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MINUTES
VERNON TOWN COUNCIL REGULAR MEETING
TOWN HALL - 14 PARK PLACE - 3rd Floor
VERNON, CONNECTICUT

November 20, 2012 – 7:30 PM

Mayor George Apel called the meeting to order at 7:30 PM

A) PLEDGE OF ALLEGIANCE:

B) ROLL CALL:
Present: Council Members Bill Campbell, Thomas DiDio, Virginia Gingras, Judy Hany, John Kopec, Brian Motola, Steven Peterson, Thomasina Russell, Daniel Sullivan, Adam Weissberger, and Michael Winkler
Absent: Marie Herbst
Entered During Meeting:
Also Present: Mayor George Apel, Town Administrator John Ward, Recording Secretary Jill Kentfield

C) CITIZEN'S FORUM
There were no speakers at Citizen's forum.

Citizen's forum closed at 7:32 PM

D.) **EXECUTIVE SESSION**
No Executive Session

E.) **PUBLIC HEARING**
None

F.) **PRESENTATIONS BY THE ADMINISTRATION**
Presentation of Proclamation by Mayor George F. Apel to members of our Emergency Operations Team from Storm Sandy.

Presentation of Proclamation by Mayor George F. Apel to Dwight Ryniewicz, Acting Director of Public Works, covering for Director Kleinhans while on leave and Richard Maselek, Interim Director of Information Technology, while the Town of Vernon worked to find a permanent IT Director.

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

- Approximately 20 letters will be sent thanking everyone who contributed to the EOC during Hurricane Sandy
- The Mayor's challenge is complete. 3000 food items were collected for HVCC by 4 teams. The winner was the finance, WPCA, Cemetery team who collected 1300 items.
- Winterfest takes place on 12/7/2012, festivities begin at 6:00 PM
- Storm Sandy required Administration to declare a state of emergency. The approximate cost of the storm was $50,000
- The 2013/2014 budget is right around the corner. Department heads will meet during December to discuss issues facing their Departments.
- Ribbon cuttings are still going on.
- Lake Street students took a walking tour of the Town of Vernon town buildings to learn about local government.
- CCM is offering a prescription card program. Administration is looking into the program to see if it will be of value to TOV employees and citizens.

- Amerbelle was transferred to the new owner.
- Roosevelt mills is putting together a budget with the help of the Economic Development office and have applied for a grant.

G.) **CONSENT AGENDA ITEMS**

Council Member Motola, seconded by Council Member Weissberger made a motion to approve the consent agenda items as presented. Council Member Motola, pulled consent agenda item #1 and Council Member Winkler pulled item #2 for discussion. Motion carried unanimously to approve the consent agenda items 3 through 11 as presented.

C 3. **Request the Town Council approve Mayor George F. Apel's reappointment of Frank Galat, (U), 631 Dart Hill Road, Vernon, Connecticut as a regular member of the Inland Wetlands Regulatory Commission, said appointment to commence on January 1, 2013 and expires December 31, 2015.** (A copy of Mr. Galat's resume is included for Council review.)

PROPOSED MOTION:

PURSUANT TO CHARTER CHAPTER VIII, SEC. 8, THE TOWN COUNCIL HEREBY APPROVES MAYOR GEORGE F. APEL'S REAPPOINTMENT OF FRANK GALAT, (U), 631 DART HILL ROAD, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE INLAND WETLANDS REGULATORY COMMISSION, SAID TERM TO COMMENCE ON JANUARY 1, 2013 AND EXPIRES ON DECEMBER 31, 2015.

Council Member Motola, seconded by Council Member Weissberger made the above motion to approve the Mayor's reappointment of Frank Galat as a regular member of the Inland Wetlands Regulatory Commission for a term of 1/1/2013 through 12/31/2015. Motion carried unanimously.

C 4. **Request the Town Council approve Mayor George F. Apel's reappointment of Richard Dias, (R), 311 Vernon Avenue, Vernon, Connecticut, as a regular member of the Municipal Flood and Erosion Control Board, said appointment to commence on January 1, 2013 and expires on December 31, 2015** (A copy of Mr. Dias' resume is included for Town Council review.)

