

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

TUESDAY, OCTOBER 21, 2014
7:30 P.M.

RECEIVED
VERNON TOWN CLERK
14 OCT 17 PM 12:26

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

D.) EXECUTIVE SESSION

THE TOWN COUNCIL, PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES SECTION 1-200 (2) HEREBY MOVES TO GO INTO EXECUTIVE SESSION TO DISCUSS STRATEGIES AND/OR NEGOTIATIONS WITH RESPECT TO COLLECTIVE BARGAINING RELATIVE TO THE VERNON SCHOOL ADMINISTRATORS' ASSOCIATION. THE FOLLOWING INDIVIDUALS ARE INVITED TO ATTEND: JOHN D. WARD, TOWN ADMINISTRATOR; DAWN MASELEK, ASSISTANT TOWN ADMINISTRATOR; AND JAMES M. LUDDECKE, FINANCE OFFICER.

E.) PUBLIC HEARING

F.) PRESENTATIONS BY THE ADMINISTRATION

Mayor Daniel A. Champagne to make a presentation to the Town Council on various topics.

Presentation of check from Jeff Arn, Director, of the Vernon Housing Authority to Mayor Daniel A. Champagne. This is an annual check delivered to the Council on behalf of the Vernon Housing Authority and the Vernon Housing Authority Board.

Proclamation declaring October, 2014 "Fire Prevention Month" in Vernon. Adam Libros, Fire Marshal will be present.

G.) ACTION ON CONSENT AGENDA

- C 1. Request for the approval Tax Refunds for Prior and Current Years. (A copy of a memorandum from Terry Hjarne, Collector of Revenue, to John D. Ward, Town Administrator dated October 10, 2014 is included in the Council packet.)**

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES FIVE (5) OVERPAYMENTS FOR PRIOR YEARS TOTALING \$738.50 AND FORTY-EIGHT (48) CURRENT YEAR TAXES IN THE AMOUNT OF \$23,124.70, AS OUTLINED IN THE MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE TO JOHN D. WARD, TOWN ADMINISTRATOR DATED OCTOBER 10, 2014.

- C 2. Request the Town Council approve budget amendment #66 for fiscal year 2013-2014 as provided by Finance Officer James M. Luddecke on the budget amendment forms attached to this agenda.** (See amendment forms in the Council packet.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT REQUEST #66 FOR FISCAL YEAR 2013-2014 AS OUTLINED IN THE BUDGET AMENDMENT FORMS PROVIDED BY FINANCE OFFICER, JAMES M. LUDDECKE.

- C 3. Request the Town Council approve budget amendment #6, #7 and #8 for fiscal year 2014-2015 as provided by Finance Officer James M. Luddecke on the budget amendment forms attached to this agenda.** (See amendment forms in the Council packet.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT REQUEST #6, #7 AND #8 FOR FISCAL YEAR 2014-2015 AS PROVIDED BY FINANCE OFFICER JAMES M. LUDDECKE ON THE BUDGET AMENDMENT FORMS ATTACHED TO THIS AGENDA.

H.) DISCUSSION OF PULLED CONSENT ITEMS

I.) PENDING BUSINESS

1. **Request the Town Council per Charter Chapter 10, Section One, consider the compensation for the Chief Executive Officer.** (See memorandum from John D. Ward, Town Administrator to the Vernon Town Council dated September 11, 2014 and various other financial documents for the Council to review.) (This item is returning from the September 16, 2014 meeting for further discussion and action. See memorandum dated October 9, 2014 from John D. Ward, Town Administrator to the Vernon Town Council and attached spreadsheet.)

PROPOSED RESOLUTION:

THE MAYOR'S ANNUAL STIPEND WILL BE INCREASED EVERY TWO YEARS BY A PERCENTAGE EQUAL TO THE AVERAGE OF THE GENERAL WAGE INCREASE AWARDED TO THE TOWN OF VERNON NON-UNION EMPLOYEES FOR THAT TWO-YEAR PERIOD. SAID INCREASE TO TAKE EFFECT IN DECEMBER OF 2015 AND EVERY TWO YEARS THEREAFTER.

