

March 4, 2008

**MINUTES
VERNON TOWN COUNCIL
REGULAR MEETING
SENIOR CENTER 2ND FLOOR, CONFERENCE ROOM
26 PARK PLACE
TUESDAY, March 4, 2008
7:30 P.M.**

Meeting was called to order at 7:35 PM

Roll Call:

Present: Bill Campbell, Mark Etre, Bill Fox, Marie Herbst, Nancy E Herold, Peggy A. Jackle, Brian R. Motola, Pauline Schaefer, Diane Wheelock, Michael A. Winkler

Absent: Daniel Champagne

Entered During Meeting: Daniel Anderson (7:38PM)

Also Present: Mayor Jason L. McCoy, Town Administrator Christopher Clark, Recording Secretary Jill Kentfield, Christopher Prue, Technical Advisor

CITIZEN'S FORUM:

Cliff Edwards, Fern Street, is the president of the Gene Pitney Commemorative Committee would like the town council to approve the resolution authorizing Mayor McCoy to file an application with the CT Commission on Culture and Tourism for financial assistance to conduct a feasibility study regarding the potential for a Connecticut Music Museum and Hall of Fame to be located in the Citizen's Block Building.

State Representative Janowski, 263 Hany Lane would like to commend the Gene Pitney Commemorative Committee for all their hard work. Representative Janowski also urges the town council to pass the resolution regarding the feasibility study for a Connecticut Music Museum and Hall of Fame to be located in Rockville. The Representative has gained the support of fellow General Assembly members in raising a bill within the Commerce Committee to house a Music Hall Museum and Hall of Fame in Rockville, CT. The proposed bill is to be submitted in the near future. Mr. Edwards will be testifying before the Commerce Committee during the bill's public hearing. Representative Janowski asked that if funding is appropriated to the Town of Rockville for the feasibility study, it include parking, specifically a parking garage as parking can be an issue in Rockville. She also commended the Town's website where she found information regarding town council minutes and agendas easily accessible.

Eddie Chernack, 50 Cubles Drive, asked members of the Town Council to reconsider the appointment of Mark St. Germain to the Design Review Advisory Commission.

Richard Assarabowski, 306 Vernon Ave., presented documentation that described problems with sight line from his driveway as a result of the construction project design happening on Vernon Avenue. Mr. Assarabowski should be able to see on-coming traffic up to 350' with cars going 30 mph, as of now he can only see approximately 80'. Mayor McCoy stated that he was going to ask the council to add this information as an additional agenda item.

Gene Skladnowski, Rockville Bank, president of Rockville Downtown Association urged the council to support the Gene Pitney Committee feasibility study.

A) PRESENTATION:

William Blitz, Director of Health, North Central District Health Department and Town Councilmember Dan Anderson will be present to discuss the establishment of a system for rating restraints and "Public Posting of Food Service Inspection Scores or Ratings."

Mr. Blitz and Council Member Dan Anderson presented a proposal to the town council regarding a rating system for restaurants in Vernon. The rating system would consist of class 3 and 4 restaurants posting a card in their window that contains their "grade" with an "A" grade being the top rating and "C" grade the lowest. Restaurants would be asked to voluntarily participate in this system beginning April 15, 2008, a re-evaluation of the system will take place in October 2008 and modifications to the system will be made as necessary. In December 2008 the North Central Health District will return to the Town Council to seek their views regarding the implementation of the system and determine whether they would like to continue this initiative by making it mandatory for restaurants to participate.

March 4, 2008

Discussion took place, questions were asked regarding the current restaurant scores. Council members wanted to know if there is enough background information to compare data to determine whether the rating system is working. Council Members also asked if there were any restaurants that were habitually problematic during regular inspections. There are certain restaurants that may fail the first inspection, but when they are re-inspected after 2 weeks they usually pass, if they fail a second time the restaurant will be closed. There was an interest in the interpretation of the inspection reports specifically regarding live animals vs. lobsters. Council Member asked the NCHD to send a letter of explanation to the restaurants regarding the project.

Mr. Blitz seeks the Town Council approval for this initiative and in turn, he will bring the proposal before the NCHD board for their consent.

