

File

**TOWN OF FARMINGTON, CT.
OFFICE OF THE TOWN MANAGER
REGULAR TOWN COUNCIL MEETING**

DATE: November 10, 2015
(Council Members are asked to call the Town Manager's office if they are unable to attend the meeting.)

TIME: 7:00 P.M.

PLACE: COUNCIL CHAMBERS

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Presentations and Recognitions.
 - 1. Proclamation - Veterans Day
 - 2. Proclamation - Services for the Elderly
- D. Public Hearing
None
- E. New Items
- F. Public Comment
- G. Reading of Minutes.
 - 1. October 13, 2015 Regular Town Council Meeting
- H. Reading of Communications and Written Appeals
None
- I. Report of Committees
 - 1. UCONN Committee(s)
 - 2. Land Acquisition Committee
 - 3. Green Efforts Committee
 - 4. Joint Town of Farmington/City of Hartford Committee
 - 5. Bicycle Advisory Committee
 - 6. Farmington Gateway Committee
 - 7. Web Page Sub-Committee
- J. Report of the Council Chair and Liaisons
 - 1. Chair Report
 - 2. Board of Education Liaison Report
 - 3. Unionville Village Improvement Association Liaison Report
 - 4. Town Plan and Zoning Liaison Report
 - 5. Water Pollution Control Authority Report

6. Economic Development Commission Liaison Report
7. Human Relations Commission Report
8. Chamber of Commerce Report
9. Other Liaison Reports

K. Report of Town Manager – Quarterly Reports, Jingle Bell Jubilee, Veterans Day, Town Council Reception, Update on Tennessee Gas Pipeline Project; Water Pollution Control Facility Upgrade

L. Appointments

1. Plainville Area Cable TV Advisory Council (Erickson) (R)
2. Plainville Area Cable TV Advisory Council (Landry)(R)
3. North Central Regional Mental Health Board, Inc. (Wienke)(R)
4. Farmington Valley Health District (Jones)(D)
5. Housing Authority (Cowdry)(R)
6. Building Code Board of Appeals (Schadler) (R)
7. Water Pollution Control Authority (McGrane) (U)
8. Tourism Central Region District (Bremkamp)
9. Green Efforts Committee (Grouten) (R)
10. Human Relations Commission (Elling) (D)
11. Plainville Area Cable TV Advisory Council (Montes) (R)
12. Unionville Historic District and Properties Commission **Alternate** (Hoffman) (R)
13. Economic Development Commission (Valenti) (R)

M. Old Business. None

N. New Business

1. To authorize the acquisition of Lot 10A Slater Road (adjacent to Deadwood Swamp).
2. To authorize the acceptance of a gift of property owned by Tomasso Brothers, Inc. located at Lot 3 Johnson Avenue.
3. To authorize the Town Manager to execute a "Memorandum of Understanding" between the Town of Farmington and the Town of Plainville for construction and maintenance of a multi-use trail.
4. To authorize the Town Manager to sign the Agreement for Consulting Engineering Services for State Project #51-269 Intersection Improvements.
5. To approve Property Tax Refunds.

O. Executive Session – To discuss matters concerning land acquisition.

PROCLAMATION

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

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

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

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

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

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

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

DATED AT FARMINGTON, CONNECTICUT this 10th day of November 2015.

Nancy Nickerson, Chair
Farmington Town Council

PROCLAMATION

WHEREAS, the Services for the Elderly is a nonprofit agency that is dedicated to Farmington's older citizens by helping them remain at home, and;

WHEREAS, the Services for the Elderly offers programs such as Meals-on-Wheels, Friendly Visitors and Shoppers, transportation to medical appointments, and by loaning donated, used medical equipment to those in need, and;

WHEREAS, the Services for the Elderly is a network of many volunteers guided by Nancy Walker, Executive Director, and;

WHEREAS, the Town's social services are enhanced by the additional services offered through Services for the Elderly, and;

WHEREAS, the Services for the Elderly is celebrating its 50th Anniversary of providing instrumental activities of daily living for our residents in need.

NOW, THEREFORE, LET IT BE RESOLVED, that the Town of Farmington is very appreciative of the additional direct services provided to the elderly population and thanks all their volunteers for taking the time to help those in need. The Town of Farmington congratulates and offers its sincerest thanks to the Services for the Elderly for its positive impact on the local community in the Town of Farmington.

DATED AT FARMINGTON, CONNECTICUT this 10th day of November 2015.

Nancy Nickerson, Chair
Farmington Town Council

MOTION:

Agenda Item K

Report of Town Manager – Quarterly Reports, Jingle Bell Jubilee, Veterans Day, Town Council Reception, Update on Tennessee Gas Pipeline Project; Water Pollution Control Facility Upgrade

Quarterly Reports—Attachments

Jingle Bell Jubilee

The Unionville Village Improvement Association, Unionville Museum, and Unionville Business Co-op will be sponsoring the third annual Jingle Bell Jubilee on Saturday, December 5, 2015 from 4-6 p.m. in downtown Unionville. The Jubilee will kick off the holiday season in one event centering around the Alice Clover Pinney Park Gazebo, the Museum, Community Center and Annex Building, and the Tunxis Firehouse. I have attached a letter asking for support from the Town of Farmington. (Attachment)

Veterans Day

A short ceremony will be held at the Farmington Town Hall, 1 Monteith Drive in front of the Veterans Memorial Monument at 11:00 a.m. on Wednesday, November 11, 2015. If you have any questions regarding the ceremony, please contact Justin Bernier at 860.866.8706.

Town Council Reception

On December 8, 2015 from 6:30 p.m. to 7:00 p.m., prior to the regular Town Council Meeting, there will be a short reception held for the outgoing member(s) of the Farmington Town Council.

Update on Tennessee Gas Pipeline Project

In order to meet growing market demand for natural gas in northeastern United States, Kinder Morgan has proposed to install a natural gas pipeline to expand and upgrade its existing pipeline system in New York, Pennsylvania, Massachusetts, New Hampshire and Connecticut.

The Tennessee Gas Pipeline Company, a subsidiary of Kinder Morgan, has held several community meetings, one at Farmington High School and one at the Farmington Marriott, to provide information on the gas pipeline project and its impact on the Town of Farmington. The Northeast Energy Direct (NED) project proposes to install 600-1,000 linear feet of new pipeline in the existing right-of-way adjacent to the existing Tennessee Gas Pipeline in Farmington, which is currently located near Old Mountain Road. This new gas line is being installed in a very small area of Town.

It is our understanding that Farmington residents will be direct beneficiaries of this project, as the goal of the NED project is to connect Connecticut and other Northeast states to a natural gas supply in order to reduce the overall cost of energy. The Tennessee Gas Pipeline Company has stated that pipelines are consistently proven to be the safest method of transporting energy, and assured us

that safety of our residents is not at risk. This project is monitored and regulated by the (Federal Energy Regulatory Commission).

The Farmington Department of Public Works is also closely monitoring all progress. I will continue to update the Town Council on the progress of this project. (Map attached)

Water Pollution Control Facility Upgrade

On October 8, 2015 bids were opened for the upgrade to the Farmington waste water treatment facility. The Town received four bids from contractors for the project. The low bid was submitted by C.H. Nickerson & Company, Inc. of Torrington CT at \$57,480,600. The bids have been reviewed by Town staff and staff of the project engineer, Wright Pierce, and they have found C.H. Nickerson's bid to be in order. They have also found Nickerson's references to be satisfactory. On Wednesday, November 4, 2015 the WPCA will review the bids and vote on a recommendation for award which they will forward to the Town Council. The WPCA will also vote on a funding plan to pay for the additional costs that will be incurred as the project moves forward. In addition, we are submitting the bid results to the State of Connecticut Department of Energy and Environmental Protection (DEEP) for their review and approval to award a contract to the low bidder. We anticipate that DEEP will approve the award by the end of November. Provided that we receive their approval by then, we will submit the full bid results to the Town Council for contract award at the December meeting.

