

AGENDA  
VERNON TOWN COUNCIL  
**REGULAR MEETING**  
TOWN HALL - 14 PARK PLACE - 3<sup>rd</sup> Floor  
VERNON, CONNECTICUT

**TUESDAY, AUGUST 21, 2012**  
7:30 P.M.

- A.) PLEDGE OF ALLEGIANCE
- B.) ROLL CALL
- C.) CITIZENS FORUM

RECEIVED  
VERNON TOWN CLERK  
12 AUG 16 PM 6:04

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- D.) EXECUTIVE SESSION

THE TOWN COUNCIL, PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES § 1-200 (2), HEREBY MOVES TO GO INTO EXECUTIVE SESSION TO DISCUSS STRATEGIES AND/OR NEGOTIATIONS WITH RESPECT TO COLLECTIVE BARGAINING AND INVITES TOWN ADMINISTRATOR, JOHN D. WARD AND ASSISTANT TOWN ADMINISTRATOR, DAWN MASELEK TO ATTEND.

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 PURCHASE OF REAL ESTATE REGARDING FRANKLIN STREET, PROPERTY CARD # 07-0030-0004 AND INVITES TERRY HJARNE, COLLECTOR OF REVENUE AND JOHN D. WARD, TOWN ADMINISTRATOR TO ATTEND.

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- E.) PUBLIC HEARING
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## E.) PRESENTATIONS BY THE ADMINISTRATION

Mayor George F. Apel to make a presentation to the Town Council on various topics.

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## G.) ACTION ON CONSENT AGENDA

- C 1. Request for Tax Refunds for Prior and Current Year.** (A copy of a memorandum from Terry Hjarne, Collector of Revenue, to John D. Ward, Town Administrator August 10, 2012 is included in the Council packet.)

**PROPOSED MOTION:**

THE TOWN COUNCIL HEREBY APPROVES ELEVEN (11) OVERPAYMENTS OF PRIOR YEAR TAXES IN THE AMOUNT OF \$3,120.89 AND SIXTY-FIVE (65) OVERPAYMENTS FOR CURRENT YEAR TAXES IN THE AMOUNT OF \$7,446.53 AS OUTLINED IN THE MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE TO JOHN D. WARD, TOWN ADMINISTRATOR DATED AUGUST 10, 2012.

- C 2. Request the Town Council approve the disposal of Fixed Assets for the Department of Public Works.** (See a memorandum from James M. Luddecke, Finance Officer and Treasurer dated June 11, 2012 relative to same.)

**PROPOSED MOTION:**

THE TOWN COUNCIL HEREBY APPROVES THE DISPOSAL OF PUBLIC WORKS VEHICLES AS DISCLOSED ON THE FIXED ASSET DISPOSAL REQUEST FORM; AND FURTHER, TO SELL THE VEHICLES TO JDC ENTERPRISES IN THE AMOUNT OF \$24,000.00.

- C 3. Request the Town Council approve Mayor George F. Apel's reappointment of Mark S. Etre, (R), 5 Rheel Street, Vernon, Connecticut as a regular member of the Capital Improvement Committee, said appointment to begin on September 1, 2012 and expires August 30, 2015.**

**PROPOSED MOTION:**

PURSUANT TO VERNON TOWN CODE, ARTICLE V, SECTIONS 10-61-10-63, THE TOWN COUNCIL HEREBY APPROVES THE MAYOR'S REAPPOINTMENT OF MARK S. ETRE (R), 5 RHEEL STREET, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE CAPITAL IMPROVEMENTS COMMITTEE, SAID APPOINTMENT TO BEGIN ON SEPTEMBER 1, 2012 EXPIRES AUGUST 30, 2015.

- C 4. Request the Town Council schedule a Public Hearing for the disposal of 13 Morrison Street, Vernon, Connecticut.** (See memorandum dated June 14, 2012 from John D. Ward, Town Administrator to Mayor George F. Apel and the Town Council.)

**PROPOSED MOTION:**

THE TOWN COUNCIL HEREBY SCHEDULES A PUBLIC HEARING TO HEAR COMMENT AND ANSWER QUESTIONS RELATIVE TO THE DISPOSITION OF 13 MORRISON STREET, VERNON, CONNECTICUT ON SEPTEMBER 18, 2012 AT 7:35 PM, THIRD FLOOR, MEMORIAL BUILDING, 14 PARK PLACE, VERNON, CONNECTICUT.

- C 5. Request the Town Council authorize the Town of Vernon to participate in Cooperative Purchasing with other governmental units.** ( See memorandum from John D. Ward, Town Administrator to Mayor George F. Apel and the Town Council Members dated August 14, 2012 relative to same.)

**PROPOSED RESOLUTION:**

THE TOWN COUNCIL, HEREBY RESOLVES IN ACCORDANCE WITH CHAPTER TWELVE (XII) SECTION NINE (9) OF THE TOWN CHARTER, THAT IT IS IN THE BEST INTEREST OF THE TOWN TO: (1.) WAIVE THE TRADITIONAL SEALED BID REQUIREMENTS FOR THE PURCHASE OF MATERIALS, SUPPLIES, EQUIPMENT AND SERVICES UNDER THE COOPERATIVE PURCHASING WITH OTHER GOVERNMENTAL UNITS, COOPERTIVES, COUNCILS OR BOARDS OF EDUCATION FOR THE DURATION OF TWELVE (12) MONTHS, FROM SEPTEMBER 8, 2012 TO SEPTEMBER 7, 2013;AND (2) AUTHORIZE THE TOWN ADMINISTRATOR AS THE MAYOR'S DESIGNEE TO EXECUTE ON BEHALF OF THE TOWN OF VERNON ANY INSTRUMENT (S) TO THAT EFFECT.

