

August 24, 2009

**APPROVED MINUTES**  
**VERNON TOWN COUNCIL SPECIAL MEETING**  
**TOWN HALL - 14 PARK PLACE - 3<sup>rd</sup> Floor**  
**VERNON, CONNECTICUT**  
**August 24, 2009 7:30 PM**

Mayor Jason L. McCoy called the meeting to order at 7:30 PM

**A.) PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

**Present:** Council Members Daniel Anderson, Daniel Champagne, Mark Etre, Nancy E Herold, Brian R. Motola, Sean O'Shea, Pauline Schaefer, Harry D. Thomas, Michael A. Winkler

**Absent:** Marie Herbst

**Entered During Meeting:** Bill Fox (7:35 PM), Bill Campbell (7:46 PM)

**Also Present:** Mayor Jason L. McCoy, Town Administrator John Ward, Recording Secretary Jill Kentfield

**CITIZEN'S FORUM**

There were no speakers at citizen's forum.

Citizen's forum closed at 7:32 PM

Council Member Motola, seconded by Council Member Etre made a motion to approve the consent agenda items as presented.

Council Member Herold pulled consent agenda item #'s 1, 2, 3, 4, 5, and 6 for discussion.

Motion carried unanimously to approve the consent agenda items 7 and 8 as presented.

7:38 PM Council Member Etre left the table

7:39 PM Council Member Etre returned

**B.) CONSENT AGENDA ITEMS**

- C 1. Request the Town Council approve the budget amendments #65 - #66 for fiscal year 2008-2009, as provided by James Luddecke, Finance Officer. Appendix A**

**PROPOSED MOTION:**

**THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENTS #65 - #66, FOR FISCAL YEAR 2008-2009, AS OUTLINED IN THE BUDGET AMENDMENT FORMS PROVIDED BY JAMES LUDDECKE, FINANCE OFFICER.**

Council Member Motola, seconded by Council Member Champagne made the above motion to approve budget amendments 65-66 for fiscal year 2008-2009. Discussion took place. Motion carried, Council Member Campbell abstained.

- C 2. Request the Town Council authorize the liquidation and re-appropriation of fiscal year 2007-2008 encumbrances in the amount of \$380,629.01 to the fiscal year 2008-2009 budget as detailed in the attached chart. (A copy of a memorandum from James M. Luddecke, Finance Officer to John D. Ward, Town Administrator dated August 14, 2009 is included for your review.) Appendix B**

**PROPOSED RESOLUTION:**

**RESOLVED, THAT THE TOWN COUNCIL AUTHORIZES THE LIQUIDATION AND RE-APPROPRIATION OF FISCAL YEAR 2007-2008 ENCUMBRANCES IN THE AMOUNT OF \$380,629.01 TO THE FISCAL YEAR 2008-2009 BUDGET AS DETAILED IN THE ATTACHED CHART.**

Council Member Motola, seconded by Council Member Champagne made the above motion to authorize the liquidation and re-appropriation of fiscal year 2007-2008 encumbrances in the amount

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of \$380,629.01 to the fiscal year 2008-2009 budget. Discussion took place. Motion carried unanimously.

- C 3. Request the Town Council schedule a public hearing regarding an Ordinance entitled, "An Ordinance Amending Ordinance #248 to Authorize the Appointment of one additional member to the Board of Assessment Appeals for Tax Years 2009 and following".** (A copy of the proposed changes along with Ordinance #248 are included in the packet for review. Also in the packet is a memorandum from John D. Ward, Town Administrator to Mayor Jason L. McCoy and Town Council Members dated August 14, 2009 for you review.)

**PROPOSED MOTION:**

**THE TOWN COUNCIL, CONSISTENT WITH CHAPTER V, SECTION SIX OF THE VERNON TOWN CHARTER, ENTITLED "PUBLIC HEARING ON AND PUBLICATION OF ORDINANCES," HEREBY SCHEDULES A PUBLIC HEARING REGARDING AN ORDINANCE ENTITLED, " AN ORDINANCE AMENDING ORDINANCE #248 TO AUTHORIZE THE APPOINTMENT OF ONE ADDITIONAL MEMBER TO THE BOARD OF ASSESSMENT APPEALS FOR TAX YEARS 2009 AND FOLLOWING", AT 7:35 PM ON TUESDAY, SEPTEMBER 15, 2009 LOCATED AT THE COUNCIL CHAMBERS, THIRD FLOOR, 14 PARK PLACE, VERNON, CONNECTICUT TO RECEIVE COMMENTS AND QUESTIONS RELATIVE TO THE PROPOSED ORDINANCE.**