J.) NEW BUSINESS

1. **Request the Town Council approve the commitment of funds in the Education Capital and Non-Recurring Expenditure Account in the amount of \$20,000.00.** (See letter from Dr. Mary P. Conway, Superintendent of School dated September 24, 2014 to Mayor Daniel A. Champagne and the memorandum from James M. Luddecke, Finance Officer dated October 1, 2014 to John D. Ward, Town Administrator relative to same.)

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 \$20,000.00 FOR DUCTWORK MODIFICATIONS IN THE LIBRARY MEDIA CENTER AT ROCKVILLE HIGH SCHOOL.

2. **Request the Town Council authorize Mayor Daniel A. Champagne to execute the necessary paperwork to make application for and receive Local Prevention Council Grant funds in the amount of \$4245.00.** (See memorandum from Alan Slobodien included in the Council packet.)

PROPOSED MOTION

BE IT RESOLVED THAT THE TOWN COUNCIL AUTHORIZES MAYOR CHAMPAGNE TO EXECUTE THE NECESSARY PAPERWORK TO MAKE APPLICATION FOR AND RECEIVE LOCAL PREVENTION COUNCIL GRANT FUNDS IN THE AMOUNT OF \$4245.00.

3. **Update and discussion regarding Year to Date Revenue and Expenditures report from Finance Officer James M. Luddecke for Fiscal Year 2014-2015.** (Please see YTD provided in the Council packet.)

NO PROPOSED MOTION

4. **Request the Town Council approve the disposal or sale of public works vehicles and the disposal of computers and equipment from various departments.** (See memorandum from James M. Luddecke, Finance Officer relative to same.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES THE DISPOSAL OR SALE AT PUBLIC SURPLUS AUCTION OF PUBLIC WORKS VEHICLES AS DISCLOSED ON THE FIXED ASSET DISPOSAL REQUEST FORM; AND FURTHERMORE APPROVES THE DISPOSAL OF COMPUTERS AND OTHER EQUIPMENT FROM THE DEPARTMENTS OF ASSESSMENT, ADMINISTRATION, BUILDING INSPECTION AND FIRE MARSHAL, AS DISCLOSED ON THE FIXED ASSET DISPOSAL REQUEST FORMS.

5. **Request the Town Council approve the Job Description of Town Engineer as recommended by Assistant Town Administrator Dawn Maselek.** (A copy of the job description is 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 **TOWN ENGINEER.**

K.) INTRODUCTION OF ORDINANCES

L.) ACTION ON ORDINANCE(S) PREVIOUSLY PRESENTED

M.) IDENTIFICATION/ADOPTION OF ADDITIONAL AGENDA ITEMS

N.) DISCUSSION OF ADDITIONAL ITEMS AND INFORMATIONAL ITEMS

O.) ADOPTION OF MINUTES

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR TOWN COUNCIL MEETING OF **SEPTEMBER 17, 2014** AND THAT MINUTES OF SAID MEETING BE APPROVED.

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

1. Monthly Report – July, 2014 from the Building Department as submitted by Glen LeConche, Building Official.
 2. Monthly Report – August, 2014 from the Vernon Police Department as submitted by Stephen M. Clark, Captain.
 3. Monthly Report – September, 2014 from the Town Clerk's Office, as submitted by Bernice K. Dixon, Town Clerk.
 4. Monthly Report – September, 2014 from Emergency Medical Services, as submitted by Jean Gauthier, EMS Coordinator.
 5. Invitation dated October 8, 2014 to all Board's Commissions and Committees from John D. Ward, Town Administrator to participate in a presentation regarding ***“Standard Process and Policies for Board's Commission and Committees.”***
 6. Monthly Report – September, 2014 from the Vernon Police Department as submitted by Stephen M. Clark, Captain.
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Q.) ADJOURNMENT