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

January 7, 2014 - 7:30 PM

Mayor Daniel Champagne called the meeting to order at 7:30 PM

A) PLEDGE OF ALLEGIANCE:

B) ROLL CALL:

Present: Council Members Pauline Schaefer, Virginia Gingras, Julie Clay, Brian Motola, Steve Wakefield, Steven Peterson, Adam Weissberger, Bill Campbell, John Kopec, Michael Winkler, and Kim Appleyard

Absent:

Entered During Meeting: Council Member Ann Letendre at 7:32 PM

Also Present: Mayor Daniel Champagne, Town Administrator John Ward, Recording Secretary Karen Daigle

C.) CITIZEN'S FORUM

Nancy Strong of 274 West Street. Spoke of Strong Family Farm and its environment. The farm has brought many families together through its various programs and events.

D.) EXECUTIVE SESSION

None

E.) PUBLIC HEARING

None

F.) PRESENTATIONS

Mayor Daniel A. Champagne reports to the Town Council on various topics.

- Met with mayors of other communities to save costs, etc. Will be meeting every 5 weeks or so.
- Bolton Lakes project is coming along.
- Toys for Tykes was a success. Thank you to the Fire Department, EMS and all volunteers.
- 2014 is the 75th anniversary of the Fox Hill Tower and the 125th anniversary of the incorporation of Rockville. Plans are in the works for those celebrations.
- The couple of storms have had an impact on the budget.
- The road bond referendum is set for this month.
- Wishing everyone a happy and healthy new year.

G.) ACTION ON CONSENT AGENDA

Council Member Wakefield, seconded by Council Member Weissberger made a motion to approve the consent agenda items as presented # C1-C7. Council Member Letendre pulled consent agenda item #C5 from the agenda. Council Member Wakefield, seconded by Council Member Schaefer made a motion to move the consent agenda as amended. Motion carried unanimously.

- 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 dated December 31, 2013 is included in the Council packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES TWO (2) OVERPAYMENTS FOR CURRENT YEAR TAXES IN THE AMOUNT OF \$746.58 AND FOUR (4) OVERPAYMENTS FOR PRIOR YEAR TAXES IN THE AMOUNT OF \$391.15, AS OUTLINED IN THE MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE TO JOHN D. WARD, TOWN ADMINISTRATOR DATED DECEMBER 31, 2013.

- C 2. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Basil (Pete) Hobbs, (R), 53 Meadowlark Road, Vernon, Connecticut as a regular member of the Planning and Zoning Commission, said term to commence on January 8, 2014 and expires on December 31, 2014.** (A copy of Mr. Hobb's resume is included for Council review. It should be noted that Mr. Hobb's is completing the unexpired term of William Roch.)

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 DANIEL A. CHAMPAGNE'S APPOINTMENT OF BASIL (PETE) HOBBS,(R), 53 MEADOWLARK ROAD, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE PLANNING AND ZONING COMMISSION FOR A TERM TO COMMENCE ON JANUARY 8, 2014 AND EXPIRES DECEMBER 31, 2014.

- C 3. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Ronald J. Scussel, (D), 345 Lake Street, Vernon, Connecticut as a regular member of the Planning and Zoning Commission, said term to commence on January 8, 2014 and expires on December 31, 2016.** (A copy of Mr. Scussel'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 DANIEL A. CHAMPAGNE'S APPOINTMENT OF RONALD J. SCUSSEL, (D), 345 LAKE STREET,

VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE PLANNING AND ZONING COMMISSION FOR A TERM TO COMMENCE ON JANUARY 8, 2014 AND EXPIRES DECEMBER 31, 2016.

- C 4. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Karen J. Torelli, (D), 655 Talcottville Road, Unit #175, Vernon, Connecticut as a regular member of the Senior Citizen's Advisory Committee, said term to commence January 8, 2014 and expires June 30, 2016. (A copy of Ms. Torelli's resume is included for Council review. It should be noted that Ms. Torelli is completing the unexpired term of Pauline Schaefer.)**

PROPOSED MOTION:

PURSUANT TO VERNON'S CHARTER CHAP. XV, SEC. 3; EST. 03-02-1982, THE TOWN COUNCIL APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF KAREN J. TORELLI, (D), 655 TALCOTTVILLE ROAD, UNIT #175, VERNON, CONNECTICUT AS A MEMBER OF THE SENIOR CITIZEN'S ADVISORY COMMITTEE, SAID TERM TO BEGIN ON JANUARY 8, 2014 AND EXPIRES ON JUNE 30, 2016.

- C 6. Request the Town Council authorize Mayor Daniel A. Champagne to sign any and all documents relative to the FEMA American Fire Service Grant Application. (See letter dated January 2, 2014 from Christopher J. Hammick, Fire Department Health and Safety Officer to Mayor Daniel A. Champagne, the Vernon Town Council and Chief William Call relative to same.)**

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY AUTHORIZES MAYOR DANIEL A. CHAMPAGNE TO EXECUTE ALL THE NECESSARY DOCUMENTS TO MAKE APPLICATION FOR THE FEMA AMERICAN FIRE SERVICE GRANT.

- C 7. Request the Town Council approve budget amendments # 12 for fiscal year 2013-2014 as provided by Finance Officer James M. Luddecke on the budget amendment forms attached to this agenda.**

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT REQUESTS # 12 FOR FISCAL YEAR 2013-2014 AS OUTLINED IN THE BUDGET AMENDMENT FORMS PROVIDED BY FINANCE OFFICER, JAMES M. LUDDECKE.