Town Manager Quarterly Report

October 2015

Town Manager's Goals – 2015-2016

Goal 2 Transportation and Land

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

<u>Desired Outcomes</u>	<u>Deliverables</u>	<u>2015-2016 Goals</u>
<p>2.1 Partner with the Town Plan and Zoning Commission/Inland Wetlands Watercourse Agency (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 technical support for all land use committees, including the Inlands Wetlands Commission, Conservation Commission, 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 of the Town Plan of Conservation and Development. Review and make recommendations to the Town Plan and Zoning Commission regarding re-zoning and density requirements.</p>	<p>1) Provide needed support to ensure that the Private/Public Land Initiatives Committee moves forward and receives the appropriate staffing support to complete objectives. Provide Quarterly Reports to the Town Council.</p> <p>See Attachment 1</p>

Town Manager's Goals – 2015-2016

Goal 2 Transportation and Land

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

<u>Desired Outcomes</u>	<u>Deliverables</u>	<u>2015-2016 Goals</u>
<p>2.3 Collaborate with Federal and State officials to expedite traffic improvement plans.</p>	<p>Oversee actions taken to improve traffic issues to include meeting with the State of Connecticut staff representatives on a regular basis.</p> <p>Work with the State of Connecticut to implement future State DOT projects and apply to CRGOG or to the State for the new projects.</p>	<p>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.</p> <p><u>State Project(s)</u> #51-258 Bridge over Roaring Brook #51-260 Backage Road Project #51-270 Sewer Project Backage Road Project #51-268 Rails to Trails Project #51-269 New Britain Ave Project Route 4 Corridor Study Project South Road Reconstruction Project Garden Street Sewer Replacement</p> <p>See Attachment 2</p>

Town Manager's Goals – 2015-2016

Goal 2 Transportation and Land

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

<u>Desired Outcomes</u>	<u>Deliverables</u>	<u>2015-2016 Goals</u>
<p>2.4 Seek innovative solutions to mitigate traffic problems including public transportation opportunities.</p>	<p>Staff to participate in the Traffic Review Board, coordinate and work closely with the police department special projects unit. Manage the statistical data and information from traffic accident data to address neighborhood traffic concerns and update the traffic enforcement plan.</p> <p>Staff to work with the Town Plan and Zoning Commission with regards to alleviating particular traffic issues in conjunction with developments that have been submitted to the Town Plan and Zoning Commission.</p> <p>Staff to continue to utilize non-structural improvements within new developments submitted to the Town Plan and Zoning Commission (school bus access, curb cuts, mass transit, and emergency access).</p>	<p>3) Provide needed support to ensure that the Bicycle Advisory Committee moves forward and receives the appropriate staffing support to complete objectives. Provide Quarterly Reports to the Town Council. See Attachment 3</p> <p>4) Town staff and Bicycle Committee begin to analyze the existing trail and parking lot system with respect to neighborhood accessibility. Prioritize higher connectivity versus low cost. Provide Quarterly reports to the Town Council. (Priority 2) See Attachment 4</p>

Town Manager's Goals – 2015-2016

Goal 2 Transportation and Land

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

<u>Desired Outcomes</u>	<u>Deliverables</u>	<u>2015-2016 Goals</u>
<p>2.5 Ensure that roads and sidewalks are maintained at a high level of quality and are accessible to all residents.</p>	<p>Public Works Department to manage the safe, efficient and effective construction and maintenance of public roadways, including directing road construction, snow, leaf removal, and tree removal and overall general maintenance and upkeep of all public roads</p>	<p>5) To complete the design of the Irving A Parking Lot and provide quarterly reports to the Town Council. Complete - September 2015</p> <p>6) To complete the design of sidewalks from Depot Place to Keene place and administer the Main Street Grant. Provide quarterly reports to the Town Council. See Attachment 5</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>	

Town Manager's Goals – 2015-2016

Goal 2 Transportation and Land

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

<u>Desired Outcomes</u>	<u>Deliverables</u>	<u>2015-2016 Goals</u>
<p>2.7 Promote the maintenance, improvement and expansion of infrastructure.</p>	<p>Manage and continue to implement the maintenance and improvement plans for all Town infrastructures through the five-year Capital Improvement Plan. Assist in updating the Town's sanitary sewer master plan of the Water Pollution Control Authority.</p>	<p>7) To complete the final design for a comprehensive upgrade of the Water Pollution Control Plant. Receive all appropriate Federal/State and Local approvals. Advertise and award bid for a Fall 15 construction start. Provide quarterly reports to the Town Council.</p> <p style="color: red; text-align: center;">See Attachment 6</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 work with the Farmington Cemetery Committee to identify town land that would be suitable for the expansion of the Riverside Cemetery.</p> <p style="color: red; text-align: center;">See Attachment 7</p>

Town Manager's Goals – 2015-2016

Goal 3 Economic Development

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

<u>Desired Outcomes</u>	<u>Deliverables</u>	<u>2015-2016 Goals</u>
<p>3.1 Assure that Farmington's policies and procedures are competitive and conducive to economic development in the community.</p>	<p>Manage and support the Economic Development Commission in all aspects of the Economic Development policy and program.</p> <p>Establish and maintain working relationship with commercial real estate companies, developers, State of Connecticut Department of Economic Development, and local utility providers. Work in conjunction with the Planning and Development office on policy development.</p>	<p>9) Provide needed support to ensure that the Town Council UCONN sub-committee moves forward and receives the appropriate staffing support to complete objectives. Provide Quarterly Reports to Town Council.</p> <p>Status – Quarterly meetings held. No significant issues to report.</p>
<p>3.2 Continue to monitor and update a plan that promotes the retention and expansion of existing businesses and attraction of new businesses.</p>	<p>Economic Development Director to participate in business visitation meetings and maintain a communication link between the business community and the Town Government. Maintain inventory of available Town properties, vacancy rates, and information on the local utility infrastructure. Provide guidance to businesses concerning various economic development programs. Track trend changes critical to businesses and develop reporting mechanisms to applicable parties.</p>	

Town Manager's Goals – 2015-2016

Goal 3 Economic Development

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

<u>Desired Outcomes</u>	<u>Deliverables</u>	<u>2015-2016 Goals</u>
<p>3.3 Ensure Farmington business satisfaction with business-related policies, and participation in Town sponsored/endorsed offerings and/or events.</p>	<p>Economic Development Director to serve as the Town's representative to a number of organizations such as the Chamber of Commerce. Maximize economic development through regional and civic cooperative efforts and organizations.</p>	<p>10) That the Town of Farmington actively participates in regional and state economic development activities; and provides quarterly reports to the Town Council concerning regional and state activities.</p> <p style="color: red;">See Attachment 8</p>
<p>3.4 Facilitate and partner with stakeholder groups to implement redevelopment plans.</p>	<p>Support businesses that are affected by redevelopment. Incorporate the needs of existing businesses in the planning process for redevelopment. Provide relocation assistance to affected businesses.</p>	
<p>3.5 Ensure that Farmington's economic development materials provide factual, timely and user-friendly information to existing and potential businesses.</p>	<p>Review and update communication materials. Promote Farmington businesses and economic development activities.</p>	<p>11) Per the Plan of Conservation and Development, seek to re-zone the 86-acre property at Batterson Park for office and or research and development use including uses eligible for the bioscience zone such as Jackson Labs.</p> <p style="color: red;">See Attachment 9</p>

Town Manager's Goals – 2015-2016

Goal 4 Budget

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

Desired Outcomes

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".

2015-2016 Goals

12) Prepare and present the 2015-16 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: Pending. December 2015 - Town staff to begin budget season and preparation.

13) Conduct contract negotiations with all the Town's Bargaining Units. Provide Quarterly Reports to the Town Council on Progress.

See Attachment 10

Town Manager's Goals – 2015-2016

Goal 4 Budget

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

<u>Desired Outcomes</u>	<u>2015-2016 Goals</u>
<p>4.2 Promote private contributions of funds and property to the Town.</p>	<p>14) Continue outreach to citizen, volunteer and business groups to promote monetary and property private contributions to the Town of Farmington. Allocate appropriate resources to enable the Town to assist groups through appropriate procedures and processes. Report to the Town Council on an annual basis.</p> <p>See Attachment 11</p> <p>15) Support efforts to promote the 375 Anniversary of the Town of Farmington.</p> <p>See Attachment 12</p>
<p>4.3 Explore ways to increase and create more awareness of property tax relief for those in need.</p>	<p>16) To Amend Chapter 176 "Taxation" Article VI, Property Tax Exemption for Qualifying Veterans and their Surviving Spouses and to review all other Articles in Chapter 176 including the Elderly Tax Credit and to recommend changes to the Town Council for consideration.</p> <p>Status: Completion slated for 1st quarter of 2016.</p>
<p>4.4 Coordinate efforts with elected federal and state officials to explore alternate ways to decrease reliance on the local property taxes.</p>	<p>17) Continue to meet with Farmington's delegation on a yearly basis to explore ways to decrease reliance on local property taxes.</p> <p>Status: Pending January /February of 2016.</p>

Town Manager's Goals – 2015-2016

Goal 5 Best Practices

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

Desired Outcome

5.1

Deliver Town-wide services in accordance within industry standards, achieving maximum efficiencies and with above average levels of citizen/customer satisfaction.

2015-2016 Goals

18) 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: Complete/Ongoing

19) To conduct a review of Town of Farmington Ordinances and recommend changes to the Town Council for consideration.

Status: Complete/Ongoing - See Goal 16

20) Provide Town Council a yearly report on Town Manager's goals and objectives.

