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

August 19, 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, Virginia Gingras, Julie Clay, Brian Motola, Ann Letendre, Steve Wakefield, Steven Peterson, Fred Lehmann, Bill Campbell, John Kopec, Kim Appleyard and Michael Winkler

Absent:

Entered During Meeting:

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

C) CITIZEN'S FORUM

Archie D'Amato of 53 Oakmoor Drive, spoke in regards to the noise disturbance of commercial tractor trailers during normal sleeping hours and for a solution to be created.

D.) EXECUTIVE SESSION

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

Recess: 7:42 PM

Reconvene: 8:02 PM

E.) PUBLIC HEARING

None

F.) PRESENTATIONS BY THE ADMINISTRATION

Mayor Daniel A. Champagne to make presentations 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 as presented and pull C #2. Motion carried unanimously.

- C 1. Request for the approval 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 August 7, 2014 is included in the Council packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES (4) FOUR PRIOR YEAR TAX REFUNDS TOTALLING \$233.00, AND (32) THIRTY-TWO CURRENT YEAR TAX REFUNDS TOTALLING \$4093.68 AS OUTLINED IN THE MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE TO JOHN D. WARD, TOWN ADMINISTRATOR DATED AUGUST 7, 2014.

- C 3. Request the Town Council approved budget amendment #3 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.)

THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT REQUESTS #3 FOR FISCAL YEAR 2014-2015 AS OUTLINED IN THE BUDGET AMENDMENT FORMS PROVIDED BY FINANCE OFFICER, JAMES M. LUDDECKE.

- C 4. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of M. Lisa Moody, (R), 89 Campbell Avenue, Vernon, Connecticut as a regular member of the Capital Improvements Committee, said term to begin September 1, 2014 and expires August 31, 2017.** (A copy of Ms. Moody's resume is included for Council review.)

PROPOSED MOTION

PURSUANT TO VERNON TOWN CODE, ARTICLE V, SECTIONS 10-61 - 10-63, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF M. LISA MOODY, (R), 89 CAMPBELL AVENUE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE CAPITAL IMPROVEMENTS COMMITTEE, SAID TERM TO BEGIN SEPTEMBER 1, 2014 AND EXPIRES AUGUST 31, 2017.

- C 5. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Tim Poloski, (D), 38 Risley Road, Vernon, Connecticut, as a regular member of the Capital Improvements Committee, said term to begin September 1, 2014 and expires August 31, 2017.** (A copy of Mr. Poloski's resume is included for Council review.)

PROPOSED MOTION

PURSUANT TO VERNON TOWN CODE, ARTICLE V, SECTIONS 10-61 - 10-63, THE TOWN COUNCIL HEREBY APPROVES THE MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF TIM POLOSKI, (D), 38 RISLEY ROAD, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE CAPITAL IMPROVEMENTS COMMITTEE, SAID TERM TO BEGIN SEPTEMBER 1, 2014 AND EXPIRES AUGUST 31, 2017.

- C 6. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Anthony P. Zappola, (R), 66 Brimwood Road, Vernon, Connecticut as a regular member of the Risk Management Advisory Committee, said appointment begins September 1, 2014 and expires on August 31, 2017.** (A copy of Mr. Zappola's resume is included for Council review.)

PROPOSED MOTION

PURSUANT TO THE TOWN COUNCIL RESOLUTION DATED NOVEMBER 18, 1986 AND TOWN CHARTER CHAPTER XV, SECTION 3, THE TOWN COUNCIL APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF ANTHONY P. ZAPPOLA, (R), 66 BRIMWOOD ROAD, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE RISK MANAGEMENT ADVISORY COMMITTEE, SAID TERM TO COMMENCE ON SEPTEMBER 1, 2014 AND ENDS AUGUST 31, 2017.

