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

May 3, 2016 - 7:30 PM

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, Michael Winkler, Brian Motola, Kim Appleyard, Steve Wakefield, Laura Bush, Bill Campbell, Jim Tedford, Steve Peterson, Ann Letendre and Virginia Gingras
Absent: Council Member Julie Clay
Entered During Meeting:
Also Present: Town Administrator John Ward, Recording Secretary Karen Daigle

C.) CITIZEN'S FORUM

No one spoke at Citizen's Forum

F.) PRESENTATIONS

Presentation by Mayor Daniel A. Champagne and Interim Parks and Recreation Director Steve Krajewski, along with Amy Watt, relative to the honorees selected as ***Outstanding Volunteer Coach, Patricia Hess and Agata Cavar; Outstanding Individual Award, Jessica Foster and Julie Halpin; and Outstanding Organization Award, The WHALE 102.9,*** represented by account manager Bill Buller.

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

- We welcome a new business to town, Search Immigrations, a digital marketing company with its national headquarters in Vernon, opening on May 5, 2016.
- Thursday, May 5, 2016, is the National Day of Prayer, to be held at noon in Central Park.
- We have a new, signed lease with the Community Arts Center East.
- The Memorial Day Parade is on May 30th, starting at Northeast School, if any council members or veterans are interested in participating.
- The Mother's Day Dash is this Sunday, May 8th. It's not too late to register.
- Fire truck Tower 141 is back in full service, receiving a non-destructive test clearance last Friday.

D.) EXECUTIVE SESSION

Entered Executive Session at 7:47 PM

Council Member Wakefield, seconded by Council Member Bush made the following motion to go into executive session:

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 PENDING LITIGATION RELATIVE TO ***CHESSEY V. TOWN OF VERNON, BOARD OF EDUCATION CLAIM #0119271,*** AND INVITES THE FOLLOWING INDIVIDUALS TO ATTEND: JOHN D. WARD, TOWN ADMINISTRATOR; MICHAEL PURCARO, DIRECTOR OF BUSINESS AND FINANCE FOR THE BOARD OF EDUCATION AND JOSEPH MACARY, SUPERINTENDENT OF SCHOOLS.

Motion carried unanimously.

Executive Session ended at 8:05 PM

Council Member Wakefield, seconded by Council Member Schaefer made the following motion:

THE TOWN COUNCIL HEREBY AGREES TO THE FULL AND FINAL SETTLEMENT AS PRESENTED IN THE MATTER OF CHESSY V TOWN OF VERNON, BOARD OF EDUCATION – CLAIM #0119271, TO RESOLVE SAID CLAIM. ONCE THE SETTELMENT IS EXECUTED, IT WILL BE PUBLIC.

Motion carried with 7 in favor, 3 against, Council Members Wakefield, Peterson and Campbell, and 1 abstention, Council Member Bush.

E.) PUBLIC HEARING
None

K.) INTRODUCTION OF ORDINANCES

1. **Request the Town Council consider the proposed ordinance entitled " *Ordinance No. An Ordinance Establishing Citation Procedures And Fines for Zoning Violations".*** (A copy of the proposed Ordinance is attached for Council review.)

PROPOSED MOTION

THE VERNON TOWN COUNCIL CONSISTENT WITH CHAPTER V, SECTIONS FIVE "GENERAL POWERS AND DUTIES" AND SIX "PUBLIC HEARING ON AND PUBLICATION OF ORDINANCES OF THE VERNON TOWN CHARTER, HEREBY SCHEDULES A PUBLIC HEARING RELATIVE TO A PROPOSED ORDINANCE ENTITLED ***"ORDINANCE NO. AN ORDINANCE ESTABLISHING CITATION PROCEDURES AND FINES FOR ZONING VIOLATIONS"***, SAID HEARING TO BE HELD AT 7:35 PM ON TUESDAY, MAY 17, 2016 LOCATED AT THE COUNCIL CHAMBERS, THIRD FLOOR, 14 PARK PLACE, VERNON, CONNECTICUT TO HEAR COMMENTS AND TAKE NECESSARY ACTION RELATIVE TO THE PROPOSED ORDINANCE.

Council Member Wakefield, seconded by Council Member Bush, made a motion to schedule a public hearing to hear comments and answer questions relative to a proposed ordinance entitled "An Ordinance Establishing Citation Procedures and Fines for Zoning Violations" on May 17, 2016 at 7:35 PM, Third Floor, Memorial Building, 14 Park Place, Vernon, Connecticut. Town Administrator, John Ward, Attorney Martin Burke, and Zoning Enforcement Officer, Andy Marchese, answered questions. Discussion took place. Motion carried unanimously.

