POSTED 1/17/2014

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

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

RECEIVED
VERNON TOWN CLERK
14 JAN 17 AM 9:46

A.) PLEDGE OF ALLEGIANCE

B.) ROLL CALL

C.) CITIZENS FORUM

D.) EXECUTIVE SESSION

E.) PUBLIC HEARING

F.) PRESENTATIONS BY THE ADMINISTRATION

Presentation by Mayor Daniel A. Champagne and Recreation Director Bruce Dinnie relative to the honorees selected as ***Outstanding Volunteer Coach; Distinguished Service Award (Individual); Distinguished Service Award (Business)*** and recognition of Bruce Watt, Recreation Supervisor recently recognized with the "***Young Professional Award***" by the Connecticut Recreation and Parks Association.

Mayor Daniel A. Champagne reports to the Town Council on a variety of subjects.

G.) ACTION ON CONSENT AGENDA

C 1. **Request for Tax Refunds for Current Year.** (A copy of a memorandum from Terry Hjarne, Collector of Revenue, to John D. Ward, Town Administrator dated January 13, 2014 is included in the Council packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES FOURTEEN (14) OVERPAYMENTS FOR CURRENT YEAR TAXES IN THE AMOUNT OF $1,777.13, AS OUTLINED IN THE MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE TO JOHN D. WARD, TOWN ADMINISTRATOR DATED JANUARY 13, 2014.

C 2. **Request the Town Council approve Mayor Daniel A. Champagne's appointment of Town Council Member John Kopec, (R) as a regular member of the Capital Improvement Committee, said appointment to commence on January 22, 2014 and expires January 21, 2017.** (Mr. Kopec is a Town Council Member and therefore no resume is included.)

PROPOSED MOTION:

PURSUANT TO VERNON TOWN CODE, ARTICLE V, SECTIONS 10-61 - 10-63, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF TOWN COUNCIL MEMBER JOHN KOPEC, (R) AS A REGULAR MEMBER OF THE CAPITAL IMPROVEMENTS COMMITTEE, SAID TERM TO COMMENCE ON JANUARY 22, 2014 AND EXPIRES ON JANUARY 21, 2017.

C 3. **Request the Town Council approve Mayor Daniel A. Champagne's appointment of Town Council Member Michael Winkler, (D) as a regular member of the Human Services Advisory Commission, said term to commence on January 21, 2014 and expires on June 30, 2015.** (Mr. Winkler is a Town Council Member and therefore no resume is included.

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 MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF TOWN COUNCIL MEMBER MICHAEL WINKLER, (D) AS A REGULAR MEMBER OF THE HUMAN SERVICES ADVISORY COMMISSION FOR A TERM BEGINNING JANUARY 21, 2014 AND EXPIRES ON JUNE 30, 2015.

C 4. **Request the Town Council approve Mayor Daniel A. Champagne's appointment of Town Council Member William Campbell (R) as a regular member of the Human Services Advisory Commission for a term beginning January 21, 2014 and expires June 30, 2015.** (Mr. Campbell is a Town Council Member therefore no resume is included.)

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 MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF TOWN COUNCIL MEMBER WILLIAM CAMPBELL, (R) AS A REGULAR MEMBER OF THE HUMAN SERVICES ADVISORY COMMISSION FOR A TERM BEGINNING JANUARY 21, 2014 AND EXPIRES ON JUNE 30, 2015.

C 5. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Probate Judge O. James Purnell, (R) 14 Park Place, Vernon, Connecticut as a regular member of the Human Services Advisory Commission, said term to commence on January 22, 2014 and expires on June 30, 2015. (The Honorable Judge Purnell is the Judge of Probate, therefore no resume is included.)

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 JAMES PURNELL, 14 PARK PLACE, VERNON, CONNECTICUT, AS A REGULAR MEMBER OF THE HUMAN SERVICES ADVISORY COMMISSION FOR A TERM BEGINNING JANUARY 22, 2014 AND EXPIRES ON JUNE 30, 2015.

C 6. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Terilynn Rogers, (D), 26 White Street, Vernon, Connecticut as a regular member of the Human Services Advisory Commission, said term to commence on January 22, 2014 and expires on June 30, 2015. (A copy of Ms. Rogers 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 TERILYNN ROGERS, (D), 26 WHITE STREET, VERNON, CONNECTICUT, AS A REGULAR MEMBER OF THE HUMAN SERVICES ADVISORY COMMISSION FOR A TERM BEGINNING JANUARY 22, 2014 AND EXPIRES ON JUNE 30, 2015.

C 7. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Karen L. Roy-Guglielmi, (U), 66 Indian Trail, Vernon, Connecticut as a regular member of the Human Services Advisory Commission, said term to commence on January 22, 2014 and expires on June 30, 2015. (A copy of Ms. Roy-Guglielmi'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 KAREN L. ROY-GUGLIELMI, (U), 66 INDIAN TRAIL, VERNON, CONNECTICUT, AS A REGULAR MEMBER OF THE HUMAN SERVICES ADVISORY COMMISSION FOR A TERM BEGINNING JANUARY 22, 2014 AND EXPIRES ON JUNE 30, 2015.

H.) DISCUSSION OF PULLED CONSENT ITEMS

I.) PENDING BUSINESS

J.) NEW BUSINESS

1. **Request the Town Council adopt the official Town of Vernon Policy entitled: *Town of Vernon, Policy Against Violence in the Workplace.*** (See attached policy for your review.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY ADOPTS THE FOLLOWING OFFICIAL POLICY: ***TOWN OF VERNON, POLICY AGAINST VIOLENCE IN THE WORKPLACE*** AS PRESENTED BY ASSISTANT TOWN ADMINISTRATOR DAWN MASELEK.