Council Member Anderson, seconded by Council Member Jackle requested the Town Council members carry out a consensus vote to ***ask the North Central Health District begin the process of voluntary posting of health safety inspection in Class 3 and 4 restaurants in the Town of Vernon beginning April 15, 2008 which will be brought back before the council for final determination of the process in December.***

Motion carried unanimously

B) CONSENT AGENDA ITEMS:

- C 1. Request for Tax Refunds – Current Fiscal Year.**
- C 2. Request that the Town Council approve the Mayor's reappointment of Scott Sierakowski as a regular member of the Conservation Commission.**
- C 3. Request that the Town Council approve the Mayor's reappointment of H. Russell Kunz as an alternate member of the Conservation Commission.**
- C 4. Request that the Town Council approve the Mayor's reappointment of J. Michael O'Neil as a member of the Housing Authority of the Town of Vernon.**
- C 5. Request that the Town Council approve the Mayor's appointment of Mark St. Germain as a regular member of the Design Review Advisory Commission.**
- C 6. Request that the Town Council approve the appointment of Judith M. Hany as a member of the Cemetery Commission.**

Council Member Wheelock, seconded by Council Member Motola moved to accept the consent agenda items. Council Member Fox asked to have consent agenda item 5 pulled from the vote. Motion carried unanimously.

NEW BUSINESS (CONSENT ITEMS)

1. **Request for Tax Refunds – Current Fiscal Year.** (Memorandum from Carol S. Nelson, Collector of Revenue, dated February 28, 2008 to Christopher Clark, Town Administrator, is in the packet.) **(Appendix A)**

PROPOSED MOTION:

THE TOWN COUNCIL APPROVES TAX REFUNDS FOR THE CURRENT FISCAL YEAR IN THE AMOUNT OF \$16,256.38 AS OUTLINED IN THE MEMORANDUM FROM THE COLLECTOR OF REVENUE DATED FEBRUARY 28, 2008 TO THE TOWN ADMINISTRATOR.

Council Member Wheelock seconded by Council Member Motola moved to approve the tax refunds for the current fiscal year in the amount of \$16,256.38. Motion carried unanimously

2. **Request that the Town Council approve the Mayor's reappointment of Scott Sierakowski (D) 60 Cubes Road, as a regular member of the Conservation Commission.** (Resume and letter of support from Sheryl McMullen, Chair of the Conservation Commission is in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE REAPPOINTMENT OF SCOTT SIERAKOWSKI AS A REGULAR MEMBER OF THE CONSERVATION COMMISSION FOR A TERM TO EXPIRE ON DECEMBER 31, 2010.

Council Member Wheelock seconded by Council Member Motola moved to approve the mayor's reappointment of Scott Sierakowski as a regular member of the Conservation Commission. Motion carried unanimously

3. **Request that the Town Council approve the Mayor's reappointment of H. Russell Kunz (R) 26 Valley View Lane, as an alternate member of the Conservation Commission.** (Resume and letter of support from Sheryl McMullen, Chair of the Conservation Commission is in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE REAPPOINTMENT OF H. RUSSELL KUNZ AS AN ALTERNATE MEMBER OF THE CONSERVATION COMMISSION FOR A TERM TO EXPIRE ON DECEMBER 31, 2010.

Council Member Wheelock seconded by Council Member Motola moved to approve the reappointment of H. Russell Kunz as an alternate member of the Conservation Commission. Motion carried unanimously

4. **Request that the Town Council approve the Mayor's reappointment of J. Michael O'Neil (U) 101 Rambling Road, as a member of the Vernon Housing Authority.** (Resume is in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE REAPPOINTMENT OF J. MICHAEL O'NEIL AS A MEMBER OF THE VERNON HOUSING AUTHORITY FOR A TERM TO EXPIRE ON FEBRUARY 28, 2013.

Council Member Wheelock seconded by Council Member Motola moved to approve the reappointment of J. Michael O'Neil as a member of the Vernon Housing Authority. Motion carried unanimously

5. **Request that the Town Council approve the Mayor's appointment of Mark St. Germain (R) 25 Grier Road, as a regular member of the Design Review Advisory Commission to fill a vacancy due to the term expiration of William DeLaurentis.** (Resume is in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE APPOINTMENT OF MARK ST. GERMAIN AS A REGULAR MEMBER OF THE DESIGN REVIEW ADVISORY COMMISSION FOR A TERM TO EXPIRE ON DECEMBER 31, 2010.

Council Member Herbst recused herself from this vote. Council Member Wheelock seconded by Council Member Motola moved to approve the appointment of Mark St. Germain as a regular member of the Design Review Advisory Commission.

