

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

RECEIVED
VERNON TOWN CLERK
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November 17, 2015 - 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, Michael Winkler, Brian Motola, Julie Clay, Kim Appleyard, Steve Wakefield, Laura Bush, Bill Campbell, Jim Tedford, Steve Peterson, Ann Letendre and Virginia Gingras

Absent:

Entered During Meeting:

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

E.) PRESENTATIONS

1. Presentation by the volunteer committee raising funds for the purchase and training of a second Vernon Police Department K-9. Chief James Kenny, Tim Poloski, Patty Noblet and Marissa Roy from the committee were in attendance for the presentation. A check in the amount of \$26,095.92 was presented to the Mayor and the Town of Vernon.
2. Presentation by the Vernon neighborhood - First Lego League Team relative to their teams proposed hypothetical project. This year's theme is *Trash Trek*. This is an annual challenge with two parts: Robot Game and the Project. Representatives of the Team and their Advisor, Michelle Spadaccini was present.

ADOPTION OF TOWN COUNCIL RULES

PROPOSED MOTION:

PURSUANT TO CHARTER, CHAPTER V, SECTION 4, ENTITLED "PROCEDURES", THE TOWN COUNCIL HEREBY APPROVES THE ADOPTION OF THE 2015-2017 TOWN COUNCIL RULES AS PRESENTED.

Council Member Wakefield, seconded by Council Member Campbell made a motion to approve the 2015-2017 Town Council Rules as presented. Council Member Winkler made a friendly amendment to Council Rules #2 to delete "after 5:00 p.m. on the Thursday" and state "by 1:00 p.m. on Friday, unless circumstances dictate otherwise". In addition, Council Rules 1B is amended to state "The Town Council, by two thirds (2/3rd) vote of the members present, may add or act upon or consider a matter if that matter is submitted in writing and placed at the seat of each council member prior to the meeting". Motion, as amended, carried unanimously.

NOMINATION AND ELECTION OF MAYOR PRO TEMPORE**PROPOSED MOTION:**

PURSUANT TO CHARTER, CHAPTER V, SECTION 2, ENTITLED "PRESIDING OFFICER", THE TOWN COUNCIL APPROVES THE NOMINATION AND ELECTION OF STEVE WAKEFIELD, MAYOR PRO TEMPORE FOR THE 2015-2017 SESSION OF THE VERNON TOWN COUNCIL.

Council Member Motola, seconded by Council Member Peterson made a motion to approve Council Member Steve Wakefield as Mayor Pro Tempore for the 2015-2017 session of the Vernon Town Council. Motion carried unanimously.

ADOPTION OF TOWN COUNCIL SCHEDULE 2015-2016**PROPOSED MOTION:**

THE TOWN COUNCIL HEREBY APPROVES THE 2016 TOWN COUNCIL SCHEDULE AS PRESENTED IN THE MEMORANDUM FROM MAYOR DANIEL A. CHAMPAGNE TO THE TOWN COUNCIL DATED NOVEMBER 5, 2015.

Council Member Wakefield, seconded by Council Member Campbell made a motion to approve the 2016 town council schedule as presented. Motion carried unanimously.

C.) CITIZEN'S FORUM opened at 7:52 PM

McLean Oakeson, 42 Evergreen Lane, Glastonbury, as board president of the Vernon Chorale, spoke of the 35th anniversary of the Chorale and invited the council members to attend the upcoming concert at St. Bernard's Church on December 12th and a concert in the spring collaborating with the Rockville High School Chorus. She also thanked the council for funding from the Vernon Art's Commission.

James Krupienski, 104 Crestridge Drive, thanked the Administration Department for his FOI request, and commented on the procedures of finding the Tunnel Road property for the senior center. He requested that the council hold an investigation to determine the facts of this issue.

