

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

****PLEASE NOTE THAT THIS MEETING WILL BE ONLINE****

To access the meeting:

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/86428949832>

Telephone Call in Information:

Dial: +1 312 626 6799

Webinar ID: 864 2894 9832

AGENDA

- Date: March 9, 2021
(Council Members should call the Town Manager's Office if unable to attend.)
- Time: 7:00 p.m.
- Place: Online – Web Conference (Council Members - In Person, Attendees – Zoom)
- A. Pledge of Allegiance
 - B. Call to Order
 - C. Presentations and Recognitions
 - 1. None
 - D. Public Hearing
 - 1. A public hearing on the Town Manager's 2021-2022 Recommended Operating Budget. (Attachment)
 - E. New Items
 - F. Public Comments
 - G. Reading of Minutes

1. February 9, 2021 Regular Town Council Meeting
2. February 23, 2021 Regular Town Council Meeting
3. February 25, 2021 Special Town Council Meeting

H. Reading of Communications and Written Appeals

1. None

I. Report of Committees

1. Land Acquisition Committee
2. Green Efforts Committee
3. Farmington High School Building Committee
4. Racial Equality Taskforce
5. 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 Town Manager

- a. Town Manager Quarterly Reports

L. Appointments.

1. Building Code Board of Appeals (Langston)
2. Conservation & Inland Wetland Commissions (Wolf)
3. Green Efforts Commission (Barnes)
4. Housing Authority (Hall)
5. Plainville Area Cable TV Advisory Council (Bernier)
6. Lower Farmington River and Salmon Brook Wild & Scenic Management Plan (LFSWS) (Schlegel)

M. Old Business.

None

N. New Business.

1. To set a public hearing on Monday, April 5, 2021 at 7:05 p.m. in the Town Hall Council Chambers on the Town Council's Proposed

Budget for the Fiscal Year 2021-2022.

2. Move that the taxes due on the October 1, 2020 Grand List for 4.6 acres of land which was formerly part of Lot 8231 on Quarry Road be abated.
 3. That the following bank be designated as a Depository for Town Funds: Ion Bank, Naugatuck, CT
 4. To approve the attached Town Council Goal 1 - Ad-Hoc Committee Report that was presented to the Town Council at its February 9, 2021 Town Council meeting.
 5. That the Farmington Village Center Committee be thanked for their work and be discharged.
 6. That the firm of PKF O'Connor Davies, LLP of Wethersfield, CT be appointed as the Town's independent auditor for the fiscal year ending June 30, 2021.
 7. To Approve the Attached Resolution Authorizing the Town Manager to enter into an agreement with The Washington Trust Company assigning the municipal tax liens filed on the property known as 81 Poplar Hill Drive to The Washington Trust Company upon receipt of payment for the tax debt secured by said liens.
 8. To accept the improvement in the town right-of-way of a City of New Britain Water Department 12-inch watermain in Batterson Park Road in accordance with 8-24 of the Connecticut General Statutes, valued at approximately \$1.38 million.
 9. To accept the Annual Report of July 1, 2019 to June 30, 2020.
 10. To cancel the March 23, 2021 Town Council meeting.
 11. To approve property tax refunds.
- O. Executive Session
1. Land Acquisition.

**LEGAL NOTICE
TOWN OF FARMINGTON
PUBLIC HEARING**

A Public Hearing will be held on Tuesday, March 9, 2021 at 7:05 p.m. online via Zoom webinar on the Town Manager's 2021-2022 Recommended Budget.

To access the meeting:

<https://us02web.zoom.us/j/86428949832>

Dial: +1 1 646 558 8656

Webinar ID: 864 2894 9832

Comments can be sent to the Town Council until 12:00 noon on March 9, 2021 and are accepted via email to 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 23rd day of February 2021.

Kathleen A. Blonski
Town Manager

March 9, 2021

Farmington Town Council and Members of the Public:

I present for your review the Town Manager's recommended budget for Fiscal Year 2021 - 2022. This budget is proposed, as always, with the Town of Farmington Vision Statement in mind. The Town of Farmington Vision Statement is:

"...Farmington will be recognized as an historic and progressive town with an engaged citizenry committed to the betterment of the entire community. To that end, high quality services will be provided to a diverse population living and working in a balanced blend of open space, and residential housing and commercial properties supported by stable and equitable revenues..."

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

The Town Council set a target in which the Town expenditure portion of the budget would increase no more than 3.0% above current year expenditures. Along with the Town Council's budget target, the Town's Strategic Plan and the Town's Capital Improvement Policy were the policy guidelines at the forefront when formulating this budget. The budget building process focused on the following funding themes:

- 1) **Maintain current service levels.** Continue to fund accounts at levels that will enable service levels to remain at high standards. Additionally, any increase in service levels should be directly tied to accomplishing the Town's Strategic Plan/Town Manager goals.
- 2) **Fund mandated expenses.** The Police Accountability Bill and the Pension Board's change in the pension fund rate of return assumption are both costly mandates. They must both be funded.
- 3) **Increase current Capital Funding levels.** The cost of maintaining the Town's infrastructure through the Capital Budget is a necessary expense that must be recognized. The cost of not maintaining the Town's property, buildings, and equipment will have a significant negative long-term impact. Based on Town Council direction this year's appropriation exceeds our Capital Improvement Policy guidelines.

Based on the Town Council target, I am recommending a town budget with an increase of 2.99% above current expenditures. To meet that target, I decreased \$1,149,943 from the budget that was requested by my departments. This decrease reduced the overall budget increase from 6.66% to 2.99%. An increase of 2.99% equates to \$938,846 above the current year's budget.

In most years, a budget target of no more than a 3% increase (\$938,846) would enable the Town to maintain and/or slightly expand our service levels. This year, we are faced with several high-cost issues that are driving up costs. At the same time, we have been seen savings in some accounts that have helped offset those increases. Overall, this budget is a maintenance budget.

Budget drivers include the funding requirements of the pension fund, personnel costs including an additional pay period in the fiscal year, and the mandates of the recently enacted Connecticut Police Accountability Act. The Pension Board has reduced the assumed rate of return on the pension plan investment earnings. Therefore, the Town's contribution to the pension plan must be significantly increased to fund normal increases in liability and the liability due to the reduced rate of return assumption. Funding the Town's pension obligation adds \$364,790 to the current year's budget.

Additionally, Personnel increases include several positions that are recommended to be fully funded for the year. Last year, due to budget constraints, we partially funded three positions: a patrol officer, a civil engineer, and a program clerk at the Senior Center. These positions have now been fully funded. The custodian at the Town Hall is also now fully funded in the operating budget. Previously, the Library funded a quarter of the position. The Police Accountability Act has increased the police budget significantly. Mandated expenses totaling \$105,000 consist of behavioral health evaluations, racial diversity training, including costs for the overtime and the trainer, and drug testing. The Police Department also includes \$12,000 for racial diversity training at the West Farms Mall, a goal of the Town Council appointed Racial Diversity Taskforce.

As mentioned, there are savings in other accounts that help offset the budget drivers. The Health Insurance account has seen a reduction due to favorable renewal terms for FY2021-2022. Claims paid have been significantly below expectations, and the increase in the cost of stop loss insurance premiums for next year is substantially less than the cost increases over the past few years. Several retirements over the past few years have reduced department wide personnel costs since the Town generally fills those vacant positions at a lower rate.

Currently, there are no collective bargaining agreements in place for next fiscal year. All wage increases are budgeted in the salary reserve account thus this account is showing a very large increase. On the contrary, there are no wage adjustments in the individual departmental accounts outside of step increases.

I will now review the Town Expenditure portion of the budget.

EXPENDITURES:

General Fund	2020/2021 Revised Budget	2021/2022 TM Recommended	Dollar Change	Percent Change
General Administration	\$6,820,339	\$7,441,012	\$620,673	9.10%
Public Safety	\$10,616,165	\$10,824,261	\$208,096	1.96%
Public Works	\$4,697,475	\$4,708,440	\$10,965	0.23%
Community & Recreation	\$864,020	\$896,768	\$32,748	3.79%
Other	\$8,380,238	\$8,446,602	\$66,364	0.79%
TOTAL	\$31,378,237	\$32,317,083	\$938,846	2.99%

General Administration

The General Administration group of accounts includes expenses for the administrative branch of the Town government and funding for non-profit organizations that the Town supports.

Some areas to note:

- This year the Salary Reserve account in the Personnel budget covers salary adjustments for all employees. There are no wage adjustments in the individual departmental accounts outside of step increases.
- The contribution to the Library is \$2,761,568 which is a 3% increase above current budget levels.
- The Custodian at Town Hall is fully funded this year. Previously, the Library funded about 25% of the position. The needs of the Library and the Town Hall were too great to continue this arrangement.

- The Registrars of Voter's budget has been reduced from last year. Presidential elections are the costliest to conduct. FY22 is a municipal election year.

The recommended budget requested for this group of accounts is \$7,441,012 or a 9.10% increase from the current budget.

Public Safety

The Public Safety group of accounts includes fire, police, emergency medical and ambulance services, dispatching, and building inspection functions.

Some areas to note:

- Full Time Salary Accounts do not include general wage increases as the union contracts will expire on June 30, 2021.
- The Police Fleet account includes funding for three new 24-hour patrol vehicles.
- Ensuring compliance with the Police Accountability Bill has resulted in \$105,000 added to the Police department's budget.
- The Building Department has been restructured. The department had been staffed with a full time building official and a deputy building official who is shared with the engineering department. Next year, the department will be staffed with two part time employees. The deputy building official will continue to work with the engineering department. The building official will be part time.

The proposed budget request for this group of accounts is \$10,824,261 or a 1.96% increase above the current budget.

Public Works

The Public Works group of accounts includes Public Works Administration and Development, Highway and Grounds, and Engineering.

Some areas to note:

- The Highway and Grounds Operations account shows funding for four (4) seasonal summer employees who will be used to supplement regular staff.
- The Civil Engineer position was funded for a half a year in this current budget. The recommended budget includes funding for 12 months.

The proposed request for the Public Works group of accounts is \$4,708,440, an increase of 0.23% above the current budget.

Community and Recreation Services

The Community and Recreation Services group of accounts include Community Services, Recreation, and Housing.

Some areas to note:

- The Program Clerk position at the Senior Center is recommended to be fully funded. Due to budget constraints last year, the position was only funded for half the year.

The total request for the Community and Recreation Services account is \$896,768, an increase of 3.79% above the current budget.

Other

The Other group of accounts includes funds for employee benefits and contingencies.

Some areas to note:

- The Pension account has been increased because of the Retirement Board’s decision to reduce the assumed rate of return on pension investments from 7% to 6.875%. The Retirement Board took this action after reviewing the actual investment returns over the past few years and capital market forecasts for the next ten years. It is the Board’s goal to phase in a reduction of the assumed rate of return over the next few years until it is at 6.5%. The reduction in the assumed rate of return will result in approximately a \$156,000 increase in the actuarially determined contribution each year. This account also funds the employer’s share of the matching contribution for employees in the defined contribution plan.
- The Health Insurance Account has been reduced because of very favorable renewal terms for FY2021-2022. Claims paid have been significantly below expectations, and the increase in the cost of stop loss insurance premiums for next year is substantially less than the cost increases over the past few years.

The recommended budget for this group of accounts is \$8,446,602 an increase of 0.79%.

Town Expenditures by Object

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

General Fund	2020/2021 Revised Budget	2021/2022 Manager Recommended	\$ Increase (Decrease)	% Increase (Decrease)
Salaries	\$14,082,373	\$14,717,505	\$635,132	4.51
Benefits	7,979,420	8,047,324	67,904	0.85
Supplies	793,167	770,679	(22,488)	(2.84)
Equipment	440,730	418,528	(22,202)	(5.04)
Contractual	6,090,699	6,326,911	236,212	3.88
Utilities	1,991,848	2,036,136	44,288	2.22
Total	\$31,378,237	\$32,317,083	\$938,846	2.99%

The Salaries object includes anticipated wage increases, steps, fully funded positions, and partial funding for an additional pay period. Over the last few years our employee base has changed. We have several new employees who are paid at lower rates than those they replaced. This has mitigated the increases needed to cover such things as wage increases and bringing positions to full funding in this budget.

The recommended total Town General Fund appropriation is \$32,317,083 which is a 2.99% increase above the current budget.

Debt

The Debt group of accounts includes appropriations to make principal and interest payments on the Town’s long-term debt. The total recommended amount for next fiscal year is \$8,402,347. This is a decrease of \$(435,102) or 4.92% less than the previous year.

Refuse Collection

The Refuse Collection budget includes the cost of collecting and disposing of solid, bulky, and hazardous waste generated by Town residents and the Town's landfill operation. This budget proposes a rate increase of \$19. The annual fee will be \$254.00 per household.

Capital Improvements

The Town's Capital Improvement Policy and the Town's Strategic Plan were the policy guidelines that were at the forefront when formulating the CIP. Last year, due to COVID-19 and financial uncertainties, the Town significantly reduced capital expenditures. This CIP attempts to make up for the minimal capital budget in FY 21.

The proposed General Fund appropriation to support the first year of the Capital Improvement Plan is \$4,227,166 which equals 3.58 % of recommended General Fund revenues for next fiscal year.

This is well above what we have historically been funding for capital projects, not including the significantly reduced funding last year.

I have included the complete Board of Education and Town capital requests as presented at the February 23, 2021 Town Council meeting in the budget document. At that meeting the Town Council acknowledged that there are significant capital needs for the entire community. Accordingly, more discussion of the capital budget's impact on the tax rate will happen when the Town Council reviews the entire Town Manager's Recommended Budget.

The Town's Capital Improvement Policy and the Town's Strategic Plan were the policy guidelines that were at the forefront when formulating the CIP.

Equipment/Infrastructure/Maintenance Improvements Summary

Each year in the capital budget we strive to make steady progress in this area. There is a continuous need to maintain the Town's equipment and infrastructure and these needs touch all departments. Each department has equipment replacement plans. This critical equipment keeps our volunteer firefighters safe when responding to calls for service. It allows our roads to be properly maintained by the Highway and Grounds staff. It also keeps our school grounds, parks, and golf course looking clean and ready for play during the warm weather months. Equipment replacement ensures the Town's ability to offer high quality services to our residents and businesses. Over the last several years the Town has been able to fund many of our equipment needs. As mentioned above, last year many of the plans were deferred. This year we continue to focus much of the capital funding in this area.