Discussion took place.

Council Member Winkler seconded by Council Member Schaeffer made a motion to postpone the motion.

Discussion took place.

Council Member Winkler withdrew his motion to postpone. Council Member Wheelock withdrew her motion.

Mayor McCoy pulled this item from the agenda. In the future he asked the Council Members to speak to him if they had any issues with appointees prior to the meeting rather than putting the person in a negative spot light.

6. **Request that the Town Council approve the Mayor's appointment of Judith M. Hany (U) 21 Court Street 2M, as a member of the Cemetery Commission to fill a vacancy due to the term expiration of Scott Brown.** (Resume and letter of recommendation from Raymond Jarvis, Chairman, is in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE APPOINTMENT OF JUDITH M. HANY AS A MEMBER OF THE CEMETERY COMMISSION FOR A TERM TO EXPIRE ON JUNE 30, 2010.

Council Member Wheelock seconded by Council Member Motola moved to approve the mayor's appointment of Judith M. Hany as a member of the cemetery commission. Motion carried unanimously

C) IDENTIFICATION AND ADOPTION OF ADDITIONAL AGENDA ITEMS:

Council Member Wheelock (no second) made a motion to add the following agenda items:

Documentation of site line problems on 306 Vernon Avenue

March 4, 2008

Resolution for the CRRRA Review and Inspection
Letter from the Town of Vernon Housing Authority
Motion carried unanimously

D) PENDING BUSINESS:

1. **Judith Beaudreau and Patti Noblet, Registrars of Voters, will be present to discuss budget amendment #22, which relates to balancing accounts from moving expenses for the November 6, 2007 election; and the acquisition of tables, chairs, and carriers.** (Postponed from the Town Council meeting of January 22, 2008. Copy of the budget amendment for fiscal year 2007-2008 is in the packet.)
(Appendix B)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE BUDGET AMENDMENT REQUEST #22 FOR FISCAL YEAR 2007-2008 AS OUTLINED IN BUDGET AMENDMENT FORMS AS PROVIDED BY THE FINANCE OFFICER.

Council Member Wheelock seconded by Council Member Campbell moved to approve the budget amendment request #22 for FY 2007-2008.

Discussion took place. Council Members asked the registrar to have 2 signatures on future expenditures. Council Members asked the Town Administrator to provide them with a set of regulations for using town credit cards. Council Members asked the Town Administrator to set up a procedure for making minimum payments on these credit cards until any potential future issues can be resolved.

Motion carried unanimously.

2. **Request Town Council to ask for an §8-24 review from the Planning and Zoning Commission relative to conveyance of property located on Hatch Hill Road.** (Memorandum from Christopher Clark, Town Administrator and supporting documentation is in the packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY MOVES TO REQUEST AN §8-24 REVIEW FROM THE PLANNING AND ZONING COMMISSION RELATIVE TO CONVEYANCE OF PROPERTY LOCATED ON HATCH HILL ROAD, AS PORTIONS OF PARCELS IDENTIFIED AS 51-0139-0001B, AND PARCEL 51-0139-0001A, PROPERTY ADJACENT TO HATCH HILL ROAD, THE LAND TO BE CONVEYED TO THE TOWN OF VERNON.

Council Member Wheelock seconded by Council Member Campbell moved to request an 8-24 review from the Planning and zoning Commission relative to Conveyance of Property located on Hatch Hill Road.

Discussion took place.

Motion carried unanimously.

E) NEW BUSINESS:

1. **Request for the Vernon Arts Commission to amend its By-Laws.** (Copy of proposed changes is in the packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE FOLLOWING AMENDMENTS TO THE BY-LAWS OF THE VERNON ARTS COMMISSION:

- **Article 3. MEMBERSHIP – (a)Commissioners shall number nine (9) (presently five) and be appointed.....**
- **Article 4. MEETINGS- Meet monthly on the first (presently third) Monday at 7:00 P.M. (presently 7:30) P.M.**

March 4, 2008

- **Article 6. RULES OF PROCEDURE – (h) - Insert “Treasurers Report” between “Minutes” and “Correspondence” and renumber accordingly.**

Council Member Wheelock, seconded by Council Member Anderson moved to approve the requested amendments to the by-laws of the Vernon Arts Commission.

Discussion took place.