- C 7. Request the Town Council approve Mayor Daniel A. Champagne's appointment of George Greco, (D), 21 Ironwood Drive, Vernon, Connecticut as a regular member of the Permanent Municipal Building Committee, said term to commence on August 20, 2014 and expire on June 30, 2015 . (A copy of Mr. Greco's resume is included for Council review.)**

PROPOSED MOTION

PURSUANT TO THE VERNON TOWN CHARTER, CHAPTER VIII, SECTION 7, THE TOWN COUNCIL APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF GEORGE GRECO, (D), 21 IRONWOOD DRIVE, VERNON, CONNECTICUT. SAID TERM TO BEGIN AUGUST 20, 2014 AND EXPIRES ON JUNE 30, 2015.

- C 8. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Charita Danee Alston, (D), 73 Evergreen Road, Vernon, Connecticut as a regular member of the Human Services Advisory Commission, said term to commence on August 20, 2014 and expires on June 20, 2016. (A copy of Ms. Alston's resume is included for Council review.)**

PROPOSED MOTION

PURSUANT TO CHARTER CHAPTER XV, SEC. 3, 05-02-1989 TOWN RESOLUTION VOL. 24, PAGE 382 AS AMENDED /VOL. 37 PAGE 266 AND TOWN COUNCIL RESOLUTION DATED 02-19-2002, THE TOWN COUNCIL HEREBY APPROVES THE APPOINTMENT OF CHARITA DANEE ALSTON, (D), 73 EVERGREEN ROAD, VERNON, CONNECTICUT, AS A REGULAR MEMBER OF THE HUMAN SERVICES ADVISORY COMMISSION FOR A TERM BEGINNING AUGUST 20, 2014 AND EXPIRES ON JUNE 30, 2016.

H.) DISCUSSION OF PULLED ITEMS

- C 2. Request the Town Council approve budget amendments # 62, #63 and #64 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 #62, #63 and #64 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 #62, #63, and #64 for Fiscal Year 2013-2014 as outlined in the Budget Amendment forms provided by Finance Officer, James M. Luddecke. Finance Officer, Jim Luddecke and was present. Discussion took place. Motion carried unanimously.

I.) **PENDING BUSINESS**

1. **Request the Town Council authorize the transfer of Town owned land to the State of Connecticut for the purpose of replacing the existing Bridge No. 5588 over the Hockanum River at 74 Windsorville Road.** (See memorandum from John D. Ward, Town Administrator to Daniel A. Champagne, Mayor and the Vernon Town Council dated July 10, 2014 relative to same.)

PROPOSED MOTION #1

WAIVER OF COMPENSATION AND APPRAISAL

WHEREAS, THE TOWN OF VERNON IS THE OWNER OF CERTAIN REAL PROPERTY SITUATED IN THE TOWN OF VERNON, COUNTY OF TOLLAND, AND STATE OF CONNECTICUT, UPON WHICH THE STATE OF CONNECTICUT REQUIRES THE ACQUISITION OF 1895 ± SQUARE FEET OF LAND, A CONSTRUCTION EASEMENT TOTALING 5,181± SQUARE FEET, A SLOPE EASEMENT TOTALING 1,843± SQUARE FEET, AND AN EASEMENT TO INSTALL, CONSTRUCT AND MAINTAIN METAL BEAM RAIL TOTALING 35± LINEAR FEET.

WHEREAS, THE TOWN OF VERNON HAS BEEN INFORMED OF ITS RIGHTS TO RECEIVE ANY AND ALL JUST COMPENSATION FOR SAID ACQUISITION IN COMPLIANCE WITH THE UNIFORM RELOCATION ASSISTANCE AND REAL PROPERTY ACQUISITION POLICIES ACT OF 1970, AS AMENDED; AND

NOW THEREFORE, THE SAID TOWN OF VERNON, DOES HEREBY WAIVE ITS RIGHTS TO AN APPRAISAL AND TO RECEIVE ANY AND ALL JUST COMPENSATION FOR SAID ACQUISITION DESCRIBED ON THE MAP ENTITLED:

"TOWN OF VERNON, MAP SHOWING LAND ACQUIRED FROM TOWN OF VERNON BY THE STATE OF CONNECTICUT, DEPARTMENT OF TRANSPORTATION REPLACEMENT OF BRIDGE NO. 05588 RT-74 OVER HOCKANUM RIVER MAY 2014 THOMAS A. HARLEY, P .E. - CHIEF ENGINEER BUREAU OF ENGINEERING AND CONSTRUCTION TOWN NO. 146, PROJECT NO 146-196, SERIAL NO. 1." AND

Council Member Wakefield, seconded by Council Member Kopec made a motion to hereby waive its rights to an appraisal and to receive any and all just compensation for said acquisition described on the map entitled: "Town of Vernon, Map showing land acquired from Town of Vernon by the State of Connecticut, Department of Transportation replacement of Bridge No. 05588 RT-74 over Hockanum

River May 2014 Thomas A. Harley, P.E. Chief Engineer bureau of Engineering and Construction Town No. 146, Project No. 146-196, Serial No. 1" Motion carried unanimously.

PROPOSED MOTION #2 :

THE TOWN COUNCIL HEREBY AUTHORIZES TOWN ADMINISTRATOR JOHN D. WARD TO EXECUTE THE DEPARTMENT OF TRANSPORTATION WAIVER OF COMPENSATION AND APPRAISAL DATED MAY 28, 2014.

Council Member Wakefield, seconded by Council Member Kopec made a motion to authorize Town Administrator John D. Ward to execute the Department of Transportation waiver of compensation and appraisal dated May 28, 2014. Motion carried unanimously.

J.) NEW BUSINESS

1. **Request the Town Council approve Mayor Daniel A. Champagne's appointment of the new Town of Vernon Planner.** (See memorandum dated August 14, 2014 from Mayor Daniel A. Champagne to the Vernon Town Council recommending same. The applicants resume has been included for Council review.)

PROPOSED MOTION:

THE TOWN COUNCIL PURSUANT TO CHAPTER X, SEC.3 AND CHAPTER IX, SEC. 1,3 AND 13 OF THE VERNON TOWN CHARTER, APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF BRIANAN NOLAN AS TOWN PLANNER FOR THE TOWN OF VERNON.

Council Member Appleyard, seconded by Council Member Peterson made a motion to approve the appointment of Brianan Nolan as new Town of Vernon Planner. Assistant Town Administrator Dawn Maselek, and Brianan Nolan were present. Discussion took place. Motion carried unanimously.

2. **Request the Town Council approve a general wage increase for non-union part time and per diem EMT Employees and the Ambulance Coordinator and Assistant Ambulance Coordinator.** (See memorandum dated August 14, 2014 from Daniel A. Champagne, Mayor to the Vernon Town Council relative to same.)

PROPOSED MOTION:

THE TOWN COUNCIL, CONSISTENT WITH THE TOWN OF VERNON PERSONNEL RULES AND REGULATIONS, §5.2 AND 5.3 (B) (3) HEREBY AUTHORIZES THAT ALL NON-UNION PART TIME AND PER DIEM EMT EMPLOYEES AND THE AMBULANCE COORDINATOR AND ASSISTANT AMBULANCE COORDINATOR BE GIVEN A GENERAL WAGE INCREASE OF ONE AND A HALF PERCENT (1.5%), EFFECTIVE JULY 1, 2014.

Council Member Wakefield, seconded by Council Member Kopec made a motion to authorize that all non-union part time and per diem EMT employees and the Ambulance Coordinator and Assistant Ambulance Coordinator be given a general wage increase of one and a half percent

(1.5%), effective July 1, 2014. Assistant Town Administrator Dawn Maselek, and Finance Officer, Jim Luddecke were present. Discussion took place. Motion carried unanimously.