Council Member Motola, seconded by Council Member Champagne made the above motion to schedule a public hearing regarding and Ordinance entitled, "an Ordinance Amending Ordinance #248 to authorize the appointment of one additional member to the Board of Assessment Appeals for Tax Years 2009 and following". Discussion took place. Council Member Schaefer made a motion to amend the motion to include 2 additional members for a total membership of 5. Motion carried unanimously with amendment.

- C 4. Request the Town Council authorizes the Mayor Jason L. McCoy or his designee to apply for and execute the necessary documents to receive the ARRA Energy Grant in the amount of \$110,767.00.** (A copy of a memorandum from John D. Ward, Town Administrator to Mayor Jason L. McCoy and Town Council Members dated August 13, 2009 is included in the packet for your review.) **Appendix C**

**PROPOSED MOTION:**

**THE TOWN COUNCIL AUTHORIZES THE MAYOR JASON L. MCCOY OR HIS DESIGNEE TO APPLY FOR AND EXECUTE THE NECESSARY DOCUMENTS TO RECEIVE THE AMERICAN REINVESTMENT AND RECOVERY ENERGY EFFICIENCY COMMUNITY BLOCK GRANT IN THE AMOUNT OF \$110,767.00.**

Council Member Motola, seconded by Council Member Champagne made the above motion to authorize Mayor Jason L. McCoy or his designee to apply for and execute the documents to receive American Reinvestment and Recovery Act Energy Grant funds in the amount of \$110,767.00. Discussion took place. Motion carried, Council Members Herold and Schaefer opposed.

- C 5. Request the Town Council authorizes Mayor Jason L. McCoy or his designee to apply for a Recreational Trails Program Application for Valley Falls Park Nature Interpretive Center and authorizes Mayor Jason L. McCoy or his designee to execute any documents necessary to receive the grant.** (A copy of a memorandum from John D. Ward, Town Administrator to Mayor Jason L. McCoy and the Town Council Members dated August 14, 2009 is included for your review.)

**PROPOSED MOTION:**

**THE TOWN COUNCIL HEREBY AUTHORIZES MAYOR JASON L. MCCOY OR HIS DESIGNEE TO APPLY FOR A RECREATIONAL TRAILS PROGRAM APPLICATION FOR VALLEY FALLS PARK NATURE INTERPRETIVE CENTER AND AUTHORIZES MAYOR JASON L. MCCOY OR HIS DESIGNEE TO EXECUTE ANY DOCUMENTS NECESSARY TO RECEIVE THE GRANT.**

Council Member Motola, seconded by Council Member Champagne made the above motion to authorize Jason L. McCoy or his designee to apply for a Recreational Trails Program Application for

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Valley Falls Park Nature Interpretive Center and authorizes the Mayor or his designee to execute any documents necessary to receive the grant. Discussion took place. Motion carried unanimously.

- C 6. Request the Town Council authorizes the bid waiver for De-Icing Control Systems for the Department of Public Works vehicles.** (A copy of a memorandum from John D. Ward, Town Administrator to Mayor Jason L. McCoy and Town Council Members dated August 14, 2009 is included for your review.)

**PROPOSED MOTION:**

**THE TOWN COUNCIL IN ACCORDANCE WITH CHAPTER XII, SECTION 9, OF THE TOWN CHARTER, DETERMINES THAT IT IS IN THE BEST INTEREST OF THE TOWN TO WAIVE THE SEALED BID PROCEDURE FOR NEW ENGLAND TRUCK TO INSTALL FOUR DE-ICING CONTROL SYSTEMS FOR TWENTY-FIVE THOUSAND DOLLARS.**

Council Member Motola, seconded by Council Member Champagne made the above motion to authorize the bid waiver for De-Icing Control Systems for the Department of Public Works Vehicles. Discussion took place. Motion carried, Council Member Herold abstained.

