

Minutes of the Town of Farmington
Regular Town Council Meeting May 10, 2022
Held in Person and by Zoom Webinar Meeting

Attending:

C. J. Thomas, Chair
Joe Capodiferro
Brian F. X. Connolly
Keith Vibert
Rafeena Bacchus-Lee
Johnny Carrier
Absent: Edward Giannaros

Kathy Blonski, Town Manager
Maureen Frink, Clerk

A. Call to Order

The Chair called the meeting to order at 7:00 p.m.

B. Pledge of Allegiance

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

C. Presentations and Recognitions

1. Recognition of Town Employees Andrea Bouchard & Nicole McClintock

Town Manager Kathy Blonski recognized and thanked employees Andrea Bouchard and Nicole McClintock with a Life Saving Award for going above and beyond the call of duty in helping save the life of Farmington resident Peter Byron. Mr. Byron spoke a few words and thanked Nicole and Andrea, as well as fellow pickleball player Betsy Rowlands and her mother and also the EMTs who played an important role in saving his life.

2. Apraxia Awareness Day

PROCLAMATION

WHEREAS, May 14th marks Childhood Apraxia of Speech Day during which awareness will be raised throughout Connecticut about childhood apraxia of speech, an extremely challenging speech disorder that affects 1-in-1,000 children, and

WHEREAS, childhood apraxia of speech (CAS) causes children to have significant difficulty learning to speak and is among the most severe speech deficits in children, and

WHEREAS, the act of learning to speak comes effortlessly to most children, those with apraxia require early, appropriate, and intensive speech therapy, often for many years to learn to speak, and

WHEREAS, without appropriate speech therapy intervention, children with apraxia will have diminished communication skills, but are also placed at

high risk for secondary impacts in reading, writing, spelling, and other school-related skills, and
WHEREAS, that such primary and secondary impacts diminish future independence and employment opportunities and challenge the ability to become productive, contributing citizens if not resolved or improved, and
WHEREAS, public awareness about childhood apraxia of speech in Connecticut is essential for families of children with this neurological disorder and the professionals who support them to achieve the needed services for those learning to use their own voice, and
WHEREAS, our highest respect goes to these children, as well as their families, for their effort, determination, and resilience in the face of such obstacles, and
Let it be resolved, that May 14th is “Apraxia Awareness Day” and citizens of Connecticut and surrounds are encouraged to work within their communities to increase awareness and understanding of childhood apraxia of speech.

DATED AT FARMINGTON, CONNECTICUT this 10th day of May 2022.

C.J. Thomas, Chair
Farmington Town Council

D. Public Hearing

1. A public hearing to discuss the Fiscal Year 2022 Community Development Block Grant Program and to solicit citizen input and give an annual status update for the 2019 Community Development Block Grant Program for New Horizons Village Housing Modernization Project.

The Chair opened the Public Hearing at 7:09 p.m. The Clerk read the Legal Notice into the minutes, which is attached as Agenda Item D-1.

Nancy Parent reiterated that Public Hearing discussing the Community Development Block Grant Program is two-parted: the first part is the new application. Ms. Parent introduced Mr. Cruess to speak on this topic.

Edward Cruess, Member of Board of Directors for Tunxis Apartments, Mill and Platner Streets, Unionville, spoke about the use of previous funds and the plan to continue the upkeep of the property with the use of the funds for which are being applied.

The Chair asked for Public for Comments. There were no comments from the audience or people attending online.

Ms. Parent discussed the \$900,000.00 2019 Block Grant to rehabilitate units 66 through 71 at New Horizons Village, know as Gilligan’s Island. She reported that the Grant was used for roofing, siding, new doors, windows, and insulation, as well as other exterior site improvements such as walkways and lighting. Ms. Parent presented a slideshow of photos from the work done.

Ms. Parent stated the following: A total on five companies submitted bids for this project ranging from \$599,000.00 to \$759,000.00. The low bid was submitted from Construction Resources, CORE, of Plainville, CT. CORE was awarded the Bid on June 4, 2021, for \$599,928.00. Contracts were signed on June 15, 2021, and a preconstruction meeting was held that same day. Notice to proceed was issued to CORE on June 18 with a project sign erected at the entrance. Because CORE was below the original project estimates and there was opportunity to provide additional improvements to the Gilligan's Island complex, it was agreed that the additional work would include facility door openers, new condensation units for each 6 units, and 6 kitchen renovations including appliances. The new work improved functionality, accessibility, and overall efficiency. Farmington has requested and been given a budget extension to account for the additional time it will take to complete the additional change. The extension was approved through 12/31/2022. A Certificate of Substantial Completion was issued on December 12 for the original scope of work. The change is set to begin in early June with an anticipated completion date of mid-August. To date the work has been professionally accomplished, the residents have been satisfied, and there are no known complaints.

There was no comment from the public.

2. To amend the Farmington Town Code, Chapter 29, "Fire Department".

The Clerk read the following Legal Notice into the minutes:

LEGAL NOTICE
TOWN OF FARMINGTON
PUBLIC HEARING

A Public Hearing will be held on May 10, 2022, at 7:05 p.m. in the Town Hall Council Chambers to amend the Farmington Town Code, Chapter 29, "Fire Department."

Dated at Farmington, Connecticut this 26th day of April 2022

Kathleen A. Blonski
Town Manager

The Town Manager discussed the proposed changes to Chapter 29 of the Town Code that defines and outlines the structures and responsibilities of the town-wide Fire Department. She stated, in summary, the Amendment defines the Director's duties, gives the Director supervisory control over paid personnel, and does not give the Director of Fire and Rescue Services control of the fire scene or the volunteer fire fighters.

Hearing no comment from the public, the Public Hearing closed at 7:23 p.m.

E. New Item

There were no new items added to the Agenda

F. Public Comments

Mike Demicco, 6 Deborah Lane, State Representative for Farmington's 21st District. Mr. Demicco reported that based on the Budget Implementer Bill, Farmington will be receiving a 30% reimbursement for the Farmington High School project. He reported that this could potentially mean millions of dollars more for Farmington for this project. Mr. Demicco reported that he along with Sen. Slapp, Rep. Exum, and Sen. Lopes were charged with the job to rectify a discrepancy of approximately \$960,000.00 with regards to what the Town had been promised from the State and what was then told by State officials. Mr. Demicco presented the Legislative language in print to the Council Chair.

Mr. Demicco also reported on SB-423 having to do with improving indoor air quality in schools. The bill did not get through the legislature; however, a modified version of that Bill ended up in the final Budget Implementer Bill having to do with reimbursement grant program for indoor air quality in schools and requiring inspections of HVAC systems in school buildings.

Mr. Demicco also mention, as in the Town Manager's report, the \$16,000.00 per year in fees for the "nip" bottles that are unfortunately littering the town. Farmington can expect to receive the fee annually.

Tim Kelly, 62 Westview Terr., Unionville, discussed Farmington maintaining a healthy fund balance. He states Farmington seems to be holding more and more money in the Rainy Day fund, growing in recent years from \$10 million to now over \$18 million. Mr. Kelly believes the fund balance is largely driven by auditors and bond-rating agencies; Farmington should drive the process by picking a number, for example, \$20 million and then put together a document that articulates why a \$20 million dollar rainy day fund is more than enough for Farmington. Otherwise, he states, the town is stock-piling local resident tax dollars with little or no return. He states the Council has the opportunity to take some unnecessary year-to-year pressure off the financial system in Farmington. Planning ahead, Mr. Kelly states, in a year when we decide to spend more than our 2.5% subscribed budget guideline and one-time capital items, we should consider using excess fund dollars or outside grants funds to help cover the need. Mr. Kelly thanked the Council in advance for taking action on an updated fund balance allocation strategy.

G. Reading of the Minutes

1. April 4, 2022, Regular Town Council Meeting

A motion was and seconded (Capodiferro/Vibert) to approve the Minutes of the April 4, 2022, Regular Town Council Meeting

Adopted Unanimously

2. April 26, 2022, Regular Town Council Meeting

Motion was made and seconded (Capodiferro/Vibert) to approve the Minutes of the April 26, 2022, Regular Town Council Meeting

Adopted Unanimously

H. Reading of Communications and Written Appeals

1. Correspondence from Lower Farmington River and Salmon Brook

The correspondence from Lower Farmington River and Salmon Brook is attached to these minutes as Agenda Item H-1.

2. Correspondence from Kathleen Blonski to State Legislators re: SB 423

The Town Manager's letter to State Legislators regarding Senate Bill 423 is attached to these minutes as Agenda Item H-2.

3. Resident Correspondence – Colin Krafft

The letters from/to resident Colin Krafft are attached to these minutes as Agenda Item H-3.

I. Report of the Committees

1. Farmington High School Building Committee

Mr. Carrier thanked Mr. Demicco for his great news regarding the reimburse rate Farmington will be receiving. He states the next meeting is May 11, 2022, at the FHS Library and at the last meeting the Committee selected a finalist for the structural threshold peer review, also selected are finalists for the Code Review Services. The biggest agenda item is value engineering and keeping the documents and bids and estimates all in line with spending. Mr. Carrier answered questions from Ms. Bacchus-Lee regarding the Committee's process.

2. Green Efforts Committee

Mr. Carrier reported Green Efforts had their clean-up day. The town and its citizens collected 2,780 lbs. of garbage. The town also held a town-wide rummage sale at IAR and the Committee plans to build upon. The next Green Efforts meeting will be in July.

The Chair added that the clean-up day went well and the rummage sale, for a first year event, had a tremendous showing.

3. Land Acquisition Committee

Mr. Capodiferro reported the Council will be discussing in New Business N-5 the approval of purchase of land on Meadow Road.

4. Racial Equality Taskforce

Mr. Capodiferro reported that the Taskforce is partnering with the Farmington Libraries for a Community Forum on Diversity, Equity, and Inclusion and is scheduled for Monday, June 6, 2022, in the J. Johnson Community Room at the main library, which will be facilitated by Dr. Martha Brackeen-Harris and Treda Collier Dickenman. Next Community Forum will be in September on the topic: Tell me the Truth, exploring the heart of cross-racial conversation. The Taskforce will be participating in the Juneteenth event at the Hillstead Museum on June 22, 2022. The next meeting will be held on 5/31/2022 via Zoom. A few members of the clergy from local churches plan to join to discuss the best ways of collaborating.

Ms. Bacchus-Lee added there will a free Juneteenth event at the Hillstead Museum, which is a free event, but an RSVP is required.

J. Report of the Council Chair and Liaisons

1. Chair

The Chair stated that even with the added funds for the FHS building project, it is still capped at 135+ million dollars. The increased reimbursement rate reduces the municipal cost, the amount of bonding, from roughly \$109 million to \$94 million. Mr. Thomas, again, thanked all the Representatives. He also states the Council is putting together a committee to explore all the possible options for the 1928 building itself and the connected buildings. He states it is imperative that we get all the facts before we make any decision which is irreversible. Also reported the planning is going forward regarding a third bridge and a lot of research has been done; the Council will be seeing a presentation on it with CROG. Mr. Thomas reports there is a lot of paving going on in town and the Chair reminded everyone to give plenty of space while driving. The Chair thanked Russ Arnold for doing a tremendous job in getting grants for Brickyard Road and now Burlington Road. The following events are coming up: 5/20 the Hillstead Museum will host its 75th Gala; 5/21 the Congregational Church will have its 250th Anniversary, hosting an Eighteenth Century Fair to mark that; 5/21st the American Cancer Society is having their Relay for Life event; 5/22 East Farms is holding a 5k; 5/23 Tunxis Hose Co. is having their golf classic; 5/24 Chamber of Commerce is having a business of life science event; and 5/26 Bridge is holding a well4tech boot camp to connect start-ups and wellness and technology with investors.

2. Conservation and Inland Wetlands

3. Board of Education Liaison

There were no reports for Agenda Items J-2 and J-3

4. Bicycle and Trails Advisory Committee

The Chair reported that the Committee is waiting on the wayfinder signs for the trails as supply lines are issues. May 13, 2022 is Union bike to school day. Volunteers may reach out to the Bicycle Friendly Farmington Group, now Bike Walk Farmington Group. The event will start at the Burlington Trail lot at 7:30. A second group will be leaving from the trail pavilion across from the mini-golf. Saturday, May 14 there is a separate bike to West District event from 9:00 – 11:00.