Status: Pending June 2016

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

See Attachment 13

Town Manager's Goals – 2015-2016

Goal 5 Best Practices

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

<u>Desired Outcome</u>	<u>2015-2016 Goals</u>
<p>5.2 Endorse and track goals for elected and appointed Boards and Commissions and Department Work Plans on an annual basis.</p>	<p>22) Provide needed support to ensure that the Web Page Committee moves forward and receives the appropriate staffing support to complete objectives. Provide quarterly reports to the Town Council. See Attachment 14</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>23) Provide the Town Council with technical information, policy recommendation and legislative advice for each Town Council meeting. Status: Complete/Ongoing</p>
<p>5.4 Conduct market research/survey periodically to better understand service levels and customer needs.</p>	
<p>5.5 Increase communication with and encourage participation of citizens, the business community and Town employees regarding the Town's governmental structure, processes and services.</p>	<p>24) Seek innovative efforts to increase public awareness related to the Town's social service offerings. Report on a quarterly basis to the Town Council. See Attachment 15</p>

Town Manager's Goals – 2015-2016

Goal 5 Best Practices

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

	<u>2015-2016 Goals</u>
<p>5.6 Enhance high level of productivity and job satisfaction among Town-wide employees and volunteers.</p>	
<p>5.7 RE-affirm that 100% compliance with the Ethics Policy 100% of the time is the foundation of good government.</p>	
<p>5.8 Increase public awareness and municipal participation in "green" efforts including energy conservation, renewable resources, recycling, and other environmentally friendly practices. Establish a leadership role in the community in promoting environmentally friendly practices in Town. Explore ways to fund green initiatives.</p>	<p>25) To ensure that Green Efforts Committee moves forward and receives the appropriate staff support to complete its objectives. Provide oversight and needed support to ensure that the Green Efforts Committee, including the AMERESCO Performance Contract, moves forward and completes its objectives. Provide Quarterly reports to the Town Council.</p> <p>See Attachment 16</p>
<p>5.9 Affirm that the ADA accessibility standard is the minimum standard and the Town will strive to exceed that standard</p>	

Town Manager's Goals – 2015-2016

Goal 6 Recreation

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

	<u>2015-2016 Goals</u>
<p>6.1 Promote and provide recreation programs for the entire community. Continue to review programs, staffing and budgetary consideration to ensure that all recreation programs continue to meet the needs of the entire community.</p>	
<p>6.2 Work with the Board of Education and Library to ensure that all recreation programs and resources are complementary; not in conflict with each other.</p>	
<p>6.3 Ensure that the ratio of Town funded recreation programs versus self-funded or user fee recreation programs are in line with "best practices" or are similar to comparable Connecticut municipalities.</p>	<p>26) Town Staff to develop a Town policy for Town Council approval which will include the ratio of Town supported funding for recreation vs. user fees. See Attachment 17</p>
<p>6.4 Provide adequate funding for the maintenance of recreational facilities and other capital improvements.</p>	<p>27) Town staff to develop a Recreation Capital Plan including the funding source for Town Council approval. Town Council to fund priority recreation capital plan based on survey results. See Attachment 17</p>

Town Manager's Goals – 2015-2016

Goal 6 Recreation

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

	<u>2015-2016 Goals</u>
<p>6.5 Offer a well maintained and managed municipal golf course in which the operations are in line with other municipal golf courses and best practices.</p>	<p>28) Collect, codify, and analyze data to establish future benchmarks in all aspects of golf course operations. See Attachment 17</p> <p>29) Town Staff to develop and recommend to the Town Council a long term strategic plan for the Golf Course. Priority 2 See Attachment 17</p>
<p>6.6 Town Council to address the ease of access to the Town's recreational facilities.</p>	<p>30) Study the existing Rails to Trails system to determine which section of trail could be utilized as a pilot program to provide the community with year round access. Create a pilot program for the Town Council to consider which will include all budgetary implications. See Attachment 18</p>

Town Manager's Goals – 2015-2016

Goal 6 Recreation

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

Desired Outcomes

2015-2016 Goals

6.7 Promote and provide access for the active and passive use of Town land for recreational purposes.

31) Bi-annually add and conduct a moderated public forum to review all current plans for the Farmington Trails including Rails-to-Trails, bike and walking paths and to encourage open and active public comment and suggestions. Invite all stakeholders.

Status : Pending 2016

32) To extend the Town Farm Road canal trail on the west side of Town Farm Road to the Avon Town line.

Status: Pending 2016

6.8 Manage the maintenance and use of Town open spaces. Expand recreational opportunities such as trails and recreational facilities through state grants.

33) Extend the Farmington Canal Heritage Greenway Trail to the Plainville town line. Complete the design and bid specifications. Provide quarterly reports to the Town Council.

See Attachment 19

Attachment 1

**FUTURE PRIVATE/PUBLIC LAND DEVELOPMENT
INITIATIVES**

GOAL 1



OFFICE OF THE TOWN MANAGER MEMORANDUM

TO: Town Council Members

FROM: Kathleen A. Eagen, Town Manager

RE: Future Private/Public Land Development Initiatives – Goal 1

DATE: November 10, 2015

Establish a subcommittee consisting of one Town Plan and Zoning member, one Economic Development Commission member, two Town Council members and appropriate staff members to define a Town Council goal on future public/private land development initiatives in the Town.

This committee has been very active since it was formed in late summer 2014. The committee met biweekly from September 2013 to June 2014. Starting in July 2015 the committee has met monthly.

After receiving the consultant's draft report in May 2015, the committee reviewed the report and made minor modifications. The committee requested that the consultants provide an executive summary in order to summarize their findings and make the report more available to the community. In June, the draft report, the executive summary, and a cover letter from the Committee's chairman was made available electronically on the Town's website as well as through an e-news blast that was sent to attendees from the March workshops. Hard copies were made available in the Town Hall lobby, the Farmington Main Library, and the Town Manager's office. The committee urged residents to review the report and offer comments.

On September 17th, the committee held a community wide meeting at the Community Center. The consultants presented their report and received comments from attendees. The committee created an addendum to include new ideas that were brought up at the community meeting. The consultants will include the addendum in the final report. The Committee is excited about this final report which summarizes the results of the three-day set of workshops concerning the future development of the Farmington Gateway Study Area.

It is anticipated that the final report will be presented to the Town Council for acceptance at its December 2015 meeting.

Attachment 2
STATE DOT PROJECTS
GOAL 2



**OFFICE OF THE TOWN MANAGER
MEMORANDUM**

TO: Town Council Members
FROM: Kathleen A. Eagen, Town Manager
RE: State DOT Projects — Goal 2
DATE: November 10, 2015

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

State Project #51-258 Replacement of Bridge over Roaring Brook, at Sanford and Hawley: the bridge project is under construction. The Engineering Division has coordinated with the DOT and their contractor to complete the replacement of the sanitary sewer as required by the project. The project has moved into its final phase and should be completed at the end of this December. Minor work will continue into the 2016 construction season.

Project #51-260/270 Safety and Operational Improvements Route 4 / Backage Road: The sanitary sewer replacement project # 51-270 is 90% complete. The contractor will be doing the final paving of the roadway for the winter by early November. The sanitary sewer project is funded 100% by the State of Connecticut. Project # 51-260, the roadway reconstruction portion of the project, was advertised in September 2015 with the bid opening on November 4. This two-year construction project will commence in the spring of 2016 and is expected to be completed in 2018.

Project #51-268 Rails to Trails to Plainville CT: The Department of Public Works, Engineering Division, is continuing to design the trail from Red Oak Hill to Plainville. The design is now 90% complete. Meetings have taken place with property owners along the trail as well as the Town of Plainville. Required agreements and approvals have been reached with the Town of Plainville. It is anticipated that the project will be advertised for bid this winter and construction to start in the spring of 2016. This project is funded through 80% Federal and 20% State grants.

Project #51-269 Intersection Improvements Route 177 at New Britain Avenue and Mill Street: The Department of Public Works, Engineering Division has selected a consultant and is near contract signing with the approval of the CT DOT. The Town of Farmington Engineering Division will manage the consultant design process as well as the construction of this project. The DOT will manage the Right of Way process. The design is expected to be complete by the summer of 2016, with the Right of Way phase taking up to a year, depending on the State's negotiation process.

Construction funding is currently being reviewed to determine what year it will be available.

Route 4 CRCOG Corridor Study: The Town of Farmington, in conjunction with CRCOG, selected a consultant and are working through the approval/scoping process. CRCOG is managing the project in conjunction with the Engineering Division Staff. The study will take up to 18 months to complete.

South Road Reconstruction: The Department of Public Works, Engineering Division, has completed 90% of the design and the plans have been reviewed by CRCOG and their consultant. The design is proceeding and should be completed this fall. We are working with CRCOG and the DOT for the final construction schedule most likely the spring/summer of 2016.

Garden Street Sewer Replacement: The replacement of the existing sanitary sewer project from Maple Street to Garden Street has been completed.

