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

February 5, 2013 @ 7:30pm

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

A) PLEDGE OF ALLEGIANCE:

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

C) CITIZEN'S FORUM

Terri Lynn Rogers, 26 White Street, Rockville CT, from the Rockville Community Alliance spoke regarding the upcoming Miss Greater Rockville Pageant to raise money for the Miss Greater Rockville Scholarship Organization.

Katlyn Lewicke, Milford CT, who currently holds the title of Miss Greater Rockville spoke regarding how the Miss Greater Rockville Scholarship Organization helped pay for her college tuition.

Citizen's forum closed at 7:38pm.

D.) **EXECUTIVE SESSION**
None

E.) **PUBLIC HEARING**
None

F.) **PRESENTATIONS BY THE ADMINISTRATION**

Mayor George F. Apel, with Vernon Parks and Recreation Director Bruce Dinnie to present the Outstanding Organization Award- Pratt & Whitney, Outstanding Service Award-Ann Letendre, and the Connecticut Recreation and Parks Association Student Scholarship Award-Brittany Garnelis.

Mayor George F. Apel, with Vernon Parks and Recreation Director Bruce Dinnie, to present a donation from the Arctic Splash event to the Hockanum Valley Community Council.

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

- Meetings with each Department Head for an initial overview and presentation of their budget submissions, and the numbers are being finalized at this time.
- The Capital Improvement Committee met with pertinent Department Heads on January 26th, and has concluded its hearing of requested improvement projects.
- "A Supervisor's Guide to Preventing Workplace Sexual Harassment" was presented by Attorney Diette of Siegel O'Connor on January 29th, and attended by Department Heads and those in

supervisory positions from both the Town and Board of Education. This workshop fulfills the Town's obligation to provide such training.

- The Mayor was honored to attend the 100th Anniversary of the ***Visiting Nurse & Health Services of Connecticut,*** where a proclamation was presented for the longstanding contributions of the organization which began in 1913.
- The Mayor attended an Eagle Scout Ceremony. This is the 4th Eagle Scout Ceremony since November 2011.
- A certified Police Officer has been added to our staff. This is the 6th new office since November 2011 and the 2nd certified Officer to successfully join our ranks.
- On January 18th the Mayor met with the new commanding officer at Troop C, Lt. Clifford J. Labbe.
- The Memorandum of Understanding for the Planning and Implementations of Emergency Mass Dispending Plan Area #34/35 was signed.
- The Department Heads will now submit one monthly report to the Mayor on departmental activity.

G.) **CONSENT AGENDA ITEMS**

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

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 January 25, 2013 is included in the Council packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES TWO (2) OVERPAYMENTS OF PRIOR YEAR TAXES IN THE AMOUNT OF $457.32 AND SEVEN (7) OVERPAYMENTS FOR CURRENT YEAR TAXES IN THE AMOUNT OF $730.80 AS OUTLINED IN THE MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE TO JOHN D. WARD, TOWN ADMINISTRATOR DATED JANUARY 25, 2013.

Council Member Brian Motola, seconded by Council Member Adam Weissberger made a motion to approve the request for tax refunds for prior and current year. Motion carried unanimously.

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

C 2. **Request the Town Council approve budget amendments #23 - #26, as provided by Finance Officer James M. Luddecke**

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT REQUESTS #23 - #26 FOR FISCAL YEAR 2012-2013 AS OUTLINED IN THE BUDGET AMENDMENT FORMS PROVIDED BY FINANCE OFFICER, JAMES M. LUDDECKE.

Council Member Brian Motola, seconded by Council Member Adam Weissberger made a motion to approve the request for Town Council to approve budget amendments #23-#26, as provided by

Finance Officer James M. Luddecke. James M. Luddecke was present to answer any questions. Discussion took place. Motion carried unanimously.

C 3. Request the Town Council affirm Mayor George F. Apel's appointment of Beth Foran as Assistant Town Attorney.

PROPOSED MOTION:

THE TOWN COUNCIL, CONSISTENT WITH CHAPTER XI, SECTION 5, ENTITLED "OTHER OFFICERS", HEREBY AFFIRMS THE MAYOR'S APPOINTMENT OF BETH FORAN, AS ASSISTANT TOWN ATTORNEY.

Council Member Brian Motola, seconded by Council Member Adam Weissberger made a motion to approve Mayor's appointment of Beth Foran as Assistant Town Attorney. Town Attorney Cummings and Assistant Town Attorney Foran were available to answer any questions. Discussion took place. Motion carried unanimously.

I.) **PENDING BUSINESS**
None

J.) **NEW BUSINESS**

1. **Request the Town Council approve the Part-Time Secretary (as assigned) job description as recommended by Assistant Town Administrator Dawn Maselek.** (A copy of the revised job description and the previous job description 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 PART-TIME SECRETARY (AS ASSIGNED) AS PRESENTED

Council Brian Motola, seconded by Council Member Adam Weissberger made the above motion to approve the Part Time Secretary Job Description as recommended by Assistant Town Administrator Dawn Maselek. Assistant Town Administrator Dawn Maselek was available to answer any questions. Discussion took place. Motion carried with 10 in favor and 1 abstaining.

2. **Request the Town Council authorize Mayor George F. Apel to enter into and execute a Master Municipal Agreement for Construction Projects with the Connecticut Department of Transportation for a period of ten years.** (A memorandum dated January 31, 2013 from John D. Ward Town Administrator to Mayor Apel and the Vernon Town Council is included.)