5. Economic Development Commission Liaison

The was no report from the Economic Development Commission

6. Farmington Historic District Commission

Mr. Connolly reported of the proper process when you live in Village and want to make changes to the exterior of your home, which applies to both residents and businesses. He reported that not all follow the procedure, which is in place to maintain the historic and authentic look and feel in the Village and add to the beauty and value of the town. The Committee put together a letter that went out to landlords and businesses as a reminder to make applications for any changes. The Committee is now looking into expanding the historic district for the Village and hope to encourage people to join the Commission. The next meeting is June 21.

7. Housing Authority

Mr. Carrier reported the Housing Authority voted to ratify the Fair Housing Resolution, the Fair Housing Plan, and the Fair Housing Policy Statement. The next meeting will be on May 18, 2022.

8. Human Relations Commission

The was no report from the Human Relations Commission

9. Library Board

Mr. Vibert reported the next meeting will be on May 18, 2022.

10. Town Plan and Zoning Liaison

Mr. Vibert reported Trumpf will be expanding their operation, and there are 8 public hearings scheduled for June 6.

11. Unionville Historic District Commission

12. Unionville Village Improvement Association Liaison

There were no reports for Agenda Items J11 – J12

13. Water Pollution Control Authority

There was no report from the Water Pollution Control Authority

14. Other Liaisons

There were no other liaison reports.

K. Report of the Town Manager

a. Memorial Day Parade Update

Kathy Blonski, Town Manager, reported that, after speaking with the Veterans, there will be one parade this year. It will begin on Perry St in Unionville and end at Town Hall. The Parade will form at 9:30 am with step-off at 10:00 am.

b. Westwoods Golf Course Restaurant Update

Ms. Blonski reported that the vendor will not be able to uphold the contract at Westwoods Restaurant and are in the process of looking for someone to run the restaurant. The vendor has agreed to stay on site while the search is conducted.

c. Public Act 21-58

Ms. Blonski reported on the improper disposal of 50ml alcoholic beverages, know as “nips”, and that Farmington is planning on receiving \$16,000.00 per year in fees.

Agenda Items Ka - Kc are attached to these minutes.

d. Quarterly Report

Ms. Blonski reported on the Quarterly Report, which is attached to these minutes as agenda Item Kd.

Mr. Connelly asked about the option for having the Memorial Day parade in Farmington Village next year and Ms. Blonski responded stating that should be a discussion between the Council and the Veterans.

Motion was made and seconded (Capodiferro/Vibert) to accepts the Report of the Town Manager.

Adopted unanimously

L. Appointments

1. Economic Development Commission (Philips)
2. Green Efforts Commission (Boye-Williams)
3. Plainville Area Cable TV Advisory Council (Bernier)

4. Retirement Board (Huelin)
5. Retirement Board (Wlodkowski)
6. Town Plan & Zoning Commission – **Alternate** (Sanford)
7. Unionville Historic District & Properties Commission – **Alternate** (Marsh)
8. Unionville Historic District & Properties Commission (Martin)
9. Green Efforts Commission (Whitcomb)

There was no action taken on Agenda Items L-1 through L-9.

10. Justice of the Peace (Hoheb)

Motion was made and seconded (Capodiferro/Vibert) to appoint Donna Mambrino to Justice of the Peace beginning immediately and ending January 6, 2025.

Adopted unanimously

M. Old Business

There was no old business conducted

N. New Business

1. To set the Property Tax Rate and Solid Waste Special Service Charge for the 2022-2023 Fiscal Year.

Motion was made and seconded (Capodiferro/Vibert) to set the Property Tax Rate and Solid Waste Special Service Charge for the 2022-2023 Fiscal Year. The Motion is attached to these minutes as Agenda Item N-1.

Adopted unanimously

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

Motion was made and seconded (Capodiferro/Vibert) to adopt the attached resolution, Agenda Item N-2, which authorizes the Town Manager to sign a grant application for a Small Cities Community Development Grant and to execute an assistance agreement under the Small Cities Community Development Block Grant Program.

Adopted unanimously

3. To amend Chapter 29 "Fire Department" of the Farmington Town Code.

Motion was made and seconded (Capodiferro/Vibert) to amend Chapter 29 "Fire Department" of the Farmington Town Code, which is attached to these minutes as Agenda Item N-3.

Adopted unanimously

4. To appoint and charge a 1928 Building Committee in accordance with Chapter 53 "Public Buildings," of the Farmington Town Code.

Motion was made and seconded (Capodiferro/Vibert) to appoint and charge a 1928 Building Committee in accordance with Chapter 53 "Public Buildings," of the Farmington Town Code. The Motion is attached to these minutes as Agenda Item N-4.

Motion passes 5 – 1

Voting Yes – Thomas, Carrier, Capodiferro, Vibert, and Connolly

Voting No – Bacchus-Lee

5. To approve the purchase of property owned by Robert and Eileen Bland located at 8480 Meadow Road (11.27 acres) and 8481 Meadow Road (7.13 acres) for a total price of \$604,000.

Motion was made and seconded (Capodiferro/Vibert) to approve the purchase of property owned by Robert and Eileen Bland located at 8480 Meadow Road (11.27 acres) and 8481 Meadow Road (7.13 acres) for a total price of \$604,000. The Motion is attached to these minutes as Agenda Item N-5

Adopted unanimously

6. To award Bid # 313, Transportation and Disposal of Sewage Sludge, to H.I. Stone and Son of Southbury, CT at a contract cost of \$112.00 per wet ton.

Motion was made and seconded (Capodiferro/Vibert) to award Bid #313, Transportation and Disposal of Sewage Sludge, to H.I. Stone and Son of Southbury, CT at a contract cost of \$112.00 per wet ton. The motion and bid are attached to these minutes as Agenda Item N-6.

Adopted unanimously

7. To award Bid # 314, Maintenance and Repair of Police Vehicles to Farmington Motor Sports of Farmington, CT in accordance with their bid proposal dated April 13, 2022.

Motion was made and seconded (Capodiferro/Vibert) to award Bid #314, Maintenance and Repair of Police Vehicles to Farmington Motor Sports of Farmington, CT in accordance with their bid proposal dated April 13, 2022. The motion and bid are attached to these minutes as Agenda Item N-7.

Adopted unanimously

8. To award Bid #315, Large Fire Apparatus Maintenance to Fleetmasters Sales and Service of Windsor Locks, CT in accordance with their bid submission dated April 13, 2022.

Motion was made and seconded (Capodiferro/Vibert) to award Bid #315, Large Fire Apparatus Maintenance to Fleetmasters Sales and Service of Windsor Locks, CT in accordance with their bid submission dated April 13, 2022. The motion and bid are attached to these minutes as Agenda Item N-8.

Adopted unanimously

9. To award a contract for the purchase of one 2022 Volvo Model # EWR130E Wheeled Excavator with accessories to Tyler Equipment Corporation, of Berlin, CT at a purchase price of \$213,800.

Motion was made and seconded (Capodiferro/Vibert) to award a contract for the purchase of one 2022 Volvo Model # EWR130E Wheeled Excavator with accessories to Tyler Equipment Corporation, of Berlin, CT at a purchase price of \$213,800. The motion is attached to these minutes as Agenda Item N-9.

Adopted unanimously

10. To approve the transfer of uncollectible property taxes to the Suspense Tax Book.

Motion was made and seconded (Capodiferro/Vibert) to approve the transfer of uncollectible property taxes to the Suspense Tax Book, attached as Agenda Item N-10.

Adopted unanimously

11. To cancel the May 24, 2022, Town Council Meeting.

Motion was made and seconded (Capodiferro/Vibert) to cancel the May 24, 2022, Town Council meeting.

Adopted unanimously

12. To approve property tax refunds.

Motion was made and seconded (Capodiferro/Vibert) to approve property tax refunds, which is attached to these minutes as Agenda Item N-12

Adopted unanimously

O. Executive Session

1. Land Acquisition.

Motion was made and seconded (Capodiferro/Vibert) to move to Executive Session at 8:13 p.m. for the discussion of Land Acquisition with the Town Manager and Town Council present.

Adopted unanimously

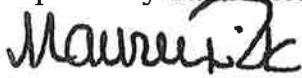
The Council returned to Open Session at 8:51 p.m.

P. Adjournment

Motion was made and seconded (Capodiferro/Vibert) to adjourn the meeting at 8:51 p.m.

Adopted unanimously

Respectfully submitted,



Maureen Frink, Clerk

**LEGAL NOTICE
TOWN OF FARMINGTON
PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that the Town of Farmington will conduct a public hearing by the Town Council on Tuesday, May 10th, 2022, at 7:00 p.m. at Town Hall, 1 Monteith Drive, Farmington, CT 06032 to the discuss the Fiscal Year 2022 Community Development Block Grant program and to solicit citizen input.

Maximum award limits: Up to \$2,000,000 for Public Housing Modernization with priority to State Sponsored Housing Portfolio (SSHP). And up to \$1,000,000 for Infrastructure associated with the development of Affordable Housing (e.g., streets sidewalks, sewer lines, windmills).

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

The purpose of the public hearing is to obtain citizen's views on the Town's community development and housing needs and review and discuss specific project activities in the areas of housing, economic development or community facilities which could be part of the Town's Application for funding for the year 2022.

In addition, the Town's current 2019 Small Cities Grant under Public Housing Modernization will be discussed to obtain citizen input on it.

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

The Community Development/Housing Department on behalf of the Town of Farmington anticipates applying for the grant amount of \$400,000 under the Housing Modification category for window and door replacements at Tunxis Apartments in Unionville, CT. In addition, the Town will create a revolving loan fund with program income (principal and interest) generated from the grant for a public housing rehabilitation loan program (if applicable).

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

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

"All are encouraged to attend. The hearing is accessible to the handicapped. Any disabled persons requiring special assistance or non-English speaking persons should contact Nancy Parent, ADA Coordinator at (860) 675-2390 at least five days prior to the hearing"

Equal Opportunity/Affirmative Action.



Lower Farmington River
and Salmon Brook
WILD & SCENIC

749 Hopmeadow Street, Simsbury, CT 06070

Partners:

Town of Avon
Town of Bloomfield
Town of Burlington
Town of East Granby
Town of Farmington
Town of Granby
Town of Hartland
Town of Simsbury
Town of Windsor
Connecticut Department of
Energy & Environmental
Protection
Farmington River
Watershed Association
Pequabuck River Watershed
Association
Salmon Brook Watershed
Association
Stanley Black and Decker
U.S. National Park Service

April 15, 2022

Mr. C.J. Thomas, Chairman
Town Council
Kathleen Blonski,
Town Manager
Farmington, CT 06032

Dear Mr. Thomas and Ms Blonski:

I am writing to you from the Lower Farmington River and Salmon Brook Wild and Scenic Committee (LFSWS). LFSWS is the advisory river management committee that resulted from the waterways' federal designation as Partnership Wild and Scenic Rivers in 2019. Farmington's Town Council officially endorsed designation of the watercourses as Partnership Wild and Scenic Rivers.

This letter is to remind you that Farmington is entitled to both a town-appointed representative and an alternate to LFSWS. Currently Farmington has neither a representative nor alternate to LFSWS. It is in the interest of the town to have appointees to the Committee. As one example, Avon has benefitted from LFSWS's Small Grants program. In FY21, Avon received \$6000 in grant funds to improve its trail along the river at Fisher Farms, and has reapplied for the same amount for FY22. Having representation on LFSWS means that local people who know the town can interact with town officials to have funding requested.

LFSWS is made up of a town-appointed representative and alternate from the partner town (Avon, Bloomfield, Burlington, East Granby, Farmington, Granby, Hartland, Simsbury and Windsor), representatives from the Farmington River Watershed Association, the Pequabuck River Watershed Association, the Salmon Brook Watershed Association, Stanley Black & Decker, the CT DEEP and the National Park Service. The mission of LFSWS is to protect and enhance the special values for which the watercourses were designated.

LFSWS very much appreciates Farmington's past support of the Partnership Wild and Scenic Rivers program and looks forward to the opportunity to work with you through your appointees.