As you can see from this report there is a tremendous amount of work in progress. It has been the top priority of the Engineer Division to keep all of the above projects moving forward. This will continue into the spring and summer of 2016 with the many construction projects beginning and/or continuing.

Summary of pending work:

#51/258 – Bridge over Roaring Brook – 95% complete.

#51/260,270 - Utility/Sewer and Backage Road- Utility project 95% complete.
Backage Rd Project -Construction to begin in the Spring 2016.

#51/268 - Trails Project- Construction to start in the Spring 2016.

#51/269 - New Britain Ave Project- Starting design phase.

Route 4 Corridor - Study underway.

South Rd. Project - Spring/Summer 2016 construction.

Attachment 3

BICYCLE ADVISORY COMMITTEE

GOAL 3



***OFFICE OF THE TOWN MANAGER
MEMORANDUM***

TO: Town Council Members

FROM: Kathleen A. Eagen, Town Manager

RE: Bicycle Advisory Committee - Goal 3

DATE: November 10, 2015

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

The Bicycle Advisory Committee was established during a regular meeting of the Town Council held on May 14, 2013 to further promote bicycling and bicycle safety in Farmington. Since its inception, the committee has been meeting monthly to discuss and work to initiate positive changes throughout Town.

In addition to work conducted by the Committee, both the Committee and Town Staff have actively supported the efforts of "Bicycle Friendly Farmington", a community group that shares the Committee's goals of promoting bicycling and bicycle safety in Farmington.

Since receiving the League of American Bicyclists's Bronze level designation in May 2014, the Bicycle Committee has been actively working to promote bicycling and bicycle safety within the Town. Recent achievements include an approval from the Town's Traffic Review Board to install sharrows on Coppermine Road as well as researching and finding locations to place the signage highlighting Farmington's achievement in becoming a Bicycle Friendly Community. In addition, based on the Bicycle Committee's recommendation, the Town Plan and Zoning Commission approved new regulations which include bike racks on site development projects.

Attachment 4

**BICYCLE ADVISORY COMMITTEE
ACCESSIBILITY**

GOAL 4



*OFFICE OF THE TOWN MANAGER
MEMORANDUM*

TO: Town Council Members

FROM: Kathleen A. Eagen, Town Manager

RE: Bicycle Advisory Committee Accessibility – Goal 4

DATE: November 10, 2015

Analyze neighborhood accessibility improvements to the existing trail system. Prioritize higher connectivity versus low cost. Provide quarterly reports to the Town Council.

The Town of Farmington enjoys an extensive off-road bike network, with 6.7 miles of Farmington Canal Heritage Trail and Farmington River Trail located within the Town. The Engineering Division has begun the process of analyzing the existing trail network and parking lot system with the objective of increasing the connectivity of the trail network to neighborhoods. To that end, mapping is currently being developed to quantify connectivity improvements vs. infrastructure costs and impacts.

Attachment 5
MAIN STREET GRANT
GOAL 6



***OFFICE OF THE TOWN MANAGER
MEMORANDUM***

TO: Town Council Members

FROM: Kathleen A. Eagen, Town Manager

RE: Main Street Grant – Goal 6

DATE: November 10, 2015

To complete the design of the sidewalks from Depot Place to Keene Place and administer the Main Street Grant. Provide quarterly reports to the Town Council.

As you are aware, the Town applied for and was awarded a Main Street Grant from the State of Connecticut to replace the sidewalks along Plainville Avenue, specifically due to the large wheel chair population that utilizes the sidewalk as their means to travel to and from downtown Unionville. These mobility issues are taken very seriously and were the motivating force behind applying for the Main Street Grant. From the onset of the design development process for this project, the town Engineering Staff has been coordinating with the Human Relations Commission to discuss concerns of access around the construction area and provide the most beneficial project feasible, while limiting disruption to the users of the sidewalk system. On July 8, 2015 the Town presented the project to the Human Relations Commission, who were pleased with the project. Through the coordination efforts with the Human Relations Commission, the option for New Horizons to utilize their existing van service to transport their residents while construction work is taking place was discussed. They will maintain their access into and out of downtown Unionville by way of their van service. As standard practice when working on the sidewalk system in Unionville, the Town will have extensive coordination with the Human Relations Commission, affected residents and businesses to discuss progress, sidewalk impacts, and available travel options.

We have a scheduled a meeting with New Horizons to coincide with the Human Relations meeting held at New Horizons on November 9th. The sidewalk component of this meeting is being advertised amongst the residents of New Horizons. In addition, there was a community meeting with abutters on November 4, 2015.

We expect to advertise in December 2015 for a spring 2016 construction start. The project is expected to be completed in August, 2016.

Attachment 6

WATER POLLUTION CONTROL FACILITY UPGRADE

GOAL 7



***OFFICE OF THE TOWN MANAGER
MEMORANDUM***

TO: Town Council Members

FROM: Kathleen A. Eagen, Town Manager

RE: Water Pollution Control Facility Upgrade – Goal 7

DATE: November 10, 2015

To complete the final design for a comprehensive upgrade of the Water Pollution Control Plant. Receive all appropriate Federal/State and Local approvals. Advertise and award bid for a fall 2015 construction start. Provide quarterly reports to the Town Council.

On October 8, 2015 bids were opened for the upgrade to the Farmington waste water treatment facility. The Town received four bids from contractors for the project. The low bid was submitted by C.H. Nickerson & Company.

In early November, the WPCA will review the bids and vote on a recommendation for award, which they will forward to the Town Council. The WPCA will also vote on a funding plan to pay for the additional costs that will be incurred as the project moves forward. In addition, we are submitting the bid results to the State of Connecticut Department of Energy and Environmental Protection (DEEP) for their review and approval to award a contract to the low bidder. We anticipate that DEEP will approve the award by the end of November. Provided that we receive their approval in time, we will submit the full bid results to the Town Council for contract award at the December meeting.

Construction is anticipated to take 3 years to complete.

Attachment 7

FARMINGTON CEMETERY COMMITTEE

GOAL 8



OFFICE OF THE TOWN MANAGER
MEMORANDUM

TO: Town Council Members
FROM: Kathleen A. Eagen, Town Manager
RE: Farmington Cemetery Committee – Goal 8
DATE: November 10, 2015

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

The Town has continued to work with the Riverside Cemetery Association toward the location of suitable land for its future needs. The primary research has most recently concentrated on 124 Scott Swamp Road. This 8.5 acre property, located on the south side of Route 6 and to the east of New Britain Avenue, is owned by the State DEEP. Although past efforts to have the property conveyed to the Town through the State Legislature for cemetery use have failed, the Town has continued to work with State Legislators and DEEP representatives to determine if there is any chance of a conveyance in the future. While DEEP has submitted documents that confirm that the property was acquired as part of the much larger Shade Swamp Sanctuary to the north, and as such have held firm that they would not support the conveyance of this property to the Town, they have indicated that it might be possible to separate the property from the Sanctuary via a conversion plan. The conversion plan would be an agreement between the Town, the White Memorial Foundation (that funded the original acquisition), and DEEP. We are awaiting response from DEEP as to what the conversion plan will entail and will be meeting again with our State Legislatures to see if this property can be conveyed to the Town of Farmington.

Attachment 8

**REGIONAL & STATE ECONOMIC DEVELOPMENT
ACTIVITIES**

GOAL 10



***OFFICE OF THE TOWN MANAGER
MEMORANDUM***

TO: Town Council Members

FROM: Kathleen A. Eagen, Town Manager

RE: Regional & State Economic Development Activities – Goal 10

DATE: November 10, 2015

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

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

- CEDAS Monthly Board Meeting, June through October.
- Farmington Chamber Monthly Board Meeting, June through October.
- Farmington Chamber executive board Meeting, June through October.
- Farmington Gateway Project Committee.
- October EDC Breakfast featuring Peter Holland, Vice President, Government Relations at UTC, and recognizing Miss Porter's School.
- United Illuminating annual economic summit conference.
- Traveler's Championship CEDAS economic summit featuring Brendan. Sharkey, speaker of the house.
- CEDAS CTfastrak tour.
- CEDAS CT Main Street event in Fairfield CT - September.
- CEDAS Economic Development Conference featuring Branford's Bioscience initiatives - August.
- Central Chamber of Commerce Business Builder's August Meeting, Farmington Economic Development Director was the featured speaker.
- Hartford – Farmington, Fienneman Road Project meeting in June, July and October.
- UVIA Festival – EDC Booth.
- Rotary weekly meetings.
- Rotary 5K road race volunteer.
- CT Council of Women Annual Luncheon.