Motion carried unanimously

2. **Request that the Town Council approve the Resolution authorizing Mayor Jason L. McCoy to file an application on forms prescribed by the Connecticut Commission on Culture and Tourism for financial assistance for the reuse of the Citizen’s Block Building through a feasibility study as a Connecticut Music Museum and Hall of Fame.** (Copy of Citizen’s Block Building Summary of Application for Grant Funds, January 2008, copy of Resolution, and attachment #4 “Signatory Authorizing Resolution” is in the packet.) **(Appendix C)**

PROPOSED MOTION:

REQUEST THE TOWN COUNCIL TO ADOPT RESOLUTION AUTHORIZING MAYOR JASON L. MCCOY TO FILE APPLICATION ON FORMS PRESCRIBED BY THE CONNECTICUT COMMISSION ON CULTURE AND TOURISM FOR FINANCIAL ASSISTANCE FOR THE REUSE OF THE CITIZEN’S BLOCK BUILDING THROUGH A FEASIBILITY STUDY AS A CONNECTICUT MUSIC MUSEUM AND HALL OF FAME.

Council Member Wheelock, seconded by Council Member Herold moved to approve the resolution authorizing Mayor McCoy to file an application to the Connecticut Commission on Culture and Tourism for financial assistance for the reuse of the Citizen’s Block Building through a feasibility study as a Connecticut Music Museum and Hall of Fame. Motion carried unanimously.

3. **Request for Town Council to ask for an §8-24 review from the Planning and Zoning Commission for the purposes of street acceptance of the cul-de-sac known as Eleanor Street Extension.** (Memorandum from Christopher Clark, Town Administrator, Len Tundermann, Town Planner, Tim Timberman, Town Engineer, and map of Dobson Commons II is in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY MOVES TO REQUEST AN §8-24 REVIEW FROM THE PLANNING AND ZONING COMMISSION FOR THE PURPOSES OF STREET ACCEPTANCE OF THE CUL-DE-SAC KNOWN AS ELEANOR STREET EXTENSION AS PART OF THE DOBSON COMMONS II PROJECT P&Z 204-08.

Council Member Wheelock seconded by Council Member Motola moved to request an 8-24 review from the Planning and Zoning Commission for the purposes of street acceptance of the cul-de-sac known as Eleanor Street Extension.

Discussion took place.

Motion carried unanimously.

4. **Request that the Town Council re-establish the Public Safety Sub-Committee, and to approve appointments of Deputy Mayor Diane Wheelock, Police Chief James Kenny, Michael Purcaro, Director of Emergency Management, George Fetko, Director of Public Works, Fire Chief William Call, and Ambulance Coordinator Jean Gauthier to serve as members of this sub-committee.** (Memorandum from Christopher Clark, Town Administrator is in the packet).

PROPOSED MOTION #1:

THE TOWN COUNCIL HEREBY MOVES TO RE-ESTABLISH A PUBLIC SAFETY SUB-COMMITTEE AS A STANDING COMMITTEE TO CONSIST OF TWO MEMBERS OF THE TOWN COUNCIL, THE CHIEF OF POLICE, THE DIRECTOR OF PUBLIC WORKS, THE FIRE CHIEF, THE EMERGENCY MANAGEMENT DIRECTOR, AND THE AMBULANCE COORDINATOR. THE CHARGE FOR THIS COMMITTEE IS AS FOLLOWS: TO REVIEW, STUDY, AND RECOMMEND ANY CHANGES NEEDED RELATIVE TO THE PUBLIC SAFETY OF THE TOWN OF VERNON, AND TO MAKE RECOMMENDATIONS TO THE MAYOR FOR ACTION.

March 4, 2008

PROPOSED MOTION #2:

THE TOWN COUNCIL HEREBY APPROVES THE APPOINTMENT OF DEPUTY MAYOR DIANE WHELOCK AS A MEMBER OF THE PUBLIC SAFETY SUB-COMMITTEE FOR A TERM TO EXPIRE ON NOVEMBER 8, 2009.

PROPOSED MOTION #3:

THE TOWN COUNCIL HEREBY APPROVES THE APPOINTMENT OF POLICE CHIEF JAMES KENNY AS A MEMBER OF THE PUBLIC SAFETY SUB-COMMITTEE FOR A TERM TO EXPIRE ON NOVEMBER 8, 2009.