Sincerely,

Sally Rieger, Vice-Chairman
Lower Farmington River and Salmon Brook
Wild and Scenic Committee

c/o Farmington River Watershed Association, 749 Hopmeadow Street, Simsbury, Ct 06070, 860-658-4442

THE TOWN OF FARMINGTON

TOWN HALL
1 MONTEITH DRIVE
FARMINGTON, CONNECTICUT 06032-1053

INFORMATION ((860) 675-2300
FAX (860) 675-7140

INCORPORATED 1645



May 2, 2022

Senator Derek Slap
Legislative Office Building
300 Capitol Avenue, Room 1000
Hartford, CT 06106

Representative Mike Demicco
Legislative Office Building
300 Capitol Avenue, Room 4001
Hartford, CT 06106

Senator Rick Lopes
Legislative Office Building
300 Capitol Avenue, Room 2400
Hartford, CT 06106

Representative Tammy Exum
Legislative Office Building
300 Capitol Avenue, Room 4040
Hartford, CT 06106

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

The Town of Farmington is **opposed** to SB 423 - An Act Improving Indoor Air Quality in Public School Classrooms.

The Town of Farmington supports improving indoor air quality and upgrading HVAC systems in schools, however this bill as presented negatively impacts the interests of the Town of Farmington as it represents a costly unfunded mandate. The burden of this unfunded mandate will be imposed on municipalities and local homeowners and businesses.

In order to shift the burden from towns and property taxpayers, the Town of Farmington supports making air quality improvements and HVAC upgrades eligible for reimbursement under the school construction grant program.

As our legislators, I urge you to **oppose** SB 423 - An Act Improving Air Quality in Public School Classrooms.

Sincerely,

Kathleen A. Blonski
Farmington Town Manager

CC: Kathleen Greider, Superintendent of Schools



From: [Colin Krafft](#)
To: [Town Council Account for e-Mail](#)
Subject: Gail Rd Traffic/ Safety Issues
Date: Tuesday, March 1, 2022 8:16:41 AM

Hello Town Council Members,

I am writing you to express my concern over the traffic related safety issues on Gail Rd. There are 2 schools at the bottom of the street and during pick up and drop off times, Gail Rd becomes an extremely busy street with cars and buses driving faster and faster each day. During these times it's not uncommon to see neighbors walking their dogs and school children walking to school. But with no side walks, those people (myself included) are forced to walk on the road with cars driving by at very close proximity. Although there's a 25mph speed limit on the street, that is not enforced nor abided by, creating dangerous situations when walkers and drivers share the road.

I am asking Town Council to address this issue by requesting a side walk be installed on one side of Gail Rd. With 2 schools within walking distance of everyone in this neighborhood, providing a side walk will ensure children make it to school safely for years to come. Don't let a tragedy occur before taking action.

I also invite you to come watch a morning commute from my driveway to witness how difficult and unsafe it is to walk on Gail Rd.

I look forward to hearing back and working with Town Council to ensure the safety of those walkers in the neighborhood.

Sincerely,
Colin Krafft

H-3

THE TOWN OF FARMINGTON

TOWN HALL
1 MONTEITH DRIVE
FARMINGTON, CONNECTICUT 06032-1053

INFORMATION ((860) 675-2300
FAX (860) 675-7140

INCORPORATED 1645



March 17, 2022

Mr. Colin Krafft
11 Gail Road
Farmington, CT 06032
colink8@gmail.com

Dear Mr. Krafft,

This letter is to follow up on my March 8, 2022 correspondence regarding traffic concerns on Gail Road in Farmington.

It is my understanding that you have spoken with the Farmington Police Department, and they have begun selective enforcement on Gail Road to monitor the traffic conditions.

You have also requested the Town install a sidewalk on one side of Gail Road. According to Chapter 169 "Streets and Sidewalks" of the Town Ordinance, property owners are responsible for repair and maintenance of abutting sidewalks along a roadway. Additionally, the cost of constructing a new sidewalk is the responsibility of the properties benefiting from the sidewalk.

The Town has very specific guidelines that must be met in order for a new sidewalk to be constructed. Chapter 169 Sections 31 and 31 outline the procedure for construction of new sidewalks. I have included the sections for your review.

The Police Department will review the information they gather on Gail Road and determine if any further action is necessary.

I would like to thank you for bringing this matter to my attention.

Sincerely,

Kathy Blonski
Town Manager

AN EQUAL OPPORTUNITY EMPLOYER



MOTION:

Agenda Item K

Report of the Town Manager

- a. Memorial Day Parade Update
- b. Westwoods Golf Course Restaurant Update
- c. Public Act 21-58
- d. Quarterly Report

a. Memorial Day Parade Update

Every year the Town partners with the Veterans to host the Memorial Day parades. In 2020 the parades were cancelled and in 2021 the Town held one parade beginning on Route 4 and ending at the Town Hall due to COVID-19 restrictions.

Due to the sidewalk construction on Main Street in Farmington and the construction on the Unionville Bridge, the regular parade routes are not accessible. This year we are only holding one parade beginning on Perry Street, going through Unionville and ending at the Town Hall. The parade will form at 9:30 AM and step off will be at 10:00 AM.

b. Westwoods Golf Course Restaurant Update

There are three areas that are included in the operation of Westwoods Golf Course: course management, maintenance, and a kitchen vendor. The vendor for the kitchen is a contracted service that rents the space in the clubhouse to provide food and beverage services. Currently, that contract is held by a partnership venture. In April, the kitchen vendor met with Joe Swetcky, Director of Finance and Nancy Parent, Director of Community & Recreation Services to express their interest in ending their role for the Golf Course. They asked the Town to start searching for a new vendor. The vendor graciously agreed to remain onsite while the search is conducted. Joe and Nancy are exploring creative ways of providing the service, including potentially taking a portion of the service in-house. Rose Ponte assisted Nancy Parent with identifying potential companies and Nancy has already met with one potential business owner. I will keep you posted on any new developments.

c. Public Act 21-58

In 2021, the state legislature passed Public Act 21-58. In this new law there is a provision attempting to address the problems with the improper disposal of 50ml alcoholic beverage containers otherwise known as "nips". Section 10 of PA 21-58 requires that effective October 1, 2021, all wholesale distributors of "nips" collect a five cent per nip environmental fee on each nip sold to Connecticut package stores. Beginning in 2022 during each April and October the wholesale distributors are to remit to every town wherein a nip was sold, five cents per nip sold within the town's borders during the previous six months.

PA 21-58 further states that municipalities are to use the payments received from the "nip fees" on measures intended to reduce the generation of solid waste in the municipality or to reduce the impact of litter caused by such solid waste. Examples of allowable expenditures include hiring a recycling coordinator, installation of storm drain filters to block solid waste and beverage containers from entering the storm drainage system, and purchase of equipment (i.e., Street sweepers) that remove litter such as beverage containers and other litter from streets, sidewalks, and abutting property.

The first six-month period (October 2021 to March 2022) has concluded and in April the Town of Farmington received approximately \$8,200 in "nip fees" from wholesale distributors. If the first six months of the program are an indication, then the Town should expect to receive about \$16,400 a year in fees. At the present time we have set aside the funds with the idea of accumulating sufficient funds over the next several years to either refurbish or purchase a new street sweeper. Under the Town's adopted capital budget our existing sweeper is scheduled to be refurbished in FY2025/2026.

d. Quarterly Report

Attached please find my Quarterly Report on the Town Council's Strategic Plan.

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	2022-2024 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 and charge a new committee for Parson's property. Status: Priority 2. No Action</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. Work with the State of Connecticut to implement future State DOT projects and apply to CRGOG or to the State for the new projects. Oversee actions taken to improve traffic issues to include meeting with the State of Connecticut staff representatives on a regular basis. 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>2.) 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. State Project(s) - #51-260-Route 4 Project- To conduct and review the options for a post construction traffic study. -LOTICIP Project # L051-0004 Roundabout on South Road, Two Mile Road, and Colt Highway, to finalize plans and obtain approval for advertising/bidding. - LOTCIP Project #L051-0005 Brickyard Road Pavement Rehabilitation Phase 2, finalize plans and obtain approval for advertising/bidding - To continue to evaluate the need for an additional river crossing with CRCOG and the State of Connecticut Department of Transportation to alleviate traffic in the Town Centers, including finalizing the CRCOG/CT DOT Farmington Area Connectivity Study. - That the Town staff evaluate the potential for a future sidewalk project to fill in the gaps of non existing sidewalk on the Route 4 Corridor between Farmington Village Center and Unionville Center to enhance connectivity. Report on the feasibility, complexity and estimated cost to the Town Council. Status : 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	2022-2024 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>3.) Provide needed support to ensure that the Bicycle and Trails Advisory Committee moves forward and receives the appropriate staffing support to complete objectives. Provide quarterly reports to the Town Council.</p> <p>Status: See Attachment 2</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>4.) To manage and complete the Main Street (Route 10) of Sidewalk project. (Phase 1)</p> <p>Status: Project began April 2022 Completion anticipated by October 2022</p>
<p>2.6 Determine Farmington's citizen and business priorities for future land use in regards to initiatives put forth by federal and state agencies.</p>	<p>Maintain a communication link between the public, the business community and the Town through the implementation of the Plan of Conservation and Development and encourage those priorities at the federal and state level.</p>	
<p>2.7 Promote the maintenance, improvement and expansion of Town wide infrastructure.</p>	<p>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>5. J) Provide needed support to ensure that the Farmington High School Building Committee moves forward and receives the appropriate staffing support to complete objectives. Provide quarterly reports to the Town Council.</p> <p>Status: See Attachment 3</p> <p>6.) Provide needed support to ensure that the Farmington Fire Station Building Committee moves forward and receives the appropriate staffing support to complete objectives. Provide quarterly reports to the Town Council.</p> <p>Status: See Attachment 4</p> <p>7.) Provide needed support to ensure that the 1928 Ad-Hoc Committee moves forward and receives the appropriate staffing support to complete objectives. Provide quarterly reports to the Town Council.</p> <p>Status: See Attachment 5</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>8.) 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>Status: See Attachment 6</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	2022-2024 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>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>	
<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>9.) 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. Status: See Attachment 7</p>
<p>3.4 Facilitate and partner with stakeholder groups to implement redevelopment plans.</p>	<p>Support businesses that are affected by redevelopment. Incorporate the needs of existing businesses in the planning process for redevelopment. Provide relocation assistance to affected businesses.</p>	
<p>3.5 Ensure that Farmington's economic development materials provide factual, timely and user-friendly information to existing and potential businesses.</p>	<p>Review and update communication materials.</p> <p>Promote Farmington businesses and economic development activities. Develop strategies that encourage people passing through to stop at local businesses and activities.</p>	

Goal 4 Budget

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

Desired Outcomes		2022-2024 Goals
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".	10.) Prepare and present the 2022-2023 Annual Budget to Town residents and ensure that a budget is prepared on a timely basis, according to Town Council direction and Town Charter guidelines. Status: Complete 11.) Provide needed support to ensure that the ARPA Ad-Hoc Committee moves forward and receives the appropriate staffing support to complete objectives. Provide quarterly reports to the Town Council. Status: Complete
4.2	Promote private contributions of funds and property to the Town.	
4.3	Explore ways to increase and create more awareness of property tax relief for those in need.	
4.4	Coordinate efforts with elected federal and state officials to explore alternate ways to decrease reliance on the local property taxes.	12.) 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. Status: Complete
4.5	Continue outreach to citizen, volunteer and business groups to promote monetary and property private contributions to the Town of Farmington. Allocate appropriate resources to enable the Town to assist groups through appropriate procedures and processes.	