PROPOSED MOTION:

PURSUANT TO ORDINANCE #226, THE TOWN COUNCIL APPROVES MAYOR GEORGE F. APEL'S REAPPOINTMENT OF RICHARD DIAS , (R), 311 VERNON AVENUE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE MUNICIPAL FLOOD AND EROSION CONTROL BOARD. SAID TERM TO COMMENCE ON JANUARY 1, 2013 AND EXPIRES ON DECEMBER 31, 2015.

Council Member Motola, seconded by Council Member Weissberger made the above motion to approve the Mayor's reappointment of Richard Dias as a regular member of the Municipal Flood and Erosion Control Board for a term of 1/1/2013 through 1/31/2015. Motion carried unanimously.

C 5. **Request the Town Council approve Mayor George F. Apel's re- appointment of Doreen M. Evans, (D), 56 Thomas Street, Vernon, Connecticut as the Town of Vernon - Parking Hearing Officer, said term to commence on January 1, 2013 and expires on December 31, 2015.** (A copy of Ms. Evans' resume is included for Town Council review.)

PROPOSED MOTION:

PURSUANT TO THE VERNON CODE OF ORDINANCES, ARTICLE III "PARKING, STOPPING AND STANDING", SEC. 13-39 "FINES FOR PARKING VIOLATIONS SUBSECTION (e), THE TOWN COUNCIL APPROVES MAYOR GEORGE F. APEL'S REAPPOINTMENT OF DOREEN M. EVANS, (D), 56 THOMAS STREET, VERNON, CONNECTICUT AS THE TOWN OF VERNON – PARKING HEARING OFFICER, SAID TERM TO COMMENCE ON JANUARY 1, 2013 AND EXPIRES ON DECEMBER 31, 2015.

Council Member Motola, seconded by Council Member Weissberger made the above motion to approve the Mayor's reappointment of Doreen M. Evans as the Town of Vernon Parking hearing Officer for a term of 1/1/2013 through 12/31/2015. Motion carried unanimously.

C 6. **Request the Town Council approve Mayor George F. Apel's reappointment of Charles Bardes, (U), 79 Meadowview Lane, Vernon, Connecticut as a regular member of the Planning and Zoning Commission, said appointment to commence on January 1, 2013 and expires December 31, 2015.** (A copy of Mr. Bardes' resume is included for Council review.)

PROPOSED MOTION:

PURSUANT TO CHARTER CHAPTER VIII, SEC. 1,6 & 11 DATED JANUARY 1, 1985; C.G.S. §8-4A&B, THE TOWN COUNCIL HEREBY APPROVES MAYOR GEORGE F. APEL'S REAPPOINTMENT OF CHARLES BARDES, (U), 79 MEADOWVIEW LANE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE PLANNING AND ZONING COMMISSION FOR A TERM TO COMMENCE ON JANUARY 1, 2013 AND EXPIRES DECEMBER 31, 2015.

Council Member Motola, seconded by Council Member Weissberger made the above motion to approve the Mayor's reappointment of Charles Bardes as a regular member of the Planning and Zoning Commission for a term of 1/1/2013 through 12/31/2015. Motion carried unanimously.

C 7. **Request the Town Council approve Mayor George F. Apel's reappointment of Francis O. Kaplan, (R), 344 Merline Road, Vernon, Connecticut as a regular member of the Planning and Zoning Commission, said appointment to commence on January 1, 2013 and expires December 31, 2015.** (A copy of Mr. Kaplan's resume is included for Council review.)

PROPOSED MOTION:

PURSUANT TO CHARTER CHAPTER VIII, SEC. 1,6 & 11 DATED JANUARY 1, 1985; C.G.S. §8-4A&B, THE TOWN COUNCIL HEREBY APPROVES MAYOR GEORGE F. APEL'S REAPPOINTMENT OF FRANCIS O. KAPLAN, (R), 344 MERLINE ROAD, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE PLANNING AND

ZONING COMMISSION FOR A TERM TO COMMENCE ON JANUARY 1, 2013 AND EXPIRES DECEMBER 31, 2015.