2. **Request the Town Council consider the proposed ordinance entitled *"Ordinance No. , An Ordinance Amending The International Property Maintenance Code As Previously Adopted"*, and schedule a public hearing for same.** (A copy of the proposed Ordinance is included for Council review.)

PROPOSED MOTION

THE VERNON TOWN COUNCIL CONSISTENT WITH CHAPTER V, SECTIONS FIVE "GENERAL POWERS AND DUTIES", AND SIX "PUBLIC HEARING ON AND PUBLICATION OF ORDINANCES", OF THE VERNON TOWN CHARTER, HEREBY SCHEDULES A PUBLIC HEARING RELATIVE TO A PROPOSED ORDINANCE ENTITLED ***"ORDINANCE NO. AN ORDINANCE AMENDING THE INTERNATIONAL PROPERTY MAINTENANCE CODE AS PREVIOUSLY ADOPTED"***, SAID HEARING TO BE HELD AT 7:35 PM ON TUESDAY, MAY 17, 2016 LOCATED AT THE COUNCIL CHAMBERS, THIRD FLOOR, 14 PARK PLACE, VERNON, CONNECTICUT TO HEAR COMMENTS AND TAKE NECESSARY ACTION RELATIVE TO THE PROPOSED ORDINANCE.

Council Member Wakefield, seconded by Council Member Tedford, made a motion to schedule a public hearing to hear comments and answer questions relative to a proposed ordinance entitled "An Ordinance Amending The International Property Maintenance Code as Previously Adopted" on May 17, 2016 at 7:35 PM, Third Floor, Memorial Building, 14 Park Place, Vernon, Connecticut. Town Administrator, John Ward, and Zoning Enforcement Officer, Andy Marchese, answered questions. Discussion took place. Motion carried unanimously.

3. **Request the Town Council consider the proposed ordinance entitled *"Ordinance No. , An Ordinance Amending Code Sec. 3-4 Vacant and Blighted Buildings"*, and schedule a public hearing for same.** (A copy of the ordinance is included for Council review.

PROPOSED MOTION

THE VERNON TOWN COUNCIL CONSISTENT WITH CHAPTER V, SECTIONS FIVE "GENERAL POWERS AND DUTIES", AND SIX "PUBLIC HEARING ON AND PUBLICATION OF ORDINANCES", OF THE VERNON TOWN CHARTER, HEREBY SCHEDULES A PUBLIC HEARING RELATIVE TO A PROPOSED ORDINANCE ENTITLED ***"ORDINANCE NO. AN ORDINANCE AMENDING CODE SEC. 3-4 VACANT AND BLIGHTED BUILDINGS***, SAID HEARING TO BE HELD AT 7:35 PM ON TUESDAY, MAY 17, 2016 LOCATED AT THE COUNCIL CHAMBERS, THIRD FLOOR, 14 PARK PLACE, VERNON, CONNECTICUT TO HEAR COMMENTS AND TAKE NECESSARY ACTION RELATIVE TO THE PROPOSED ORDINANCE.

Council Member Wakefield, seconded by Council Member Bush, made a motion to schedule a public hearing to hear comments and answer questions relative to a proposed ordinance entitled "An Ordinance Amending Code Sec. 3-4 Vacant and Blighted Buildings" on May 17, 2016 at 7:35 PM, Third Floor, Memorial Building, 14 Park Place, Vernon, Connecticut. Council Member Winkler, seconded by Council Member Motola, made a motion to amend page 3, #3, to reinstate the word "shall" and delete the word "may". Discussion took place. Amendment failed, with 3 in favor, 7 opposed and 1 abstention, Council Member Appleyard. Original motion carried unanimously.

G.) ACTION ON CONSENT AGENDA

Council Member Wakefield, seconded by Council Member Bush made a motion to approve the consent agenda items as presented # C1 – C6. Motion carried unanimously.

C **1. Request for the approval Tax Refunds for Current Year.** (A copy of a memorandum from Terry Hjarne, Collector of Revenue, to John D. Ward, Town Administrator dated April 22, 2016 is included in the Council packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES (5) FIVE CURRENT YEAR TAX REFUNDS FOR A TOTAL OF $760.97, AS OUTLINED IN THE MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE TO JOHN D. WARD, TOWN ADMINISTRATOR DATED APRIL 22, 2016.