H.) DISCUSSION OF PULLED CONSENT ITEMS

- C 5. Request the Town Council authorize Mayor Daniel A. Champagne or his designee to apply for an EPA Brownfields Community Wide Assessment Grant in the amount of \$400,000. (See memorandum dated December 26, 2013 from John D. Ward, Town Administrator to Mayor Daniel A. Champagne and the Vernon Town Council.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY AUTHORIZES MAYOR DANIEL A. CHAMPAGNE OR HIS DESIGNEE TO APPLY FOR AN EPA BROWNFIELDS COMMUNITY WIDE ASSESSMENT GRANT IN THE AMOUNT OF \$400,000 FOR THE ASSESSMENT OF 19 GROVE STREET, 5 BROOKLYN STREET, AND 98 AND 104 EAST MAIN STREET AND FURTHER AUTHORIZES MAYOR DANIEL A. CHAMPAGNE OR HIS DESIGNEE TO EXECUTE THE FORMS NECESSARY FOR THE APPLICATION.

Council Member Wakefield, seconded by Council Member Weissberger made a motion to authorize Mayor Daniel A. Champagne or his designee to apply for an EPA Brownfields Community Wide Assessment Grant in the amount of \$400,000 for the assessment of 19 Grove Street, 5 Brooklyn Street, and 98 and 104 East Main Street and further authorizes Mayor Daniel A. Champagne or his designee to execute the forms necessary for the application. Discussion took place. Motion carried unanimously.

I.) PENDING BUSINESS

None

J.) NEW BUSINESS

1. Request the Town Council adopt the official Town of Vernon Policies entitled: *Town of Vernon, Policy Against Violence in the Workplace; Town of Vernon, Policy Regarding Electronic Monitoring; and the Town of Vernon, Anti-Bullying Policy.* (See attached policies for Council review.)

Mayor Daniel A. Champagne pulled the Town of Vernon, Policy Against Violence in the Workplace.

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY ADOPTS THE FOLLOWING OFFICIAL POLICES: **TOWN OF VERNON, POLICY REGARDING ELECTRONIC MONITORING AND THE TOWN OF VERNON, ANTI-BULLYING POLICY** AS PRESENTED BY ASSISTANT TOWN ADMINISTRATOR DAWN MASELEK.

Council Member Wakefield, seconded by Council Member Weissberger made the above motion to adopt the official Town of Vernon Policies entitled: Town of Vernon, Policy Regarding Electronic Monitoring and the Town of Vernon, Anti-Bullying Policy. Attorney Bud O'Donnell was available to answer questions. Discussion took place. Motion carried unanimously.

2. **Request the Town Council authorize a utility easement to Yankee Gas for Town-owned property known as Talcottville School located at 97 Main Street, Talcottville.** (See memorandum dated January 2, 2014 from Harold R. Cummings, Town Attorney to John D. Ward, Town Administrator relative to same.)

PROPOSED RESOLUTION:

RESOLVED, THAT THE TOWN OF VERNON GRANT AND CONVEY UNTO YANKEE GAS SERVICES COMPANY, A SPECIALLY CHARTERED CONNECTICUT INCORPORATION HAVING ITS PRINCIPAL OFFICE IN THE TOWN OF BERLIN IN THE STATE OF CONNECTICUT, ITS SUCCESSORS AND ASSIGNS, THE NON-EXCLUSIVE PERPETUAL RIGHT TO INSTALL, OPERATE, MAINTAIN AND REPAIR NATURAL GAS LINES OVER, UNDER AND ACROSS LAND OF THE TOWN SITUATED IN THE TOWN OF VERNON, COUNTY OF TOLLAND AND STATE OF CONNECTICUT, AS SET FORTH IN THE PROPOSED EASEMENT PRESENTED TO THIS MEETING, WHICH IS HEREBY ORDERED FILED WITH THE RECORDS OF THIS MEETING, AND

RESOLVED, THAT JOHN D. WARD, AS TOWN ADMINISTRATOR OF THE TOWN OF VERNON, BE AUTHORIZED TO EXECUTE AND DELIVER IN THE NAME OF THE TOWN AN EASEMENT AS PRESENTED TO THIS MEETING AND TO DO ANY AND ALL OTHER ACTS NECESSARY TO EFFECTUATE THE FOREGOING.

Council Member Wakefield, seconded by Council Member Weissberger made the above motion to approve the resolution to authorize a utility easement to Yankee Gas for Town-owned property known as Talcottville School located at 97 Main Street, Talcottville. Discussion took place. Motion carried unanimously.

3. **Request the Town Council approve the Job Description of Senior Program Coordinator 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 **SENIOR PROGRAM COORDINATOR** AS PRESENTED.

Council Member Wakefield, seconded by Council Member Weissberger, made the above motion to approve the Job Description of Senior Program Coordinator. 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.

None

N.) DISCUSSION OF ADDITIONAL ITEMS AND INFORMATIONAL ITEMS

None

O.) ADOPTION OF MINUTES

Council Member Wakefield, seconded by Council Member Weissberger, made a motion to waive the reading of and approve the minutes of the December 17, 2013 regular Town Council meeting, as amended. Motion carried unanimously.

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

1. Monthly Report – EMS for the month of November, 2013 as submitted by Jean Gauthier, EMS Coordinator.
2. Monthly Report - Building Department for the month of November, 2013 as submitted by Harry Dan Boyko.
3. Monthly Report – EMS for the month of December, 2013 as submitted by Jean Gauthier, EMS Coordinator.
4. Monthly Report – Town Clerk for the month of December, 2013 as submitted by Bernice K. Dixon, Town Clerk.

Adjourn (8:12 PM)

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

Received:

Approved:

Respectfully Submitted,

Karen C. Daigle
Recording Secretary