

# TOWN OF VERNON, CONNECTICUT



**2011-2012  
ANNUAL TOWN REPORT**

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## THE MAYOR'S MESSAGE

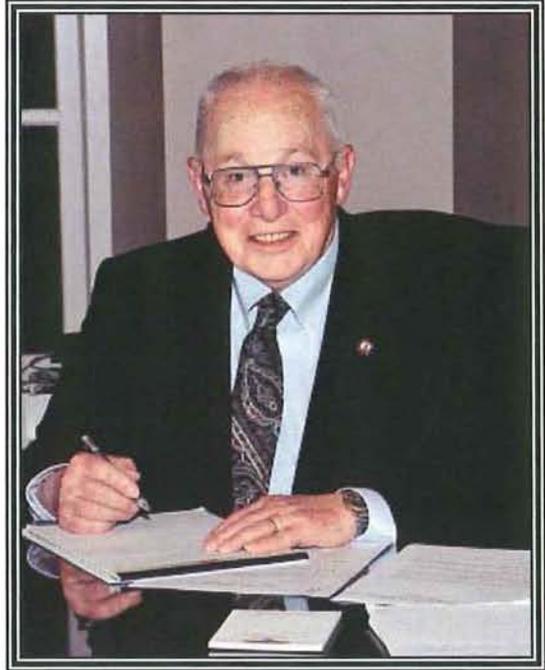
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Town of Vernon  
14 Park Place  
Vernon, Connecticut

E-mail: [gapel@vernon-ct.gov](mailto:gapel@vernon-ct.gov)

Dear Fellow Residents:

Please allow this letter to provide you with an inside view of fiscal year 2011-2012. Allow me the opportunity to say it has been an honor and privilege to serve as your Mayor! This year has been full of opportunities for the Town of Vernon. Many positive events have taken place this year with over twenty-five ribbon cuttings, ground breakings and grand openings taking place. The Town of Vernon is now home to more than thirty new business owners. Further, existing businesses have taken the opportunity to expand and occupy newly constructed additions. Our business environment is rich with the spirit of new enterprises. Our Economic Development Commission and its Coordinator continue to work to foster a positive business environment.



Thanks to the efforts of former Mayor Jason McCoy our bridges have been inspected, repaired and/or reconstructed. This year in particular the Phoenix Street Bridge was completed and opened to traffic. The Main Street Bridge in Talcottville will be designed in the fall of 2013, and the West Main Street bridge construction is anticipated to be finished in the fall of 2014. Streets are being paved and repaired. Our goal is to be the best we can be with the resources available.

Alternative funding sources are continually being sought to provide technology, equipment and programmatic needs for all departments. Our Board of Education applied for and received a grant in the amount of \$495,000.00 to put sidewalks around Skinner Road School so that students are better able to walk to school. Our Youth Services Bureau, in conjunction with the Vernon Community Network, applied and received a grant for \$235,000.00 to support the implementation of their Vernon Community Plan for children birth to eighteen. This grant will support the implementation of the strategic steps enumerated in the Community Plan.

In terms of energy conservation, Hillside Terrace Apartment Management has installed Solar Thermal Panels with the help of a grant. Your town buildings are being heated by free solar panels provided for the Tax Collectors Annex and Center 375 on Hartford Turnpike, due to the efforts of our Public Works Department. We continue to try and minimize the use of gasoline and diesel fuel wherever possible. We have just instituted a new Town Automobile Policy and have reduced significantly the number of cars that are taken home. As an Administration we are constantly looking for ways to conserve energy and make our overall town operations more efficient.

In an effort to cut costs and save paper, the Town Council now is going paperless. Laptop computers that have been purchased for this purpose will be more than paid in paper and copying savings. In addition, we will be able to save taxpayer dollars on employee training. These laptops will allow us to host training programs and have our employees attend for free. Finally, the same laptops will assist our Emergency Operations Center Team during emergencies. We have learned from our experience with emergencies in the past and are trying our utmost to be prepared in the future.

In the spring of 2012, the Town Council and Board of Education sought an enhanced level of collaboration and greater operational efficiencies to keep pace with advances in technology. The result was the creation of the Vernon Data Processing Center. Overseen with equal representation from respective Boards, the Technology Council (TeC) will, in part, set annual project priorities and goals and assess and select technology projects that fulfill strategic requirements of the Town and the BOE. This partnership will provide better outcomes for the schools and departments and is a more prudent stewardship of taxpayer resources.

One of my goals this year was to increase the amount of information available to our citizens relative to the function of your government. With this goal in mind, my office has issued "Letters to the Editor" every ninety days in an attempt to share the most up-to-date information about what has happened and what is projected in the coming months. These informative letters have met with a very positive response in the community. In this same vein, I have instituted a verbal report every two weeks to the Town Council at their Town Council meetings. These meetings are broadcast on the Community Voice Channel-98, so that our citizens will receive information in real time. This is your Town Hall!

In terms of our personnel, Peter Graczykowski our former Assistant Town Administrator left our employ for East Providence, Rhode Island and we subsequently hired Dawn Maselek as our new Assistant Town Administrator. This is a key leadership position for our Town. It not only supports the Town Administration but covers all the Human Resource duties for our employees. Dawn is a welcome addition to our team and we are hoping she will remain with us for many years to come. Congratulations are in order for Bruce Dinnie, Parks and Recreation Director on his award from the Connecticut Greenway Council. Bruce Dinnie has been our Director of Parks for many years and does a wonderful job.

Our budget for this year passed at referendum and then the hard work began. A freeze was imposed for the remainder of the 2011-2012 fiscal year. During the month of April, 2012 we went out to bid for a new Health Insurance carrier. The bids came back very favorably and we will save \$340,000 in our 2012-2013 budget projections. During the month of April, 2012 our Finance Officer, Town Administrator and I met with Moody's relative to our bond rating. I am happy to report that our rating remains high at AA2.

During Fiscal Year 2011-2012, contract negotiations begin with several unions. Through these discussions, a change in health care coverage and implementing Health Savings accounts were assessed, with the opportunity to implement these cost saving insurance measures through Connecticare for all unions. Effective July 1, 2011, all non-union employees' health insurance changed to the Health Savings Account, and following suit, effective October 1, 2011, the Local 1471 of Council 4 of the American Federation of State, County and Municipal employees AFL-CIO began to implement the Health Savings Account insurance plan as one of the insurance plans offered.

The town has been fortunate to return several abandoned or blighted structures to the tax rolls. Eastern Connecticut Health Network purchased 8, 11 and 12 Ward Street as well as 35 Village Street from the

Town of Vernon. These lots had contained blighted structures which were removed and then cleared of the debris. This sale will give ECHN some much needed parking space as well as beautify the area. On the other side of town, the Vernon Community Arts Center has obtained its 501(c)3 and the grand opening of the center has taken pace. Amerbelle also announced it will close at the end of the year. It is unfortunate but not unexpected. The economy has hurt all businesses and Amerbelle is no exception. The Hockanum Industrial and Development Corporation is the landlord for Amerbelle and they are actively pursuing other options for the building.

This year our town was plagued with a hurricane (Irene) and freak snowstorm (Alfred). These storms consumed man-hours and resources. I am grateful to the employees and volunteers who helped the Town to quickly recover, and I thank our residents for their patience during these severe weather events. Thanks to FEMA over \$3,000,000 has been reimbursed and we fully expect that in the coming months FEMA will be send further reimbursements. This reimbursement funding will go directly back to the General Fund to strengthen our rainy day fund.

Every year it seems something happens that is not planned for, this year it was the failure of our information systems. During the month of March, 2012 fifteen servers failed leaving most of our departments without computers for several days. It should be noted that at no time were Emergency Services at risk and offices were open as usual doing things the old fashioned way. Our Data Processing Department, staffed by Interim Director Richard Maselek, assisted by multiple outside vendors brought us back up to full power. We then began the lengthy assessment of permanent failure on some systems and planning began to replace the damaged equipment and prevent any recurrence in the future. You will see in the upcoming budget cycle some new equipment planned and changes in the Information Technology Department all designed to make us safer and more efficient at what we do. Partially, as a result of this we decided to lease a new integrated Information Technology (IT) network.

It should also be pointed out that several trails for pedestrian traffic along the "Rails to Trails" have been dedicated. The Mansions Trail at Hockanum Crossing is among the new gems available to our residents. The lighting of the Falls outside of the old Amerbelle Complex is also a sight to behold. Take a ride or walk up the hill by Amerbelle at dusk and see the great job the RDA has done to draw attention to this landmark.

As you can see, Vernon is going through daily changes and we are fortunate to have the talented staff and volunteer commissioners to accomplish whatever goals are set forth. I look forward to the coming year and all it brings to us.

Should you ever have any questions or concerns, the Office of the Mayor is always open to you.

Sincerely



George F. Apel  
Mayor  
Town of Vernon

# Vernon Town Council

## 2011-2012



**Seated Left to Right:**

Town Administrator John D. Ward, Council Member Virginia Gingras, Council Member Marie Herbst, Mayor George F. Apel, Council Member Judy Hany, Council Member Thomasina Russell.

**Standing Left to Right:**

Council Member William Campbell, Council Member John Kopec, Council Member Daniel Sullivan, Council Member Michael Winkler, Deputy Mayor Brian Motola, Council Member Steven Peterson, Council Member Thomas Didio and Council Member Adam Weissberger.

# ADMINISTRATIVE SERVICES



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# TOWN ASSESSOR

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**Department Head:**

David Wheeler, CCMA II, CRA, Town Assessor

**Location of Department:**

Town Hall Annex – 8 Park Place, 1st Floor

**Responsibilities and Duties:**

The town assessor has the sole responsibility of preparing an annual grand list consisting of Real Estate, Personal Property, Motor Vehicles, Tax Exempt Properties and applying various exemptions in accordance with Connecticut General Statutes and Local Ordinances. The grand list is defined as a record of all taxable and tax exempt property in a taxing jurisdiction as of the assessment date. The assessor's office serves as a central database of information for real estate, motor vehicles and personal property. Property record cards are available for all properties along with tax maps and property sales data.

Assessor records are updated annually as changes occur to real estate as a result of building permit inspections, new construction and/or discovery. Tax maps are updated to reflect lot splits or combining of parcels. The assessor's responsibility also includes administering various exemptions and tax credits for such programs as Elderly, Veterans and Disabled property owners. All programs are designed to provide some form of tax relief to those most in need or on fixed incomes. The function of the assessor and staff are governed by Connecticut General Statutes and appraisal practices with the daily operations reported to administration. Monthly reports are mandated by the Office of Policy and Management (OPM) for the State of Connecticut. Statistical data from those reports are the basis for various state grant and revenue reimbursements and pilot programs.

All Connecticut towns are mandated to perform revaluations every five years to reflect market conditions and redistribute equitable value between property classes. An in-house revaluation was completed for the 2011 grand list. There were 52 Board of Assessment appeals and 8 commercial appeals submitted through the Superior Court. In a declining real estate market coupled with limited sales data, the results of the 2011 revaluation are very positive as evidenced by the few appeals.

Personal property refers to any property used or associated with a business operating in Vernon. Motor vehicles are also a part of the annual grand list and are taxed based on value derived from NADA pricing manuals.

Number of Real Estate Parcels:	10,159
Number of Personal Property Accounts:	1,408
Number of Motor Vehicles:	26,055

**2011 Grand List Summary:**

Real Estate Assessments:	\$ 1,494,413,850
Personal Property Assessments:	\$ 82,581,420
Motor Vehicle Assessments:	\$ 181,537,429
Gross Grand List:	\$ 1,758,532,699
Less Exemptions:	\$ <u>20,092,985</u>
<b>Net Taxable Grand List:</b>	<b>\$ 1,738,439,714</b>

<u>2011 Grand List</u>	<u>2010 Grand List</u>	<u>Net Change</u>	<u>Percent Change</u>
1,738,439,714	1,914,573,272	(176,133,558)	-9.2%

## **COLLECTOR OF REVENUE**

**Department Head:**

Terry Hjarne, C.C.M.C. Collector of Revenue

**Location of Department:**

Town Hall Annex - 8 Park Place, 1<sup>st</sup> Floor

**Responsibilities and Duties:** Property taxes are the major source of funds for the Town, accounting for roughly two thirds of the Town’s revenue. The Collector organizes and coordinates the collection activities of the Town. State Statutes, Town Charter, and Town Ordinances dictate the procedures to be followed for the billing and collection of Town taxes. The Collector is responsible for collecting the highest percentage of taxes available to meet budgetary requirements.

Each year the Collector receives authorization from the Town Council to have tax bills prepared from the Town’s Grand List of owner’s of real estate, personal property, and motor vehicles. Legal notices are posted, as required by law, to advise taxpayers of the due dates and final dates of payment before penalty charges apply.

The Collector has the responsibility for maintaining accurate records of all transactions, accounting for all monies collected, and submitting all revenue to the Town Treasurer. Reports are submitted on a regular basis to both the State of Connecticut Office of Policy and Management as well as to the Town Clerk’s Office as dictated by state statute.

Duties of the Revenue Collection Department are many and varied. In addition to accepting tax payments and issuing receipts, the department issues permits and punch cards for the Transfer Station, takes payments for parking tickets and infractions, and accepts sewer user payments.

2010 Grand List

Amount Collected: \$56,597,360.79 (overpayments not included)  
Collection Rate 98.60% of the corrected levy

## **DATA PROCESSING**

**Department Head:**

Richard Maselek, Interim Director Data Processing

**Location of Department:**

Town Hall Annex – 5 Park Street, 2nd Floor

**Responsibilities and Duties:**

The Data Processing department is responsible for all town wide telecommunications, infrastructure and data centers operations. This includes all the day to day work orders, all hardware, software and

networking for the enterprise, 24/7 emergency support, planning, implementation and maintenance of long-term growth & protection for enterprise connectivity, applications, storage, memory, intrusion detections, anti-viruses, backups, Smartphones, netbooks, modems, air cards, PCs, laptops, iPads and wireless access points. Additionally, all town-wide departments, such as Administration & Council, Public Safety (Police, Fire, EMS & Emergency mgt.), Water Pollution Control & Sewer Plant operations, Board of Education (BOE) and all school operations, are supported by the Data Processing department.

**INFRASTRUCTURE: (55 West Main Street, Board of Education Administrative Building)**

The current infrastructure consists of an optical fiber switched campus comprised of the Town Hall, Senior Center, and Annex. Two additional high speed (10GB) optical fiber links have been implemented. One switched fiber link extends from the Town Data Center to the Police Department building which supports the Public Safety (Police, Fire, EMS and Emergency Mgt.) campus. The second switched fiber link extends from the Town Data Center to Rockville High School, connecting the schools to the BOE.

Additionally, a separate switched fiber link from the Ward Street Police Outstation to the Public Safety campus is in place. We are currently connecting three schools (VCMS, Maple Street and Center Road School) with high speed fiber optics. Plans have also been made to connect Northeast, Skinner Road and Lake Street schools in the following years.

Thirteen remote sites (all Firehouses, Parks & Recreation, Teen center, Cemetery, Public Works, Water Pollution, Youth Services, and Animal control) are connected back to the Annex – Data Center via Comcast VPN to VPN cable connections with Sonic Wall firewalls on each end to protect the integrity of the transmissions.

Secured wireless access is available in the Town Hall and BOE. These secured wireless access points are available on all three floors of the Town Hall, as well as on all three floors of the BOE. The Rockville Downtown Association (RDA), supported by D.P., sponsors unsecured wireless access on Main Street which is available for all merchants across from Central Park, as well as all Rockville visitors within one hundred-fifty feet of the downtown area.

**DATA CENTERS:**

As a result there are three data centers supporting Vernon’s enterprise. The Town’s main data center is located in the Annex (2<sup>nd</sup> floor). This center hosts thirty virtual servers and we are experiencing a 40% to 60% savings in power. The second data center, with ten virtualized servers, is in the Police Department and is designed to support the Public Safety (Police, Fire, EMS and Emergency Mgt.) campus. The third center has sixteen virtualized servers and is located in Rockville High School. Due to the common optical fiber infrastructure (Town & BOE), this is a coordinated effort with Data Processing and the schools.

**Creation of a new unified Information Technology Department  
Executive Summary**

In order to address the minimum technology requirements of both the Town and School networks, the need to consolidate resources and staff is essential for the future success of both entities. Under the leadership and direction of our new Technology Council, our technology plan calls for strategic deployment of staff resources and the implementation of fiber optic network which is essential to maintain today’s technology standards. Utilizing an interconnected multi-site network design will help ensure minimal downtime and provide a level of security and data protection that is consistent with other Town/School networks, as well as enable the Town to meet the current and future needs of our community.

Through the implementation of this new unified technology department, Data Processing plans to have the town/school infrastructure updated every four (4) years through a cost effective lease program, thus fixing budget costs and removing equipment obsolescence issues. In addition, leasing will allow the consolidation of all remote site servers, create a site failover system, ensure 24/7 customer support and will keep all town/school infrastructure under warranty.

The initiative calls for multi-year deployment schedule beginning with basic hardware and software upgrades during the summer of 2012 which will standardize our network across all sites. Consolidation of all town and school computer resources will reduce our overall costs and will provide the flexibility of easy and inexpensive hardware and software upgrades as needs grow.

In addition to consolidating hardware and software, we have merged the Town and School Information Technology (IT) Departments in order to more effectively make use of personnel. By combining IT Departments and adding the needed personnel, both departments will be able to move from a reactive response mode of operations to proactive one, thus delivering increased value and services to the taxpayers of Vernon.

As our technology needs continue to grow, this design will increase our efficiency and will provide a functional and effective disaster recovery plan to safeguard all operations and data records.

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## **FINANCE & ACCOUNTING**

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### **Department Head:**

James M. Luddecke, Finance Officer and Treasurer

### **Location of Department:**

Town Hall Memorial Building, Second Floor

### **Responsibilities and Duties**

The mission of the Finance Department is to institute and promote comprehensive financial management designed for the coordination, control, analysis and planning dedicated to the provision of community services. Inherent in this resolve is the theory that "good" government can be defined by accountability, equity, and efficiency in the management of financial resources for the public benefit. To further this resolve is the adherence to legal, moral, and professional standards of conduct in the fulfillment of our responsibilities.

The financial statements are presented in two types of disclosure. The first, Government-Wide Financial Statements, capture the activities of the Town as a whole entity, utilizing an accrual accounting system, similar to those used in private sector companies. The second type, Fund Financial Statements, unlike the whole entity approach, utilizes a modified basis of accounting for governmental activities through separate fund and account group entities, each with its own balance sheet. Thus, from an accounting and financial management viewpoint, a governmental unit under this type of disclosure is a combination of several distinctly different fiscal and accounting entities, functioning independently of the other funds and account groups. The financial exhibits and schedules presenting both types of disclosure will be found on the final pages of this report.

The Finance Department of the Town is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the Town are protected from loss, theft, or misuse, and

to ensure that adequate accounting data are compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles. The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that:

- the cost of control should not exceed the benefits likely to be derived and;
- the valuation of costs and benefits requires estimates and judgments by management.

All internal control structure evaluations occur within the above framework. We believe that the Town's internal control structure adequately safeguards assets and provides reasonable assurance for the proper recording of financial transactions and for compliance with all applicable laws and regulations.

In addition, the Finance Department is responsible for the following: To provide supporting documents and to assist in the preparation of the annual budget and; to establish budgetary controls to ensure compliance with the legal provisions embodied in the annual appropriated budget for the General Fund and other adopted budgets. Project-length financial plans are maintained for the Special Revenue Funds and Capital Project Funds.

Also, the Finance Department prepares the *Comprehensive Annual Financial Report*; coordinates the cash flow and investment of all Town funds; prepares the official statement for bond and note issues; manages debt service activity and structure; and manages and allocates resources for the capital improvement program; administers the pension fund, insurance and benefit programs, and purchasing programs; directs financial improvements to departments as necessary and; oversees activities in Tax Collection and Assessments.

### ***Independent Audit***

The Town Charter requires an annual audit of the books of account, financial records, and transactions of all administrative departments of the Town by independent certified public accountants selected by the Town Council. This requirement has been complied with and the auditors' report has been included in the report.

### ***Awards***

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Town of Vernon for its *Comprehensive Annual Financial Report (CAFR)* for the fiscal year ended June 30, 2011. The Certificate of Achievement is a prestigious national award recognizing conformance with the highest standards for preparation of state and local government reports. In order to be awarded a Certificate of Achievement, the Town of Vernon published an easily readable and efficiently organized *CAFR*, whose contents conform to program standards. The *CAFR* must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. Vernon has received a Certificate of Achievement for the last twenty-one consecutive years. We believe that our current report continues to meet the Certificate of Achievement Program's requirements and we have submitted it to the GFOA to determine its eligibility for another certificate.

**General Fund Revenues and Other Financing Sources**

Revenue Sources	June 30, 2012		June 30, 2011		Increase (Decrease) from 2011	
	Amount	% of Total	Amount	% of Total	Amount	%
Property taxes	\$ 57,327,038	69.05%	\$ 57,387,268	70.82%	\$ (60,230)	-0.10%
Intergovernmental	22,856,032	27.53%	20,710,835	25.56%	2,145,197	10.36%
Charges for services	1,341,318	1.62%	1,386,203	1.71%	(44,885)	-3.24%
Interest on investments	2,810	0.00%	27,708	0.03%	(24,898)	-89.86%
Licenses and permits	563,598	0.68%	491,675	0.61%	71,923	14.63%
Gifts and contributions	-	0.00%	-	0.00%	-	
Other revenues	427,196	0.51%	749,722	0.93%	(322,526)	-43.02%
<b>Total Revenues</b>	<b>82,517,992</b>	<b>99.40%</b>	<b>80,753,411</b>	<b>99.65%</b>	<b>1,764,581</b>	<b>2.19%</b>
Other Financing Sources:						
Transfers in	329,180					
Proceeds from sale of property	172,501	0.21%	279,614	0.35%	(107,113)	-38.31%
<b>Total Revenues and Other Financing Sources</b>	<b>\$ 83,019,673</b>	<b>100.00%</b>	<b>\$ 81,033,025</b>	<b>100.00%</b>	<b>\$ 1,657,468</b>	<b>2.05%</b>

**General Fund Expenditures and Other Financing Uses**

<b>Function</b>	<b>June 30, 2012</b>		<b>June 30, 2011</b>		<b>Increase (Decrease) from 2011</b>	
	<b>Amount</b>	<b>% of Total</b>	<b>Amount</b>	<b>% of Total</b>	<b>Amount</b>	<b>%</b>
General government	\$ 3,277,010	3.95%	\$ 3,047,360	3.79%	\$ 229,650	7.54%
Community development	248,176	0.30%	210,671	0.26%	37,505	17.80%
Public Safety	11,428,754	13.77%	7,774,406	9.67%	3,654,348	47.00%
Maintenance and Development	5,272,527	6.35%	5,757,991	7.16%	(485,464)	-8.43%
Human Services	934,675	1.13%	958,938	1.19%	(24,263)	-2.53%
Parks, recreation, and culture	1,339,374	1.61%	1,343,872	1.67%	(4,498)	-0.33%
Town wide	6,806,996	8.20%	7,321,967	9.11%	(514,971)	-7.03%
Education	47,317,458	57.02%	48,224,386	59.99%	(906,928)	-1.88%
Capital Outlay	77,995	0.09%	109,587	0.14%	(31,592)	-28.83%
Debt Service	4,675,035	5.63%	4,053,738	5.04%	621,297	15.33%
<b>Total Expenditures</b>	<b>81,378,000</b>	<b>98.07%</b>	<b>78,802,916</b>	<b>98.04%</b>	<b>2,575,084</b>	<b>3.27%</b>
<b>Other Financing Uses:</b>						
Transfers out	1,605,301	1.93%	1,578,773	1.96%	26,528	1.68%
<b>Total Expenditures and Other Financing Uses</b>	<b>\$ 82,983,301</b>	<b>100.00%</b>	<b>\$ 80,381,689</b>	<b>100.00%</b>	<b>\$ 2,601,612</b>	<b>3.24%</b>

**Local Economy and Major Initiatives**

**Local Economy**

The Town of Vernon is a residential community of 18.6 square miles located 14 miles east of Hartford on Interstate 84 in north central Connecticut. Interstate 84, traverses the Town, having four interchanges within the Town's borders, and connects with I-90, I-384, I-91 and I-291, which provide convenient highway access to all areas of Connecticut, Massachusetts and New York. Additional accessibility is provided by U.S. Route 44 and State Routes 30, 31, 74, and 83. National and international air service is provided by Bradley International Airport, which is only thirty minutes from Vernon. The well-situated access provided by Interstate 84 within the Greater Hartford area has contributed to Vernon's development as a residential suburban community and a regional commercial center for neighboring towns.

The economic base for Connecticut, as well as for Vernon, has had an overall change from that of manufacturing to retail commerce and professional services. Of the top fifteen firms in Vernon, 92.3% are employed in services while only 7.7% are employed in manufacturing and printing. Approximately 41.9% of this employment is with non-profit and public organizations. The largest Vernon employer is the Town of Vernon, which has 835 employees. The second largest employer is Rockville General Hospital with 523 employees, followed by Visiting Nurse and Health Services with 458 employees, Stop and Shop with 317, Price Chopper with 221, the State of Connecticut with 204, New England Mechanical Services with 200 employees, Vernon Manor with 175, Fox Hill Nursing and Rehabilitation with 165 and Rein's Delicatessen with 155 employees.

In Vernon, the number of individuals employed by the top ten companies increased by 16 or .42% during the past year. Some of the decreases in employment include 7 at the Town of Vernon, 3 at Stop & Shop Supermarket, 6 at Fox Hill, 5 at Rein's and 10 at the Reminder Press. Increases in employment include 2 at Rockville General Hospital and 45 at HealthWise Medical Associates. Employment at the eight other Top 15 employers remained level from the prior year.

Vernon's population for the year ended June 30, 2012, was 29,179 compared with 29,205 on June 30, 2011, a decrease of 26 or .09%. This decrease follows a decrease in population of 977 or 3.24% during the previous one-year period.

Approximately 82% of Vernon's labor force is employed outside the town. On a regional basis, our residents' income is derived from major insurance firms, defense industries, financial institutions and capital goods producers. The town's unemployment rate at June 30, 2012 was 8.0%, a .4% decrease from June 30, 2011. In recent history, the unemployment rate was 8.4% in 2010, 7.3% in 2009, 5.5% in 2008, 4.3% in 2007, 4.2% in 2006, and 4.9% in 2005. The unemployment rate continues to be influenced by the downturn in the overall economy, however, Vernon's unemployment rate compares favorably to that of the State of Connecticut, 8.4%, and for the nation, 8.4%.

The Town of Vernon generally shares the same economic health as the State of Connecticut and the Hartford region, therefore experiencing the economic effect of the financial and insurance sector, in which the recovery from the 2008 recession has subsided; while business investment in new construction is on the rise. Taken as a whole, the removal of federal stimulus funding and other resources to the state and municipalities prolongs concern of its impact toward the public employment trend, a national trend that currently reports a decrease in public sector employment to a corresponding increase in the private sector. The State's investment into bio-science, has led to the development of the Jackson Laboratories and UConn Health Center cluster, and a potential position of global leadership in this area, leading to substantive job growth. Proactive business investment approaches, combined with the expansion of job training and educational opportunities for the workforce in areas such as precision manufacturing, will assist to stabilize employment, and provide modest growth in the near future.

Vernon completed a town wide revaluation of property as of October 1, 2011, which was effective for the 2012-13 fiscal year. Due to the effects of the revaluation, our tax base for the October 1, 2011 grand list decreased by 9.20%, inclusive of an 11.16% decrease in the real estate portion. This follows an increase in the October 1, 2010 grand list of 1.05%, inclusive of a .53% increase in real estate.

Property taxes have been supported by strong collection rates, averaging 98.29 % over the past ten years.

The number of building permits increased from 1,794 to 2,017, and the value of those permits increased from \$20,416,187 to \$28,163,805.

The 2012-2013 operating budget was approved by the Town Council and sent to the annual Town Meeting for adoption on April 24, 2012. The budget was petitioned to a referendum vote, held on May 1, 2012, and the voters adopted the budget. The mil rate increased by 3.73 mils, or 12.47%, from 29.90 mills to 33.63 mills. The impact from the revaluation decline contributed 3.03 mils to the rate increase. We will continue to provide the voters with information to make knowledgeable decisions, as we have a

responsibility to educate our residents on the programs and services presently provided, as well as those proposed.

The local economic base serves the region as a commercial, governmental, legal, and medical center. Local employment in manufacturing has been replaced by employment in these service areas. This shift is revealed in the additions to the tax base as planned development and new construction are related to retail commerce and professional services.

In November 2011, the Vernon Planning and Zoning Commission adopted an updated Plan of Conservation and Development, which became effective January 30, 2012. The updated plan focuses, in part, on revitalization of the Rockville section and on pursuing economic development opportunities at two primary interchanges on I-84, at exits 66 and 67.

In December, 2011, the Town Council approved a Power Purchase Agreement to establish a 5-acre 1 megawatt solar farm in town to power the Waste Water Treatment Plant facility in hopes of reducing and stabilizing future energy costs. The Town has been placed on the reserve list by the Public Utilities Regulatory Agency for Connecticut's Zero Emissions Renewal Energy Credits program.

In October, 2008, the Vernon Planning and Zoning Commission (PZC) adopted zoning regulations for a comprehensive multi-family development zone. The PZC approved a preliminary plan in April, 2010 within this zone for 35 units on a 16-acre site. It is anticipated that once market conditions improve with a boost in capital lending, an application for final approval will be submitted to build these units. The economic areas for new development are downtown Rockville, Vernon Circle, Lafayette Square, the I-84 corridor, and the Gerber Farm area.

#### **Rockville Section:**

The former Rockville mills section has made a transition from being primarily an industrial and commercial center to being a professional and governmental center. It is the site of local government, education, and State of Connecticut administrative offices and courthouses. The initial development of downtown Rockville occurred over one hundred years ago, creating its distinctive Victorian urban character and invaluable architecture. However, this also creates the need for reinvestment and modernization. In pursuit of this, the Town submitted an application to the State Office of Policy and Management in September 2012 for a \$500,000 Main Street Investment Fund grant. The grant, if awarded, would be used to improve building facades and parking in support of commercial redevelopment in the center of Rockville. In addition to improvements to municipal and state buildings, the following recent advancements have been made.

The Town of Vernon has actively supported the redevelopment of the Village Street area adjacent to Rockville General Hospital in supporting the Vernon Nonprofit Housing Corporation's (VNHC) rehabilitation of eleven structures on the street, by providing Community Development Block Grant (CDBG) funds to assist first time home buyers. The houses controlled by VNHC have received environmental remediation and new roofs. The VNHC has renovated and sold 4 units on Village Street, is currently renovating 2 others and has erected an additional 3 units on vacant lots. To further this effort to reinforce the neighborhood rehabilitation activities, Village and Orchard Streets have recently been reconstructed.

The Rockville Public Library at 52 Union Street received approval in April 2009 for a new addition to the existing facility. Construction commenced in June 2012. In support of this effort, the Town worked with

the Library to transfer resources from the Alice Maxwell Trust fund; and waived the \$45,210 building construction permit. At One Ellington Avenue, a carriage house to an existing long-vacant mansion was converted to seven apartments for veterans. Conversion of the mansion into ten similar units began in the fall of 2012 and is scheduled for completion in early 2013.

A long-time vacant building at 176 Union Street was sold and has undergone major renovations and, subsequently, was opened as a new restaurant in early 2012. Another vacant structure was converted into a convenience store / deli at 60 Prospect Street, which has cultivated a village feel to this neighborhood.

In October, 2010, the PZC revised an adaptive re-use zoning regulation originally developed for conversion of obsolete mill buildings and made it applicable to any structure in Rockville built no later than 1910 and containing a minimum of 5,000 square feet. This amendment will allow old buildings that have outlived their original uses to be returned to economically viable uses. There are four Mill properties that are in the process of being redeveloped and may make use of this provision (Talcott Mill, Hockanum Mill, Amerbelle Mill and Roosevelt Mill). These projects are in various stages of redevelopment.

**Vernon Circle Area, Routes 30 and 83: Hartford Turnpike / Talcottville Road:**

The Vernon Circle area continues to make a positive adjustment to the regional shopping center development in the Buckland Hills section of Manchester, and Evergreen Park in South Windsor, just one highway exit west on I-84. The Tri-City Plaza has a successful retail mix of value-oriented stores.

The State of Connecticut completed the reconstruction and safety improvements along a section of Talcottville Road (Route 83). This project extends from the I-84 off ramp, northerly to Pitkin Street and provides for improved operations and safety, by the addition of a center landscaped median, lane additions and traffic signal additions and modifications. This project, 100% funded by the State, supports and enhances the commercial and retail developments in the area.

The K-Mart Plaza, located on Pitkin Road and Route 30, and the Goodyear Tire Plaza, 378 Kelly Road, although both endured transition phases of businesses closing and new businesses opening, remain stable and attractive developments in promising locations. Dunkin Donuts, and the Sunoco and Citgo service stations, Taco Bell, McDonald's, all on Talcottville Road, as well as Johnnie's Mobil on West Street, have all been recently renovated.

In the past year, several auto dealerships have been remodeled with additions. At 704 Talcottville Road, Olenders Automotive is constructing an additional 8,900 square foot addition scheduled for completion in 2013. This project received approval for a three-year tax abatement phase-in; at 777 Talcottville Road, Scranton Motors has added 6,250 square feet to the existing structures; at 21 Hartford Turnpike, Key Hyundai has merged two lots and completely rebuilt their 20,737 square foot structure; and at 14 Hartford Turnpike, Suburban Subaru has been approved for a 13,144 square foot renovation along with a 1,720 square foot addition. Also, a recently completed addition to Ray Seraphin Ford at 100 Windsor Ave, added 2,862 square feet of space for a Quick Lane service center.

A proposed 70 room hotel, to be located at 355-361 Kelly Road across from Holiday Express, has been approved which would include upgraded service facilities. The Candlewood Suites project received approval for a seven-year phase-in tax abatement. Although the Colony Banquet Hall and Restaurant closed in December 2007, plans have been approved for a 70-room Marriot Spring Hill Suite Hotel in place of the Colony Restaurant on Hartford Turnpike. Presently, the project is non-active. Completion

of these developments will strengthened the Vernon Circle area overall. There is a clear pattern that as the vacancies in Vernon Circle become occupied, the available space on the periphery is being filled and is becoming more attractive for extended development.