C **2. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Roland Klee (D) 132 Hany Lane, Vernon, Connecticut as a regular member of the Planning and Zoning Commission, said term to commence on May 4, 2016 and expires on December 31, 2017.** (A copy of Mr. Klee's resume is included for Council review. It should be noted that Mr. Klee is completing the unexpired term of Peter Hobbs.)

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 ROLAND KLEE, (D), 132 HANY LANE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE PLANNING AND ZONING COMMISSION FOR A TERM TO COMMENCE ON MAY 4, 2016 AND EXPIRES DECEMBER 31, 2017.

C **3. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Catherine Rebai, (R), 42 Neill Road, Vernon, Connecticut as a regular member of the North Central District Health Department, said appointment to commence on May 4, 2016 and expires on April 15, 2017.** (A copy of Ms. Rebai's resume is included for Council review.) (Ms. Rebai is completing the unexpired term of Marc Watson.)

PROPOSED MOTION

PURSUANT TO C.G.S. §19a-241; CHARTER CHAPTER XI, SECTIONS 1,5, & 14, THE TOWN COUNCIL APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF CATHERINE REBAI, (R), 42 NEILL ROAD, VERNON, CONNECTICUT A MEMBER OF THE BOARD OF DIRECTORS OF THE NORTH CENTRAL DISTRICT HEALTH DEPARTMENT. SAID TERM TO COMMENCE ON MAY 4, 2016 AND EXPIRES ON APRIL 15, 2017.

C **4. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Joseph Miller (R), 27 Tallwood Drive, Vernon, Connecticut as an alternate member of the Planning and Zoning Commission, said term to commence on May 4, 2016 and expires on December 31, 2018.** (A copy of Mr. Miller's resume is included for Council review. Mr. Miller is completing the unexpired term of Mr. Klee.)

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 JOSEPH MILLER,(R), 27 TALLWOOD DRIVE, VERNON, CONNECTICUT, TO ALTERNATE MEMBER OF THE PLANNING AND ZONING COMMISSION FOR A TERM COMMENCING ON MAY 4, 2016 AND EXPIRES DECEMBER 31, 2018.

C **5. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Adam Libros, Town of Vernon Fire Marshal, 55 West Main Street, Vernon, Connecticut as a regular member of the Vernon Traffic Authority, said appointment to commence on May 8, 2016 and expires on May 7, 2019.** (Mr. Libros is a town employee therefore no resume is attached)

PROPOSED MOTION

PURSUANT TO THE VERNON TOWN CODE, ARTICLE II, SECTIONS 13-16 AND 13-17; THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF ADAM LIBROS, TOWN OF VERNON FIRE MARSHAL, 55 WEST MAIN STREET, VERNON, CONNECTICUT, AS A REGULAR MEMBER OF THE TRAFFIC AUTHORITY. SAID TERM TO COMMENCE ON MAY 8, 2016 AND EXPIRES ON MAY 7, 2019.

C **6. Request the Town Council approve budget amendments #29, #30, #31 and #32, for fiscal year 2015-2016 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

RESOLVED, THE TOWN COUNCIL HEREBY APPROVES BUDGET AMEND REQUESTS #29, #30, #31 AND #32, FOR FISCAL YEAR 2015-2016 AS OUTLINED IN THE BUDGET AMENDMENT FORMS PROVIDED BY JAMES M. LUDDECKE, FINANCE OFFICER.

H.) DISCUSSION OF PULLED CONSENT ITEMS
None

I.) PENDING BUSINESS
None

J.) NEW BUSINESS

1. **Request the Town Council approve the job description for the Department of Public Works Crew Leader and Director of Parks and Recreation 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

DEPARTMENT OF PUBLIC WORKS CREW LEADER AND ***DIRECTOR OF PARKS AND RECREATION*** AS PRESENTED.

Council Member Wakefield, seconded by Council Member Bush, made a motion to adopt the job description of Department of Public Works Crew Leader and Director of Parks and Recreation. Assistant Town Administrator, Dawn Maselek, and Director of Public Works, Robert Kleinhans answered questions. Discussion took place. Motion carried with 10 in favor and 1 abstention, Council Member Tedford.

2. **Request the Town Council authorize the Vernon Fire Department to apply for the Fire Prevention Grant.** (See attached memorandum dated April 26, 2016 from Chief William Call to Administration relative to same.)

PROPOSED MOTION

RESOLVE THE TOWN COUNCIL AUTHORIZE MAYOR DANIEL A. CHAMPAGNE TO SIGN THE APPLICATION FOR THE 2015-2016 FIRE PREVENTION GRANT.

