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

December 18, 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, John Kopec, Brian Motola, Steven Peterson, Daniel Sullivan, Adam Weissberger, and Michael Winkler

Absent: Council Members Virginia Gingras, Judy Hany, Marie Herbst, Thomasina Russell,

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 Citizens forum

Citizen's forum closed at 7:33 PM

Mayor Apel requested the Executive Session be moved until after the presentations.

F.) **PRESENTATIONS BY THE ADMINISTRATION**

Presentation from Mayor George F. Apel thanking COVANTA Energy for their Community Donations to the Hockanum Valley Community Council through Foodshare and the Cornerstone Soup Kitchen. Joe Vitale and Steve Dias will be present representing COVANTA Energy.

Mayor Apel presented a proclamation to Recording Secretary Jill Kentfield thanking her for her service for the past 5 years.

Recess (7:40 PM)

Reconvene (7:47 PM)

Mayor George F. Apel to present to the Town Council on a variety of issues.

- Winterfest took place. The festival of trees was a success.
- Meetings with Department Heads regarding the budget are taking place
- Ribbon cuttings continue
- The Executive Assistant to the Mayor met with Verizon and negotiated a \$5400.00 savings to the Town.
- Mayor Apel directed the Parks and Recreation Director to put together a package for citizens interested in utilizing Camp Newhocha. The package includes directions to the park and highlights using the main entrance. There will also be signage posted.

D.) **EXECUTIVE SESSION**

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

THE TOWN COUNCIL, PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUES § 1-200 (2), HEREBY MOVES TO GO INTO EXECUTIVE SESSION TO DISCUSS STRATEGIES AND/OR NEGOTIATIONS WITH RESPECT TO COLLECTIVE BARGAINING WITH THE DPW SUPERVISORS UNION AND INVITES TOWN

ADMINISTRATOR, JOHN D. WARD AND ASSISTANT TOWN ADMINISTRATOR, DAWN MASELEK TO ATTEND.

Motion carried unanimously.

Council Member Motola, seconded by Council Member Weissberger made the following motion:

MOTION:

THE TOWN COUNCIL MOVES TO APPROVE THE NEGOTIATED COLLECTIVE BARGAINING AGREEMENT BETWEEN THE TOWN OF VERNON AND THE DEPARTMENT OF PUBLIC WORKS SUPERVISORS UNION REPRESENTED BY THE AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES LOCAL 818 OF COUNCIL 4 AFL-CIO IN EFFECT JULY 1, 2012 THROUGH JUNE 30, 2015 ON THE TERMS AND CONDITIONS PRESENTED AND FURTHER AUTHORIZES MAYOR GEORGE F. APEL TO ENTER INTO SAID AGREEMENT ON BEHALF OF THE TOWN OF VERNON.

Motion carried unanimously.

Council Member Motola, seconded by Council Member Weissberger made the following motion to go into 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 NON-UNION EMPLOYEES AND INVITES TOWN ADMINISTRATOR, JOHN D. WARD AND ASSISTANT TOWN ADMINISTRATOR, DAWN MASELEK TO ATTEND.

Motion carried unanimously.

Council Member Motola, seconded by Council Member Peterson made the following motion:

THE TOWN COUNCIL MOVES TO ACCEPT THE MAYOR'S RECOMMENDATION FOR A 1.5% WAGE INCREASE FOR NON-UNION EMPLOYEES EFFECTIVE JULY 1, 2012 AND THE EMPLOYEE PREMIUM SHARE CONTRIBUTION OF 4% TO THE HSA FOR NON-UNION EMPLOYEES.

Discussion took place. Motion carried unanimously.

E.) **PUBLIC HEARING**
None

G.) **CONSENT AGENDA ITEMS**

Council Member Motola, seconded by Council Member Weissberger made a motion to approve the consent agenda items as presented. Motion carried unanimously to approve the consent agenda items as presented.