Goal 5 Best Practices

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

Desired Outcomes	2022-2024 Goals
<p>5.1 Deliver and maintain excellent Town-wide services for families, retirees, senior citizens, people in need and veterans in accordance with 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>13.) 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. Status: In progress</p> <p>14.) Provide Town Council a yearly report on Town Manager’s goals and objectives. Status: Due date: June 2022</p> <p>15.) Manage and monitor all COVID-19 related issues. Provide quarterly reports to the Town Council. Status: See Attachment 8</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>16.) Provide the Town Council with technical information, policy recommendation and legislative advice for each Town Council meeting. Status: Ongoing/Complete</p>
<p>5.3 Establish a leadership role among Connecticut communities through the collaboration of the elected leadership – Town Council, Board of Education and Planning and Zoning.</p>	
<p>5.4 Conduct market research/survey periodically to better understand service levels and customer needs.</p>	
<p>5.5 Farmington is committed to eliminating racism and other forms of discrimination, retaliation, and harassment in our community and that the Town will not tolerate behaviors or practices incongruent with this statement.</p>	<p>17.) To ensure that the Racial Equality Taskforce moves forward with the goals of the Town’s Action Plan and that they receive the appropriate staff support to complete its objectives. Status: See Attachment 9</p>

Goal 5 Best Practices

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

Desired Outcomes		2022-2024 Goals
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.	18.) 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. Status: See Attachment 10
5.9	Conduct market research/survey periodically to better understand service levels and customer needs.	
5.10	Continually strive to improve communication and transparency with residents in all areas of government.	19.) Add a Town Council tab or section to the Economic Development website, generate dynamic content (e.g., short summaries of Town Council meetings, information on how local government works), highlight town boards and committees and their initiatives and encourage residents to submit events and stories. Town Council members to publicize Economic Development website with their networks. Post-Covid, initiate informal meetings and open forums with Town Council members (e.g., Coffee with the Committee). Status: See Attachment 11

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	2022-2024 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.	20.) To oversee the completion of a renovated/new skateboard park at Tunxis Mead Park Status: See Attachment 12
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.	
6.6 Town Council to address the ease of access to the Town's recreational facilities.	
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.	

Attachment 1

STATE ROAD PROJECTS

GOAL 2

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Blonski, Town Manager
RE: State Road Projects – Goal 2
DATE: May 10, 2022

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.

State Project(s)

1. #51-260-Route 4 Project- To conduct and review the options for a post construction traffic study.

We will look into engaging a traffic consultant to perform traffic counts in September 2022. This will be during school and hopefully close to “normal” conditions to better represent the previous traffic count performed prior to this project being initiated.

2. LOTCIP Project # L051-0004 Roundabout on South Road, Two Mile Road, and Colt Highway, to finalize plans and obtain approval for advertising/bidding.

Final plans have been approved by CT DOT and will be re-submitted for approval to CT DOT for approval to advertise/bidding. Depending upon the approval to advertise, we will bid the project as soon as possible and anticipate it taking two construction seasons to complete.

3. LOTCIP Project #L051-0005 Brickyard Road Pavement Rehabilitation Phase 2, finalize plans and obtain approval for advertising/bidding.

Received CT DOT approval of final plans and awaiting letter to advertise/bid. Anticipate approval letter in next few weeks and will then advertise for summer/fall construction. We anticipate the project to last approximately three to four months.

4. To continue to evaluate the need for an additional river crossing with CRCOG and the State of Connecticut Department of Transportation to

alleviate traffic in the Town Centers, including finalizing the CRCOG/CT DOT Farmington Area Connectivity Study.

The study is nearing completion with traffic modelling being finalized between the consultant engineer, SLR and CRCOG Staff. We are looking to schedule a public informational meeting for June 16, 2022 to review the findings of the study. After the Public Informational meeting is completed, the consultant will make a formal presentation to the Town Council in July 2022.

5. That the Town staff evaluate the potential for a future sidewalk project to fill in the gaps of non existing sidewalk on the Route 4 Corridor between Farmington Village Center and Unionville Center to enhance connectivity. Report on the feasibility, complexity and estimated cost to the Town Council.

A sidewalk gap plan has been completed and Engineering Staff is working on identifying utility pole conflicts as well as completing a cost estimate for the project.

Attachment 2

BICYCLE & TRAILS ADVISORY COMMITTEE

GOAL 3

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Member

FROM: Kathleen A. Blonski, Town Manager

RE: Bicycle and Trails Advisory Committee – Goal 3

DATE: May 10, 2022

Provide needed support to ensure that the Bicycle and Trails Advisory Committee moves forward and receives the appropriate staffing support to complete objectives. Provide quarterly reports to the Town Council.

SLR the Town's consultant completed their Wayfinding Conceptual Signage Package. The report was shared with the Bicycle Advisory Committee and with the Economic Development Commission. Since the directional signs are slated to be installed in Unionville Center, staff decided to convene a joint meeting of Architectural Design Review Committee (ADRC) and Unionville Historic District & Properties Commission (UHDPC) to review the various components of the plan. They are currently reviewing three sign proposals. Once a sign company is selected, we will work with the sign company to install the sign. They anticipate the signs to be installed by late spring -early summer 2022.

In Progress:

- On November 10, 2021, a joint meeting between ADRC and UHDPC the was held to review the Unionville Wayfinding Conceptual Signage Package prepared by SLR. Both commissions reached consensus regarding the Pedestrian Intersection Concepts. The Base and Pole will match the existing light poles in Unionville Center, above the directional arrows will have icons and coordinating colors with the Explore Farmington website. There were discussions concerning Gateway Signage and Public Art, but consensus was not reached concerning those items.
- On March 22, 2022, the AARP Community Challenge Grant was submitted. Awards will be announced in May 2022.
- SLR only received one sign proposal for the directional signs. Sign companies are experiencing supply shortages and it taken longer than usual to receive proposals.

Attachment 3

**FARMINGTON HIGH SCHOOL BUILDING
COMMITTEE**

GOAL 5

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Blonski, Town Manager
RE: Farmington High School Building Committee – Goal 5
DATE: May 10, 2022

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.

Design Progress/Cost Estimate Update:

The Farmington High School Building Committee (FHSBC) has completed the enhanced schematic design phase and the design development phase. Throughout each phase of the FHS Building Project (schematic design, enhanced schematic design, design development, and construction documents), the professional partnership team conducts cost estimates based on current market conditions. The professional partners complete their own cost estimates, then reconcile the differences in order to come up with an accurate estimate.

Pre-Referendum Cost Estimate

Of the \$135.6 M approved at referendum on June 3, 2021, the estimate for construction costs was approximately \$115,600,000. This estimate was completed based on the Schematic Design.

Post-Referendum Cost Estimate #1- Enhanced Schematic Design

Following the passage of the referendum, TSKP Studio created an Enhanced Schematic Design, and a subsequent cost estimate was completed on 12/1/2022, with construction costs at \$124,475,928. As a result, the FHS Building Committee completed a value engineering (VE) exercise to bring the costs back to the original budget. This process involves the professional partnership team meeting with the Design Working Group to identify line items in the project to either (1) remove them from the scope of the project or (2) include them as add alternates, in the event that bidding prices are favorable and the items can be added back into the project. The FHS Building Committee then reviews the VE list created by the Design Working Group for final approval.

The VE items were approved by the FHSBC on January 19, 2022, with the cost estimate for construction as of 1/14/2022 at \$ 115,113,107. The approved VE items do not impact educational programming.

Post-Referendum Cost Estimate #2- Design Development

Upon the completion of the Design Development documents, a subsequent cost estimated was completed on April 14, 2022, at \$119,960,227. The FHS Building Committee completed another VE exercise to bring the costs back to the original budget. The construction cost estimate presented to the FHSBC on 4/27 is at \$115,088,393.

The FHSBC began to discuss these items at their 4/27/2022 meeting. The Committee voted to accept the VE list with the removal of items G104 and G015, and the alternate list as amended and with the removal of #6. These items require additional evaluation and an updated cost estimate, VE list, and alternate list will be presented to the FHSBC at their next meeting on 5/11/22.

Post-Referendum Cost Estimate #3- Construction Documents

There will be one more phase to complete VE items on before the project is out to bid. It is anticipated this will be completed by the end of June/early July 2022.

Early Enabling Phase:

On February 2, 2022, the FHS Building Committee gave consensus to the professional partners to proceed with an early enabling package for the project. Approval of this package enables items such as the temporary parking lot construction and the installation of the construction fence to be completed in the Summer of 2022. The FHS Building Committee saw value in these items being completed prior to the start of school.

Land Use Board Approvals Update:

- **Zoning Board of Appeals-** On December 13, 2021, the Zoning Board of appeals unanimously voted to approve the Town of Farmington application for a variance to increase the maximum building height from 35 feet to 47 feet for the new high school building.
- **Town Plan & Zoning Commission-** On March 21, 2022, the Town Plan & Zoning Commission unanimously voted to approve the Town of Farmington application for a special permit and site plan construction of a new high school.

Professional Partners Update:

- The FHSBC issued an RFQ for Commissioning Services on November 5, 2021. The Committee received six (6) proposals. Upon review of qualifications four (4) firms were shortlisted and asked to respond to an RFP/Fee Proposal. Innovative Engineering Services was awarded the Commissioning Services contract.
- The FHSBC issued an RFQ for Professional Engineering Services on November 9, 2021. The Committee received two (2) proposals. Upon review of qualifications two (2) firms were shortlisted and asked to respond to an

- RFP/Fee Proposal. Diversified Technology Consultants, Inc. was awarded the Professional Engineering Services contract.
- The FHSBC issued an RFQ for Code Review Services on March 8, 2022. The Committee received four (4) proposals. Upon review of qualifications four (4) firms were shortlisted and asked to respond to an RFP/Fee Proposal. Versteeg Associates, LLC. was awarded the Code Review Services contract.
 - The FHSBC issued an RFQ for Structural Threshold Peer Review Services on March 8, 2022. The Committee received two (2) proposals. Upon review of qualifications two (2) firms were shortlisted and asked to respond to an RFP/Fee Proposal. Russell and Dawson, Inc. was awarded the Structural Threshold Peer Review Services contract.
 - The O&G contract for Construction Management Services are in the final states. It is anticipated that it will be fully executed in the coming weeks.

Communications Update:

- In December 2021, a newsletter was sent to all Farmington households with updates regarding the FHS Building project. The newsletter included a status update, frequently asked questions, information about the professional team, anticipated timeline and upcoming meeting schedule.
- The Communications Subcommittee is in the process of creating another newsletter to be delivered by the end of May.
- The FHSBC is tentatively planning on a public project information meeting for June 2022 to provide a status update, information regarding the early enabling package, and answer questions from community members.

The FHSBC has been working very hard to complete this project on time and on budget. With the early enabling phase starting this summer, an official groundbreaking ceremony is in the planning stages for Fall of 2022, when the construction of the new high school will begin. As always, updates on the project status can be found on the FHS Building Project website, www.fhsbuildingproject.org.

Attachment 4

FIRE STATION BUILDING COMMITTEE

GOAL 6

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Blonski, Town Manager
RE: Fire Station Building Committee – Goal 6
DATE: May 10, 2022

Provide needed support to ensure that the Farmington Fire Station Building Committee moves forward and receives the appropriate staffing support to complete objectives. Provide quarterly reports to the Town Council.

Based on Town Council direction, the Town is not establishing a formal Building Committee until later in the year. To keep the project's momentum, the Police Chief has set up a working group with the Volunteer Fire Chiefs to review and update the Town's Facility Study (2014) and Emergency Services Consultant's Study (2018). This is particularly important because the original study is eight years old.

The Chief has met several times with a working group to identify the needs of each station and potential solutions to address those needs. We are looking to create a unified, town-wide approach towards the needs of the Town of Farmington Fire Department buildings.

Attachment 5

AD-HOC 1928 BUILDING COMMITTEE

GOAL 7

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Blonski, Town Manager
RE: 1928 Ad-Hoc Committee – Goal 7
DATE: May 10, 2022

Provide needed support to ensure that the 1928 Ad-Hoc Committee moves forward and receives the appropriate staffing support to complete objectives. Provide quarterly reports to Town Council.

On January 18, 2022, the Town Council established an Ad-Hoc Committee to work with Town Staff to make recommendations to the Town Council on the next steps concerning the 1928 Building.