An 84-residential complex, 110,000 square feet, was approved for the Talcott Mill at 47 Main Street. In addition, an enhancement project was just completed along Main Street and Elm Hill Road in the historic section of Talcottville. Improvements include the development of a walking trail with informational signage, period lighting, the construction of an information center Kiosk, selective plantings, and entrance signage to the area. The project was 100% funded by the two federal grants. A 3-acre portion of 400 Talcottville Road was subdivided to create 404 Talcottville Road where an 18,750 square foot Tractor Supply Company store was constructed in October 2012. The store offers a welcome addition to Vernon's retail base and offers a range of products not found elsewhere in Vernon. The new owners of the former Heartland Plaza at 425 Talcottville Road continue restoration improvements and have made a remarkable visual change to the property. This highly visible and long time vacant and blighted commercial structure has undergone a vibrant and aesthetically pleasing overhaul. The upgraded site, currently operating as an upscale exercise facility with other tenants anticipated, has dramatically improved the marketability of the area.

A new gas station / convenience store is open for business at 229 Talcottville Road, the site of a former station, with attached repair areas. This new facility includes new underground gas storage tanks that will provide improved environmental protections. A new Cumberland Farms convenience store and gasoline station is under construction at 333 Talcottville Road. The store will contain 4,514 square feet of retail space within an attractively designed building.

A new 8,372 square foot Liquor Store was constructed at 482 Talcottville Road and was opened in the spring of 2011. Pervious pavement was utilized within the parking areas, consistent with Low Impact Design (LID) principles.

The Santini Villas apartment complex, added 32 high-end residential units and a club house to their 1085 Hartford Turnpike development, and 66 units are under construction at 1031 Hartford Turnpike. In addition, numerous condominium units with nearby access to Routes 30 and 83 have been approved and constructed.

Stop & Shop, after making substantial renovations, has been approved to construct a fuel station next to its location on Windsorville Road. Also, The Garden Barn, located at 212 West Street, has expanded their operation, doubling their useable space.

#### **Lafayette Square:**

The Lafayette Square commercial area has been experiencing steady development. The 28,000 square foot complex at 10 Hyde Avenue, known as 30 Lafayette Square, was purchased and the new owners rejuvenated the property, both interior and exterior, inclusive of architectural improvements to the building façade. In June 2010, the owners received approval to add a building containing a 1,800 square foot restaurant for a Dunkin Donuts and a 2,800 square foot area of retail space within the plaza. The building has been completed and opened early in 2011. Two proposals for assisted living elderly facilities of approximately 100 units each have been approved by the Planning and Zoning Commission (PZC), but no action has occurred. At 75 Hyde Avenue, construction is ongoing for the 76 private condominiums for the new Bridlewood development. As part of this approval, the developer has

offered to construct sidewalks from the new development along Route 30 to the Northeast School to safely accommodate school children. 56 Hyde Avenue was also converted from a dilapidated residential structure into a similar sized, yet completely modern, commercial building occupied by a dog grooming salon. At the shopping plaza on East Street, the Red Apple Supermarket gutted the interior and was completely renovated; and neighboring Nature's Grocer, a natural and organic food facility dedicated to a wheat and gluten free environment, expanded its store within the plaza. The store attracts customers from adjacent towns.

**I-84 Corridor:**

The I-84 corridor offers potential for office park development around the Exit #66 interchange and retail development around the Exit #67 interchange. Home Depot had received approval to build on the site but has since abandoned their plans. The site may, however, be marketed with the approval plan in place. The Town is considering a Tax Increment Financing District that would bring water and sewer lines up to the sites.

On the north side of Exit 67, the Planning and Zoning Commission significantly reduced a setback requirement within the mixed-use zone that substantially expands the buildable area within the zone.

The industrial park off Exit 66 continues to undergo development. A bulk propane distribution facility was approved late in 2009, and its construction was completed in 2011. A small addition was approved in 2010 for a vacant building in the park, which was purchased for the relocation of a business from a neighboring town.

**Gerber Farm:**

With co-investments from the Town of Vernon, a bridge and access road for the new Hockanum Boulevard was constructed several years ago. The bridge and road provides access to the approximately 275-acre Gerber Farm area for development. The developer constructed a 424-luxury rental unit complex, the Mansions at Hockanum Crossing, and three industrial buildings amounting to 64,000 square feet. Subsequently, the construction of Mansion 2 occurred, a 270 luxury apartment complex. Nine additional apartment buildings were constructed at Mansions II, 95 Hockanum Boulevard during the past year. The project's total net assessment is approximately \$47,643,000, ranking as the largest taxable property in the Town of Vernon.

***Mill Properties (Amerbelle, Hockanum, Roosevelt and Talcottville Mills):***

Industrial development continually proves to be the most difficult economic challenge for municipalities in Connecticut as manufacturers leave the state and available employment declines. The decline of industry in Vernon relates to the lack of industrial land and the obsolescence of existing facilities, as well as to the general diminishing of manufacturing employment. With only 8.3% of the town zoned for commercial and industrial use, the town continues to pursue the possibility of merging parcels of land for industrial development while facing the additional task of addressing the redevelopment of older mill properties.

The Town received a \$9,000 state technical assistance grant to provide architectural adaptive reuse drawings for Talcott Mill. The drawings were to be used to apply for federal and state tax credits and to establish potential construction costs for reuse of the mill. The former Talcottville Mill, on 47 Main Street, is now in the process of finalizing Federal and State historic property tax incentives and grants to allow them to convert the now vacant deteriorating site into an 84-unit residential complex. The project received local approvals in September 2012 and the estimated construction start date of this project is

in the spring of 2013. A project planned for 68 residential units at 215 East Main Street, the remediated former Roosevelt Mill site, is still seeking financing. Two businesses currently occupy a portion of the Hockanum Mill at 200 West Main Street. The tax lien on the property has been purchased and the foreclosure process has begun. The prospective owner plans on renovations and developing a warehouse in support of a computer retail store, along with maintaining leases for other businesses. Amerbelle Mill located at Brooklyn and East Main Streets, ceased operations and closed in August 2012. The Town Council authorized \$75,000 to secure and winterize the complex due to public safety concerns. Subsequently, control over the Mill has been transferred to a private developers group familiar with adaptive reuse projects.

Upon the conclusion of the national election, Congress began deliberating on fiscal and taxing issues, absent of even modest concurrence, leaving little prospect of a major monetary stimulus, most notably in the areas of public infrastructure and local and state aid. Also, proposals to extend the payroll tax reduction were unsuccessful. Lacking a comprehensive economic recovery package, the overall economy will need to benefit from actions already in place, such as financial regulatory controls; health care relief; taxing multi-nationals, while rewarding companies that maintain jobs here rather than abroad; stabilizing energy prices and food costs; in conjunction with a balanced Federal Reserve Quantitative Easing policy, between short and long-term interest rates, and any adverse effects on fixed incomes and pension fund returns. Improvements were achieved during 2012 in the Gross Domestic Product, employment and business spending, but the growth, as anticipated, did not accelerate as it normally has during past recoveries. If the federal government reaches a resolution and takes a unified approach, there is cautious optimism that the economy will continue to attain modest growth at the end of the next twelve months. For over three decades, the erosion of federal domestic spending has placed a serious burden on the budgets of state and municipal governments, and the spending pressures of global terrorist security and military operations, has exacerbated the situation. The planned reduction of military activity, among other aspects, will help to remedy deficit spending. Yet as that occurs, a myriad of natural disasters and the related cost, has exposed how vulnerable the economy remains to unexpected events. The concentration on the creation of jobs will prove beneficial. Yet with the evolution of the global economy, economic growth does not directly translate to job growth. There will not be a short-term fix to the domestic job market, specifically the tradable sector which has remained flat for two decades. Labor saving technology advancements permanently eliminated jobs and manufacturing jobs moved overseas. Investments in infrastructure and education; and the continuance of the federal government discounting credit for community banks willing to make new business loans, especially to young entrepreneurs, will have a positive effect; along with the recognition and acceptance of the value of a long-term approach.

For the Town of Vernon, successful and continued pursuit of the economic development cited in this section enables the town to take advantage of any gradual business expansion and demand for developmental sites, thus greeting the future with a stable tax base strengthened by those objectives.

## **Major Initiatives**

### **General Government:**

The town has recently completed several extensive renovations including renovations to the third floor of the Town Hall at a cost of \$1,864,873. These improvements included an expanded Town Council Chambers and administrative office. Funding was primarily supported by three state grants. Shelving

for Town Clerk's office vault was completed at a cost of \$29,723. There is an additional allocation of \$16,111 for current modifications and \$190,000 is available major improvements to increase storage space by expanding the vault. Americans with Disabilities Act (ADA) improvements to town facilities continued, and will proceed with available funds of \$102,272. Other recent renovations include the expenditure of \$16,165 of State LOCIP grant funds for the replacing the Town Hall Annex building roof; completion of an \$186,576 optic fiber infrastructure project; and acquisition and development of a \$60,000 Geographical Information System (GIS) with compatible equipment. In response to expanding technology demands, the Town executed a four-year \$660,000 operating lease for the data center to acquire servers and storage that enabled the establishment of a unified network. The Town also approved \$84,000 to implement a new document management system for both the general government and school system, with one of the objectives to reduce physical storage requirements.

Current projects include a \$55,000 authorized building renovations project at 55 West Main Street to house the planning, engineering and economic development coordinator offices. Renovations are nearly completed with \$51,884 expended to date. With the movement to 55 West Main Street, along with the Registrar of Voters to Center 375, a newly constructed, and much needed conference room was completed on the first floor of Town Hall for the Probate Court; and in addition, the Social Services Department moved from a rented facility to the first floor. Also, \$90,000 designation of available Town Capital Nonrecurring has been authorized to fund renovations to the second floor finance office and mezzanine. Renovations are expected to commence in early 2013.

#### **Community Development:**

In a continued effort to support and initiate interest in economic development in town, \$49,382 was appropriated to the Economic Development special revenue fund during the year to finance targeted advertising and support the Downtown Association. Annual appropriations to this Fund commenced in 1999 and have funded several property reuse studies, retail façade improvements and the most recent Plan of Conservation and Development and its Downtown Association. A fiscal year 2012/13 appropriation of \$40,000 further supports these efforts.

In the recent past, the Town received a \$125,000 state grant to conduct an engineering and architectural feasibility study to determine the most effective building improvements Amerbelle Mill, a local industrial employer. In addition, the town secured an additional \$196,000 federal grant to complement these improvements with funding for a roof replacement and additional building improvements. Both projects have recently been completed.

The Town has received two state grants totaling \$1,200,000 to provide funding for selective site demolition and environmental remediation at the currently vacant Roosevelt Mill located at 215 East Main Street. These grant funds were preceded by a prior year receipt of federal Brownfield cleanup funds utilized for a site evaluation and remediation project recently completed. It is envisioned that the property will be redeveloped for future mixed use. Financing is currently being sought to move the project forward.

The Town is in the ninth year of a new housing rehabilitation grant / loan program that utilizes funds derived from former programs that produced loan program income. Participants that meet income requirements are eligible for projects involving owner occupied housing. A total of \$19,289 was expended this past fiscal year, with \$63,950 as the available balance. In June 2010, the Town Council

approved a designation of \$250,000 of this available program income to fund phase III reconstruction improvements to Prospect Street. Such funding was fully utilized in fiscal year 2011/12.

In recent years, the Town Council approved funding totaling \$199,927 for the demolition of certain foreclosed, blighted or fire damaged properties at Ward, Lawrence, McLean and High Streets, due primarily to public safety concerns; in addition to assisting the properties return to a collectable tax status and for parking use by the local hospital.

**Public Safety:**

The fire department’s 160 members, the largest volunteer force in the state, enable the town to apply the savings from personnel costs to equipment needs. Although the members are not employees, the Town has recognized their commitment to protecting the lives and property of our residents, and has established a Length of Service Award Program (LOSAP). This is a non-qualified employer retirement plan that commenced on January 1, 2000. To attain normal retirement, a minimum of ten years of credited service is required, with maximum credited service of thirty years. Since inception, the Town has made its employer contribution to an investment fund set up exclusively for this program as follows:

Year	Town Contribution
2000 through 2009	\$924,126
December 31, 2010	\$44,341
December 31, 2011	\$34,123

During the fiscal year, the Town received and utilized a \$300,000 Department of Justice COPS Tech grant and a \$100,000 state LoCIP grant to fund a digital Police radio system. Also during the fiscal year, the town received a federal Firefighters Assistance grant of \$195,435 to fund the purchase of firefighting and protective equipment, emergency training equipment and a soft-shell emergency rehab portable structure. Of the \$195,435, \$178,709 was expended during the year. The Town also used a federal Homeland Security grant award to fund the purchase of an \$85,428 emergency generator at the Vernon Center Middle School (recently used during the October 29, 2011 snow storm which resulted in an area power outage of 10 days).

The Town recently received and utilized four federal grants totaling \$156,309 for two police department vehicles, digital video equipment and in-car laptops and cameras; partial grant funding for a hybrid vehicle was also received. A federal \$2,826 DUI enforcement grant was used to fund DUI enforcement equipment. The Town Council approved \$44,000 for remediation of the police firing range. Two federal grant totaling \$16,716 were used to purchase emergency management equipment. During the year, the Town approved \$27,701 for a fire department air compressor; and \$30,000 to complete the \$105,000 radio project undertaken by the fire department to comply with the FCC narrow banding requirement. Other prior year grants have funded firefighter, ambulance and emergency management equipment and fire station improvements.

From February, 2011 to October 2012, a period of twenty months, four weather events have resulted in federally declared disasters making the Town eligible to received FEMA Public Assistance. The events included an historic snowstorm, in terms of record snowfall, a tropical storm resulting in damaging winds and flooding, a surprise October snowstorm that resulted in unprecedented tree damage and Superstorm Sandy which caused substantial tree damage as well. The town's Emergency Operations Center and Shelter locations were utilized for each event.

The Town has successfully recouped approximately 75% of the costs of three of these storms from FEMA to a total reimbursement of \$3,041,078, over the past two fiscal years. A claim for Superstorm Sandy, also FEMA eligible, will be prepared in 2013. In addition, \$22,831 was recouped from the Federal Highway Transportation Administration for debris cleanup of federal-aid roads.

For the animal control facility, there is a remaining allocation of \$12,347 from a prior year \$58,000 appropriation to enclose the dog runs and expand the shelter; as well as a \$48,100 appropriation to construct an incinerator and \$17,000 for animal control shelter caging.

**Maintenance and development:**

On November 2, 2004 voters approved a public improvement bond authorization, and prior to June 30, 2011 the Town had issued four general obligation bonds: \$10,300,000 on February 15, 2007, \$5,000,000 on February 1, 2008, \$720,000 on February 12, 2009; and \$3,755,000 on April 12, 2011. In April 2012, the Town refunded several debt issues including several prior public improvement bond issues. The total amount of public improvement bonded (general purpose and sewer bonded) defeased debt was \$13,174,000. The April 11, 2012 refunding issue includes \$12,517,000 of public improvement bonded debt. The authorizations / expenditures for the above projects are as follows:

<b>Project</b>	<b>Amount Authorized</b>	<b>Expended Current Year</b>	<b>Expended Cumulative</b>
Roads; sidewalks; and bridge reconstruction	\$ 19,103,000	\$ 1,428,718	\$ 17,560,534
Improvements to waste treatment plant	1,295,000	-	-
Improvements to sewer system	1,211,000	-	1,055,536
Issuance costs		500	182,301
Accrued note interest		-	712,745
<b>Total:</b>	<b>\$ 21,609,000</b>	<b>\$ 1,429,218</b>	<b>\$ 19,511,116</b>

The roadway improvements include the reconstruction / repaving of 22 town roads, replacement of sidewalks, and the renovation of two (2) bridges, on West Main Street and Bolton Road. Sidewalks have been constructed at Peterson Road at a cost of \$165,583. The sewer improvement projects have been completed and consist of relining a critical sewer line on Route 30; sewer repairs at twenty (20) various roads; and the replacement of the Dart Hill pump station equipment. The upgrade of the waste treatment plant, to meet or surpass designated nitrogen limits, is in the early stages of design and has yet to commence. As of the winter of 2012, the roadway improvement program is 99% complete. To address the rising pavement costs, the Town applied for offsetting grants, and was been awarded a \$500,000 federal CDBG grant to upgrade High Street and two CDBG grants totaling \$750,000 to upgrade Prospect Street. In addition, available CDBG program funds of \$250,000 were utilized to finance the third phase upgrade of Prospect Street. The efforts from the Vernon Department of Public Works to

complete several roads during the course of the road improvement project, has saved the Town considerable costs.

In addition to the roadway improvement expenditures incurred by the Public Bond Improvements Fund noted above, the town's Town Aid Road special revenue fund expended \$236,452 during the year, including \$197,903 for paving and crack sealing of various town roads. In the Town's Capital Nonrecurring Fund, \$800,000 was authorized in the prior-year for roadway repairs and improvements which were completed in the current year with \$84,489 being expended. An authorized, \$240,000 state LOCIP grant for additional roadway repairs and improvements were utilized to fund \$213,453 of costs in the current year; and \$800,000 was funded by a prior year additional appropriation. The town fully utilized another \$141,000 LoCIP grant for roads in the prior year.

In the recent past, the State of Connecticut provided most of the funding for significant roadway and sidewalk improvements on a portion of Vernon Avenue.

Construction work for the **River Street and Spring Street Bridges** has recently been completed. An 80% federal / 20% state grant provided funding for the \$1,947,948 replacement cost of the Spring Street Bridge and an 80% federal / 20% state grant provided funding for the \$1,581,268 River Street Bridge reconstruction project.

The **Bolton Road Bridge** reconstruction, completed in a prior year at \$986,754, was partially grant funded, while funding for the replacement of the **Phoenix Street Bridge** is provided by an 80 % federal / 10% state grant amounting to \$1,251,000. The 10% local match is funded by a \$145,000 Special Act state grant, avoiding the need to issue debt for this November 2008 referendum-approved project. Redesign costs of \$5,838 for this bridge were incurred during the fiscal year with available Town Capital and Non-Recurring Funds, and reconstruction costs, totaled \$1,301,223 for the fiscal year. The bridge reconstruction was completed in the summer of 2012 at a final cost of \$1,390,963.

Design costs, now estimated at \$338,500, for the **West Main Street Bridge** are 80% federally funded and 20% locally funded through the Public Bond Improvements Fund. \$180,338 has been expended to date. The reconstruction cost, estimated at \$1,950,000, is also eligible for the 80% federal grant award; and there is a \$783,787 authorization remaining in the Public Bond Improvements Fund which may be used to cover the local portion. Construction is contemplated for 2013.

The estimated cost for the replacement of the **Main Street Bridge** over the Tankerhoosen River is \$3,283,200. Funding for the replacement will be by an 80% federal grant of \$2,626,560, with the remaining 20%, or \$656,640, to be locally funded. Local funds of \$250,000 are currently appropriated and available in the Town Capital Non-Recurring Fund with the remaining \$406,640 recently authorized by Town Council to be provided a state LoCIP grant. A November 2008 referendum to authorize such local funding was unsuccessful, therefore requiring identification of these two local funding sources.

During the past fiscal year, appropriations funding the purchase of new refuse and recycling tote containers for the Town's newly implemented automated refuse and single stream recycling program were approved. Available funds in the Town Capital Nonrecurring Fund were utilized to fund the \$279,000 purchase of refuse tote containers and the \$170,740 purchase of recycling tote containers. Further authorizations amounting to \$319,590 were approved to purchase additional refuse and recycling totes. These costs are to be reimbursed to the Fund from the General Fund in the ensuing five

fiscal years. In addition, a federal grant was obtained to fund the \$108,756 purchase of additional recycling containers.

To support this new program, the Town Council re-designated \$100,000 of available funds in the Town Capital Nonrecurring Fund to fund the purchase of two used automated side-loading refuse / recycling trucks and authorized the use of Town Capital Nonrecurring Funds to fund the \$214,839 purchase of a new automated side-loading refuse truck. In September 2012, a \$224,633 refuse truck was acquired via lease purchase and in June 2012 the Town Council re-designated available funds in the Insurance Exchange and Capital Non-Recurring Funds to purchase a \$60,055 front loading refuse truck. An additional re-designation of \$60,000 was used to construct a new transfer station compactor to handle the additional recyclable collections. This has produced significant annual savings in hauling fees. Also, an asphalt hot patch reclaimer was obtained through a capital lease.

There are several appropriations available in the Town Capital Nonrecurring Fund including \$25,000 for sidewalk renovations and \$40,000 for design of the Dart Hill Road bridge reconstruction project.

The Town continues to address major *rolling stock* demands in an effort to replace equipment and vehicles that have met their useful life. Besides being better equipped to serve the residents of Vernon, a favorable result of this effort is the reduction to overall maintenance budgets for the subsequent year. In fiscal year 2011-2012, the Town purchased a \$48,105 refuse truck, an \$119,380 roadside mower with funding from the CL&P Municipal Brush Control program, a \$30,790 hybrid vehicle with partial funding, \$8,168, from the Connecticut Clean Energy program, and two police vehicles at a cost of \$48,216 including the use of available Town Capital Non-Recurring Funds of \$28,516. In March 2012 the Town Council re-designated \$40,000 of available Town Capital Non-Recurring funds to allow public works to purchase a portable lift for fire apparatus.

In the prior year, the Town purchased a new \$27,700 pickup truck and a used \$31,000 bucket truck for Public Works; three police cruisers were obtained through a \$67,500 capital lease; two new, low-emission lawn tractors totaling \$15,640 for the Vernon Cemetery department were purchased with partial funding from a \$6,255 state lawn equipment exchange fund grant which required the scrap metal recycling of the mowers replaced. Other recent acquisitions include an Animal Control vehicle (\$19,898), a used backhoe for Parks and Recreation (\$44,725), a used fire department vehicle (\$2,495), a fire department trailer (\$3,633), a trailer for park and recreation (\$3,789), eleven GPS chemical control units for use in snow / ice removal (\$90,036) and, via capital lease, three (3) new dump trucks, one (1) refuse packer, a sweeper, vac-all and a recycling truck were acquired.

Subsequent to June 30, 2012, the town entered into a seven and ten year capital lease totaling \$2,010,000 for the acquisition of two fire pumper trucks, a fire rescue truck, an automated refuse / recycling truck, an excavator, a loader mounted snow blower and a parks tractor. In addition, a new capital lease will be issued to finance five dump trucks at a cost of \$430,489 that have been acquired via internal funding, as well as three pickup trucks at a cost of \$105,959 and plows and truck bodies for new trucks at a cost of \$199,663. A parks dump truck, estimated to cost \$36,500, will also be included in the new capital lease. Also, three police vehicles, at \$26,656 each, have been purchased with a FY 2012/13 original budget appropriation.

The ambulance services account is in the Special Revenue Fund and a reserve to periodically replace each of the three ambulances is maintained. Reserves, accumulated over the past several years, were used to fund the replacement of all three ambulances.

Bolton Lakes Wastewater Disposal: The Town of Vernon and the neighboring Town of Bolton entered into a consent order with the Connecticut Department of Environmental Protection (CTDEP) on October 14, 1999, requiring the towns to take the necessary steps to address wastewater disposal alternatives for the Bolton Lakes area. The design and construction costs of a sewer system are estimated to be \$21,699,000, with 29% or \$6,293,300 attributable to Vernon and the remainder to Bolton. Federal and state grants are estimated to offset approximately 57% of the costs, reducing Vernon's share to \$2,737,000, prior to the levy of assessments. Voters in both towns approved a special referendum held on September 27, 2005, regarding ordinances that guarantee funding for the project. Plans and funding applications have been completed. Construction, which is to be phased in over a five-year period to maximize grant-funding sources, commenced in the Bolton area in the spring of 2009 and in Vernon in 2012. Project work in Vernon is anticipated to be completed in 2014.

An emergency repair to the Talcottville sewage pump was necessary, and the cost amounting to \$67,948 was funded by the sewer connection account.

The Town has received a grant from the State Department of Transportation in conjunction with the Capital Region Council of Governments for the reconstruction of a portion of South Street from Vernon Avenue to West Street. The grant is funded by the federal STP Urban funding program and is in the amount of \$3,257,700. Funding is provided through 80% federal, 10% state and 10% local funds.

#### **Parks and Recreation:**

Recreation programs remain very popular with our residents as demand and participation increases. The town has 582 acres dedicated to recreation, which consist of 26 parks, 35 miles of trails, two pools, two beaches on lakes providing swimming, a camp, boat launch, picnic areas, and fishing and ice skating. Additionally, the Town has a teen center, numerous playgrounds, baseball and softball diamonds, soccer fields, and tennis and basketball courts. The department is also responsible for maintaining the athletic fields throughout the public school system, which includes a lighted football field and track.

Three federal grants totaling \$578,838 to fund design and construction enhancements in the Talcottville section of town have been awarded. Enhancements are substantially complete at a cost of \$551,121. Park improvements at the Valley Falls Nature Center, funded by state LoCIP grants, were completed at a cost of \$69,040. A \$300,000 state Contingency Needs grant to fund design and renovations at the Community Arts Center has been fully utilized and an additional \$1,500,000 state Urban Act grant has been used to fund construction renovations to the Arts Center. The project is substantially complete at a cost of \$1,482,883. This past February, the Town executed a three-year lease with the Arts Center, which is located in a former kindergarten building. In a prior year, the Town Council approved \$4,800 from the Downstream Fund to finance a completed Baseline Aquatic Study of the Dobsonville, Talcottville, Valley Falls and Eckers Ponds and Walkers Reservoir. An additional \$27,620 of available Downstream Funds were approved in the current year to fund invasive aquatic species surveys, management studies and removal from Valley Falls and Gages Brook Ponds, Walkers Reservoir, Middle and Lower Bolton Lakes and the Hockanum Marshes. Of the \$27,620, \$7,040 were expended during the current year and \$10,070 have been expended to date. The Town Council also authorized \$16,000 for repairs to the Fox Hill Tower at Henry Park.

Prior years' park improvements include replacement of restrooms at Valley Falls Park, renovations to Valley Falls Barn, trail improvements, improvements at Talcott Park, renovations to Community and

Horowitz Pools, \$715,112 of improvements at Rockville Central Park, funded by federal and state grants, \$283,000 of state grant funded restorations at the Vernon Historical Society Grange; Rockville Downtown and Train Depot and Mill rails-to-trails projects, which were funded by two federal grants totaling \$51,870; and three tree grants totaling \$7,167 expended to fund replacement of historic trees at Talcott and Henry Parks and at Center 375. Also in the prior year, the Parks Department expended \$11,400 for new refuse and recycling receptacles.

**Education:**

On March 29, 2005, voters approved three referenda questions for the renovations to school buildings and facilities and prior to June 30, 2011 the Town had issued four school bonds: \$2,515,000 on February 15, 2007; \$16,040,000 on February 1, 2008; \$10,155,000 on February 12, 2009; and \$1,600,000 on April 12, 2011. In April 2012, the Town refunded several debt issues including several prior school bond issues. The total amount of school defeased debt was \$23,016,000. The April 11, 2012 refunding issue includes \$22,168,000 of school bonded debt. Bond anticipation notes of \$3,730,000 were issued on April 11, 2012 and mature on October 11, 2012. The outstanding notes were retired with the receipt of school construction grants. The authorizations and expenditures are as follows:

<b>Project</b>	<b>Amount Authorized</b>	<b>Expended Current Year</b>	<b>Expended Cumulative</b>
<b>Rockville High School - Additions &amp; renovations</b>	<b>\$ 34,657,000</b>	<b>\$ 95,030</b>	<b>\$ 30,725,753</b>
<b>Vernon Center Middle School - Renovations</b>	<b>11,519,000</b>	<b>1,840</b>	<b>10,783,543</b>
Center Road School	4,420,600	585	4,281,052
Lake Street School	5,828,800	2,037	4,958,686
Maple Street School	3,743,200	1,030	2,643,296
Northeast School	3,556,000	1,631	2,933,689
Skinner Road School	4,597,400	1,737	4,012,396
<b>Total Elementary Schools - Additions and renovations</b>	<b>22,146,000</b>	<b>7,020</b>	<b>18,829,119</b>
Issuance costs		30,079	338,017
Accrued note interest		74,871	1,146,896
<b>Total:</b>	<b>\$ 68,322,000</b>	<b>\$ 208,840</b>	<b>\$ 61,823,328</b>

A school building commission that was formed as of December 6, 2005, has oversight of the projects, and works closely with the architect, a construction management firm, and the administration. The recorded state progress payment reimbursements received as of June 30, 2012, is \$26,596,129. In addition, a June 30, 2012 \$3,720,222 school progress receivable has subsequently been received.

In addition to the school bond improvement authorization, several recent appropriations from the Education Capital Non-Recurring Fund have funded various school projects. Year-end education transfers to this Fund of \$394,000, \$53,306 and \$50,404 the last three fiscal years have provided funding for these appropriations which include a \$100,000 appropriation to repair the Vernon Center Middle School chimney; \$25,000 for the Center Road School's gym wall repointing; \$50,000 for Center Road School's bridge roofs replacement and \$50,000 for Rockville High School bathroom repairs.

Other prior year-end transfers funded recently completed Education Capital Non-Recurring Fund projects and include the \$337,186 repair and repointing of the Board of Education administration building, the \$76,104 repaving of the Board of Education parking lot and the \$44,000 track resurfacing project at the Rockville High School.

Current available resources for future education projects total \$495,707. Of this amount, an additional \$100,000 was appropriated by the Town Council in October 2012 for the phase II repairs to the Vernon Center Middle School chimney.

The School system has received approval for a “Safe Routes to School Infrastructure Program” 2012 federal grant, as administered by the Connecticut Department of Transportation. The \$491,470 grant provides funding for pedestrian access upgrades for students to the Skinner Road Elementary School and includes sidewalks, trails, signage and pedestrian bridge improvements.

### **Long-Term Financial Planning**

The Town refunded \$36,190,000 of general obligation bonded debt in April 2012 with a \$34,685,000 general obligation bond issue. The refunding resulted in a net present value savings of \$2,789,733; and net budgetary savings of \$3,716,215. Issued in April 2012, a \$3,730,000 outstanding short-term bond anticipation notes for school facilities was retired in October 2012 with the receipt of school construction project grants. In addition, in August 2012, the Town entered into capital leases for the acquisition of several public safety and public works vehicles. The \$2,010,000 in capital leases were used to acquire two fire pumper trucks, a fire rescue truck, an automated refuse / recycling truck, an excavator, a loader mounted snow blower and a parks tractor.

We will continue to revise the six-year capital improvement plan to address community demands, understanding that the budgetary constraints imposed by varied economic factors requires the diligent pursuit of grants and alternative resources to fund capital needs.

### **Relevant Financial Policies**

The Town’s financial policies have been applied consistently with the prior year and had no notable current year effect on the financial statements. There were no developments at the State level that impacted the current year financial statements.

## **OVERVIEW OF THE FINANCIAL STATEMENTS**

This annual report consists of a series of financial statements. The statement of net assets and the statement of activities (Exhibits A and B, respectively) provide information about the activities of the Town as a whole and present a longer-term view of the Town’s finances. Fund financial statements and notes are presented in Exhibits C to K. For governmental activities, these statements tell how these services were financed in the short-term as well as what remains for future spending. Fund financial statements also report the Town’s operations in more detail than the government-wide statements by providing information about the Town’s most significant funds. The remaining statements provide financial information about activities for which the Town acts solely as a trustee or agent for the benefit of those outside of the government.

## Government-Wide Financial Statements

The analysis of the Town as a whole begins with Exhibit A and B, found in the Basic Financial Statements section of this report. The statement of net assets and the statement of activities report information about the Town as a whole and about its activities for the current period. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the Town's net assets and changes in them. The Town's net assets, the difference between assets and liabilities, are one way to measure the Town's financial health, or financial position. Over time, increases or decreases in the Town's net assets are one indicator of whether its financial health is improving or deteriorating. The reader needs to consider other non-financial factors, however, such as changes in the Town's property tax base and the condition of the Town's capital assets, to assess the overall health of the Town.

In the statement of net assets and the statement of activities, we divide the Town into two types of activities:

- *Governmental activities* — Most of the Town's basic services are reported here, including education, public safety, maintenance and development of streets and buildings, sanitation, human services, recreation, public improvements, community planning and development, and general administration. Property taxes, charges for services, and state and federal grants finance most of these activities.
- *Business - type activities* — The Town charges a fee to customers to help it cover all or most of the cost of certain services it provides. The Town's operation of the wastewater treatment facility and rentals at Center 375 are reported here.

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## Fund Financial Statements

The fund financial statements begin with Exhibit C and provide detailed information about the most significant funds — not the Town as a whole. Some funds are required to be established by Charter. However, the Town Council establishes many other funds to help control and manage financial activities for particular purposes (like the Ambulance Services Fund, Sewer Assessments Fund, and Cemetery Operations) or to show that it is meeting legal responsibilities for using funds for those purposes, and other money (like grants received for education from the State and Federal governments and accounted for in the Special Revenue Fund). The Town's funds are divided into three categories; governmental, proprietary and fiduciary.

- *Governmental funds (Exhibits C, D and E)* — Most of the Town's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the Town's general government operations and the basic

services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the Town's programs. The relationship (or differences) between governmental activities (reported in the statement of net assets and the statement of activities) and governmental funds is described in a reconciliation at the bottom of the fund financial statements.

- *Proprietary funds (Exhibits F, G and H)* — When the Town charges customers for the services it provides, whether to outside customers or to other units of the Town, these services are generally reported in proprietary funds. Proprietary funds are reported in the same way that all activities are reported in the statement of net assets and the statement of activities. In fact, the Town's enterprise funds (a component of proprietary funds) are the same as the business-type activities reported in the government-wide statements, but provide more detail and additional information, such as cash flows, for proprietary funds. Internal service funds (the other component of proprietary funds) are used to report activities that provide supplies and services for the Town's other programs and activities — such as the Town's Data Processing Internal Service Fund.
- *Fiduciary funds (Exhibits I and J)* — The Town is the trustee, or fiduciary, for its employees' pension and Other Post Employment Benefit plans. It is also responsible for other assets that, because of a trust arrangement, can be used only for the trust beneficiaries. All of the Town's fiduciary activities are reported in separate statements of fiduciary net assets and changes in fiduciary net assets. These activities are excluded from the Town's other financial statements because the Town cannot use these assets to finance its operations. The Town is responsible for ensuring that the assets reported in these funds are used for their intended purposes.