- C 7. Request the Town Council schedule a public hearing on an Ordinance entitled, "An Ordinance amending Ordinance #242 to authorize the Bolton Lakes Regional Water Pollution Control Authority to add properties to the jurisdictional area".** (A copy of a memorandum from John D. Ward, Town Administrator to Mayor Jason L. McCoy and Town Council Members dated August 18, 2009 is included in your packet.)

**PROPOSED MOTION:**

**THE TOWN COUNCIL CONSISTENT WITH CHAPTER V SECTION SIX OF THE VERNON TOWN CHARTER, ENTITLED "PUBLIC HEARING ON AND PUBLICATION OF ORDINANCES," HEREBY SCHEDULES A PUBLIC HEARING REGARDING AN ORDINANCE ENTITLED "AN ORDINANCE AMENDING ORDINANCE #242 TO AUTHORIZE THE BOLTON LAKES REGIONAL WATER POLLUTION CONTROL AUTHORITY TO ADD PROPERTIES TO THE JURISDICTIONAL AREA", AT 7:40 PM ON TUESDAY, SEPTEMBER 15, 2009 LOCATED AT THE COUNCIL CHAMBERS, THIRD FLOOR, 14 PARK PLACE, VERNON, CONNECTICUT TO RECEIVE COMMENTS AND QUESTIONS RELATIVE TO THE PROPOSED ORDINANCE.**

Council Member Motola, seconded by Council Member Etre made the above motion for the Town Council to schedule a public hearing on an ordinance entitled, "An Ordinance Amending Ordinance #242 to Authorize the Bolton Lakes Regional Water Pollution Control Authority to add Properties to the Jurisdictional Area" at 7:40 PM on Tuesday, September 15, 2009. Motion carried unanimously.

- C 8. Request the Town Council approves budget amendment #3 for 2009-2010 as presented by the Finance Officer James Luddecke.** Appendix D

**PROPOSED MOTION**

**THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT #3 IN THE AMOUNT OF \$21,670.00 FROM THE GENERAL FUND TO CAPITAL IMPROVEMENTS ACCOUNT (10780290 57590) FOR THE PURCHASE OF TWO WASTE OIL FURNACES FOR PUBLIC WORKS.**

Council Member Motola, seconded by Council Member Etre made the above motion to approve budget amendment #3 for 2009-2010 in the amount of \$21,670.00 for the purchase of two waste oil furnaces for public works. Motion carried unanimously.

**C.) NEW BUSINESS**

- 1. Discussion and information requested Councilman Winkler regarding the July, 2009 mailing by the Town of Vernon to "POSTAL CUSTOMER VERNON-ROCKVILLE, CT 06066".**

Discussion took place regarding the funding sources and cost of the mailing and printing along with the intended recipients.

**D.) ADOPTION OF MINUTES**

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**THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR MEETING OF JULY 21, 2009 AND THAT MINUTES OF SAID MEETING BE APPROVED. (PLEASE BRING YOUR MINUTES FROM YOUR PACKET OF AUGUST 18, 2009.)**

Council Member Motola, seconded by Council Member Thomas made the above motion to approve the minutes of the July 21, 2009 Regular Town Council meeting. Council Member Thomas requested a correction to the misspelling of the word hereby on 4 separate sections of page 12. Motion carried, Council Member Etre abstained.

8:26 PM Council Member Herold left the table before the vote took place and did not participate.

**THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR MEETING OF JUNE 16, 2009 AND THAT THE AMENDED MINUTES OF SAID MEETING BE APPROVED. (PLEASE BRING YOUR MINUTES FROM YOUR PACKET OF AUGUST 18, 2009.)**

Council Member Motola, seconded by Council Member Thomas made the above motion to approve the minutes of the June 16, 2009 Regular Town Council meeting. Motion carried unanimously.

#### **E.) EXECUTIVE SESSION**

Council Member Motola, seconded by Council Member Thomas made the following motion to go into executive session:

**THE TOWN COUNCIL PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES §1-200(6) (D) HEREBY MOVES TO GO INTO EXECUTIVE SESSION TO DISCUSS: TOWN OWNED PROPERTY LOCATION - OVIATE ROAD. THE TOWN COUNCIL INVITES THE FOLLOWING INDIVIDUALS TO ATTEND, ATTORNEY HAROLD CUMMINGS AND TOWN ADMINISTRATOR JOHN D. WARD.**

There were no motions made.