Attachment 9

BATTERSON PARK PARCEL

GOAL 11



OFFICE OF THE TOWN MANAGER
MEMORANDUM

TO: Town Council Members

FROM: Kathleen A. Eagen, Town Manager

RE: Batterson Park Parcel - Goal 11

DATE: November 10, 2015

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

As you know, over the last year, this project has slowed down due to the various issues the City of Hartford has encountered. I am encouraged that over the last few months the Committee began meeting again and significant progress has occurred.

BL Companies was selected by the Farmington-Hartford Staff to conduct environmental studies on the property. The results were presented to the staff committee in August and a community meeting will be scheduled in November to present the consultant's findings.

- A meeting was held on July 21; Kimberly Lesay from BL Companies outlined the work that would be completed and the timelines for completion of each task.
- On August 28, the staff met with representatives from BL Companies to review the findings of the various studies that were completed. The wetlands were numerous and after taking them into account, only two areas were deemed available for development. After discussion with the committee, it was decided to redesign the most important section and return with revised drawings for the committee.
- On October 13th the Farmington -Hartford staff met with BL Companies' representatives and reviewed a revised plan for the area. BL Companies will prepare a presentation for a community meeting to be held later in the year.

Attachment 10

COLLECTIVE BARGAINING UNITS

GOAL 13



MEMORANDUM

TO: Town Council Members

FROM: Kathleen A. Eagen, Town Manager

RE: Collective Bargaining Units - Goal 13

DATE: November 10, 2015

Conduct contract negotiations with all of the Town's Bargaining Units. Provide Quarterly Reports to the Town Council on Progress.

IAFF negotiations are complete.

SEIU negotiations are substantially complete. Tentative agreement will be brought to the Town Council for approval in the next two months.

AFSCME negotiations continue. There has been a slowdown in negotiations due to the vacancy in the president's position. Negotiations are scheduled to begin again in November.

IBPO negotiations continue and significant progress has been made. Health insurance continues to be a focus for negotiations. The town staff is working with the new health insurance benefits consultant to determine the best course of action with regard to health insurance negotiations. Particular attention is being paid to the requirements of the Affordable Care Act. I am hopeful that a tentative agreement will be brought to the Town Council for approval in the first quarter of 2016.

Attachment 11

PROMOTE CHARITABLE CONTRIBUTIONS

GOAL 14



MEMORANDUM

TO: Town Council Members

FROM: Kathleen A. Eagen, Town Manager

RE: Promote Charitable Contributions - Goal 14

DATE: November 10, 2015

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

I am pleased to report that on July 28, 2015, the State Bond Commission awarded a \$200,000 grant-in-aid to the Town of Farmington for the Farmington and Avon Live Fire Training Facility.

With the receipt of this grant-in-aid, the Town of Farmington and Avon Fire Departments have raised enough money to purchase and construct the training building.

The Fire Departments have purchased the pre-fabricated building with the private donations that they collected and will be donating it to the Town.

A successful ground breaking ceremony was held on October 29, 2015 and the pre-fabricated building is on order.

It is anticipated that the Town Council will award the bid for the erection and site work of the building at its December 2015 meeting.

Attachment 12

**PROMOTE THE 375TH ANNIVERSARY
OF THE TOWN OF FARMINGTON**

GOAL 15



***OFFICE OF THE TOWN MANAGER
MEMORANDUM***

TO: Town Council Members

FROM: Kathleen A. Eagen, Town Manager

RE: Promote the 375th Anniversary - Goal 15

DATE: November 10, 2015

Provide efforts to promote the 375th Anniversary of the Town of Farmington.

The Town of Farmington, celebrated its 375th anniversary on Sunday, September 13, 2015. This successful event was organized by Town historian Betty Coykendall and was open to the public free of charge. Buses took visitors on a continuous loop every 20 minutes around seven historical locations: Stanley-Whitman House, Hill-Stead Barn & grounds; Unionville Museum, The Meetinghouse, the Farmington Historical Society, Lewis-Walpole Root House, and the Land Trust Cowles parcel on Meadow Road. There was entertainment at each site, with actors portraying notable residents such as Robert Brandegee, Judah Woodruff, Theodate Pope, Mary Smith, Austin Williams, Henry Monteith, and others. The event culminated at 5:30 p.m. at the Community Center with a giant anniversary cake lit with 375 candles, and the song "Happy Birthday, Tunxis Plantation."

The feedback I received from the Town Historian, the historical entities that participated, and town residents was very positive.

Attachment 13

EMERGENCY MEDICAL SERVICES

GOAL 21



MEMORANDUM

TO: Town Council Members

FROM: Kathleen A. Eagen, Town Manager

RE: Emergency Medical Services - Goal 21

DATE: November 10, 2015

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

There has been significant progress on this goal. The Director of Fire and Rescue services has drafted an Alternative Local EMS Plan for the Town of Farmington as allowed by the new CGS 19a-181f which allows a municipality to petition for an Alternative Provider. This Alternative Plan was reviewed and supported by the Fire Chiefs, TFFD EMS Officers and the Farmington Police Chief.

This plan was then presented to the UCONN Health Center and American Medical Response Ambulance. As part of the Alternative Provision Process, the State requires that this plan be discussed with the Town's current providers.

Following the presentation of the Alternative Local EMS Plan to our current providers, the Finance Department issued a Request for Proposals for Emergency Medical Services for the Town of Farmington. The Town received 6 proposals in response to this request. The 6 proposals are presently being vetted by the Fire and Police Departments with a goal of recommending a provider for my consideration by the end of the year.

Attachment 14

WEB PAGE COMMITTEE

GOAL 22



MEMORANDUM

TO: Town Council Members

FROM: Kathleen A. Eagen, Town Manager

RE: Web Page Committee - Goal 22

DATE: November 10, 2015

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

The charge of the Web Page Committee is to review the Town of Farmington web page and recommend improvement to enhance public services. The Web Page Committee has been making steady progress this past quarter. The selected vendor, Vision, has created a wireframe for the new site. This has been approved by the committee. The Committee hopes to create a more intuitive layout that will help all residents and visitors find information quickly. Design elements are now being worked out. Town departments are reviewing and modifying their web page content. All work is being done with an eye towards enhancing public services through an efficient and effective website design.

The Web Page Committee looks forward to presenting an improved Web page to the Town Council during the first half of 2016.

Attachment 15

PUBLIC AWARENESS OF SOCIAL SERVICES

GOAL 24



MEMORANDUM

TO: Town Council Members

FROM: Kathleen A. Eagen, Town Manager

RE: Public Awareness of Social Services - Goal 24

DATE: November 10, 2015

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

The entire department has been very active in marketing, information dissemination and outreach initiatives. The management team recently met to discuss initiatives and opportunities to increase awareness and develop strategies to work more collaboratively.

An article regarding upcoming programs was included in the recent town wide newsletter.

Attachment 16

GREEN EFFORTS COMMITTEE

GOAL 25



MEMORANDUM

TO: Town Council Members

FROM: Kathleen A. Eagen, Town Manager

RE: Green Efforts Committee - Goal 25

DATE: November 10, 2015

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

One of the charges of the Green Efforts Committee is to establish a leadership role in the community in promoting environmentally friendly practices in Town. Over the last quarter, the committee has been planning new initiatives for the year. After last year's success with Solarize Farmington, the committee wants to continue positive projects and initiatives to promote environmentally friendly practices in Town.

The Green Efforts committee has worked on formulating an action agenda for the next year. The committee has been meeting monthly. The top priorities for the group will be to continue the annual cleanup day, to fulfill the Community Pledge, and to complete the outdoor lighting project at all seven schools and the Town Hall.

Attachment 17

RECREATION

GOALS 26-29



MEMORANDUM

TO: Town Council Members

FROM: Kathleen A. Eagen, Town Manager

RE: Recreation – Goals 26-29

DATE: November 10, 2015

Goal 26: Town staff to develop a Town policy for Town Council approval which will include the ratio of Town supported funding for recreation vs. user fees.

The report is currently under review. Town Manager and staff are developing a plan for implementation to be presented to the Town Council in the 2016 Town Budget.

Goal 27: Town staff to develop a Recreation Capital Plan including the funding source for Town Council approval. Town Council to fund priority recreation capital plan based on survey results.

The report is currently under review. Town Manager and staff are developing a plan for implementation to be presented to the Town Council in the 2016 Town Budget.

Goal 28: Collect, codify and analyze data to establish future benchmarks in all aspects of golf course operations.

Complete.

Goal 29: Town Staff to develop and recommend to the Town Council a long term strategic plan for the Golf Course

The plan is currently under review. Town Manager and staff are developing a plan for implementation to be presented to the Town Council in the 2016 Town Budget.

Attachment 18

RAILS-TO-TRAILS EXTENSION

GOAL 30



***OFFICE OF THE TOWN MANAGER
MEMORANDUM***

TO: Town Council Members

FROM: Kathleen A. Eagen, Town Manager

RE: Rails-To-Trails Extension - Goal 30

DATE: November 10, 2015

Study the existing Rails to Trails system to determine which section of the trail could be utilized as a pilot program to provide the community with year round access. Create a pilot program for the Town Council to consider which will include all budgetary implications.