### **Supplementary Schedules**

The schedules that follow the exhibits provide additional detail of revenue and expenditures for the General Fund.

### **CONTACTING THE TOWN'S FINANCIAL MANAGEMENT**

The financial section of the annual report is designed to provide citizens, taxpayers, customers, investors, and creditors with a general overview of the Town's finances and to show the Town's accountability for the money it receives. If you have questions about this section or need additional financial information, contact the Finance Department, Town of Vernon, 14 Park Place, Vernon, Connecticut, 06066.

**COMPARATIVE GENERAL FUND OPERATING STATEMENT  
BUDGET AND ACTUAL (BUDGETARY BASIS)**

	Fiscal Year 2011-2012			Variance Over (Under)	Fiscal Year 2012-13 Adopted Budget
	Revised Budget	Actual	Outstanding Encumbrances		
<b>REVENUES</b>					
Property taxes	\$57,102,988	\$57,327,038	\$0	\$224,050	\$58,306,456
Intergovernmental	19,825,798	22,856,032	0	3,030,234	19,982,560
Charges for services	1,097,790	1,341,318	0	243,528	1,049,533
Licenses and permits	583,876	563,598	0	-20,278	544,500
Gifts and contributions	0	0	0	0	0
Fines and penalties	10,630	20,251	0	9,621	10,000
Investment income	42,790	2,810	0	-39,980	44,100
Other	407,922	406,944	0	-978	441,596
<b>Total Revenues</b>	<b>79,071,794</b>	<b>82,517,991</b>	<b>0</b>	<b>3,446,197</b>	<b>80,378,745</b>
<b>OTHER FINANCING SOURCES</b>					
Operating transfers in	221,955	501,772	0	279,817	220,415
<b>Total revenues and other financing sources</b>	<b>\$79,293,749</b>	<b>\$83,019,763</b>	<b>\$0</b>	<b>\$3,726,014</b>	<b>\$80,599,160</b>
<b>EXPENDITURES</b>					
Current:					
General government	\$3,755,502	\$3,277,010	\$336,253	\$142,239	\$3,007,557
Community development	253,573	248,176	4,688	709	291,979
Public safety	12,207,847	11,428,754	158,406	620,687	7,922,208
Maintenance and development	5,544,430	5,272,527	54,417	217,486	5,418,609
Human services	961,879	934,675	12,071	15,133	947,830
Parks, recreation and culture	1,372,329	1,339,374	19,209	13,746	1,369,912
Town wide	7,148,266	6,806,996	229,583	111,687	7,214,272
Education	47,992,719	47,317,458	621,134	54,127	48,180,997
Capital improvements	143,602	77,995	62,380	3,227	387,965
Debt service	4,675,187	4,675,035	0	152	5,857,831
<b>Total expenditures</b>	<b>84,055,334</b>	<b>81,378,000</b>	<b>1,498,141</b>	<b>1,179,193</b>	<b>80,599,160</b>
<b>OTHER FINANCING USES</b>					
Operating transfers out	1,554,899	1,605,301	0	-50,402	0
<b>Total expenditures and other financing uses</b>	<b>\$85,610,233</b>	<b>\$82,983,301</b>	<b>1,498,141</b>	<b>\$1,128,791</b>	<b>\$80,599,160</b>
Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses		<b>\$36,462</b>			-
June 30, 2011, encumbrances liquidated			1,800,970		
Increase (Decrease) in Unreserved Fund Balance		\$36,462	-\$302,829	<b>\$339,291</b>	
Designation for:				0	
Increase (Decrease) in Unreserved, Undesignated Fund Balance				<b>\$339,291</b>	

TOWN OF VERNON, CONNECTICUT

## GENERAL FUND

SCHEDULE OF REVENUES AND OTHER FINANCING SOURCES - BUDGET AND ACTUAL

FOR THE YEAR ENDED JUNE 30, 2012

	Budgeted Amounts		Actual	Variance - with Final Budget
	Original	Final		
<b>Property Tax Levies</b>				
Current year property taxes	\$ 55,938,588.00	\$ 55,938,588.00	\$ 56,015,718.16	\$ 77,130.16
Prior year tax levies	400,000.00	400,000.00	430,933.51	30,933.51
Supplemental motor vehicle tax	521,000.00	521,000.00	587,519.45	66,519.45
Interest on delinquent taxes	235,000.00	235,000.00	280,108.21	45,108.21
Warrant revenue	6,000.00	6,000.00	8,781.61	2,781.61
Liens	2,400.00	2,400.00	3,976.93	1,576.93
<b>Total Property Tax Levies</b>	<b>57,102,988.00</b>	<b>57,102,988.00</b>	<b>57,327,037.87</b>	<b>224,049.87</b>
<b>Intergovernmental</b>				
Civil preparedness	7,100.00	7,100.00	5,930.52	(1,169.48)
FEMA Public Assistance October Storm Alfred	-	-	2,857,525.28	2,857,525.28
FEMA Public Assistance October Storm Irene	-	-	106,559.29	106,559.29
Bullet proof vest grant	6,000.00	6,000.00	1,273.50	(4,726.50)
Community services block grant	20,436.00	20,436.00	20,436.00	-
Education cost sharing	17,645,165.00	17,645,165.00	17,593,087.00	(52,078.00)
Public pupil transportation	193,279.00	193,279.00	172,573.00	(20,706.00)
Non-public pupil transportation	22,000.00	22,000.00	20,595.00	(1,405.00)
Vocational agriculture	112,423.00	112,423.00	107,667.00	(4,756.00)
Student based supplement grant	128,580.00	128,580.00	128,580.00	-
Special education - Excess student based grant	-	-	52,078.00	52,078.00
School construction grants - Principal	212,082.00	212,082.00	212,081.89	(0.11)
School construction grants - Interest	6,547.00	6,547.00	6,546.72	(0.28)
School progress payments	-	-	14,162.00	14,162.00
Medicaid Reimbursement	45,000.00	45,000.00	19,848.68	(25,151.32)
Pilot - Colleges and hospitals	318,894.00	318,894.00	318,886.03	(7.97)
Pilot - State owned property	206,328.00	206,328.00	206,412.71	84.71
Pilot - Shelter rent	24,000.00	24,000.00	26,868.00	2,868.00
Tax Relief - Elderly circuit breaker	142,000.00	142,000.00	146,600.51	4,600.51
Tax Relief - Disability exemption	3,300.00	3,300.00	3,350.00	50.00
Tax Relief - Veterans exemption	24,000.00	24,000.00	19,132.40	(4,867.60)
Tax Relief - New mfg. mach. and equipment	80,000.00	80,000.00	-	(80,000.00)
Mashantucket Pequot and Mohegan grant	238,327.00	238,327.00	217,971.99	(20,355.01)
Property tax relief grant	246,567.00	246,567.00	345,333.93	98,766.93
State revenue sharing	-	-	120,309.14	120,309.14
Telephone tax sharing	80,420.00	80,420.00	67,544.78	(12,875.22)
Municipal video trust account	-	-	10,673.14	10,673.14
Judicial reimbursement - Parking	50.00	50.00	50.00	-
Judicial reimbursements	100.00	100.00	199.00	99.00
Special reimbursements - Permits	200.00	200.00	192.93	(7.07)
State DUI grant	38,000.00	38,000.00	28,678.73	(9,321.27)
Motor vehicle violation surcharge	15,000.00	15,000.00	14,730.00	(270.00)
Historic document preservation grant	6,000.00	6,000.00	6,000.00	-
Other - State grants	4,000.00	4,000.00	4,154.50	154.50
<b>Total Intergovernmental</b>	<b>19,825,798.00</b> 31	<b>19,825,798.00</b>	<b>22,856,031.67</b>	<b>3,030,233.67</b>

TOWN OF VERNON, CONNECTICUT

## GENERAL FUND

SCHEDULE OF REVENUES AND OTHER FINANCING SOURCES - BUDGET AND ACTUAL

FOR THE YEAR ENDED JUNE 30, 2012

	<u>Budgeted Amounts</u>		Actual	Variance - with Final Budget
	Original	Final		
<b><u>Charges for Services</u></b>				
Town Clerk recording fees	506,000.00	506,000.00	332,531.33	(173,468.67)
Vital statistics	500.00	500.00	-	(500.00)
Historic document preservation	8,560.00	8,560.00	12,495.00	3,935.00
Farmland preservation surcharge	-	-	154,105.00	154,105.00
Printing and copying fees	900.00	900.00	356.50	(543.50)
Finance administration fee	11,000.00	11,000.00	11,000.00	-
Planning and zoning fees	9,300.00	9,300.00	6,019.00	(3,281.00)
Conservation fees	1,200.00	1,200.00	2,574.00	1,374.00
Assessor fees	3,000.00	3,000.00	441.50	(2,558.50)
Tax Collection fees	22,000.00	22,000.00	-	(22,000.00)
Tax lien option agreement	-	-	1,000.00	1,000.00
Police - Special services	10,000.00	10,000.00	137,394.71	127,394.71
Fingerprint fees	2,500.00	2,500.00	-	(2,500.00)
Other public safety	-	-	5,445.00	5,445.00
Fire Marshal services	250.00	250.00	1,201.00	951.00
Historic properties certification	-	-	100.00	100.00
Recycling	57,000.00	57,000.00	46,506.62	(10,493.38)
Recycling bin promotion	6,500.00	6,500.00	6,390.00	(110.00)
Bulky waste pickup	11,000.00	11,000.00	12,670.00	1,670.00
Other - Maintenance and development	10,000.00	10,000.00	13,544.53	3,544.53
Yankee Gas - Administration allocation	1,800.00	1,800.00	3,207.00	1,407.00
Energy application administration	7,980.00	7,980.00	17,639.18	9,659.18
Housing rehabilitation administration	1,300.00	1,300.00	380.07	(919.93)
Recreation - Other	-	-	2,750.00	2,750.00
Tuition - Special education	-	-	131,958.85	131,958.85
Tuition - Vo-Ag	365,000.00	365,000.00	347,368.00	(17,632.00)
Tuition - Special education Vo-Ag	48,000.00	48,000.00	29,056.00	(18,944.00)
Tuition - Individual	10,000.00	10,000.00	-	(10,000.00)
School use activity	-	-	24,030.00	24,030.00
Other - Education	4,000.00	4,000.00	41,154.85	37,154.85
<b>Total Charges for Services</b>	<b>1,097,790.00</b>	<b>1,097,790.00</b>	<b>1,341,318.14</b>	<b>243,528.14</b>
<b><u>Licenses and Permits</u></b>				
Building permits	470,000.00	470,000.00	458,018.36	(11,981.64)
Zoning Review	-	-	150.00	150.00
ZBA Fees	4,140.00	4,140.00	5,085.00	945.00
Zoning Permits	6,000.00	6,000.00	4,175.00	(1,825.00)
Town Clerk license surcharge	2,356.00	2,356.00	10,075.22	7,719.22
Refuse licensing	5,500.00	5,500.00	6,500.00	1,000.00
Transfer station permits	86,380.00	86,380.00	72,695.00	(13,685.00)
Driveway & road cut Permits	9,500.00	9,500.00	6,900.00	(2,600.00)
<b>Total Licenses and Permits</b>	<b>583,876.00</b>	<b>583,876.00</b>	<b>563,598.58</b>	<b>(20,277.42)</b>

TOWN OF VERNON, CONNECTICUT  
 GENERAL FUND  
SCHEDULE OF REVENUES AND OTHER FINANCING SOURCES - BUDGET AND ACTUAL  
 FOR THE YEAR ENDED JUNE 30, 2012

	<u>Budgeted Amounts</u>		Actual	Variance - with Final Budget
	Original	Final		
<b><u>Fines and Penalties</u></b>				
Parking tags	10,430.00	10,430.00	19,350.50	8,920.50
Returned check charge	200.00	200.00	-	(200.00)
Zoning citations	-	-	900.00	900.00
<b>Total Fines and Penalties</b>	<b>10,630.00</b>	<b>10,630.00</b>	<b>20,250.50</b>	<b>9,620.50</b>
<b><u>Gifts &amp; Contributions</u></b>				
Friends of Hockanum River Linear Park	-	-	-	-
Summer camp scholarships	-	-	-	-
CT Historical Commission	-	-	-	-
<b>Total Gifts and Contributions</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Interest on Investments</u></b>				
General Fund income from investments	42,000.00	42,000.00	2,758.57	(39,241.43)
Post employment	680.00	680.00	44.01	(635.99)
Teachers' Retirement Board	110.00	110.00	7.37	(102.63)
	<b>42,790.00</b>	<b>42,790.00</b>	<b>2,809.95</b>	<b>(39,980.05)</b>
<b><u>Other Revenue</u></b>				
Purchasing card reimbursement	34,000.00	34,000.00	-	(34,000.00)
Rental income - Annex	24,000.00	24,000.00	24,000.00	-
Senior Center - Rental income	-	-	184.85	184.85
Rental management	50,000.00	50,000.00	50,000.00	-
Rental income other	-	-	10.00	10.00
Medical insurance reimbursements	165,430.00	165,430.00	183,289.88	17,859.88
Insurance reimbursements	-	-	5,272.60	5,272.60
Gasoline reimbursements	64,494.00	64,494.00	89,458.35	24,964.35
Tolland - East / East Main Street sewers	37,523.00	37,523.00	37,522.60	(0.40)
Lease - Ellington pump station	6,475.00	6,475.00	6,551.59	76.59
Miscellaneous	26,000.00	26,000.00	10,654.37	(15,345.63)
<b>Total Other Revenue</b>	<b>407,922.00</b>	<b>407,922.00</b>	<b>406,944.24</b>	<b>(977.76)</b>
<b>Total Revenues</b>	<b>79,071,794.00</b>	<b>79,071,794.00</b>	<b>82,517,990.95</b>	<b>3,446,196.95</b>

TOWN OF VERNON, CONNECTICUT  
 GENERAL FUND  
SCHEDULE OF REVENUES AND OTHER FINANCING SOURCES - BUDGET AND ACTUAL  
 FOR THE YEAR ENDED JUNE 30, 2012

	<u>Budgeted Amounts</u>		Actual	Variance - with Final Budget
	Original	Final		
<b><u>Other Financing Sources</u></b>				
Transfers in:				
Roosevelt Mill cleanup	-	-	1,199.94	1,199.94
Recreation programs	71,400.00	71,400.00	71,400.00	-
Sewer assessments - Ordinance # 167	46,000.00	46,000.00	46,000.00	-
Sewer assessments - Ordinance # 201	20,000.00	20,000.00	20,000.00	-
Capital projects	-	-	78,530.57	78,530.57
Ambulance services	82,000.00	82,000.00	82,000.00	-
Investment income - Insurance exchange	250.00	250.00	30,017.29	29,767.29
Investment income - Town Aid for Roads	300.00	300.00	11.34	(288.66)
Investment income - School readiness	30.00	30.00	-	(30.00)
Investment income - Sewer Assessments	400.00	400.00	21.25	(378.75)
Investment income - WTP debt service fund	1,575.00	1,575.00	90.34	(1,484.66)
Proceeds from sale of property	-	-	172,501.00	172,501.00
<b>Total Other Financing Sources</b>	<b>221,955.00</b>	<b>221,955.00</b>	<b>501,771.73</b>	<b>279,816.73</b>
<b>Total</b>	<b>\$ 79,293,749.00</b>	<b>\$ 79,293,749.00</b>	<b>\$ 83,019,762.68</b>	<b>\$ 3,726,013.68</b>

Budgetary revenues are different than GAAP revenue because:

State of Connecticut "on-behalf" contributions to the Connecticut State Teachers'  
 Retirement System for Town teachers are not budgeted ..... 4,982,679.00

Total revenues and other financing sources as reported on the statement of  
 revenues, expenditures, and changes in fund balance - governmental funds - Exhibit D: \$88,002,441.68

TOWN OF VERNON, CONNECTICUT

## GENERAL FUND

SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES - BUDGET AND ACTUAL

FOR THE YEAR ENDED JUNE 30, 2012

	Original Budget	Final Budget	Expenditures	Outstanding Encumbrances	Total Expenditures & Encumbrances	Variance with Final Budget
<b><u>General Government</u></b>						
Town Council	\$13,449.00	\$16,547.00	\$8,121.37	\$468.81	\$8,590.18	\$7,956.82
Probate Court	16,172.00	26,017.25	9,854.95	14,178.90	24,033.85	1,983.40
Executive and Administrative	719,758.00	758,435.16	633,416.89	60,954.16	694,371.05	64,064.11
Law	160,000.00	315,301.02	281,500.19	12,482.78	293,982.97	21,318.05
Registration	74,910.00	79,011.49	75,561.45	1,626.90	77,188.35	1,823.14
General Election	26,900.00	30,299.00	25,160.48	1,952.19	27,112.67	3,186.33
Primary	1.00	16,031.00	16,028.74	0.00	16,028.74	2.26
Referendum	6,600.00	10,524.00	9,813.99	0.00	9,813.99	710.01
Finance Administration	436,896.00	516,854.09	477,222.42	34,880.00	512,102.42	4,751.67
Independent audit	48,980.00	48,980.00	48,825.00	150.00	48,975.00	5.00
Treasury	22,855.00	23,785.00	4,209.56	16,710.00	20,919.56	2,865.44
Purchasing	10,050.00	18,328.03	11,123.09	6,775.00	17,898.09	429.94
Assessment	250,379.00	259,109.00	257,066.47	0.00	257,066.47	2,042.53
Refunds - Tax adjustments	25,000.00	50,000.00	38,964.60	0.00	38,964.60	11,035.40
Collector of Revenue	204,566.00	225,670.39	209,237.90	12,490.60	221,728.50	3,941.89
Revaluation	30,000.00	50,258.00	50,202.45	0.00	50,202.45	55.55
Town Clerk	242,735.00	439,726.63	402,921.22	23,080.88	426,002.10	13,724.53
Board of Assessment Appeals	2,700.00	2,700.00	2,400.00	0.00	2,400.00	300.00
Water Pollution Control Authority	13,365.00	13,365.00	13,110.05	0.00	13,110.05	254.95
Greater Hartford Transit District	3,647.00	3,647.00	3,647.00	0.00	3,647.00	-
Data Processing	550,678.00	850,913.13	698,621.90	150,503.42	849,125.32	1,787.81
<b>Total General Government</b>	<b>2,859,641.00</b>	<b>3,755,502.19</b>	<b>3,277,009.72</b>	<b>336,253.64</b>	<b>3,613,263.36</b>	<b>142,238.83</b>
<b><u>Community Development</u></b>						
Town Planner - Administration	\$236,525.00	\$253,573.26	\$248,175.93	\$4,688.68	\$252,864.61	\$708.65
Community and Economic Development	-	-	-	-	0.00	-
<b>Total Community Development</b>	<b>236,525.00</b>	<b>253,573.26</b>	<b>248,175.93</b>	<b>4,688.68</b>	<b>252,864.61</b>	<b>708.65</b>
<b><u>Public Safety</u></b>						
Police	\$5,700,375.00	\$6,021,335.69	\$5,929,028.42	\$29,374.43	\$5,958,402.85	\$62,932.84
School Crossing Guards	60,500.00	61,300.00	59,748.00	0.00	59,748.00	1,552.00
Traffic Authority	315,960.00	408,893.65	311,391.78	86,090.01	397,481.79	11,411.86
Fire Fighting and Administration	1,167,435.00	1,264,241.03	1,207,097.80	36,094.94	1,243,192.74	21,048.29
Fire Marshal	88,100.00	94,735.00	92,907.82	40.00	92,947.82	1,787.18
Building Inspection	251,562.00	254,578.91	237,007.21	2,556.86	239,564.07	15,014.84
Emergency Management	47,430.00	3,968,578.22	3,460,506.82	4,249.16	3,464,755.98	503,822.24
Animal Control	128,924.00	134,184.00	131,066.36	0.00	131,066.36	3,117.64
<b>Total Public Safety</b>	<b>7,760,286.00</b>	<b>12,207,846.50</b>	<b>11,428,754.21</b>	<b>158,405.40</b>	<b>11,587,159.61</b>	<b>620,686.89</b>

TOWN OF VERNON, CONNECTICUT

## GENERAL FUND

SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES - BUDGET AND ACTUAL

FOR THE YEAR ENDED JUNE 30, 2012

	Original Budget	Final Budget	Expenditures	Outstanding Encumbrances	Total Expenditures & Encumbrances	Variance with Final Budget
<b><u>Maintenance and Development</u></b>						
Public Works Administration	\$602,191.00	\$615,172.94	\$610,367.95	\$1,537.57	\$611,905.52	\$3,267.42
General Maintenance	1,207,881.00	1,229,960.55	1,205,360.72	4,684.42	1,210,045.14	19,915.41
Equipment Maintenance	754,320.00	778,241.92	748,401.22	15,561.57	763,962.79	14,279.13
Maintenance of Governmental Buildings	757,622.00	835,841.50	785,759.53	11,755.10	797,514.63	38,326.87
Snow Removal	187,620.00	147,104.00	146,205.05	118.31	146,323.36	780.64
Refuse Collection and Disposal	1,092,003.00	1,201,515.21	1,096,693.32	16,917.24	1,113,610.56	87,904.65
Recycling	295,095.00	303,467.06	278,463.90	2,211.02	280,674.92	22,792.14
Condominium Refuse	5,046.00	5,046.00	5,045.64	0.00	5,045.64	0.36
Tree Warden	9,150.00	13,455.00	11,212.54	0.00	11,212.54	2,242.46
Leaf Collection	107,811.00	125,345.00	97,419.47	0.00	97,419.47	27,925.53
Engineering Administrative Services	285,438.00	289,280.82	287,597.49	1,631.37	289,228.86	51.96
<b>Total Maintenance and Development</b>	<b>5,304,177.00</b>	<b>5,544,430.00</b>	<b>5,272,526.83</b>	<b>54,416.60</b>	<b>5,326,943.43</b>	<b>217,486.57</b>
<b><u>Human Services</u></b>						
North Central District Health	\$125,859.00	\$125,859.00	\$125,858.94	\$0.00	\$125,858.94	\$0.06
Visiting Nurses & Health Services	12,249.00	13,132.18	13,132.18	0.00	13,132.18	-
Hockanum Valley Community Council	165,000.00	165,000.00	165,000.00	0.00	165,000.00	-
Child Guidance Clinic	11,000.00	11,000.00	11,000.00	0.00	11,000.00	-
Exchange Club - Prevent Child Abuse	8,000.00	8,000.00	8,000.00	0.00	8,000.00	-
Tri-County ARC	7,000.00	7,000.00	7,000.00	0.00	7,000.00	-
MARC, Inc. of Manchester	4,000.00	4,000.00	4,000.00	0.00	4,000.00	-
Shelter Services	15,000.00	15,000.00	5,052.00	9,948.00	15,000.00	-
Connecticut Legal Services	4,000.00	4,000.00	4,000.00	0.00	4,000.00	-
Hartford Interval House	2,500.00	2,500.00	2,500.00	0.00	2,500.00	-
YWCA Sexual Assault Clinic	2,000.00	2,000.00	2,000.00	0.00	2,000.00	-
Hockanum Valley School Readiness	4,000.00	4,000.00	4,000.00	0.00	4,000.00	-
Social Services Administration	240,528.00	244,622.00	236,786.32	960.00	237,746.32	6,875.68
Youth Services	211,657.00	228,834.00	227,161.18	173.56	227,334.74	1,499.26
Senior Center	125,997.00	126,932.03	119,184.83	988.84	120,173.67	6,758.36
<b>Total Human Services</b>	<b>938,790.00</b>	<b>961,879.21</b>	<b>934,675.45</b>	<b>12,070.40</b>	<b>946,745.85</b>	<b>15,133.36</b>
<b><u>Parks, Recreation, and Culture</u></b>						
Recreation Administration	\$417,999.00	\$423,631.00	\$420,391.87	\$1,430.14	\$421,822.01	\$1,808.99
Public Celebration	20,000.00	20,000.00	14,781.16	5,218.00	19,999.16	0.84
Parks Maintenance	573,480.00	599,308.38	575,083.45	12,390.87	587,474.32	11,834.06
Arts Commission	11,640.00	13,890.00	13,618.39	170.00	13,788.39	101.61
Historical Society	5,500.00	5,500.00	5,500.00	0.00	5,500.00	-
Rockville Public Library	310,000.00	310,000.00	310,000.00	0.00	310,000.00	-
<b>Total Parks, Recreation, and Culture</b>	<b>1,338,619.00</b>	<b>1,372,329.38</b>	<b>1,339,374.87</b>	<b>19,209.01</b>	<b>1,358,583.88</b>	<b>13,745.50</b>
<b><u>Town Wide</u></b>						
Social Security and Medicare	\$918,000.00	\$960,000.00	\$927,514.00	\$0.00	\$927,514.00	\$32,486.00
Pension	1,850,359.00	2,014,367.75	1,859,148.89	\$154,871.25	2,014,020.14	347.61

TOWN OF VERNON, CONNECTICUT  
 GENERAL FUND  
SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES - BUDGET AND ACTUAL  
 FOR THE YEAR ENDED JUNE 30, 2012

	Original Budget	Final Budget	Expenditures	Outstanding Encumbrances	Total Expenditures & Encumbrances	Variance with Final Budget
Group Insurance	3,092,993.00	3,069,092.14	2,955,501.60	60,000.00	3,015,501.60	53,590.54
Unemployment Compensation	25,000.00	46,511.98	43,259.15	3,252.83	46,511.98	-
Municipal Insurance	752,619.00	819,056.36	812,291.19	5,200.00	817,491.19	1,565.17
Contingency	220,000.00	30,698.00	6,000.00	1,000.00	7,000.00	23,698.00
Housing Authority Sewer Subsidy	52,989.00	55,540.48	50,281.57	5,258.91	55,540.48	-
Vernon Cemetery Commission	152,999.00	152,999.00	152,999.00	-	152,999.00	-
<b>Total Town Wide</b>	<b>7,064,959.00</b>	<b>7,148,265.71</b>	<b>6,806,995.40</b>	<b>229,582.99</b>	<b>7,036,578.39</b>	<b>111,687.32</b>
<b>Subtotal - General Government</b>	<b>25,502,997.00</b>	<b>31,243,826.25</b>	<b>29,307,512.41</b>	<b>814,626.72</b>	<b>30,122,139.13</b>	<b>1,121,687.12</b>
<b><u>Capital Improvements</u></b>						
Capital Improvements - Town	55,000.00	143,601.50	77,994.96	62,380.00	140,374.96	3,226.54
<b>Total Capital Improvements</b>	<b>55,000.00</b>	<b>143,601.50</b>	<b>77,994.96</b>	<b>62,380.00</b>	<b>140,374.96</b>	<b>3,226.54</b>
<b><u>Debt Service</u></b>						
Debt Service Principal Payments	2,975,137.00	2,921,923.86	2,921,773.75	0.00	2,921,773.75	150.11
Debt Service Interest Payments	1,787,386.00	1,753,263.15	1,753,260.64	0.00	1,753,260.64	2.51
<b>Total Debt Service</b>	<b>4,762,523.00</b>	<b>4,675,187.01</b>	<b>4,675,034.39</b>	<b>-</b>	<b>4,675,034.39</b>	<b>152.62</b>
<b>Subtotal - Cap. Improve. / Debt Service</b>	<b>4,817,523.00</b>	<b>4,818,788.51</b>	<b>4,753,029.35</b>	<b>62,380.00</b>	<b>4,815,409.35</b>	<b>3,379.16</b>

TOWN OF VERNON, CONNECTICUT

## GENERAL FUND

SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES - BUDGET AND ACTUAL

FOR THE YEAR ENDED JUNE 30, 2012

	Original Budget	Final Budget	Expenditures	Outstanding Encumbrances	Total Expenditures & Encumbrances	Variance with Final Budget
<b>Education</b>						
Regular instruction	\$18,508,833.00	\$18,646,512.87	\$18,513,940.09	\$54,124.98	\$18,568,065.07	\$ 78,447.80
Special Education instruction	4,119,219.00	4,122,349.01	4,167,798.51	21,707.62	4,189,506.13	(67,157.12)
Continuing Education	215,406.00	215,406.00	215,406.00	0.00	215,406.00	-
Special Education program support	2,625,589.00	2,628,230.70	2,698,045.78	22,915.00	2,720,960.78	(92,730.08)
Social Work services	573,253.00	573,253.00	567,842.68	0.00	567,842.68	5,410.32
Guidance services	677,587.00	677,587.00	671,572.50	522.94	672,095.44	5,491.56
Health services	394,689.00	396,438.32	406,619.47	318.96	406,938.43	(10,500.11)
Psychological services	618,122.00	618,122.00	564,374.84	171.98	564,546.82	53,575.18
Speech pathology & audio services	549,718.00	549,718.00	535,952.12	88.02	536,040.14	13,677.86
Instructional program support	36,128.00	37,528.00	28,717.11	13,730.20	42,447.31	(4,919.31)
Library / Media services	331,994.00	355,430.64	341,192.54	3,753.94	344,946.48	10,484.16
Curriculum development	1,166,812.00	1,238,300.50	1,114,768.42	125,575.73	1,240,344.15	(2,043.65)
Superintendent's office	462,679.00	465,227.25	475,332.53	47,787.18	523,119.71	(57,892.46)
Board of Education - Elected	101,542.00	101,542.00	64,864.45	12,556.56	77,421.01	24,120.99
Principal office services	1,980,101.00	2,023,517.35	1,987,736.76	10,473.39	1,998,210.15	25,307.20
Business office	377,262.00	381,406.93	414,047.95	18,148.51	432,196.46	(50,789.53)
Capital Reserve	0.00	0.00	0.00	0.00	0.00	-
Building / Plant operations	3,782,156.00	4,029,396.39	3,950,260.27	224,567.37	4,174,827.64	(145,431.25)
Student transportation services	2,419,810.00	2,419,810.00	2,407,066.27	34,847.37	2,441,913.64	(22,103.64)
General control	189,842.00	197,030.06	186,723.61	20,698.00	207,421.61	(10,391.55)
Information systems	340,000.00	340,000.00	340,040.79	0.00	340,040.79	(40.79)
System-wide fringe benefits	7,425,666.00	7,427,759.20	7,157,152.82	5,946.44	7,163,099.26	264,659.94
Extra curricular student activities	487,853.00	488,153.76	467,001.71	3,200.00	470,201.71	17,952.05
Reserve for negotiations	60,000.00	60,000.00	41,000.00	0.00	41,000.00	19,000.00
<b>Total Education</b>	<b>\$47,444,261.00</b>	<b>\$47,992,718.98</b>	<b>\$47,317,457.22</b>	<b>\$621,134.19</b>	<b>\$47,938,591.41</b>	<b>\$54,127.57</b>
<b>Total Expenditures</b>	<b>77,764,781.00</b>	<b>84,055,333.74</b>	<b>81,377,998.98</b>	<b>1,498,140.91</b>	<b>82,876,139.89</b>	<b>1,179,193.85</b>

TOWN OF VERNON, CONNECTICUT  
 GENERAL FUND  
SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES - BUDGET AND ACTUAL  
 FOR THE YEAR ENDED JUNE 30, 2012

	Original Budget	Final Budget	Expenditures	Outstanding Encumbrances	Total Expenditures & Encumbrances	Variance with Final Budget
<b><u>Other Financing Uses</u></b>						
Transfers Out:						
Education - Transfer out					\$0.00	\$ -
Education - Capital Reserve	-	-	50,404.00	-	50,404.00	(50,404.00)
Education - Building / Plant Operations	18,097.00	18,097.11	18,097.11	-	18,097.11	-
Town Clerk - Preservation surcharge	-	4,165.00	4,165.00	-	4,165.00	-
Planning - Open Space	10,000.00	10,000.00	10,000.00	-	10,000.00	-
Community & Economic Development	49,382.00	49,382.00	49,382.00	-	49,382.00	-
Animal Control	-	-	-	-	0.00	-
Social Services Administration	10,000.00	10,000.00	10,000.00	-	10,000.00	-
Capital Improvements - Town	137,200.00	158,965.00	158,965.00	-	158,965.00	-
Vernon Cemetery Commission	-	-	-	-	0.00	-
Debt Service - Principal lease	-	-	-	-	0.00	-
Debt Service - Interest lease	-	-	-	-	0.00	-
Debt Service - WTP Principal Payments	1,179,305.00	1,179,305.00	1,179,304.25	-	1,179,304.25	0.75
Debt Service - WTP Interest Payments	124,984.00	124,985.00	124,984.00	-	124,984.00	1.00
<b>Total Other Financing Uses</b>	<b>1,528,968.00</b>	<b>1,554,899.11</b>	<b>1,605,301.36</b>	<b>-</b>	<b>1,605,301.36</b>	<b>(50,402.25)</b>
<b>Total Expenditures and Other Financing Uses</b>	<b>79,293,749.00</b>	<b>\$ 85,610,232.85</b>	<b>\$ 82,983,300.34</b>	<b>\$ 1,498,140.91</b>	<b>\$ 84,481,441.25</b>	<b>\$ 1,128,791.60</b>

Budgetary expenditures are different than GAAP expenditures because:

State of Connecticut "on-behalf" payments to the Connecticut State Teachers' Retirement System for Town teachers are not budgeted	4,982,679.00
Encumbrances for purchases and commitments ordered but not received are reported in the year the order is placed for budgetary purposes, but in the year received for financial reporting purposes	(1,498,140.72)
Total expenditures and other financing sources as reported on the statement of revenues, expenditures, and changes in fund balances - governmental funds - Exhibit D	<u>\$ 87,965,979.53</u>