The committee was charged with the following:

1. Work with the Farmington High School Building Committee to prepare the following timelines:
 - a. When a final decision on the status of the building needs to be made.
 - b. Based on that decision, a timeline to a referendum or the demolition of the building.
2. Engage stakeholders and conduct a needs assessment on space needs in the Town, including approximate square footage requirements.
3. Provide a high-level recommendation if the 1928 Building could be used to satisfy those needs. Please note, this is meant to be a broad overview of the Town's space needs and if they can be satisfied by the 1928 Building. A future building committee would be charged with a deeper dive into the specifics, including cost and design.
4. Public opinion is important to this process. The Ad-Hoc Committee will determine if a public opinion survey is warranted at this stage, or if it would be more appropriate for a future building committee to solicit that input.
5. Provide any other recommendations the Committee has determined is important based on their findings.
6. Report back to the Town Council on their findings.

The Committee met six times between January 27, 2022, and April 21, 2022, to work towards completing their charge. After receiving consensus from the Town Council, the Ad-Hoc Committee contracted with the Center for Research and Public Policy to conduct a community survey to collect resident input regarding potential options for the historic 1928 building, as well as the 1952, 1964, and 1978 buildings. The Ad-Hoc Committee has based their recommendations on these findings.

The Ad-Hoc Committee presented their recommendations to the Town Council on April 26, 2022. The Town Council voted to approve the recommendations, which include:

Recommendation 1:

Based on the results of the survey and the needs of the Town, the Ad-Hoc committee is recommending that the Town Council accept the attached statement of needs and establish a building committee, per Chapter 53 of the Town Code, which outlines a building committee process.

Recommendation 2:

The Town Council should charge a 1928 Building Committee with evaluating and making recommendations on the following options:

Option 1:

Engage an architect to complete a conceptual design and a third-party cost estimator to provide preliminary pricing for the renovation of 1928 building as a standalone building.

Option 2:

Engage an architect to complete a conceptual design and a third-party cost estimator to provide preliminary pricing for the renovation of the 1928 building and the retention of the 1952, 1964, and 1978 portions for the purpose of utilizing gym space with no immediate renovations.

Option 3:

Receive a range of preliminary cost estimates for the full renovation of the 1952, 1964, and 1978 portions (if option 2 is ultimately chosen) to assess what the future long-term capital needs will be.

Option 4:

Receive a range of preliminary cost estimates for the demolition of Town Hall, the replacement of the ballfield located on the Town Hall site, and any associated site work.

Recommendation 3:

The Ad-Hoc Committee has determined that a referendum should be held by April/May 2023 to align with the schedules of both a 1928 project and the FHS Building project.

On April 26, 2022, the Town Council also approved the Statement of Needs, which is required under Chapter 53, Public Buildings, of the Farmington Town Code. Based on the Ad-Hoc Committee's review, the needs of the Town are:

- Town Hall operations need more space and are inefficiently located in satellite offices across Town. This includes departments in the existing Town Hall, Probate offices, recreational offices, and social service offices.
- Community Use. Throughout Town, there is a lack of space for community use, including but not limited to meeting space, event space, non-profit use, and art and business incubator use.
- Gym space for basketball, pickleball, volleyball, and additional recreational programs.
- Space for additional Town Storage. Per records retention laws, files must be kept for long durations. Storage at Town Hall is limited and the new records facility at the Water Pollution Control Facility is rapidly filling up.

Town Staff is currently working on finalizing a charge for a 1928 Building Committee. It is anticipated that the charge will be on the May 10, 2022, Town Council agenda.

Attachment 6

LAND ACQUISITION COMMITTEE

GOAL 8

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A Blonski, Town Manager
RE: Land Acquisition Committee – Goal 8
DATE: May 10, 2022

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.

The Land Acquisition committee has met twice in 2022. The committee has determined that meetings will be held on a quarterly basis.

Bland Property Purchase

The Land Acquisition Committee is pleased to report that the purchase of the property owned by Robert and Eileen Bland, located at 8480 Meadow Road (11.27 acres) and 8481 Meadow Road (7.13) acres for a total price of \$604,000, is included in the May 10, 2022, agenda for Town Council consideration.

These properties have been on the land acquisition list for close to twenty years and the Committee is very excited that the Town is able to purchase the properties for open space/municipal use.

Attachment 7

**REGIONAL AND STATE ECONOMIC DEVELOPMENT
ACTIVITIES**

GOAL 9

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members

FROM: Kathleen A. Blonski, Town Manager

RE: Regional and State Economic Development Activities – Goal 9

DATE: May 10, 2022

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

Rose Ponte, Economic Development Director, attended the following events:

- November 1, 2021, an introductory meeting with the Director of the Connecticut Procurement Technical Assistance Center
- November 18, 2021, The Tunxis Foundation Economic Development Forum
- December 2, 2021, CT DECD Economic Development Summit
- December 7, 2021, CT Women’s Council Annual Meeting
- December 16, 2021, MetroHartford Alliance Annual Meeting
- January 13, 2022, Chamber of Commerce Economic Forecast Summit
- January 19, 2022, Hartford Business Journal Economic Outlook
- January 20, 2022, Enterprise Corridor zone 40 Year Milestone Special Meeting
- January 21, 2022, CBIA Economic Summit and 2022 Outlook
- February 1, 2022, CT Main Street, Promotion- Part of the Four Point Main Street Approach
- February 3, 2022, Governor’s announcement of new Manufacturing Officer, at Mott Corporation
- February 14, 2022, Women’s Business Development Council
- February 16, 2022, CRE presents What’s Next in 2022.

- March 3, 2022, CCAT ATC Tour
- March 22, 2022, Chase Bank ribbon Cutting
- April 8, 2022, Advance CT New Life Science officer, Tim Miller
- April 25, 2022, Greater Hartford Mobility Study- Municipal Group Meeting
- April 28, 2022, Imagining Better Healthcare, MetroHartford Health Council Business Breakfast
- Monthly AdvanceCT Partner's Meeting
- Monthly CEDAS Board of Director's Meetings

Attachment 8

COVID-19

GOAL 15

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A Blonski, Town Manager
RE: COVID-19 – Goal 15
DATE: May 10, 2022

Manage and monitor all COVID-19 related issues. Provide quarterly reports to the Town Council.

Town Operations:

In December 2021, the Town of Farmington requested all employees to complete a Vaccination Status form. This request was in preparation for the OSHA Emergency Temporary Standard (which was later overturned in court) as well as to assist the Town Manager's Office in managing the COVID-19 response, especially during the Omicron wave, as quarantine requirements and guidance were based on vaccination status. All full-time employees complied with the requirement. The Town Manager's Office frequently consults with the Farmington Valley Health District to ensure we are following the latest guidance and continues to monitor local and state-wide COVID data.

During the Omicron wave of the pandemic (December 22, 2022- February 15, 2022), the Town of Farmington had 35 employees that tested positive for COVID-19. Following the guidance that was in effect at the time, each positive test required staff from the Town Manager's Office to make testing arrangements (with local clinic or provide home test), contact tracing and providing guidance based on vaccination status, and formulating a return-to-work plan based on vaccination status.

Test Kit Distribution:

In January 2022, the Town of Farmington received multiple shipments of COVID-19 self-test kits from the State of Connecticut. A drive through event was held on January 3, 2022, at Tunxis Mead, providing two (2) test kits per car on a first come first serve basis. The Town launched an online registration/call in hotline for the second round of test kit distributions, which were distributed on January 13, 2022, at Tunxis Mead for those that registered online. Residents could register for a third round of test-kits beginning January 28, 2022, and those tests were distributed the week of January 31, 2022.

For each round of test kit distributions, a small percentage of test kits were reserved for essential municipal employees and our most at-risk residents with an immediate need. Farmington Community Services coordinated distribution for vulnerable residents.

In addition to distributing thousands of tests to Town Residents, the Town of Farmington distributed approximately 30,000 N-95 masks. The collaborative efforts of all Town Departments allowed for the distribution events run smoothly and residents to obtain test kits and masks in a timely manner.

Mask Mandate:

Effective, March 1, 2022, the Town of Farmington no longer required employees or visitors to wear masks in town facilities. Since the removal of masks, the Town has not seen a significant increase in positive cases.

Attachment 9

RACIAL EQUALITY TASKFORCE

GOAL 17

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Blonski, Town Manager
RE: Racial Equality Taskforce – Goal 17
DATE: May 10, 2022

To ensure that the Racial Equality Taskforce moves forward with the goals of the Town’s Action Plan and that they receive the appropriate staff support to complete its objectives.

In Fiscal Year 2021-2022, the full Taskforce moved to meeting once a month. Individual sub-committees will meet regularly throughout the month to work on their respective goals, and we plan on expanding the Taskforce to include more volunteers.

Progress to Date:

1. Community Conversation Goal

- The Taskforce is partnering with the Farmington Libraries to put on a “Community Forum for Equality, Diversity & Inclusion.” The date is scheduled for June 6, 2022 at 6:30PM. The next Community Conversation is going to be scheduled for September, once school is back in session. The topic will be “Tell Me The Truth: Exploring the Heart of Cross-Racial Conversation” with Shay Stewart Bouley and Debby Irving.

The Taskforce also plans on participating in the Juneteenth event at the Hillstead Museum on June 25, 2022. This will be an excellent opportunity for Taskforce members to meet and visit with community members. This will be an outdoor community event with visual art, food, music, and family fun activities.

2. Community Policing Goal

- The Community Policing Sub-committee met on April 6th with Lieutenant Kory Vincent and Community Policing Officer, Sergeant James Stone. The sub-committee shared their ideas.
 1. An event for Officers and teens coming of driving age with their parents to discuss what to do during a traffic stop.

2. Officers participating in a basketball tournament with students from "The Talented Sports Company." They are a nonprofit youth AAU basketball program. The group runs year-round and services youth boys and girls, ages 7-18 years old.
3. Investigating the potential of creating a "Junior Police Academy" similar to the program Simsbury officers. Another option may be partnering with Simsbury and expanding their program to include Farmington Officers and students.

3. Webpage Goal

- The website diversefarmington.com launched in February 2022. It features information about the Taskforce, as well as resources for residents, business owners, and parents. The Taskforce plans on continuing to add to the website and use it highlight influential Black residents in Farmington throughout history.

4. Strategic Plan Goal

- Complete.

5. Racism as a Public Health Crisis Goal

- A proclamation was read at the December 14, 2021, Town Council meeting.

6. Economic Development Goal

- A small group met to discuss additional ways that EDC might be able to assist the Taskforce. They discussed partner with State programs and different companies within Farmington to help bring more Black and Brown workers into Town.

7. DEI Consultant Goal

- Staff is currently working on an updated draft of the Request for Qualifications.

Attachment 10

GREEN EFFORTS COMMITTEE

GOAL 18

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Blonski, Town Manager
RE: Green Efforts Committee – Goal 18
DATE: May 10, 2022

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 continues to be a leader in the community in promoting environmentally conscientious practices. The committee met regularly throughout fall 2021 and spring 2022. The following are the active initiatives that the committee is working on:

1. Annual Clean Up Day – April 23rd

The Annual Clean-Up Day was held on April 23rd in conjunction with the Farmington Trails Council, Bike Walk Farmington, and the Farmington High School ECO Club. Over 2,780 pounds of garbage collected from Farmington's parks, roadsides, and riverbanks. Around 150 people participated in the event.

The Annual Clean-up Day is supported by a number of local businesses that provide materials for the Clean-up Day event and provide prizes for the Heaviest Haul Competition: Farmington Miniature Golf & Ice Cream Parlor, Fork & Fire Restaurant, Naples Restaurant, Highland Park Market, and By Carrier Inc.

The Committee is looking forward to the continuing the event in 2023.

The Committee also held the first Town Rummage Sale at Irving A. Robins School, over 30 households participated.

2. Electric Vehicle Charger

The Committee and staff are currently investigating potential placement of an electric vehicle charger on town property. Eversource is currently offering grants to install charger that cover up to \$20,000.00 in installation and make

ready costs and 50% of the cost of a charger. The grant is a first come first serve basis with 3-year disbursement cycles for 10 years.

3. Anti-Idling

The Committee is currently working on marketing signs to bring awareness to CT DEEP regulation 22a-174-18(b)(3) that limits idling of vehicles to three minutes when the temperature is above 20 degrees. The Committee received signs from DEEP, and also held a poster contest for the students at West Woods school. The committee and staff picked finalists and the posters will be made into real signs, to be installed at the local schools and town properties.