This Capital Improvement Plan proposes to fund equipment purchases for the replacement of turnout gear, and a medic truck for the Fire Department, as well as a large dump truck and a Bobcat Toolcat for the Public Works Department. These purchases fund equipment that is used every day. They respond to calls for service to our residents and maintain the rails to trails, fields, and town roads.

Infrastructure improvements are an important component to this capital plan. Streetscape improvements on Main Street in Farmington continue to be funded. These funds will be combined with grant dollars and prior funding for replacement sidewalks in accordance with the quality-of-life improvements recommended in the Village Center Streetscape Master Plan.

The proposed Capital Improvement Plan continues to fund renovations and/or improvements to Town owned buildings or properties. Funding for the upcoming year is proposed to continue funding renovations at the Stone House, the Town Hall, and to begin a significant renovation project for the three main fire stations with startup funds for a newly established building committee. Funds are also included to make needed repairs at the Police Range House as well as a fund for unanticipated repairs to various town buildings as the need arises. With our newest buildings approaching 20 years old, unanticipated

repairs are on the rise. Several large unanticipated repairs were seen in the past few years and this CIP attempts to have funds available for unanticipated repairs.

Technology and Communication Summary

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

This Capital Improvement Plan will provide funds to the Police Department for the purchase of body cameras. Body cameras are now a required piece of equipment under the recent Police Accountability Bill. Officers will have both body cameras and in-car video cameras. The Body cameras will have ongoing yearly costs as well as replacement costs in the future. Funding to purchase additional interoperable portable radios is also proposed for the Police Department. Line officers will have these radios and will be able to communicate with other agencies who use different radio frequencies. Funding will continue a multiphase communications upgrade in the Fire Department. These funds will replace obsolete mobile and portable radios.

Technology is constantly evolving, and the proposed Capital Improvement Plan will continue to provide routine technology improvements to Town Hall and other town facilities, allowing all departments to deliver public goods and services effectively and efficiently. Specifically, these funds will allow for the server infrastructure replacement (a joint project with the BOE), a partial phone system upgrade at Town Hall, Staples House and the Highway garage, and the purchase of a network intrusion prevention system to improve network security.

Bonding & Other Funding

The first year of the Capital Plan proposes bonding for the new Farmington High School Building Project. The Town Council set a net municipal project budget maximum of \$110,000,000. This Capital plan also includes \$26,321,000 in projected state reimbursements for the new Farmington High School Building Project. It is anticipated that a June 2021 referendum will take place.

There are two Board of Education bonding questions proposed for the April 29th budget referendum. The IAR Middle School Cafeteria addition/renovation is proposed as a bond question for \$1,284,000. A partial roof replacement at Noah Wallace School is proposed for a bond question at \$450,000.

A Road Reconstruction question for \$2,000,000 is also proposed. The Town has had a history of success with road bonds.

Water Pollution Control Authority Budget

The Water Pollution Control Authority will hold a public hearing on its budget on March 10, 2021 at 7:00 p.m. virtually via Zoom. The budget shows a 0% increase per residential and commercial sewer use fees as well as a 0% increase in the residential connection fee.

Board of Education

The Board of Education account includes a request of \$72,988,934, an increase of 4.30% above the current year budget. Details of the Education budget are included in the budget document provided by the Board of Education.

Expenditures

The total recommended budget for Fiscal Year 2021-2022 is \$118,010,530; an increase of \$6,076,280 or 5.43% above the current budget.

Category	2020-2021	2021-2022	\$ Change	% Change
Board of Education	\$69,976,581	\$72,988,934	\$3,012,353	4.30
Town Operations	31,378,237	32,317,083	938,846	2.99
Debt Service	8,837,449	8,402,347	(435,102)	(4.92)
Capital Outlay	1,691,983	4,227,166	2,535,183	149.84
BOE Defined Contribution	50,000	75,000	25,000	50.00
Total	\$111,934,250	\$118,010,530	\$6,076,280	5.43%

GRAND LIST

The Grand List is broken down into three categories: Real Estate, Personal Property, and Motor Vehicles. The Real Estate account shows a 0.68% increase, the Personal Property account shows a 0.84% increase, and the Motor Vehicles account shows a 5.02% increase. In summary, the Grand List increased by 0.97%, or \$35,880,218, for a total Grand List of \$3,735,847,295.

Category	2020-2021	2021-2022	\$ Change	% Change
Real Estate	\$3,222,223,680	\$3,244,067,614	\$21,843,934	0.68%
Personal Property	\$237,811,910	\$239,802,373	\$1,990,463	0.84%
Motor Vehicles	\$239,931,487	\$251,977,308	\$12,045,821	5.02%
Total	\$3,669,967,077	\$3,735,847,295	\$35,880,218	0.97%

Some areas to note:

- Real Estate grew by 0.68%. Growth in this area is indicative of a stable economy in Farmington.
- Motor Vehicles increased by 5.02%. Overall, we have seen an increase in the total value of cars in Farmington. This is primarily due to an increased value in used cars.

REVENUES

I have broken down revenues into nine categories: Other Property Taxes, Licenses and Permits, Fines and Penalties, Interest, Grants, Service Charges, Other, Westwoods Contribution, CIP.

Revenues	FY 20/21	FY 21/22	\$ Change	% Change
Other Property Taxes	\$1,208,000	1,291,000	83,000	6.87
Licenses and Permits	664,500	701,000	36,500	5.49
Fines and Penalties	19,500	18,500	(1000)	(5.13)
Interest	250,000	125,000	(125,000)	(50.00)
Grants	4,872,273	4,918,103	45,830	0.94
Service Charges	1,328,500	1,366,500	38,000	2.86
Other	500,000	861,844	361,844	72.37
Westwoods Contribution	327,233	330,000	2,767	.85
CIP	625,000	-	(625,000)	100.00
Total	\$9,795,006	\$9,611,947	(\$183,059)	(1.87%)

In summary, projected non-tax revenues are \$9,611,947 or a 1.87% decrease over the current year.

Some areas to note:

- Licenses and Permits are being budgeted with an expected increase. Building permit fees continue to be robust.
- Interest Income is projected to decrease by 50% or \$125,000 due to reductions in interest rates.
- State and Federal Grants have been slightly increased from last year. We have based next year's projections on the Governor's proposed budget.
- Charges for Services revenue is expected to increase due to the strong real estate market. The Town Clerk's office has been able to collect a significant amount of revenue from the conveyance tax and recording fees.

Recommended Tax and Mill Rate:

The recommended General Fund budget will require a property tax rate of 29.33 mills, an increase of 1.36 mills. In other words, \$100,000 of assessed value equals \$2,933 in taxes. Below is the cost for the average homeowner with a house assessed at \$226,777.

Proposed Tax and Mill Rate	FY 20/21	FY 21/22
Tax Levy	\$102,970,244	\$109,154,687
Mill Rate	27.97	29.33
Mill Rate Change	0.00	1.36
% of Change	0.00%	4.85%
Real Estate Taxes for the Average Homeowner	\$6,342.93	\$6,650.62
Dollar Increase /decrease	\$.02	\$307.69
Percent Increase/decrease	0.00%	4.85%

The Tax and Budget worksheet illustrates that the average residential assessment will see an increase of \$307.69 in their taxes.

As always, Town staff continually work to serve the community at a high level without substantially increasing the tax burden on our property owners. We constantly review the organization for efficiencies, cost savings and implementation of best practices for municipal governments. There was no tax increase last year. Nevertheless, the proposed budget tax increase of 4.85% is likely more than what will be acceptable to the public. Our budget workshops this week will have to carefully review spending and decisions on what is an appropriate budget to send to the taxpayers will have to be made.

My staff and I stand ready to assist you in your deliberations during the next week.

Sincerely,

Kathleen Blonski

Town Manager

TOWN OF FARMINGTON, CT

FY 2021-2022

**TOWN MANAGER'S
RECOMMENDED BUDGET**

**Public Hearing
March 9, 2021**

**FY2021/2022
TAX AND BUDGET WORKSHEET
MANAGER'S RECOMMENDED BUDGET
MARCH 9, 2021**

	FY20/21 Adopted Budget	FY21/22 Manager's Recommended Budget	Dollar Change	% Change
<u>EXPENDITURES</u>				
Education	69,976,581	72,988,934	3,012,353	4.30
Town	31,378,237	32,317,083	938,846	2.99
Debt Service	8,837,449	8,402,347	(435,102)	(4.92)
Capital Improvements	1,691,983	4,227,166	2,535,183	149.84
BOE Defined Contribution	50,000	75,000	25,000	50.00
Total	<u>111,934,250</u>	<u>118,010,530</u>	<u>6,076,280</u>	<u>5.43</u>
<u>GRAND LIST</u>				
Real Estate	3,222,223,680	3,244,067,614	21,843,934	0.68
Personal Property	237,811,910	239,802,373	1,990,463	0.84
Motor Vehicles	239,931,487	251,977,308	12,045,821	5.02
Total	<u>3,699,967,077</u>	<u>3,735,847,295</u>	<u>35,880,218</u>	<u>0.97</u>
<u>REVENUES</u>				
Other Property Taxes	1,208,000	1,291,000	83,000	6.87
Licenses and Permits	664,500	701,000	36,500	5.49
Fines and Penalties	19,500	18,500	(1,000)	(5.13)
Interest	250,000	125,000	(125,000)	(50.00)
Grants	4,872,273	4,918,103	45,830	0.94
Service Charges	1,328,500	1,366,500	38,000	2.86
Other	500,000	861,844	361,844	72.37
Westwoods Contribution	327,233	330,000	2,767	0.85
CIP	625,000	-	(625,000)	100.00
Total	<u>9,795,006</u>	<u>9,611,947</u>	<u>(183,059)</u>	<u>(1.87)</u>
<u>TAX & MILL RATE</u>				
Tax Levy	\$ 102,970,244	\$ 109,154,687		
Mill Rate	27.97	29.33		
Mill Rate Change	-	1.36		
% Change	0.00%	4.85%		
Avg Residential Assessment	\$ 226,777	\$ 226,777		
Real Estate Taxes	\$ 6,342.93	\$ 6,650.62		
Dollar Increase	0.02	307.69		
Percent Increase	0.00%	4.85%		

TOWN OF FARMINGTON, CT
 FY2021/2022
 MANAGER'S RECOMMENDED BUDGET
 GENERAL FUND REVENUE

ACCOUNT DESCRIPTION	2019/2020 ACTUAL	2020/2021 REVISED BUDGET	2020/2021 7 MONTH ACTUAL	2020/2021 ESTIMATED 12 MONTHS	2021/2022 MANAGER	PCT CHANGE
PROPERTY TAXES						
CURRENT TAXES	101,248,019	102,139,244	95,387,660	102,207,015	108,398,583	6.13%
DELINQUENT TAXES	183,495	200,000	306,988	347,000	230,000	15.00%
INTEREST & LIEN FEES	235,083	158,000	168,789	280,789	226,000	43.04%
SUPPLEMENTAL MV TAXES	883,075	850,000	626,499	763,930	835,000	-1.76%
TOTAL PROPERTY TAXES	102,549,672	103,347,244	96,489,936	103,598,734	109,689,583	6.14%
LICENSES AND PERMITS						
DOG LICENSES	5,995	6,500	5,456	6,500	6,000	-7.69%
BUILDING PERMITS	614,325	645,000	509,483	753,161	685,000	6.20%
OTHER PERMITS	5,460	13,000	3,750	5,950	10,000	-23.08%
TOTAL LICENSES & PERMITS	625,780	664,500	518,689	765,611	701,000	5.49%
FINES AND PENALTIES						
COURT FINES	18,373	18,000	5,948	14,629	17,000	-5.56%
DOG FINES & CHARGES	1,443	1,500	100	1,100	1,500	0.00%
TOTAL FINES & PENALTIES	19,816	19,500	6,048	15,729	18,500	-5.13%
INTEREST						
INTEREST EARNINGS	651,927	250,000	66,610	111,923	125,000	-50.00%
TOTAL INTEREST	651,927	250,000	66,610	111,923	125,000	-50.00%
STATE AND FEDERAL GRANTS						
PILOT: STATE OWNED PROPERTY	2,069,061	2,069,061	2,069,061	2,069,061	2,069,061	0.00%
PILOT: COLLEGES & HOSPITALS	23,644	23,644	23,644	23,644	23,644	0.00%
VETERAN'S EXEMPTIONS	4,877	4,800	4,953	4,953	5,027	4.73%
PILOT: DISABLED	999	1,000	1,028	1,028	1,058	5.80%
TELECOMMUNICATIONS TAX	78,715	75,000	-	75,000	70,000	-6.67%
MUNICIPAL REVENUE SHARING	545,804	545,804	-	545,804	545,804	0.00%
MUNICIPAL STABILIZATION GRANT	802,461	802,461	802,461	802,461	802,461	0.00%
SOCIAL SERVICES GRANTS	-	12,000	6,437	20,000	20,000	66.67%
POLICE GRANTS	80,990	74,500	127,414	127,782	126,676	70.03%
FIRE SAFER GRANT	37,019	47,025	33,466	47,025	37,000	-21.32%
ELECTION EXPENSES GRANT	-	-	33,727	33,727	-	-
TOWN AID ROADS	373,521	373,521	373,905	373,905	373,904	0.10%
CARES ACT UNEMPLOYMENT GRANT	126,735	-	-	-	-	-
EQUALIZED COST SHARING	793,984	843,457	421,734	704,042	843,468	0.00%
TOTAL STATE AND FEDERAL GRANTS	4,937,810	4,872,273	3,897,830	4,828,431	4,918,103	0.94%
CHARGES FOR SERVICES						
RE CONVEYANCE TAX	556,401	576,000	417,340	651,456	600,000	4.17%
DIAL A RIDE	3,745	5,000	3,545	5,000	5,000	0.00%
RENTALS	9,340	10,000	420	3,100	5,000	-50.00%
TOWER SPACE RENTAL	166,586	155,000	100,254	146,000	132,000	-14.84%
HOUSING	50,501	50,500	28,393	51,695	50,500	0.00%
POLICE SERVICES	205,408	229,000	130,776	226,482	229,000	0.00%
TOWN CLERK FEES	314,370	258,000	277,952	325,880	300,000	16.28%
SEWER INSPECTION FEES	-	5,000	3,327	3,327	5,000	0.00%
ZONING	45,116	30,000	33,393	35,000	30,000	0.00%
ALARMS	10,350	10,000	6,025	12,000	10,000	0.00%
TOTAL CHARGES FOR SERVICES	1,361,817	1,328,500	1,001,426	1,459,940	1,366,500	2.86%