TOWN OF VERNON, CONNECTICUT

STATEMENT OF NET ASSETS  
June 30, 2012

	GOVERNMENTAL ACTIVITIES	BUSINESS-TYPE ACTIVITIES	TOTAL
<u>ASSETS</u>			
Current Assets:			
Cash	\$ 10,600,928	\$ 1,559,694	\$ 12,160,622
Investments	6,453,921	4,419,124	10,873,045
Receivables (net):			
Property taxes	969,234		969,234
Intergovernmental	9,934,032		9,934,032
Other	1,748,371	1,103,162	2,851,533
Internal balances	(400,987)	400,987	-
Other assets	76,247	31,850	108,097
Total current assets	29,381,746	7,514,817	36,896,563
Noncurrent assets:			
Restricted assets (permanent):			
Cash	109,720		109,720
Investments	1,856,579		1,856,579
Total Restricted assets	1,966,299	-	1,966,299
Receivables (net):			
Property taxes	763,435		763,435
Intergovernmental	195,728		195,728
Total Receivables (net):	959,163	-	959,163
Other noncurrent assets:			
Net pension asset	421,164		421,164
Capital assets (net of accumulated depreciation):			
Land	8,384,925	1,267,840	9,652,765
Construction in progress	24,062,462	-	24,062,462
Intangible assets (net of accumulated amortization)	105,009	31,500	136,509
Buildings and improvements	83,516,172	1,521,926	85,038,098
Improvements other than buildings	1,872,861	45,426	1,918,287
Machinery and equipment	8,092,608	2,091,119	10,183,727
Infrastructure	30,645,444	5,682,520	36,327,964
Total capital assets (net of accum. depreciation)	156,679,481	10,640,331	167,319,812
Total noncurrent assets	160,026,107	10,640,331	170,666,438
TOTAL ASSETS	40 189,407,853	18,155,148	207,563,001

TOWN OF VERNON, CONNECTICUT

## STATEMENT OF NET ASSETS

June 30, 2012

	GOVERNMENTAL ACTIVITIES	BUSINESS-TYPE ACTIVITIES	TOTAL
<u>LIABILITIES</u>			
Current liabilities:			
Accounts payable	2,013,493	171,804	2,185,297
Accrued payroll and related liabilities	392,237		392,237
Accrued interest payable	251,538		251,538
Unearned revenue	3,782,178		3,782,178
Bond anticipation notes	3,730,000		3,730,000
Bond and notes payable	4,401,643		4,401,643
Capital lease payable	30,188		30,188
Compensated absences	1,026,017	118,985	1,145,002
Retirement obligations	815,709		815,709
Claims payable and other	669,049		669,049
Total current liabilities	17,112,052	290,789	17,402,841
Noncurrent liabilities:			
Bonds and notes payable and related liabilities	46,453,695		46,453,695
Capital lease payable	15,921		15,921
Compensated absences	3,274,317	325,367	3,599,684
Retirement obligations	2,356,170		2,356,170
Claims payable and other	905,416		905,416
Net OPEB obligation	1,697,526	47,488	1,745,014
Total Noncurrent liabilities	54,703,045	372,855	55,075,900
TOTAL LIABILITIES	71,815,097	663,644	72,478,741
<u>NET ASSETS</u>			
Invested in capital assets, net of related debt	\$ 102,048,034	\$ 10,640,331	112,688,365
Restricted for:			-
Endowments:			-
Nonexpendable	1,696,935		1,696,935
Expendable	394,323		394,323
Community development	93,400		93,400
Maintenance and development	512,639		512,639
Education	559,169		559,169
Unrestricted	12,288,256	6,851,173	19,139,429
TOTAL NET ASSETS	<sup>41</sup> 117,592,756	17,491,504	135,084,260



TOWN OF VERNON, CONNECTICUT

GOVERNMENTAL FUNDS

BALANCE SHEET  
June 30, 2012

	GENERAL	DEBT SERVICE	PUBLIC BOND IMPROVEMENTS	SCHOOL BOND IMPROVEMENTS	NON-MAJOR GOVERNMENTAL FUNDS	TOTAL GOVERNMENTAL FUNDS
<u>ASSETS</u>						
Cash	\$ 7,856,162	\$ 6,603	\$ 20,616	\$ 75,335	\$ 2,526,220	\$ 10,484,936
Investments	3,304,313	90			4,584,262	7,888,665
Receivables (net):						-
Taxes	1,618,936					1,618,936
Intergovernmental	3,423,745	1,538,339		3,720,222	1,251,726	9,934,032
Other	558,661				969,929	1,528,590
Loans					195,728	195,728
Due from other funds	2,105,434		661,000		123,203	2,889,637
Inventory					31,857	31,857
<b>TOTAL ASSETS</b>	<u>\$ 18,867,251</u>	<u>\$ 1,545,032</u>	<u>\$ 681,616</u>	<u>\$ 3,795,557</u>	<u>\$ 9,682,925</u>	<u>\$ 34,572,381</u>
<u>LIABILITIES AND FUND BALANCES</u>						
Liabilities:						
Accounts and other payables	\$ 1,150,706		\$ 152,156	\$ 10,042	\$ 665,352	\$ 1,978,256
Accrued wages and benefits	392,237					392,237
Accrued interest payable				8,289		8,289
Due to other funds	788,442	90		6,579	1,859,005	2,654,116
Bond anticipation note payable				3,730,000		3,730,000
Deferred revenue	1,640,897	1,538,339			756,337	3,935,573
Unearned revenue	3,780,442				1,736	3,782,178
Total liabilities	<u>7,752,724</u>	<u>1,538,429</u>	<u>152,156</u>	<u>3,754,910</u>	<u>3,282,430</u>	<u>16,480,649</u>
Fund balances:						
Nonspendable					1,728,792	1,728,792
Restricted					1,559,531	1,559,531
Committed			529,460	40,647	3,492,915	4,063,022
Assigned	1,820,141	6,603			492,979	2,319,723
Unassigned	9,294,386				(873,722)	8,420,664
Total fund balances (deficit)	<u>11,114,527</u>	<u>6,603</u>	<u>529,460</u>	<u>40,647</u>	<u>6,400,495</u>	<u>18,091,732</u>
<b>Total Liabilities and Fund Balances</b>	<u>\$ 18,867,251</u>	<u>\$ 1,545,032</u>	<u>\$ 681,616</u>	<u>\$ 3,795,557</u>	<u>\$ 9,682,925</u>	<u>\$ 34,572,381</u>

TOWN OF VERNON, CONNECTICUT  
RECONCILIATION OF FUND BALANCE  
TO NET ASSETS OF GOVERNMENTAL ACTIVITIES

JUNE 30, 2012

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AMOUNTS REPORTED FOR GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF NET ASSETS (EXHIBIT A) ARE DIFFERENT FROM THE GOVERNMENTAL FUND BALANCE SHEET, THE DETAILS OF THIS DIFFERENCE ARE AS FOLLOWS:

TOTAL FUND BALANCE (EXHIBIT C, PAGE 1)	\$	18,091,732
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CAPITAL ASSETS USED IN GOVERNMENT ACTIVITIES ARE NOT FINANCIAL RESOURCES AND, THEREFORE, ARE NOT REPORTED IN THE FUNDS:

Beginning capital assets		152,959,002
Current capital asset additions		10,030,209
Depreciation expense		(4,710,144)
Disposal and sale of capital assets		(2,028,356)

OTHER LONG-TERM ASSETS ARE NOT AVAILABLE TO PAY FOR CURRENT PERIOD EXPENDITURES AND, THEREFORE, ARE DEFERRED IN THE FUNDS:

Property tax and sewer assessment interest and lien accrual		688,733
Property tax, sewer assessment, and community development block grant receivable - accrual basis change		3,935,573
Allowance for doubtful accounts		(575,000)
Net pension asset		421,164

INTERNAL SERVICE FUNDS ARE USED BY MANAGEMENT TO CHARGE THE COST OF MEDICAL INSURANCE PREMIUMS TO INDIVIDUAL DEPARTMENTS:

The assets and liabilities of the internal service funds are included in governmental activities in the statement of net assets		(920,381)
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SOME LIABILITIES, INCLUDING BONDS PAYABLE, ARE NOT DUE AND PAYABLE IN THE CURRENT PERIOD AND, THEREFORE, ARE NOT REPORTED IN THE FUNDS:

Bonds and notes payable		(43,695,000)
Accrued interest payable		(243,249)
State of Connecticut Clean Water Fund notes		(7,160,338)
Compensated absences		(4,285,675)
Capital leases		(46,109)
Net OPEB liability		(1,697,526)
Retirement obligations		(3,171,879)

NET ASSETS OF GOVERNMENTAL ACTIVITIES

117,592,756

## TOWN OF VERNON, CONNECTICUT

## GOVERNMENTAL FUNDS

STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
FOR THE YEAR ENDED JUNE 30, 2012

	GENERAL	DEBT SERVICE	PUBLIC BOND IMPROVEMENTS	SCHOOL BOND IMPROVEMENTS	NON-MAJOR GOVERNMENTAL FUNDS	TOTAL GOVERNMENTAL FUNDS
Revenues:						
Property taxes	\$ 57,327,038	\$ -	\$ -	\$ -	\$ -	\$ 57,327,038
Intergovernmental	27,838,711			4,263,881	9,644,403	41,746,995
Assessments					11,527	11,527
Charges for services	1,925,167				2,537,393	4,462,560
Gifts and contributions		357,752			272,727	630,479
Income on investments	2,810	90		14	32,095	35,009
Other	406,945				660,844	1,067,789
Total revenues	<u>87,500,671</u>	<u>357,842</u>	<u>-</u>	<u>4,263,895</u>	<u>13,158,989</u>	<u>105,281,397</u>
Expenditures:						
Current:						
General government	3,277,010				7,346	3,284,356
Community development	248,176				381,093	629,269
Public safety	11,428,754				1,085,385	12,514,139
Maintenance and development	5,272,527				512,078	5,784,605
Human services	934,675				100,616	1,035,291
Parks, recreation and culture	1,339,374				604,283	1,943,657
Town wide	6,806,996					6,806,996
Education	52,300,137				6,393,173	58,693,310
Debt service	4,675,035	1,882,185		46,611		6,603,831
Capital outlay	77,995		1,429,218	133,969	4,222,720	5,863,902
Total expenditures	<u>86,360,679</u>	<u>1,882,185</u>	<u>1,429,218</u>	<u>180,580</u>	<u>13,306,694</u>	<u>103,159,356</u>
Excess (deficiency) of revenues over expenditures	<u>1,139,992</u>	<u>(1,524,343)</u>	<u>(1,429,218)</u>	<u>4,083,315</u>	<u>(147,705)</u>	<u>2,122,041</u>
Other financing sources (uses):						
Bonded debt refunding proceeds		34,685,000				34,685,000
Bond refunding premium		2,991,717				2,991,717
Payment to bond refunding escrow agent		(37,449,969)				(37,449,969)
Sale of assets	172,501					172,501
Transfers in	329,270	1,304,288	21,094		301,013	1,955,665
Transfers out	(1,605,301)	(90)			(350,274)	(1,955,665)
Total other financing sources (uses)	<u>(1,103,530)</u>	<u>1,530,946</u>	<u>21,094</u>	<u>-</u>	<u>(49,261)</u>	<u>399,249</u>
Net change in Fund Balances	36,462	6,603	(1,408,124)	4,083,315	(196,966)	2,521,290
Fund Balances at July 1, 2011	<u>11,078,065</u>	<u>-</u>	<u>1,937,584</u>	<u>(4,042,668)</u>	<u>6,597,461</u>	<u>15,570,442</u>
Fund Balances at June 30, 2012	<u>\$ 11,114,527</u>	<u>\$ 6,603</u>	<u>\$ 529,460</u>	<u>\$ 40,647</u>	<u>\$ 6,400,495</u>	<u>\$ 18,091,732</u>

TOWN OF VERNON, CONNECTICUT

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES  
IN FUND BALANCES OF GOVERNMENTAL FUNDS TO STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2012

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AMOUNTS REPORTED FOR GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF ACTIVITIES

(EXHIBIT B) ARE DUE TO:

NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS (EXHIBIT D) \$ 2,521,290

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets are allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the current period:

Capital outlay	10,030,209
Depreciation expense	<u>(4,710,144)</u>

Total 5,320,065

The net effect of various miscellaneous transactions involving capital assets (i.e., sales, trade-ins and donations) is to increase net assets. In the Statement of Activities, only the *loss* on the sale of capital assets is reported.

However, in the governmental funds, the proceeds from the sale increase financial resources. Thus, the change in net assets differs from the change in fund balance by the cost of the capital assets sold

(2,028,356)

Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds, and revenues recognized in the Fund Financial Statements are not recognized in the Statement of Activities:

Change in property tax, sewer assessment, and community development block grants receivable - accrual basis change	(175,232)
Change in property tax and sewer assessment interest and lien revenue	100,172
Change in property tax and sewer assessment allowance for doubtful accounts	<u>-</u>

Total (75,060)

The issuance of long-term debt (e.g., bonds, leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transactions, however, have any effect on net assets. Also, governmental funds report the effect of issuance costs, premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the Statement of Activities. The details of these differences in the treatment of long-term debt and related items are as follows:

Debt issued or incurred:	
General obligation bond	(34,685,000)
Capital lease	(1,505,000)
Principal repayments:	
General obligation bonds and notes payable	40,585,261
Capital lease payable	<u>29,286</u>

Total 4,424,547

TOWN OF VERNON, CONNECTICUT

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES  
IN FUND BALANCES OF GOVERNMENTAL FUNDS TO STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2012

Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds:

Compensated absences	\$ (111,262)
Retirement obligations	76,884
Net OPEB obligations	(308,195)
Net pension asset	421,164
Accrued interest payable	<u>450,491</u>
Total	<u>529,082</u>

Internal service funds are used by management to charge costs of various self-insured risk premiums and Data Processing operations to individual departments

(575,864)

The net revenue of the activities of the Internal Service Fund is reported with governmental activities

96

CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES (EXHIBIT B)

\$ 10,115,800

TOWN OF VERNON, CONNECTICUTSTATEMENT OF NET ASSETS - PROPRIETARY FUNDS

JUNE 30, 2012

	BUSINESS-TYPE ACTIVITIES			GOVERNMENTAL
	SEWER USER	NON-MAJOR CENTER 375	TOTAL	INTERNAL SERVICE FUNDS
<b>ASSETS:</b>				
Current assets:				
Cash	\$ 1,553,160	\$ 6,534	\$ 1,559,694	\$ 225,712
Investments	3,336,610	1,082,514	4,419,124	421,835
Receivables (net)	1,094,917	8,245	1,103,162	140,806
Due from other funds		4,173	4,173	
Prepaid expense	31,850		31,850	44,390
Total current assets	6,016,537	1,101,466	7,118,003	832,743
Capital assets (net):				
Land and land improvements	838,180	645,711	1,483,891	
Buildings and plant	4,174,064	1,870,657	6,044,721	
Machinery and equipment	8,595,945	24,644	8,620,589	243,605
Infrastructure	10,661,856		10,661,856	211,961
Intangible - computer software	49,000		49,000	387,278
Accumulated depreciation	(14,868,828)	(1,350,898)	(16,219,726)	(414,074)
Capital assets (net)	9,450,217	1,190,114	10,640,331	428,770
Total assets	15,466,754	2,291,580	17,758,334	1,261,513
<b>LIABILITIES:</b>				
Current liabilities:				
Accounts and other payables	166,887	4,917	171,804	35,237
Claims payable			-	669,049
Due to other funds	56,140		56,140	174,775
Accrued compensated absences	118,985		118,985	11,551
Total current liabilities	342,012	4,917	346,929	890,612
Noncurrent liabilities:				
Claims payable	-	-	-	905,416
Accrued compensated absences	325,367		325,367	3,107
Net OPEB obligation	47,488	-	47,488	
Total noncurrent liabilities	372,855	-	372,855	908,523
Total liabilities	714,867	4,917	719,784	1,799,135
<b>NET ASSETS:</b>				
Invested in capital assets	9,450,217	1,190,114	10,640,331	428,770
Unrestricted	5,301,670	1,096,549	6,398,219	(966,392)
Total net assets	\$ 14,751,887	\$ 2,286,663	17,038,550	\$ (537,622)
Adjustment to reflect the consolidation of internal service fund activities related to proprietary funds			452,954	
Net assets of Business-type activities (Exhibit A)			\$ 17,491,504	

TOWN OF VERNON, CONNECTICUTPROPRIETARY FUNDSSTATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS  
FOR THE YEAR ENDED JUNE 30, 2012

	BUSINESS-TYPE ACTIVITIES			GOVERNMENTAL
	NON-MAJOR			ACTIVITIES
	SEWER USER	CENTER 375	TOTAL	INTERNAL SERVICE FUNDS
Operating Revenues:				
Charges for services	\$ 5,543,828	\$ 161,398	\$ 5,705,226	\$ 1,546,863
Gifts and contributions			-	1,908,217
Other:			-	
Septic fees	608,901		608,901	
Delinquent interest	74,071		74,071	
Miscellaneous			-	60,636
Total operating revenues	<u>6,226,800</u>	<u>161,398</u>	<u>6,388,198</u>	<u>3,515,716</u>
Operating Expenses:				
Wages and benefits	2,123,367		2,123,367	458,546
Repairs, maintenance and rentals	546,651	11,118	557,769	221,159
Utilities	1,687,198	41,541	1,728,739	10,082
Supplies and materials	448,449	23,647	472,096	2,240
General and administrative	333,503	61,287	394,790	195,057
Claims incurred			-	3,082,616
Depreciation	519,833	43,444	563,277	110,000
Total operating expenses	<u>5,659,001</u>	<u>181,037</u>	<u>5,840,038</u>	<u>4,079,700</u>
Operating income (loss)	<u>567,799</u>	<u>(19,639)</u>	<u>548,160</u>	<u>(563,984)</u>
Nonoperating Revenues (Expenses):				
Investment income	487	154	641	96
Insurance and other reimbursements	120,576		120,576	
Net Nonoperating Revenues (Expenses)	<u>121,063</u>	<u>154</u>	<u>121,217</u>	<u>96</u>
Income (loss) before capital contribution	<u>688,862</u>	<u>(19,485)</u>	<u>669,377</u>	<u>(563,888)</u>
Capital contributed	<u>142,156</u>		<u>142,156</u>	<u>2,470</u>
Change in Net Assets	831,018	(19,485)	811,533	(561,418)
Total Net Assets at July 1, 2011	<u>13,920,869</u>	<u>2,306,148</u>		<u>23,796</u>
Total Net Assets at June 30, 2012	<u>\$ 14,751,887</u>	<u>\$ 2,286,663</u>		<u>\$ (537,622)</u>
Adjustment to reflect the consolidation of internal service fund activities related to enterprise funds			<u>14,349</u>	
Net assets of Business-type activities (Exhibit B)			<u>\$ 825,882</u>	

TOWN OF VERNON, CONNECTICUTFIDUCIARY FUNDSSTATEMENT OF NET ASSETS  
JUNE 30, 2012

	PENSION TRUST FUNDS DECEMBER 31, 2011	OTHER POST EMPLOYMENT BENEFITS TRUST FUND JUNE 30, 2012	PRIVATE PURPOSE TRUST FUND JUNE 30, 2012	AGENCY FUND JUNE 30, 2012
<b>ASSETS:</b>				
Cash	\$ -	-	\$ 240,009	\$ 491,097
Investments, at fair value (pooled):				
Certificates of deposit				
Pooled fixed income		\$ 84,700	239,509	164,294
Mutual funds:				
Domestic equity	17,243,764			
International equity	4,543,827			
Corporate bond	6,640,866			
International bond	107,666			
Money market	11,140			
Guaranteed investment account	15,784,201			
Total investments	44,331,464	84,700	239,509	164,294
Accounts receivable		1,504	33,548	-
Due from other funds				66
Total assets	44,331,464	86,204	513,066	655,457
<b>LIABILITIES:</b>				
Accounts and other payables	20,337			655,457
Due to other funds		8,845		
Unearned revenue		350		
Total Liabilities	20,337	9,195	-	655,457
<b>NET ASSETS:</b>				
Held in trust for pension and OPEB benefits and other purposes	\$ 44,311,127	\$ 77,009	\$ 513,066	\$ -

TOWN OF VERNON, CONNECTICUTSTATEMENT OF CHANGES IN FIDUCIARY NET ASSETS

FIDUCIARY FUNDS  
FOR THE YEAR ENDED DECEMBER 31, 2011 AND JUNE 30, 2012

	Pension Trust Funds December 31, 2011	Other Post Employment Benefits Trust Fund June 30, 2012	Private Purpose Trust Fund June 30, 2012
Additions:			
Contributions:			
Employer	\$ 3,399,576	17,000	\$ -
Employee	1,238,650		
Retirees		1,260,008	
State		158,366	
Private			33,675
Other			
Total contributions	4,638,226	1,435,374	33,675
Net investment income	100,809	9	4,405
Total additions	4,739,035	1,435,383	38,080
Deductions:			
Benefit payments / annuity purchases	4,061,246	1,418,374	
Refund of contributions	29,190		
Administrative expense	174,509		
Awards			34,332
Total deductions	4,264,945	1,418,374	34,332
Change in Net Assets	474,090	17,009	3,748
Net assets at January 1 and July 1, 2011	43,837,037	60,000	509,318
Net Assets at December 31, 2011 and June 30, 2012	\$ 44,311,127	\$ 77,009	\$ 513,066

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# **TOWN CLERK/REGISTRAR OF VITAL STATISTICS**

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**Department Head:**

Bernice K. Dixon, CCTC, CMC, Town Clerk

**Location of Department:**

Town Hall Memorial Building, First Floor, Room 2

**Responsibilities, Duties and Annual Summary of Activities:**

The Clerk is the municipal historian of the community, responsible for the entire recorded history of the town and its people in his or her care. Connecticut State Statutes and the Town Charter govern the duties and responsibilities of the Office of the Town Clerk/Registrar of Vital Statistics. One of the busiest and most utilized offices, the Town Clerk's Office recorded and processed 6,221 land record documents pertaining to real estate, including 518 property transfers, from July 1, 2011 to June 30, 2012. These records encompass 57 volumes and approximately 19,000 pages. In addition, 93 maps, 41 veterans' discharges, 400 notary related transactions, 103 trade names, and 38 liquor permits were filed, recorded and processed. There were 338 sporting licenses, 1836 dog licenses, and 3 kennel licenses issued. The office is actively involved in the preparation and the conducting of all elections, primaries, and referenda of which there were 3. Campaign finance reports are also filed with and maintained by the Town Clerk's Office.

The Town Clerk in Vernon is, by virtue of the State Statutes, also the Registrar of Vital Statistics. In this capacity during this fiscal year, this office issued and/or received from other towns 311 births, 148 marriages, 0 Civil Unions, 351 deaths, 285 burial permits, 81 cremation permits, and 1 disinterment permit. This office also issued 3157 certified copies of birth, marriage and death records.

**SERVICES OFFERED:**

- Absentee Ballot Issuance
- Dog License Issuance
- Election Preparation
- Land and Map Recordation
- Marriage/Civil Union License Issuance
- Notary Public Services/  
Registration/Certification
- Schedule of Regular Meeting Date Filings
- Sporting License Issuance
- State Conveyance Tax Return Processing
- Trade Name Registration
- Liquor Permit Registration
- Veteran Registration
- Certified Copies of Vital (Birth, Marriage,  
Civil Union, Death) Records
- Voter Registration/Identification Cards

**RECORDS MAINTAINED AND INDEXED FOR PUBLIC INSPECTION:**

- Burial Book/Sexton's Returns
- Election/Referendum Statistics
- Elected and Appointed Officials Data
- Land and Map Records
- Liquor Permits
- Minutes and Agendas of Town Meetings
- Town Code of Ordinances
- Trade Name/DBA Records
- Veteran Discharge Records
- Vital Statistics Indexes
- Writs and Claim Notification

**REPOSITORY OF:** Miscellaneous Agreements and Contracts, Annual Reports, Budgets, Campaign Finance Filings, and Other Miscellaneous Correspondence, Minutes and Information.

# EDUCATION



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## Vernon Board of Education

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**Superintendent:** Mary P. Conway, Ed.D.

**Assistant Superintendent:** Deborah Murasso

### **Members of Board of Education:**

Dean Houle, Chairperson

Anne Fischer, Vice Chairperson

Kyle Percy, Treasurer

Laura Bush, Secretary

Michele Arn; Amarjit Buttar, Terri Goldich; David Kemp; William Nicholson

**Responsibilities and Duties:** The authority, the duties and the responsibilities of the Board have been established by the Connecticut statutes, federal laws, and the town charter. The Board of Education scheduled regular meetings on the second and fourth Mondays of each month with the exception of July, when it did not meet, and August and December when it met only once. In addition, Board committees met throughout the year to deal with budget, policy, facilities, and negotiations.

### **School Data:**

The following is a list of the five elementary schools and in parenthesis is the October 1, 2011 enrollment for each school:

- Center Road School (497)
- Lake Street School (286)
- Maple Street School (307)
- Northeast School (292)
- Skinner Road School (375)

All elementary schools contain grades Preschool -5. In addition, Center Road School also has a system-wide preschool program for students with special needs.

There are two schools that enroll students in grades 6-12.

- Vernon Center Middle School (738) accommodates students in grades 6-8.
- Rockville High School (1,055) accommodates students in grades 9-12.

The total enrollment for the district was 3,550. The total budget for the 2011-2012 school year was \$47,462,358.

### **District Mission Statement**

The Vernon Public Schools, in partnership with family and community, is committed to provide a quality education, with high expectations, in a safe environment where all students become independent learners and productive contributors to society.

### **Goals**

1. Build and improve relationships and partnerships with family and community.
2. Increase the achievement of every student through high quality curriculum, instruction and assessment.
3. Promote safe environments that are socially, emotionally, and physically conducive to learning.

**Student Achievement**

As a result of local testing policies and state and federal mandates, Vernon students in grades 3 through 8 and grade 10 participated in a demanding scope of testing experiences. The careful, accurate analysis of test results provided the basis for the improvement of teaching and learning. *School Improvement Plans (SIP)* and the *District Improvement Plan (DIP)* documented the actions designed to support the mission and goals of the Vernon schools to improve achievement for all students. During the 2011-12 school year, the following trends were reflected in district testing:

***...On the Connecticut Mastery Test (CMT):***

	<b>Mathematics</b>		<b>Reading</b>		<b>Writing</b>		<b>Science</b>	
	% at/above goal		% at/above goal		% at/above goal		% at/above goal	
	2006	2012	2006	2012	2006	2012	2008	2012
<b>Grade 3</b>	59.8	64.2	63.1	59.0	57.5	59.1		
<b>Grade 4</b>	57.7	62.1	62.6	56.1	64.7	60.9		
<b>Grade 5</b>	55.4	65.9	62.2	61.8	63.6	60.3	55.5	56.5
<b>Grade 6</b>	49.7	53.8	56.9	62.0	62.7	46.4		
<b>Grade 7</b>	56.4	60.5	69.3	76.3	58.7	54.9		
<b>Grade 8</b>	54.2	61.4	59.0	70.7	61.2	56.1	42.5	53.0

- In *mathematics*, the percent of students scoring at/above goal increased in all grades 3 through 8 over baseline data established in 2006.
- In *reading*, the percent of students scoring at/above goal in grades 6-7-8 increased over baseline data established in 2006.
- In *writing*, data show a decline in the percent of students scoring at/above goal.
- In *science*, the percent of students in grades 5 and 8 scoring at/above goal increased incrementally over baseline data established in 2008.

***...On the Connecticut Academic Performance Test (CAPT):***

***Percent of Students At / Above Goal***

	<b>Mathematics</b>	<b>Science</b>	<b>Reading</b>	<b>Writing</b>
<b>2011</b>	36.8	39.4	33.6	41.0
<b>2012</b>	39.5	39.9	35.5	48.7

- And on the grade 10 CAPT, the percent of students at/above goal in reading, writing, mathematics, and science increased incrementally from 2011 to 2012.

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**...On Connecticut's Waiver from No Child Left Behind –**

Connecticut's Waiver from No Child Left Behind has established a new accountability metric to track the progress of schools and districts in raising student achievement. The "Performance Index" (between 0 and 100) counts performance and progress of all students in tested grades. Using data from previous years (including 2011-12), the Connecticut State Department of Education (CSDE) has set differentiated performance targets for districts and schools.

Vernon's CMT District Performance Targets for the 2012-13 School Year are as follows:

Indicator	Participation Rate (2011-2012)	DPI (2011-12)	Baseline DPI (3-year Avg.)	DPI Performance Target (2012-13)
District Performance Index (DPI)	100.0%	75.9	75.4	76.4
DPI: Students with Disabilities	100.0%	38.6	38.3	41.3
DPI: Eligible for Free or Reduced Price Lunch	100.0%	62.0	61.2	63.4
DPI: Black	100.0%	62.8	62.6	64.7
DPI: Hispanic	100.0%	58.9	57.2	59.8
DPI: English Language Learners	100.0%	49.0	40.0	43.0
DPI: Subject: Reading	99.5%	75.4	73.4	74.6
DPI: Subject: Mathematics	99.9%	78.1	78.3	79.1
DPI: Subject: Writing	99.6%	76.6	76.5	77.5
DPI: Subject Science	99.8%	72.7	73.5	74.7

**Vernon's CAPT District Performance Targets for the 2012-13 School Year are as follows:**

Indicator	Participation Rate (2011-2012)	DPI (2011-12)	Baseline DPI (3-year Avg.)	DPI Performance Target (2012-13)
District Performance Index (DPI)	100.0%	67.3	68.8	70.4
DPI: Students with Disabilities	100.0%	28.3	29.4	32.4
DPI: Eligible for Free or Reduced Price Lunch	100.0%	50.1	53.2	56.1
DPI: Black	100.0%	46.1	55.0	57.8
DPI: Hispanic	100.0%	61.3	61.3	63.5
DPI: English Language Learners				
DPI: Subject: Reading	100.0%	64.1	67.1	68.8
DPI: Subject: Mathematics	100.0%	64.3	66.5	68.3
DPI: Subject: Writing	100.0%	73.8	72.8	74.1
DPI: Subject Science	100.0%	68.9	71.0	72.5

The Four-Year Graduation Rate is the percentage of students who received a standard diploma within four years. The “extended graduation rate” refers to any student not reported in the “other” category.	Graduation Rate (2010-11)	Baseline Graduation Rate (2-year Avg.)	Grad. Rate Performance Target (2012-13)
District 4-year Cohort Graduation Rate	81.7	79.2	80.4
District 4-Year Cohort Graduation Rate: Students with Disab.	56.7	54.0	57.0
District 4-Year Cohort Graduation Rate: Eligible for F/R Lunch	62.7	59.9	62.7
District 4-Year Cohort Graduation Rate: Black	75.8	70.7	72.6
District 4-Year Cohort Graduation Rate: Hispanic	76.2	66.3	68.6
District 4-Year Cohort Graduation Rate: ELL	87.5	81.3	82.3
District Extended Graduation Rate	88.3	86.5	87.2
District Extended Graduation Rate: Students with Disabilities	83.3	82.7	83.8
District Extended Graduation Rate: Eligible for F/R Lunch	74.6	71.7	73.7
District Extended Graduation Rate: Black	84.8	79.9	81.2
District Extended Graduation Rate: Hispanic	90.5	79.7	81.0
District Extended Graduation Rate: English Language Learners	87.5	87.5	88.2

### **Professional Development**

To ensure that Vernon educators are provided with high quality, rigorous professional development experiences linked to advancing student learning, the Vernon Public Schools planned and implemented a variety of meaningful and relevant inservice activities to address individual and department needs; to support curriculum, instruction, and assessment practices; and to achieve the *School and District Improvement Plans*. What follows is a summary of the professional development activities provided during the 2011-12 school year:

#### **\* Staff/Professional Development Days**

A combination of activities that supported the goals of *District and School Improvement* were planned and facilitated by members of Vernon’s administrative team on the four scheduled staff/professional development days as outlined on the 2011-12 school calendar: August 30-31, 2011, November 8, 2011, February 17, 2012, as well as on specially arranged times during and after the school day. Activity topics included *Data Teams/Decision Making for Results, Standard-Based Curriculum Development, the Big Five in Literacy Development (Phonemic Awareness, Phonics, Fluency, Vocabulary, and Comprehension), the Common Core State Standards, Connecticut Benchmark Assessment System, Connecticut Writing Project, CPR/AED Recertification, Differentiated Instruction, Educational Benefits Training, Instructional Rounds, Engaging Digital Natives, Learning to Use an Interactive White Board, National Association for the Education of Young Children (NAEYC) Code of Ethics, New England Association of Schools and Colleges (NEASC) Self-Study, Orienteering, Process/Trait Writing, Safety for Elementary Hands-On Science, School Climate, Senior Leadership Teams, and Teacher Educator and Mentoring (TEAM).*

### **\* Teacher Induction Series**

Supporting new teachers in the critical induction years through the state-mandated *TEAM (Teacher Educator And Mentoring)* Program was the focus of a series of after school support sessions provided for first and second year teachers. The purpose of these sessions was

- to keep new teachers informed of the requirements and professional responsibilities they have toward certification;
- to share updates from the Connecticut State Department of Education TEAM Program;
- to discuss elements of effective teaching, classroom management, cooperative learning, lesson mastery, positive expectations, and differentiated instruction; and
- to provide new teachers a forum to network with their colleagues.

### **\* Embedded Professional Development – Teams**

During collaborative grade level/department time, all staff participated in monthly meetings to practice and implement the data team protocol: identifying a skill or competency giving the greatest number of students difficulty; discussing ways to more effectively teach to that area of weakness; selecting a strategy or solution that they believe has the greatest potential for impact; and committing as a team to experimenting with the new strategy, assessing its impact, and being ready to report back on student results at the next meeting.

### **Curriculum Development**

To support the continuous review of the K-12 educational program, a curriculum review and development cycle was established for the purpose of renewing curriculum every five years. The intent of the cycle's process (Evaluate, Develop, Implement 1-2-3) is designed to provide a systematic method for the purposes of:

- Examining curriculum for its alignment to national, state, and district standards.
- Identifying curriculum needs.
- Engaging teachers in the curriculum review and development process.
- Ensuring a vertical and horizontal coordination of curriculum K-12.
- Providing a structure that supports a comprehensive approach to curriculum evaluation, development, and implementation.

As defined in *Greater Expectations: A Curriculum Development Handbook for the Twenty-first Century*, the cycle of program review for the 2011-12 school year was as follows:

Mathematics, K-12	Implementation, Year 1
Science, K-12	Evaluation
English/Language Arts, K-12	Development
Social Studies, K-12	Implementation, Year 3
World Language, 7-12	Implementation, Year 3
Fine Arts, K-12	Evaluation
Applied Sciences, 6-12	Implementation, Year 1
Physical Education/Health	Implementation, Year 2
Library Media/School Counseling	Implementation Year 2

Of significance was Vernon Board of Education approval of a new ***K-5 Elementary Math Curriculum*** and a new ***K-12 English/Language Arts Curriculum***, both aligned to the new Common Core State Standards.