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

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES SEVEN (7) OVERPAYMENT FOR CURRENT YEAR TAXES IN THE AMOUNT OF \$24,606.54 AS OUTLINED IN THE

MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE TO JOHN D. WARD, TOWN ADMINISTRATOR DATED December 10 2012.

- C 2. Request the Town Council approve budget amendment #19-#22 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 AMENDMENTS #19-#22 FOR FISCAL YEAR 2012-2013 AS OUTLINED IN THE BUDGET AMENDMENT FORMS PROVIDED BY FINANCE OFFICER JAMES M. LUDDECKE.

- C 3. Request the Town Council approve Mayor George F. Apel's reappointment of Diane Wheelock, (R), 132 Tallwood Drive as a regular member of the North Central District Health Department. Said term to commence on January 1, 2013 and expires December 31, 2015.** (A copy of Ms. Wheelock's resume is included for Council review.)

PROPOSED MOTION:

PURSUANT TO C.G.S. §19a-241; CHARTER CHAPTER XI, SECTIONS 1,5, & 14, THE TOWN COUNCIL APPROVES MAYOR GEORGE F. APEL'S REAPPOINTMENT OF DIANE WHEELOCK (R), 132 TALLWOOD DRIVE, VERNON, CONNECTICUT A MEMBER OF THE BOARD OF DIRECTORS OF THE NORTH CENTRAL DISTRICT HEALTH DEPARTMENT. SAID TERM TO COMMENCE ON JANUARY 1, 2013 AND EXPIRES ON DECEMBER 31, 2015.

- H.) **DISCUSSION OF PULLED CONSENT AGENDA ITEMS**
None

I.) **PENDING BUSINESS**

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

NO MOTION REQUIRED. No discussion took place

J.) **NEW BUSINESS**

- 1. **Update relative to the Ordinance Review Committee from Chairman and Town Council Member Adam Weissberger.**

NO PROPOSED MOTION

Council Member Weissberger reported information regarding the activities of the Ordinance Committee.

- 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 POLICE RECORDS CLERK AND PART TIME YOUTH WORKER AS PRESENTED.

Council Member Motola, seconded by Council Member Weissberger made the above motion to approve the job description of police records clerk and part time youth worker as presented by Assistant Town Administrator, Dawn Maselek. Discussion took place. Motion carried unanimously.

3. Discussion requested by Council Member Thomas Didio relative to the subject of communication between the Administration, Town Council and the Department Heads.

NO PROPOSED MOTION

Council Member Campbell, seconded by Council Member Peterson made a motion to postpone this agenda item to a future agenda. Motion carried unanimously.

K.) INTRODUCTION OF ORDINANCES

None

L.) ACTION ON ORDINANCES PREVIOUSLY PRESENTED

None

M.) IDENTIFICATION/ADOPTION OF ADDITIONAL AGENDA ITEMS

Council Member Campbell, seconded by Council member Sullivan made a motion to add the additional agenda item. Motion carried unanimously.

N.) DISCUSSION OF ADDITIONAL ITEMS AND INFORMATIONAL ITEMS

Discussion took place regarding the request for bid waiver for Comcast internet circuit.

Council Member Motola, seconded by Council Member Peterson made the following motion:

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 ENHANCED BANDWITH CIRCUIT FOR TOWN AND BOARD OF EDUCATION, NOT TO EXCEED EIGHTEEN THOUSAND DOLLARS (\$18,000) 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.

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 DECEMBER 4, 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 December 4, 2012 regular Town Council meeting. Motion carried unanimously.

P.) INFORMATIONAL ITEMS

- 1. Notice of Grant Award from Connecticut Department of Emergency Services and Public Protection for Vernon's Emergency Management Program in the amount of \$31,205.00.
- 2. Monthly Report – EMS - November, 2012, as submitted by Jean Gauthier, EMS Coordinator.

3. Monthly Report – Police Department - November, 2012 as submitted by Stephen M. Clark, Captain.

Adjourn (8:26 PM)

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

Received:

Approved:

Respectfully Submitted,

Jill Kentfield
Recording Secretary