TOWN OF FARMINGTON, CT
 FY2021/2022
 MANAGER'S RECOMMENDED BUDGET
 GENERAL FUND REVENUE

ACCOUNT DESCRIPTION	<u>2019/2020 ACTUAL</u>	<u>2020/2021 REVISED BUDGET</u>	<u>2020/2021 7 MONTH ACTUAL</u>	<u>2020/2021 ESTIMATED 12 MONTHS</u>	<u>2021/2022 MANAGER</u>	<u>PCT CHANGE</u>
OTHER REVENUES						
OTHER ASSESSMENTS	-	450,000	750,817	867,062	811,844	80.41%
OTHER REVENUES	19,631	50,000	47,605	50,000	50,000	0.00%
TOTAL OTHER REVENUE	<u>19,631</u>	<u>500,000</u>	<u>798,422</u>	<u>917,062</u>	<u>861,844</u>	<u>72.37%</u>
TRANSFERS IN						
CIP CONTRIBUTION	-	625,000	-	625,000	-	-100.00%
WESTWOODS CONTRIBUTION	305,000	327,233	-	327,233	330,000	0.85%
TOTAL TRANSFERS IN	<u>305,000</u>	<u>952,233</u>	<u>-</u>	<u>952,233</u>	<u>330,000</u>	<u>-65.34%</u>
TOTAL REVENUES	110,471,453	111,934,250	102,778,961	112,649,663	118,010,530	5.43%

TOWN OF FARMINGTON, CT
FY2021/2022
MANAGER'S RECOMMENDED BUDGET
GENERAL FUND APPROPRIATIONS

<u>DEPARTMENT</u>	<u>2019/2020 ACTUAL</u>	<u>2020/2021 REVISED BUDGET</u>	<u>2020/2021 7 MONTH ACTUAL</u>	<u>2020/2021 ESTIMATED 12 MONTHS</u>	<u>2021/2022 DEPT REQUEST</u>	<u>2021/2022 MANAGER</u>	<u>PCT CHANGE</u>
<u>GENERAL GOVERNMENT</u>							
TOWN MANAGER	596,962	562,807	351,050	570,080	625,347	585,237	3.99%
FINANCE	1,288,243	1,328,736	872,696	1,311,943	1,457,625	1,352,838	1.81%
PROBATE	10,211	20,000	10,683	18,792	20,000	20,000	0.00%
REGISTRARS OF VOTERS	89,977	144,897	104,020	159,008	125,238	126,778	-12.50%
TOWN COUNCIL	97,671	99,000	45,825	87,647	102,500	100,000	1.01%
PERSONNEL SERVICES	60,426	99,000	36,366	55,273	416,000	561,000	466.67%
LEGAL	178,749	185,000	23,039	153,013	185,000	185,000	0.00%
TOWN CLERK	318,627	327,514	218,311	355,170	351,035	333,176	1.73%
ECONOMIC DEVELOPMENT	151,298	153,410	95,691	156,749	158,998	159,080	3.70%
PAYMENTS: OUTSIDE AGENCIES	2,883,822	2,969,162	1,622,139	2,962,706	3,026,996	3,057,501	2.98%
PLANNING & ZONING	357,059	367,322	171,983	323,273	375,250	365,712	-0.44%
PUBLIC BUILDINGS	207,903	199,691	107,331	215,436	229,740	218,090	9.21%
INSURANCE	344,658	363,800	293,150	362,534	376,600	376,600	3.52%
TOTAL-GENERAL GOVERNMENT	6,585,606	6,820,339	3,952,283	6,731,624	7,450,329	7,441,012	9.10%
<u>PUBLIC SAFETY</u>							
FIRE MARSHAL	1,084,600	1,194,505	586,569	1,155,551	1,222,211	1,217,711	1.94%
FIRE DEPARTMENT	1,596,097	1,673,908	932,068	1,636,883	1,722,059	1,686,672	0.76%
POLICE	6,187,780	6,403,086	3,768,384	6,347,149	7,068,687	6,599,754	3.07%
COMMUNICATIONS CENTER	1,096,244	1,095,784	731,382	1,096,996	1,140,906	1,087,000	-0.80%
EMS SERVICES	22,890	22,831	22,831	22,831	23,100	23,202	1.62%
BUILDING INSPECTOR	206,099	226,051	143,124	219,940	227,101	209,922	-7.14%
TOTAL-PUBLIC SAFETY	10,193,711	10,616,165	6,184,358	10,479,350	11,404,064	10,824,261	1.96%
<u>PUBLIC WORKS</u>							
PUBLIC WORKS ADMIN	114,706	95,967	72,278	111,555	95,967	112,490	17.22%
HIGHWAY & GROUNDS	3,914,539	4,136,998	2,486,903	4,249,372	4,281,174	4,114,200	-0.55%
ENGINEERING	415,298	464,510	253,557	435,653	512,902	481,750	3.71%
TOTAL-PUBLIC WORKS	4,444,542	4,697,475	2,812,738	4,796,580	4,890,043	4,708,440	0.23%
<u>COMMUNITY & RECREATIONAL SERVICES</u>							
COMMUNITY & RECREATION	782,413	832,250	457,265	782,757	942,465	865,604	4.01%
HOUSING	33,280	31,770	12,111	26,866	32,024	31,164	-1.91%
TOTAL-COM & REC SERVICES	815,693	864,020	469,377	809,623	974,489	896,768	3.79%
<u>OTHER</u>							
BENEFITS	7,717,234	8,370,238	7,237,533	8,363,354	8,738,101	8,436,602	0.79%
OTHER	-	10,000	-	-	10,000	10,000	0.00%
TOTAL-OTHER	7,717,234	8,380,238	7,237,533	8,363,354	8,748,101	8,446,602	0.79%
TOTAL-TOWN BUDGET	29,756,785	31,378,237	20,656,288	31,180,531	33,467,026	32,317,083	2.99%

**TOWN OF FARMINGTON, CT
 FY2021/2022
 MANAGER'S RECOMMENDED BUDGET
 GENERAL FUND APPROPRIATIONS**

<u>DEPARTMENT</u>	<u>2019/2020 ACTUAL</u>	<u>2020/2021 REVISED BUDGET</u>	<u>2020/2021 7 MONTH ACTUAL</u>	<u>2020/2021 ESTIMATED 12 MONTHS</u>	<u>2021/2022 DEPT REQUEST</u>	<u>2021/2022 MANAGER</u>	<u>PCT CHANGE</u>
<u>DEBT SERVICE</u>							
DEBT SERVICE	8,866,080	8,837,449	5,809,142	8,852,841	8,352,347	8,402,347	-4.92%
<u>CAPITAL IMPROVEMENTS</u>							
CAPITAL OUTLAY	3,423,000 700,000	1,691,983 -	1,691,983 -	1,691,983 -	4,227,166 -	4,227,166 -	149.84%
TOTAL-CAPITAL IMPROVEMENT	4,123,000	1,691,983	1,691,983	1,691,983	4,227,166	4,227,166	149.84%
<u>EDUCATION</u>							
BOARD OF EDUCATION	67,551,256	69,976,581	34,413,607	69,976,581	72,988,934	72,988,934	4.30%
BOE NON CERTIFIED DC PLAN	54,365	50,000	500	63,000	75,000	75,000	50.00%
TOTAL-EDUCATION	67,605,621	70,026,581	34,414,107	70,039,581	73,063,934	73,063,934	4.34%
GRAND TOTAL	110,351,486	111,934,250	62,571,521	111,764,936	119,110,473	118,010,530	5.43%

Farmington Public Schools

2021-22 Budget Summary

Fiscal Year: 2020-2021

Print accounts with zero balance
 Round to whole dollars
 Account on new page
 Exclude inactive accounts with zero balance
 Definition: BUDGET BOOK

From Date: 1/1/2021 To Date: 1/31/2021

Account	Description	2019-20 Expended	2020-21 Approved	2021-22 Request	Dollar Change	Percent Change
0.00.00000.000.0000.111	CENTRAL OFFICE	\$573,665	\$589,592	\$576,193	(\$13,398)	(2.27)
0.00.00000.000.0000.112	PRINCIPALS	\$2,223,355	\$2,290,741	\$2,336,386	\$45,645	1.99
0.00.00000.000.0000.113	TEACHERS	\$31,726,399	\$32,357,283	\$33,383,264	\$1,025,980	3.17
0.00.00000.000.0000.114	SUMMER TEACHERS	\$394,680	\$300,100	\$461,100	\$161,100	53.65
0.00.00000.000.0000.115	DIRECTORS	\$793,970	\$838,213	\$1,318,274	\$480,061	57.27
0.00.00000.000.0000.116	ADVISORS/COACHES	\$518,370	\$517,727	\$520,494	\$2,768	0.53
0.00.00000.000.0000.117	SUBS	\$595,778	\$595,519	\$615,825	\$20,306	3.41
0.00.00000.000.0000.118	TUTORS	\$350,970	\$357,965	\$396,560	\$38,595	10.78
0.00.00000.000.0000.119	AIDES	\$2,836,267	\$3,036,130	\$3,093,117	\$56,987	1.88
0.00.00000.000.0000.120	OFFICE PERSONNEL	\$2,001,744	\$2,032,905	\$1,967,209	(\$65,695)	(3.23)
0.00.00000.000.0000.121	NURSES	\$657,542	\$692,846	\$711,828	\$18,982	2.74
0.00.00000.000.0000.122	MONITORS	\$544,354	\$568,034	\$554,843	(\$13,191)	(2.32)
0.00.00000.000.0000.123	CUSTODIANS	\$2,384,114	\$2,446,021	\$2,412,994	(\$33,028)	(1.35)
0.00.00000.000.0000.201	EMPLOYEE HEALTH INSUR.	\$8,644,006	\$9,505,217	\$9,957,037	\$451,820	4.75
0.00.00000.000.0000.211	LIFE, LTD, OTHER	\$202,482	\$242,045	\$244,339	\$2,294	0.95
0.00.00000.000.0000.221	FICA/MEDICARE	\$1,349,879	\$1,398,205	\$1,426,169	\$27,964	2.00
0.00.00000.000.0000.230	RETIREMENT CONTRIBUTIC	\$217,936	\$225,879	\$151,159	(\$74,720)	(33.08)
0.00.00000.000.0000.261	UNEMPLOYMENT INSURAN	\$58,585	\$37,230	\$37,975	\$745	2.00
0.00.00000.000.0000.271	WORKERS COMPENSATION	\$265,539	\$303,764	\$312,117	\$8,354	2.75
0.00.00000.000.0000.290	OTHER EMPLOYEE BENEFI	\$1,848	\$2,200	\$2,200	\$0	0.00
0.00.00000.000.0000.313	PUBLIC RELATIONS	\$29,778	\$45,120	\$45,120	\$0	0.00
0.00.00000.000.0000.318	STUDENT SERVICES	\$38,893	\$45,564	\$45,649	\$85	0.19
0.00.00000.000.0000.319	OTHER STUDENT SERVICE	\$57,240	\$66,825	\$66,825	\$0	0.00
0.00.00000.000.0000.320	PROFESSIONAL EDUCATIO	\$618,118	\$738,044	\$720,150	(\$17,893)	(2.42)

Farmington Public Schools

2021-22 Budget Summary

Fiscal Year: 2020-2021

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From Date: 1/1/2021 To Date: 1/31/2021

Account	Description	2019-20 Expended	2020-21 Approved	2021-22 Request	Dollar Change	Percent Change
0.00.00000.000.0000.321	SUPPORTING EDUCATIONA	\$13,595	\$27,015	\$28,965	\$1,950	7.22
0.00.00000.000.0000.330	PROFESSIONAL EMPLOYEE	\$126,794	\$184,055	\$190,255	\$6,200	3.37
0.00.00000.000.0000.340	OTHER PROFESSIONAL SE	\$212,579	\$246,788	\$246,971	\$183	0.07
0.00.00000.000.0000.351	DATA PROCESSING SERVIC	\$343,588	\$348,444	\$357,698	\$9,254	2.66
0.00.00000.000.0000.411	WATER	\$55,101	\$46,635	\$55,300	\$8,665	18.58
0.00.00000.000.0000.412	SEWER CHARGE	\$17,131	\$20,165	\$21,000	\$835	4.14
0.00.00000.000.0000.420	DISPOSAL SERVICES	\$59,001	\$76,786	\$78,606	\$1,821	2.37
0.00.00000.000.0000.430	EQUIPMENT REPAIR	\$55,502	\$137,005	\$129,686	(\$7,319)	(5.34)
0.00.00000.000.0000.431	BUILDING REPAIR - IN-HOU	\$206,126	\$331,203	\$338,158	\$6,955	2.10
0.00.00000.000.0000.432	BUILDING REPAIR - CONTR	\$103,063	\$121,028	\$121,028	\$0	0.00
0.00.00000.000.0000.433	BUILDING REPAIR - PROJEC	\$238,914	\$133,458	\$214,600	\$81,142	60.80
0.00.00000.000.0000.441	LEASE OF BUILDING	\$2,314	\$2,200	\$2,200	\$0	0.00
0.00.00000.000.0000.443	LEASE OF EQUIPMENT	\$113,364	\$188,547	\$160,289	(\$28,258)	(14.99)
0.00.00000.000.0000.510	TRANSPORTATION SERVIC	\$3,144,945	\$3,599,312	\$3,756,104	\$156,792	4.36
0.00.00000.000.0000.511	FIELD TRIPS	\$4,585	\$10,521	\$12,733	\$2,212	21.02
0.00.00000.000.0000.520	INSURANCE (OTHER THAN	\$193,228	\$184,122	\$190,566	\$6,444	3.50
0.00.00000.000.0000.531	TELEPHONE	\$106,724	\$100,596	\$100,596	\$0	0.00
0.00.00000.000.0000.532	POSTAGE	\$28,880	\$50,442	\$55,399	\$4,957	9.83
0.00.00000.000.0000.534	DATA LINE	\$161,684	\$170,118	\$180,118	\$10,000	5.88
0.00.00000.000.0000.550	PRINTING	\$13,165	\$34,182	\$33,490	(\$692)	(2.02)
0.00.00000.000.0000.561	PUBLIC TUITION	\$228,000	\$181,458	\$225,668	\$44,209	24.36
0.00.00000.000.0000.563	PRIVATE TUITION	\$986,309	\$823,175	\$1,168,109	\$344,934	41.90
0.00.00000.000.0000.564	TUITION TO EDUCATIONAL	\$213,964	\$159,000	\$165,000	\$6,000	3.77
0.00.00000.000.0000.569	TUITION OTHER	\$38,827	\$40,000	\$42,000	\$2,000	5.00

