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

May 6, 2014 7:30pm.

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

A) PLEDGE OF ALLEGIANCE:

B) ROLL CALL:

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

Absent:

Entered During Meeting:

Also Present: Mayor Daniel A. Champagne, Town Administrator John Ward, Recording Secretary Danielle Forand

C) CITIZEN'S FORUM

None

D.) EXECUTIVE SESSION

Council Member Wakefield, seconded by Council Member Kopec made a motion to go into Executive Session. Motion carried unanimously.

EXECUTIVE SESSION #1

THE TOWN COUNCIL, PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES § 1-200(6) (B), HEREBY MOVES TO GO INTO EXECUTIVE SESSION TO DISCUSS TAX APPEAL SETTLEMENT **CV-13-6021260-S, CAPTIONED "K BROTHERS LLC VS. TOWN OF VERNON ET AL,"** AND INVITES JOHN D. WARD, TOWN ADMINISTRATOR; MARTIN BURKE, TOWN ATTORNEY AND DAVID WHEELER, TOWN ASSESSOR TO ATTEND.

Council Member Motola, seconded by Council Member Kopec made a motion to authorize the Town Attorney to settle a tax appeal as follows:

1) CV-13-6021260-S, captioned "K Brothers LLC vs. Town of Vernon et al, " for taxes on the Grand List of October 1, 2012 for the assessed value of \$154,000 or the 100% fair market value of \$220,000 and to refund any fees paid over the amount as stated for the 2012 Grand List.

2) The property address is commonly known as 41 Windsor Avenue, Map 22, Block 0038, Lot 00043.

Motion carried unanimously.

Recess: 8:02 PM

Reconvene: 8:14 PM

Council Member Wakefield, seconded by Council Member Kopec made a motion to go into Executive Session. Motion carried unanimously

EXECUTIVE SESSION #2

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 COLLECTIVE BARGAINING AND INVITES THE FOLLOWING INDIVIDUALS TO ATTEND: ASSISTANT TOWN ADMINISTRATOR DAWN MASELEK; JOHN D. WARD, TOWN ADMINISTRATOR; JAMES M. LUDDECKE, FINANCE OFFICER AND TREASURER AS WELL AS, DR. MARY P. CONWAY, SUPERINTENDENT VERNON BOARD OF EDUCATION, AND THE FOLLOWING MEMBERS OF THE BOARD OF EDUCATION - ANN FISHER, MICHELLE ARN, LAURA BUSH, PATTY BUELL AND STEVE LINTON.

No Motion

EXECUTIVE SESSION #3

Council Member Wakefield, seconded by Council Member Schaefer made a motion to go into Executive Session. Motion carried unanimously.

THE TOWN COUNCIL, PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES §1-200 (6) (A), HEREBY MOVES TO GO INTO EXECUTIVE SESSION TO DISCUSS A PERSONNEL MATTER THE FOLLOWING INDIVIDUALS ARE INVITED TO ATTEND: JOHN D. WARD, TOWN ADMINISTRATOR, AND DAWN MASELEK, ASSISTANT TOWN ADMINISTRATOR.

No Motion

E.) **PUBLIC HEARING**
None

F.) **PRESENTATIONS BY THE ADMINISTRATION**

1. Proclamation commemorating *Municipal Clerk's Week* presented to Town Clerk Bernice Dixon.
2. Lion's Club to present the Winner's Trophy to the Town of Vernon Mayor Daniel A. Champagne and Robert Sigan, Director of Information Technology for the Fidelco Bowling Tournament held earlier this year. Members of the Lion's Club to be present for the trophy presentation.
3. Mayor Daniel A. Champagne to make a presentation to the Town Council on various topics.

G.) **ACTION ON CONSENT AGENDA**

Council Member Wakefield, seconded by Council Member Kopec made a motion to move Consent Agenda Items C#2, C#3, C#5. Consent Agenda Items C#1 and C#4 were pulled for discussion. Motion carried unanimously.

- C 2. Request the Town Council approve the Tax Abatements of Town owned properties as outlined by the memorandum from Terry Hjarne, Collector of Revenue dated April 28, 2014 to John D. Ward, Town Administrator regarding same.** (A copy of said memo is included for Council review.)

