

**MINUTES**  
**VERNON TOWN COUNCIL REGULAR MEETING**  
**TOWN HALL - 14 PARK PLACE - 3<sup>rd</sup> Floor**  
**VERNON, CONNECTICUT**

RECEIVED  
VERNON TOWN CLERK  
15 APR 14 PM 2:07

April 7, 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, Virginia Gingras, Julie Clay, Brian Motola, Kim Appleyard, Steve Wakefield, Steve Peterson, Bill Campbell, John Kopec, Michael Winkler and Ann Letendre

**Absent:** Council Member Fred Lehmann

**Entered During Meeting:**

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

**C.) CITIZEN'S FORUM**

Mike Winkler, 20 Gottier Drive, spoke regarding the appointment concerning the tenant representative for the housing authority.

Citizen's Forum closed at 7:35 PM

**D.) EXECUTIVE SESSION**

None

**E.) PUBLIC HEARING**

None

**F.) PRESENTATIONS**

Proclamation presentation to the Theresa Strong, Community Renewal Team relative to their RSVP READS Program as part of the Mayor's Day of Volunteer Recognition. Volunteers from the program at Center Road School, Skinner Road School, Maple Street School and Northeast School were present as well.

Mayor Daniel A. Champagne made a presentation to the Town Council on various topics.

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

- As a reminder, the annual town meeting is April 28, 2015 at 7:00 PM at Rockville High School.
- The Easter Egg Hunt had been postponed due to weather. It will take place this Saturday, April 11, 2015 at 9:45 AM at Henry Park.
- The mayor attended the grand opening of Buffet Palace in the K-Mart Plaza, Route 30, on April 1, 2015.

- There will be a ribbon cutting at Menchie's Frozen Yogurt at Price Chopper Plaza on April 10, 2015 at 10:00 AM.
- Police Department held it's annual awards night on March 25, 2015. Officer Dan Macaulay was honored as officer of the year.

**G.) ACTION ON CONSENT AGENDA**

Council Member Wakefield, seconded by Council Member Kopec made a motion to approve the consent agenda items as presented C1 - C12. Council Member Winkler pulled C2 and C3. Council Member Wakefield, seconded by Council Member Peterson made a motion to pass consent agenda items C1 and C4-C12. Motion carried unanimously.

- C 1.** **Request for the approval Tax Refunds for Prior and Current Year (s).** (A copy of a memorandum from Terry Hjarne, Collector of Revenue, to John D. Ward, Town Administrator dated March 30, 2015 is included in the Council packet.)

**PROPOSED MOTION:**

THE TOWN COUNCIL HEREBY APPROVES (3) THREE PRIOR TAX REFUNDS TOTALLING \$1450.10 AND (15) FIFTEEN CURRENT YEAR TAX REFUNDS FOR A TOTAL OF \$13,442.22, AS OUTLINED IN THE MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE TO JOHN D. WARD, TOWN ADMINISTRATOR DATED MARCH 30, 2015.

- C 4.** **Request the Town Council approve Mayor Daniel A. Champagne's appointment of Hector Reveron, (R), 52 Ironwood Drive, Vernon, Connecticut as a regular member of the Planning and Zoning Commission, said term to commence 04-08-2015 and expires December 31, 2015.** (A copy of Mr. Reveron's resume is included for Council review. Mr. Reveron is moving up from an alternate position to complete the term of Francis Kaplan.)

**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 HECTOR REVERON, (R), 52 IRONWOOD DRIVE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE PLANNING AND ZONING COMMISSION FOR A TERM TO COMMENCE ON APRIL 8, 2015 AND EXPIRES DECEMBER 31, 2015.

- C 5.** **Request the Town Council approve Mayor Daniel A. Champagne's appointment of Roland Klee, (D), 132 Hany**

**Lane, Vernon, Connecticut, as alternate member of the Planning and Zoning Commission, said term to commence on April 8, 2015 and expires on December 31, 2018.** (A copy of Mr. Klee's resume is included for Council review. Mr. Klee will complete the term of Mr. Scussel.)