Farmington Public Schools

2021-22 Budget Summary

Fiscal Year: 2020-2021

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From Date: 1/1/2021 To Date: 1/31/2021

Account	Description	2019-20 Expended	2020-21 Approved	2021-22 Request	Dollar Change	Percent Change
0.00.00000.000.0000.580	TRAVEL	\$48,636	\$82,110	\$87,560	\$5,450	6.64
0.00.00000.000.0000.611	INSTRUCTIONAL SUPPLIES	\$330,587	\$460,591	\$446,199	(\$14,392)	(3.12)
0.00.00000.000.0000.612	STUDENT ACTIVITY/ATHLE	\$224,037	\$286,966	\$287,581	\$615	0.21
0.00.00000.000.0000.613	OFFICE SUPPLIES	\$43,259	\$73,682	\$71,773	(\$1,909)	(2.59)
0.00.00000.000.0000.614	LIBRARY SUPPLIES	\$5,757	\$17,050	\$16,430	(\$620)	(3.64)
0.00.00000.000.0000.615	TESTING MATERIALS	\$17,449	\$47,463	\$45,822	(\$1,641)	(3.46)
0.00.00000.000.0000.616	HEALTH SUPPLIES	\$8,911	\$20,872	\$20,732	(\$140)	(0.67)
0.00.00000.000.0000.617	AUDIO-VISUAL/COMPUTER	\$124,444	\$130,660	\$143,950	\$13,290	10.17
0.00.00000.000.0000.618	CUSTODIAL SUPPLIES	(\$120,063)	\$127,608	\$201,608	\$74,000	57.99
0.00.00000.000.0000.621	NATURAL GAS	\$214,453	\$274,854	\$280,351	\$5,497	2.00
0.00.00000.000.0000.622	ELECTRICITY	\$877,129	\$1,045,979	\$1,060,742	\$14,763	1.41
0.00.00000.000.0000.626	GASOLINE	\$105,672	\$161,356	\$167,407	\$6,051	3.75
0.00.00000.000.0000.641	TEXTBOOKS	\$177,750	\$228,583	\$217,809	(\$10,774)	(4.71)
0.00.00000.000.0000.642	LIBRARY BOOKS	\$44,742	\$59,000	\$62,850	\$3,850	6.53
0.00.00000.000.0000.643	LIBRARY SUBSCRIPTIONS	\$29,190	\$42,479	\$41,330	(\$1,149)	(2.70)
0.00.00000.000.0000.644	PROFESSIONAL SUBSCRIP	\$4,327	\$7,423	\$6,629	(\$794)	(10.70)
0.00.00000.000.0000.650	TECHNOLOGY-RELATED SU	\$191,931	\$199,106	\$200,370	\$1,264	0.63
0.00.00000.000.0000.731	REPLACEMENT EQUIPMEN	\$298,731	\$33,000	\$28,543	(\$4,457)	(13.51)
0.00.00000.000.0000.732	NEW EQUIPMENT OTHER	\$95,879	\$176,319	\$297,825	\$121,506	68.91
0.00.00000.000.0000.810	MEMBERSHIPS	\$40,399	\$52,058	\$72,058	\$20,000	38.42
Grand Total:		\$66,516,115	\$69,976,581	\$72,988,934	\$3,012,353	4.30

End of Report

**CAPITAL
IMPROVEMENT
PROGRAM**

	CAPITAL IMPROVEMENT PROGRAM				FUNDING SOURCE CODE:						
	FOR THE PERIOD					G = GENERAL FUND					
	FY2021/2022 TO FY2027/2028					B = BONDING					
						O = OTHER FUNDS					
						F=GF FUND BALANCE APPROPRIATION					
						R= REAPPROPRIATION					
	F	FUNDED	REQUESTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	
	S	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	TOTAL	
BOARD OF EDUCATION											
TECHNOLOGY IMPS. - SCHOOLS	G	187,000	550,000	550,000	575,000	575,000	575,000	575,000	575,000	575,000	3,975,000
SCHOOL SECURITY	G	50,000	100,000	250,000	250,000	250,000	350,000	350,000	250,000	1,800,000	
IAR CAFETERIA ADDITION/RENOVATION	B		1,284,000							1,284,000	
SCHOOL CODE/SAFETY COMPLIANCE	G	50,000	100,000	250,000	250,000	250,000	350,000	350,000	250,000	1,800,000	
CAFETERIA EQUIPMENT	G		91,000		25,000		25,000	25,000	25,000	191,000	
FHS ROOF REPLACEMENT	G		120,000							120,000	
NOAH WALLACE PARTIAL ROOF REPLACE	B		450,000							450,000	
CLASSROOM FURNITURE	G		185,000	160,000	160,000	160,000	160,000	160,000	160,000	1,145,000	
WEST DISTRICT CORRIDOR FLOORING	G		236,166							236,166	
DISTRICTWIDE MECHANICAL EQUIP	G	240,000	410,000	750,000	750,000	750,000	750,000	750,000	750,000	4,910,000	
STRUCTURAL/ARCHITECTURAL	G	269,983	260,000	650,000	950,000	950,000	950,000	950,000	950,000	5,660,000	
TELEPHONE SYSTEM	G		25,000	25,000	25,000					75,000	
VEHICLE REPLACEMENT	G	25,000	95,000			100,000		115,000		310,000	
FHS MASCOT	G		25,000							25,000	
FARMINGTON HIGH SCHOOL BUILDING	B		110,000,000							110,000,000	
FARMINGTON HIGH SCHOOL BUILDING	O		26,321,000							26,321,000	
TOTAL-EDUCATION		821,983	140,252,166	2,635,000	2,985,000	3,035,000	3,160,000	3,275,000	2,960,000	158,302,166	

	CAPITAL IMPROVEMENT PROGRAM				FUNDING SOURCE CODE:					
	FOR THE PERIOD					G = GENERAL FUND				
	FY2021/2022 TO FY2027/2028					B = BONDING				
						O = OTHER FUNDS				
						F=GF FUND BALANCE APPROPRIATION				
						R= REAPPROPRIATION				
	F	FUNDED	REQUESTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	
	S	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	TOTAL
ENGINEERING										
ROAD RECONSTRUCTION	B		2,000,000		2,000,000		2,000,000		2,000,000	8,000,000
LIGHT POLE REPLACEMENT	G		25,000	25,000	25,000	25,000	25,000	25,000	25,000	175,000
BRIDGE REPAIRS	G		50,000		50,000	50,000	50,000	150,000	150,000	500,000
PEDESTRIAN SIGNAL UPGRADES	G			25,000	25,000	25,000	25,000			100,000
SURVEYING EQUIPMENT	G					40,000				40,000
VEHICLE REPLACEMENTS	G			25,000	25,000		25,000			75,000
RAILS TO TRAILS	G					150,000	150,000	150,000	250,000	700,000
ENVIRONMENTAL COMPLIANCE	G		50,000	50,000	50,000	50,000	50,000	50,000	50,000	350,000
RIVERBANK STABILIZATION_CEMETERY	G				500,000	500,000	500,000	500,000	500,000	2,500,000
OPEN SPACE MANAGEMENT	G			25,000	50,000	50,000	50,000	50,000		225,000
ARTIFICIAL TURF FIELD	G				100,000	100,000	250,000	250,000		700,000
SCHOOL PARKING LOT PAVING/UPGRADES	G			150,000	150,000	200,000	250,000	300,000		1,050,000
TOTAL-ENGINEERING		-	2,125,000	300,000	2,975,000	1,190,000	3,375,000	1,475,000	2,975,000	14,415,000

	CAPITAL IMPROVEMENT PROGRAM				FUNDING SOURCE CODE:						
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	FY2021/2022 TO FY2027/2028					B = BONDING					
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						R= REAPPROPRIATION					
	F	FUNDED	REQUESTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	
	S	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	TOTAL	
HIGHWAY & GROUNDS											
SIDEWALKS	G				50,000	50,000	75,000	75,000	75,000		325,000
HIGH SCHOOL TRACK	G			500,000							500,000
HIGH SCHOOL BLEACHERS	G				50,000	50,000					100,000
IRRIGATION IMPROVEMENTS	G		40,000	40,000							80,000
TUNXIS MEADE IMPROVEMENTS	O		100,000								100,000
TUNXIS MEADE IMPROVEMENTS	G			750,000	750,000	750,000	750,000	750,000	750,000		4,500,000
FIELD & PLAYGROUND EQUIPMENT	G				50,000				50,000		100,000
GENERATOR REPLACEMENT	G								100,000		100,000
FUEL ISLAND & PARKING LOT REPLACE	G									100,000	100,000
VEHICLE MAINT BUILDING ROOF	G				25,000						25,000
PARKS MAINTENANCE BUILDING	B					1,000,000					1,000,000
DUMP TRUCKS-HIGHWAY	G		188,000	200,000	205,000	205,000	205,000	210,000	210,000		1,423,000
HIGHWAY MAINTENANCE TRUCK	R		75,000								75,000
HIGHWAY MAINTENANCE TRUCK	G				80,000		80,000		90,000		250,000
ROAD SWEEPER-REFURBISH	G						30,000				30,000
3 CUBIC YD WHEEL LOADER	G			200,000							200,000
BACKHOE LOADER	G						150,000				150,000
ROAD SIDE MOWER	G							150,000			150,000
PARKS MAINTENANCE TRUCK	G			75,000		80,000		80,000			235,000
MOWER-PARKS	G	115,000			60,000		70,000		70,000		200,000
TOOLCAT-GROUNDS	G		80,000								80,000
SKIDSTEER-GROUNDS	G				50,000						50,000
VEHICLE MAINTENANCE TRUCK	G				90,000						90,000
BUILDING MAINTENANCE VEHICLE	G			35,000							35,000
TOTAL-HIGHWAYS & GROUNDS		115,000	483,000	1,800,000	1,410,000	2,135,000	1,360,000	1,415,000	1,295,000		9,898,000

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	F	FUNDED	REQUESTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	
	S	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	TOTAL	
PLANNING DEPARTMENT											
FARMINGTON CENTER IMPROVEMENTS	G		150,000								150,000
FARMINGTON CENTER IMPROVEMENTS	O		150,000								150,000
QUALITY OF LIFE IMPROVEMENTS	G	150,000		250,000	250,000	250,000	250,000	250,000			1,250,000
TOTAL-PLANNING		150,000	300,000	250,000	250,000	250,000	250,000	250,000	-		1,550,000
FIRE DEPARTMENT											
TURNOUT GEAR	G	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	350,000
SCBA FILLING STATION	G							60,000	60,000		120,000
HOSE	G	25,000					25,000				25,000
COMMUNICATIONS UPGRADES	G	75,000	125,000	150,000	100,000						375,000
EXTRICATION EQUIPMENT	G			75,000			50,000	50,000			175,000
LUCAS DEVICES	G						37,000				37,000
KNOX BOXES	G		32,000								32,000
ENGINE 8 REPLACEMENT	B					325,000					325,000
ENGINE 9 REPLACEMENT	B							750,000			750,000
RESCUE 15 REPLACEMENT	B				950,000						950,000
MEDIC 7 REPLACEMENT	G					60,000					60,000
MEDIC 12 REPLACEMENT	G						100,000				100,000
MEDIC 16 REPLACEMENT	G		100,000								100,000
MEDIC 17 REPLACEMENT	G					60,000					60,000
UTILITY VEHICLE	G			35,000							35,000
LIVE FIRE TRAINING FACILITY	G						30,000				30,000
FIRE STATION RENOVATIONS	G		50,000								50,000
FIRE STATION RENOVATIONS	B			4,000,000	4,000,000	3,000,000					11,000,000
TOTAL-FIRE		150,000	357,000	4,310,000	5,100,000	3,495,000	292,000	910,000	110,000		14,574,000

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	F	FUNDED	REQUESTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
	S	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	TOTAL
POLICE DEPARTMENT										
SUPERVISOR'S SUV	G		70,000		70,000		75,000		75,000	290,000
UTILITY VEHICLE	G			35,000						35,000
TECHNOLOGY IMPS. - POLICE	G	50,000	180,000	85,000	25,000	25,000	50,000	50,000	250,000	665,000
COMMUNICATIONS UPGRADE	G	100,000	50,000	125,000	200,000	50,000	50,000	50,000		525,000
DISPATCH CONSOLE STATIONS	G			60,000	30,000					90,000
IMPOUND AREA STORAGE FACILITY	G			75,000	75,000					150,000
GENERATOR REPLACEMENT	G							125,000		125,000
HVAC IMPROVEMENTS	G						125,000			125,000
FAÇADE & GUTTERS	G			100,000						100,000
ROOF REPLACEMENT-POLICE FACILITY	G			350,000						350,000
RANGE HOUSE IMPROVEMENTS	G		25,000							25,000
TOTAL-POLICE		150,000	325,000	830,000	400,000	75,000	300,000	225,000	325,000	2,480,000
TOWN MANAGER										
TECHNOLOGY IMPS - TOWN	G	125,000	150,000	140,000	175,000	165,000	100,000	65,000	100,000	895,000
TOWN HALL IMPROVEMENTS	G	100,000	100,000	150,000	150,000	150,000	150,000	150,000	150,000	1,000,000
BUILDING/EQUIPMENT IMPROVEMENTS	G		50,000							50,000
REVALUATION	G		260,000	100,000				225,000	90,000	675,000
FLEET VEHICLES	G					25,000			25,000	50,000
LAND RECORDS RE-INDEXING	G	30,000	30,000	30,000	30,000	30,000				120,000
TOTAL-TOWN MANAGER		255,000	590,000	420,000	355,000	370,000	250,000	440,000	365,000	2,790,000