3. **Request the Town Council approve the disposal of computer related items for the Data Processing Department.** (See memorandum from James M. Luddecke, Finance Officer and Treasurer dated August 8, 2014 to John D. Ward, Town Administrator relative to same.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE DISPOSAL OF COMPUTER RELATED ITEMS AS DISCLOSED ON THE DISPOSAL OF FIXED ASSETS FORM.

Council Member Wakefield, seconded by Council Member Kopec made a motion to approve the disposal of computer related items for the Data Processing Department. Finance Officer, Jim Luddecke was present. Discussion took place. Motion carried unanimously.

4. **Request the Town Council authorize the liquidation and re-appropriation of fiscal year 2012-2013 encumbrances.** (See documents provided by James M. Luddecke, Finance Officer and Treasurer relative to same.)

PROPOSED MOTION:

RESOLVED, THAT THE TOWN COUNCIL AUTHORIZES THE LIQUIDATION AND RE-APPROPRIATION OF FISCAL YEAR 2012-2013 ENCUMBRANCES IN THE AMOUNT OF \$211,746.98 TO THE FISCAL YEAR 2013-2014 BUDGET AS DETAILED IN THE ATTACHED TABLE.

Council Member Wakefield, seconded by Council Member Kopec made a motion to authorize the liquidation and re-appropriation of fiscal year 2012-2013 encumbrances in the amount of \$211,746.98 to the fiscal year 2013-2014. Finance Officer, Jim Luddecke was present. Discussion took place. Motion carried unanimously.

5. **Request the Town Council approve the Job Description of Director of the Water Pollution Control at the WPCA 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 ***DIRECTOR OF THE WATER POLLUTION CONTROL AT WPCA*** AS PRESENTED.

Council Member Wakefield, seconded by Council Member Kopec made a motion to adopt the job description of Director of the Water Pollution Control at WPCA as presented. Assistant Town Administrator Dawn Maselek, was present. Motion carried unanimously.

- 6. Request the Town Council approve the appointment of the new Fire Marshal** (See memorandum from dated August 14, 2014 from Mayor Daniel A. Champagne to the Vernon Town Council relative to same.)

PROPOSED MOTION

THE TOWN COUNCIL, PURSUANT TO THE CONNECTICUT GENERAL STATUTE, CHAPTER 541 §29-297 "APPOINTMENT OF LOCAL FIRE MARSHAL, DEPUTIES AND PROVISIONAL FIRE MARSHALS", HEREBY APPOINTS ADAM LIBROS AS FIRE MARSHAL FOR THE TOWN OF VERNON.

Council Member Campbell, seconded by Council Member Kopec made a motion to approve the appointment of Adam Libros as Fire Marshal for the Town of Vernon. Assistant Town Administrator Dawn Maselek, and Adam Libros were present. Discussion took place. Motion carried 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 Kopec made a motion to waive the reading of and approve the minutes of the Regular Town Council Meeting of July 15, 2014. Motion carried unanimously.

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

1. Monthly Report – June, 2014 from the Vernon Police Department as submitted by Captain Stephen M. Clark.
2. Monthly Report – July, 2014 from EMS as submitted by Jean Gauthier, EMS Coordinator.
3. Letter of Intent to Retire dated July 14, 2014 from David R. Ignatowicz, Director, Water Pollution Control to Mayor Daniel A. Champagne and the Vernon Town Council.
4. Monthly Report – July, 2014 for the Town Clerk, as submitted by Bernice K. Dixon, Town Clerk.
5. Monthly Report – May, 2014 for the Building Department, as submitted by Debra J. Sterling on behalf of former Building Official Harry Dan Boyko.
6. Monthly Report – June, 2014 for the Building Department, as submitted by Debra J. Sterling on behalf of former Building Official Harry Dan Boyko.
7. Monthly Report – July, 2014 from the Vernon Police Department as submitted by Captain Stephen M. Clark.

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

Adjourned: 8:45 PM

Received:

Approved:

Draft #1

Unapproved Minutes

Respectfully Submitted,

Danielle Forand
Recording Secretary