Town staff has completed significant research to determine which section of trail could be utilized as a pilot program, and the budget implications of year round access.

Our preliminary research shows that a pilot program is possible but it may be cost prohibitive for many reasons.

Research is almost complete and a full report outlining which section of trail could be utilized, budgetary implications, and recommendations will be presented to the Town Council in early 2016.

Attachment 19

FARMINGTON CANAL HERITAGE GREENWAY

GOAL 33



***OFFICE OF THE TOWN MANAGER
MEMORANDUM***

TO: Town Council Members

FROM: Kathleen A. Eagen, Town Manager

RE: Farmington Canal Heritage Greenway – Goal 33

DATE: November 10, 2015

To extend the Farmington Canal Heritage Greenway Trail to the Plainville town line. Complete the design and bid specifications. Provide quarterly reports to the Town Council.

The Town of Farmington is working with the Connecticut Department of Transportation to extend the Farmington Canal Heritage Greenway Trail from its existing terminus at Red Oak Hill Road to the Town of Plainville. This project is part of a larger effort to complete the Farmington Canal Heritage Trail as an off-road bike trail from New Haven to the Massachusetts border and beyond. Red Oak Hill Road to the Town of Southington has been identified as the largest gap in this state-wide system, and it is the objective of this project to close this gap within the Town of Farmington.

The project will involve converting the rail bed formerly utilized by the New Haven and Northampton railroad company to a multi-use trail. This trail will generally follow the former railroad south from Red Oak Hill Road in the vicinity of New Britain Avenue to Route 6. A pedestrian bridge is proposed in the general location of the former Route 6 railroad bridge and the trail will continue south generally following New Britain Avenue, Hyde Road, and Johnson Avenue.

It is anticipated that the project will be bid this winter for summer 2016 construction.



October 2015

Dear Town of Farmington Council Members,

The Unionville Village Improvement Association, Unionville Museum, and Unionville Business COOP will be sponsoring the third annual Jingle Bell Jubilee on Saturday, December 5, 2015 from 4 to 6 pm in downtown Unionville. The event will kick off the holiday season by bringing together our existing traditions in one event centering around Alice Clover Pinney Park Gazebo, the museum, community center and annex building, and Tunxis firehouse. We see it as an opportunity to promote downtown businesses and restaurants and bring people out to our museum and park for a holiday treat.

In addition to encouraging shopping sales throughout the day, we plan to transform Unionville's Gazebo and the surrounding area into "Jingle Bell Square". Festivities will include holiday music, kids' activities and crafts, reindeer games, and family photos. At dusk, the park will host light displays, choral performances, a carol sing, and visit from Santa. The Unionville Museum will also be featuring a special exhibit and open house.

As we do with the annual Unionville Festival, we would like to ask that the town allow us to close School Street from the fire station to the end of the Union School building and a small section of Elm adjacent to the park from 2 to 7 p.m. We anticipate up to 200 people attending with event parking at Union School and around downtown.

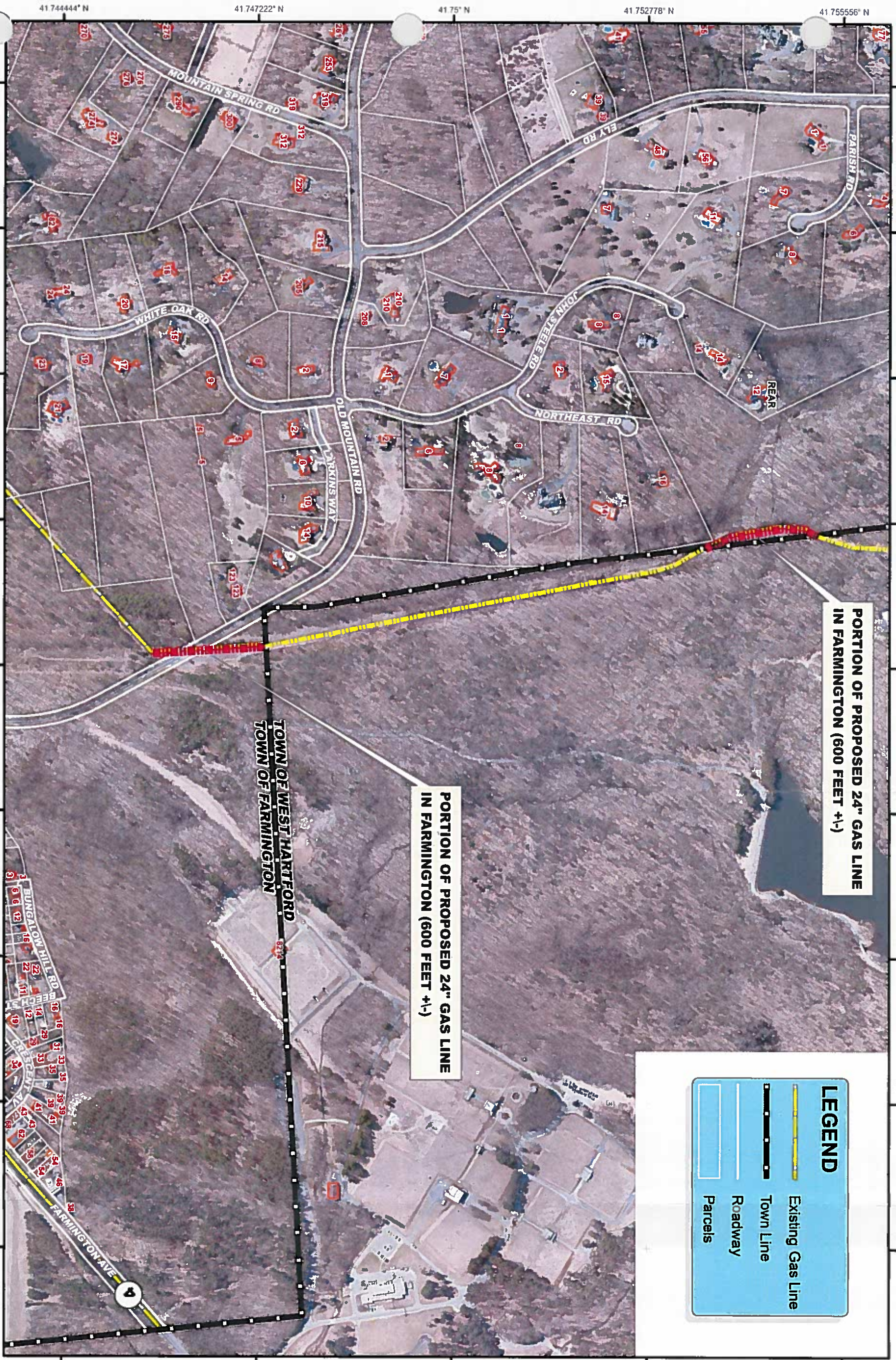
We would like to ask the town to support the event by contributing the following:

- Provide appropriate police coverage (3 -7 pm)
- Put up and remove appropriate traffic barriers when road is closed (3 to 7 pm)
- Open and allow use of Union School Parking Lot and electricity from front of building
- Assistance if needed with electrical needs at Clover Pinney Park
- Access to the Youth Center and the Annex from 3 to 6 p.m. that day

Thank you for your continued support our event once again this year. Please feel free to contact me with any additional questions.

Sincerely,

Tim LeBouthillier
President
Unionville Village Improvement Association
860-559-8532



**PORTION OF PROPOSED 24" GAS LINE
IN FARMINGTON (600 FEET +/-)**

**PORTION OF PROPOSED 24" GAS LINE
IN FARMINGTON (600 FEET +/-)**

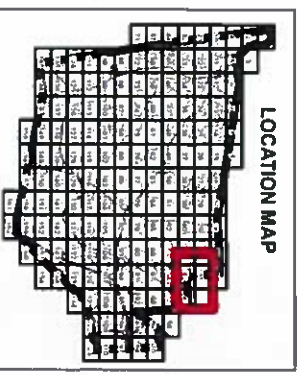
**TOWN OF WEST HARTFORD
TOWN OF FARMINGTON**

LEGEND

- Existing Gas Line
- Town Line
- Roadway
- Parcels

**TOWN OF FARMINGTON
HARTFORD COUNTY,
CONNECTICUT**

**MAP SHOWING
APPROXIMATE PORTION
OF PROPOSED 24"
GAS LINE IN FARMINGTON**



NOTE:
All GIS data depicted on this map is subject to the terms of the Town of Farmington, Connecticut, GIS Agreement.
Orthographic Photos provided by the U.S. Department of Agriculture, as of 2008

These assessor maps are not land record maps and should not be used for deed description or any reference. Report any inaccuracies to the office of the Town Engineer. All Avenues, Street Roads and Lanes are shown whether accepted, proposed, or dedicated by deed.