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					R= REAPPROPRIATION					
	F	FUNDED	REQUESTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
	S	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	TOTAL
COMMUNITY & RECREATION SERVICES										
DIAL-A-RIDE BUS	G			55,000			55,000			110,000
SPRAYGROUND WATER PARK	G								200,000	200,000
SENIOR CENTER EXERCISE EQUIP	G			25,000			25,000			50,000
SENIOR CENTER BLDG IMPROVEMENTS	G				25,000		25,000			50,000
SENIOR CENTER ROOF REPLACEMENT	G			350,000						350,000
SENIOR CENTER FACADE & GUTTERS	G			100,000						100,000
SENIOR CENTER WINDOW REPLACEMENT	G						175,000	175,000		350,000
SENIOR CENTER HVAC	G				125,000					125,000
STONE HOUSE RENOVATIONS	G	50,000	150,000	200,000						350,000
YOUTH CENTER RENOVATIONS	G		25,000	75,000	75,000					175,000
RECREATION FACILITIES IMPROVEMENTS	G						35,000			35,000
TOTAL-COMMUNITY & RECREATION		50,000	175,000	805,000	225,000	-	315,000	175,000	200,000	1,895,000
WESTWOODS GOLF COURSE										
FAIRWAY MOWER	G			55,000		55,000		60,000		170,000
GREENS MOWER	G				35,000					35,000
UTILITY VEHICLE	G			30,000						30,000
IRRIGATION IMPROVEMENTS	G				40,000		40,000		40,000	120,000
MAINTENANCE BLDG IMPROVEMENTS	G								35,000	35,000
PARKING LOT IMPROVEMENTS	G							250,000		250,000
CLUBHOUSE IMPROVEMENTS	G					25,000				25,000
TOTAL-GOLF COURSE		-	-	85,000	75,000	80,000	40,000	310,000	75,000	665,000
GRAND TOTAL										
		1,691,983	144,607,166	11,435,000	13,775,000	10,630,000	9,342,000	8,475,000	8,305,000	206,569,166

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	F	FUNDED	REQUESTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
	S	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	TOTAL
FUNDING TOTALS										
GENERAL FUND	G	1,691,983	4,227,166	7,435,000	6,825,000	6,305,000	7,342,000	7,725,000	6,305,000	46,164,166
BONDING	B		113,734,000	4,000,000	6,950,000	4,325,000	2,000,000	750,000	2,000,000	133,759,000
GF FUND BALANCE APPROPRIATION	F									-
OTHER FUNDS	O		26,571,000							26,571,000
REAPPROPRIATION	R		75,000							75,000
TOTAL		1,691,983	144,607,166	11,435,000	13,775,000	10,630,000	9,342,000	8,475,000	8,305,000	206,569,166

OTHER FUNDS

**TOWN OF FARMINGTON, CT
FY2021-2022 BUDGET
WASTE COLLECTION FUND**

	<u>2019-2020 ACTUAL</u>	<u>2020-2021 REVISED BUDGET</u>	<u>2020-2021 7 MONTH ACTUAL</u>	<u>2020-2021 ESTIMATED 12 MONTHS</u>	<u>2021-2022 DEPT REQUEST</u>	<u>2021-2022 MANAGER</u>
REVENUES						
WASTE COLLECTION FEES	1,685,008	1,667,000	1,586,815	1,676,552	1,805,795	1,805,795
PRIOR YEAR COLLECTIONS	15,444	10,000	20,678	25,913	17,000	17,000
DELINQUENT FEES & INT	17,833	16,000	15,351	21,110	17,500	17,500
INTEREST	2,864	3,000	1,627	2,808	2,000	2,000
OTHER REVENUES	41,711	2,000	-	2,000	2,000	2,000
FUND EQUITY		100,000	-	99,114	100,000	100,000
TOTAL REVENUES	1,762,859	1,798,000	1,624,471	1,827,497	1,944,295	1,944,295

	<u>2019-2020 ACTUAL</u>	<u>2020-2021 REVISED BUDGET</u>	<u>2020-2021 7 MONTH ACTUAL</u>	<u>2020-2021 ESTIMATED 12 MONTHS</u>	<u>2021-2022 DEPT REQUEST</u>	<u>2021-2022 MANAGER</u>
APPROPRIATIONS						
LANDFILL	49,470	60,925	74,528	80,650	54,695	54,695
COLLECTION & DISPOSAL	1,645,311	1,690,775	884,720	1,732,410	1,844,800	1,844,800
HAZARDOUS WASTE	12,458	46,300	2,762	14,437	44,800	44,800
TOTAL APPROPRIATIONS	1,707,238	1,798,000	962,010	1,827,497	1,944,295	1,944,295

**TOWN OF FARMINGTON, CT
FY2021-2022 BUDGET
RECREATION FUND**

RECREATION PROGRAMS	2019-2020 ACTUAL	2020-2021 REVISED BUDGET	2020-2021 7 MONTHS ACTUAL	2020-2021 ESTIMATED 12 MONTHS	2021-2022 DEPT REQUEST	2021-2022 MANAGER
REVENUES						
SPORTS & PHYSICAL FITNESS	373,526	471,240	149,989	304,978	440,841	479,923
CULTURAL & CREATIVE	19,805	20,493	5,204	10,925	16,832	16,832
BUS TRIPS	2,270	6,400	-	-	4,056	4,056
RECREATION CAMPS	80,941	101,105	20,776	52,325	89,804	99,000
SENIOR TRIPS & PROGRAMS	18,945	27,000	918	5,000	18,000	18,000
OTHER REVENUE	1,138	2,800	469	1,000	3,300	3,300
INTEREST	962	600	162	206	600	600
TOTAL REVENUES	497,587	629,638	177,518	374,434	573,433	621,711

	2019-2020 ACTUAL	2020-2021 REVISED BUDGET	2020-2021 7 MONTHS ACTUAL	2020-2021 ESTIMATED 12 MONTHS	2021-2022 DEPT REQUEST	2021-2022 MANAGER
APPROPRIATIONS						
SPORTS & PHYSICAL FITNESS	246,465	325,646	118,223	228,509	331,253	331,253
CULTURAL & CREATIVE	10,061	12,239	1,412	9,052	11,227	11,227
SOCIAL PROGRAMS	-	2,200	-	-	2,200	2,200
BUS TRIPS	1,815	5,898	-	-	4,056	4,056
INCLUSION SERVICES	-	4,800	-	1,200	4,800	4,800
RECREATION CAMPS	82,667	94,922	39,776	60,473	89,066	89,066
RECREATIONAL SERVICES	142,876	156,933	86,128	143,095	112,831	161,109
SENIOR TRIPS & PROGRAMS	14,896	27,000	1,735	5,000	18,000	18,000
TOTAL APPROPRIATIONS	498,780	629,638	247,274	447,329	573,433	621,711

**TOWN OF FARMINGTON, CT
FY2021-2022 BUDGET
GOLF COURSE FUND**

	<u>2019-2020 ACTUAL</u>	<u>2020-2021 REVISED BUDGET</u>	<u>2020-2021 7 MONTH ACTUAL</u>	<u>2020-2021 ESTIMATED 12 MONTHS</u>	<u>2021-2022 DEPT REQUEST</u>	<u>2021-2022 MANAGER</u>
REVENUES						
GREENS FEES	348,784	312,000	267,881	418,600	323,000	355,693
SEASON TICKETS	95,856	108,000	14,141	63,366	98,000	106,000
GOLF CART RENTALS	109,964	106,000	90,209	128,611	110,000	109,318
DRIVING RANGE	64,178	48,000	43,767	75,813	49,219	64,000
OTHER	(1,196)	1,000	(1,299)	100	1,000	1,000
INTEREST	546	575	477	900	575	839
TOTAL REVENUES	\$ 618,132	\$ 575,575	\$ 415,175	\$ 687,390	\$ 581,794	\$ 636,850

	<u>2019-2020 ACTUAL</u>	<u>2020-2021 REVISED BUDGET</u>	<u>2020-2021 7 MONTH ACTUAL</u>	<u>2020-2021 ESTIMATED 12 MONTHS</u>	<u>2021-2022 DEPT REQUEST</u>	<u>2021-2022 MANAGER</u>
APPROPRIATIONS						
CLUBHOUSE	491,584	516,196	117,632	522,320	522,415	529,844
RESTAURANT	986	2,460	620	42,161	2,460	42,692
DRIVING RANGE	11,538	9,054	13,521	15,288	9,054	12,359
GOLF CART RENTALS	53,765	47,865	25,522	46,070	47,865	51,955
TOTAL APPROPRIATIONS	557,874	575,575	157,296	625,839	581,794	636,850

MOTION:

Agenda Item K

Report of Town Manager

- a. Town Manager Quarterly Report – Attachment

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"> - 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. <p>See Attachment 1</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>See Attachment 2</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"> • #51-260-Route 4 Project- To conduct and review the options for a post construction traffic study. • LOTCIP Project South Road/Route 6 <p>See Attachment 3</p> <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>See Attachment 3</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>2.4 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>See Attachment 4</p>
<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>Status: No Action</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>2.6 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 the Town Council.</p> <p>See Attachment 5</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.</p> <p>See Attachment 6</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>2.7 (Continued) Promote the maintenance, improvement and expansion of Town wide infrastructure.</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.</p> <p>Status: Start-up funds are included in 2021/2022 Capital Budget</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.</p> <p>See Attachment 7</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 Council.</p> <p>See Attachment 8</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.

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>Status: In progress.</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>Status: No Action</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.

Desired Outcomes	Deliverables	2020-2022 Goals
<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>See Attachment 9</p>
<p>3.4 Facilitate and partner with stakeholder groups to implement redevelopment plans.</p>	<p>Support businesses that are affected by redevelopment. Incorporate the needs of existing businesses in the planning process for redevelopment. Provide relocation assistance to affected businesses.</p>	<p>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>See Attachment 10</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>See Attachment 11</p>

Goal 4 Budget

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

Desired Outcomes	2020-2022 Goals
<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 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.</p> <p>Status: In progress</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>Status: No Action</p>
<p>4.2 Promote private contributions of funds and property to the Town.</p>	
<p>4.3 Explore ways to increase and create more awareness of property tax relief for those in need.</p>	<p>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.</p> <p>See Attachment 12</p>
<p>4.4 Coordinate efforts with elected federal and state officials to explore alternate ways to decrease reliance on the local property taxes.</p>	<p>20.) Continue to meet with Farmington’s delegation on a yearly basis to explore ways to decrease reliance on local property taxes, such as, but not limited to, cost sharing with other municipalities.</p> <p>Status: Complete</p>
<p>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.</p>	

Goal 5 Best Practices

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

Desired Outcome	2020-2022 Goals
<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>Status: In progress</p> <p>22.) Provide Town Council a yearly report on Town Manager’s goals and objectives.</p> <p>Status: In progress</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>Status: Complete</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>Status: In progress</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.

Desired Outcome	2020-2022 Goals
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.	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. See Attachment 13
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. See Attachment 14
5.9 Affirm that the ADA accessibility standard is the minimum standard and the Town will strive to exceed that standard	
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.

Desired Outcomes	2020-2022 Goals
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. Status: Complete
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.

Desired Outcomes	2020-2022 Goals
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. See Attachment 4
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

March 2021

Attachment 1

AD-HOC COMMITTEE FARMINGTON CENTER

GOAL 1

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Blonski, Town Manager
RE: Farmington Center Committee - Goal 1
DATE: March 9, 2021

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

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

The ad-hoc committee met several times this quarter to discuss the future use of the Parson's property. After considering that:

- we did not receive any responses from the January 2020 RFP seeking preferred developer
- many developers have hit the "pause button" because of the COVID pandemic
- the DOT's \$2 million purchase price is costly
- the lot's developable area is limited because it is less than 3 acres, with a large easement on the property
- the town's goal that the redevelopment has little traffic impact, offers public parking, include open space, and include only low-density development

Therefore the committee determined that a modified open space option should be considered. This option was explored with CTDOT and they agreed to sell the property for \$1000.00 if it is to be used as modified open space.

On October 15, 2020, Tighe & Bond, issued their Limited Phase II ESR. The report was very encouraging because they completed 40 soil borings and collected 33 soil samples and of the 33 samples only 3 showed some levels above the DEEP RSR Criteria. These 3 soil samples do not appear to require significant remediation. All other contaminant detections were found to be compliant with DEEP RSR criteria. The site is still considered an establishment under the Transfer Act, and

responsibility for these filing will be negotiated with CTDOT. Staff will contact DEEP to discuss the possibility of receiving a waiver under the Transfer ACT Program.

A community meeting was held on October 24, 2020 at the St. Patrick's Church parking lot on Main Street. Invitations were mailed to all Main Street residents, and information about the meeting was posted on the Town's website. Approximately 25 residents attended the meeting. The meeting started with a short presentation outlining the upcoming sidewalk project, followed by a Q& A session. The sidewalk project is scheduled to begin in the spring 2021. The ad-hoc committee also determined that the Colton-Carrington intersection does not pose a safety hazard and does not need to be altered.

The Ad-hoc committee reviewed the work completed by the Farmington Center Village Committee. They determined that the committee had completed their charge and they recommended that the Committee be thanked for their services and be discharged. A new committee will be assembled to assist with Parson's modified open space concept and Phase 2 of the Streetscape Improvement Plan.

The Ad-Hoc Committee presented their report and recommendations to the Town Council on February 9, 2021. They recommended that the Town Council have a formal action item to approve the recommendations at its March 9, 2021 meeting.

Summary of Ad-Hoc Committee Actions:

- On October 24, 2020, a community meeting was held with Main Street residents to discuss the upcoming Streetscape Improvement Project
- On November 17, 2020, the Ad-Hoc Committee met to discuss the results of the Limited Phase II Environmental Site Assessment Report, received on November 2, 2020 from our consultants Tighe & Bond. The report verified that DOT had cleaned most of the site, however, the site is still considered an establishment under the Transfer Act.
- On November 24, 2020, the committee met to discuss purchasing the Parson's site as modified open space for a reduced price of \$1000.00
- On January 26, 2020, the Ad-Hoc committee met to discuss their recommendations to the Town Council.
- On February 9, 2020, the Ad-Hoc Committee presented an overview of the work accomplished to date and their recommendations. The recommendations were as follows:
 1. That the Town and CTDOT finalize the details of the modified open space concept.
 2. That the Town host a public informational meeting to discuss the modified open space concept.
 3. That the Colton- Carrington intersection be left in its current state.