Council Member Motola, seconded by Council Member Weissberger made the above motion to approve the Mayor's reappointment of Francis Kaplan as a regular member of the Planning and Zoning Commission for a term of 1/1/2013 through 12/31/2015. Motion carried unanimously.

C 8. **Request the Town Council approve Mayor George F. Apel's reappointment of Qilin Elizabeth Yang, (U), 70 Old Town Road, Unit 336, Vernon, Connecticut as a regular member of the Water Pollution Control Authority, said appointment to commence on January 1, 2013 and expires December 31, 2015.** (A copy of Ms. Yang's resume is included for Council review.)

PROPOSED MOTION:

PURSUANT TO CHARTER CHAPTER VIII, SEC. 3; AND CHARTER CHAPTER XII, SEC. 4, THE TOWN COUNCIL HEREBY APPROVES MAYOR GEORGE F. APEL'S REAPPOINTMENT OF QILIN ELIZABETH YANG, (U), 70 OLD TOWN ROAD, UNIT 336, VERNON, CONNECTICUT, AS A REGULAR MEMBER OF THE WATER POLLUTION CONTROL AUTHORITY, SAID APPOINTMENT TO COMMENCE ON JANUARY 1, 2013 AND EXPIRES DECEMBER 31, 2015.

Council Member Motola, seconded by Council Member Weissberger made the above motion to approve the Mayor's reappointment of Qilin Elizabeth Yang as a regular member of the Water Pollution Control Authority for a term of 1/1/2013 through 12/31/2015. Motion carried unanimously.

C 9. **Request the Town Council approve Mayor George F. Apel's reappointment of Everett Ray Weaver, (U), 14 Deepwood Drive, Vernon, Connecticut as a regular member of the Water Pollution Control Authority, said appointment to commence on January 1, 2013 and expires December 31, 2015.** (A copy of Mr. Weaver's resume is included for Council review.)

PROPOSED MOTION:

PURSUANT TO CHARTER CHAPTER VIII, SEC. 3; AND CHARTER CHAPTER XII, SEC. 4, THE TOWN COUNCIL HEREBY APPROVES MAYOR GEORGE F. APEL'S REAPPOINTMENT OF EVERETT RAY WEAVER, (U), 14 DEEPWOOD DRIVE, VERNON, CONNECTICUT, AS A REGULAR MEMBER OF THE WATER POLLUTION CONTROL AUTHORITY, SAID APPOINTMENT TO COMMENCE ON JANUARY 1, 2013 AND EXPIRES DECEMBER 31, 2015.

Council Member Motola, seconded by Council Member Weissberger made the above motion to approve the Mayor's reappointment of Everett Ray Weaver as a regular member of the Water Pollution Control Authority for a term of 1/1/2013 through 12/31/2015. Motion carried unanimously.

C 10. **Request the Town Council approve Mayor George F. Apel's appointment of C. Ryan Goad, (U), 57 Glenstone Drive, Vernon, Connecticut as a regular member of the Conservation Commission, said appointment to commence on October 17, 2012 and expires December 31, 2013.** (A copy of Mr. Goad's resume is included for Council review. It should be noted that Mr. Goad is presently an alternate on the Commission and is being moved to full member to replace Mr. Sierakowski.)

PROPOSED MOTION:

PURSUANT TO TOWN OF VERNON ORDINANCE # 189 – TOWN CODE SECTION 10-91 & 10-92, THE TOWN COUNCIL HEREBY APPROVES MAYOR GEORGE F. APEL'S APPOINTMENT OF C. RYAN GOAD, (U), 57 GLENSTONE DRIVE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE CONSERVATION COMMISSION, SAID TERM TO BEGIN OCTOBER 17, 2012 AND EXPIRES ON DECEMBER 31, 2013.

