town would be ready to go straight to the construction phase. The design was completed between July 2019 and January 2020.

In June 2020, the Town Council Strategic Plan included a goal to establish a Town Council ad-hoc committee to work with Town staff to make recommendations to the Town Council on the following:

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

In July 2020 the Town Council appointment the Farmington Village Center/Parson's Property Ad-Hoc Committee. The Committee has met three times and is making recommendations on the phasing portion of the BSC Streetscape Improvement Plan.

In September 2020 the Town Council recommended that the Farmington Village Center/Parson's Property Ad-Hoc Committee hold a public informational meeting on the Committee's phasing and design plan (phase 1) for replacement of sidewalks on Main Street/Route 10.

On October 17, 2020, the Committee held a public informational meeting. C.J. Thomas moderated the meeting outside at the St. Patrick's Church parking lot, with social distancing guidelines in place. After a brief review of the upcoming sidewalk project, there was a question and answer session. Questions were answered by C.J. Thomas, Department of Public Works Director Russ Arnold, and Police Chief Paul Melanson. Those questions can be found on the Town's website. There were approximately 30 community members and the meeting seemed well received.

There did not seem to be any significant concerns in regard to the project. If the Town Council approves the recommended phasing plan the next steps will be:

- Bid for Construction – Winter 2020/2021
- Phase 1 Construction – Spring/Summer 2021

The Committee is making these recommendations based on the BSC Report and the following considerations:

- 1) Due to the current condition of the existing sidewalks, the ad-hoc committee is recommending that the majority of funding available be used to replace as much of the existing sidewalks as possible.
- 2) The Committee is recommending that new sidewalks, lighting, and enhancements that are included in the BSC report be included in Phase 2.
- 3) The project area currently has street lighting, and additional decorative lighting was included in the BSC report. The Committee is recommending that decorative solar lighting be included in Phase 2 of the project. Solar lighting does not require conduits to be installed in Phase 1.

Ad- Hoc Committee members will be available to answer any questions that the Town Council may have.

MOTION:

Agenda Item N-2

That a contract for the acquisition of four (4) Dell computer servers at a cost of \$19,890.00 each (\$79,560 Total) be awarded to Dell Marketing LP, of Round Rock TX.

NOTE: In the FY2020/2021 Capital Improvement Budget, funds were included to replace the computer servers used at the Farmington Police Department. These servers are approaching the end of their useful life and have recently begun to experience problems due to a water leak in the server room. The purchase of the servers would be under the National Association of State Procurement Officers (NASPO) Master Agreement # MNWNC-108 and State of Connecticut subcontract agreement # 13PSX0280-MNWNC-108.

This contract is being submitted to the Town Council for approval because it exceeds \$50,000. Staff will be available at the Town Council meeting to answer any questions.

MOTION:

Agenda Item N-3

To award a contract for the purchase of Treated Road Salt for the 2020/2021 winter season to CARGILL, Inc. of Boston, MA at a purchase price of \$61.00 per ton.

NOTE: The purpose of this motion is to contract with a vendor to supply treated road salt which will be used by the Highway and Grounds division on snow and ice covered roads and sidewalks during the upcoming winter season. CARGILL Inc. submitted the lowest price at \$61.00 per ton. It is estimated that the Town will use 2,000 tons during the upcoming winter season bringing the value of this award to \$122,000. Sufficient funds are included in the FY2020/2021 Highway and Grounds operating budget for this purpose.

The contract award for the acquisition of this product would be under Capitol Region Purchasing Cooperative Bid # 705.

This contract award is being submitted for Town Council approval because the contract value exceeds \$50,000. Town staff will be available at the Council meeting to answer any questions.

MOTION:

Agenda Item N-4

That the Town acquire 28 new Lithium Ion battery powered golf carts from Club Car LLC of Evans, GA for Westwoods Golf Course and that the Town Manager and Town Treasurer be authorized to enter into a lease financing arrangement with De Lage Landen Public Finance LLC of Philadelphia PA for the leasing financing of the 28 golf carts.

Note: Since 2011 the Town has been using golf carts supplied by Club Car LLC at the Westwoods Golf Course. The carts were supplied on five-year lease financing contracts which were paid from the proceeds of the cart rentals to golfers.

The latest five-year contractual arrangement ends with the end of the 2020 golf season in November. Club Car LLC has submitted a proposal to the Town to supply 28 new 2021 Lithium Ion battery powered carts under a national cooperative contract issued by Omnia Partners (formerly known as US Communities). Under Omnia Contract # 2671-01 the new carts would be supplied to the Westwoods Golf Course at the same cost that we were paying for the older carts. The cost would include weekly maintenance and annual winterization of the carts. In addition, the Ion Lithium batteries used to power the carts would be warranted for the full five years of the contract.

The carts would be paid for over the five years at \$21,599.76 per year through a leasing contract with De Lage Landen Public Finance LLC. The Town would have the option at the end of the contract of either buying the carts outright or returning them to Club Car, LLC. The contract would be in the form of a government lease-purchase agreement, which has the advantage of being tax-exempt thereby granting the town a lower interest rate. The Town undertook similar arrangements in 2011 and 2016, and they proved to be successful for the golf course. As has been the practice since 2011, the cost for the acquisition and financing of the carts will be paid from the proceeds of cart rentals to golfers.

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

MOTION:

Agenda Item N-5

To approve the following property tax refunds.

NAME	REASON	AMOUNT
Acar Leasing LTD	Assessor adjustment	\$247.98
Ally Financial	Assessor adjustment	\$1,121.68
Amit Ranjan	Assessor adjustment	\$165.50
Ari Fleet LT LTD	Assessor adjustment	\$1,148.47
Atkinson Denise A	Assessor adjustment	\$47.61
Bachman lawrence	Assessor adjustment	\$53.57
Cab East LLC	Assessor adjustment	\$2,164.12
CCAP Auto Lease Ltd	Assessor adjustment	\$241.38
Corelogic	Overpaid	\$4,645.12
Encinas Luis C.	Assessor adjustment	\$191.60
Haworth S Flowers & Gifts LLC	Assessor adjustment	\$133.73
JP Morgan Chase	Assessor adjustment	\$23.13
Steve Lachance Construction LLC	Assessor adjustment	\$73.76
Lazarus Antoinette C	Assessor adjustment	\$256.71
Lux Brian F	Assessor adjustment	\$19.22
Motorlease Corporation	Assessor adjustment	\$1,815.11
Paris Jan R	Assessor adjustment	\$13.65
Partyka Michael	Assessor adjustment	\$556.00
Ramakrishnan Prabhu	Assessor adjustment	\$372.79
Toyota Lease Trust	Assessor adjustment	\$1,876.95
VW Credit Leasing	Assessor adjustment	\$791.82
Wheeler Robert	Assessor adjustment	\$487.51
Total		\$16,447.41