PROPOSED MOTION #4:

THE TOWN COUNCIL HEREBY APPROVES THE APPOINTMENT OF DIRECTOR OF PUBLIC WORKS GEORGE FETKO AS A MEMBER OF THE PUBLIC SAFETY SUB-COMMITTEE FOR A TERM TO EXPIRE ON NOVEMBER 8, 2009.

PROPOSED MOTION #5:

THE TOWN COUNCIL HEREBY APPROVES THE APPOINTMENT OF FIRE CHIEF WILLIAM CALL AS A MEMBER OF THE PUBLIC SAFETY SUB-COMMITTEE FOR A TERM TO EXPIRE ON NOVEMBER 8, 2009.

PROPOSED MOTION #6:

THE TOWN COUNCIL HEREBY APPROVES THE APPOINTMENT OF AMBULANCE COORDINATOR JEAN GAUTHIER AS A MEMBER OF THE PUBLIC SAFETY SUB-COMMITTEE FOR A TERM TO EXPIRE ON NOVEMBER 8, 2009.

PROPOSED MOTION #7:

THE TOWN COUNCIL HEREBY APPROVES THE APPOINTMENT OF EMERGENCY MANAGEMENT DIRECTOR MICHAEL PURCARO AS A MEMBER OF THE PUBLIC SAFETY SUB-COMMITTEE FOR A TERM TO EXPIRE ON NOVEMBER 8, 2009.

New Business #4 was pulled from the agenda by the Mayor.

5. **Request that the Town Council approve the budget amendment(s) for fiscal year 2007-2008 as provided by James Luddecke, Finance Officer.** (A copy of the budget amendments and supporting documentation is in the packet.) **(Appendix D)**

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE BUDGET AMENDMENT REQUESTS 28-30 FOR FISCAL 2007-2008 AS OUTLINED IN BUDGET AMENDMENT FORMS AS PROVIDED BY THE FINANCE OFFICER.

Council Member Wheelock seconded by Council Member Campbell moved to approve the budget amendment requests 28-30 for fiscal 2007-2008.

Discussion took place regarding the description of the budget items.

Motion carried unanimously.

6. **Discussion on a Resolution to require conservation of fuel. Further action upon direction of the Town Council.** (Copy of Town of Vernon vehicle fuel usage-five year history, copy of letter from George Fetko, Director of Public Works relative to "Building Energy Conservation, and draft copy of "Employee Fuel Conservation Policy for Department of Public Works" is in the packet.) **(Appendix E)**

Mayor McCoy started the discussion by explaining the reason behind the recommended resolution adoption. When he came into office, he reviewed the fiscal status of the town's budget and realized that cuts needed to be made in any way possible in order for the Town to keep functioning at the same level. He pulled together the Department heads of the largest fuel using departments and asked them to put together a proposal that would outline ways of conserving fuel.

March 4, 2008

Extensive discussion took place. The Department heads that created this proposal presented to the committee their recommendations to the Town Council members. Highlights included: Vehicles will not idle past the warm-up period; tire pressure will be checked on a monthly basis; ride sharing to job sites will be utilized whenever possible; vehicles that use the least amount of gas will be utilized whenever possible; when extra officers are on duty, there is a possibility they may double up in one vehicle; idling of police vehicles will only take place when necessary; when replacing vehicles the most fuel efficient replacements will be purchased whenever possible.

Extensive discussion took place regarding the disciplinary process for not following the fuel conservation rules.

Council Member Wheelock seconded by Council Member Motola moved to approve the adoption of the resolution to require conservation of fuel.

MOTION:

THE TOWN COUNCIL HEREBY ADOPTS THE RESOLUTION ENTITLED "TOWN OF VERNON, EMPLOYEE ENERGY CONSERVATION POLICY, REVISION #3, DATED MARCH 4, 2008."

Mayor McCoy will report back to the council members as to the savings in one year.

Motion carried unanimously.

7. **Discussion - tentative schedule for Special Meetings of the Town Council relative to the FY 2008-2009, and FY 2009-2010 budget.** (Copy of memorandum from Christopher Clark, Town Administrator is in the packet.)

Council Member Wheelock seconded by Council Member Schaefer moved to adopt the tentative schedule for special meetings of the town council relative to the FY 2008-2009, 2009-2010 budget.

Discussion took place:

Council Member Schaeffer recommended a Saturday public hearing.

Council Member Herbst suggested that 3 meetings were not sufficient to fully complete discussions.

Council Member Wheelock suggested using the March 18th Town Council regular meeting utilizing a short agenda to continue budget discussions and hold a public hearing.