Council Member Motola, seconded by Council Member Weissberger made the above motion to approve the Mayor's reappointment of C. Ryan Goad as a regular member of the Conservation Commission for a term of 10/17/2012 through 12/31/2013. Motion carried unanimously.

C 11. Request the Town Council authorizes Mayor George F. Apel to apply for and execute any and all documents relative to the FEMA Challenge Grant Application "2012 Community Resilience Innovation Challenge, in the amount of $35,000.00. (See application provided by Michael Purcaro, Emergency Management Director).

PROPOSED RESOLUTION:

BE IT RESOLVED THAT THE TOWN OF VERNON MAY ENTER INTO WITH AND DELIVER TO FEMA FOR THE 2012 COMMUNITY RESILIENCE INNOVATION CHALLENGE GRANT ANY AND ALL DOCUMENTS WHICH IT DEEMS TO BE NECESSARY AND APPROPRIATE.

BE IT FURTHER RESOLVED THAT GEORGE F. APEL, AS THE MAYOR OF THE TOWN OF VERNON IS AUTHORIZED AND DIRECTED TO EXECUTE AND DELIVER ANY AND ALL DOCUMENTS ON BEHALF OF THE TOWN OF VERNON AND TO DO AND PERFORM ALL ACTS AND THINGS WHICH HE DEEMS TO BE NECESSARY OR APPROPRIATE FOR SAID GRANT.

Council Member Motola, seconded by Council Member Weissberger made the above resolution to authorize Mayor George F. Apel to apply for and execute any and all documents relative to the FEMA Challenge Grant Application "2012 Community Resilience Innovation Challenge", in the amount of $35,000.00. Motion carried unanimously.

H.) **DISCUSSION OF PULLED CONSENT AGENDA ITEMS**

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 November 9, 2012 is included in the Council packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES NINE (9) OVERPAYMENTS OF PRIOR YEAR TAXES IN THE AMOUNT OF $32,292.87 AND THIRTY-THREE (33) OVERPAYMENTS FOR CURRENT YEAR TAXES IN THE AMOUNT OF $27,410.96 AS OUTLINED IN THE MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE TO JOHN D. WARD, TOWN ADMINISTRATOR DATED NOVEMBER 9, 2012.

Council Member Motola, seconded by Council Member Weissberger made the above motion to approve the request for tax refunds for prior and current year. Discussion took place. Motion carried unanimously.

C 2. **Request the Town Council approve budget amendment #12 - #13 for fiscal year 2012-2013 as provided by Finance Officer James M. Luddecke.** (Included for Council review is a copy of Mr. Luddecke's submission)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT #12 - #13 FOR FISCAL YEAR 2012-2013 AS OUTLINED IN THE BUDGET AMENDMENT FORMS PROVIDED BY FINANCE OFFICER JAMES M. LUDDECKE.

Council Member Motola, seconded by Council Member Weissberger made the above motion to approve budget amendments 12-13 for FY 2012-2013. Discussion took place.

Council Member Campbell, seconded by Council Member Weissberger made a motion to reduce budget amendment #13 request to $36,250.00 Motion carried unanimously.

Motion as amended carried unanimously.

I.) **PENDING BUSINESS**

Update and discussion relative to the monthly report from Finance Director James M. Luddecke for Revenue and Expenditures – 2012-2013.

Finance Director Luddecke was available to answer questions. Discussion took place.

J.) **NEW BUSINESS**

1. **Request the Town Council endorse the dates for 2013 Town Council as presented.** (See memorandum from Mayor George F. Apel dated November 1, 2012 to the Town Council relative to same)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE 2013 TOWN COUNCIL MEETING SCHEDULE AS PRESENTED IN THE MEMORANDUM FROM MAYOR GEORGE F. APEL TO THE VERNON TOWN COUNCIL DATED NOVEMBER 1, 2012.

Council Member Motola, seconded by Council Member Weissberger made the above motion to endorse the dates for the 2013 Town Council schedule as presented. Discussion took place. Motion carried unanimously.