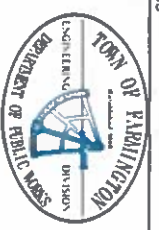
The 300 foot grid is based on the Connecticut State Plane System (NAD Datum of 1927).
Vertical Datum references the National Geodetic Datum of 1929 Contour Intervals are 3 feet.

Map conforms to National Map Accuracy Standards.

Digital photogrammetric mapping by:
Quinn Associates, Norwalk, PA.
Date of photography, March 19, 1990.



Document Path: M:\Engineering\Shared\Final\Tennessee Gas Pipeline\Tennessee Gas Project.mxd



SHEET NO. 212
**APPROXIMATE PORTION
OF PROPOSED 24" GAS LINE
IN FARMINGTON**
DATE PRINTED: 11/3/2015

MOTION: Agenda Item L-1

That _____ be appointed to the Plainville Area Cable TV Advisory Council to fill the balance of a two-year term beginning immediately and ending June 30, 2016. (Erickson) (R)

MOTION: Agenda Item L-2

That _____ be appointed to the Plainville Area Cable TV Advisory Council to fill the balance of a two-year term beginning immediately and ending June 30, 2016. (Landry) (R)

MOTION: Agenda Item L-3

That _____ be appointed to the North Central Regional Mental Health Board, Inc. to fill the balance of a two-year term beginning immediately and ending September 30, 2017. (Wienke) (R)

MOTION: Agenda Item L-4

That _____ be appointed to the Farmington Valley Health District for the balance of a three-year term beginning immediately and ending December 31, 2016. (Jones) (D)

MOTION: Agenda Item L-5

That _____ be appointed to the Housing Authority to fill the balance of a five-year term beginning immediately and ending September 30, 2016. (Cowdry) (R)

MOTION: Agenda Item L-6

That _____ be appointed to the Building Code Board of Appeals to fill the balance of a five-year term beginning immediately and ending September 30, 2019. (Schadler) (R)

MOTION: Agenda Item L-7

That _____ be appointed to the Water Pollution Control Authority to fill the balance of a five-year term beginning immediately and ending September 30, 2019. (McGrane) (U)

MOTION: Agenda Item L-8

That _____ be appointed to the Tourism Central Regional District to fill the balance of a three-year term beginning immediately and ending June 30, 2017. (Bremkamp)

MOTION: Agenda Item L-9

That _____ be appointed to the Joint Green Efforts Committee beginning immediately for an indefinite term. (Groueten) (R)

MOTION: Agenda Item L-10

That _____ be appointed to the Human Relations Commission for a two-year term beginning immediately and ending June 30, 2017. (Elling) (D)

MOTION:

Agenda Item L-11

That _____ be appointed to the Plainville Area Cable TV Advisory Council for a two-year term beginning immediately and ending September 30, 2017. (Montes) (R)

MOTION:

Agenda Item L-12

That _____ be appointed to the Unionville Historic District and Properties Commission as an **Alternate** to fill a vacancy for the balance of a three-year term beginning immediately and ending September 30, 2017. (Hoffman) (R)

MOTION:

Agenda Item L-13

That _____ be appointed to the Economic Development Commission for a 2-year term beginning immediately and ending September 30, 2017. (Valenti) (R)

MOTION:

Agenda Item N-1

To authorize the acquisition of property owned by Joanne Perloff and the Estate of Casmir Bycoski located at Lot 10A Slater Road (adjacent to Deadwood Swamp), (approximately 2.60 acres) for No Consideration in exchange for taxes due (estimated to be \$17,520.68 as of December 2015) subject to due diligence, including but not limited to a Title Search.

NOTE: The property was originally part of a larger parcel that was divided by the construction of I-84. It is uncertain why this small portion was not also taken by the State at the time of the Interstate's construction. The property has no access and is likely mostly, if not all, wetlands as it is surrounded by the Deadwood Swamp (see attached map). The property is currently assessed at 100% excess land with no building potential.

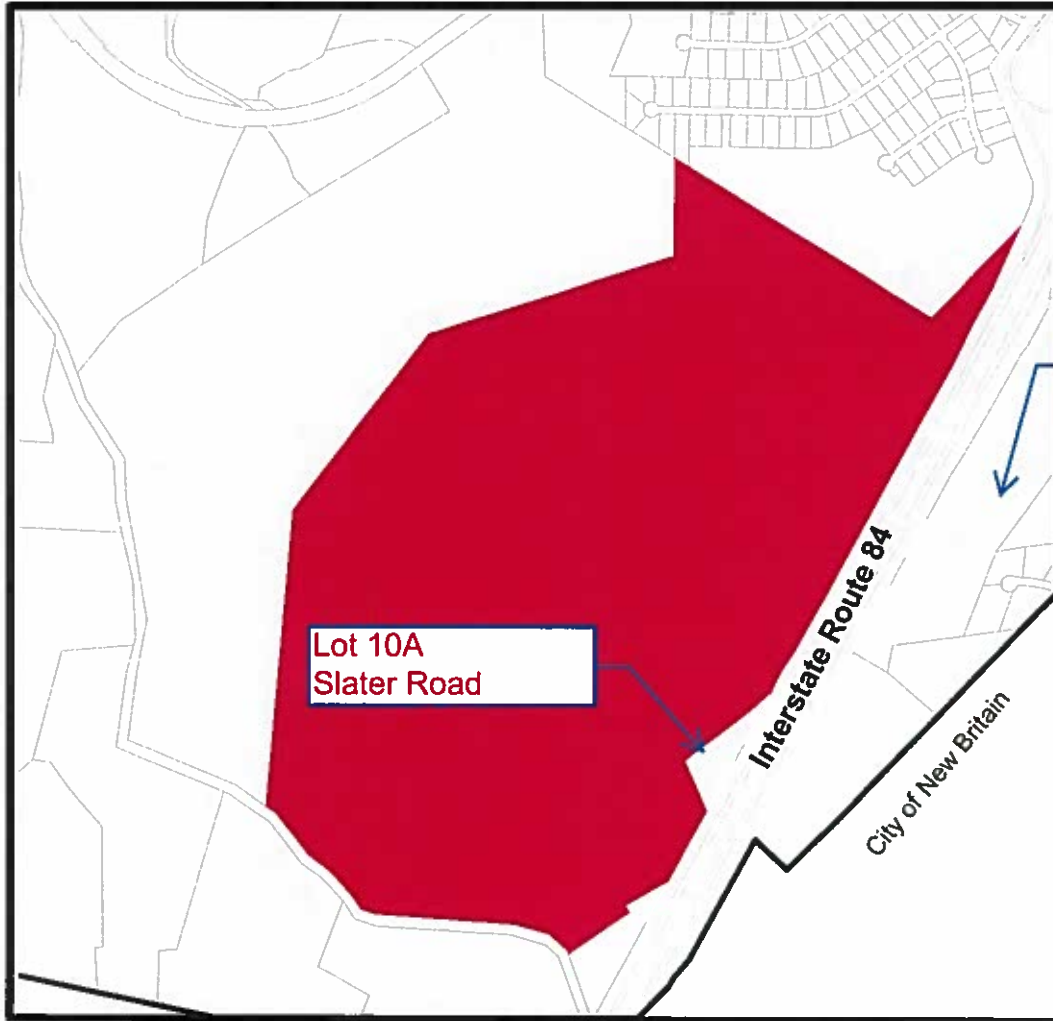
Currently, one of the owners is deceased and the other is financially destitute and in poor health. The option for the Town to acquire the property in exchange for taxes due will enable the Bycoski Estate to be closed, and will remove this ongoing delinquency from the tax rolls.