**PROPOSED MOTION**

PURSUANT TO THE VERNON TOWN CHARTER, CHAPTER VIII, SEC. 1 & 6, AND CONNECTICUT GENERAL STATUTES SEC. 8-4a & b, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF ROLAND KLEE, (D), 132 HANY LANE, VERNON, CONNECTICUT, TO ALTERNATE MEMBER OF THE PLANNING AND ZONING COMMISSION FOR A TERM COMMENCING ON APRIL 8, 2015 AND EXPIRES DECEMBER 31, 2018.

- C 6. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Richard M. Clark, (D), 1158 Hartford Turnpike, Unit 2, Vernon, Connecticut as a regular member of the Conservation Commission, said term to commence April 8, 2015 and expires on December 31, 2017.** (A copy of Mr. Clark's resume is included for Council review.)

**PROPOSED MOTION**

PURSUANT TO TOWN OF VERNON ORDINANCE # 189 - TOWN CODE SECTION 10-91 & 10-92, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF RICHARD M. CLARK, (D), 1158 HARTFORD TURNPIKE, UNIT 2, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE CONSERVATION COMMISSION, SAID TERM TO BEGIN APRIL 8, 2015 AND EXPIRES ON DECEMBER 31, 2017.

- C 7. Request the Town Council in accordance with the requirements for the Small Cities, Community Development Block Grant Program, adopt the Town of Vernon Affirmative Action Policy Statement for the Town of Vernon.** (A copy of said policy is included in the agenda packet.)

**PROPOSED MOTION:**

THE TOWN COUNCIL HEREBY ADOPTS THE TOWN OF VERNON **AFFIRMATIVE ACTION POLICY STATEMENT** AND HEREBY AUTHORIZES MAYOR DANIEL A. CHAMPAGNE TO EXECUTE THIS DOCUMENT, ASSIGNING THE RESPONSIBILITY TO ACHIEVE THE SUCCESSFUL IMPLEMENTATION OF SAID GOALS AND OBJECTIVES TO JOHN D. WARD, TOWN ADMINISTRATOR.

- C 8. Request the Town Council, in accordance with the requirements for the Small Cities, Community Development Block Grant Program, adopt the Fair Housing Resolution for the Town of Vernon.** (A copy of said policy is included in the agenda packet.)

**PROPOSED RESOLUTION:**

THE TOWN COUNCIL HEREBY WAIVES THE READING AND ADOPTS THE TOWN OF VERNON **FAIR HOUSING RESOLUTION** AND AUTHORIZES JOHN D. WARD, TOWN ADMINISTRATOR TO EXECUTE THE DOCUMENT ON BEHALF OF THE TOWN OF VERNON.

- C 9. Request the Town Council, in accordance with the requirements for the Small Cities, Community Development Block Grant Program, adopt the Fair Housing Policy Statement for the Town of Vernon.** (A copy of said policy is included in the agenda packet.)

**PROPOSED MOTION:**

THE TOWN COUNCIL HEREBY WAIVES THE READING AND ADOPTS THE TOWN OF VERNON **FAIR HOUSING POLICY STATEMENT** AND FURTHER AUTHORIZES JOHN D. WARD, TOWN ADMINISTRATOR, TO EXECUTE THE DOCUMENT ON BEHALF OF THE TOWN OF VERNON.

- C 10. Request the Town Council in accordance with the requirements for the Small Cities, Community Development Block Grant Program, adopt the Compliance with Title VI of the Civil Rights Act of 1964 document for the Town of Vernon.** (A copy of said document is included in the Council packet.)

**PROPOSED MOTION:**

THE TOWN COUNCIL HEREBY WAIVES THE READING AND ADOPTS THE TOWN OF VERNON **COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964** AND AUTHORIZES JOHN D. WARD, TOWN ADMINISTRATOR TO EXECUTE THE DOCUMENT ON BEHALF OF THE TOWN OF VERNON.

- C 11. Request the Town Council, in accordance with the requirements for the Small Cities, Community Development Block Grant Program, adopt the ADA Notice for the Town of Vernon.** (A copy of said document is included in the Council packet.)

**PROPOSED MOTION:**

THE TOWN COUNCIL HEREBY WAIVES THE READING AND ADOPTS THE TOWN OF VERNON **ADA NOTICE** AND AUTHORIZES JOHN D. WARD, TOWN ADMINISTRATOR TO EXECUTE SAID NOTICE, AND TO PUBLISH THIS NOTICE IN A LOCAL NEWSPAPER.