8:42 PM Council Member Campbell left the table

#### **Adjourn (8:45 PM)**

Council Member Motola, seconded by Council Member Champagne made a motion to adjourn. Motion carried unanimously.

Received: August 26, 2009

Approved: September 15, 2009

Respectfully Submitted,

Jill Kentfield  
Recording Secretary

James E. Krupinski  
Asst. Town Clerk

Appendix A

# CONSENT #2

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TOWN OF VERNON

ADDITIONAL APPROPRIATIONS FROM GENERAL FUND BALANCE  
FISCAL YEAR 2008 - 2009

Date	Description	#	Pass Through	Additional Appropriation	Total
<i>Balance brought forward:</i>			\$ 32,292.07	\$ 257,174.00	\$ 289,466.07
6/2/2009	Parks & Recreation - Reappropriation of donations	37	4,549.67	-	4,549.67
	Treasury - Reappropriation of liquidated encumbrance	38	2,141.78	-	2,141.78
	Compensated Absences Reserve - Exec. & Administration	39	75,000.00	-	75,000.00
	Compensated Absences Reserve - Collector of Revenue	40	58,300.00	-	58,300.00
	Compensated Absences Reserve - DPW Administration	41	52,237.00	-	52,237.00
	DPW - Snow removal overtime	42	-	37,227.00	37,227.00
	Town Clerk - Farmland Preservation: 8 months	43	71,812.00	-	71,812.00
	Fire Department - To cover increase in hydrant fees	44	-	45,800.00	45,800.00
	Police - Special services pay	45	75,000.00	-	75,000.00
06/16/09	Law - Town Attorney fees to be reimbursed by developer	48	6,500.00	-	6,500.00
	Town Clerk - Historic preservation grant	49	4,000.00	-	4,000.00
	Police - Special services pay	50	35,000.00	-	35,000.00
07/21/09	Parks Maintenance - Fees collected for portable rentals	58	2,785.00	-	2,785.00
	Parks Maintenance - Fee collected for sign damage	58	472.85	-	472.85
	Town Clerk - Farmland Preservation: 4 months	61	43,186.00	-	43,186.00
	Education - School use activity reimbursement	64	60,000.00	-	60,000.00
08/14/09	Education - Excess cost grants for special education	67	932,644.00	-	932,644.00
					-
					-
					-
					-
<b>Totals to Date:</b>			<b>\$ 1,455,920.37</b>	<b>\$ 340,201.00</b>	<b>\$ 1,796,121.37</b>
<i>Original Budget:</i>					75,451,602.00
<i>Revised Budget:</i>					\$ 77,247,723.37

Appendix A (cont)

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TOWN OF VERNON

ADDITIONAL APPROPRIATIONS FROM GENERAL FUND BALANCE  
FISCAL YEAR 2008 - 2009

Date	Description	#	Pass Through	Additional Appropriation	Total
09/02/08	Collector of Revenue - Rebate for recall on fax machine	2	\$ 100.00	-	\$ 100.00
12/02/08	Data Processing - Building Inspection GEOTMS software	6	-	25,000.00	25,000.00
	Note: Total cost is \$35,000.00 / Contingency provides \$10,000.00				-
02/17/09	Public Works - 11 chemical control units with GPS	8	-	69,080.00	69,080.00
	General Election - Advertising / Telephones	9	6,250.00		6,250.00
	General Election - Election worker wages	9	-	6,034.00	6,034.00
	General Election - Advertising / Supplies / Food [Encb. Liquid.]	10	1,417.00	-	1,417.00
	Collector of Revenue - Printing of tax bills [Encb. Liquid.]	11	647.56	-	647.56
03/17/09	Fire Department - Rescue truck transmission repair	18	-	8,000.00	8,000.00
	Fire Department - "Jaws of Life" and related equipment	18	-	45,000.00	45,000.00
04/21/09	Elections - Office supplies (to be funded by encumb. liquidation)	19	116.93	-	116.93
	Law - Town Attorney; special counsel; and labor relations	20	-	68,000.00	68,000.00
	Parks - Horowitz pool repairs due to harsh winter	21	-	30,000.00	30,000.00
	Capital Improvements - Hybrid grants	22	11,400.00	-	11,400.00
	Arts Commission - Encumbrance liquidation change - performers	23	800.00	-	800.00
05/05/09	Elections - Voting machines (to be funded by encumb. liquidation)	30	372.58	-	372.58
	Youth Services - School Readiness Manager	31	11,188.00	-	11,188.00
05/19/09	Parks - Horowitz pool repairs due to harsh winter	32	-	6,060.00	6,060.00
<b>Totals to Date:</b>			<b>\$ 32,292.07</b>	<b>\$ 257,174.00</b>	<b>\$ 289,466.07</b>
					<i>Original Budget:</i> 75,451,602.00
					<i>Revised Budget:</i> \$ 75,741,068.07