4. To discharge the Farmington Village Center Committee and assemble a new committee to assist with the redevelopment of the modified open space concept and Phase II of the streetscape improvement plan.

Attachment 2

AFFORDABLE HOUSING

GOAL 2

OFFICE OF THE TOWN MANAGER

MEMORANDUM

TO: Town Council Members

FROM: Kathleen A. Blonski, Town Manager

RE: Affordable Housing Goal - Goal 2

DATE: March 9, 2021

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 from 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.

As of January 2021, Town of Farmington has hired a consultant, SLR, to assist in the development of the Affordable Housing Plan. SLR will work with Farmington's Affordable Housing Committee, which is comprised of representatives from the Town Manager's office, and from the Planning, Community Service, and Economic Development Department. The project team is currently reviewing existing plans and regulations and conducting data analysis and evaluation. The Story Map Website is under construction and should be published by the end of February 2021. This dedicated project website provides affordable housing information, Farmington statistics, and a community survey as a method to obtain resident feedback. The first public meeting on the matter is scheduled for March 30, 2021. The Plan is projected to be completed in June 2021.

The timeline for the completion of the Affordable Housing Plan:

Create a Draft RFP	October 2020
Issue RFP	November 2020
Launch Story Map Website	February 2021
Survey Community	February – April 2021
Public Participation Meeting	March – May 2021
Final Report Completion	June 2021

Attachment 3

STATE OF CONNECTICUT DOT PROJECTS

GOALS 3 & 4

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members

FROM: Kathleen A. Blonski, Town Manager

RE: State of Connecticut DOT Projects - Goals 3 & 4

DATE: March 9, 2021

Goal 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.

Goal 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.

South Road/UConn-Route 4 Traffic Study: The traffic study has been presented to CRCOG and approved at the October 26, 2020 Transportation Meeting.

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

Route 10 Sidewalk Replacement Project: The Engineering Division completed the design of the sidewalk replacement for Route 10. The plans and specifications are being reviewed by CT DECD and when they are returned, the project will be advertised for bidding.

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: The plans have been submitted to CT DOT and we have had two design review meetings for the project. Plans are currently being updated to address the comments from the CT DOT, and the revised plans are expected to be back to the CT DOT in early March. We are working towards a summer/fall 2021 construction season.

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. We had a planning meeting with CRCOG and CT DOT to review and discuss the study. CRCOG will be advertising for RFQ for the study in early Spring 2021 to select a consultant to review the proposed extension of Monteith Drive over the Farmington River to New Britain Avenue. The study will review the preliminary design, bridge structure, improvements for pedestrians, bicyclists, traffic analysis for the Route 4 corridor and the town centers, regional improvements to the overall corridor system and public outreach. The study could take up to a year to complete.

Attachment 4

BICYCLE ADVISORY COMMITTEE

GOAL 5

GOAL 27

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Blonski, Town Manager
RE: Bicycle Advisory Committee - Goal 5 & 27
DATE: March 9, 2021

Provide the 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.

The Bicycle Advisory Committee has discussed the implementation of the following items for the Spring 2021 season:

1. Have temporary portable restroom facilities installed at some of the trail parking lots
2. Work with Economic Development to install wayfinder signs at trail entrances
3. Install a drinking fountain at the Oakridge/New Britain Avenue trail parking lot; The Department of Public Works has worked with the CT Water Company to have a water service installed for this location; the delay to install the drinking fountain has been to obtain touchless access for outdoor fountains to get further along in design due to Covid-19 so that there is no need for anyone to have to push a button to activate it.
4. Discussions to run an education safety campaign such as using the newsletter to remind trail users how to utilize the crosswalk warning systems (flashing beacons), crossing marked crosswalks, and reminding vehicle drivers to be aware of bicyclists and passing on-road bicyclists and maintaining safe distances.

Attachment 5

WATER POLLUTION CONTROL AUTHORITY

GOAL 7

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members

FROM: Kathleen A. Blonski, Town Manager

RE: Water Pollution Control Authority Closeout - Goal 7

DATE: March 9, 2021

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.
- As of January 31, 2021, the Town of Avon and the University of Connecticut Health Center paid their first year assessments in full; the Town of Canton paid the full twenty year assessment in one installment to avoid interest charges; and the Town of Burlington made a partial payment while they dispute the flow data used to determine their cost share.

Attachment 6

FARMINGTON HIGH SCHOOL

BUILDING COMMITTEE

GOAL 8

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Blonski, Town Manager
RE: Farmington High School Building Committee - Goal 8
DATE: March 9, 2021

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.

On January 12, 2021 the Town Council removed the Farmington High School Building Committee (FHSBC) from pause to initiate their communications plan and to continue their work in accordance with the committee charge.

At their January 13, 2021 meeting, the FHSBC approved the schematic design report. Upon approval, building committee representatives presented the schematic design and project cost estimate to the following boards/commissions:

- Board of Education on January 25, 2021
- Town Council on January 26, 2021
- Town Plan and Zoning Commission on February 8, 2021

The Building Committee also created a mission statement, "to advance Farmington's educational and community growth through a progressive, efficient, and safe new high school facility," as part of the communication plan and website update. A revamped website, www.fhsbuildingproject.org, was unveiled to the Communications Subcommittee and is a tool for the public to easily access information regarding the project.

In mid-February, a newsletter was sent to all Farmington and Unionville residents to provide a project overview, questions and answers and a survey. The survey provided great insight on how the FHSBC should communicate and provide information residents so they can make an informed decision at referendum. The survey results were presented to Town Council on February 16th by Ira Yellen of Tall Timbers Marketing. Highlights from the survey include:

- 9.8% response rate, which is much higher than average (2%-4%)

- Confidence level of 97% of the responses. This means that even if every household responded, the responses would have been the same level of confidence.
- Areas to focus on for community outreach and communications:
 - Enrollment projections
 - Specific educational enhancements (learning and facility)
 - Tax implications for the future
 - COVID-19 safety and health issues
- Observations from Tall Timbers Marketing:
 - Reach out to Pre-K- 6th grade parents
 - Nothing surprising about the survey results except for number of retired responses (over 65+ year old make up 17% of the town population, but made up 45% of respondents)

At the February 16th Town Council Meeting, Joe Swetcky, Director of Finance, provided a financial forecast presentation showing the projected tax implications of the high school project. At this meeting, the Town Council also gave direction to the Building Committee regarding additional exclusions and determined that Route 4 improvements and alternative energy savings/net zero building should not be added to the project scope. There are continued discussions at the Town Council level on the future of the 1928 Building. While no official date has been set, the Town Council agreed on an early June timeframe for the referendum on the FHS project.

The FHS Building committee continues to meet bi-weekly via zoom. They are in the planning stages of public informational meetings and community outreach over the next two months prior to an early June referendum. The FHSBC continues to look for cost savings measures and is committed to delivering a project in the net municipal range (\$105-\$110M).

Attachment 7

RIVERSIDE CEMETERY EXPANSION

GOAL 10

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members

FROM: Kathleen A. Blonski, Town Manager

RE: Riverside Cemetery Expansion - Goal 10

DATE: March 9, 2021

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.

The Town has continued to work with the Farmington Cemetery Association toward the location of suitable land for its future needs, as the Riverside Cemetery located on Garden Street is running out of space. Following the unsuccessful effort to acquire 124 Scott Swamp Road from the State of Connecticut DEEP, efforts have concentrated on identifying existing Town owned properties that could meet the Association's needs for an expansion of the Riverside Cemetery. The Town Council was recently updated on the status of this evaluation including the most viable options. The Town Council agreed to continue moving forward to further evaluate these options.

Attachment 8

LAND ACQUISITION COMMITTEE

GOAL 11

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Blonski, Town Manager
RE: Land Acquisition Committee - Goal 11
DATE: March 9, 2021

To provide the needed support to ensure that the Land Acquisition Committee moves forward and receives the appropriate staffing to complete its objectives.

Since the Land Acquisition Committee was established in 1997, the Town has acquired 49 properties totaling 1007 acres of open space for a cost of \$23,921,075. Eighteen of these properties were awarded grants from the DEEP Open Space and Watershed Land Acquisition Grant Program totaling \$4,774,848 or 20% of the Town's total open space expenditures. These properties totaling 725 acres are further protected as open space by a State Conservation Easement.

The Town finalized the acquisition of 9485 Mountain Road in June and the National New England (Metacomet) Trail has since been relocated onto this property to provide a safer road crossing and a permanent connection with the recently relocated segment to the south.

The Town closed on 8489 Meadow Road (11.38 acres) in July. This is the triangular parcel of farmland located at the crossroads of Meadow and Red Oak Hill Roads. This property was the last privately owned parcel of farmland in the southern floodplain of the Farmington River, also known as Farmington Flats. Paul Wollenberg, who retained life-use of the property, will continue farming the land and leasing the farmstand.

Attachment 9

REGIONAL AND STATE ECONOMIC DEVELOPMENT

GOAL 14

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members

FROM: Kathleen A. Blonski, Town Manager

RE: Regional and State Economic Development- Goal 14

DATE: March 9, 2021

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.

As the COVID infection numbers continued to surge, all events were attended virtually. Rose attended the following events.

- October 7, 2020, represented Economic Development Dept. at the Racial Equality Taskforce
- October 8, 2020, Strategic visioning with Cindy Bombard, Central Chamber of Commerce
- October 9, 2020, CEDAS Racial Diversity Taskforce
- October 17, 2020, Community Meeting for Farmington Village Streetscape Master Plan
- October 19, 2020, Farmington Heritage Monthly Meeting
- November 10, 2020, Farmington Heritage Alliance Monthly Meeting
- November 10, 2020, CEDAS Annual Meeting with Governor Lamont
- November 12, 2020, Regional Economic Development Meeting Central Chambers of Commerce
- November 18, 2020, Economic Developer's roundtable the future of Retail with Mike Gorman
- West Hartford- Farmington Regional meeting with West Farms Mall GM, Kevin Keenan
- November 24, 2020, CEDAS Board Meeting
- December 7, 2020, COST Affordable Housing Meeting
- December 9, 2020, AdvanceCT Partner's meeting
- December 9, 2020 AdvanceCT Business Development Meeting with Diameter Health
- December 17, 2020, AdvanceCT regional meeting, COVID 19 Checkin, Do My Business have what they need?
- December 27, 2020, Economic Developers Roundtable, Tim Phelan of CT Retail Merchants Association
- January 12, 2021, MetroHartford Alliance PPP webinar
- January 12, 2021, Farmington Heritage Alliance Meeting

- January 14, 2021, Central Chambers legislative Meeting
- January 21, 2021, AdvanceCT Partners Meeting
- January 21, 2021, Central Chambers Regional Economic Development Roundtable
- January 22, 2021, CBIA Annual Economic Review
- January 26, 2021, Annual Economic Development Presentation to Berkshire Hathaway Realtor's Office
- January 27, 2021, CoreNet Economic Summit
- January 28, 2021, MetroHartford's Pulse of the Region Creating a Diverse & Inclusive Culture
- February 9, 2021, The 2021 CTrides Transportation Recognition Event
- February 9, 2021, Central Chambers Diversity & Inclusive Seminar,, Part 1
- February 17, 2021, AdvanceCT Partners Meeting
- February 17, 2021, Black in Suburbia
- February 18, 2021, CEDAS Best Practice Committee
- February 23, 2021, Central Chambers Diversity & Inclusive Seminar -Part 2

Attachment 10

FARMINGTON TRAILS COUNCIL
GOAL 15

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Blonski, Town Manager
RE: Farmington Trails Council - Goal 15
DATE: March 9, 2021

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 worked with Bruce Cyr to determine the location of proposed wayfinder signage for the trails. The wayfinder signage will enhance the trail experience by directing trail users to amenities found in both Unionville Center and Farmington Center.

The signage will be installed at key intersections throughout the trail system.

These locations include:

1. Trail entrance on Route 4 and River Road
2. Trail crosswalk on Depot Street
3. Trail entrance on Red Oak Hill Road
4. Trail entrance on the Big Bird Bridge and the new proposed Mid-Point Development
5. Respite area on Collinsville Road

Next steps will involve design, signage and installation budget, and funding.

Attachment 11

EXPLORE FARMINGTON

GOAL 16

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Blonski, Town Manager
RE: Explore Farmington - Goal 16
DATE: March 9, 2021

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.

We created and promoted two shop local campaigns using the Explore Farmington website, the Explore Farmington weekly emails, and regular Explore Farmington social media posts.

The first Campaign, "Explore Farmington, Shop Local," was a 5-week campaign which ran from October 26, 2020 through the week of November 23, 2020, culminating on Small Business Saturday. For every \$15.00 spent at any business in Farmington, customers emailed a copy of their receipts and were entered to win a \$25.00 gift card. The campaign grew throughout the 5 weeks and so did our engagement and website visitor numbers.

In February we ran the "Spread the Love Farmington" Campaign to encourage local spending. This campaign ran from February 4-10, 2021. Participating merchants ran specials, discounts and special events and we promoted them through the Explore Farmington website and through all the social media accounts. At the end of the campaign we reached out to merchants with a survey to gauge the success of the program, as well as receive merchant's interest of future campaigns.

Our stats for the February campaign included the following

- Website Links: 239 total clicks (included in FB posts, IG posts, weekly events email, and on Patch)
- Facebook: Average reach, per post = 250, Average engagement, per post = 17
- Instagram: Average reach, per post = 215, Average reaction, per post = 11

Attachment 12

**AD-HOC COMMITTEE TO REVIEW ELDERLY TAX
RELIEF**

GOAL 19

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Blonski, Town Manager
RE: Ad-Hoc Committee to Review Elderly Tax Relief—Goal 19
DATE: March 9, 2021

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.

Status: In Process

The Town Council appointed an Ad-Hoc Committee at its January 13, 2021 regular Town Council meeting. The Ad Hoc Committee is in the process of organizing, setting a meeting schedule and strategy for accomplishing their charge. The expectation is that the Ad Hoc Committee will bring forward their recommendations to the Town Council in the spring of 2021.