4. Simple Recycling – Textile recycling

The Committee continues to monitor the monthly textile recycling performed by Simple Recycling. In 2021 alone, 21.28 tons of textiles were recycled, in first quarter of this year, approximately 5 tons have been collected. Since starting in December of 2019, the program has collected over 50 tons of material.

5. Composting

With the closure of the Hartford MIRA facility looming, the Committee has begun investigating town wide residential collection of compostable material to reduce tipping fees. While the Committee has encouraged backyard residential composting for several years, a larger scale operation is able to handle a larger variety of materials that would not normally decompose in a residential setting, such as meat products.

Attachment 11

COMMUNICATION AND TRANSPARENCY

GOAL 19

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Blonski, Town Manager
RE: Communication and Transparency – Goal 19
DATE: May 10, 2022

Add a Town Council tab or section to the Economic Development website, generate dynamic content (e.g., short summaries of Town Council meetings, information on how local government works), highlight town boards and committees and their initiatives and encourage residents to submit events and stories. Town Council members to publicize Economic Development website with their networks. Post-Covid, initiate informal meetings and open forums with Town Council members a(e.g., Coffee with the Committee).

In the past few months, the Communications team has been working to identify areas of improvement within the Town's Communications. As you are aware, the Town has many means of communication. They include, but are not limited to, the Town's website, ExploreFarmington's website, ChoseFarmington.com, multiple Facebook pages, Explore Farmington's Instagram, and Everbridge.

The group quickly identified areas of improvement. In this first stage we identified missing areas on the Town's website and Explore Farmington's website. On the Town's website we have added a link to Explore Farmington and are now in the process of identifying additional areas where Explore Farmington can be referenced. We are also working on updating the Explore Farmington site to include more references to the Town's website and the Town Council.

The Employment page on the website has been expanded to include Volunteer Opportunities. The volunteer section includes every open position on the Boards & Commissions and links to find out more information on each one. Now that this area has been created, we can take the next step in advertising these vacant positions.

One of the largest updates to date was the creation of the Town Council Chair report. These reports offer community members a simple way to review what happened at the latest Town Council meeting. The day after each Town Council meeting, a Chair Report will be created to keep everyone informed and up to date. They can be found at: <https://www.farmington-ct.org/government/town->

[council/town-council-chair-reports](#). The first two reports have been uploaded and have been shared to over 2,000 people through our Everbridge system. In the next month, the Town will begin advertising these reports through social media and Explore Farmington's website. Beginning in May, we will be sending out the links to the Town Council members the day after the meeting to encourage sharing with their networks.

Now that the foundation work has been created, the next step will be to highlight town boards and committees and their initiatives and encourage residents to submit events and stories. We also anticipate creating a schedule for the informal meetings and open forums with Town Council members.

Attachment 12
SKATEBOARD PARK
GOAL 20

**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Eagen, Town Manager
RE: Skateboard Park – Goal 20
DATE: May 10, 2022

To oversee the completion of a renovated/new skateboard park at Tunxis Mead Park.

In the late Fall, our Community & Recreational Services Department administered a town-wide survey on the skateboard park to solicit feedback and suggestions for renovations. Simultaneously, staff reached out to all the stakeholders to join our committee to assist in the development of a plan, make recommendations, analyze the survey data, and engage the community.

The committee met several times. They were able to tour surrounding towns, develop a “wish” list of elements and analyze the current park. The committee also explored vendors that could assist us in the planning process. Last week, we received an updated rendering of the skatepark with improvements within our budgetary guidelines. The committee meets in two weeks to approve the latest plan. A meeting will be held at Tunxis Mead Park to update the community on the renovations and work is anticipated to begin in the Summer.

MOTION:

Agenda Item N-1

That a property tax rate of 29.32 mills be levied on the net taxable Grand List of October 1, 2021, in the amount of \$3,797,200,321 to meet the appropriations of the Town of Farmington for the fiscal year beginning July 1, 2022, through June 30, 2023,

And,

That such taxes shall be payable in equal installments on July 1, 2022 and January 1, 2023 except that property taxes as defined in Section 12-141 of the Connecticut General Statutes in an amount not in excess of one hundred dollars shall be due and payable in a single payment on July 1, 2022 as provided by Section 12-144 of the Connecticut General Statutes, and except that any tax on any motor vehicle shall be due and payable in full on July 1, 2022 as provided in Section 12-144(a) of the Connecticut General Statutes,

And,

That the Solid Waste Service Charge be set at \$268.00 for the fiscal year beginning July 1, 2022.

/Attachment

**FY2022/2023
TAX AND BUDGET WORKSHEET
ADOPTED BUDGET
APRIL 28, 2022**

	FY21/22 Adopted Budget	FY22/23 Adopted Budget	Dollar Change	% Change
<u>EXPENDITURES</u>				
Education	72,288,934	74,448,257	2,159,323	2.99
Town	32,317,083	33,380,320	1,063,237	3.29
Debt Service	8,272,347	9,306,656	1,034,309	12.50
Capital Improvements	3,147,166	3,881,000	733,834	23.32
BOE Defined Contribution	75,000	250,000	175,000	233.33
Total	<u>116,100,530</u>	<u>121,266,233</u>	<u>5,165,703</u>	<u>4.45</u>

GRAND LIST

Real Estate	3,241,496,228	3,248,094,596	6,598,368	0.20
Personal Property	239,751,822	233,594,145	(6,157,677)	(2.57)
Motor Vehicles	251,973,408	315,511,580	63,538,172	25.22
Total	<u>3,733,221,458</u>	<u>3,797,200,321</u>	<u>63,978,863</u>	<u>1.71</u>

REVENUES

Other Property Taxes	1,316,000	1,405,000	89,000	6.76
Licenses and Permits	701,000	781,500	80,500	11.48
Fines and Penalties	18,500	15,000	(3,500)	(18.92)
Interest	125,000	150,000	25,000	20.00
Grants	4,918,103	6,459,586	1,541,483	31.34
Service Charges	1,366,500	1,514,308	147,808	10.82
Other	861,844	772,126	(89,718)	(10.41)
Westwoods Contribution	330,000	320,000	(10,000)	(3.03)
Total	<u>9,636,947</u>	<u>11,417,520</u>	<u>1,780,573</u>	<u>18.48</u>

TAX & MILL RATE

Tax Levy	\$ 107,144,687	\$ 110,948,713
Mill Rate	28.81	29.32
Mill Rate Change	0.84	0.52
% Change	2.99%	1.79%
Avg Residential Assesmer	\$ 226,777	\$ 226,777
Real Estate Taxes	\$ 6,532.75	\$ 6,650.04
Dollar Increase	189.82	117.29
Percent Increase	2.99%	1.79%

**CERTIFIED RESOLUTION
OF THE TOWN OF FARMINGTON
SMALL CITIES PROGRAM**

Certified a true copy of a resolution adopted by the Town of Farmington at a meeting of its Town Council on May 10, 2022 and which has not been rescinded or modified in any way whatsoever.

 _____ (Date) 5/10/2022

(Clerk)

(SEAL)

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

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

WHEREAS, it is desirable and in the public interest that the Town of Farmington make application to the State for \$400,000 in order to undertake a Small Cities Community Development Program and to execute an Assistance Agreement therefore, should one be offered.

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

1. That it is cognizant of the conditions and prerequisites for State Assistance imposed by Part VI of Chapter 130 of The Connecticut General Statutes; and,
2. That the filing of an application by the Town of Farmington in an amount not to exceed \$400,000.00 is hereby approved, and that Kathleen Blonski, Town Manager, of The Town of Farmington is hereby authorized and directed to file such Application with the Commissioner of the Department of Housing, to provide such additional information, to execute such other documents as may be required by the Commissioner, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an Agreement is offered, to execute any amendments, rescissions, and revisions thereto, and to act as the authorized representative of the Town of Farmington.

MOTION:

Agenda Item N-3

To amend Chapter 29 "Fire Department" as attached.

The following Code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.

Chapter 29

Fire Department

[HISTORY: Adopted by the Town Council of the Town of Farmington 1-28-1997; amended in its entirety 3-5-2003. Subsequent amendments noted where applicable.]

GENERAL REFERENCES

Officers and employees — See Ch. 47.

Pensions — See Ch. 51.

Fire hydrants — See Ch. 101.

Fire lanes — See Ch. 182.

§ 29-1 Repeal of former provisions.

The former Chapter 29 is repealed and the following is substituted in lieu thereof.

§ 29-2 Establishment; purpose.

A unified Town-wide Fire Department (Department) consisting of the Farmington Volunteer Fire Department, LLC, the Tunxis Hose Company No. 1, and the East Farmington Volunteer Fire Department, Inc., is established for the purpose of providing fire-fighting, rescue and emergency medical services throughout the Town.

§ 29-3 Structure; authority.

The Department in its operations shall utilize the Farmington Fire Station, the Tunxis Hose Fire Station, the East Farmington Fire Station, the Oakland Gardens Fire Substation, the Southwest Fire Substation, and ~~any other station or substation as~~ may from time to time ~~be established~~ or remove any station or substation based on Town and organizational needs. The existing volunteer fire companies shall continue as operating entities and shall function as constituent units of the Department. The Director of Fire and Rescue Services is hereby charged with managing the Department and with directing and being responsible to the Town Manager for all fire, rescue and emergency medical services provided within the Town; however on-scene fire ground operations shall be commanded by the Fire Chiefs as well as their officers. Each volunteer fire company and its officers shall be responsible for operating in conformance with unified procedures established by the Director of Fire and Rescue Services.

~~§ 29-4 Board of Fire Chiefs; membership; vacancies.~~

~~The Board of Fire Chiefs shall consist of three members: the Fire Chief from each of the three existing volunteer fire companies. The Fire Chiefs shall personally serve on the Board of Fire Chiefs; and shall not be permitted to name designees. If the Fire Chief is unable to fulfill his or her duties, takes a leave of absence, and appoints an Acting Fire Chief, the Acting Fire Chief shall be permitted to serve on the Board of Fire Chiefs so long as he or she is serving in the capacity of Acting Fire Chief.~~

§ 29-5.4 Powers and duties.

A. The Director of Fire and Rescue Services shall have all reasonable powers necessary to fulfill the obligations of managing and being responsible for all fire, rescue and emergency medical services excluding on-scene fire ground operations which shall be commanded by the Fire Chief(s) as well as their officers.

- B. The Director of Fire and Rescue Services, ~~with assistance from the Board of Fire Chiefs,~~ shall establish standard policies, rules and procedures for providing fire-fighting, rescue and other emergency and safety services throughout the Town as from time to time deemed appropriate. Such policies, rules and procedures shall be consistent with policies and direction from the Town Manager and shall comply with the Town Charter and applicable collective bargaining agreements.
- C. The Director of Fire and Rescue Services, ~~with assistance from the Board of Fire Chiefs,~~ shall coordinate the training and physical fitness programs of the Department; take appropriate steps to improve efficiency, recruitment and public relations; develop specifications for needed equipment and determine purchase requirements; evaluate risk management issues; develop annual budget recommendations; and develop strategic and tactical plans for future equipment and facilities.
- D. The Director of Fire and Rescue Services, ~~with assistance from the Board of Fire Chiefs,~~ shall plan new programs and take necessary steps to have such programs implemented and represent the Department before the Town Council, other Town agencies, other state and local agencies and the general public. The Director of Fire and Rescue Services, ~~with assistance from the Board of Fire Chiefs,~~ shall analyze the needs of the Department and coordinate programs to meet those needs, keeping in mind the unique nature of volunteer emergency services being rendered by the volunteer fire companies.
- E. The Director of Fire and Rescue Services, ~~with assistance from Board of Fire Chiefs,~~ shall interview candidates for any paid positions within the Department and recommend candidates for such positions for appointment by the Town Manager. Such recommendations shall comply with the provisions of any applicable labor contract and with the Town Charter.
- F. The Director of Fire and Rescue Services shall make recommendations to the Town Manager regarding the direction, discipline, suspension, and relief from active duty of any paid employee or voluntary member in the Department, subject to the provisions of applicable collective bargaining contracts and the Town Charter and shall be responsible for the supervision of all paid personnel. ~~The Fire Chiefs shall be the direct supervisors of the career fire fighters that are assigned to their fire stations. All direction from the Fire Chiefs to the career fire fighters shall be consistent with all policies, rules, and procedures set forth by the Director of Fire and Rescue Services.~~
- G. The Fire Chiefs shall be the supervisors of the volunteer fire fighters assigned to their stations. The Fire Chiefs are responsible for carrying out the directives of the Director of Fire and Rescue Services and ensuring that they are followed by the volunteer fire fighters assigned to their stations.
- H. The Director of Fire and Rescue Services shall perform any other functions and duties as directed by the Town Manager.