The procedure for open space acquisition approval for this property includes the following steps:

1. Set public hearing for the October 13 th Town Council meeting at the September 8 th Council meeting	Complete
2. Hold public hearing on October 13 th	Complete
3. Make 8-24 referral to TPZ at the October 13 th meeting	Complete
4. Receive TPZ 8-24 report at the November 10 th meeting	Complete
5. Vote to accept or reject the acquisition at the November 10 th meeting	

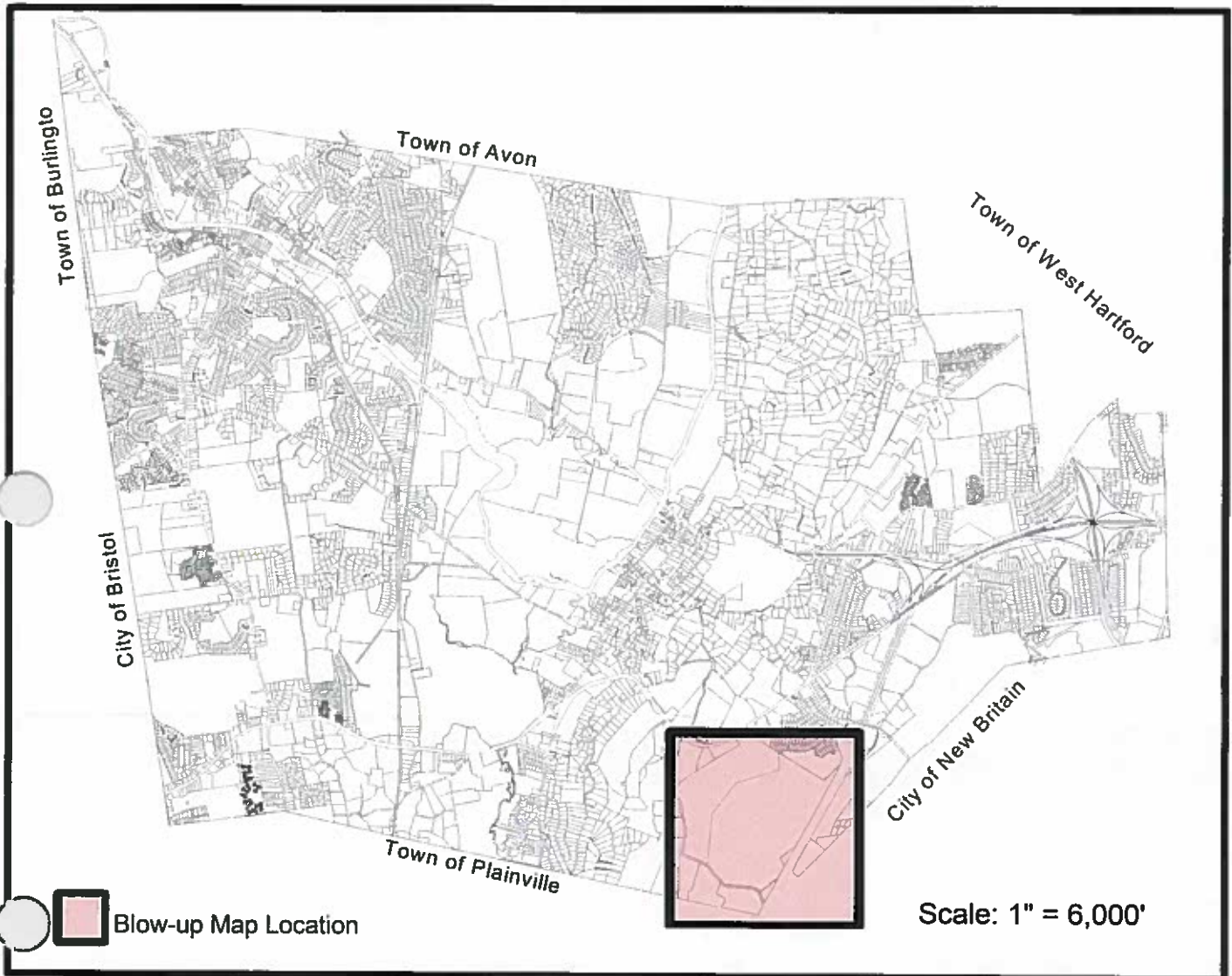
Attachment

Deadwood Swamp Location Map



 Deadwood Swamp

Scale: 1" = 1,200'



 Blow-up Map Location

Scale: 1" = 6,000'



MOTION:

Agenda Item N-2

To authorize the acceptance of a gift of property owned by Tomasso Brothers, Inc. located at Lot 3 Johnson Avenue.

NOTE: As you know, the Engineering Division is designing the extension of the Rails to Trails from Red Oak Hill Road to the Town of Plainville. Discussions with Tomasso Brothers, Inc. were originally for an easement to cross the parcel with the new trail and subsequently led to a donation of the full parcel by the owner.

It is a benefit of the Town of Farmington to own this parcel because it will give the Town more right-of-way to work with on Johnson Avenue for the trail, and the Town will not need a further easement on Johnson Ave.

The owner does not need the strip of land because it is too small to support any development on it and has generously offered to donate it to the Town of Farmington.

The procedure for accepting this gift of property includes the following steps:

1. Set public hearing for the October 13 th Town Council meeting at the September 8 th Council meeting	Complete
2. Hold public hearing on October 13 th	Complete
3. Make 8-24 referral to TPZ at the October 13 th meeting	Complete
4. Receive TPZ 8-24 report at the November 10 th meeting	Complete
5. Vote to accept or reject the gift at the November 10 th meeting	

Attachment

MOTION:

Agenda Item N-3

To authorize the Town Manager to execute a "Memorandum of Understanding" between the Town of Farmington and the Town of Plainville for construction and maintenance of a portion of the Farmington Canal Heritage Greenway multi-use trail being built within Plainville's municipal boundary.

NOTE: The Town of Farmington is working with the Connecticut Department of Transportation to complete the Farmington Canal Heritage Greenway multi-use trail. Design plans are currently being developed to connect the existing multi-use trail at Red Oak Hill Road with the Town of Plainville, approximately 2.4 miles to the south. The majority of this new trail system will be constructed along the existing railroad right of way in this area, and both the design and construction of this new trail system is being funded by the State of Connecticut.

As part of this project, the Connecticut Department of Transportation requested that our project be extended approximately 350 feet beyond the southern limit of the Town of Farmington, to Northwest Drive in Plainville. This request was made as the extension of the trail into Plainville allows for the connection to Plainville's existing bike network and provides a site for a parking area with trail kiosk, and other amenities. The Memorandum of Understanding is required by the Connecticut Department of Transportation and highlights that the Town of Farmington will construct site improvements within the Plainville municipal boundary, and that Plainville will own and maintain these improvements upon completion.

Funding for the design and construction of this project is being provided by the Connecticut Department of Transportation, with no municipal participation.

The Town attorney has reviewed this Memorandum of Understanding, and Town staff will be available at the Town Council meeting to answer any questions.

MOTION:

Agenda Item N-4

To authorize the Town Manager to sign the Agreement for Consulting Engineering Services for the development of contract plans, specifications, and estimates for State Project #51-269 Intersection Improvements along South Main Street from New Britain Avenue to Farmington Avenue.

NOTE: Milone & MacBroom, Inc. was selected to conduct this work through a Qualifications Based Selection process in accordance with, and overseen by, the State of Connecticut Department of Transportation (CTDOT). The negotiated fee for this design work is \$282,596.00. The project is funded 80 percent federal, 10 percent state, and 10 percent by the Town of Farmington. The Town of Farmington's portion of the design fee was budgeted in the capital budget previously.

This project includes analysis and design for intersection improvements and new traffic control signals for the intersections of South Main Street at New Britain Avenue/Railroad Avenue, South Main Street at Mill Street, and South Main Street at Farmington Avenue.

This agreement for the Consulting Engineering Services is the standard agreement by CT DOT, which has been reviewed and approved by the Town Attorney.

Staff will be at the meeting should the Town Council have any questions.

MOTION:

Agenda Item N-5

To approve the following Property Tax Refunds:

NAME	REASON	AMOUNT
1) Ari Fleet LT	Excess payment	\$305.71
2) John Bergstrom	Excess payment	\$176.26
3) J& P Brenner	Excess payment	\$181.41
4) Kathryn Cartrick	Excess payment	\$16.34
5) Denise Davella	Excess payment	\$247.14
6) M Demicco or B Bergeron	Excess payment	\$14.09
7) Financial Ser Veh Trust	Excess payment	\$285.36
8) Honda Lease Trust	Excess payment	\$357.17
9) John Jakobeit	Excess payment	\$326.53
10) JP Morgan Chase	Excess payment	\$238.08
11) R or V Lindboe	Excess payment	\$177.11
12) Della or David Logan	Excess payment	\$14.76
13) M & S Michigami	Excess payment	\$36.42
14) Motorlease Corp.	Excess payment	\$54.57
15) Nissan Infinti LT	Excess payment	\$394.71
16) Porsche Leasing LTD	Excess payment	\$771.07
17) Steven Singer	Excess payment	\$54.07
18) Tomasz Slysz	Excess payment	\$77.88
19) Richard Strauss	Excess payment	\$130.47
20) Wenhui Sun	Excess payment	\$292.40
21) Toyota Lease Trust	Excess payment	\$148.77
22) Toyota Motor Credit	Excess payment	\$590.17
23) M. Tsakiris	Excess payment	\$6.75
24) Vault Trust	Excess payment	\$237.36
25) Trevor Vigneault	Excess payment	\$72.67
26) Elizabeth Walczok	Excess payment	\$125.25
	TOTAL:	\$5,332.52

MOTION:

Agenda Item O

Executive Session – To Discuss Matters Concerning the Sale or Acquisition of Real Property.

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

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

That attendance in the Executive Session shall be limited to:

**Members of the Town Council
Town Manager**

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