Attachment 13

RACIAL EQUALITY TASKFORCE

GOAL 24A

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Blonski, Town Manager
RE: Racial Equality Taskforce—Goal 24A
DATE: March 9, 2021

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 January 12, 2021 The Taskforce presented their Action Plan to the Town Council. At that meeting, the Town Council voted unanimously to approve their Action Plan. Since then, the Taskforce has continued to meet bi-monthly. They have identified their Level 1 priority list within the Action Plan and are in the process of establishing working groups to address them. Below is a list of each Priority 1 Action Item and its status.

Goal Area: Community Conversation

- Form a subcommittee to create a website and/or mailing that highlight the work done on the Racial Equality Taskforce and throughout Town and to provide online resources for residents to learn about racial equity issues.

Status: A sub-committee has been identified. They will meet to discuss the topics that they would like included on the website. Once a basic framework has been established, the taskforce will look to outside volunteers to help create the actual site.

- Form a subcommittee to organize and host multiple facilitated focus groups (open to all residents) to participate in learning, sharing, and education about race and diversity matters.

Status: The Taskforce formed a Communications Sub-Committee. The first objective of the sub-committee is to form monthly educational webinar series. On Wednesday, February 24, 2021 they held their first Webinar Series entitled "Black in Suburbia." They had NY Times Best Selling author Frederick Joseph discuss his new book "The Black Friend: on Being a Better White Person" speak. The event was very highly attended, with over two hundred

people registering to attend. They sub-committee is currently planning their March webinar which will highlight "Health Inequities and Their Causes."

Goal Area: Town Services & Initiatives

- Form a subcommittee to provide a list to the Town Manager on recommended programs and services for racial bias training for employees and increasing efforts to diversify recruitment.

Status: Committee members have been identified. They will begin meeting in the coming weeks.

- Recommend that the Town hire an Equity and Inclusion Consultant.
Status: Town staff has begun collaborating with surrounding towns to gauge their interest in hiring a joint consultant. Staff is in the process of creating a draft Request for Proposal that will be reviewed by the Taskforce prior to being distributed.

Status: Town staff has begun collaborating with surrounding towns to gauge their interest in hiring a joint consultant. Staff is in the process of creating a draft Request for Proposal that will be reviewed by the Taskforce prior to being distributed.

Goal Area: Community Policing

- Arrange for a small working group to review Police Accountability Bill to further understand the language and impact of the bill that the Police Chief Association/Legislature is still reviewing

Status: The taskforce has requested that the Chief of Police and the Legislature present at upcoming meetings to help further understand the details of this legislation. It is anticipated that both presentations will happen in March 2021.

- Actively recruit a more diverse staff for the police force – (See Town Services Goal 2) by creating a working group to make recommendations on how best to recruit diverse candidates.

Status: Committee members have been identified. They will begin meeting in the coming weeks.

- Recommend a working group to partner with the Community Policing Unit to increase programming and positive interaction with Black youth and to educate the community on bias against Black youth.

Status: Committee members have been identified. They will begin meeting in the coming weeks.

Goal Areas: Business Development

- Create a focus group of Black business owners in Farmington and the surrounding areas to better understand the experiences of operating a business in Farmington compared to Towns in the surrounding areas.

Status: The taskforce will work with staff to acquire this list.

- Research resources, including HEDCO Inc. and SBA and DECD, that the Town can provide to Black and Brown business owners.

Status: The taskforce will work with staff to acquire this list.

- Identify banks and lenders that are minority-focused that can be a resource to Black entrepreneurs.

Status: The taskforce will work with staff to acquire this list.

Attachment 14

GREEN EFFORTS COMMITTEE

GOAL 25

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Blonski, Town Manager
RE: Green Efforts Committee—Goal 25
DATE: March 9, 2021

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 resumed virtual meetings during the fall and have been working on some exciting initiatives.

Simple Recycling

Free curbside textile recycling began on December 9, 2019. The first full year of the program brought in 55,804 pounds of unwanted textiles and small household items. To date, the program has taken just under 32 tons of recyclable material out of the waste stream. We have been averaging approximately 4,000 pounds or two tons of collections per month. This free program allows residents to simply bag items and leaving them at the curb on their regular recycling collection day. Connecticut is in the middle of a considerable debate on how trash and recycling will look in the future. Taking the initiative to promote a program like Simple Recycling puts Farmington ahead of the game. We continue to promote the program through social media, web page reminders, and print communications.

Sustainable CT

In January, through Town Council support, the Green Efforts Committee committed to joining Sustainable CT. This is a voluntary certification program and participation is free. Sustainable CT recognizes thriving and resilient Connecticut municipalities. An independently funded, grassroots, municipal effort, Sustainable CT provides a wide-ranging menu of best practices for Towns to work on. Municipalities choose Sustainable CT actions, implement them, and earn points toward certification. The goal of the Green Efforts Committee is to apply for Bronze certification by August 24, 2021. This is an ambitious goal, but we will work hard to achieve it.

Annual Clean Up Day

The Green Efforts Committee will again sponsor the Annual Clean Up Day. April 24, 2021 is the date for this year. It will also be the Hazardous Waste Day which is always well attended. While last year was cancelled due to COVID-19, we are planning a combination of virtual and in person activities for 2021. The event will be

more Covid-19 friendly by limiting group events such as the heaviest hall competition.

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. (Langston)

MOTION:

Agenda Item L-2

That _____ be appointed to the Conservation & Inland Wetlands Commission for the balance of a four-year term beginning immediately and ending September 30, 2021. (Wolf)

MOTION:

Agenda Item L-3

That _____ be appointed to the Green Efforts Commission beginning immediately for an indefinite term. (Barnes)

MOTION:

Agenda Item L-4

That _____ be appointed to the Housing Authority for the balance of a five-year term beginning immediately and ending September 30, 2021. (Hall)

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, 2023. (Bernier)

MOTION:

Agenda Item L-6

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

MOTION:

Agenda Item N-1

To set a public hearing on Monday, April 5, 2021 at 7:05 p.m. in the Town Hall Council Chambers on the Town Council's Proposed Budget for the Fiscal Year 2021-2022.

NOTE:

Public Hearings, Annual Town Meetings & Referendums:

March 9, 2021	Public Hearing on Town Manager's Recommended Budget
April 5, 2021	Public Hearing on Town Council's Proposed Budget
April 19, 2021	First Annual Town Meeting
April 29, 2021	First Budget Referendum
May 3, 2021	Second Annual Town Meeting (if needed)
May 13, 2021	Second Referendum (if needed)

Budget Workshop Sessions:

Wednesday, March 10	4:00 p.m. to 9:00 p.m.
Thursday, March 11	4:00 p.m. to 9:00 p.m.
Saturday, March 13	9:00 a.m. to 12:00 p.m.
Monday, March 15	4:00 p.m. to 9:00 p.m. (if needed)
Tuesday, March 16	4:00 p.m. to 9:00 p.m. (if needed)
Friday, April 30	4:00 p.m. to 9:00 p.m. (Only if first Referendum fails)

MOTION:

Agenda Item N-2

Move that the taxes due on the October 1, 2020 Grand List for 4.6 acres of land which was formerly part of Lot 8231 on Quarry Road be abated.

NOTE: This property was acquired by the Farmington Land Trust as open space on January 7, 2021. As of that date the properties became exempt from property taxation since the FLT has 501(c)(3) status. However, in accordance with assessment practices the tax status is determined as of the last Grand List date which is October 1, 2020. Since the property was owned by a non-tax-exempt entity on October 1, 2020 it is subject to taxation for FY2020/2021. The Farmington Land Trust has requested that the property taxes due for the period July 1, 2020 and January 1, 2021 be abated since the property is now under their ownership. The Town Council has approved similar requests in the past.

Staff will be available at the meeting to answer any questions that Town Council members may have regarding this request.

Agenda Item N-3

MOTION:

That the following bank be designated as a Depository for Town Funds:

Ion Bank, Naugatuck, CT

NOTE: The list of banking depositories is usually submitted to the Town Council for review and approval at the first Town Council meeting in January after a municipal election. However, during the year, sometimes a bank will request to be placed on the Town's depository list. Ion Bank recently made such a request. They have a strong presence in town with two branches, have been active in community sponsorships, and meet all state laws and regulations to accept and hold town funds.

Staff will be at the Town Council meeting to answer any questions concerning this motion.

MOTION:

Agenda Item N-4

To approve the attached Town Council Goal 1 - Ad-Hoc Committee Report that was presented to the Town Council at its February 9, 2021 Town Council meeting.

NOTE: I have attached the entire Ad-hoc Committee report which was discussed in detail at the February 9, 2021 Town Council meeting.

The summary of the recommendations are as follows:

Summary of Ad- Hoc Committee Recommendations:

- That the Town and DOT finalize the specific details of the modified open space concept.
- Host a public informational meeting with the community to receive public comment on the modified open space concept for the former Parson's property.
- That the Colton-Carrington Intersection be left in its current state.
- That the Farmington Village Center Committee be thanked for their work and formally discharged.
- That a new committee be appointed with a charge to help design the redevelopment of the Parson's property and work on phase 2 of Streetscape Improvement Masterplan, once the property is conveyed by the State of Connecticut.

/Attachment

Report of The Farmington Village Center/Parson's Property Ad-Hoc Committee
February 9, 2021

Ad-hoc Committee members:

C.J. Thomas, Town Council Chair

Brian Connolly, Town Council member

Peter Mastrobattista, Town Council member

Kathleen Blonski, Town Manager

Russ Arnold, Director of Public Works/Town Engineer

Rose Ponte, Economic Development Director

Background Summary

In 2015, The State of Connecticut DOT, started a long-awaited safety project to improve traffic flow and minimize traffic accidents on Route 4 in the vicinity of Farmington Village Center. As part of this project, the CT DOT purchased the Parson's Property, to use it as a construction staging area. Once the project was completed, the State's plan was to sell the property.

As a result of this project, the Town determined that it was important to engage the community and develop a plan and vision for the future use of this important Gateway. The Town Council appointed the Gateway Committee to study the Town's various gateways and the committee chose Farmington Village Center as the first Gateway to study. The town hired Dodson & Flinker to facilitate a 3-day workshop that included a SWOT analysis, a walking tour of the area, and a morning session for residents to develop their vision for the future of this area. The Farmington Center Masterplan was developed from the results of these three workshops.

The Farmington Center Masterplan listed the Parson's property as a signature site in the Village center. In the Masterplan, Dodson & Flinker, recommended that the Parsons property be obtained from the state, and developer proposals should be requested for development options. The consultants recommended that the project should include mixed uses, including residential, commercial and office uses.

When the Masterplan was presented, all agreed that it was imperative that the Town retain control of this important parcel, but many residents voiced their concerns about the environmental liability associated with the purchase of the Parson's Property. It was determined that before acquiring the Parson's property, additional studies would need to be undertaken as part of the town's due diligence.

In 2016, the Gateway Committee hired BL Companies to conduct a Phase 1 environmental assessment, a market study, and a traffic and parking analysis, of the Parson's Property. Using the results of the various studies, BL Companies, developed a concept plan for the future use of the property.

Farmington Village Center Committee

On July 10, 2018, the Town Council appointed the Farmington Village Center Committee. A summary of the committee’s charges are listed below:

Charge 1 & 2	<i>To develop recommendations to the Town Council regarding the future use of the Parson’s property including ownership, control and use</i>	✓ Charge Completed
<p>Summary: The Committee recommended that it was in the best interest of the Town to own the Parson’s property but not to take ownership until all environmental due diligence was complete. Town Council approved the recommendation.</p> <p>In August 2018, the Town hired Tighe & Bond as their Environmental Consultant to complete an environmental review of the former Parson’s property and determine if any environmental liability was associated with the property. In August 2020, Tighe & Bond completed their environmental studies and determined that the Parson’s Property was environmentally clean.</p>		

Charge 3	<i>If the property were transferred to the Town of Farmington, the Committee would listen to the community to understand the types of uses for the Parsons property which would enhance the Village.</i>	✓ Charge Completed
<p>Summary: The Farmington Gateways Committee and the subsequent Farmington Village Center Committee worked with consultants to develop the community’s vision for the future development of the study area. The consultants conducted a traffic and parking analysis, a market study, and an environmental assessment report. Both committees encouraged public participation during all their scheduled meetings. During the meetings, the community expressed their vision for the area with the following goals:</p> <p>The Project should:</p> <ul style="list-style-type: none"> • not negatively contribute to traffic • improve pedestrian connectivity • increase public parking options • include open space • attract small retail offerings, such as restaurants, ice cream shops, and unique retailers • allow low density high-end housing options • preserves the historic town center character- i.e., Farmington’s brand <p>Given the community’s vision and goals for the project, in addition to a private easement through 30% of the property, the Committee felt that in order for the project to be economically feasible; it would be likely that the town would have to subsidize or provide incentives to the developer.</p>		

Charge 4	<i>Based on those findings and direction from the Town Council, the Committee would conduct a process to identify a preferred developer to partner with the Town to secure and develop the Parsons property in a manner which complements the historic buildings and the historic district and defines the most prominent entry into Farmington as a place of high quality, beauty, and character and recommend that Developer to the Town Council.</i>	✓ Charge Completed
<p>Summary: On January 1, 2020, the Committee solicited an RFP to re-develop the former Parson’s lot.</p> <ul style="list-style-type: none"> • The respondents would develop and present a concept plan, with an appropriately scaled mixed use residential and commercial development that provided vitality to the Village Center and reflected Farmington’s brand. • The respondent would demonstrate an ability to implement the desired development, • The Town would negotiate a financial partnership with the developer that submitted the preferred development concept. <p>The Town did not receive any responses to the RFP by the deadline date of January 31, 2020.</p>		
Charge 5	<i>The Committee will recommend the preferred Developer to the Town Council for approval. Based on that approval the preferred Developer will work with the Committee on the Proposal which would then proceed through the Town Plan and Zoning process and subsequently be approved by the Town Plan and Zoning Commission.</i>	Since developers did not respond to the RFP, these items are no longer applicable

<p>Quality of Life Enhancements Charge</p>	<p><i>The Committee was also charged with recommending quality of life enhancements (sidewalks, street trees, landscaping, street furniture, historic markers, way finder signage and universal design improvements.</i></p>	<p style="text-align: center;">✓ Charge Completed</p>
<p>Summary: On January 11, 2019, the Committee hired BSC Group to provide professional planning, landscape architecture, and engineering services in support of the Town of Farmington's Village Center Streetscape Improvement project.</p> <p>On June 13, 2019, the BSC Group presented Streetscape Master Plan to the Farmington Village Committee. This Streetscape Masterplan is the roadmap for implementing the community's vision for a universally accessible, greener, safer, and welcoming Farmington Village Center. To help foster a coherent vision for the Route 4 and Route 10 corridors, this plan organized the recommended improvements in defined categories of elements, which when implemented together will result in a cohesive aesthetic that preserves the historic town center character of the Farmington Village study area for residents and visitors. The character defining elements described in the report included:</p> <ul style="list-style-type: none"> • sidewalk and crosswalk treatment options, • enhanced streetscape plantings • decorative pedestrian lighting and • signage options, • benches, • specialty features, • fences and walls, • gateway treatment <p>The Farmington Village Committee approved the report and recommended the Town Council approve the report. On July 9, 2019, the Town Council approved the report.</p>		

Town Council Ad-hoc Committee

On July 24, 2020 the Town Council appointed an ad-hoc committee to work with Town staff to make recommendations to the Town Council on the following:

- 1 The future use of Parson’s Property,
- 2 The environmental liability associated with the ownership of the Parson’s property,
- 3 The phasing portion of the BSC Streetscape Improvement Plan,
- 4 The selection of a preferred developer for the development of the Parson Property.