~~§ 29-6 Organization-~~

~~The Board of Fire Chiefs shall meet with the Director of Fire and Rescue Services as necessary to manage and conduct the operations of the Fire Department.~~



METZGER LAZAREK & PLUMB
LABOR & EMPLOYMENT LAW

56 Arbor St, Suite 413
Hartford CT, 06106

P: 860.549.5026
F: 860.549.5224
www.metzlaz.com
llazarek@metzlaz.com

April 1, 2022

VIA EMAIL

Ms. Kathleen Blonski
Town Manager
Town of Farmington
1 Monteith Drive
Farmington, CT 06032

RE: Opinion re: Volunteer Fire Chiefs

Dear Ms. Blonski:

You have asked for a written opinion regarding the supervision of the career firefighters by volunteer Fire Chiefs. The Town's ordinance pertaining to the Fire Department (Chapter 29, §29-1 *et seq.*) currently gives the volunteer Fire Chiefs authority to directly supervise the career firefighters who are assigned to their stations. The Town is considering amending the ordinance to place direct supervision of career firefighters within the authority of the Director of Fire and Rescue Services. For the reasons outlined below, I conclude that it is not advisable to continue to have paid firefighters supervised by volunteer Fire Chiefs.

First, paid firefighters of the Town of Farmington are employees of the Town, not the volunteer fire companies. They receive their wages through the Town and are maintained on Town insurance and benefits programs. As Town employees, they should be directly supervised by a supervisory Town employee, reporting to the Town Manager, in this case the Director of Fire and Rescue Services. This is necessary and desirable to ensure that the goals, policies and procedures of the Town are implemented consistently for all Town employees.

Second, the volunteer Chiefs typically do not work the same hours as the career staff. The career staff work a Monday through Friday schedule, designed to ensure coverage throughout Town during times when volunteers, including volunteer Chiefs, are working at their regular, paid jobs. As a result, volunteer Chiefs are unable to adequately review the daily job performance of the paid staff and are unavailable to address day-to-day personnel concerns as they may arise.

Ms. Kathleen Blonski
April 1, 2022
Page 2

Finally, the volunteer Chiefs have no authority to engage in collective bargaining with the Fire Fighters Union represented by IAFF, Local 3103. The Town Manager, as the Town's Chief Executive Officer, is authorized by Section 7-474(a) of the Municipal Employee Relations Act (MERA) to negotiate labor contracts and other union matters with Town unions, including the Fire Union. This means that volunteer Chiefs are unable to negotiate contract disputes or disciplinary matters with the paid staff, and are largely unavailable to attend labor management meetings regarding same, which typically occur during regular business hours Monday through Friday.

For these reasons, it is preferable from a personnel management standpoint that direct supervision of the career firefighters reside with the Director of Fire and Rescue Services, who works the same hours, is available for consultation and oversight during the regular work week, and can ably act in an advisory capacity for the Town Manager for labor matters.

I trust that this opinion is satisfactory. Please let me know if you require anything further on this issue.

Sincerely,

A handwritten signature in cursive script, appearing to read "Lisa S. Lazarek".

Lisa S. Lazarek

MOTION:

Agenda Item N-4

To appoint the following 1928 Building Committee members with the following voting members,

Peter Mastrobattista, Chair

Joe Capodiferno, Town Council Liaison

Chris Fagan, FHS Building Committee Liaison

Jean Baron, Resident

Dan Kleinman, Resident

Jack Kemper, Resident

Mike Walsh, Resident

And the following non-voting members

Kathleen Blonski, Town Manager

Kat Krajewski, Assistant Town Manager

Russ Arnold, Director of Public Works

Alicia Bowman, Assistant Superintendent of Finance & Operations

_____, Clerk of the Committee

And,

To approve the following Charge of 1928 Building Committee.

Part 1-

a) The committee shall review the statement of needs, the community survey on the 1928 building, and the recommendations from the Ad-Hoc 1928 building committee.

b) The committee shall evaluate and make recommendations to Town Council on the following options:

1. Engage an architect to complete a conceptual design and a third-party cost estimator to provide preliminary pricing for the renovation of 1928 building as a standalone building.

2. Engage an architect to complete a conceptual design and a third-party cost estimator to provide preliminary pricing for the renovation of the 1928 building and the retention of the 1952, 1964, and 1978 portions for the purpose of utilizing gym space with no immediate renovations. In addition, receive a range of preliminary cost estimates for the full renovation of the 1952, 1964, and 1978 to assess what the future long-term capital needs will be. *

3. Receive a range of preliminary cost estimates for the demolition of Town Hall, the replacement of the ballfield located on the Town Hall site, and any associated site work.

c) After the Committee has evaluated the options, they shall present their recommendations to the Town Council for consideration. This should be completed no later than December 2022.

**Options 2 and 3 from the Ad-Hoc Committee Recommendations have been combined for clarity.*

Part 2-

a) Before the Town Council selects an option, it will review financial information, including but not limited to the impact of the options on the long-term financial forecast, anticipated debt schedule, and projected tax impact. It will also determine if ARPA funds should be used for this project.

b) Upon selection of an option, the Town Council shall re-charge the committee to complete schematic drawings and project cost estimates to bring the project to referendum per Section 53 of the Town Code.

Option 1

Due to the timing of the FHS Building Project and the imminent demolition of the current high school facility, as well as the survey results which show strong support for a standalone 1928 building project, Option 1 is the priority focus of the committee. This information is imperative for a referendum on the 1928 building to take place in May 2023.

High Level Anticipated Timeline

Phase 1

June 2022: Building Committee meetings to begin, RFQs published for architect and cost estimator.

July 2022 – August 2022: Architect and cost estimator selected.

August 2022 – October 2022: Conceptual design and estimates completed by the professional partners.

November 2022 – December 2022: Town Council approves recommendation.

Phase 2

December 2022 – May 2023: Schematic design/cost for referendum + communications plan

April 2023 – May 2023: Town Meeting/Referendum

Option 2

The statement of needs shows a demand for additional recreational gym space for various activities and programs. The Town Council feels that evaluating the use of the existing gym space, before the gyms are demolished, is a reasonable approach. The Town Council believes this option should be reviewed, even if it is ultimately determined that retaining the gym space is not economically feasible.

There are also financial considerations for this option, both short term and long term. In the short term, the need to replace the exterior wall on the back of the 1928 building and install a new boiler is not needed in this option. Therefore, it is possible that this option could be less expensive than a standalone project up front while meeting the need for gym space.

The Town Council also understands that renovations would likely be needed in the 1952, 1964, and 1978 portions of the building in the future. A range of preliminary cost estimates, including future maintenance costs, should be received to assist in this long-term capital planning and to evaluate if this is a feasible option. The Town Council believes this option should be reviewed, even if it is ultimately determined that retaining the gym space is not economically feasible.

Timeline- See Above

Option 3

The retention of the 1952, 1964, and 1978 buildings displaces a ballfield that is included in the FHS Building Project site plan. It has been determined that the only place the ballfield could be relocated is the existing Town Hall site. The Ad-Hoc Committee recommends that a range of preliminary cost estimates be obtained to

demolish the Town Hall, complete required site work, and construct the ballfield in its place. If this is deemed feasible, Town Hall operations would be moved to the 1928 building.

Timeline- See Above

/Attachments

Statement of Needs

Recommendations from the Ad-Hoc Committee



MEMORANDUM

TO: Farmington Town Council
FROM: Ad-Hoc 1928 Building Committee
RE: Statement of Needs- 1928 Building Project
DATE: April 21, 2022

In accordance with Chapter 53, Public Buildings, of the Farmington Town Code, the Ad-Hoc 1928 Building Committee has outlined and recommended a "statement of needs" regarding the 1928 Building Project.

The Ad-Hoc Committee has engaged stakeholders and completed a Town-wide survey to conduct a needs assessment on space needs of the Town and if they can be satisfied by retaining and renovating the 1928 building.

Based on the Ad-Hoc Committee's review, the needs of the Town are:

- Town Hall operations need more space and are inefficiently located in satellite offices across Town. This includes departments in the existing Town Hall, Probate offices, recreational offices, and social service offices.
- Community Use. Throughout Town, there is a lack of space for community use, including but not limited to meeting space, event space, non-profit use, and art and business incubator use.
- Gym space for basketball, pickleball, volleyball, and additional recreational programs.
- Space for additional Town Storage. Per records retention laws, files must be kept for long durations. Storage at Town Hall is limited and the new records facility at the Water Pollution Control Facility is rapidly filling up.

It is the recommendation of the Ad-Hoc Committee, under section 53-3 of the Farmington Town Code, that the Town Council consider this statement of needs for the 1928 Building and establish a building committee to:

- 1) Engage an architect to complete a conceptual design and a third-party cost estimator to provide preliminary pricing for the renovation of 1928 building as a standalone building.

- 2) Engage an architect to complete a conceptual design and a third-party cost estimator to provide preliminary pricing for the renovation of the 1928 building and the retention of the 1952, 1964, and 1978 portions for the purpose of utilizing gym space with no immediate renovations.
- 3) Receive a range of preliminary cost estimates for the full renovation of the 1952, 1964, and 1978 portions (if option 2 is ultimately chosen) to assess what the future long-term capital needs will be.
- 4) Receive a range of preliminary cost estimates for the demolition of Town Hall, the replacement of the ballfield located on the Town Hall site, and any associated site work.

Ad-Hoc 1928 Building Committee Recommendations

In accordance with the charge from the Town Council, the Ad-Hoc Committee has engaged stakeholders to conduct a high-level needs assessment and completed a town-wide survey. The survey results indicate strong support of retaining the 1928 building, and support for retaining the 1928, 1952, 1964 and 1978 sections. The needs assessment indicated that the Town has space needs that can be satisfied by retaining the 1928 building and the other sections of the existing high school facility.

On April 21, 2022 the Ad Hoc Committee unanimously approved the following recommendations:

Recommendation 1:

Based on the results of the survey and the needs of the Town, the Ad-Hoc committee is recommending that the Town Council accept the attached statement of needs and establish a building committee, per Chapter 53 of the Town Code, which outlines a building committee process.

Recommendation 2:

The Town Council should charge a 1928 Building Committee with evaluating and making recommendations on the following options:

Option 1:

Engage an architect to complete a conceptual design and a third-party cost estimator to provide preliminary pricing for the renovation of 1928 building as a standalone building.

Why?

*The Ad-Hoc Committee has determined that, based on the high-level needs assessment, a renovation of the 1928 building can satisfy the space needs of the Town (see attached statement of needs). **77.8%** of respondents to the survey expressed support for retaining the 1928 building. **75.6%** support retaining the 1928 building when ARPA funds could be used to pay a portion of the project.*

Option 2:

Engage an architect to complete a conceptual design and a third party cost estimator to provide preliminary pricing for the renovation of the 1928 building and the retention of the 1952, 1964, and 1978 portions for the purpose of utilizing gym space with no immediate renovations.

Why?

The Ad-Hoc Committee's high-level needs assessment indicated a need for gym space in Town. The Ad-Hoc Committee assessed the ability to keep the existing gym space, which is in close proximity to the 1928 building. The Ad-Hoc Committee believed that further investigation was warranted, therefore, included questions related to the retention of these portions in the town wide survey.

There are also financial considerations for this option. The Ad-Hoc Committee understands that the gym space would not require renovation. Additionally, the need to replace the exterior wall on the back of the 1928 building and install a new boiler is not needed in this option. It is possible that this option could be less expensive than a standalone project while meeting the need for gym space.

56.9% of respondents indicated that the Town should look into retaining these portions of the existing high school facility. The percentage increased to **61.8%** when ARPA funds could be used to pay a portion of the project.