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Appendix A (cont)

**Budget Amendment Request**

Total Amount Requested: \$6,124.00 Fiscal Year 2008 - 2009 Date: August 18, 2009

To: Finance Officer From (Department): Parks and Recreation Amendment #: **66**

Type of Amendment (X):  Additional Appropriation  Pass-Through  Transfer

*Request is hereby submitted for amendment(s) of budget as indicated.*

Department	Account Description	Org Code	Object	Amount
<b>FROM:</b>				
Parks Maintenance	Other repairs and maintenance	10560254	54390	6,124.00
<b>"FROM" Subtotal:</b>				<b>\$ 6,124.00</b>

Department	Account Description	Org Code	Object	Amount
<b>TO:</b>				
1. Parks Maintenance	Other rentals	10560254	56711	3,457.00
2. Parks Maintenance	Machinery & equipment parts	10560254	56180	2,667.00
3.				
4.				
<b>"TO" Subtotal:</b>				<b>\$ 6,124.00</b>

*No. COMMENTS CONCERNING BUDGET AMENDMENT REQUEST*

1. To cover costs of cement for Central Park monuments.
2. To cover fiscal year end expenditures for landscaping supplies.

	1	2	3	4
Balance in account for which funds are requested:	(42.23)	495.34		
Original appropriation in account:	1,400.00	20,100.00		
Plus or minus prior amendments:	-	(1,755.49)		
Amount of appropriation to date:	1,400.00	18,344.51	-	-

Bruce Dinnie  
Department Head

  
Signature

August 14, 2009  
Date

At a meeting of the Town Council held on \_\_\_\_\_ the above request(s) was/were approved in the amount of: \_\_\_\_\_

Signature of Town Administrator: \_\_\_\_\_

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Appendix B

Memorandum

**CONSENT #3**

**To:** John D. Ward, Town Administrator  
**From:** James M. Luddecke, Finance Officer and Treasurer   
**Date:** Friday, August 14, 2009  
**Re:** Re-appropriation of Fiscal Year 2007 - 2008 Encumbrances

The requested re-appropriations are for items previously approved, with some deferred for practical purposes and other reasons as indicated in the comment section following the table.

Please request the Town Council to approve the following motion:

**Resolved, that the Town Council authorizes the liquidation and re-appropriation of fiscal year 2007-2008 encumbrances in the amount of \$380,629.01 to the fiscal year 2008-2009 budget as detailed in the attached chart.**

Appendix B (cont)