PROPOSED MOTION:

THE TOWN COUNCIL PURSUANT TO CONNECTICUT STATE STATUTE 12-81 MOVES TO ABATE THE TAXES FOR FRANKLIN STREET UNIQUE ID #07-0030-00003 AS PRESENTED IN THE MEMORANDUM DATED APRIL 28, 2014.

- C 3. Request the Town Council approve the placement of properties totaling \$122,162.00 on the Suspense Tax Ledger.** (A copy of the memorandum from Terry Hjarne, Collector of Revenue dated April 28, 2014 to John D. Ward, Town Administrator, and a copy of the properties reflected on the Suspense Tax Ledger are included for Town Council review.)

PROPOSED MOTION

BY THE AUTHORITY GRANTED IN CONNECTICUT STATE STATUTE SEC 12-165, ENTITLED "MUNICIPAL SUSPENSE TAX BOOK", THE TOWN COUNCIL APPROVES THE PLACEMENT OF PROPERTIES TOTALING \$122,162.00 CONTAINED ON THE SUSPENSE TAX LEDGER REPORT AS PROVIDED BY TERRY HJARNE, COLLECTOR OF REVENUE, DATED MAY, 2014.

- C 5. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Andrew J. Tedford, (R), 70 Troutstream Drive, Vernon, Connecticut as a regular member of the Vernon Water Pollution Control Authority, said term to commence on May 7, 2014 and expires December 31, 2016.** (Mr. Tedford's resume is attached for Council review.)

PROPOSED MOTION

PURSUANT TO CHARTER CHAPTER VIII, SEC. 3; AND CHARTER CHAPTER XII, SEC. 4, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF ANDREW J. TEDFORD, (R), 70 TROUTSTREAM DRIVE, VERNON, CONNECTICUT, AS A REGULAR MEMBER OF THE WATER POLLUTION CONTROL AUTHORITY, SAID APPOINTMENT TO COMMENCE ON MAY 7, 2014 AND EXPIRES DECEMBER 31, 2016.

H.) DISCUSSION OF PULLED CONSENT ITEMS

- C 1. Request for the approval Tax Refunds for Current Years.** (A copy of a memorandum from Terry Hjarne, Collector of Revenue, to John D. Ward, Town Administrator dated April 28, 2014 is included in the Council packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES TEN (10) CURRENT YEAR TAX REFUNDS IN THE AMOUNT OF \$8,689.81, AS OUTLINED IN THE MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE TO JOHN D. WARD, TOWN ADMINISTRATOR DATED APRIL 28, 2014.

Council Member Wakefield, seconded by Council Member Kopec made a motion to approve Ten (10) current year tax refunds in the amount of \$8,689.81 as outline in the memorandum from Terry Hjarne, Collector of Revenue. Collector of Revenue, Terry Hjarne was present. Discussion too place. Motion carried unanimously.

- C 4. Request the Town Council approve budget amendments # 23, #24, #25, #26, #27, #28, #29 and #30 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 REQUESTS # 23, #24, #25, #26, #27, #28, #29 and #30 FOR FISCAL YEAR 2013-2014 AS OUTLINED IN THE BUDGET AMENDMENT FORMS PROVIDED BY FINANCE OFFICER, JAMES M. LUDDECKE.

Council Member Wakefield, seconded by Council Member Kopec made a motion to approve budget amendment requests # 23,#24, #25, #26, #27, #28, #29 and #30 for fiscal year 2013-2014. Finance Officer Jim Luddecke was present. Discussion too place. Motion carried unanimously.

I.) PENDING BUSINESS

None

J.) NEW BUSINESS

- 1. Update and discussion regarding Year to Date Revenue and Expenditures report from Finance Director James M. Luddecke for Fiscal Year 2013-2014.** (Please see YTD provided in the Council packet.)

NO PROPOSED MOTION

Finance Officer, Jim Luddecke was present. Discussion took place.

- 2. Request the Town Council amend the Resolution originally passed on May 18, 2005 establishing the School Building Advisory Commission,**

and amended on June 15, 2010 and May 1, 2012. (See memorandum from John D. Ward, Town Administrator dated April 29, 2014 relative to same.)