2. **Request the Town Council approve the following Job Descriptions as recommended by Assistant Town Administrator Dawn Maselek.** (Copies of the recommended 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 DESCRIPTION OF DPW MECHANIC, PT AFTER-SCHOOL COORDINATOR AND PARK MAINTAINER I AS PRESENTED.

Council Member Motola, seconded by Council Member Weissberger made the above motion to approve the job descriptions for DPW Mechanic, PT after-school coordinator and park maintainer I as presented. Discussion took place.

Council Member Peterson, seconded by Council Member Weissberger made a motion to amend the mechanic and park maintainer job descriptions to include under the physical demand section the words "with assistance" after 100 lbs. The job descriptions will now read "at least 50 lbs and occasionally 100 lbs with assistance." Discussion took place. Motion carried unanimously.

Motion as amended carried unanimously.

3. **Request the Town Council approve the utilization of Community Outreach Grant Funding to Cornerstone Foundation and Foodshare/HVCC.** (See memorandum dated November 15, 2012 from Mayor George F. Apel to the town Council.)

PROPOSED MOTION:

THE VERNON TOWN COUNCIL HEREBY APPROVES THE UTILIZATION OF THE COMMUNITY OUTREACH GRANT FUND OF $18,000 AS FOLLOWS: CORNERSTONE FOUNDATION SOUP KITCHEN IN THE AMOUNT OF $5,000 AND FOODSHARE IN THE AMOUNT OF $13,000 ON BEHALF OF THE HOCKANUM VALLEY COMMUNITY COUNCIL.

Council Member Motola, seconded by Council Member Weissberger made the above motion to approve the utilization of Community Outreach Grant Funding to Cornerstone Foundation and Foodshare/HVCC. Discussion took place. Motion carried unanimously.

K.) **INTRODUCTION OF ORDINANCES**
None

L.) **ACTION ON ORDINANCES PREVIOUSLY PRESENTED**
None

M.) **IDENTIFICATION/ADOPTION OF ADDITIONAL AGENDA ITEMS**
Council Member Peterson, seconded by Council Member Russell made a motion to add New business #1 to the agenda. Motion carried unanimously.

N.) **DISCUSSION OF ADDITIONAL ITEMS AND INFORMATIONAL ITEMS**
Council Member Motola, seconded by Council Member Weissberger made the following motion:

THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENTS #10 AND #11 FOR FISCAL YEAR 2012-2013 AS OUTLINED IN THE BUDGET AMENDMENT FORMS PROVIDED BY FINANCE OFFICER JAMES LUDDECKE

Discussion took place. Motion carried unanimously.

O.) **ADOPTION OF MINUTES**
THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR TOWN COUNCIL MEETING **OCTOBER 16, 2012** AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Motola, seconded by Council Member Weissberger made a motion to waive the reading of and approve the minutes of the October 16, 2012 regular Town Council meeting. Motion carried unanimously.

P.) **INFORMATIONAL ITEMS**

1. Monthly Activity Report – EMS – October, 2012 as submitted by Jean Gauthier EMS Coordinator.

2. Monthly Activity Report – Police Department – September, 2012 as submitted by Captain Stephen M. Clark.
3. Monthly Activity Report – Town Clerk's Office – September, 2012 as submitted by Bernice K. Dixon, Town Clerk.
4. Monthly Activity Report – Town Clerk's Office – October, 2012 as submitted by Bernice K. Dixon, Town Clerk.
5. Monthly Activity Report – Building Department – September, 2012 as submitted by Harry Dan Boyko, Building Official.
6. Monthly Activity Report – Building Department – October, 2012 as submitted by Harry Dan Boyko, Building Official.
7. Email dated November 13, 2012 from Carmine Centrella, CR-MMRS Program Director and Homeland Security Planner for CRCOG, relative to Vernon's response and actions during Storm Sandy.

Adjourn (8:32 PM)

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

Received:

Approved:

Respectfully Submitted,

Jill Kentfield
Recording Secretary