Below is a summary of the Ad-Hoc Committee’s goals and the committee’s recommendations to Town Council:

Ad Hoc Committee Goal # 1	The future use of Parson’s Property
<p>For the past 5 years, residents and town staff have been defining their vision for Farmington Center’s primary gateway. The former Parson’s lot is a visible and important parcel to the Village Center neighborhood, but it has limited development potential. Factors that negatively impact the market potential of this parcel include the following:</p> <ul style="list-style-type: none"> • It is less than 3 acres in size • An easement runs through 30% of the property • Public parking is needed in this area • The community desires low-density development • The community does not want to increase traffic • The CT DOT appraisal of this property is \$2 million <p>Given the limitation listed above, the Committee concurred with prior committees that for the project to be economically feasible; it was likely that the town would have to subsidize or provide incentives to the developer.</p> <p>Given these factors, plus the lack of developer’s interest, and current market uncertainty brought on by the COVID pandemic, the Ad-hoc Committee reached out to the DOT to explore if the State would be willing to convey the property for a nominal fee to the Town as modified open space. The State agreed to convey the property to the Town for \$1000 for such uses as a Welcome Gateway into the Historic Village Center, increased public parking, with access to the planned Historical Society Welcome Center, and the potential for the relocation of a historic structure.</p> <p>Based on these conversations with the DOT, we recommend that the Town and DOT finalize the specific details of the modified open space concept as described above. It should be noted that that this does not preclude the Town from renegotiating a new value with the State of Connecticut if the Town determines the property will be used for economic development</p>	

Although the Committee’s recommendation differs from what has been discussed over the last several years, we believe that acquiring this parcel at a nominal fee with the listed uses, will benefit the commercial potential of the entire gateway area. We anticipate that the redevelopment of the former Parson’s parcel as a modified open space concept, will trigger commercial development of adjacent commercial parcels and allow us to accomplish the goals originally stated by the community which included the following:

The Project should:

- not negatively contribute to traffic
- improve pedestrian connectivity
- increase public parking options
- include open space
- attract small retail offerings, such as restaurants, ice cream shops, and unique retailers
- allow low density high-end housing options

If the Town Council agrees with our recommendation, we are recommending hosting a public informational meeting with the community to receive public comment on our modified open space concept for the former Parson’s property.

Ad Hoc Committee Goal # 2	The environmental liability associated with the ownership of the Parson’s property	✓ <i>Charge Completed</i>
Additional environmental tests were conducted in August 2020, our environmental consultant, Tighe & Bond, determined that the site was clean as state by DOT.		

Ad Hoc Committee Goal # 3	The phasing portion of the BSC Streetscape Improvement Plan	✓ <i>Phase 1 Implementation Plan Determined</i>
<p>The Town of Farmington has \$2,000,000 on hand for the Main Street Sidewalk project. The committee members toured the area and determined Phase 1 of the project. On October 24, 2020 a community informational meeting was held to discuss the Phase 1 of the project and solicit comments regarding the Phase 1 components.</p> <p>On November 10, 2020, the Town Council approved a \$2 million-dollar, Phase 1 of the implantation plan which includes:</p> <ul style="list-style-type: none"> ○ Concrete sidewalks on both the east and west side of Main Street. ○ The project will start at Route 4 and proceed to Highland Park Market Plaza on the West Side and to the Main Gate subdivision on the east side, this includes a segment of new sidewalk ○ Existing crosswalks shall be stamped concrete with reflective white stripes and tactile warning signs ○ Every effort will be made to preserve the trees on Main Street 		

<ul style="list-style-type: none"> ○ Grass borders will be continued whenever possible ○ The replacement sidewalks shall meet ADA requirements wherever possible with a width of at least 5 feet. <p>The Main Street sidewalk project is going out to bid this winter (2021) will construction to begin in the Spring of 2021.</p>
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Ad Hoc Committee Goal # 4	The selection of a preferred developer for the development of the Parson Property.
This goal is no longer required, if the Town Council agrees with the Ad Hoc Committee’s recommendation to the modified open space concept, as described in the summary table for Goal # 1.	

Additional Recommendations and Next Steps:

1. Colton-Carrington Intersection Realignment

Over the years the Town of Farmington received some concerns from a resident that this intersection was dangerous for both vehicles and pedestrians and have asked the Town to improve the intersection.

As a result, the Town’s traffic review board has reviewed this intersection, based on the resident’s concern, and included the sidewalks, the pedestrian access as well as the safety and traffic concerns for the entire Main Street area.

The Ad-hoc Committee discussed that if this intersection needed to be modified the best time to make the modifications would be when the sidewalk project was taking place.

According to data recently received from the Town’s Traffic Review Board, over the past three years there has been only one traffic accident, and it was determined that the accident was caused by driver error rather than by the configuration of this intersection.

There does not seem to be a substantial outcry from the community or neighborhood to change this intersection, but the Town has not had any formal public information meetings on this intersection. That said, recently the Town Manager’s office has received various calls from the neighborhood expressing concern on changing the intersection and the need for the change.

The Committee has concluded that the data does not indicate a safety issue at the intersection and believes that changing this intersection could

potentially alter the existing historic character of the area. Another factor the Committee considered was the cost. Realigning the intersection is costly and the data does not support a safety issue. For those reasons, the Ad-hoc Committee recommendation is that the intersection be left in its current state.

2. To Discharge the Farmington Village Center Committee

The Farmington Village Center Committee completed the Charge of the Committee as approved by the Town Council on July 10, 2018. Therefore, it is the recommendation of the Ad Hoc Committee that the Farmington Village Center Committee be formally discharged.

3. To Create a new Committee-

With the expected redevelopment of the Parson's property to the open space concept, the Ad-Hoc Committee recommends that when the Parson's Property is conveyed from DOT to the Town of Farmington, that the Town Council appoint a new committee, with a charge to help design the redevelopment of the Parson's property and work on phase 2 of Streetscape Improvement Masterplan. The Committee should be comprised primarily of members of the community that live and work in the Village.

Summary of Ad- Hoc Committee Recommendations:

- That the Town and DOT finalize the specific details of the modified open space concept.
- Host a public informational meeting with the community to receive public comment on the modified open space concept for the former Parson's property.
- That the Colton-Carrington Intersection be left in its current state.
- That the Farmington Village Center Committee be thanked for their work and formally discharged.
- That a new committee be appointed with a charge to help design the redevelopment of the Parson's property and work on phase 2 of Streetscape Improvement Masterplan, once the property is conveyed by the State of Connecticut.

The Ad-hoc Committee and members of staff will be available to answer any questions that the Town Council may have.

MOTION:

Agenda Item N-5

That the Farmington Village Center Committee be thanked for their work and be discharged.

NOTE: The Farmington Village Committee was appointed in July 2018 and has fulfilled their charge and have completed their work. It is anticipated that a new committee will be appointed with another charge related to the redevelopment of the Parson's property and the work on phase 2 of the Streetscape Improvement Masterplan once the property is conveyed by the State of Connecticut.

It is my understanding that when the new Committee is created former members of the previous committees will be considered to serve.

MOTION:

Agenda Item N-6

That the firm of PKF O'Connor Davies, LLP of Wethersfield, CT be appointed as the Town's independent auditor for the fiscal year ending June 30, 2021.

NOTE: Per Connecticut General Statutes, the Town Council each year must appoint an independent accounting firm to audit the Town's financial records for the soon to be completed fiscal year. In 2019 the Town Council Audit Subcommittee undertook a request for proposals process to obtain proposals from accounting firms to perform the annual independent audit. The audit subcommittee reviewed the proposals and recommended that PKF O'Connor Davies be appointed to audit the Town's financial records for the fiscal year ended June 30, 2019 with the intention of retaining them for the ensuing four-year period. The Town Council accepted the recommendation. However pursuant to state statute, the appointment must be voted on each year by the Town Council.

This appointment would be for year three of the five-year period. The cost for the audit would be \$79,805.

MOTION:

Agenda Item N-7

To approve the attached resolution authorizing the Town Manager to enter into an agreement with The Washington Trust Company assigning the municipal tax liens filed on the property known as 81 Poplar Hill Drive to The Washington Trust Company upon receipt of payment for the tax debt secured by said liens.

NOTE: The Tax Collector has for several years been attempting to collect the outstanding taxes, interest and lien fees on a certain property located at 81 Poplar Hill Drive. Recently the delinquent balance became large enough that the Town was planning to initiate foreclosure proceedings on the property. The Washington Trust Company, which holds the mortgage on the property, has approached the Town regarding purchasing the tax liens on the property instead of the Town initiating foreclosure proceedings. The sale of tax liens is permitted under Section 12-195h of the Connecticut General Statutes.

The sale of the tax liens to Washington Trust Company allows the Town to receive payment for the outstanding taxes, interest, and lien fees without going through the numerous legal steps that a tax foreclosure requires. In addition, the Town would still retain its primary position on any tax liens that are filed in the future on the property.

Staff will be available at the meeting to answer any questions on this matter.

/Attachment

RESOLUTION

WHEREAS, the property located at 81 Poplar Hill Drive (the "Property") has accumulated a significant deficiency in the payment of real estate taxes resulting in the Tax Collector for the Town of Farmington filing tax liens on the Property to secure the unpaid taxes; and

WHEREAS, the Town of Farmington is authorized by Connecticut General Statutes Section 12-195h to assign for consideration any and all liens filed by the tax collector to secure unpaid taxes upon the passage of a resolution by the Town Council; and

WHEREAS, The Washington Trust Company ("WTC"), which holds a mortgage on the Property has proposed to pay the full tax debt, inclusive of interest, secured by the tax liens as consideration for the assignment of the tax liens to WTC;

NOW THEREFORE, BE IT RESOLVED that the Town Manager, Kathleen Blonski is hereby authorized to assign the tax liens filed on the property located at 81 Poplar Hill Drive to The Washington Trust Company upon receipt of payment for the tax debt secured by said liens.

MOTION:

Agenda Item N-8

To accept the improvement in the town right-of-way of a City of New Britain Water Department 12-inch watermain in Batterson Park Road in accordance with 8-24 of the Connecticut General Statutes, valued at approximately \$1.38 million.

NOTE: The project has received the following approvals from the Town of Farmington Commission's:

1. The Town Plan and Zoning Commission unanimously voted to issue a positive referral to the Town Council to accept the watermain extension in Batterson Park Road at their February 22, 2021 meeting.
2. The Inland Wetlands Commission unanimously voted to approve the installation of the 12-inch watermain in Batterson Park Road at their February 17, 2021 meeting.

The City of New Britain Water Department is extending the watermain in Batterson Park Road from Hamilton Way to Two Mile Road. The watermain extension will provide for improved water quality and pressure to the service area. There will also be an opportunity for residents along Batterson Park Road to connect to the watermain for a fee. Watermain stubs are being provided to Winterwood Terrace and Berkshire Drive. There is no cost to the Town of Farmington for the installation of the watermain.

MOTION:

Agenda Item N-9

To accept the Annual Report of July 1, 2019 to June 30, 2020.

NOTE: Copies of the draft Annual Report for the Town of Farmington for July 1, 2019 to June 30, 2020 will be provided at the meeting.

MOTION:

Agenda Item N-10

To cancel the March 23, 2021 Town Council meeting.

MOTION

Agenda Item N-11

To approve the following property tax refunds as listed:

	REASON	
Acar Leasing	Assessor adjustment	\$1,173.62
Barca Mark	Assessor adjustment	\$33.15
Carrier Group Inc	Over Payment	\$489.48
Church William	Assessor adjustment	\$54.18
Croal Josephine A & Newell Richard	Assessor adjustment	\$200.00
Erik & Kara Golden	Over Payment	\$1,777.22
Harber Carrie G	Assessor adjustment	\$22.46
Honda Lease Trust	Assessor adjustment	\$176.88
Hunt Gary A.	Assessor adjustment	\$341.13
Libonate Thomas & Marion	Over Payment	\$384.00
Newton Ryan W	Assessor adjustment	\$11.27
Paraco Gas Co. of Ct.	Over Payment	\$83.49
Snow Raymond & Nelli	Over Payment	\$3,321.16
Tomasso Linda Powers TR	Over Payment	\$400.00
Wells Fargo	Over Payment	\$4,490.03
Total		\$12,958.07

MOTION:

Agenda Item O-1

Executive Session—To discuss matters concerning the sale or acquisition of real property.

To adjourn the meeting to executive session as permitted by Connecticut General Statutes Section 1-225 (a) for the following purposes as allowed by Section 1-200(6), that is

Discussion of the selection of a site or the lease, sale or purchase of real estate by a political subdivision of the state when publicity regarding such site, lease, sale, purchase or construction would cause a likelihood of increased price until such time as all of the property has been acquired or all proceedings or transactions concerning same have been terminated or abandoned;

That attendance in the Executive Session shall be limited to:

Members of the Town Council
Town Manager
Members of the Land Acquisition Committee

NOTE: Approval of this motion shall be by 2/3 vote.