H.) DISCUSSION OF PULLED CONSENT ITEMS

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I.) PENDING BUSINESS

1. **Request the Town Council approve the request by James M. Luddecke, Finance Officer and Treasurer for the disposal of Fixed Assets known as IPADS's and turn same over to the Board of Education.** (A memorandum dated May 31, 2012 from James Luddecke, Finance Officer and Treasurer to John D. Ward, Town Administrator relative to same is included for Council review.) This item was postponed to August 21, 2012 pending a statement from Dr. Mary P. Conway.)

**PROPOSED MOTION**

THE TOWN COUNCIL HEREBY APPROVES THE DISPOSAL OF EIGHT (8) APPLE IPADS AS DISCLOSED ON THE FIXED ASSET DISPOSAL REQUEST FORM; AND AUTHORIZES THE TRANSFER OF THOSE ITEMS TO THE BOARD OF EDUCATION.

2. **Update by Council Member John Kopec relative to the Barking Dog Policy.** (No documents included. Council Member Kopec to give an oral report).

**NO PROPOSED MOTION**

3. **Request the Town Council authorize Mayor George F. Apel or his designee to accept the standby invitation for the CLP LREC/ZREC Program.** (See memorandum from John D. Ward, Town Administrator dated August 16, 2012 to Mayor George F. Apel, Vernon Town Council and the Energy Improvement District Board relative to sale.)

**PROPOSED MOTION**

THE VERNON TOWN COUNCIL HEREBY AUTHORIZES MAYOR GEORGE F. APEL, OR HIS DESIGNEE, TO ACCEPT THE STANDBY INVITATION FOR THE CLP LREC/ZREC PROGRAM, AND FURTHER AUTHORIZES MAYOR GEORGE F. APEL, OR HIS DESIGNEE TO ENTER INTO AND EXECUTE ALL NECESSARY DOCUMENTS TO COMPLETE THE STANDARD BIDDING CONTRACT WITH CLP AND A CONTRACT WITH UTC POWER FOR A FUEL CELL AT THE WATER POLLUTION CONTROL AUTHORITY, IF THE PROJECT IS SELECTED.

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J.) NEW BUSINESS

- 1. **Request the Town Council approve the following Job Descriptions as recommended by Assistant Town Administrator Dawn Maselek.** (Copies of six job descriptions are included for Council review.)

**PROPOSED MOTION**

THE TOWN COUNCIL CONSISTENT WITH THE TOWN OF VERNON PERSONNEL RULES AND REGULATIONS, SECTION 4.1(B) ENTITLED "JOB DESCRIPTIONS", HEREBY ADOPTS THE JOB DESCRIPTIONS OF DIRECTOR OF INFORMATION & COMMUNICATION TECHNOLOGY, SENIOR SYSTEMS ANALYST, SYSTEMS ANALYST, ASSISTANT DIRECTOR OF WPCA, PARK MAINTAINER II AND ADMINISTRATIVE SECRETARY AS PRESENTED.

K.) INTRODUCTION OF ORDINANCES

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L.) ACTION ON ORDINANCE(S) PREVIOUSLY PRESENTED

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M.) IDENTIFICATION/ADOPTION OF ADDITIONAL AGENDA ITEMS

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N.) DISCUSSION OF ADDITIONAL ITEMS AND INFORMATIONAL ITEMS

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O.) ADOPTION OF MINUTES

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE SPECIAL TOWN COUNCIL MEETING JULY 12, 2012 AND THAT MINUTES OF SAID MEETING BE APPROVED.

TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR TOWN COUNCIL MEETING JULY 17, 2012 AND THAT MINUTES OF SAID MEETING BE APPROVED.

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE SPECIAL TOWN COUNCIL MEETING JULY 24, 2012 AND THAT MINUTES OF SAID MEETING BE APPROVED.

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE SPECIAL TOWN COUNCIL MEETING OF JANUARY 10, 2012 AND THAT MINUTES OF SAID MEETING BE APPROVED.

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P.) INFORMATIONAL ITEMS, PETITIONS, COMMUNICATIONS,  
CORRESPONDENCE, REPORTS, ETC. NOT REQUIRING ACTION

1. Monthly Activity Report – July, 2012 Town Clerk Office, as submitted by Bernice K. Dixon, Town Clerk.
2. Monthly Report – Emergency Medical Services, July 2012, as submitted by Jean Gauthier, EMS Coordinator.
3. Memorandum from John D. Ward, Town Administrator to the Town Council relative to Temporary Assignment of Duties at DPW, dated August 16, 2012.
4. Memorandum from John D. Ward, Town Administrator to Department Heads, Dr. Mary P. Conway, Superintendent of Schools and Michael Purcaro, Business and Finance Manager, Board of Education dated August 16, 2012 re: Temporary Assignment of Duties at DPW.