- C 12. Request the Town Council in accordance with the requirements for the Small Cities, Community Development Block Grant Program, adopt the Municipal ADA Grievance Procedure for the Town of Vernon.** (A copy of said document is included in the Council packet.)

**PROPOSED MOTION:**

THE TOWN COUNCIL HEREBY WAIVES THE READING AND ADOPTS THE TOWN OF VERNON **MUNICIPAL ADA GRIEVANCE PROCEDURE NOTICE** AND AUTHORIZES MAYOR DANIEL A. CHAMPAGNE TO SIGN THE MUNICIPAL GRIEVANCE PROCEDURE NOTICE DECLARING THE TOWN OF VERNON'S COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT.

**H.) DISCUSSION OF PULLED CONSENT ITEMS**

- C 2. Request the Town Council approve budget amendments #25, #26, #27 and #28, as provided by Finance Officer James Luddecke on the budget amendment forms attached to this agenda.**

**PROPOSED MOTION:**

THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT REQUESTS #25, #26, #27 and #28 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 Kopec made a motion to open C-2. Motion carried unanimously. Discussion took place. Motion to approve budget amendments #25, #26, #27 and #28 for fiscal year 2014-2015 carried unanimously.

- C 3. Request the Town Council approve Mayor Daniel A. Champagne's reappointment to the Vernon Housing Authority of Raymond W. Powers, (D), 21 Court Street, Apt 3-D, Vernon, Connecticut as the Board of Commissioners, Tenant Representative, said term to commence April 8, 2015 and continue until February 28, 2020.**

**PROPOSED MOTION**

PURSUANT TO TOWN OF VERNON CHARTER CHAPTER VIII, SECTION 5 AND CONNECTICUT GENERAL STATUTES 8-41, AS AMENDED, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF RAYMOND W. POWERS, (D), 21 COURT STREET, APT 3-D, VERNON, CONNECTICUT TO THE VERNON HOUSING AUTHORITY BOARD OF COMMISSIONERS – TENANT REPRESENTATIVE, SAID TERM TO COMMENCE ON APRIL 8, 2015 AND EXPIRES ON FEBRUARY 28, 2020.

Council Member Wakefield, seconded by Council Member Kopec made a motion to open C-2. Motion carried unanimously. Jeffrey Arn, Executive Director of Vernon Housing Authority was present to answer questions. Discussion took place.

RECESS (8:02 PM)  
RECONVENED (8:08 PM)

Council Member Peterson, seconded by Council Member Motola moved the question. Motion carried with 10 in favor and 1 against (Winkler).

I.) **PENDING BUSINESS**  
None

J.) **NEW BUSINESS**

1. **Request the Town Council approve the job description for the EMS Coordinator and the Public Safety Telecommunicator, 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 THE **EMS COORDINATOR** AND THE **PUBLIC SAFETY TELECOMMUNICATOR**, AS PRESENTED.

Council Member Wakefield, seconded by Council Member Kopec made a motion to approve the job description for the EMS Coordinator and the Public Safety Telecommunicator. Discussion took place. Motion carried unanimously.

2. **Request the Town Council approve the bid waiver for the services of KIDSAFE, CT for the Birth to Eight services in the amount of \$15,000.00.** (See memorandum from Alan Slobodien, Director of the Vernon YSB relative to same.)

**PROPOSED MOTION**

RESOLVE, THE TOWN COUNCIL, CONSISTENT WITH THE TOWN CHARTER, CHAPTER 12, SECTION 9, HEREBY WAIVES THE BID PROCEDURE FOR COSTS INVOLVING THE CONTRACT FOR BIRTH TO EIGHT SERVICES FROM KIDSAFE CT IN THE AMOUNT OF \$15,000 AND FURTHER AUTHORIZES THE TOWN ADMINISTRATOR, TO EXECUTE ON BEHALF OF THE TOWN OF VERNON ANY INSTRUMENT (S) TO THAT EFFECT.

Council Member Wakefield, seconded by Council Member Kopec made a motion to approve the the bid waiver for the services of KIDSAFE, CT for the Birth to Eight services in the amount of \$15,000.00. Discussion took place. Motion carried unanimously.

3. **Request the Town Council grant a drainage right of way to the State of Connecticut Department of Transportation - Rt.74 Bridge Replacement at Windsorville Road.** (See memorandum dated April 1, 2015 from John D. Ward, Town Administrator to Mayor Daniel A. Champagne and the Vernon Town Council relative to same.)