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	PO #	Department	Description	Org #	Object #	Amount
A.	20085156	Town Council	Municipal code book supplm.	10110110	53140	\$ 865.57
B.	20085404	Administration	Data processing hardware	10112120	57710	3,600.00
C.	20085405	Finance Administration	Other fees	10114140	53800	4,300.00
D.	20085406	Finance Administration	Storage fees	10114140	54462	10,500.00
E.	20085409	Finance Administration	Printing and binding	10114140	55500	700.00
F.	20085410	Finance Administration	Manuals	10114140	55660	450.00
G.	20085412	Finance Administration	Office furnishings	10114140	57810	17,840.00
H.	20085414	Independent Audit	Other fees	10114141	53800	3,000.00
I.	20085415	Treasury	Accounting/Auditing Fees	10114142	53030	6,465.00
J.	20085416	Treasury	Banking service fees	10114142	53600	12,000.00
K.	20085415	Treasury	Financial services	10114142	53600	8,400.00
L.	20085421	Purchasing	Paper for checks, purchasing	10114143	56030	2,734.48
M.	20085422	Assessment	Other fees	10114144	53800	6,200.00
N.	20085423	Assessment	Other fees	10114144	53800	11,800.00
O.	20085424	Revaluation	Other fees	10114147	53800	18,805.00
P.	20085372	Town Clerk	Other printing	10115150	55590	3,000.00
Q.	20085425	Data Processing	Records retention	10117160	55510	6,000.00
R.	20085426	Data Processing	Communication	10117160	55530	8,800.00
S.	20085427	Data Processing	Communication	10117160	55530	14,200.00
T.	20085427	Data Processing	Training	10117160	55674	7,700.00
U.	20085428	Data Processing	Computer hardware	10117160	57710	2,400.00
V.	20085429	Data Processing	Computer hardware	10117160	57710	6,000.00
W.	20085430	Data Processing	Computer hardware	10117160	57710	8,400.00
X.	20085432	Data Processing	Computer software	10117160	57720	5,200.00
Y.	20081458	Town Planner	Copier rentals	10150170	54490	440.67
Z.	20084893	Town Planner	Legal notices	10150170	55410	3,671.54
AA	20085146	Town Planner	Conservation fee refund	10150170	58260	228.00
BB	20085373	DPW - Administration	Other equipment & machinery	10340200	57590	6,000.00
CC	20085376	DPW - Maint. of Buildings	Building improvements	10340203	57200	660.00
DD	20085375	DPW - Maint. of Buildings	Building improvements	10340203	57200	1,900.00
EE	20085034	DPW - Maint. of Buildings	Air conditioners	10340203	57210	985.75
FF	20085433	DPW - Maint. of Buildings	Building improvements	10340203	57290	6,200.00
GG	20085434	Arts Commission	Performer fees	10562260	53420	3,000.00
HH	20085435	Pension	Pension - Town	10670271	52910	55,515.00
II	20085435	Pension	Pension - Police	10670271	52911	57,088.00
JJ	20085440	Debt service - Principal	Lease purchases	10883292	59170	48,180.00
KK	20085440	Debt service - Interest	Lease purchases	10883294	59270	27,400.00
		<b>TOTAL:</b>				<b>380,629.01</b>

Appendix B (cont)

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Comments:

- A. Codification of municipal records.
- B. Replace computers. Previous encumbrance was to Gateway, which is no longer in business.
- C. For architectural fees associated with second floor renovations to comply with Historic grant requirements.
- D. To continue digital storage of town records. In order for the Town to complete the replication and indexing of three years of records, (which can be moved from current space), this encumbrance and the current year appropriation are needed to fund the project.
- E. For printing of annual reports.
- F. For manuals associated with post employment benefits and cash management.
- G. For the replacement of office furnishings associated with renovations. These furnishings would include work stations/partitions consistent with the overall design. In an attempt to be prudent and to avoid additional appropriations, we are exercising the use of any source of available funding. Preliminary median estimates are \$47,500, but we certainly are determined to reduce that amount. The major consideration is that when this project is done, it is done correctly and does not have to be reconstructed, thereby duplicating costs.
- H. For implementation plan concerning GASB 45 and Other Post Employment Benefits. The Town, inclusive of schools, needs to identify all liabilities in this area and disclose in the financial report as of July 1, 2008 and July 1, 2009.
- I. Same as H.
- J. There are "soft cost" bank fees that we have been incurring due low interest rates on our cash flow available balances for the past three years; and the initiation of new banking services. Presently, we have a budget appropriation to cover current needs, but this encumbrance has been carried forward as the bank has granted us some latitude on prior year liabilities until rates are more favorable.
- K. Same as H.
- L. For blank and encoded paper utilized for printing all town and school checks; purchase orders; tax reports; and notifications.
- M. Appraisal services for Assessment Department.
- N. Training funds for software upgrade and for other town departments.
- O. To carry forward revaluation funds.
- P. Town Clerk – Vitals and restoration of records.
- Q. Records retention.
- R. For Citizen Request software – Qscend.
- S. Same as R.
- T. Training for financial software.
- U. For computer replacements.
- V. Same as U.
- W. For check and document printer replacement(s).
- X. Same as D.
- Y. To supplement costs of new copier.
- Z. Legal notices for land use commissions.
- AA. DEP conservation fees.
- BB. For automated time clock at DPW that will interface with payroll.
- CC. To replace thermostats at police department.
- DD. Nye Street Firehouse chimney repairs.
- EE. Air conditioner replacement.
- FF. Same as G., inclusive of carpet replacement when old fixtures are removed.
- GG. Performer fees associated with the arts commission.
- HH. Liquidation of pension encumbrance for employer contribution. When payment was made, a new purchase order was utilized in error. Along with II., a net balance of \$47,735.00 will be carried forward to offset the 2009 payment.