PROPOSED RESOLUTION:

PURSUANT TO THE VERNON TOWN CHARTER CHAPTER 5 § 5 TITLED "*GENERAL POWERS AND DUTIES*" BE IT RESOLVED, THAT THE HONORABLE GEORGE F. APEL, MAYOR, IS HEREBY AUTHORIZED TO SIGN THE AGREEMENT ENTITLED "*MASTER MUNICIPAL AGREEMENT FOR CONSTRUCTION PROJECTS.*" WITH THE STATE OF CONNECTICUT DEPARTMENT OF TRANSPORTATION.

Council Member Brian Motola, seconded by Council Member Adam Weissberger made the above motion to authorize Mayor George F. Apel to enter into and execute a Master Municipal Agreement for Construction Projects with the Connecticut Department of Transportation for a period of ten years. Discussion took place. Motion carried unanimously.

3. **Request the Town Council set fixed compensation for Registrar of Voters** (A copy of a memorandum from Mayor Apel to the Town Council dated January 10, 2013 is included.)

PROPOSED RESOLUTION:

WHEREAS, THE CHARTER OF THE TOWN OF VERNON AND CONNECTICUT GENERAL STATUTES RESERVES THE RIGHT TO HOME RULE THE SUBJECT OF LOCAL VOTER REGISTRAR COMPENSATION; THEREFORE, BE IT RESOLVED THAT THE REGISTRARS' TOTAL COMPENSATION FOR ALL REGISTRAR RELATED FUNCTIONS, BE SET AT THE AMOUNT OF $ 27,000.00 PER YEAR, PLUS COMPENSATION FOR CONFERENCE ATTENDANCE AS REQUIRED BY CONN. GEN. STATUTES. 9-6 AND 9-6A WITH ANY OTHER ADDITIONAL COMPENSATION OF ANY KIND COMING BEFORE THE TOWN COUNCIL FOR PRE-APPROVAL.

Council Member Brian Motola, seconded by Council Member Adam Weissberger, made the above motion to request the Town Council set fixed compensation for Registrar of Voters. Discussion took place.

Council Member Winkler, seconded by Council Member Herbst, made a motion to table until the next meeting. Discussion took place. Council Member Winkler withdrew the motion.

Council Member Winkler, seconded by Council Member Herbst, made a motion to postpone until the next meeting. Discussion took place. Motion carried with 6 in favor and 5 against.

4. **Business and Finance Report to the Town Council by Board of Education Finance Manager Michael Purcaro.** (A copy of the Board of Education Report is provided)

NO PROPOSED MOTION:

Discussion took place.

5. **Request the Town Council approve the Board of Education's request for $10,000 from Capital and Non-Recurring Education Fund for the repair of a boiler at Rockville High School.** (A memorandum dated January 30, 2013 from James M. Luddecke, Finance Officer and Treasurer and a memorandum dated January 15, 2013 from Dr. Mary Conway are included.)

PROPOSED MOTION:

THE TOWN COUNCIL AUTHORIZES THE COMMITMENT OF AVAILABLE FUNDS IN THE EDUCATION RESERVE FOR CAPITAL AND NON-RECURRING EXPENDITURE ACCOUNT IN THE AMOUNT OF $10,000.00 FOR COSTS PERTAINING TO THE INSURANCE DEDUCTIBLE FOR THE REPAIR OF A STEAM BOILER AT ROCKVILLE HIGH SCHOOL.

Council Member Brian Motola, seconded by Council Member Adam Weissberger made the above motion to request the Town Council to approve the Board of Education's request for $10,000 from Capital and Non-Recurring Education Fund for the repair of a boiler at Rockville High School. Motion carried unanimously.

6. **Request the Town Council approve the disposal of Town-owned land identified as 8 Maple Street.** (A memorandum dated January 30, 2013 by John D. Ward, Town Administrator in included for review.)

PROPOSED MOTION:
THE TOWN COUNCIL HEREBY AUTHORIZES TOWN ADMINISTRATOR JOHN D. WARD TO SELL 8 MAPLE STREET.

Council Member Brian Motola, seconded by Council Member Adam Weissberger made the above motion to request the Town Council to approve the disposal of Town-owned land identified as 8 Maple Street. Discussion took place. Council Member Winkler received confirmation from the Town Administrator John D. Ward that the sale would take place through a Real Estate Agent. Motion carried unanimously.

K.) **INTRODUCTION OF ORDINANCES**
None

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

M.) **IDENTIFICATION/ADOPTION OF ADDITIONAL AGENDA ITEMS**
None.

N.) **DISCUSSION OF ADDITIONAL ITEMS AND INFORMATIONAL ITEMS**
None.

O.) **ADOPTION OF MINUTES**

Council Member Brian Motola, seconded by Council Member Adam Weissberger made a motion to waive the reading of and approve the minutes of the January 15, 2013 regular Town Council meeting. Discussion took place. Council Member Weissberger requested the following changes to the minutes: On page 1, remove Council Member Kopec's name under "present" since he was absent and on page 5 change the vote to reflect the accurate number of council members voting in favor. Motion carried unanimously.

P.) **INFORMATIONAL ITEMS**

1. Monthly Activity Report for the Building Department dated January 9, 2013.

2. Letter of Resignation, dated January 10, 2013 from Cynthia Madden, Registrar of Voters.

3. Monthly Activity Report for December 2012 from Captain Steven Clark, Police Department

4. Letter of Resignation, dated January 24, 2013 from Lori Robeau, Vernon Arts Commission.

5. Letter of Resignation, dated January 29, 2013 from Susan Boyan, Assistant Town Attorney.

Adjourn 8:43pm

Council Member Marie Herbst, seconded by Council Member Adam Weissberger made a motion to adjourn. Motion carried unanimously.

Received:

Approved:

Respectfully Submitted,

Danielle Forand
Recording Secretary