**PROPOSED RESOLUTION**

**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 A DRAINAGE RIGHT OF WAY TOTALING 350± SQUARE FEET, A SLOPE EASEMENT TOTALING 523± SQUARE FEET, AND AN EASEMENT TO DRAIN.**

**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; AND**

**NOW THEREFORE, THE TOWN OF VERNON DOES HEREBY WAIVE ITS RIGHTS 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, SCALE 1" = 20', OCTOBER 2014, THOMAS A. HARLEY, P.E. - CHIEF ENGINEER, BUREAU OF ENGINEERING AND CONSTRUCTION, TOWN NO. 146, PROJECT NO. 146-196, SERIAL NO. 1A." **AND**

THE TOWN COUNCIL AGREES TO PROVIDE THE REQUESTED DRAINAGE RIGHT OF WAY TOTALING 350±SQUARE FEET, A SLOPE EASEMENT TOTALING 532± SQUARE FEET AND AN EASEMENT TO DRAIN.

Council Member Wakefield, seconded by Council Member Kopec made a motion to grant a drainage right of way to the State of Connecticut Department of Transportation - Rt.74 Bridge Replacement at Windsorville Road. Dave Smith, Town Engineer was present to answer questions. Discussion took place. Motion carried unanimously.

**PROPOSED MOTION**

THE TOWN COUNCIL HEREBY AUTHORIZES TOWN ADMINISTRATOR JOHN D. WARD TO EXECUTE THE DEPARTMENT OF TRANSPORTATION WAIVER OF COMPENSATION AND APPRAISAL DATE MARCH 5, 2015.

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 date March 5, 2015. Motion carried unanimously.

4. **Request the Town Council schedule a Public Hearing on April 21, 2015 at 7:35 PM to hear comments and answer questions relative to the proposed "Lease of Town Owned Space at Maple Street School and Rockville High School to First Choice Health Services".** ( See memorandum dated April 1, 2014 from John D. Ward, Town Administrator to Mayor Daniel A. Champagne and the Vernon Town Council relative to same.)

**PROPOSED MOTION**

THE TOWN COUNCIL HEREBY SCHEDULES A PUBLIC HEARING FOR APRIL 21, 2015 AT 7:35 PM, THIRD FLOOR, MEMORIAL BUILDING, 14 PARK PLACE, VERNON, CONNECTICUT, TO HEAR COMMENTS AND ANSWER QUESTIONS REGARDING THE PROPOSED LEASE OF SPACE AT MAPLE STREET SCHOOL AND ROCKVILLE HIGH SCHOOL TO FIRST CHOICE HEALTH SERVICES.

Council Member Wakefield, seconded by Council Member Kopec made a motion to schedule a Public Hearing on April 21, 2015 at 7:35 PM to hear comments and answer questions relative to the proposed "Lease of Town Owned Space at Maple Street School and Rockville High School to First Choice Health Services ". Discussion took place.

8:56 PM Council Member Gingras left the meeting.

Council Member Wakefield, seconded by Council Member Kopec withdrew the motion. Council Member Winkler, seconded by Council Member Schaefer made a motion to send this to public hearing. Council Member Kopec, seconded by Council Member Wakefield moved to postpone this discussion to the next council meeting, April 21, 2015. Motion carried with 8 in favor and 2 against (Winkler and Schaefer).

**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**

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR TOWN COUNCIL MEETING OF **MARCH 17, 2015** AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Wakefield, seconded by Council Member Kopec, made a motion to waive the reading of and approve the minutes of the March 17, 2015 regular Town Council meeting. Motion carried unanimously.

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

1. Monthly Report – February, 2015, for the Vernon Police Department as submitted by Stephen M. Clark, Captain.
2. Letter dated March 23, 2015 from the Manchester Lions Club, Inc thanking Mayor Champagne and the Town of Vernon for participating in the Fidelco Guide Dog Foundation Bowling Tournament.
3. Notice of Interest Waiver provided by Terry Hjarne, Tax Collector dated March 17, 2015.

**Adjourn ( 9:02 PM)**

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

Received:

Approved:

Respectfully Submitted,

Karen C. Daigle  
Recording Secretary