## **Visual Arts**

Vernon Fine Arts students improved their achievement in understanding content based vocabulary from 52% to 88%.

The Rockville Public Library continued to confirm its commitment to the arts and community by hosting an extensive student art exhibit and reception during March, which is Youth Art Month. The Vernon Board of Education continues to expand its permanent Art collection of student works, which can be viewed in its meeting chambers and in the business office.

The Connecticut Association of Schools and the Westfield Corporation presented arts awards to Grade 5 students from each Vernon elementary school and two seniors from Rockville High School. These students were selected as recipients based on their leadership, outstanding performance and abilities in the visual arts.

Two middle and thirteen high school students received awards from the Connecticut Scholastic Art Awards program. Over 1500 pieces of student artwork were submitted to this juried, statewide visual arts competition, while only 350 were selected.

42% of Rockville High School students were enrolled in Visual Arts classes throughout the school year. The sustained enrollment demonstrates students' continued interest in gaining knowledge and skills in the visual arts.

A total of 35 Rockville High School Art students participated in a classroom study of Impressionism, culminating in an all day field trip to the Hillstead Museum in Farmington, CT. At the invitation of the Hillstead, the full day visit included a historical and visual tour through the museum and students creating their own art work on the magnificent grounds. This opportunity was provided by the Savings Bank of Manchester Foundation.

Vernon Art staff began an entire curriculum revision and update as this first year Evaluation Phase of Vernon's Five Year Curriculum Development model and plan. Art staffs worked collaboratively to design and define what all students should know and be able to do in Vernon's Visual Arts Program, K-12 while aligning their studies and performance to twenty first century learning skills.

## **Music**

Vernon Fine Arts students improved their achievement in understanding content based vocabulary from 52% to 88%.

The Connecticut Association of Schools and the Westfield Corporation presented arts awards to Grade 5 students from each Vernon elementary school and two seniors from Rockville High School. These students were selected as recipients based on their leadership, outstanding performance and abilities in the performing arts.

Three VCMS students and eleven RHS students were selected for the CT Eastern Region Music Festival amongst hundreds of entries. Students were selected from individual auditions and then scored by professional adjudicators. Our Vernon students rehearsed and performed in a concert along with all other selected students from the region.

Four Rockville High School students were selected from the region festival to audition for the All-State Music Festival. Our students were chosen from the auditions and rehearsed and performed a concert along with other students from throughout the entire state of Connecticut who qualified for this honor.

The Rockville High School Music Department performed five concerts involving the Symphony Band, Choir, Pops Ensembles, Jazz Band and various soloists. The VCMS Grade 8 Band members joined the RHS band in the performance of one number at the RHS March concert. The Marching Band hosted the 18<sup>th</sup> Annual Festival of Bands. They also participated in 6 home football games, various competitions and other civic events. The RHS Pep Band performed at both boy's and girl's basketball games throughout the season.

The highlight of this year was the RHS Band performed with the United States Air Force Falconaires on March 2 in the RHS auditorium. The marching band also performed in Vernon's annual Memorial Day Parade.

The VCMS Grades 6, 7 & 8 Bands and Choruses performed six concerts throughout the school year. The programs afforded the opportunity for students and teachers to showcase their hard work and achievements with the school and Vernon community at large.

**CENTER ROAD SCHOOL:** Jocelyn Poglitsch, Principal

Since Center Road School sits in the center of Vernon, we draw students from all parts of this economically diverse town to form a learning community. Due to the combined efforts of the staff, students, and parents, our children have ongoing opportunities to learn about, appreciate, and enjoy the special qualities of people from a variety of racial, ethnic, and economic backgrounds. Yearly, with the help of the PTO, we make a conscious effort to provide a variety of multicultural programs for the enjoyment and enrichment of the entire school population. These programs are part of an ongoing effort to heighten awareness and promote appreciation for different cultures and their customs as well as compliment the curriculum. For example, fourth graders attended a program specific to the Native Americans of Connecticut presented by an expert in the field. Our second graders enjoyed Motoko, who presented a program that tied directly to their curriculum unit on Japan. Other multi-cultural productions that were offered to the entire student body highlighted various cultures throughout the world. Our entire fifth grade class participated in a low elements challenge course designed by our school's psychologist and social worker to encourage acceptance and cooperation. Our curriculum continues to offer students at all grade levels opportunities to learn about various racial and ethnic groups. Kindergarten and grade one are introduced to cultural awareness through the study of families and neighborhoods. Grade two students study Japan and Native Americans of the southeast. Units on Africa and an introduction to immigration are studied in grade three. Grade four learns about Native Americans in depth and is exposed to famous women of color. In grade five, students learn about early America and the contributions and roles of persons of historical importance from all ethnic and racial backgrounds. In addition, Center Road School houses one of the elementary ELL centers for the town. On a daily basis, our pupils have the opportunity to interact with children from a variety of cultural backgrounds. This fosters a climate of understanding and acceptance of which we are proud.

At Center Road School, we value the role parents and guardians play in their children's education and believe that children have the best chance of success when the school and the parents work together on their behalf. Every parent is automatically a member of the PTO. They are invited to attend monthly PTO meetings, the first of which is dedicated to new parents and kindergarten parents. The PTO

coordinates a parent volunteer program and hundreds of hours each year are devoted to helping in a variety of ways including classroom and library helpers, field trip chaperones, and assistance with events. The PTO maintains a website that allows the sharing of information. In addition, they write a monthly report for insertion into our newsletter. The PTO supports and enhances our curriculum through arranging assembly programs, sponsoring field trips, and coordinating a reading program that encourages and rewards daily reading. They also hold evening events that promote family involvement and a sense of community such as Family Reading Night, the Ice Cream Social, and Family Game Night as well as the annual Saturday School Fair. Parents and teachers work together to complete an annual review of a Parent Involvement Policy and Parent / School Compact. These include what will be done to build and maintain the school's and parents' capacity for strong parental involvement and encourage the consideration of practices to overcome barriers which may limit parent participation in the educational process. Our teachers work to support parent participation. Welcome Back Night, which occurs at the beginning of the year, allows teachers to introduce parents to the curriculum and make them aware of teacher expectations. Regular communication with parents is the norm at Center Road School. Teachers make phone calls, write notes, use e-mail, produce weekly newsletters, make themselves available for meetings, share progress reports, and encourage parents to be classroom volunteers. Center Road also has a website, to help keep parents informed. Twice a year, we conduct Report Card Conferences giving parents an opportunity to discuss their children's progress with all of their teachers. The school library hosts a parent resource section that parents can access anytime. It contains books and videos on a variety of topics. We appreciate the continued support of the parents and guardians to promote increased student achievement and to foster a climate of respect and a feeling of community within Center Road School.

This year, in accordance with a district initiative, the Center Road School staff continued the Data Driven Decision-Making/Data Team model. The collaboration of regular education, special education, and reading teachers is an integral part of this model at Center Road School. We are building a repertoire of successful teaching strategies in both reading and math while monitoring student progress closely. Each grade level team is working together on school wide goals, as well as grade level goals. As part of these plans, we expose special education students to grade level curriculum. The continued use of guided reading and co-teaching have allowed us to meet many of the needs of our special education population within the regular education setting. Increased instructional time for reading through the integration of social studies and science curriculum-related nonfiction trade books has been successful.

To improve students' independent reading skills, the staff read and implemented the strategies outlined in The Café by Boushey and Moser. The efficient and strategic use of paraprofessionals and parent volunteers working with small groups and individual students also helped to meet the needs of our children. In addition, we recognize that teacher training in research based strategies plays a key role in student achievement. We continued to learn about and plan the implementation of Connecticut's model of Response to Intervention, Scientific Research Based Intervention, which will help us become even better at supporting our students' needs. To enhance the curriculum, parents worked together with teachers to match curricular areas with classroom presenters. The children experienced quality programs that provided hands-on activities and experiences which brought the curriculum to life. For several years, the parental committee has written and obtained grants from the Connecticut Commission on Culture and Tourism to make these workshops possible. Center Road School participated in Vernon's school wellness initiative. Classroom teachers encouraged healthy snacks and physical education teachers supervised our morning exercise and recess jogging clubs. Our monthly newsletter kept parents informed with the inclusion of "Nutrition Nuggets" supplied by the district. To further support our students, our social worker continued to facilitate two mentor programs, one

through Rockville High School that supplied student volunteers, and one through the community. In addition, we expanded the Vernon Reads program.

Center Road School is the largest elementary school in the town of Vernon. This Pre-K through grade five school houses a student population of approximately 500 students and a dedicated staff of 85 adults. We host a number of programs for the town including a K-5 ELL program, a preschool program, a behavioral program, and a program for students with autism. To support student achievement we offer an extended day kindergarten and a variety of reading interventions using research-based programs. We regularly offer enrichment activities for our students including Vernon Reads, Invention Convention, Math Olympiads, and accelerated reader. Through CAS, our 5<sup>th</sup> grade students participate in Marine Science Day and Leadership Conference. Extracurricular activities include safety patrol, service club, writing club, morning exercise club, recess jogging club, intramurals, school newspaper, yearbook, chorus, and band. Center Road School is an integral part of the community. Our grounds and building provide playing fields and space for town league sports activities and scout troops. Our low elements challenge course, made possible by the Greater Hartford-Jaycees grant, is available for use by the Parks and Recreation Department and Vernon Youth Services. Rockville Bank is our business partner and offers our students a banking program. All classrooms, Pre-K through grade five, have updated computers and internet access. A computer lab is also available for whole class use. A character education program that highlights monthly character traits and teaches conflict/resolution and has an anti-bullying component, Second Step, made possible through the support of the Vernon Drug and Alcohol Council, is an important part of our school. Through this program we've developed a community service tradition. Yearly our students contribute to the local food pantry, the firefighter's toy collection, the American Heart Association, and Juvenile Diabetes Research Foundation. We strive to live up to our motto, "Be the Best That You Can Be"!

#### **LAKE STREET SCHOOL – Mr. Robert Testa, Principal**

Lake Street School values the importance of working as partners with families in the education of our students.

Our mission statement encompasses the following beliefs about our learning community. *At Lake Street School, we are a community of learners that treat each other with respect, take responsibility for our own learning, cooperate with others and strive for a safe and positive school for all. We have worked together to update our LSS Family-School Compact for Achievement. This compact is an agreement that parents, students and teachers develop together. Our family-school compact articulates the important roles that teachers, parents and students play in the educational process. We value the importance of communication with members of our learning community. As a result, we have established on-going communication with parents about our school's programs, activities, and student progress. This has been accomplished through various means; the establishment of our LSS interactive website, nightly homework agendas, teacher communication via phone calls home and email, weekly communication via our electronic backpack and "Thursday Folder", parent-teacher conferences, monthly PTO meetings, and "Pawprints"-our school newsletter. The Lake Street School learning environment has been enhanced by our active Parent Teacher Organization (PTO). "Family Fun Nights", school/family social events, PTO Education Committee sponsored enrichment programs and the PTO Beautification Committee are examples of some of the programs and working groups that have been established at our school.*

Parent volunteers play an important role in the education process at Lake Street School.

This process starts with teachers and parents working together. Parents assist teachers in many ways. They serve as classroom volunteers, reading buddies, room parents, and chaperones. We value parental support and the many positive contributions made to our school community.

Lake Street School participated in a variety of programs aimed at celebrating diversity and linking cultures. School wide assembly programs, grade level field experiences, curriculum investigations, after school programs, and evening family fun nights all offered opportunities for students, teachers and families to appreciate the various cultures present within our school community. This year our efforts to cultivate a learning environment aimed at increasing student awareness and acceptance were marked by various interactive assembly programs.

For the fifth year, Lake Street School has participated in Open Choice. As a way to support the learning of all students we also participated in the Open Choice Academic and Social Support Grant. As active members of our school community students participated in various activities both during and after school. Learning opportunities have fostered team work, collaboration and the development of strong friendships. This successful partnership reduced racial, ethnic and economic isolation and enhanced learning as we all benefited from the student diversity present at Lake Street School. We look forward to our continued participation in the Open Choice program.

Lake Street School continues to implement measures to improve student achievement. The development of a *School Improvement Plan* has enabled us to target specific areas of need. Our efforts have been centered on improving literacy and mathematics with an emphasis on writing in all subject areas.

Lake Street School program improvement has focused on increasing the amount of time students are engaged in reading. Students have benefited from selecting “just right books” and keeping reading logs to track their reading. The establishment of an SRBI team has insured that the progress of all students is closely monitored. We have been able to provide targeted instruction aimed at addressing the needs of individual students. The sharing of school improvement data and progress toward goals at PTO meetings has given parents the opportunity to offer input regarding the school improvement measures at Lake Street School.

#### **MAPLE STREET SCHOOL – Dr. Lois Possell, Principal**

Maple Street School strongly believes in the importance of family and community involvement. MSS continued to be part of Vernon’s School-Family-Community Partnerships (SFCP) grant. The SFCP committee continued to explore ways to encourage greater family and community involvement in the school. Some of the specific programs and events held throughout the school year to encourage family and community involvement included an open house, a literacy night, 1<sup>st</sup> grade book bags, a spring fair, a learning fair, a student showcase, an expanded holiday show, a Community School kickoff event, and an end-of-the school year kindergarten celebration. An improved website highlighted academic, behavioral, and community successes. Parents/guardians were again invited to attend whole-school meetings when their children were being honored as monthly classroom heroes. Formal parent conferences were held at the end of the first and third marking periods. Teachers maintained frequent contact with families to provide specific information on student progress both academically and behaviorally.

Maple Street School values its diversity and attempts to reach out in a variety of ways to families of all racial, ethnic, and economic backgrounds. Through a partnership with the Eastern Connecticut Health Network (ECHN), the school continued to house a Family Resource Center. The School-Family-Community Partnership (SFCP) team was maintained. A summer Bookmobile, started last summer by Maple Street School, was expanded to other schools in the district to bring a traveling library to students throughout the summer months. Backpacks of food for families in need were sent home with selected students every week. A costume sale, snowflake fair, and holiday baskets helped ease financial burdens during holiday times. Staff continued to sponsor summer camperships for students, and the Rockville Little League continued to provide baseball scholarships. In April, a kickoff event for the transformation of Maple Street School into a Community School was held with participation from numerous community agencies. Community School efforts began with after-school programming two days per week with the help of numerous volunteers. The goal is to provide wrap-around services to students and families at no cost in six key areas (health, mental health, youth development/after-school opportunities, life-long learning, parent enrichment/engagement, and community engagement). Maple Street School continued to partner with the Rockville Community Alliance (RCA), the Vernon School Readiness Council, Union Congregational Church, and many other community and staff volunteers.

Maple Street School's School Improvement Plan focused on three key areas which mirrored the Board of Education's goals. These areas included literacy, school climate, and parent involvement and community relations. In the area of literacy, in addition to a Core Reading/Language Arts block, an Encore block was established for all grade-levels. Students in need of additional assistance received intervention during the Encore block and other times as needed. Six Encore cycles were established and students' received progress monitoring throughout the cycles. At the end of each cycle, the progress of each student was assessed and decisions about interventions were reviewed and changed as needed. One teacher received training in Reading Recovery and provided intervention to first graders. Students receiving this support made great progress. Additional intervention was also provided to kindergartens in need of extra support. Teachers and support staff at each grade level continued to work collaboratively through the data team process to analyze assessment data and discuss instructional strategies. Staff participated in professional development around the big five literacy areas (phonemic awareness, phonics, fluency, vocabulary, comprehension). Staff met in grade-level teams for full-day meetings at the end of the school year to work on integrating the Common Core Standards into our reading/language arts plans. Initiatives in the area of school climate included implementing the 2<sup>nd</sup> Step program at all grade-levels, and starting a House program. The Community School initiative, a community garden, the bookmobile, and other activities were geared toward enhancing parent and community relations.

Maple Street School provides numerous activities and levels of support to meet the highly varied needs of its students. During the 2011-2012 school year this included beginning the transformation to a Community School, where various after-school activities were provided to students and families at no cost (e.g., dance, karate, girls group, baseball, Good News Club, homework assistance, counseling). Maple Street School students continued to receive additional support from Title I teachers and literacy teachers. All kindergarten students received extended-day programming which enabled Maple Street School to provide students with lunch, specialty area classes, and additional instructional time. Maple Street School continued to house a Family Resource Center and utilize Positive Behavior Intervention Supports (PBIS) systems, and participated in two grants, the School-Family-Community Partnerships grant and the Primary Mental Health Program (PHMP) grant which provided additional behavioral and emotional support to students in kindergarten through second grade. The school continued to hold monthly whole school meetings that featured the distribution of trophies to classes who displayed the

best behavior over the previous month in a variety of areas including best lunchroom behavior, best hallway behavior, and best behavior at specialty area classes. Individual students earned classroom hero awards for displaying a particular character trait. The parent-teacher organization provided numerous activities to support both the emotional and academic growth of students. Through the support of staff, the PTO, and community members, new playscape equipment was installed for the students.

**NORTHEAST SCHOOL** – Mr. Michael DeBellis, Principal

In an effort to celebrate Northeast School's racial, ethnic, and economic diversity, and to increase appreciation of other cultures, Northeast School implemented several initiatives during the 2011-2012 school year.

In keeping with our tradition of strong family involvement, many "whole school community" activities were conducted jointly with our PTO this year. Open House welcomed parents to the school and provided an overview of curriculum. This past year we allowed students to attend this event to make it easier for families to make it to this informative night. Our Family Dance gave everyone a chance to show off their "moves" on the dance floor. The Pizza Night/Science Fair involved voluntary presentations by more than 160 students ranging from PreK-5<sup>th</sup> grade. Family Reading Night gave families a chance to listen to a story and enjoy a pizza dinner. The Holiday Program included songs from various cultures and nations. Family Game Night provided students and families opportunities to play games with staff members. Northeast School's annual Fun Fair allowed students and parents the opportunity to play games, win prizes and eat great food. The culmination of our year was the Fifth Grade Awards Ceremony, which celebrates the accomplishments of our fifth-graders who will move on to the Vernon Center Middle School in the fall.

- All of the activities mentioned above are strongly subsidized through donations of food or materials from the larger community, PTO or staff.
- Several of our neediest families were further assisted with donations of food, clothing or subsidies for activities such as Little League or summer camps.

Northeast School also held cultural arts programs sponsored by the PTO such as a recycling program that promoted everyone to work together. The school came together as a community to view these programs.

At Northeast School, we are committed to supporting the family's role in the education of our students. This year we started a School Governance Council which consisted of parents, teachers, and community members. In this group we developed a new Parent/School/Student Compact. This policy and compact are incorporated into our Family Booklet. Each new family receives one of these booklets at the beginning of the year. The Family Booklet is designed to support student learning and to explain our school theme Kids Under Construction. A Student Handbook is provided to each family at the start of the school year. Parents are requested to read through this handbook with their child(ren) and sign an agreement of support.

This year we also started a School, Family, and Community Partnership group that met once a month to discuss ways to encourage more parental and community involvement. This year, with the help of this group we were able to bring in a Karate Instructor from American Karate of Ellington to provide 5 weeks

of free lessons during students' recess. We also started an after-school basketball clinic, and were able to display student writing at various businesses around town.

Children in grades 3-5 are given student planners which travel back and forth to school with the students. This helps to foster organization. The planner contains the student's homework as well as serves as a means of communication between the teacher and the parent. Each student is given a "Thursday folder." This folder goes home every Thursday with important notices and papers. Parents are asked to sign the folder and return it to school on Fridays. This indicates that the parents have seen the papers. During the summer our Be Wise Be Organized handbook for parents is mailed to each parent. The handbook contains a list of supplies that students will need to begin the school year as well as suggestions for how parents can help students at home with organization, homework, and study skills.

Formal parent conferences are held at the end of the first and third quarter. However, parents are encouraged to contact the school or the teacher at any time.

A quarterly newsletter is published to keep parents apprised of events and activities.

Northeast school maintains a parent/guardian resource library. This library contains many books and videos on various subjects and is available for loan to parents.

We utilize community program of volunteers titled Vernon READS. These adult volunteers come to the school each week to read with students and support struggling readers.

Each year we work as a staff to design our School Improvement Plan to align with the District Improvement Plan. We continue to focus on and improve student achievement and allow our assessments to drive instruction. Through the data team process, universal screens, working collaboratively, grade levels use of pre and post assessments to focus on certain skills by setting goals and developing effective instructional strategies. The data teams focus primarily on math and reading goals. These goals may change year to year based upon students' needs. This year our focus was on student writing.

We are working hard to improve our reading instruction. Our school has been part of a district-wide effort to ensure that a comprehensive literacy model is present in all classrooms. In addition, our staff will continue to investigate how best to support struggling readers and enrich readers who are above grade level. Using modeling strategies as well as flexible small groups we are working towards meeting the individual needs of each student. Teachers continue to participate in professional development opportunities in and out of the district to further their own learning in the area of teaching reading. This past year each grade incorporated an intervention block with their students to help struggling readers. Progress monitoring was done weekly, and programs were shifted to meet the needs of the students.

Based on the most recent CMT results Northeast School will review individual student's needs and develop tiered interventions to support these students in the areas of language arts and math. Frequent progress monitoring will be used to assess growth and continue to plan for following instruction. The district implements a hands-on math program titled Every Day Math which gives students various ways to look at and solve math problems. In addition, to support growth in math, afternoon tutoring was provided by teachers to help struggling students in various areas of math.

Northeast School continued to implement PBIS with all of our students. This framework provided students with consistent behavior expectations across all grades. Students are recognized for outstanding behavior, and re-teaching of school expectations occur regularly for students who need it. It is hoped that with this program in place, teachers can spend more time with instruction, and not on discipline.

Northeast School embraces an inclusive environment for special education students. The staff continues to learn new ways to differentiate instruction as well as modify assignments so that every student can meet with success. We recognize that students need to be exposed to the grade level curriculum yet instructed at a meaningful level. Teachers continue to learn about the team teaching model which is used throughout the school in every grade.

The 2010-2011 school year was productive, successful and focused on student reading achievement. The school continued its traditions of student academic success, character development and a "family-friendly" environment. Our "Kids Under Construction" organizational structure continues to guide programs and policies. Its three major components SOAR (See Our Amazing Readers), Enrichment and Pride and Spirit were active throughout the year. Our motto was "Reading as a Journey" and students were able to track how many books they read using passports.

Emphasis on reading did not stop with the SOAR program. Northeast school had two successful family reading nights. Families enjoy the evening by reading, being read to, learning various reading strategies and having a pizza dinner. All families leave the night with books to add to their home libraries. Early reading success was emphasized through Early Intervention for problem readers, Reading Interventions blocks for all grades, a focus on matching reading ability to appropriate books, and involvement with Vernon Reads, a program in which Vernon seniors volunteered after school hours to assist struggling readers.

Our Pride and Spirit component was also active, supporting our "Always Building Character", anti-bullying initiative. Through our monthly Spirit Assemblies and classroom activities, students learned strategies to recognize and counteract bullying in their lives. Several enrichment opportunities were also made available for students: A Fine Arts Evening, Science Fair and several cultural programs sponsored by our PTO.

#### **SKINNER ROAD SCHOOL – Dr. Matthew Wlodarczyk, Principal**

Skinner Road School (SRS) values the home/school connection and finds creative ways to connect with parents in school and outside of school. Students are presented with a folder for all home-school and school-home communication. The folder proudly displays the unicorn, the mascot of Skinner Road School. The school takes advantage of using this folder to send notices home primarily on Wednesdays.

Parents have several opportunities to come to school to meet with parents including the First Day Celebration, Open House, two parent/teacher conferences and are encouraged to request a meeting anytime they would like to discuss any issues. As a Positive Behavioral Intervention Supports (PBIS) school, SRS families are provided with brochures and information to support their children at home, as Skinner Road School S.T.A.R.s. As a school that believes it takes us all to raise our children, parents are encouraged and welcome to participate in the numerous school activities during and after school hours. Parents are very active in the school and are welcome into school to monitor their child's progress in all academic and social areas. Parents have access to email addresses of teachers

(Firstname.Lastname@vernonct.org) and can call the office and contact teachers or the principal. The website has been updated and is accessed regularly by the community to keep in contact with the Skinner Road School community.

Several activities are taped and aired on the local access channel allowing parents who are unable to attend school functions to be informed. Parents can see winter and spring concerts, talent shows, physical fitness activities throughout the year by watching them on the television. In addition to parents visiting the school, meeting with teachers and viewing school functions parents have been offered mini in-service activities to learn about what academic expectations their children have in school. These informational meetings are also taped and aired so parents who are unable to attend have access to the same information.

Skinner Road School provides each child with a handbook and monthly newsletter. In each of these publications there are ideas for ways that parents can promote good study habits and encourages parents to contact the school if there are any questions. The Skinner Road School website is now updated and will be an additional source of information for parents. The Skinner Road School PTO meets monthly and encourages parents to become involved in school functions and seeks support to provide activities to students. The Skinner Road School PTO was successful in their efforts of making major improvements in the landscape around the school – installing over new gardens are removing old plantings. The community is filled with many very dedicated parents who support the academic success and social and emotional growth of the students!

The PTO, staff and Principal worked together over the past year to apply for a grant through the Safe Routes to School program of the CTDOT to improve the safety and walkability around the school. The grant application was successful in clearing the way for almost \$500,000 of improvements in the SRS community!

The School-Family Compact was revised through work with the PTO and staff, combining the efforts of the social-emotional and academic programs.

The Skinner Road School community keeps showing improvement in reading, writing and math in all grades assessed on the CMT. This has been accomplished through the hard work of the teachers and support staff members who have focused on the continuous improvement of instruction, as monitored through the SRBI process. During the 2011 administration of the CMTs, Skinner Road School is proud to have achieved Adequate Yearly Progress – by reaching the federal goal and through the safe harbor provision (reducing the number of children at or below basic by 10% and good progress at an additional indicator – writing).

The Vernon Public Schools has responded to the CT response to intervention mandate described as Scientifically Research Based Interventions. Universal screening of all students 3 times per year in reading and mathematics was implemented and the results were interpreted. Instruction is analyzed by all staff through common planning meetings to integrate instructional best practices, while working systemically and district-wide on providing quality instruction, assisted by the Vernon Public Schools Network (VPSN). Standards-based curricular units and common assessments in reading/language arts are being created, and a curriculum revision cycle has been established.

During the 2011-2012 school year, time was spent building strong team structures. A school-based leadership team was strengthened and empowered to create the SRS school improvement plan. The

leadership team helps to coordinate all curriculum efforts, developing a school-wide vision, and communicating at each grade level to implement the plan. Data is disaggregated and analyzed based on subgroups and instruction is adjusted accordingly, through the SRBI process. Encore serves as a 30-minute block of time for instruction to be delivered and differentiated at a tier II level to support all student needs. This time allows for both remediation and enrichment. Special education services are provided in the regular education classroom unless a specific need cannot be addressed there. Students are benefiting by the team teaching model and effective use of resources. Our School Instructional Plan continues to set high standards for all students with a targeted emphasis on reading and extra support for those students who receive support through the free and reduced lunch program.

During the 2011-2012 school year, the Vernon Public School Network process of “Instructional Rounds” continued to help focus our work, providing coherence and continuous improvement in instruction through ongoing analyses and learning. We continue working together to make instructional improvements and are ready to meet the challenges ahead of us.

The 2011-2012 school year brought implementation and refinements of Positive Behavioral Interventions and Supports (PBIS). Through this effort and support of all staff (including the school psychologist and social worker), SRS students work to reach for the S.T.A.R.s – truly being Safe, Truthful, Academic, and Respectful! Through focused, dedicated and hardworking staff and students, Skinner Road School continues to excel and soar as S.T.A.R.s!

**VERNON CENTER MIDDLE SCHOOL** – Mr. Michael Cain, Principal

Mr. James Harrison, Assistant Principal

Mr. Jason Magao, Assistant Principal

We welcomed six new staff members; Mrs. Converse (sixth grade language arts), Miss Grady (eighth grade language arts), Mr. Giard (Art), Mrs. Devin (reading and LA coach), and we also welcomed Mrs. Lee (gifted and talented) and Mrs. McDermott (library). Sadly, we said goodbye to Mr. Ashline and Mrs. LeSure after many years of service in Vernon. We wish them the best of luck in retirement.

### **Grades 6, 7, 8 Highlights**

Teams from all grade levels participated in a variety of activities throughout the year. Students were participants in the *National Geographic* Geography Bee, the Juvenile Diabetes Research Foundation walk-a-thon, baking desserts for the Cornerstone Soup Kitchen, and over one hundred students and staff took part in Relay for Life. Students also participated in a variety of writing contests. Students were given many more opportunities to use their own personal electronic devices to further support our district technology plan, as well as foster learning in ways students are accustomed to.

### **Math**

The MathCounts after-school program ran from mid-October, 2011 to mid-March, 2012. There were twenty students who participated in the program, seven eighth graders and nine seventh graders. They met once a week. The meetings included teaching mathematics above the eighth grade level, practicing math counts problems in both team and individual settings, practicing competition problems in timed sessions, and doing hands-on activities for fun.

The team sent thirteen students to the Hartford Chapter MathCounts Competition at the University of Hartford on Saturday, February 4, 2012. For the second year in a row, VCMS had two teams for the team rounds and all thirteen students competed in the individual rounds. The VCMS team came in

nineteenth out of twenty-eight teams. We had one student who placed in the top twenty-five percent of the 236 students in the Hartford competition. One student placed eighteenth, which placed him in the top eight percent of those competing at the regional level. He was invited to compete in the CT State MathCounts competition.

### **Science**

The science department continued to be involved in the CATALYST Aerospace program. Science club was created and gave students many opportunities after school to further their love for science.

### **Physical Education**

Team VCMS participated in the Relay for Life at South Windsor High School. Over 100 students and staff along with parents participated and raised over \$10,000.00 while honoring loved ones during the Ceremony of Hope. Activity nights were held to help raise funds as well as give our students a fun and safe place to go on Friday nights. The runner's and walker's clubs continued to encourage students to stay fit and active and many students participated in intramural activities after school.

### **Art**

The art department has had a very active school year. In September, Mrs. Nevins and Mr. Giard continued to participate in the art installation of Pinwheels for Peace. This is always a great way for us to kickoff our artistic year here at VCMS. Mrs. Nevins continued to have an Arts based homeroom this year. Students who have strong artistic talent but struggle in other academic or social areas are asked to join her in homeroom to use time in the morning on creating art. These selected students are offered a safe place for them to come in the morning and set their day off on a successful path.

The annual Vernon Public Schools art show, held in March at the Edith Peck Room of the Rockville Public Library was a great success this year. 2-D and 3-D work created by more than seventy-five students in the sixth, seventh, and eighth grades were represented in this annual event.

Congratulations to six of VCMS's student artists whose artwork was selected by Mrs. Nevins and Mr. Giard for jury in this year's Connecticut Scholastic Arts Awards competition. We are pleased to announce that two of the six were recognized for their creativity and artistic ability by the scholastic judges this year. A seventh grader took the Silver Medal in the sculpture category as well as a seventh grader earning an Honorable Mention in the collage/mixed-media category.

In May, ten students were selected to go on a field trip to the University of Hartford's "Arts in the Middle" arts conference. The students and teachers were able to attend two personally selected workshops, as well as enjoy lunch together. Students were exposed to college level art studios and instructors. The workshops included everything from figure drawing, watercolor painting, mixed media painting, printmaking, pen and ink drawing, duct tape art, as well as landscape painting, metal mask-making, and book making. The group thoroughly enjoyed this adventure. They were able to display the work they made when they returned to school in the showcase in front of the art room. We are looking forward to experiencing this event again next school year.

Also in May, and new this year, we can report that the SBM Charitable Foundation funded a program at the Hill-Stead Museum for a student visit to the museum free of admission fees and transportation expenses! We hope that we will be able to make this an annual trip.

This year, "The Art Extension" evolved into the class titled EPOCH Art. Similar to Art Extension, talented seventh and eighth grade art students were invited to participate in the development of community based art experiences for the group. During this time the group worked as fine artists on projects that increase visual arts awareness in our school community. This included a four foot by six foot mural in the main hallway, a wall mural near the front entrance, ceramic tile plaques that promote healthy eating habits for the cafeteria, and a number of fundraisers which included Dino's for Diabetes, Coffee Cups for Cancer, and T-shirts for the animal shelter. There were other smaller pieces created throughout the year in this group of thirty-five dedicated artists.

The art staff is looking forward to another year of creative art making and successful artistic achievements in 2012-2013.

### **Above and Beyond After School Program**

The Above and Beyond Program had another successful year providing an extended day program with both learning and enrichment opportunities for over fifty students in grades six through eight. The program is designed to support the students' academic and social needs, while also supporting the needs of working parents.

### **School to Career**

The School to Career activities in the class included lectures, small group discussions, games, videos, computer research, and volunteer guest speakers. A Career Day was held in June for the grade seven students. From a list of thirty-two careers, each student selected four presentations to attend. They learned about a "day in the life" of each career. The theme of this day was "Goal Setting for the Future".

### **Music**

Three instrumentalists auditioned and performed in the Eastern Region Middle School Music Festival in March at Timothy Edwards Middle School in South Windsor, CT. The Flute Choir, Clarinet Choir, Jazz Band, Select Chorus, and various vocal soloists performed at the March Ensembles Concert.

### **Library**

The library acquired over four hundred new books and twenty-one new videos. Over 5,600 books were circulated along with over 13,000 visitors throughout the school year.

Four hundred and eight non-reading classes and over 1,000 individual students utilized the library for academic and computer research keeping the library computer lab busy.

Seven hundred and eleven books were discarded completing a three year effort to make the collection more current and the shelves easier to browse.

The library houses the twenty-five computer mobile lab for easy access for all teachers.

The library was given many wonderful team projects to display.

### **World Language**

There were three students who participated in the COLT Poetry recitation Contest. They were recognized for their good work with a COLT diploma.