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**Appendix B (cont)**

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- II. Same as HH.
- JJ. This is similar to the pension payments. The lease payments were made, but in error, did not charge the 2008 encumbrance. Along with KK., a net balance of \$45,586.39 will be carried forward to offset lease terminations and proposed lease agreements.

If there are any questions, please contact me.

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Appendix C



TOWN CLERK  
TOWN OF VERNON

14 PARK PLACE, VERNON, CT 06066  
Tel: (860) 870-3662  
Fax: (860) 870-3623  
E-mail: [townclerk@vernon-ct.gov](mailto:townclerk@vernon-ct.gov)

**TOWN OF VERNON**  
**CERTIFIED MOTION**

**AUTHORIZATION TO APPLY FOR AND EXECUTE DOCUMENTS FOR THE AMERICAN REINVESTMENT AND RECOVERY ENERGY EFFICIENCY COMMUNITY BLOCK GRANT**

**ADOPTED MOTION:**

**THE TOWN COUNCIL AUTHORIZES THE MAYOR JASON L. MCCOY OR HIS DESIGNEE TO APPLY FOR AND EXECUTE THE NECESSARY DOCUMENTS TO RECEIVE THE AMERICAN REINVESTMENT AND RECOVERY ENERGY EFFICIENCY COMMUNITY BLOCK GRANT IN THE AMOUNT OF \$110,767.00.**

Adopted by the **Town of Vernon on August 24, 2009.**

TO WHOM IT MAY CONCERN:

I, James E. Krupinski, Assistant Town Clerk of the Town of Vernon, hereby certify that the foregoing MOTION was adopted by the Vernon Town Council at its regular meeting of August 24, 2009.

I FURTHER CERTIFY that said action has not been modified nor rescinded, and that it remains in full force and effect.

VERNON TOWN COUNCIL

James E. Krupinski, CCTC  
Assistant Town Clerk

Dated at Vernon, Connecticut, this 19<sup>th</sup> day of November, 2009.





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Appendix D (cont)

**Budget Amendment Request**

Total Amount Requested: \$21,670.00 Fiscal Year 2009 - 2010 Date: August 24, 2009

To: Finance Officer	From (Department): Public Works / Capital Improvements	Amendment #: 4
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Type of Amendment (X):  Additional Appropriation  Pass-Through  Transfer

*Request is hereby submitted for amendment(s) of budget as indicated.*

Department	Account Description	Org Code	Object	Amount
<b>FROM:</b>				
Fund Balance		100	31200	21,670.00
<b>"FROM" Subtotal:</b>				<b>\$ 21,670.00</b>

Department	Account Description	Org Code	Object	Amount
<b>TO:</b>				
1. Capital Improvements	Other equipment and machinery	10780290	57590	21,670.00
2.				
3.				
4.				
<b>"TO" Subtotal:</b>				<b>\$ 21,670.00</b>

No.	COMMENTS CONCERNING BUDGET AMENDMENT REQUEST
1	To install two (2) waste oil furnaces in the DPW vehicle maintenance facility. The vehicle maintenance facility generates approximately 2,100 gallons of waste oil annually, consisting of motor oil, hydraulic oil, transmission fluid and gear oils. Presently, the facility is heated with natural gas tube type heaters. Cost per year to heat the facility is approximately \$9,556.79. The waste oil furnaces requested would generate 250,000 BTU per hour, enough to heat the facility; with the natural gas heaters retained as a backup system. The annual maintenance of the furnaces is \$350.00 per unit. The anticipated cost savings would result in a full return on investment within 2.5 years.

	1	2	3	4
Balance in account for which funds are requested:	25,120.00	-		
Original appropriation in account:	25,120.00	-		
Plus or minus prior amendments:	-	-		
Amount of appropriation to date:	25,120.00	-	-	-

David R. Tomko, Interim Director  
Department Head

  
Signature

August 5, 2009  
Date

At a meeting of the Town Council held on \_\_\_\_\_ the above request(s) was/were approved in the amount of: \_\_\_\_\_  
Signature of Town Administrator: \_\_\_\_\_