Citizen's Forum closed at 8:01 PM

D.) PUBLIC HEARING

None

F.) ACTION ON CONSENT AGENDA

Council Member Wakefield, seconded by Council Member Campbell made a motion to approve the consent agenda items C1-C4. Council Member Winkler pulled C2. Motion to approve C1, C3 and C4 carried unanimously.

- C 1. Request for Tax Refunds for the Current and Prior Year.** (A copy of a memorandum from Terry Hjarne, Collector of Revenue, to John D. Ward, Town Administrator dated November 4, 2015 is included in the Council packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES TWENTY-FOUR (24) OVERPAYMENTS FOR THE CURRENT YEAR TOTALLING \$2418.10 AND SIX (6) PRIOR YEAR OVERPAYMENTS TOTALLING \$636.28 AS OUTLINED IN THE MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE TO JOHN D. WARD, TOWN ADMINISTRATOR DATED NOVEMBER 4, 2015.

- C 3. Request the Town Council approve the appointment of Mayor Daniel A. Champagne to the Bolton Lakes Regional Water Pollution Control Authority.**

PROPOSED MOTION:

PURSUANT TO ORDINANCE NO. 242 THE VERNON TOWN COUNCIL HEREBY APPROVES THE APPOINTMENT OF DANIEL A. CHAMPAGNE, (R), 14 PARK PLACE, VERNON, CONNECTICUT TO THE BOLTON LAKES REGIONAL WATER POLLUTION CONTROL AUTHORITY FOR A TERM BEGINNING NOVEMBER 9, 2015 AND EXPIRES ON NOVEMBER 7, 2017.

- C 4. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Judith M. Hany, (R), 12 Franklin Park East, Vernon, Connecticut as a regular member of the Senior Citizen's Advisory Committee, said term to commence on November 18, 2015 and expires and concluding on June 30, 2017. (Ms. Hany is completing the unexpired term of Sally Hearn. A copy of Ms. Hany's resume is included in the Town Council packet.)**

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 JUDITH M. HANY,(R), 12 FRANKLIN PARK EAST, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE SENIOR CITIZEN'S ADVISORY COMMITTEE, SAID TERM TO BEGIN ON NOVEMBER 18, 2015 AND EXPIRES ON JUNE 30, 2017.

G.) DISCUSSION OF PULLED CONSENT ITEMS

- C 2. Request the Town Council approve budget amendment #64, #65, #66, #67 and #68 for fiscal year 2014-2015 as provided by Finance Officer James Luddecke on the budget amendment forms attached to this agenda. (See budget amendment forms with explanation attached to this agenda.)**

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT REQUEST #64, #65, #66, #67 AND #68 FOR FISCAL YEAR 2014-2015 AS OUTLINED IN THE BUDGET AMENDMENT FORMS PROVIDED BY FINANCE OFFICER, JAMES M. LUDDECKE.

Council Member Wakefield, seconded by Council Member Campbell made a motion to approve the consent agenda item C2. Finance Director, James Luddecke was available to answer questions. Discussion took place. Motion carried unanimously.

H.) IDENTIFICATION AND ADOPTION OF ADDITIONAL AGENDA ITEMS

None

I.) PENDING BUSINESS

None

J.) NEW BUSINESS

1. Request the Town Council approve Mayor Daniel A. Champagne's recommended appointee for the position of Town Planner. (See memorandum dated October 29, 2015 from Daniel A. Champagne to the Vernon Town Council relative to same.)

PROPOSED MOTION:

THE TOWN COUNCIL, PURSUANT TO CHAPTER X, SEC.3 AND CHAPTER XI, SEC.3 OF THE VERNON TOWN CHARTER, APPROVES MAYOR DANIEL A. CHAMPAGNES' APPOINTMENT OF MARINA RODRIGUEZ AS TOWN PLANNER FOR THE TOWN OF VERNON.

Council Member Wakefield, seconded by Council Member Appleyard made a motion to approve the appointment of Marina Rodriguez as Town Planner. Assistant Town Administrator, Dawn Maselek and Marina Rodriguez were available to answer questions. Discussion took place. Motion carried unanimously.