### **Student Council**

The VCMS student council is open to all six, seventh, and eighth grade students and meets monthly. The students are a service organization with ties to the community. Elections for officers took place in September and a yearly calendar was developed. Some of the activities that student council participates in include:

- Elections
- Sixth grade social – to welcome incoming sixth graders to VCMS
- Open House guides
- Spirit week to support fall sports
- Fundraiser
- Monthly food drives for HVCC
- Fall Advisor Workshop through CT Association of Student Councils
- Halloween dance
- Student council dinner
- Officer/members installation ceremony
- Coats for Kids Drive for “kids” of all ages
- Annual autumn food drive competition to benefit HVCC & Cornerstone Soup Kitchen
- Turkey baskets for less fortunate VCMS families
- Mitten tree
- Toys for Tikes
- Senior citizen dinner
- Officers Leadership Workshop at Wesleyan University
- Valentine’s Day celebration
- Spring fund raiser
- Staff Appreciation week- includes a breakfast
- Fifth Grade Open House guides
- Ninth grade class elections
- Grade Eight Dance
- Annual spring food drive competition to benefit Tri-Town Pantry

**ROCKVILLE HIGH SCHOOL** – Mr. Eric Baim, Principal  
Dr. Susan Andrews, Assistant Principal  
Mr. Justin Gusy, Assistant Principal

The following are highlights from the 2011-2012 school year at Rockville High School:

### **Agricultural Education**

- The Department met as a whole during two, half day sessions to continue their work on curriculum revision and alignment with State standards.
- The first year of implementation of ECE Floral Art was successful.
- Our Welcome Freshmen Picnic was enjoyed by over 200 participants; students, their families and alumni.
- Rockville hosted over 60 members of the C.A.A.E., (Connecticut Association of Agriculture Educators) during their October meeting.
- Ag Ed staff conducted numerous recruitment programs in the towns served including two high school options fairs, one in Manchester and one at Two Rivers Magnet school in East Hartford.
- The Ag Ed students and staff held an “8th Grade Open House” during the evening that was open to the public and attended by over 120 participants.
- Approximately 500 holiday wreaths were constructed and sold by the Ag Ed students and staff.
- The staff held three Regional Consulting Committee meetings and met with representatives from the ten towns served by the program.
- The Rockville FFA Alumni, originally chartered in 1973, was re-activated and has over 30 dues paying members.
- Several members of the FFA and staff attended the Tolland Farm Bureau Legislative Breakfast and a hearing at the State Capitol regarding increased funding for Agri-Science Programs.
- At the S.A.E.P., (Supervised Agricultural Experience Program) Fair, over 60 students constructed and presented display boards regarding their out of school project to the freshmen, their families and other community members.
- Over 25 Ag Ed students participated as presenters at the Belding Field Days for Vernon third graders.
- Over 45 Ag Ed students attended a fieldtrip to the Boston Museum of Science and New England Aquarium.
- Over 35 students and 4 staff members attended the State FFA Convention in Suffield. Eight students received their State FFA Degree, the Chapter received “Gold” for their Scrapbook and Jake Lipton from Somers earned 1st place in the Safe Tractor CDE.
- The annual FFA Awards Banquet was held at Maneely’s in South Windsor and attended by over 225 students, families, guests and alumni. The keynote speaker was Representative Bryan Hurlburt.
- Approximately 270 Vernon first graders attended the “1st Grade Open House” presented by the Ag Ed students and staff with assistance from the Alumni.
- All indications show that the 95% reimbursable State Ag Equipment grant, for which the department applied, \$154,095.00, will be approved by the State.

### **Athletics, Physical Education and Health**

#### **Accomplishments**

- The Health and Physical Education staff continues to support the data team process while developing opportunities for students to improve their health and personal fitness. The Connecticut Physical Fitness Test (Third Generation Test), showed results of 61.5%, increased

from results of 55.1% in 2010-2011.

- Staff development days were used to work on NEASC initiatives and collecting data on what the department currently has accomplished regarding curriculum and assessments.
- RHS Health teachers' quarterly assessments focused on writing in grade 9 and speaking in grade 10. Practice was given in summarizing, forming an opinion, identifying main ideas for open-ended responses from health articles. Along with a written summary, oral presentations to the class helped when speaking.

### **Curriculum Development Accomplishments**

- The K-12 Health and Physical Education staff plans to have work completed on revision during the summer of 2013.
- The RHS Athletic Department continues to follow up on the evaluation process. An active parents' group and athletic hall of fame committee have been implemented. The athletic mission statement and spectator sportsmanship rules have been posted in the gym.
- The School Wellness Council continues to meet on a monthly basis to explore how to initiate change among students and staff. Examples of progress are student activities at each school, supermarket tours given by Monica Pacheco, presenting at the CTAHPERD conference on school wellness in Vernon as well as running in the Vernon Schools Marathon promoting physical activity at the different schools.
- The RHS Physical Education program has implemented time for adaptive PE for our autistic students and encourages success for our ASEP students. TALC students continue to be scheduled for PE and instructed by our PE staff.

### **Athletics at Rockville High School**

- Getpsychedsports.org continues to help ensure that our students know the true value of sports, as Rockville High School has been recognized by the CCC for Sportsmanship this past fall and winter.
- The Athletic Council provided opportunities and a forum for student leaders to voice their sports team issues. They helped organize the Winter Sports Pep Rally.
- The Athletic Council collected money and canned food for the Hockanum Valley Community Food Pantry and the American Cancer Society.
- Parent/Coaches meetings for all the athletic seasons.
- We continue a successful cooperative hockey team with Manchester High School and Stafford High School. Starting the 2012-2013 season, it will now change to a cooperative agreement with Bolton High School and Coventry High School.
- IMPACT (Immediate Post Concussion Assessment and Cognitive Testing) has continued.
- The Unified Sports Program has expanded to include soccer and basketball.
- The Rockville High School Athletic Hall of Fame will introduce its first class in fall 2012.
- Members of the Athletic Council and RHS coaches' visit 8th grade student-athletes in June 2012.

### **Notables**

- Football- Rob Scholtz has been introduced as the new head coach for 2012.
- Baseball- Art Wheelock – recipient of the National Baseball Coach of the Year finished 8-13, and qualified for the Class L State Tournament.
- Girls' Soccer- Jen Brindisi coached the team to qualify for the state tournament with Jenny Mears, All-State goalkeeper.
- Softball- Frank Levick started his 3rd year, finished 22-2 on the season while Kaitlyn Lajoie received 1st Team All-State honors. The team won the CCC Division Conference title and was

the Class L State Champions, ranked second in the state.

- Hockey- Chris Stevenson coached the second year Rockville, Manchester, and Stafford co-op and led the team to the state tournament. Angus Deane and Ryan Hasselberger received All-State honors.
- Swimming- Jon Frank finished in 3rd place at the State Open in the 100 Breaststroke.
- Gymnastics- Danny DiBenedetto will be going to the University of Minnesota on a full athletic scholarship.

### **Athletic Award Recipients:**

- CAS/CIAC Scholar-Athlete: Jennifer Mears, Chris Watts
- U. S. Army Reserve National Scholar-Athlete Award: Kelly Walker, Neil Gentile
- Raymond E. Ramsdell Award: Kelly Walker, Angus Deane
- Allen L. Dresser Award: Jennifer Mears, Neil Gentile
- National Federation of State High School Associations' Award of Excellence: Megan Macdonald, Tyler Green
- 2012 CAAD/NIAAA Scholar Essay Award Winner: Plaque & \$500 Scholarship – Jennifer Mears
- Athletic Director's Honor Award - This award is given to those student-athletes in grade 9-12 who have participated in a sport for all three seasons and has maintained a cumulative GPA of 3.25 for the entire school year:

Tyler Beaulieu	Emily Burg
Katherine Cutting	Neil Gentile
Haley Hasty	Connor McCullough
Brett Montminy	Ashley Starrett
Chris Watts	

### **Business and Computer Science**

- The department completed curriculum for two new courses and an existing course. Office Applications I and II were re-written this past year along with curriculum for new courses in Entrepreneurship and Computer Programming.
- VCMS also completed new curriculum for the 6-8 grades over this past year. All of these were written using the new guidelines established by the district.
- The department continued its professional development attending classes on personal finance, topics in emerging technology, utilizing mobile devices in the classroom and programming.
- The department also facilitated numerous workshops in such topics as integrating Apple products in the classroom, utilizing Google applications and Cloud computing.
- The High school staff is well represented on NEASC with a co-chair and two steering members coming from this department.
- The department also actively participated in the TEAM/Mentoring program for new teachers.
- The business and computer science department (VCMS and RHS) also secured close to \$100,000 in grant money through Sykes and Perkins to create new state of the art business and computer science labs at both the high school and middle school. Work is expected to begin over the summer of 2012.
- Lastly, numerous awards and scholarships were handed out to students this year, as well as, a newly established scholarship. The Thomas F. Martucci memorial scholarship was brought to RHS by Department Head Charles Martucci in honor of his father.
- The staff once again opened up their classroom labs to other teachers and helped support their department initiatives. Labs were made available twice a week in the fall and the spring until 6:00 p.m. for student and faculty use.

## English

### Field Trips:

- Christina Black, Shaune Santos, and Katie Pitts' classes attended the 9th grade cultural enrichment field trips to The Hartford Stage performances of *The Crucible*, in November, and *The Tempest*, in June.
- Richard O'Brian and Erin Eilerman took block 7 (System 44®) students to Subway in Rockville in celebration of their hard work and to extend a lesson on functional literacy.
- Ricki Ginsberg and Katie Pitts brought their students to see *The Hunger Games* at the movie theater. The students viewed the movie and chose from a variety of research papers based on the movie.
- Vicky Nordlund and Shaune Santos chaperoned a cultural enrichment field trip to NYC to see a Broadway play.
- Bernice Freedman was one of the chaperones taking RHS's Gay Straight Alliance (GSA) to True Colors XIX at UConn. This is the largest Lesbian, Gay, Bisexual, Transgendered or Questioning (LGBTQ) conference in the nation. Among the speakers were Sen. Richard Blumenthal and motivational speaker John Boiano.
- In May, Vicky Nordlund and thirty creative writing students traveled to multiple elementary schools throughout the district to read original illustrated children's stories to second and third graders. Her classes also performed their original poetry to 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade classes at VCMS.
- Actor Jeremy Funke visited Vicky Nordlund's classes to work on the art of performance.
- Poets Geraldine Mills and Lisa Taylor visited Vicky Nordlund's classes.
- Author Janet Tashjian visited RHS and presented two workshops to juniors and creative writing students.
- Heather Styckiewicz arranged a tour of Manchester Community College for the seniors in Effective Communication.
- Heather Styckiewicz hosted a speaker, Robert Wargo, from Lincoln Technical Institute for her General English 10 classes and arranged a field trip to the facility on May 23, 2012.

### Awards:

- Vicky Nordlund received the Profiles and Professionalism award.
- Mikaela Adams was named 2nd runner up of Poetry Out Loud, a national recitation contest.
- Alexis McBride and Jon Pelletier were finalists of the 2012 CT Poetry Slam Team competition.
- The creative writing program had a state finalist in the CT Young Writers competition.
- Of 1000 entries, Connecticut Student Writer has selected seven of the creative writing program's poetry and prose pieces to grace its magazine. We also had eight honorable mentions in poetry and prose.
- Four RHS students were finalists in the national short story competition, "It's All Write." They were invited to Michigan, with their teacher Vicky Nordlund, to participate in a celebration that will honor their accomplishments.
- Creative Writing students earned 2 Gold Keys, 12 Silver Keys and 12 Honorable Mentions in the 2012 National Scholastic Arts and Writing Competition.
- Creative writing student Lisa Mueller won the 2012 Eugene O'Neill CT Young Playwriting Competition champion. Her play was produced and performed at the Eugene O'Neill Theater.
- Creative Writing student Lisa Mueller won the Edith Wharton Writing Competition and was honored at a ceremony with her teacher, Vicky Nordlund.
- A Creative writing student took 3rd place in the Lynn Decaro Poetry competition. She will be published in the Long River Review.

- An RHS student received an honorable mention in the Hollins Poetry Competition.
- Vicky Nordlund's Advanced Creative Writing class swept the 2012 Drexel National Playwriting competition with four of the five winners.
- Two of Vicky Nordlund's creative writing students attended the prestigious Breadloaf Conference this year.

### **Curriculum Development:**

- Christina has taken part in the CREC Common Assessment Consortium. The four meetings have taken place at CREC in Hartford in January, March, April, and May 2012. This group has met in order to discuss how school districts are working to implement assessments that meet the requirements of the Common Core State Standards for Language Arts.
- During this school year, Richard O'Brian has worked with a team of 9th and 10th-grade English teachers alongside Judy Latonie in the unwrapping of Common Core State Standards (CCSS) and the development of "units of study".
- In coordination with Shaune Santos and Katie Pitts, Richard O'Brian has helped to improve the quality and rigor of Scholastic's Read 180® computer-based program in order to meet the diverse needs of our students.
- Both Erin Eilerman and Richard O'Brian have worked to improve the quality and rigor of Scholastic's System 44® computer-based program.
- Richard O'Brian has developed a framework for a new course offering at Rockville High School called Reading Strategies. This course is offered to those students who require additional reading and study skills support in the content areas.
- Bill Balsewicz worked with other 11th and 12th grade teachers to unwrap the ELA curriculum standards.
- Ricki Ginsberg, Vicky Nordlund, Shaune Santos, Caitlin Hoffman, Richard O'Brian, and Katie Pitts attended English curriculum development sessions to integrate the RHS curricula with the CT Common Core.

### **Family and Consumer Sciences**

- The Early Childhood Career Cluster completed its 7th year as an offering to students at RHS. This unique program allows students to have a concentration in high school.
- The Baking I and Baking II courses were offered for the first time this school year with much success. The classes were full and it was an excellent complement to the newly renovated commercial kitchens.
- The students showcased their skills and knowledge in competitive environments such as, Cupcake Wars, Iron Chef, and the Chili Cook-off.
- They also were responsible for several catering events including providing the Senior Awards evening guests with 1,500 hors d'oeuvres to enjoy.
- Once again the FCS department operated two nursery schools to members of the community. This hands-on real-life experience working with young children complements both the Child Development and Childhood Education students learning.
- Two FCS staff members began to explore the possibility of offering a UConn ECE course in Human Development and Family Studies starting in the 2013/2014 school year.
- Ninety-two percent of the 25 students that took the CT State Department of Education NOCTI exam passed it. Students are eligible to sit for this exam after completing two full-year child development classes.
- Our FCS department, through our Data Teams and curriculum, supported the goals of the district, to improve skills assessed in standardized testing.

## **Mathematics**

- The Math department continued to focus on Algebra 1 and Geometry, two key strands on the CAPT, SAT and Accuplacer test.
- We also developed and piloted an SRBI class in conjunction with the Special Education department. The focus of this class was to provide Tier II interventions for 9th grade students who were recommended by their classroom teachers. A variety of individualized support strategies were used to help student's master basic skills and apply them in their classes.
- After school classes were offered by various members of the department in preparation for both the CAPT and SAT tests.
- In extracurricular activities, members of the department served as advisors to the Service Club, National Honor Society and the Math Team.
- The Math Team had a very successful year, finishing 3rd in their league and was invited to compete at the state level competition. One member of the team also qualified to compete on the regional team at a national competition held at Penn State.

## **NovaNET Program**

- Our NovaNET program is an online credit recovery program which ran every block of every school day. The program was monitored by a staff member who would assist students when needed. The program was also monitored after school and was paid for through grant funding.
- In the 2010-2011 school year a total of 36 students "recovered or were reinstated" 65 credits. This means that they had lost credit due to failing a class or lost the credit due to attendance.
- A total of 27 students were granted 74 credits for courses they took as an online option which counted towards their credits needed for graduation.
- This program has been a tremendous success in helping students to recover credits for graduation, seeking out alternatives to keep them in school, and keep them on track for their diplomas.

## **School Counseling**

- The School Counseling Department focused on new students and their transition to RHS. In our efforts we are hoping to begin a ROCK Ambassador initiative where students will be selected in each class to assist a new student in learning about RHS.

## **Student Awards, Programs and Projects**

- Successfully held an Open House, Financial Planning, College Planning, and 8th Grade Orientation Evening events, Top Ten Scholar Luncheon, Undergraduate Awards Evening, and Senior Scholarship and Awards Evening in which we were able to disseminate over \$349,945 to graduating seniors.
- Over 40 students went to UCONN to attend an information session and tour on first generation students potentially attending UCONN in the future.
- Through a grant we were able to hire Alysse Meotti for a one year position in which she concentrated on incoming ninth grade students that had issues with attendance, academics, and social adjustments. Her position allowed for more attention given to our ninth grade population and we wish the grant was able to be renewed, but it does not.

## **Curriculum Development**

- The department continued to work on its Developmental Guidance curriculum and its implementation of various lessons.
- Counselors attended various college information sessions in the area to stay abreast of new initiatives and programs available to our students.
- With the new Student Success Plan initiative, the school counseling department dedicated a large amount of time to learning the new guidelines and developing a plan. We attended state wide workshops as well as a webinar through our Naviance program.

### **Science**

- The Science Department data teams in Biology, Chemistry, Earth Science, and Physics continued to improve in implementing mini SMART goals focused on both essential learning skills and basic scientific concepts.
- Ted Brewer and Tracy Perun served on the Science Curriculum Leadership Committee and participated in a review of current science curriculum for grades K-12.
- Tracy Perun offered Science DPT sessions for students in the winter and spring to help them meet the RHS Graduation requirements for Science.
- The RHS Envirothon team showed tremendous growth in state competition this year and plans to have even more students participate in 2012-2013.
- The department offered two new electives in Astronomy and Meteorology to RHS students. These elective courses had strong enrollment numbers and generated positive responses from students that we hope to build and improve upon in 2012-2013.
- Marine Science students traveled to Mystic Aquarium to learn how marine science concepts can be used to help study and protect New England's aquatic ecosystems.
- Finally, Sue O'Brien taught her last course at RHS after 35 years of dedicated service to the Vernon Public Schools. We will miss her and wish her happiness and health in her retirement.

### **Social Studies**

- The Social Studies department played an active role in training, professional development, and participation.
- The department hosted 3 student teachers from UCONN (2), and CCSU (1). The student teachers had high praise for the quality of instruction they received from their mentors. Mr. Bubloski also mentored Sarah Dagon who completed her beginning mentor program modules (TEAM) and is now eligible for a provisional certificate.
- Every member of the Social Studies department participated in embedded professional development throughout the year in Differentiated Instruction. During her 8 meetings with the department Kelly Doubleday of EASTConn trained 3 groups of social studies teachers in how to integrate D.I. into their curriculum. Many teachers (Borofsky, Breen, Forte, McCann, Stachowiak) also participated once again in the CREC American History Grant (professional development) throughout the school year and summer. This year the theme was the evolution of civil liberties.
- The Social Studies and English departments have also revised the American Cultures course. This dual block period course will combine elements of the curricula of English 11 and US History and will emphasize connections with art, literature and music. Mr. Breen and Vicky Nordlund will be working on the curriculum over the summer.

### **Special Education**

- The special education department was actively involved in refocusing special education to

maximize educational benefit to students. Throughout the year special education teachers participated in training designed to assist in writing standards based IEPs with measurable goals and objectives that can be effectively monitored.

- Cindy Fagan attended CREC leadership sessions during the year and shared the information from these sessions with the Vernon Center Middle School and Rockville High School special education department members. The sessions focused on a smart SRBI framework, advanced co-teaching practices, and targeting literacy strategies for specially designed instruction.
- Providing quality transition services continued to be a priority for the department. Our focus was expanded to include more vocational assessments and transition interviews with underclassmen to determine interests and needs.
- Upperclassmen continued with job shadow experiences, work experiences, and college visits.
- Many special education students were involved in community based learning activities. Through the ABL program, Essential Skills, Work Experience, and Friends Club students have participated in swimming, horseback riding, shopping, miniature golf, and bowling. Students completed work experiences in the areas of mechanics, culinary, retail, and computer repair.
- The Unified Sports program was expanded to include soccer.
- The ASEP program continued to meet the curricular needs of students as well as their behavioral needs. Students were encouraged to support one another to establish a sense of community.
- During the 2011-2012 school year, TALC (Total Alternative Learning Center) educated 31 students from grades 6-12.
- TALC continues to provide academic and emotional support in a smaller learning environment that is behavioral based. Students who attend TALC need the intense supervision and behavioral supports to manage daily stresses and make academic progress.
- Over the three years, TALC has become a part of Rockville High School rather than a separate entity.
- This year, teachers and the social worker worked on developing writing skills across the curriculum. Students have demonstrated increased confidence and pride in their writing skills.
- Vocational Skills and Transition to the World of Work have been a focus this year. With the help of Joe Prignano, our students have been involved in various activities from filling out job applications, developing resumes, mock interviews and visiting job sites.
- Two students worked in the community. One student worked at Walgreens and the other for a computer programming company. Other students were involved with Jeff Hutton, a community resource, developing mural drawings for the hall. Another student audited a Child Development class. The team continues to discuss ways to expand learning opportunities into skills and trades for TALC students.

### **Technology Education**

- The pre-engineering students built their second annual hovercraft this year and entered skills competition with other schools. The sanctioned engineering event took place in June on the Connecticut River near Hartford. They earned second place in this year's competition.
- The RHS Green Team entered the Connecticut Light and Power (CL&P) "Live Green- Win Green" contest. Last year the team won \$5,000 as runners-up including "The Peoples' Choice Award" for most popular video. This year we won the \$20,000 Grand Prize!
- The RHS Green Team submitted two videos showcasing what we currently are doing at RHS to become environmentally friendly including what going "green" is all about. We also submitted a well-crafted essay about what we would do with the prize money if we won. This year's winning theme was based on developing the minds of today's students in solving tomorrow's problems with greener solutions using science technology, engineering and mathematics (STEM).
- Our two award winning videos and essay can be viewed on the CL&P's website at the following link: <http://www.clpenvironments.com/LiveGreenWinGreen.php>

### **World Languages**

- Teachers collaborated with their language/level colleagues to design and administer reading for information assessments and quarterly common formative assessments to students.

### **Student Awards, Programs and Projects**

- Eight students participated in the Alliance Française Essay Writing Contest. One student in French III won the grand prize for her category for the best essay in French.
- Two students of French received the Alliance Française Robert McFarland Book Award
- Thirty-five students received the COLT Excellence Awards
- Two students received the NECTFL award for excellence.
- Several students presented to the Board of Education on their experiences and impressions of their trips to France and Spain.
- Six students participated in the annual statewide COLT Poetry Recitation Contest. One student won the Gold Medal and another, the Silver Medal.
- Thirty-eight students took the National French Exam; two students placed 10th in Ct and 12th in the nation.
- Thirty-two students took the National Spanish Exam and one received the Silver Medal.
- The department held its annual honor society induction in May.
- Students created several multimedia projects in our lab.
- Twenty-four students participated in the CT COLT essay contest in English.
- We hosted the Chinese delegation to CT as they wanted to learn more about a comprehensive high school such as ours.

### **Curriculum Development**

- Teachers worked on curriculum throughout the year, as well as during 2 days in May.
- Teachers created and implemented the following interdisciplinary activities: Impressionists, the Mayan calendar, Math connections through currency exchange, culinary projects with the Family and Consumer Sciences Department, Spanish nutrition projects, creative writing in French and Spanish.

### **Faculty Members' Curricular & Co-curricular Activities**

- Teachers chaperoned field experiences to France and to Spain.
- French students visited the Hill-Stead Museum after studying a unit on the French Impressionists.
- Teachers chaperoned students to local Spanish, Mexican and German restaurants to try ethnic foods.
- Spanish students went to the Metropolitan Museum of Art in NY City.

### **Faculty Members' Professional Accomplishments / Awards**

- Teachers attended the CT COLT Conference and the NECTFL conference, Incorporating South America Into the Curriculum, the New England Conference on Multicultural Education, National Network of Early Language Learners Conference, Collaborative Environments that engage and empower our 21st century learners, World Language Technology Conference, Early College Experience workshops,

- Three teachers attended the Early College Experience (ECE) workshops at UCONN.

# HUMAN SERVICES



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# **VERNON HOUSING AUTHORITY**

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## **Board of Commissioners:**

Chairman - Mr. Peter Olson  
Vice Chairman - Mr. J. Michael O'Neil  
Commissioner - Mrs. Karen Roy-Guglielmi  
Commissioner - Ms. Nancy Osborn  
Commissioner - Mr. Raymond Powers

Executive Director: Jeffrey S. Arn, PHM  
Main Office Location: 21 Court Street  
Leasing & Housing Choice Voucher Offices: 114 Franklin Street

**Responsibilities and Duties:** The Housing Authority owns and operates 322 units of housing for seniors, frail elderly, disabled individuals and families in the Town of Vernon. The Housing Authority also administers 278 Housing Choice Vouchers within the Town. Additionally the agency administers 779 Federal Housing Choice Vouchers, State Rental Assistance Payments and Temporary Rental Assistance Payments through our State of Connecticut Department of Social Services Programs. Therefore, at year end the Vernon Housing Authority was providing rental assistance and housing to nearly 1,379 families in and around the Town of Vernon.

## **Town of Vernon Housing Authority Owned Rental Properties:**

### **Federally Funded & Subsidized Developments**

Franklin Park West, 114 Franklin Park West, Built 1964 - 64 Elderly Units  
Court Towers, 21 Court Street, Built 1970 - 72 Elderly Units  
Scattered Sites, Seven Properties - 9 Family Units  
Franklin Park East, Franklin Street, Built 1963 - 40 Elderly Units  
Windermere Court, 29 Windermere Avenue, Built 1970 - 20 Elderly Units

### **State Funded Developments**

Grove Court, 55 Grove Street, Built 1968 - 25 Elderly Units  
Grove Street Extension, 55 Grove Street, Built 1977 - 29 Elderly Units

### **State Funded Congregate Facility**

Francis J. Pitkat Congregate Center, 80 Franklin St. - 43 Frail Elderly Units

**Summary of Activities:** The Authority saw the retirement of our tenant commissioner Mr. Walter Edwards in August of 2011. Mr. Raymond Powers was appointed by the Town Council to serve as our new Tenant Commissioner on September 20, 2011.

An extensive exterior renovation to our Court Towers property was completed this year. The project included the installation of the new energy efficient windows, balcony doors and insulated air conditioner sleeves. These improvements have significantly improved the energy efficiency of the building and will help to keep future operating costs down. The front façade of the building was also renovated to change the overall appearance, marketability and status of the building. This has helped to improve the occupancy of the building by increasing the occupancy rate from 63% prior to the renovations to 93% at the end of 2011.

The record winter snow of 2011 hit the Authority rather hard at many of our developments. We had extensive ice damming and associated leaks at Franklin Park East and Franklin Park West. The leaks

caused damage in over 30 apartments at these sites. A portion of the expenses from the major January snowstorm were reimbursed by FEMA.

August of 2011 brought another natural disaster to the housing authority. Hurricane Irene caused a major power outage which affected all of our properties. The Executive Director worked with the Town Emergency Team and CL&P to get power restored to all properties was restored within 36 hours.

October of 2011 saw the final and most devastating weather related event of the year. The infamous October snow storm brought unprecedented power outages and tree damage to the housing authority. All of our properties lost power for extensive amounts of time ranging from four to eight days. This put a strain on our residents and staff but all responded admirably and came together as a community. The Town Emergency Team helped the authority to maintain pressure on CL&P to restore power and provided food and water for our residents. The tree and property damage from this storm was extensive and clean-up continued through year's end.

In addition to the aforementioned items the Housing Authority continued to place an emphasis on filling vacant units that have been vacant for extended periods of time. We continue to maintain our high occupancy rates at Franklin Park West, Franklin Park East, Francis Pitkat Congregate and Windermere Court all of which have all maintained nearly 100% occupancy. The occupancy rates at Grove Court reached 100% in 2011 and Court Towers also improved significantly. Our overall occupancy for the agency has improved to 97% from 92% last year.

The Authority's Board of Commissioners would like to thank Town Officials and Employees for their cooperation during the past year.

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## **NORTH CENTRAL DISTRICT HEALTH DEPARTMENT**

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### **District Staff:**

William H. Blitz M.P.H., M.U.P., R.S. Director of Health  
Michael Caronna, M.P.H., R.S. Dir. of Environmental Services  
Deborah Caronna, M.S., R.S. Dir. of Food Protection

### **Location of Department:**

375 Hartford Turnpike, Room 120

The North Central District Health Department provides Vernon with full-time health department services and is on call seven days a week, twenty-four hours a day for emergencies.

The Department is governed by a Board of Directors (Board of Health) in accordance with the General Statutes of Connecticut. Katherine Voss, Diane Wheelock and David Skoczulek, serve as representatives to the Board.

The Health Department is staffed by a Director of Public Health, a Chief of Environmental Services, and Director of Food & Institutional Services (all are Registered Sanitarians), a Health Educator, nine sanitarians and a support staff of 2.5 clerical workers and a part-time bookkeeper. The Department has a Medical Advisor and contracts for auditing and legal services.

### **THE PRIMARY MISSION**

The primary mission of the NCDHD is disease prevention, surveillance and health promotion in the district's population. The District is responsible for programs in a number of areas including:

§ Preventing epidemics and outbreaks of diseases; undertaking epidemiological investigations,

- follow-up and working to prevent the spread of communicable diseases such as tuberculosis, hepatitis, sexually transmitted diseases and the like.
- \$ Inspection of restaurants, other food service establishments and facilities and the epidemiological investigations follow-up and prevention of the spread of food borne diseases.
- \$ Safety inspections of schools, convalescent homes and other institutions.
- \$ Water quality testing of bathing areas.
- \$ Review, testing and approval of new septic systems, as well as the review and approval of plans for system repairs and/or expansion.
- \$ Review of laboratory testing of well water for approval of new wells for homes.
- \$ Provision of laboratory testing of drinking water, paint samples for lead, blood, stool and other samples such as insects and birds as may be necessary in the investigation of outbreaks and illnesses.
- \$ Investigation of complaints in regard to public health hazards, nuisances, rodent or insect control.
- \$ Inspection of housing units in response to physician=s positive lead blood tests in children.
- \$ The provision and support of health education and prevention programs.
- \$ Monitoring the health status of the population.
- \$ Assistance to the Department of Environmental Protection upon request for help in collection of samples or for follow-up or investigation of specific problems.
- \$ Development and implementation of Regional Points of Dispensing (POD) clinics to dispense medications or vaccinate for post exposure to biological agents, pandemic influenza or other natural outbreaks; all hazard emergency response plan to respond to, mitigate and recover from, natural and manmade disasters to protect the populations of the District.

## HIGHLIGHTS

The director continues to review all communicable disease reports from labs, physicians and hospitals pertaining to residents of Vernon and follows up on any cases that need to be followed to stop any potential transmission. Vernon is served out of the Vernon office at 375 Hartford Turnpike, Room 120. Our main headquarters are in Enfield at 31 North Main Street.

In general, building activity is down throughout the District. In Vernon, while new construction activity of buildings on septic systems or wells has slowed, the number of building additions submitted for review has increased. No new subdivision soil test applications were received.

- 10 - Permits to Discharge were issued to date
- 4 - Well Permits were issued
- 5 - New septic system permits with corresponding soil test and plan review
- 5 - Repair septic system permits with corresponding soil test and plan review
- 36 - Building additions (decks, pools, sheds, garages, etc.) were reviewed

The Health District enacted Barber Shop, Beauty Salon and Nail Salon Regulations pursuant to state statutes to license and inspect these salon facilities. In Vernon, 40 salons were inspected and licensed this past year with reinspections conducted as necessary.

The District inspects complaints related to housing, trash, rodents and insects, sewage and water quality, and the food service industry (restaurants, etc.).

One of the district's main functions in Vernon is the licensing and inspection of food service facilities providing protection against food borne illness to the public. 122 facilities plus eight public and parochial schools were licensed during this period with 265 inspections conducted. Eleven plans and their related inspections were submitted for review for new or renovations to existing food service facilities.

During the past year, we received 46 temporary event permit applications. Each temporary event application received by our office is evaluated by a staff inspector. Depending on the complexity of the proposed food service, our department will inspect evening and weekend events as needed.

The Health District is responsible for conducting follow-up interviews and on some occasions, follow-up inspections related to possible food borne illness. The food borne alerts form (single cases) and the enteric disease interview forms (confirmed cases) are both confidential and are submitted to the State Health Department for review.

During the aftermath of Storm Alfred in October 2011, the NCDHD staff was very involved in monitoring food service operations in the Town of Vernon. Staff/food inspectors physically checked locations to verify if operations were closed or open. If open, staff checked for compliance with the Connecticut Public Health Code for temperature requirements for perishable foods, hot and cold running water, and similar items necessary for such operations. If closed, the business was posted to contact NCDHD prior to re-opening.

Staff/food inspectors were available in person, by phone and by e-mail during the evening hours and over the weekend to answer calls and assist food service owners/operators, as well as shelter operations.

NCDHD extended the due date for food service re-licensure to provide owners extra time due to the extreme conditions caused by Storm Alfred.

In addition to routine food service inspections, well water supply reviews for food service and other related food service inspections, we respond to and investigate food related complaints and possible food borne illness reports received by the department. The department also responds to and provides follow-up to, certain food recalls.

Each year, 19 public swimming pools are inspected and the pools are licensed.

Each year, our department inspects and licenses four Hotel/Motels.

NCDHD inspects 16 day care facilities for annual safety and environmental health issues.

The water quality (bacteria levels) at Valley Falls Park, Camp New Hoca and New Hoca Park (Bolton Lake) are monitored by our Department. Water samples taken at the beach are sent to the State Health Department Laboratory for testing. Water quality was generally satisfactory this past year.

The problem with the blue green algae found later in the summer in Lower Bolton Lake was not seen in the Middle Lake which is exclusively in Vernon.

### **Health Education Annual Report**

In 2011-2012, North Central District Health Department offered health education programs to all residents throughout the Health District. The goal of NCDHD's health education efforts is to improve the health conditions and behaviors of each community member through the promotion of healthier lifestyles, education on chronic disease prevention, and support of strong health policies and environmental changes. Our health education programs seek to reduce the incidence of preventable diseases and increase the well-being of the community.

#### **A.C.T.I.V.E. (Activity Class To Improve Vitality in Everyone)**

- § Nine fitness classes held throughout the District and offered to all residents.
- § Classes offered throughout the District included an Intermediate Tai Chi Class, Yoga/Pilates Class, Splashin= Action Class (water fitness), and an A.C.T.I.V.E. aerobics class.
- § Classes successfully engaged older participants who probably would not consider joining a gym.