Public Hearings need to be held before March 15th so the March 18th Town Council meeting cannot be utilized for public hearing purposes. It was also noted that the resolution regarding alcohol in Vernon public parks is scheduled to be discussed on the March 18th agenda and the meeting may run later than usual.

Council Member Wheelock seconded by Council Member Anderson made a motion for the meetings be held on March 11, 12, 13 adding March 19 with a start time of 6:30 on all days. Roberts Rules will be waived and the meetings will be recessed each evening but not adjourned until March 19th. The March 12th meeting will be utilized as a public hearing. Motion carried unanimously.

Council Member Wheelock seconded by Council Member Schaefer moved to extend curfew until 11:00. Council Member Fox Opposed, Council Member Etre abstained. Motion carried.

G) DISCUSSION OF ADDITIONAL AGENDA ITEMS:

Discussion took place regarding the review of the sight line issues at 306 Vernon Avenue. A letter will be sent from the Town Administrator to DOT asking them to remove trees and along with cutting away a certain portion of the embankment to improve the site line. The cost for tree cutting will be considered incidental to construction and will be absorbed. Mayor McCoy recommended Town Council members register complaints on the State of CT DOT website regarding the unsafe issues on Vernon Avenue as it is their responsibility to post signage.

Council Member Wheelock seconded by Council Member Herbst made a motion for the approval of the Town of Vernon, Acting through its Town Council hereby resolves to retain and appoint Michael O'Neil, CPA of the accounting firm RS. McGladery to conduct a review and inspection pertaining to the CT Resources Recovery Authority MidCT Project Budgets for FYE 2007, FYE 2008, and FYE 2009, including actual and projected capital expenses and reserves. This resolution is intended to provide Mr. O'Neil with all of the requisite authority to review and inspect said financial records on behalf of the Town of Vernon. Motion carried unanimously.

March 4, 2008

Discussion took place among Council Members regarding the request of Council Member Schaefer to have the Town of Vernon Housing Authority present to the Town Council regarding their emergency procedures during a situation such as fire or flood. Since Authority members were not available they submitted a letter to the Mayor and Deputy Mayor. Discussion took place regarding the Town Council's authority over the Housing Authority. Since they are a quasi-public agency, the Town Council does not have any authority over them. Members felt that the Housing Authority was unresponsive and did not provide the complete information requested.

H) ADOPTION OF MINUTES:

PROPOSED MOTION:

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR MEETING OF FEBRUARY 19, 2008 AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Anderson, seconded by Council Member Schaefer moved to approve the minutes of the regular meeting of February 29, 2008. Council Member Etre abstained. Motion carried.

I) EXECUTIVE SESSION:

J) INFORMATIONAL ITEMS:

1. Minutes of the Board of Education Meeting from February 11, 2008.
2. Copy of RDA Downtown Locator Maps furnished by the Rockville Downtown Association.
3. Copy of "*Quarterly Activities & Expenditures Report – Period Ending 12/31/07*" as provided by Randy Anagnostis, Rockville Downtown Association.
4. Copy of letter from Mary LaChance, resigning from the Zoning Board of Appeals.
5. Copy of letter to Lyle Wray, Executive Director, Capitol Region Council of Governments relative to appointments to several boards and committees.
6. Copy of letter to Hon. Jason L. McCoy from James Thomas, Commissioner, State of Connecticut Department of Emergency Management and Homeland Security regarding Emergency Management Performance Grant (EMPG).
7. Letter from Juanita Bair to Mayor Jason L. McCoy, indicating that she is unable to serve on the Planning and Zoning Commission.
8. Copy of report "Annual Inspections of Town Buildings-Maple Street School" from John Leary, Chair, Permanent Municipal Building Committee.
9. Monthly report for January 2008 from Bernice K. Dixon, Town Clerk, and monthly report from Alan Slobodien, Director, Vernon Youth Services Bureau.
10. Copy of letter from Catherine Rebai, Chairperson, Board of Education, to Jason L. McCoy, Mayor thanking the Town Council for their approval of funds to be used for roof repairs to the Board of Education Administration Building.

Council Member Wheelock seconded by Council Member Herbst moved to adjourn.

Meeting adjourned at 11:00 PM

Received: March 6, 2008

Approved: March 19, 2008

Respectfully Submitted,
Jill Kentfield
Recording Secretary



James Krupienski
Assistant Town Clerk