2. Request the Town Council approve the job description for the *Director of Social Services* as recommended by Assistant Town Administrator, Dawn Maselek. (A copy of the new 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 SOCIAL SERVICES* AS PRESENTED.

Council Member Wakefield, seconded by Council Member Appleyard made a motion to approve the job description of Director of Social Services. Assistant Town Administrator, Dawn Maselek answered questions. Discussion took place. Motion carried with 11 in favor and 1 opposed, Council Member Winkler.

3. Request the Town Council approved the statutory motions presented for the roof projects at Northeast School, Skinner Road School and Vernon Center Middle School. (See memorandum from Robert J. Kleinhans, Director of Public Works dated November 12, 2015 to John D. Ward, Town Administrator relative to same.)

PROPOSED RESOLUTIONS – NORTHEAST SCHOOL

RESOLVED, THAT THE VERNON TOWN COUNCIL AUTHORIZES THE VERNON BOARD OF EDUCATION TO APPLY TO THE COMMISSIONER OF EDUCATION AND TO ACCEPT OR REJECT A GRANT FOR THE ROOFING PROJECT AT NORTHEAST SCHOOL, 69 EAST STREET, VERNON, CONNECTICUT.

RESOLVED, THAT THE SCHOOL ROOF REPLACEMENT BUILDING COMMITTEE IS HEREBY ESTABLISHED AS THE BUILDING COMMITTEE WITH REGARD TO THE ROOF REPLACEMENT AT NORTHEAST SCHOOL. THE COMMITTEE WILL CONSIST OF THE DIRECTOR OF PUBLIC WORKS OF THE TOWN OF VERNON AND THE SUPERVISOR OF SCHOOL FACILITIES AND SPECIAL PROJECTS OF THE VERNON BOARD OF EDUCATION.

RESOLVED, THAT THE VERNON TOWN COUNCIL, HEREBY AUTHORIZES AT LEAST THE PREPARATION OF SCHEMATIC DRAWINGS AND OUTLINE SPECIFICATIONS FOR THE ROOFING PROJECT AT NORTHEAST SCHOOL.

Council Member Wakefield, seconded by Council Member Appleyard made a motion to approve the resolutions to apply to the Commissioner of Education for the roofing project at Northeast School, to establish the school roof replacement building committee and to authorize the preparation of schematic drawings and outline specifications for the roofing project at Northeast School. Public Works Director, Robert Kleinhans and Finance Director, James Luddecke answered questions. Discussion took place. Resolutions carried unanimously.

PROPOSED RESOLUTIONS – SKINNER ROAD SCHOOL

RESOLVED, THAT THE VERNON TOWN COUNCIL AUTHORIZES THE VERNON BOARD OF EDUCATION TO APPLY TO THE COMMISSIONER OF EDUCATION AND TO ACCEPT OR REJECT A GRANT FOR THE ROOFING PROJECT AT SKINNER ROAD SCHOOL, 90 SKINNER ROAD, VERNON, CONNECTICUT.

RESOLVED, THAT THE SCHOOL ROOF REPLACEMENT BUILDING COMMITTEE IS HEREBY ESTABLISHED AS THE BUILDING COMMITTEE WITH REGARD TO THE ROOF REPLACEMENT AT SKINNER ROAD SCHOOL. THE COMMITTEE WILL CONSIST OF THE DIRECTOR OF PUBLIC WORKS OF THE TOWN OF VERNON AND THE SUPERVISOR OF SCHOOL FACILITIES AND SPECIAL PROJECTS OF THE VERNON BOARD OF EDUCATION.

RESOLVED, THAT THE VERNON TOWN COUNCIL, HEREBY AUTHORIZES AT LEAST THE PREPARATION OF SCHEMATIC DRAWINGS AND OUTLINE SPECIFICATIONS FOR THE ROOFING PROJECT AT SKINNER ROAD SCHOOL.