#### **Nutrition and Weight Management**

- § Three nutrition classes were offered in the 2011-2012 year for residents 18 years and older residing in our member towns.

### **PUTTING ON AIRS Asthma Program**

- \$ In 2011-2012 year, NCDHD conducted 24 in-home visits.
- \$ NCDHD serves **Vernon**, Stafford, Ellington and Windham through the State=s Region 3.
- \$ The health educator and one of our sanitarians are trained to provide in-home assessments for the Putting on AIRS program.
- \$ The Putting on Airs Program was promoted at the World Asthma Day, May 2012, held at the State Capitol.

### **COMMUNITY TRANSFORMATION GRANT (CTG)**

- \$ Supported town representation on a county-wide coalition to support capacity building and strategic planning of CTG Initiative.
- \$ Initiated community needs assessment of policies and environmental assets in the community supporting Healthy Eating & Active Living, Tobacco-Free Living, and Quality Preventive Services.

All Health Education programs are open to residents in our member towns.

### **EMERGENCY RESPONSE/BIO-TERRORISM SECTION**

During the period July 1, 2011 to June 30, 2012, the Emergency Response/Bio-Terrorism section of the North Central District Health Department worked very closely with the Vernon Department of Emergency Management. In October 2011, the NCDHD participated in the Vernon Public Safety Fair. Emergency preparedness and food safety information were distributed along with invitations to become a volunteer and help the community during disasters.

During Storm Alfred, October 2011, the NCDHD worked closely with Vernon=s Office of Emergency Management and other town agencies to ensure the public=s health and safety. The Health Department was present in the Emergency Operations Center, at the shelter and at daily briefings. This section also participated in DEMHS (Department of Emergency Management and Homeland Security) Region 3 emergency planning meetings, work groups, Public Health Emergency Preparedness Plans and the Mass Dispensing Area Plan, to ensure Vernon=s public health, safety and the proper response to a disaster.

During the July 2012 Statewide Hurricane Drill, the North Central District Health Department assigned a Registered Sanitarian to the Vernon Emergency Operations Center throughout the exercise. The Health District=s Headquarters in Enfield was also activated throughout the course of the four day exercise in the event the Health Director=s input was required.

The State Department of Public Health conducted its annual review of the Department=s Mass Dispensing Plan and we received a passing grade. The District is responsible for the safe and effective delivery of counter-medication to approximately 170,000 people in the case of bio-terrorism attack or pandemic outbreak.

Within the past six months, the North Central District Health Department has partnered with the Capital Region Medical Reserve Corp as well as the Connecticut Region 4 Medical Reserve Corp. These partnerships offer the citizens of Vernon another avenue to volunteer to assist their community or another when there is a need. The Medical Reserve Corp is open to both medical and non-medically trained individuals and additional training is free.

The inspections and investigations are listed on the following pages. It should be noted that raw numbers are no indication of time spent or the relative complexity of inspections; therefore a comparison is only possible in the most general sense.

**North Central District Health Department**  
 Vernon Year End Report  
 2011-2012

	2009-2010	2010-2011	2011-2012
Soil Tests (Total)	4	7	2
New	3	3	-
Repair	1	4	2
Septic Permits			
New	4	2	1
Repair	6	3	5
Septic Inspections	36	17	19
Well Permits	10	8	15
Additions Reviews (on well/septic)	67	41	50
Plans Reviewed			
Subdivisions (Total Lots)	0	16*	0
New Plot Plans	7	5	1
Repairs	6	4	5
Wells Only	4	4	2
Well Water Test Reviews	10	9	8
Permits to Discharge	8	4	6
Food Licenses Issued	115	127	122
Temporary Food Permits	64	70	46
Food Service Inspections	221	254	265
Plans Reviewed for Food	13	11	12
Food Orders Issued	32	15	13
Complaints (Total)	169	168	149
Garbage & Refuse	21	26	21
Housing	79	64	69
Rodents & Insects	28	17	24
Sewage Overflow	12	9	10
Water Quality	0	1	2
Food Complaints	15	15	12
Salon Complaints	2	2	1
Food Related Illness Complaints	5	5	4
Miscellaneous	7	12	6
Complaint Orders Sent	13	25	39

**Vernon Inspections**  
**July 1, 2011 - June 30, 2012**

Type of Inspection	Numbers
Swimming Pools	19
Hotel/Motel	4
Day Cares	16
Schools	8 schools (public & parochial)
Salons	40
Bathing Beach Sampling Valley Falls Park Camp New Hoca & New Hoca Park	approximately 70 samples per season
Lead:  <10ug/dL = 622  10-14 ug/dL = 9  15-19 ug/dL = 3 (required housing inspection)  20+ ug/dL = 3 (one housing inspection required; one moved into town recently; one not related to housing based on investigation)	

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## **SENIOR CITIZEN CENTER**

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**Department Head:**

Paula Claydon

**Location of Department:**

26 Park Place

The Senior Center is committed to assisting Vernon seniors by providing programs and activities that meet their needs and address their concerns. The Center offers opportunities for socialization, recreation, and learning, health and fitness programs, transportation, entertainment and trips, volunteer opportunities, and information and referral.

**PRESENTATIONS**

The Center has provided monthly presentations throughout the year. These programs address a variety of senior issues with the goal of providing information and education.

### **LEISURE ACTIVITIES**

The following are some leisure activities provided at the Center:

- Bingo
- Book Club
- Birthday Celebrations
- Card Games – pinochle, set back, bridge and cribbage
- Computer Lab
- Entertainment & Luncheons
- Games – chess, dominos, mah jongg, and scrabble
- Golf league
- Knitting
- Movies
- Newcomer’s Club
- Pool
- Shuffleboard
- Trips – One day and Multi-Day
- Wii Bowling

### **INSTRUCTIONAL CLASSES**

The following are some physical/mental activity programs offered at the Center:

- Computer Classes
- Drawing & Painting Class
- Exercise
- Line Dancing
- Tai Chi
- Wii Bowling
- Yoga
- Zumba

### **HEALTH & WELLNESS PROGRAMS**

The following programs are offered:

- Blood pressure, blood sugar & cholesterol screening.
- Flu Clinics
- Foot Care
- Hearing screening
- Health Fair

### **TRANSPORTATION**

Senior bus provides weekly shopping trips, bi-monthly mall shopping, and special events. Senior car provides seniors transportation for out of town medical appointments.

### **OTHER SERVICES**

- AARP Income tax preparation
- CHOICES
- Driver safety course
- Library
- Medical equipment on loan

### **REFERRALS TO OTHER AGENCIES**

The Center has been designated by the North Central Area Agency on Aging as a “Community Focal Point” for seniors. If the Center does not provide a particular service that a senior needs, a referral is made to another agency for assistance.

### **VOLUNTEER OPPORTUNITIES**

Volunteers are important to the Center, providing support to assist with the daily functioning and special events. A Volunteer Appreciation Luncheon is held each year in recognition of their service.

### **ADVISORY BOARD**

The members of the Senior Center are appointed by the Mayor and approved by the Council. The Board meets once a month to discuss concerns or items of interest to the seniors. They act in an advisory role for the Center and provide the Director with information and suggestions on various senior issues, activities and programs.

This past year, a total of 1006 unduplicated number of seniors participated in programs and activities offered by the Senior Center.

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## **SOCIAL SERVICES DEPARTMENT**

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### **Department Head:**

Marina C. Rodriguez, AICP

### **Location of Department:**

14 Park Place - 1<sup>st</sup> Floor

### **Mission Statement:**

The Social Services Department's mission is to promote the social well being of the community, self-sufficiency and improve the quality of life for Vernon residents. The Department provides a variety of social service programs such as crisis intervention and case management, benefits counseling and advocacy, intake site for energy assistance applications, emergency fuel and utility assistance, limited emergency assistance, fee waiver for summer camp programs, and information and referral. The Department provides staffing for the Human Services Advisory Commission to assist the Commission with its initiatives and manages the grants allocated to private, non-profit human services agencies serving Vernon residents. The Department administers the Housing Rehabilitation Loan Program for urgent home repairs to qualifying Vernon homeowners, and manages State grants for social services.

### **Summary of Department Services:**

- The Department provided case management and crisis intervention for over 200 cases.
- Emergency assistance was given to 48 cases toward rent, medicine and other needs.
- The Department processed 787 applications for energy assistance, Tri-Town Fuel Bank/Operation Fuel.
- The Department processed 642 applications for Renter's Rebate for low income persons 65 years & older and those with social security disability; and benefit and health insurance counseling for 291 seniors.
- The Department received 17 requests for housing rehabilitation loans.
- The Department addressed over 1,300 contacts for information & referral service.

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# YOUTH SERVICES DEPARTMENT

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**Department Head:**

Alan M. Slobodien

**Location of Department:**

9 Elm Street

**MISSION STATEMENT:**

The Vernon Youth Services Bureau (YSB) is a community based agency dedicated to providing education, information and referral, prevention, intervention, and crisis services which promote the health and well being of youth and families in Vernon.

**GUIDING PRINCIPLES:**

- All children have potential to be successful
- The community needs to be successful
- *We can make a difference*

The YSB has the charge of coordinating the continuum of youth services within Vernon per section §10-19m of the Connecticut General Statutes, *“Youth Service Bureau means an agency operated directly by one or more municipalities or a private agency designated to act as an agent of one or more municipalities for the purpose of evaluation, planning, coordination and implementation of prevention, intervention and treatment services for delinquent, pre-delinquent, pregnant, parenting and troubled youth, and for the provision of opportunities for youth to develop positively and to function as responsible members of their communities.”* These functions include: Management and Administration, Needs Assessment, Community Resource Development, and Community Involvement and Advocacy. In addition, the YSB provides direct service programs such as the Truancy Intervention Program, After School and Summer Programs, Youth Employment, Summer Nutrition and Peer Advocate Programs. The YSB is an integral partner of the Vernon School Readiness Council that focuses on students in pre-school–third grade. Through developing a network of strong cooperative working relationships, the YSB takes the lead in positive youth development initiatives and works closely with other service providers that include non-profit agencies, town departments, and the Vernon Public Schools. The YSB was also a lead agency in the development of the Vernon Community Plan for Youth, Birth to Eighteen. This plan that provides a blueprint to the goal of *“All Vernon Children Birth to Eighteen are safe, healthy and productive”* was introduced to the community at its unveiling ceremony in June 2011 and significant work regarding early reading readiness, school attendance and parent engagement has continued during FY 11-12.

The YSB provided individual services through its Truancy Intervention, after school, Summer Fun and Peer Advocate Programs to 210 youths. 154 of these students attended RHS and the remaining 56 students attended the five elementary schools and VCMS.

**The Youth Services Bureau provides the following core program components:**

- |                                      |                                   |
|--------------------------------------|-----------------------------------|
| ▪ Youth and Family Advocacy Services | ▪ Information & Referral Services |
| ▪ Peer Advocate Program              | ▪ Community Planning Projects     |
| ▪ Crisis Intervention Services       | ▪ Summer Nutrition Program        |
| ▪ Truancy Intervention Program       | ▪ Youth Employment Programs       |
| ▪ After-School & Summer Programs     |                                   |

**Key partners include:**

Vernon Public Schools  
Indian Valley YMCA  
Hockanum Valley Community Council  
Union Congregational Church  
Vernon Police  
Vernon Social Services  
KIDSAFE CT  
PTOs  
Superior Court, Juvenile Matters  
Parks and Recreation Department  
ECHN Family Resource Center

Vernon School Readiness Collaborative  
Vernon Drug and Alcohol Prevention Council  
Rockville Hospital  
State Department of Education  
ERASE  
Local Service Organizations  
Capital Region Workforce Development Board  
CT Youth Services Association  
Vernon Community Network  
Vernon Citizens  
Rockville Community Alliance

**Funding Secured via YSB Grant Writing**

1. State Department of Education – YSB Grant	\$ 23,085
2. State Department of Education – Enhancement Grant	\$ 6,250
3. Local Prevention Council Grant	\$ 4,245
4. School Readiness Grant	\$107,000
5. Hartford Foundation Grant – Community Planning	\$ 25,000
6. Summer Youth Employment	<u>\$ 24,000</u>
Total	<b>\$189,580</b>

# MAINTENANCE AND DEVELOPMENT



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## **BUILDING DEPARTMENT**

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**Department Head:**

Harry Dan Boyko, Building Official

**Location of Department:**

55 West Main Street

**Mission Statement:**

Provide solution oriented services to the community thorough the application of professional skills, adopted plans, and standards which facilitate the growth of the local economy and enhance the quality of life and preserve the natural environment for current and future generations.

**Responsibilities and Duties:**

Enforcement of the State Building Code, Town Zoning Regulations and other Town Ordinances.

**Summary of Activities:**

A total of 2017 permits were issued between July 1, 2011 and June 30, 2012 with an estimated construction cost of \$28,163,805.36. Of this, 13 were issued for single family dwellings with an estimated construction cost of \$1,954,000.00. **Total building permit fees collected: \$463,213.84**

Of the total permit fees collected, any co fees or zoning review fees (for permit approval purposes) are included and obtained with the payment of the initial building permit application.

The Zoning Enforcement Officer has indicated that for the period July 1, 2011 – June 30, 2012, a total of 22 Zoning Board of Appeals Applications were received and a total of \$5,060.00 was collected; 7 zoning compliance letters have been prepared and a total of \$175.00 was collected; 7 citations were issued and a total of \$1,050.00 was collected. **Total zoning fees collected: \$6,285.00**

**Inspections:**

An average of 639 inspections are performed each month, and an estimated 7,669 inspections were performed for the fiscal year (July 1, 2011 through June 30, 2012).

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## **CEMETERY DEPARTMENT**

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**Department Head:**

Alan B. West, Superintendent

**Location of Department:**

22 Cemetery Avenue

**Commission Members:**

Jean Luddy, Chairperson  
Norine Edwards  
Scott Brown

Bradford Keune  
Vacancy

**Active Cemeteries:**

Grove Hill Cemetery - 22 Cemetery Avenue

Valley Falls Cemetery - Valley Falls Road

Elmwood Cemetery - Bolton Road

**Inactive Cemeteries:**

Bamforth Road Cemetery, Bamforth Road  
Old Dobsonville Cemetery, Dobson Road

**Responsibilities and Duties:**

The Cemetery Department is responsible for overseeing all services performed within the boundaries of the cemeteries. Services include funerals, selling of lots, and placement of monuments, keeping of records, and reporting all burials to the Town Clerk office on a monthly basis. The department also maintains the grounds and burial sites in the five cemeteries.

**Burials July 1, 2011 through June 30, 2012:** 31 Full Burials – 31 Cremation Burials – 1 Disinterment  
**Lot Sales July 1, 2011 through June 30, 2012:** 65 Lot Sales

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## **ECONOMIC DEVELOPMENT**

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**Department Head:**

Shaun Gately, Coordinator

**Location of Department:**

55 West Main St.

**Responsibilities and Duties:** Plans, organizes, and administers economic development efforts to strengthen the tax base, improve employment, and stimulate business activity; Provides continuing technical assistance to boards, commissions, developers and businesses; Provides consultation to assist in the retention and expansion of existing businesses; Administers commercial or industrial development projects; and Seeks out new community-compatible businesses.

**Summary of Activities:** During the past year the Economic Development department has worked towards continuing to make Vernon a more competitive place to conduct business. Ongoing efforts to reach out to the business community, and collaborate with other Government agencies are essential and will continue. The redevelopment of our older Mill buildings remains a high priority, and progress appears to be within reach. The addition of Tractor Supply Co. on Rte 83 further strengthens our retail sector. Efforts to rebrand our municipality are under way and we are closing the competitive advantage gap that neighboring towns have had over us.

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## **ENGINEERING DEPARTMENT**

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**Department Head:**

Terry D. McCarthy, P.E. Town Engineer

**Location of Department:**

55 West Main Street

The **mission** of the Engineering Department is to provide accessible, dependable and timely professional and technical services to all municipal departments, agencies, commissions, businesses and residents. To operate a professional office with well trained staff and modern equipment capable of being self sufficient, flexible and adjustable to meet the challenge of the ever changing needs of the municipality in a cost effective manner.

## **RESPONSIBILITIES AND DUTIES:**

- Issuing Road excavation and driveway permits
- Providing field inspections of sanitary sewer installations
- Providing review of ongoing erosion and sedimentation control installations
- Providing staff support to the Inland Wetlands Commission and the Planning and Zoning Commission
- Providing detailed technical reviews of site plan and subdivision plan submissions to the Inland Wetlands Commission and the Planning and Zoning Commission
- Providing final site inspections on site development and subdivision construction
- Providing review, oversight and coordination with ongoing infrastructure improvements within the Town
- Provide timely assistance as necessary to Town Residents and Businesses.

From July 1, 2011 to June 30<sup>th</sup>, 2012 the engineering department issued a total of 88 driveway and roadway cut permits resulting in \$6,050 of revenue to the Town. In addition the engineering department performed inspections on 133 sanitary sewer installations.

## **Significant infrastructure improvements on going within the Town include:**

- **Design of the Replacement of the West Main Street Bridge over the Hockanum River** is ongoing. As of July 1, 2011 the final design was approximately 70 % complete. The overall scope of the project however has been evaluated for the need for a total bridge replacement based on determinations of the existing bridge condition. Both the Town and the State have agreed to a revised fee after negotiations with the Town's design consultant. The Town is currently awaiting an executed supplemental agreement from the State DOT.
- **Construction of the Phoenix Street Bridge over the Tankerhoosen River:**  
The original anticipated construction completion date of May 18<sup>th</sup>, 2012 was extended into June of 2012 as a result of delays during construction from both Hurricane Irene and Storm Alfred in the fall of 2011. The construction was however successfully completed with Phoenix Street reopened to traffic. A formal ribbon cutting ceremony has been scheduled for Wednesday September 12<sup>th</sup>, 2012.
- **Main Street Bridge over the Tankerhoosen River:**  
The Town has received Qualification Statements from eleven (11) consulting engineering firms on May 3<sup>rd</sup>, 2011 to provide design services for the replacement of the Main Street Bridge. The Qualification Statements are under review. Five (5) firms will be shortlisted for formal interviews. The project is funded by the State/Federal Funds (80%) and Town Funds (20%).
- **Historic Talcottville Improvements:**  
This project is substantially complete. The Town and the State have been working together to prepare the necessary paperwork to close out the project. This project was funded 100% by State and Federal funds.
- **Roadway Bond Projects:**  
Projects funded by the Roadway bond project continue to be worked on however are nearing completion. A substantial portion of the reconstruction of Hatch Hill Road was completed in the fall of 2011. The remainder of the roadway from Brandy Hill Road to Bolton Road was initiated in the spring of 2012 with an anticipated completion date in the late summer/early fall of 2012. Punch List Items for Phase 3 of the Prospect Street Reconstruction were completed in the spring of 2012 and accepted by the Town.

- **Reconstruction of South Street:**

The Town received a grant from the State of Connecticut through the STP Urban Funding Program to reconstruct a section of South Street from Vernon Avenue westerly to West Street. A public Informational Hearing was held on May 2<sup>nd</sup>, 2012. The project was subsequently endorsed by a Town Council Resolution. The Town is awaiting direction from the State DOT for soliciting for a consulting engineering firm to be selected to prepare the survey and design.

- **Skinner Road School Grant (Safe Routes to School Program):**

The Town of Vernon through their Board of Education received a grant from the Connecticut DOT to implement various improvements at the Skinner Road School to increase the safety of students attending the school. The project was turned over to the Town's Engineering Department for implementation.

- **Relocation of the Engineering Department:**

The Town's Engineering Department was moved from the first floor at the Town Hall (14 Park Place) to the newly renovated second floor at 55 West Main Street. The move started on October 31, 2011 and was substantially completed within a week.

- **On-Going Site Plan Reviews:**

The Engineering Department continued throughout the year to provide detailed technical reviews of site development projects in Town. Major projects included among others the Tractor Supply Development, the Key Hyundai expansion, the Santini condominium/apartment expansion at Route 30 and the Suburban Subaru expansion, and the Cumberland Farms Development at the corner of Route 83 and Hockanum Boulevard.

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## **PARKS AND RECREATION DEPARTMENT**

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**Department Head:**

Bruce W. Dinnie, Director

**Location of Department:**

Lottie Fisk Building at Henry Park, 120 South Street  
Teen Center at Center 375 Hartford Turnpike

The Parks and Recreation Department has taken great strides to make your experience a positive one. One of those strides is to give you the option to register on-line.

The Vernon Parks and Recreation continues its efforts to make your online experience easier. We have revamped our website to be more user- friendly. Visit the website at [www.vernon-ct.gov/parks](http://www.vernon-ct.gov/parks) and explore the Parks and Recreation Department's page to view the many new and exciting programs.

Our Flickr account that was created and implanted a year ago now contains over 17,000 pictures and has been viewed over 135,000 times.

We have added the Town's Parks information to a new app that is available for smart phones. The app is called Find a Park and uses the phones current location from GPS to locate parks in your current location. You can search by amenities or location areas.



The Save A Life program was created to provide those in the community that cannot afford to take swim lessons the opportunity to do so for free. We currently have collected over \$1,000 towards this great cause.

A new National Trails Day event was created. Orienteering took place at Valley Falls Park. Eastern Connecticut State University was kind enough to let us borrow 25 compasses for the event. The course was mapped out by the Vernon Parks and Recreation Department.

Summer Camp participation increased 15% overall. Not only did we see an increase from our residents, but non-residents from Ellington, Tolland and Manchester as well.

Teen Center numbers stayed about the same from last year at 450. Special events were added to the REK programs to increase the participants' enjoyment. Programs such as Yoga were added to increase the recreational experience of each child.

Youth basketball girl's league was formed with surrounding towns so these participants had a league to play in. Lack of participation in girl's recreational basketball is a problem being faced by a large number of surrounding towns. This league was formed with Vernon, Ellington, Windsor Locks, Hartland and Granby



This Department has expanded programs for children and adults, offered new and exciting trips and has improved the traditional programs such as Summer Camps, Swim Lessons and Summer Highlights. New Preschool, Youth, and Adult classes were added.

Our Department is very proud of the Special Events that are offered throughout the year for all ages. These events draw thousands of people each and every year.

The first Winterfest was held in December and was very successful. Tree lighting, singing, a parade of the fire engines all decorated with lights.

The traditional Memorial Day Parade was fun for all involved.

Over 70 garden plots taken in the Community Gardens program.

As for our Maintenance crew, they continue to excel in making our Parks and Facilities the pride of Vernon. Besides all the baseball, softball, soccer, lacrosse, and football fields that are maintained, they are responsible for all the Parks in Vernon such as Valley Falls, Henry Park, Community Field, Newhoca Park, Camp Newhoca and all of the school grounds.



Our Park Maintenance crew also played a vital role in clearing and cutting and trimming the many trees that fell during Hurricane Irene in August and Storm Alfred in October. The Park Maintainers worked numerous hours and went above and beyond the call of duty clearing roads, parks and the miles of the Rails to Trails. Maintenance highlights also include:

- Additional picnic areas throughout the park with grills.
- Built a new youth softball field at Vernon Center Middle School.
- Renovated and repaired Valley Falls barn.
- Maple Street playscape was renovated with supporting walls and playground mulch.
- McCoy Field was renovated with improvements to home plate and pitcher's mound.
- Renovated and repaired Horowitz Pool house.
- Help set up for the Festival of the Bands at Rockville High School.

The Parks and Recreation Department extend a sincere thank you to all volunteers and instructors of our many programs. Remember, Parks and Recreation, where the benefits are endless.....

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## **PLANNING DEPARTMENT**

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### **Department Head:**

Leonard K. Tundermann, AICP, Town Planner

### **Location of Department:**

55 West Main Street

### **Responsibilities & Duties:**

The Planning Department works to enhance property values and preserve natural and historic resources in balance with the development of a strong economic base and the furtherance of sound planning principals. The Planning Department performs duties and meets its responsibilities in accordance with the Connecticut General Statutes and the Vernon Code of Ordinances and Regulations. During 2011-2012 the Department continued its work with the Planning & Zoning Commission and Planimetrics, its consultant, in preparing a new Plan of Conservation and Development (POCD) for Vernon. The POCD was adopted with an effective date of January 30, 2012. The Department continued to assist various land use and development commissions in administering policies and regulations and revising regulations to promote the sound long-range development and the general welfare and safety of the community. This included working with staff of the CT Office of Policy and Management (OPM) and staff of the Capitol Region Council of Governments in a cross-acceptance process as OPM prepares a draft 2013-2018 conservation and development policies plan for the state.

The Department plays a role in promoting economic development by assisting local and prospective businesses meet location and building needs. The Town Planner also directs administration of the housing assistance program, which provides limited loans to eligible homeowners to undertake emergency repairs. Planning staff provide administrative and professional services to the Planning & Zoning Commission, Inland Wetlands Commission, Conservation Commission, and the Town Administration. The Department works closely with the Engineering and Building Departments, the Fire Marshal, and the Water Pollution Control Department to ensure that development plans comply with regulations and codes, and works with the Zoning Enforcement Officer to ensure that the Zoning Regulations are enforced. The Planning Department provides guidance regarding land use and development policies, regulations, and procedures; provides pre-development assistance; and responds

to requests for information. The Planning Department is also the lead agency for the 2010 U.S. Census and for the FEMA flood insurance mapping.

**Applications processed during 2011-12:**

Planning and Zoning Commission:	23
Minor Modifications:	7
Inland Wetlands Commission:	10

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## **PUBLIC WORKS DEPARTMENT**

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**Department Head:**

Robert J. Kleinhans, Director

**Location of Department:**

375 Hartford Turnpike

**GENERAL INFORMATION**

The Public Works Department provides the residents of Vernon with a wide range of services of which the demand grows each year due to steady residential and commercial development.

The Director oversees the Public Works Department with a Lead Foreman, two Road Foremen, a Refuse & Recycling Supervisor and a Vehicle & Equipment Supervisor who supervise 38 employees. An Administrative Secretary, an Administrative Clerk and a Clerk Dispatcher staff the Public Works Office.

The maintenance and repair of approximately 125 miles of town-owned roads, the maintenance and repair of all storm sewers on town-owned roads and rights-of-way, refuse and recycling collection, all traffic line painting and street sign maintenance, snow and ice removal, bridge inspection and maintenance, and the general maintenance of 21 town-owned buildings and properties are just a few of the many priorities for which the Public Works Department is responsible.

One of the three foremen also serves as the Town Tree Warden and oversees problems that involve town-owned trees in addition to supervising the trimming, care and removal of trees throughout our town. New trees are planted each year.

The Public Works Department also provides several special services for the residents such as the year round scheduled bulky waste pickup, the spring sweeping program, and fall leaf collection.

Another service that most residents are unaware of is that the Public Works Department is available 24 hours a day, 365 days a year, for all department related emergencies such as blocked storm sewers, flooding during rain storms, road related problems and assisting the Police and Fire Departments during their emergencies.

The Hotline (860-870-3506) and the website give residents up-to-date information on services provided by the department.

Last year the Public Works Department handled almost 30,000 phone calls including emergencies, educating the public about our programs, and addressing resident concerns.

As a community service, the Public Works Department plays an active role in assisting various local organizations such as the Chamber of Commerce and various beautification programs, school groups and social groups.

### **HIGHLIGHTS**

**Building and Grounds:** The principal function is to provide for the maintenance, repair and operational expenditures of town buildings and grounds. Upgrading and maintaining public buildings to make them both functional and attractive is the primary goal of the Public Works Department. There are two maintainers for all building repairs and maintenance and one custodian located at the Town Hall. In FY 2011-2012, over 308 requests from Town departments for various maintenance issues were logged in.

#### **Major projects undertaken in FY 2011-2012 were as follows:**

- 1) 65 Club - Remodeled to house the Maintenance Garage.
- 2) Nye Street Firehouse - Due to damage incurred from Storm Alfred, air conditioning units were replaced and relocated.
- 3) Center 375 - Energy-efficient lighting was installed at the Maintenance Garage, Trash Garage, Cold Storage Building and Salt Dome.
- 4) 55 West Main Street - In the Building Department on the first floor, laminate countertop was replaced and additional counter was mounted for a computer. The second floor of the building was remodeled to house the Engineering and Planning Departments. A new rooftop air conditioning unit was installed as well.
- 5) Town Hall - Social Services was moved to the space previously occupied by the Engineering and Planning Departments; new carpeting was installed. A new copier room was added and the Probate Court and its meeting room were remodeled.
- 6) Registrar of Voters Office was moved to the space at Center 375 previously occupied by Social Services.
- 7) Vernon Community Arts Center - The former Kindergarten Building was remodeled.

**Vehicle and Equipment Maintenance:** The Public Works Department maintains all department equipment along with equipment from the Parks & Recreation Department, Engineering Department, Building Department, Tax Assessor, Fire Department, Ambulance Department, Fire Marshal, Police Department, Board of Education, Senior Center and occasionally WPCA in the vehicle maintenance facility located at 383 Hartford Turnpike. In this facility, four mechanics and one part-time employee perform all major vehicle rebuilding and preventive maintenance on 240 major vehicles as well as 200 smaller machines such as asphalt rollers, leaf machines, snow blowers, pumps and mowers.

The department's four mechanics and one part-time mechanics' helper perform such tasks as welding, total engine and transmission repairs and replacements, scheduled preventive maintenance on all equipment, and complete equipment restoration and overhaul. They are responsible for the maintenance of all emergency generators that are located in several Town buildings.

#### **The following equipment was purchased in FY 2011-2012:**

- 1) 2012 Peterbilt 320 Automated Side loader - \$215,000
- 2) New 2011 John Deere 6330 Roadside Mower (through a program with CL&P)

**Bridges:** All bridges are inspected during the year and Public Works handles any problems that arise including inspections before and after heavy rain to remove any debris that will restrict the flow of

water, repair any undermining or washouts caused by heavy rains and inspection of all railings, fences or guard rails for damage and painting.

**Sweeping:** A total of 456 cubic yards of road sediment was collected; a reduction of 64 cubic yards from the previous year. There has been a continued effort to reduce the amount of sediment. The Public Works Department is currently using different anti-icing products and has eliminated the use of sand for winter operations except for emergency use or severe ice conditions.

**Drainage:** The Public Works employees cleaned approximately 236 catch basins, removing approximately 144 tons of sediment. With the anti-icing products being used during winter operations and no sand being used, a reduction in sediment collection is being noticed. As part of the cleaning process, each structure is evaluated and documented for its condition for repair or upgrade.

**Road Work:** In addition to filling potholes and minor road repair throughout the Town, total reconstruction of Hany Lane to improve drainage and road surface was completed.

**Trees:** FY 2011-2012 proved to be challenging for trees and tree work throughout the area with Hurricane Irene in August and Storm Alfred in October. DPW crews were ready and on standby for Hurricane Irene and stationed along with fire crews to address downed trees and limbs as the storm hit; Vernon was lucky to miss the brunt of this storm with minor damage.

The severe weather experienced with Storm Alfred was of a magnitude never seen in this area in the past. This storm hit us hard, with a huge amount of wet, heavy snow. Trees still in full leaf were not able to support the load of the snow and many were downed or severely damaged. With this type of damage, our focus was to get trees and debris moved as quickly as possible - a task that was beyond the capability of many towns. FEMA was called in and contractors assisted in the removal. Keeping track of exact numbers of trees removed or pruned was not possible. Our tree crews cut and removed damaged and hazardous hangers over roadways and trails, removing damaged trees as needed since the storm. This effort continues. The effects of this storm will be seen for many years as unseen damaged limbs appear and need to be addressed. Only Mother Nature will know how these trees will respond over the upcoming years.

**Snow:** The winter of FY 2011-2012 began quite early with Storm Alfred in late October. However, the rest of the winter proved to be much less severe than the winter of 2010-2011. Snowfall accumulated for the season to a total average for our area of 26.7 inches. With the winter being milder, it allowed DPW crews to continue with damage assessment and clean-up from Storm Alfred.

Approximately 1,046 tons of salt was used to keep the roads safe for vehicle use. In an effort to minimize corrosion damage to our fleet and vehicles traveling on Town roads, we discontinued the use of liquid calcium. A treated salt was used exclusively in place of the previous salt and calcium system with good results.

**Leaf Collection:** The Public Works Department spent a total of 29 days collecting 10,000 cubic yards of leaves on town-owned streets. A total of \$130,685 for labor and fuel was spent for this service.

**Refuse and Recycling:** The Vernon Transfer Station continues to offer Vernon residents an affordable disposal option for most unwanted household items. A total of 1,516 tons of bulky waste was received in FY 2011-2012. Metal items discarded equaled 168 tons including 160 appliances containing Freon gas which was safely removed before disposal. Four trailer loads totaling approximately 1,200 tires

were recycled. Residents also recycled 44 lead acid batteries. There were 770 gallons of waste oil and 415 gallons of antifreeze received at the facility for recycling.

The brush disposal program in Vernon is true recycling - 12,000 cubic yards of incoming brush were processed into a mulch product which in turn was offered back to residents free of charge. The Christmas tree curbside collection and tree drop-off yielded 2,000 trees which were also processed into mulch. The mulch delivery program consisted of 39 deliveries generating additional revenue of \$3,320.

The Town of Vernon continues to offer the residents a free drop-off for electronics. The amount of electronics recycled in 2011-2012 doubled from the previous year to 78 tons.

The bulky waste compactor is working well and continues to decrease the number of container hauls required to dispose of bulky waste. Less container hauls require less funding for the hauling contract in the budget.

The Town's hazardous waste program saw 121 carloads of household hazardous waste brought to the CREOC facility in Manchester.

The weekly scheduled bulk pick-up program for bulky waste and metal generated \$12,670 in additional revenue. A total of 289 collections were scheduled.

In December 2011, the final phase of automated refuse and recycling carts were issued. The entire Town now has wheeled carts. Total tonnage collected of plastics, tin and paper products including cardboard was 2,614 tons in FY 2011-2012. MSW tonnage in FY 2011-2012 equaled 14,634 tons. Revenue received from purchases of additional automated carts in FY 2011-2012 was \$6,660.