Option 3:

Receive a range of preliminary cost estimates for the full renovation of the 1952, 1964, and 1978 portions (if option 2 is ultimately chosen) to assess what the future long-term capital needs will be.

Why?

Option 2 does not include renovation costs for the 1952, 1964, and 1978 sections. The Ad-Hoc Committee understands that renovations would likely be needed in the future. The Ad-Hoc Committee recommends that these renovations be phased in a long-term capital plan. A range of preliminary cost estimates should be received to assist in this long-term capital planning and to evaluate if this is a feasible option.

Option 4:

Receive a range of preliminary cost estimates for the demolition of Town Hall, the replacement of the ballfield located on the Town Hall site, and any associated site work.

Why?

The retention of the 1952, 1964, and 1978 buildings displaces a ballfield that is included in the FHS Building Project site plan. It has been determined that the only place the ballfield could be relocated is the existing Town Hall site. The Ad-Hoc Committee recommends that a range of preliminary cost estimates be obtained to demolish the Town Hall, complete required site work, and construct the ballfield in its place. If this is deemed feasible, Town Hall operations would be moved to the 1928 building.

Recommendation 3:

The Ad-Hoc Committee has determined that a referendum should be held by April/May 2023 to align with the schedules of both a 1928 project and the FHS Building project.

The Ad-Hoc Committee has completed their charge and looks forward to presenting the survey results and recommendations to the Town Council at its April 26, 2022, Town Council Meeting.

MOTION:

Agenda Item N-5

To approve the purchase of property owned by Robert and Eileen Bland located at 8480 Meadow Road (11.27 acres) and 8481 Meadow Road (7.13 acres) for a total price of \$604,000.

Town of Farmington Geographic Information System (GIS)



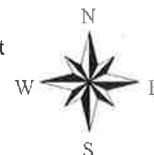
Date Printed: 1/6/2022



MAP DISCLAIMER - NOTICE OF LIABILITY

This map is for assessment purposes only. It is not for legal description or conveyances. All information is subject to verification by any user. The Town of Farmington and its mapping contractors assume no legal responsibility for the information contained herein.

Approximate Scale: 1 inch = 800 feet



MOTION:

Agenda Item N-6

To award Bid # 313, Transportation and Disposal of Sewage Sludge, to H.I. Stone and Son of Southbury, CT at a contract cost of \$112.00 per wet ton.

Town of Farmington

Bid #313 Transportation and Disposal of Sewage Sludge
 Bid Opening April 14, 2022 @ 11:00 a.m.

Description of Item	Unit	Bidder 1	Bidder 2	Bidder 3	Bidder 4
		Loureiro Engineering Plainville, CT Cost 	McVac Environrn. New Haven, CT Cost 	H.I. Stone Southbury, CT Cost 	Environmental Services S. Windsor, CT Cost
Transport/Disposal of Sludge cake, 22.5% (+/-)	Per Wet Ton	\$132.00	\$149.85	\$112.00	\$151.00
Transport/Disposal of 4,250 wet tons	Per Year	\$561,000.00 *Bid total shows \$751,565.42 which is noted to include transportation, environmental & fuel charge	\$636,862.50	\$476,000.00	\$641,750.00
Other Equipment:	Per Hour	N/A	Vac Truck: \$235 per Hour	Vac Truck w/Trailer: \$165 per Hour	Vacuum Truck: \$150.00 per Hour
Other Equipment:	Per Hour	N/A	N/A	Roll off Truck: \$125.00 per Hour	N/A

Recommendation: That the award be made to Bidder #3, H.I. Stone of Southbury, CT as the lowest bidder.

Funding: FY2022/2023 WPCA Budget

MOTION:

Agenda Item N-7

To award Bid # 314, Maintenance and Repair of Police Vehicles to Farmington Motor Sports of Farmington, CT in accordance with their bid proposal dated April 13, 2022.

Town of Farmington, CT

Tally Sheet Bid # 314

Maintenance of Police Vehicles

Bid Opening: April 13, 2022 at 11:30 A.M.

	Bidder 1	Bidder 2	Bidder 3
	Farmington Motor Sports Unionville, CT	Lombard Ford, Inc Winsted, CT	Ron's Automotive Unionville LLC Unionville, CT
Service Item			
Synthetic Oil Change, Filter Replacement, Lube & Safety Inspection	\$80.00	\$100.00	\$54.00
Brake Inspection and Cleaning	\$35.00	\$19.95	N/C
Tire Change and Balancing	\$20.00	\$45.00	\$120.00
Road Service (in town)	\$85.00	\$125/Hr.	N/A
Road Service (out of town)	\$85.00 + \$3/mile from town line	\$125/Hr.	N/A
Day Towing Rate (to your facility for repair)	\$85.00	\$65.00 + \$2.75/mile	N/A
Night Towing Rate (vehicle to be kept inside overnight)	\$85.00	\$90/Hr.	N/A
Labor Rate for services other than those listed above (per hr.)	\$65.00	20%	\$127.88
% of markup over dealer cost on parts: Invoices to be made available upon request	35%	5%	25%

Recommendation: That award be made to Bidder # 1 as the overall lowest responsible bidder.

Funding: FY2022/2023 Police Department Budget; Account # 12209-24402

MOTION:

Agenda Item N-8

To award Bid #315, Large Fire Apparatus Maintenance to Fleetmasters Sales and Service of Windsor Locks, CT in accordance with their bid submission dated April 13, 2022.

Town Of Farmington
Tally Sheet

Agenda Item N-8

Bid #315 - Large Fire Apparatus Maintenance

Bid Opening: 4/13/22

Bid Time: 12:00 pm

Description	Bidder #1	Bidder #2
	First Line Emergency Service, LLC Cromwell, CT	Fleetmasters Sales & Service Windsor Locks, CT
First Service/Major Service	\$1,500.00 *Will check air filter annually and replace if needed for an extra charge	\$1,849.90 (Includes Major Service \$1,199.95 Transmission Service \$649.95 as needed)
Second Service/Minor Service	\$1,075.00	\$399.95
Pump Testing	\$425.00	\$349.95
Road Service (in town)	\$135/Hr.	\$138/Hr.
Road Service (out of town)	\$135/Hr.	\$138/Hr.
Towing Rate (to your facility for repair)	Sublet	\$250.00
Body Repair/Work	\$135/Hr.	\$138/Hr.
Labor Rate for services other than those listed above (per hour)	\$135/Hr.	\$138/Hr.
% markup over dealer cost on parts (Invoices to be made available upon request)	25%	25%
Transportation of Vehicle (to and from facility – non towing)	\$67.50/Hr.	No Charge

Recommendation: That award be made to Bidder # 2 as the lowest responsible bidder.

Funding: FY2022/2023 Budget: Account # 12154-54402

MOTION:

Agenda Item N-9

To award a contract for the purchase of one 2022 Volvo Model # EWR130E Wheeled Excavator with accessories to Tyler Equipment Corporation, of Berlin, CT at a purchase price of \$213,800.

MOTION:

Agenda Item N-10

To approve the transfer of uncollectible property taxes to the Suspense Tax Book.

2022

TAXES FOR SUSPENSE TAX BOOK

TOWN OF FARMINGTON, CONNECTICUT

SUBMITTED TO TOWN COUNCIL FOR APPROVAL ON

MAY 10, 2022

SAMANTHA PLETSCHER, FARMINGTON TAX COLLECTOR

DATE: May 10, 2022

TO: FARMINGTON TOWN COUNCIL
AND TOWN MANAGER

FROM: Samantha Pletscher
FARMINGTON TAX COLLECTOR

SUBJECT: TAXES FOR SUSPENSE TAX BOOK

In accordance with Section 12-165 of the Connecticut State Statutes, enclosed are my recommendations for the 2022 Suspense Tax Book. These recommendations were compiled for purposes of identifying sums that are considered uncollectible, but in no way does it represent a cancellation of the tax. The Tax Office will continue to exercise every possible avenue to collect the unpaid tax. Those who own Motor Vehicles cannot register a vehicle in the State of Connecticut until the tax is paid.

The total sum involved is \$35,484.66. This is comprised of \$730.26 on the 10/1/06 levy, \$870.90 on the 10/1/07 levy, \$883.88 on the 10/1/08 levy, \$915.18 on the 10/1/09 levy, \$951.42 on the 10/1/10 levy, \$2,445.95 on the 10/01/11 levy, \$2,550.14 on the 10/01/12 levy, \$2,444.02 on the 10/01/13 levy, \$2,510.03 on the 10/01/14 levy, \$3,067.33 on the 10/01/15 levy, \$2,667.21 on the 10/01/16 levy, \$954.85 on the 10/01/17 levy, \$982.59 on the 10/01/18 levy, \$1,288.86 on the 10/01/19 levy, \$12,222.04 on the 10/01/20 levy.

I would very much appreciate your review of this listing and will be more than happy to answer any questions you may have regarding its contents. Your prompt action on this listing will be appreciated.

Samantha Pletscher
Farmington Tax Collector

SUSPENSE SUMMARY – MAY 2022

2006 REAL ESTATE	\$730.26
2006 GRAND LIST TOTAL:	\$730.26
2007 REAL ESTATE	\$870.90
2007 GRAND LIST TOTAL	\$870.90
2008 REAL ESTATE	\$883.88
2008 GRAND LIST TOTAL	\$883.88
2009 REAL ESTATE	\$915.18
2009 GRAND LIST TOTAL	\$915.18
2010 REAL ESTATE	\$951.42
2010 GRAND LIST TOTAL	951.42
2011 REAL ESTATE	\$2,445.95
2011 GRAND LIST TOTAL	\$2,445.95
2012 REAL ESTATE	\$2,550.14
2012 GRAND LIST TOTAL	\$2,550.14
2013 REAL ESTATE	\$2,444.02
2013 GRAND LIST TOTAL	\$2,444.02
2014 REAL ESTATE	\$2,510.03
2014 GRAND LIST TOTAL	\$2,510.03
2015 MOTOR VEHICHE	\$490.08
2015 REAL ESTATE	\$2,577.25
2015 GRAND LIST TOTAL	\$3,067.33

2016 REAL ESTATE	\$2,667.21
2016 GRAND LIST TOTAL	\$2,667.21
2017 REAL ESTATE	\$954.85
2017 GRAND LIST TOTAL	\$954.85
2018 REAL ESTATE	\$982.59
2018 GRAND LIST TOTAL	\$982.59
2019 MOTOR VEHICLE	\$64.61
2019 PERSONAL PROPERTY	\$241.66
2019 REAL ESTATE	\$982.59
2019 GRAND LIST TOTAL	\$1,288.86
2020 MOTOR VEHICLE	\$1,857.38
2020 PERSONAL PROPERTY	\$9,352.54
2020 REAL ESTATE	\$1,012.12
2020 GRAND LIST TOTAL	\$12,222.04
 TOTAL AMOUNT TO BE SUSPENDED:	 \$35,484.66

MOTION:

Agenda Item N-12

To approve the following property tax refunds.

Name	REASON	AMOUNT
Daimler Trust	Assessor adjustment	\$418.84
Dalenta Christine	Over Payment	\$1,621.72
Enterprise FM Trust	Assessor adjustment	\$2,883.91
Fillion Kevin	Assessor adjustment	\$75.60
Harris Stephen	Assessor adjustment	\$91.46
Havel Susan	Over Payment	\$575.00
Hayes Kaufman	Court Stipulation	\$34,845.48
Jia Shijun & Gao Rong	Over Payment	\$575.00
JP Morgan Chase	Assessor adjustment	\$305.10
Nissan Infiniti	Assessor adjustment	\$552.00
Nissen Carl	Assessor adjustment	\$628.15
Patricia Derosa	Over Payment	\$1,905.21
Reynolds Maria	Assessor adjustment	\$301.06
Russo Michael	Assessor adjustment	\$23.54
Santos George & Emma	Over Payment	\$50.25
Shafi Saleem	Over Payment	\$321.00
Toyota Lease Trust	Assessor adjustment	\$469.12
Valionyte Asta	Assessor adjustment	22.15
VW Credit	Assessor adjustment	\$743.49
Total		\$46,408.08