PROPOSED MOTION:

PURSUANT TO THE TOWN OF VERNON CHARTER, CHAPTER XV, SECTION 3, THE TOWN COUNCIL HEREBY AMENDS THE TOWN COUNCIL RESOLUTION ESTABLISHING THE SCHOOL BUILDING ADVISORY COMMISSION DATED MAY 18, 2005, AMENDED ON JUNE 15, 2010 AND MAY 1, 2012, SAID RESOLUTION AMENDMENT TO ADD ONE ADDITIONAL TERM, MAKING THE TOTAL FIVE TERMS.

Council Member Wakefield, seconded by Council Member Kopec made a motion to amend the Town Council resolution establishing the school building advisory commission dated May 18, 2005, amended on June 15, 2010 and May 1, 2012, said resolution amendment to add one additional term, making the total five terms. Motion carried unanimously.

- 3. **Request the Town Council approve the revised Job Description of WPCA - Accountant; Building Official; and DPW - Truck Driver, as presented by Assistant Town Administrator Dawn Maselek.** (A copy of the job descriptions (old and new) 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 REVISED JOB DESCRIPTION OF **WPCA - ACCOUNTANT; BUILDING OFFICIAL; AND DPW - TRUCK DRIVER,** AS PRESENTED.

Council Member Wakefield, seconded by Council Member Kopec made a motion to adopt the revised job descriptions of WPCA Accountant, and Building Official. Assistant Town Administrator, Dawn Maselek was present. Discussion took place. Motion carried unanimously.

- 4. **Request the Town Council schedule a public hearing relative to the 2014 Neighborhood Assistance Act.** (See memorandum dated February 26, 2014 from Kevin B. Sullivan, Commissioner relative to the 2014 Connecticut Neighborhood Assistance Act included for Council review.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY SCHEDULES A PUBLIC HEARING TO TAKE PLACE AT 7:35 PM, ON TUESDAY, MAY 20, 2014 LOCATED AT THE TOWN COUNCIL CHAMBERS, THIRD FLOOR, 14 PARK PLACE, VERNON, CONNECTICUT TO RECEIVE

COMMENTS AND QUESTIONS REGARDING THE 2014 NEIGHBORHOOD ASSISTANCE ACT.

Council Member Wakefield, seconded by Council Member Kopec made a motion to schedule a public hearing to take place at 7:35 PM, on Tuesday May 20, 2014 regarding the 2014 Neighborhood Assistance Act. Director of Social Services, Marina Rodriguez was present. Motion carried unanimously.

- 5. **Request the Town Council authorize Mayor Daniel A. Champagne to execute the necessary forms to make application for and receive 2014-2015 School Readiness funds in the amount of \$178,290.** (See grant documents and cover letter from Alan Slobodien, Director of the Vernon Youth Services Bureau.)

PROPOSED MOTION

BE IT RESOLVED THAT MAYOR DANIEL A. CHAMPAGNE BE AUTHORIZED BY THE VERNON TOWN COUNCIL TO EXECUTE THE NECESSARY FORMS TO MAKE APPLICATION FOR AND RECEIVE 2014-2015 SCHOOL READINESS FUNDS IN THE AMOUNT OF \$178,290.

Council Member Wakefield, seconded by Council Member Kopec made a motion to authorize the Vernon Town Council to execute the necessary forms to make application for and receive 2014-2015 school readiness funds in the amount of \$178,290. Youth Services Director, Alan Slobodien was present. Discussion took place. Motion carries unanimously.

- K.) **INTRODUCTION TO 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**

Council Member Wakefield, seconded by Council Member Appleyard made a motion to waive the reading of and approve the minutes of the Regular Town Council Meeting of April 15, 2014. Motion carried unanimously.

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

- 1. Award Letter from the Department of Economic and Community Development relative to the \$200,000 Municipal Brownfield Assessment and Inventory Program dated April 16, 2014 from Tim Sullivan, Director of

Brownfields, Waterfront and Transit-Oriented Development to Daniel A. Champagne, Mayor, Town of Vernon.

2. **YTD** for the Board of Education for fiscal year 2013-2014, as submitted by Michael Purcaro, Business Manager, Vernon Board of Education.

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

Adjourned: 9:30PM

Received:

Approved:

Respectfully Submitted,

Danielle Forand
Recording Secretary