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## **WATER POLLUTION CONTROL DEPARTMENT**

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### **AUTHORITY MEMBERS:**

The following people served as members of the Water Pollution Control Authority during the Fiscal Year: Chairman Everett R. Weaver, Past Chairman Adam B. Weissberger, Vice Chairman Gary Leavitt, Past Vice Chairman Melissa Shannon, John K. Anderson, Elizabeth Yang and Richard Madden.

### **DEPARTMENT HEAD:**

David R. Ignatowicz

### **LOCATION OF AUTHORITY:**

8 Park Place - Annex

### **RESPONSIBILITIES AND DUTIES:**

Regular Meetings are held on the fourth Thursday of each month in the Conference Room at the Water Pollution Control Facility to review assessments, regulations, sewer user charges; developers permit agreements and matters concerning the sewer collection system and the wastewater treatment plant. The Water Pollution Control Authority consists of five members appointed by the Mayor and approved by the Town Council. All members may serve a maximum of two consecutive full terms of three years each. The Authority has all the powers and duties as set forth in Chapter 103 of the General Statutes of the State of Connecticut and shall exercise its powers and duties throughout the Town.

The Authority is responsible for the maintenance and operation of the sewage collection system, the wastewater treatment facility, the issuance of fees and collection of fees such as sewer user charges, special sewer assessments, sewer connection and inspection fees, plus the enforcement of laws, rules and regulations under the Authority's jurisdiction.

**SUMMARY OF ACTIVITIES:**

The Wastewater treatment plant, located at 100 Windsorville Road, is an advanced treatment facility designed to process an average of 7.1 million gallons of wastewater per day. Sewage is collected from Vernon, Tolland and Ellington and portions of Manchester and South Windsor through 112 miles of sewer lines of various sizes. There are also 7 pumping stations that assist the conveyance of flow to the plant. During the past year approximately 1.25 billion gallons of raw sewage was treated with an average flow of 3.42 million gallons per day. In addition to this, 8.12 million gallons of septic tank waste was transported to the plant for disposal and 33,232 gallons of permitted non-residential wastewater was transported to the plant via tanker trucks and successfully treated.

On August 28, 2011, Hurricane Irene hit Connecticut knocking out power to about one half of the state for several days due to downed power lines. The wastewater treatment plant experienced a minor power disruption but continued normal operations. Several pumping stations were without power for up to four days requiring emergency generators to keep them operating. Many fallen trees had to be removed before utility companies could restore services.

Again on October 29, 2011, the state was overwhelmed by a very wet, heavy snowstorm (Alfred) that caused trees to snap and power lines to go down throughout most of area. Many sections of Vernon were without power for most of the week. The wastewater treatment plant continued to operate during the power loss by running two of its on-site generators. On October 30, 2011, the 1 megawatt generator had caught on fire and was deemed inoperable until major repairs could be made. Fortunately, normal power was returned to the treatment plant within hours of the fire preventing any untreated wastewater from being discharged. All of the Town's sewage pumping station generators ran for most of the week as restoration of power was hindered by the need to remove tree limbs and secure downed wires. The Water Pollution Control Department rented a trailer mounted stand-by generator while repairs were made to the stationary unit which took several months to complete.

The plant operates under State and Federal regulations as stipulated in the Town's National Pollutant Discharge Elimination System (NPDES) permit, CT-0100609. Treated water is discharged into the Hockanum River, classified by the Connecticut Department of Environmental Protection as a water quality limited stream. This requires a high degree of treatment from the Vernon plant because it makes-up such a large portion of the river's flow.

The requirements for Vernon's wastewater treatment include reducing the amount of suspended solids, biochemical oxygen demand and ammonia-nitrogen, all of which are present in wastewater. Once the wastewater enters the plant it goes through three distinct stages of treatment. Primary treatment consists of separating the solids from the water by a gravity settling process. Next, the water flows to aeration basins to a biological process (secondary treatment). Organic matter that remains in suspension in the water after primary treatment is used as food for microorganisms in the aeration tank. By providing adequate oxygen through air diffusers, the microorganisms are able to reproduce and breakdown most of the organic matter into very simple elements. Excess microbes are removed from the waste-stream as sludge. The Vernon plant is unique because powdered activated carbon is added to the secondary treatment system. The carbon not only adsorbs refractory compounds in the

wastewater, but also creates more surface area where a higher degree of biological activity can occur in a relatively small basin. In the final stage of treatment, the water goes through sand filters followed by disinfection using a chlorine solution. This destroys any pathogenic or disease causing bacteria. After disinfection, any residual chlorine is removed. Before the treated water is discharged to the Hockanum River, the dissolved oxygen content in the water is raised to a minimum of 7 parts per million by the use of fine bubble air diffusers.

The key indicators that determine how well a sewage treatment plant is operating are the removal of BOD (Biochemical Oxygen Demand) and suspended solids. When bacteria or “bugs” found in wastewater utilize suspended or dissolved organic matter as food, they also use up the dissolved oxygen in the water. The amount of bug food (or strength of sewage) in wastewater is measured by incubating a sample mixed with aerated water for five days. The more food the bugs in the sample consume, the more dissolved oxygen they use up. We measure the drop in oxygen and call it Biochemical Oxygen Demand. The Vernon plant averaged 98.7% removal of BOD and 98.2% removal of suspended solids indicating successful treatment of the incoming wastewater. The treatment plant is designed to achieve nitrification. That is, to convert organic and ammonia-nitrogen which are normally found in sewage, to a more stable form called nitrate prior to being discharged from the plant. Due to its stability, it does not stress the dissolved oxygen levels naturally found in the Hockanum River, which otherwise could adversely affect aquatic life. The Federal EPA and CT DEP have adopted limits for the number of pounds of nitrogen per day that will be allowed to be discharged from treatment plants tributary to the Long Island Sound. This will require the plant to go beyond converting ammonia to nitrate. It will necessitate the reduction of nitrogen by converting it to a gaseous state, a process called denitrification.

In January 2008 a planning study conducted by the engineering firm Malcolm Pirnie of Middletown, CT for the Town of Vernon was submitted to the CT DEP for review and approval. The study recommended plant modifications and process alternatives for achieving nitrogen reduction. Since that time, the Town has determined that it is more cost effective to purchase nitrogen credits through the DEEP nitrogen trading program in order to comply with its nitrogen discharge limits. In the near future however, the Town of Vernon will be required to upgrade the treatment plant to treat another nutrient in addition to nitrogen. EPA and the CT DEEP have proposed a limit of 0.14 milligrams per liter of phosphorus in the plant’s effluent discharge. The Town is currently awaiting a determination of its NPDES permit limits and will need to address a significant plant upgrade for nutrient reduction to include both nitrogen and phosphorus.

In addition to operating the treatment facility and sewer collection system twenty-four hours a day, seven days a week, the Water Pollution Control Department also has an on-going maintenance program for continued flushing and cleaning of the sanitary sewer mains on town-owned streets and rights-of-way in Vernon. The Water Pollution Control Department also responded to 1,294 Call-Before-You-Dig requests, as required, during the fiscal year.

In April 2012, a section of 16” diameter force main was replaced in the wet well of the Talcottville Road Pump Station. The old pipe was corroding and beginning to leak at the flange connections. The pump station was temporarily by-passed and a “wet tap” was installed on the force main allowing additional valves and piping to be installed that will enable future by-passing of the station by utilizing the existing force main. The work was done by Kovacs Construction of Danbury, CT and VMS Construction of Vernon. The total cost for these improvements was \$75,918.

The Town of Vernon and neighboring Town of Bolton entered into a consent agreement with the Connecticut Department of Environmental Protection on October 14, 1999, requiring the towns to take the necessary steps to address wastewater disposal alternatives for the Bolton Lakes Area. In response, the Towns created the Bolton Lakes Regional Water Pollution Control Authority in 2003. The BLRWPCA has worked with the engineering firm of Fuss & O'Neill of Manchester, CT to design a low pressure sewer system that will facilitate off-site wastewater disposal and send wastewater from the Middle and Lower Bolton Lakes Area to the Town of Manchester for treatment. The Regional Authority is made up of representatives of Vernon and Bolton and has worked closely with the CT DEEP, OPM and USDA Rural Development to forge operating procedures, design plans, inter-municipal agreements, and has sought financing options that could provide the most cost effective benefit to our residents.

The plan for the installation of sewers is to construct them in five phases, over a five year period. This will allow the BLRWPCA to maximize grant and loan opportunities from various sources. Phase one of the project is complete. Phases two and three are under construction and close to completion. Phases four and five are in final design stages. The total project cost is estimated to be \$21,959,000 and should be completed early in 2014.

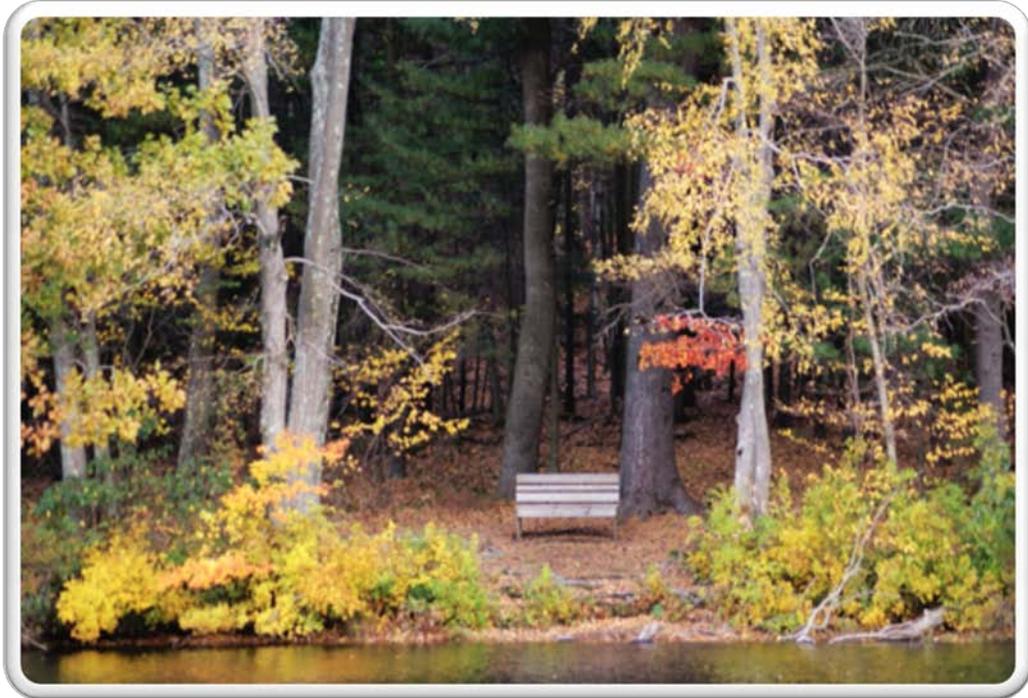
Vernon has inter-municipal sewer agreements with those contributing communities who utilize the treatment plant and who support the cost of annual operation and maintenance through sewer user charges. In addition, contributing communities pay a portion of the capital cost of the treatment plant based on their allocated portion of the plant design capacity. Of the plant's design capacity of 7.1 million gallons/day, 90,000 gallons per day is allocated to Manchester; 115,280 gallons per day to South Windsor; 400,000 gallons per day to Tolland and 1,020,000 gallons per day to Ellington leaving 5,474,720 gallons per day allocated to Vernon.

The operations and maintenance budget for the plant and the sewer collection system approved by the Water Pollution Control Authority and the Town Council for fiscal year 2011/12 was \$5,543,768 representing a 1.05% decrease from the previous year. Revenues to fund the budget are generated through a dedicated sewer user charge in which users are billed on a quarterly basis. The charge for sewer use remained \$5.69/1000 gallons of metered water used. For the average household, this equated to a charge of \$74.00 per quarter. After compiling water consumption meter readings, approximately 30,000 sewer user bills are sent out per year and the business office processes the payments.

What makes the whole process work is the dedication and professionalism of the entire department staff; from those who process billing information, revenues and expenditures, to the certified operators, mechanics and laboratory personnel who take samples and analyze wastewater, repair pumps, maintain buildings and grounds, clean pipes, maintain generators and pump stations and who understand the importance of providing clean water and protecting our environment as well using our allocated financial resources as efficiently as possible.

The Water Pollution Control Department would also like to recognize the long and distinguished career of Assistant Director Arnie Bevins who retired on June 1, 2012 after 41 years of dedicated service to the Town of Vernon as an employee at the wastewater treatment plant.

# PUBLIC SAFETY



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## **ANIMAL CONTROL DEPARTMENT**

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**Department Head:**

Craig P. Segar, Animal Control Officer

**Location of Department:**

100 Windsorville Road

The Animal Control Facility is located at 100 Windsorville Road adjacent to the Water Pollution Control Facility. The Animal Control Facility is open from 9:00 A.M. to 5:00 P.M. Saturday through Tuesday, and holidays. On Wednesday through Fridays we are open from 7:00 A.M. to 10:00 P.M.

**RESPONSIBILITIES AND DUTIES:**

The officers within the Animal Control Department enforce state laws and town ordinances pertaining to animals. This department also responds to complaints involving sick wildlife. This department maintains the Animal Control Facility, and we care for the animals sheltered there.

**SUMMARY OF ACTIVITIES:**

During the fiscal year 2011-2012, the Animal Control Department responded to 1439 complaints. Of these complaints, 123 involved raccoons, 303 involved cats, 800 involved dogs, and 213 involved other animals. We impounded 154 cats/kittens and 114 dogs/puppies. Of the cats/kittens/dogs/puppies that we handled during this fiscal year, 68 were redeemed back to their owners (mostly dogs), 111 were adopted to new owners (mostly cats), 44 were found deceased, and 51 were euthanized. This department tested 18 animals for rabies and 6 tested positive for the [disease](#).

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## **FIRE DEPARTMENT**

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**Department Head:**

William Call, Fire Chief

**Location of Department:**

280 West Street

**Locations of Stations:**

Vernon Center Station, 720 Hartford Turnpike  
Dobsonville Station, Birch Road  
Talcottville Station, 100 Hartford Turnpike  
John Ashe Station, 25 Nye Street  
Fitton Station, Prospect Street  
Public Safety Building, 280 West Street

**RESPONSIBILITIES AND DUTIES:**

The Town of Vernon Fire Department is a volunteer service agency that provides Fire, Rescue, Hazardous Materials and Basic Life-support Transport Emergency Medical Services to the community. The department provides those services utilizing six stations and approximately 212 members. There are 150 firefighters, 11 special service members, 40 ambulance members, and 8 auxiliary members. The department operates 7 engines, 2 heavy rescues, 2 aerial trucks, 1 mobile air unit, 3 ambulances, 1 command unit and , 1 pickup with trailer.

We also operate a special hazards vehicle and decontamination unit by the State of Connecticut, and operate 2 ATV units that are firefighting and EMS transport equipped. In 2011 we were fortunate to receive a \$195,435.00 grant from FEMA. The funds were used to purchase 60 complete sets of

firefighter turnout gear, 2 thermal image cameras, AEDs, and an upgrade to our breathing air compressor equipment. In addition the town approved a combined package to replace a 1985 rescue truck, 1989 pumper, and a 1990 pumper that we will keep to use a spare. All 3 Pierce Velocity vehicles have been delivered, and are ready to put into service. In 2010 - 2011 the Fire Department's budget was approximately \$1,143,819 of which approximately \$630,000.00 went directly to the Connecticut Water Company for the use and maintenance of all fire hydrants in the community.

The Vernon Ambulance is a division of the Fire Department. They are charged with providing Basic Life Support transport service for the community. Service is provided 24 hours a day, 7 days a week. The service utilizes two state-certified ambulances that are available at the Public Safety Building. A third state-certified ambulance is available as a back-up at the Vernon Center Station on Hartford Turnpike. In 2011, the ambulance division's budget was approximately \$1,168,542. Income generated from billing for services was approximately \$1,000,000.00.

The ambulance has been the busiest entity of the Department in that 86% of all calls are for EMS service. On most days, the ambulance is staffed full-time from 6 a.m. to 6 p.m., and a second ambulance is staffed from 8 a.m. to 3 p.m. These crews are paid hourly (non-benefited) for their time. Nights and weekends are covered with at least one ambulance fully staffed, and crews are also paid an hourly wage for their time. There are no full-time employees, and only the two supervisors are considered part-time Town employees.

The biggest events that occurred during this time period were the winter snow storms, 1 hurricane, and 1 heavy snow storm that forced the Town to be without electricity for almost 2 weeks. This Department provided countless hours providing emergency services and manpower to assist in mitigating the effects of all events.

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## **FIRE MARSHAL**

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**Department Head:**

Ray Walker, Fire Marshal

**Location of Department:**

55 West Main Street

The Office is staffed with 1 full time Fire Marshal supported by 4 part time Deputy Fire Marshals. The Deputies provide approximately 7 hours of service weekly performing a variety of services including fire scene investigations, presentation of public education programs, the inspection of buildings, and assistance during special events such as the Town's July fireworks show. The Deputies allow the Office to provide 24/7 responses for 365 days a year. The Office also continues the inter town mutual aid assistance program with South Windsor.

The Office conducted over 1,000 inspections of existing buildings, worked in conjunction with the Building Dept to review plans and permits and conduct needed fire safety inspections for 107 projects for new construction work. The Office also investigated numerous fires including structures, motor vehicles, and open burning. There were no fire fatalities and only one serious injury.

The number of inspections is down from last year due to the impact of the August and October 2011 storms. These storms redirected the efforts of the Office from inspections to storm related emergencies,

assisting residents in need of shelter, and post storm recovery. Much of this effort was coordinated thru the Town's EOC and in partnership with the Building Official.

For the past several years the Fire Marshal's Office and the Building Dept. have worked together sharing hardware, software, files, and administrative / support staff. As a result of this shared cooperative relationship and the willingness and abilities of the employees the two Offices were able to maintain basic operations and assign staff to the EOC, the shelter, and in support of the emergency responders in the field.

Several initiatives over the past years continue. These include working with CT Water Co to improve the availability of water for firefighting, the ongoing inspection of multifamily residential buildings, and the Knox Box keyed entry system.

During the coming FY (2012-2013) the Office will deploy a program of code enforcement related to vacant buildings especially the larger former mill complexes. It is envisioned that this will involve other members of the land use group and especially building, zoning enforcement, and planning.

The membership of the International Fire Marshals Assoc. reelected Fire Marshal Ray Walker to their Board of Directors. In that capacity Mr. Walker, will continue to represent the local fire marshals serving small communities, help review and evaluate future codes and regulations, and work to improve the training and professionalism of fire marshals at all levels.

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## **POLICE DEPARTMENT**

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### **Department Heads:**

James Kenny, Chief of Police

Stephen Clark, Captain of Police

### **Location of Department:**

725 Hartford Turnpike

### **RESPONSIBILITIES AND DUTIES:**

The Police Department for the Town of Vernon is charged with the mission of the preservation of the peace and the protection of the citizens and their property. We are tasked with the detection and investigation of criminal activity, apprehension of offenders, resolution of conflict and to assist those in need or who cannot care for themselves.

### **SUMMARY OF ACTIVITIES:**

Fiscal year 2011-2012 saw the retirements of four long time Vernon Police Officers. Lieutenant Mel Hardy left the department after 26 years of service, Sergeant Daniel Champagne, 22 years of service; Detective Don Skewes, 24 years of service and Officer Stephen Chipman, 23 years of service. In February of 2012, the department was notified that Sergeant Daniel Moore, an 18 year veteran with the department had passed away. Dan will be missed by all that knew him.

The department added four new officers during the fiscal year. Officers, Aaron Grechko, James Platosh and Andrew Hannaford completed the course of instruction at the police academy. Officer James Grzegorek joined the department on a lateral entry from the East Windsor Police Department.

The department welcomed back Officer Scott King from a year military deployment with the United States Air force. Staff Sergeant King was deployed to Afghanistan as part of the military's Operation Enduring Freedom. Welcome back Scott!

The department continued its participation in the Metro Traffic Task Force by conducting DWI and Seat Belt enforcement patrols and checkpoints funded by federal and state grants monies. In addition to the traffic enforcement aspect of the Task Force, one department member is participating in the Task Force accident reconstruction squad. This is a multi-department squad of on call accident reconstructionists who have advanced accident investigation training and specialized equipment and are able to respond to members towns to assist in the investigation of serious injury and fatality motor vehicle accidents.

The department has continued its participation in the Capitol Region Emergency Service Team (CREST). This team is a multi-jurisdiction special weapons and tactics (SWAT) team made up of officers from 10 communities that have received advanced training to handle high risk warrant service and deal with hostage situations. Four members of the department participate as team members with Captain Clark being promoted to team commander. During FY 2011-2012 the CREST Team participated in a SWAT challenge hosted by the West Hartford Police Department. Forty teams from five states, federal agencies and the military participated in this year's event. The annual two day event challenges participants in all aspects of police special weapons and tactics and is culminated in a challenge run that has been said to be the most challenging event in the country.

During the fiscal year the police department completed two major work projects, the construction of a new police pistol/rifle range and a major upgrade of the department radio system.

The radio system project was financed using federal and state grant monies. The radio system to an analog, seven site system and created a modern, two site digital system that will serve the department for the next 20 years. The department is currently looking for funding to complete the upgrade by modernizing the dispatch center.

The police department for many year used leased pistol range on the Mason property for training. With the sale of the Mason property to the State of Connecticut, the police department began looking for a new training site. After negotiations with the Rockville Fish and Game club a new police range was constructed which will meet the needs of the department for many years to come.

### **PLANNING AND TRAINING:**

The Vernon Police Department devoted over 8,000 hrs to training during the year. Three new Police Officers started or completed all or part of their basic training and supervised field training programs. New Officers complete a Basic Recruit Training Program of over 800 hrs at the Connecticut Police Academy. After graduation they must complete a Supervised Field Training Program of over 560 hrs. During the Supervised Training Program, officers receive one-on-one training and supervision from specially trained Field Training Officers. Recruit Officers work through four phases of increasingly difficult and challenging fieldwork and are subject to daily evaluations. All new officers must successfully complete this demanding program in order to receive their Connecticut Police Officer Certificate. Renewal of this certificate through mandatory in-service training is required for all officers every three years. New dispatchers must complete state mandated training in Emergency Telecommunication, Emergency Medical Dispatch and Connecticut On-Line Law Enforcement Communications System as well as a similar Training Program.

The police department conducts in-service training to maintain police officer certification and to meet various state and federal training mandates. Vernon participates in the Capitol Region In-Service Training Program, in which officers receive training required for recertification by the Police Officer Standard and Training Council (POSTC). Training subjects include officer safety, use of force, domestic violence, sexual violence, legal updates, bigotry and bias crimes, civil liability, juvenile law, gangs, human relations, and other subjects. All officers from the Chief of Police down take part in the department in-house training program consisting of five additional training days spaced throughout the year. This year training included transition to the new Glock pistol, classroom and range training, baton and OC, blood borne pathogens- TB, Hazards material and meth lab awareness, handcuffing-arrest and control tactics, Taser, vehicle pursuit, breaching tools, ballistic shield, and Bean Bag Shotgun. All officers received training in Immediate Action-Rapid Deployment tactics for active violence incidents. The officers then participated in simulated drills where they responded to an active violence scenario with live role players. Officers were armed with FX Simunition weapons, breaching tools and first aid supplies. During the scenario officers encountered different threats and obstacles and had to apply their training and experience to resolve the incident. This training requires officers to make use of force decisions and to apply force against live role players under realistic conditions. All Officers trained and qualified with their pistol, H&K G36 patrol rifle, X26 Taser, Bean Bag Shotgun, baton, OC, and the Stinger Spike system tire deflation system. Additional training is required to maintain certification in the Intoxilyzer, Medical Response Technician or Emergency Medical Technician and the COLLECT system.

13 Officers are certified as instructors through the Police Officer Standard and Training Council. Subject areas include use of force, firearms, patrol rifle, impact munitions, shooting decisions, tactical use of weapons, arrest and control, handcuffing, OC spray, Baton, medical response technician, building searches, hazardous material, radar-laser, weapons of mass destruction, vehicle stops, personal protection equipment, and Taser. Some officers hold certification through equipment manufacturers and private training companies. Officers must teach yearly to maintain their state certification.

Officers attend free training classes at the Connecticut Police Academy and other locations in subjects including interview and interrogation, driving while intoxicated, sexual assault investigation, drug interdiction, crime scene investigation, critical incident management, undercover drug investigation, instructor development, field training officer, basic and special weapons and tactics, computer forensic.

The Police Department pays for training in specialized areas and to maintain various advanced instructor certifications. Employees receive training in homicide investigation, child abuse, emergency response to terrorism, crisis negotiation, traffic crash reconstruction, blood borne pathogens and tuberculosis, Taser, firearms maintenance, train-the-trainer and internal affairs investigations, leadership and other subjects.

Additional hours are devoted to maintaining and training the department's two canine teams. The dogs and handlers train monthly with other canine teams in the area and recertify yearly. The on-duty canine teams are available to assist other departments as needed.

The department continues to cooperate with other area police departments by contributing officers and resources to regional teams. The department has a commander, three tactical officers and two negotiators on the Capitol Region Emergency Service Team (CREST). One officer is assigned to the Metro Traffic Service Team, and one officer is assigned to East Central Narcotic Team. The officers are on-call and require training to maintain their proficiency.

**DETECTIVE DIVISION:**

During the last fiscal year, the detective division was commanded by Lieutenant John Kelley. The detective division currently has one sergeant and five detectives assigned to it. In addition, one officer assigned to the East Central Narcotics Task Force and one evidence technician report to the detective division commander.

The detective division investigated/assisted with 255 cases in fiscal year 2011-2012. The detective division had a clearance rate of 88%. In addition to criminal complaints, detectives completed 18 background investigations. As a result, four police officers were hired. Detectives provided assistance to the patrol division by processing crime scenes and interviewing witnesses and suspects. Detectives worked closely with the States Attorney’s Office as well as other state and federal agencies. The following is a breakdown of investigations conducted during the fiscal year.

<u>Crime Type</u>	<u>New Cases</u>	<u>Crime Type</u>	<u>New Cases</u>
Assaults	5	Harassment	2
Assist other agency	24	Identity theft	2
Background investigations	18	Larceny	31
Burglary	31	Missing persons	3
Cell phone/computer exams	14	Narcotics	6
Check welfare	1	Robbery	7
Child abuse	12	Sex assault	18
Child pornography possession	1	Sex offender registry violations	9
Criminal mischief	1	Suspicious situations	17
Disorderly	1	Untimely deaths	5
Fire/arson	2	Weapon violations	11
Fraud	15	Writ services	19

**PATROL DIVISION:**

The Patrol Division is staffed by 1 Lieutenant, 7 Sergeants and 26 officers.

During the calendar year 2011, the patrol division responded to 19,261 calls for service.

**Table of UCR Part 1 crimes.**

<b>Year</b>	<b>Murder</b>	<b>Forcible Rape</b>	<b>Robbery</b>	<b>Aggravated Assault</b>	<b>Burglary</b>	<b>Larceny</b>	<b>MV Theft</b>	<b>Arson</b>
<b>2001</b>		1	32	19	110	635	41	6
<b>2002</b>		0	17	23	108	634	46	2
<b>2003</b>		3	14	20	121	369	49	6
<b>2004</b>		7	14	13	55	256	55	4
<b>2005</b>		12	14	20	81	242	63	8
<b>2006</b>		5	13	33	77	184	60	3
<b>2007</b>	2	4	19	36	85	213	36	5
<b>2008</b>	0	5	10	13	68	235	27	1
<b>2009</b>	1	5	9	17	105	244	27	7
<b>2010</b>	0	5	11	12	66	190	18	12
<b>2011</b>	0	7	8	16	68	206	33	2

<b>Under the NIBRs incident reporting system Group A offences are:</b>	<b>2011 Offense Count Group A</b>	<b>Under the NIBRs incident reporting system Group B offences are:</b>	<b>2011 Offense Count Group B</b>
Arson	2	Bad Checks	4
Aggravated Assault	16	Curfew/Loitering/Vagrancy	0
Simple Assault	135	Disorderly Conduct	355
Intimidation	5	Driving Under the Influence	107
Bribery	0	Drunkenness	6
Burglary/Breaking and Entry	68	Family Offences, Nonviolent	58
Counterfeiting/Forgery	41	Liquor Law Violations	11
Destruction/Damage/Vandalism	82	Peeping Tom	1
Drug/Narcotic Violations	200	Runaway	3
Drug Equipment Violations	69	Trespass of Real Property	22
Embezzlement	5	All Other Offences	248
Extortion/Blackmail	0		
False Pretenses/Swindle/ Confidence Game	8		
Credit Card/Automatic Teller Machine Fraud	12		
Impersonation	3		
Welfare Fraud	1		
Wire Fraud	3		
Betting Wagering	0		
Operating/Promoting/Assisting Gambling	0		
Gambling Equipment Violations	0		
Sports Tampering	0		
Murder and Non- negligent Manslaughter	0		
Negligent Manslaughter	0		
Justifiable Homicide	0		
Kidnapping/Abduction	1		
Pocket-picking	0		
Purse-snatching	0		
Shoplifting	54		
Theft From Building	48		
Theft From Coin-Operated Machine or Device	2		
Theft From Motor Vehicle	44		
Theft of Motor Vehicle Parts or Accessories	9		
All Other Larceny	63		
Motor Vehicle Theft	22		
Pornography/Obscene Material	1		
Prostitution	0		
Assisting or Promoting Prostitution	0		
Robbery	8		
Forcible Rape	7		
Forcible Sodomy	6		
Sexual Assault with An Object	0		
Forcible Fondling	6		
Incest	1		
Statutory Rape	4		
Stolen Property Offenses	1		
Weapon Law Violations	19		

Numbers of offences in the traditional UCR statistics cannot be directly compared to the number of offences in the NIBRS count because of the differences in the way the offences are counted. The UCR system is a summary count, only the most serious offence is counted. In the NIBRS system all of the offences are counted for each incident.

The table below shows Calls for Service and Citations.

Year	Calls for Service	Citations
2001	20828	3848
2002	21513	4525
2003	21121	7038
2004	19958	8158
2005	19104	6382
2006	20754	9002
2007	20379	6917
2008	20956	5823
2009	18872	6674
2010	19149	6157
2011	19261	4814

Year	Infraction	Summons	Parking Ticket	Written Warning
2003	2043	955		3666
2004	1873	945		6067
2005	1351	983	1105	3395
2006	1720	1067	982	5146
2007	1383	828	890	3816
2008	1678	414	465	3676
2009	1567	1245	554	3308
2010	1126	1177	581	3273
2011	1108	1064	413	2228

During the fiscal year money from a variety of sources flows through the Police Records Unit to be deposited in Town accounts. The Letter of Conduct is new this year. In the past we did not charge for this letter. Many employers and landlords request a person to obtain from the police department where they live a record of criminal activity. This letter is provided upon request and a fee of \$5.00 is collected.

	FY 04-05	FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Freedom of Information	\$3,723.69	\$3,106.74	\$3,195.90	\$2,420.71	\$2,310.30	\$2193.35	\$2,061.83	\$2615.96
Alarms	\$1,645.00	\$2,194.00	\$2,100.00	\$2,185.00	\$1,625.00	\$885.00	\$2,050.00	\$970.00
Private Duty	\$120,707.84	\$155,246.41	\$119,436.42	\$95,873.54.00	\$192,528.11	\$181,715.28	\$160,212.02	\$112,047.61
Pistol Permit	\$1,575.00	\$1,160.00	\$2,555.00	\$2,520.00	\$5,105.00	\$6,335.00	\$7,405.00	\$9100
Raffle	\$125.00	\$30.00	\$145.00	\$35.00	\$150.00	\$90.00	\$125.00	\$110
Bazaar	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00	\$0.00
Precious Metals & Gem Stone Sales	\$40.00	\$47.00	\$60.00	\$50.00	\$30.00	\$40.00	\$50.00	\$80.00
Solicitor Permit	\$450.00	\$300.00	\$485.00	\$425.00	\$695.00	\$350.00	\$358.00	\$225.00
Retail Weapon Sales Permit	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$600.00	\$800.00	\$0.00
Pawn Permit	\$25.00	\$125.00	\$75.00	\$100.00	\$25.00	\$100.00	\$25.00	\$25.00
Fingerprint	\$1,940.00	\$2,328.00	\$3,060.00	\$2,390.00	\$4,320.00	\$3,020.00	\$3450.00	\$3510.00
Letter of Conduct	0	0	0	0	0	0	\$10.00	\$45.00
Secondhand Dealer								\$250.00
TOTAL	\$130,431.53	\$164,780.15	\$131,312.32	\$105,999.25	\$206,808.43	\$195,328.63	\$176,556.85	\$129,008.57

Statistics compiled by Louis Palshaw, Records Supervisor, Vernon Police Department

**SPECIAL PROGRAMS:**

**East Central Narcotics Task Force**

The department is continuing its membership in the East Central Narcotics Task Force (ECNTF). The officer assigned by the department is a member of the four town task force with the mission of long term narcotic investigations in Manchester, Vernon, Glastonbury and South Windsor. Members of ECNTF are cross sworn in each community and actively cooperate with members of the Vernon Police Department detective division. The Vernon Police Department withdrew from the Statewide Narcotics Task Force and rejoined the East Central Narcotics Task Force in February 2009.

**Activity for Vernon Officer**

Total cases	67
Total arrests	27
Total search	10

**School Resource Officer-Rockville High School**

The full time assignment of a Vernon Police Officer to the Rockville High School began in 1994 and a partnership between the Vernon Board of Education and Police Department continues through today. During the fiscal year the high school bid farewell to Officer Earl Middleton who had completed his four year assignment at the school. After a selection process which included the Superintendent of Schools, Principal of Rockville High School, a teacher, a student of RHS and a neighboring departments SRO, Officer Steven Langlais was selected to be the SRO for the high school starting the 2012-13 school year at Rockville High School.

The position of school resource officer has evolved into an integral part of the education process at the high school. The SRO works with administrators, staff and students as part of the day to day operations at the school. The SRO provides law enforcement; law related education and law related counseling to both staff and students as part of their daily routine. The SRO works with school administration and department staff to implement a canine drug search of the school twice a year to help reinforce the Board of Education's drug free school policy. The following is a breakdown of the SRO duties for the year:

Calls for service	126
Calls involving Talcottville School	15
Criminal investigations	102
Arrests	48
Special presentations given	40
Informal classroom presentations	58
Faculty assists	298
Student assists	430
Parent Conferences	181