2. **Request the Town Council approve the Job Description of *Plant Foreman* as recommended by Assistant Town Administrator Dawn Maselek.** (A copy of the job description (new and old) 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 ***PLANT FOREMAN*** AS PRESENTED.

3. **Request the Town Council waive the bid process for the costs involving the acquisition, construction and installation of a picnic pavilion at Henry Park.** (See memorandum dated January 14, 2014 from James M. Luddecke, Finance Office to John D. Ward, Town Administrator relative to same.)

PROPOSED MOTION

RESOLVED, THE TOWN COUNCIL, CONSISTENT WITH THE TOWN CHARTER, CHAPTER 12, SECTION 9, HEREBY WAIVES THE BID PROCEDURE FOR COSTS INVOLVING THE ACQUISITION, CONSTRUCTION AND INSTALLATION OF A PICNIC PAVILION AT HENRY PARK, FROM M.E. O'BRIEN 7 SONS, INC., 93F WEST STREET, MEDFIELD, MASSACHUSETTS, IN THE AMOUNT OF 499,165.00; AND FURTHER, AUTHORIZES THE TOWN ADMINISTRATOR, TO EXECUTE ON BEHALF OF THE TOWN OF VERNON ANY INSTRUMENT (S) TO THAT EFFECT.

4. **Request the Town Council approve the Vernon Department of Public Works disposal of Fixed Assets.** (See memorandum from Finance Director, James M. Luddecke to John D. Ward, Town Administrator dated January 14, 2014.)

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 FORMS.

5. **Request the Town Council approve the Vernon Police Department Asset Disposal by competitive bid.** (See memorandum from Finance Officer James M. Luddecke to John D. Ward, Town Administrator dated January 14, 2014.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES THE POLICE DEPARTMENT TO SELL, BY COMPETITIVE BIDDING, THE RADIO EQUIPMENT AND DISPATCHER WORKSTATIONS AS DISCLOSED ON THE FIXED ASSET DISPOSAL REQUEST FORM. FURTHERMORE, THE PROCEEDS OF THE SALE WILL BE DEPOSITED INTO THE "POLICE RADIO EQUIPMENT FUND" FOR THE PURCHASE OF FUTURE RADIO EQUIPMENT/UPGRADES.

6. **Request the Town Council authorize Mayor Daniel A. Champagne to execute any and all documents relative to the Agreement between the Town of Vernon and Cardinal Engineering Associates for Consulting Engineering Services for the design of the Reconstruction of South Street.** (See the documents attached for Council review.)

PROPOSED MOTION:

RESOLVE, THAT DANIEL A. CHAMPAGNE, MAYOR IS AUTHORIZED TO SIGN THE AGREEMENT ENTITLED "AGREEMENT BETWEEN CARDINAL ENGINEERING ASSOCIATES, INC., AND THE TOWN OF VERNON, CONNECTICUT FOR CONSULTING ENGINEERING SERVICES FOR THE DESIGN OF THE RECONSTRUCTION OF SOUTH STREET."

7. **Request the Town Council authorize Mayor Daniel A. Champagne or his designee to apply for a DECD Municipal Brownfield Assessment and Inventory Grant in the amount of $200,000.** (See memorandum dated January 16, 2014 from Shaun Gately, Economic Development Coordinator to Mayor Daniel A. Champagne relative to the application.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY AUTHORIZES MAYOR DANIEL A. CHAMPAGNE OR HIS DESIGNEE TO APPLY FOR A DECD MUNICIPAL BROWNFIELD ASSESSMENT AND INVENTORY GRANT IN THE AMOUNT OF $200,000 FOR THE ENVIRONMENTAL ASSESSMENT AND FURTHER CHARATERIZATION OF 19 GROVE STREET, 5 BROOKLYN STREET, 98 AND 104 EAST MAIN STREET, 200 WEST MAIN STREET, AND FURTHER AUTHORIZES MAYOR DANIEL A. CHAMPAGNE OR HIS DESIGNEE TO EXECUTE THE FORMS NECESSARY FOR THE APPLICATION.

8. **Request the Town Council to authorize the Mayor Daniel A. Champagne to utilize $142,578 in Municpal Grant-in-Aid Funds to supplement financing for the installation of an Optical Fiber Network.** (See memorandum from John D. Ward, Town Administrator, dated January 16, 2014 to Mayor Champagne and the Town Council relative to same; and letter dated December 30, 2013 from Benjamin Barnes, Secretary, Office of Policy and Management authorizing same.)

PROPOSED MOTION:

THE TOWN COUNCIL AUTHORIZES UTILIZATION OF OFFICE OF POLICY AND MANAGEMENT APPROVED MUNICIPAL GRANTS-IN-AID FUNDING OF $142,578.00, TO SUPPLEMENT FINANCING FOR THE INSTALLATION OF AN OPTICAL FIBER NETWORK BETWEEN TOWN AND SCHOOL BUILDINGS; AND FURTHER, TO DESIGNATE SAID AMOUNT IN THE RESERVE FOR CAPITAL AND NON-RECURRING EXPENDITURES ACCOUNT.

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 JANUARY 7, 2014, AND THAT MINUTES OF SAID MEETING BE APPROVED.

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

1. Monthly Report – December, 2013 for the Vernon Police Department as submitted by Stephen M. Clark, Captain.

Q.) ADJOURNMENT