Council Member Wakefield, seconded by Council Member Appleyard made a motion to approve the resolutions to apply to the Commissioner of Education for the roofing project at Skinner Road School, to establish the school roof replacement building committee and to authorize the preparation of schematic drawings and outline specifications for the

roofing project at Skinner Road School. Public Works Director, Robert Kleinhans and Finance Director, James Luddecke were available to answer questions. Resolutions carried unanimously.

PROPOSED RESOLUTION – VCMS

RESOLVED, THAT THE VERNON TOWN COUNCIL AUTHORIZES THE VERNON BOARD OF EDUCATION TO APPLY TO THE COMMISSIONER OF EDUCATION AND TO ACCEPT OR REJECT A GRANT FOR THE ROOFING PROJECT AT VERNON CENTER MIDDLE SCHOOL, 777 HARTFORD TURNPIKE, VERNON, CONNECTICUT.

RESOLVED, THAT THE SCHOOL ROOF REPLACEMENT BUILDING COMMITTEE IS HEREBY ESTABLISHED AS THE BUILDING COMMITTEE WITH REGARD TO THE ROOF REPLACEMENT AT VERNON CENTER MIDDLE SCHOOL. THE COMMITTEE WILL CONSIST OF THE DIRECTOR OF PUBLIC WORKS OF THE TOWN OF VERNON AND THE SUPERVISOR OF SCHOOL FACILITIES AND SPECIAL PROJECTS OF THE VERNON BOARD OF EDUCATION.

RESOLVED, THAT THE VERNON TOWN COUNCIL, HEREBY AUTHORIZES AT LEAST THE PREPARATION OF SCHEMATIC DRAWINGS AND OUTLINE SPECIFICATIONS FOR THE ROOFING PROJECT AT VERNON CENTER MIDDLE SCHOOL.

Council Member Wakefield, seconded by Council Member Appleyard made a motion to approve the resolutions to apply to the Commissioner of Education for the roofing project at Vernon Center Middle School, to establish the school roof replacement building committee and to authorize the preparation of schematic drawings and outline specifications for the roofing project at Vernon Center Middle School. Public Works Director, Robert Kleinhans and Finance Director, James Luddecke were available to answer questions. Resolutions carried unanimously.

K.) INTRODUCTION OF ORDINANCES

None

L.) ACTION ON ORDINANCES PREVIOUSLY PRESENTED

None

M.) DISCUSSION OF ADDITIONAL AGENDA ITEMS, PULLED CONSENT ITEMS FROM F) AND PULLED ITEMS FROM O) INFORMATIONAL ITEMS, ETC

None

N.) ADOPTION OF MINUTES

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR TOWN COUNCIL MEETING OF OCTOBER 20, 2015, AND THAT MINUTES OF SAID MEETING BE APPROVED.

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 October 20, 2015. Discussion took place. Motion carried with 11 in favor and 1 abstention, Council Member Bush.

O.) EXECUTIVE SESSION
None

Council Member Schaefer informed the council that on Friday, November 13, 2015, U.S. Representative Joe Courtney presented thank-you medals to three Korean Veterans on the town green.

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

1. Monthly Report – September, 2015, EMS as submitted by Jean Gauthier, EMS Coordinator.
2. Informational - *Town Hall Holiday Hours* flyer, for the upcoming Christmas and New Year's Holidays.
3. Invitation to Town of Vernon *Winterfest* -2015, Friday, December 4, 2015 in Central Park.
4. Letter from Congressman Joseph Courtney to Mayor Daniel A. Champagne relative to the Re-Dedication and Ribbon Cutting of Roosevelt Mill/Loom City Lofts project.

Adjourn (8:31 PM)

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

Received:

Approved:

Respectfully Submitted,

Karen C. Daigle
Recording Secretary