Council Member Wakefield, seconded by Council Member Appleyard, proposed a resolution authorizing Mayor Daniel Champagne to sign the application for the 2015-2016 fire prevention grant. Town Administrator, John Ward, and Director of Business and Finance, Michael Purcaro, answered questions. Discussion took place. Motion carried with 9 in favor, 1 against, Council Member Campbell, and 1 abstention, Council Member Appleyard.

3. **Request the Town Council authorize Mayor Daniel A. Champagne to execute any and all documents to make application for and receive 2016-2017 School Readiness funds in the amount of $322,039.00.** (See memorandum and grant documents as submitted by Michelle Hill, Director of the 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 2016-2017 SCHOOL READINESS FUNDS IN THE AMOUNT OF $322,039.00 AND QUALITY ENHANCEMENT FUNDS IN THE AMOUNT OF $3881.00.

Council Member Wakefield, seconded by Council Member Schaefer, proposed a resolution that Mayor Daniel Champagne make application for 2016-2017 school readiness funds in the amount of $322,039 and quality enhancement funds in the amount of $3,881. Discussion took place. Motion carried unanimously.

4. **Request the Town Council authorize the expenditure of $3,761,100.00 in the Capital Projects Fund pertaining to school roof replacements and renovations of Vernon Middle School; Northeast School; and Skinner Road School.** (See memorandum dated April 28, 2016 from James M. Luddecke, Finance Officer and Treasurer to Mayor Daniel A. Champagne and John D. Ward, Town Administrator relative to same.)

PROPOSED MOTION

BE IT RESOLVED, THE TOWN COUNCIL AUTHORIZES THE EXPENDITURE OF $3,761,100.00 IN THE CAPITAL PROJECTS FUND FOR SCHOOL ROOF REPLACEMENTS AND RENOVATIONS AT THE FOLLOWING SCHOOLS:

$872,865.00 FOR THE VERNON CENTER MIDDLE SCHOOL; $1,231,881.00 FOR NORTHEAST SCHOOL; AND $1,656,354.00 FOR SKINNER ROAD SCHOOL.

AND BE IT FURTHER RESOLVED THAT THE TOWN COUNCIL HEREBY AUTHORIZES THE BOARD OF EDUCATION TO APPLY FOR AND ACCEPT STATE DEPARTMENT OF EDUCATION GRANTS FOR THE ROOF PROJECTS. PROCEEDS OF THE GRANTS ARE TO BE DEPOSITED IN THE TOWN CAPITAL PROJECT FUND TO SUPPORT THE COSTS OF FINANCING THE THREE ROOF PROJECTS.

Council Member Wakefield, seconded by Council Member Appleyard, proposed a resolution to authorize the expenditure of $3,761,100 in the capital projects fund for school roof replacements and renovations at the following schools: $872,865 for the Vernon Center Middle School; $1,231,881 for Northeast School and $1,656,354 for Skinner Road School; and further authorizes the Board of Education to apply for state department of education grants for the roof projects. Discussion took place. Motion carried unanimously.

5. **Request the Town Council authorize release $102,088.41 of available funds from projects in the Education Capital and Non-Recurring Expenditure Account.** (See memorandum from James M. Luddecke, Finance Officer and Treasurer to Daniel A. Champagne, Mayor and John D. Ward, Town Administrator dated April 28, 2016 and memorandum from Michael J. Purcaro, Director of Business and Finance dated April 27, 2016 to James M. Luddecke, Finance Officer and Treasurer relative to same.)

PROPOSED MOTION

THE TOWN COUNCIL APPROVES THE RELEASE FROM COMMITMENT OF UNEXPENDED AMOUNTS FOR COMPLETED PROJECTS IN THE EDUCATION RESERVE FOR CAPITAL AND NON-RECURRING EXPENDITURE ACCOUNT IN THE AMOUNT OF $102,088.41. THE PROJECTS INCLUDE AVAILABLE BALANCES OF: $40,770.31 FOR A BOILER REPLACEMENT AT THE CENTRAL OFFICE BUILDING; $47,049.02 FOR A NATURAL GAS LINE AT THE CENTRAL OFFICE BUILDING; $4,011.00 FOR MEDIA ROOM DUCTWORK AT ROCKVILLE HIGH SCHOOL; $9,908.08 FOR SECURITY GATES IN THE CAFETERIA AT VERNON CENTER MIDDLE SCHOOL; $180.00 FOR THE INSTALLATION OF AN AIR CONDITIONING SYSTEM IN THE MEDIA CENTER AT CENTER ROAD SCHOOL; AND $170.00 TO REPLACE AN OIL-FIRED BOILER WITH NATURAL GAS-FIRED BOILER AT THE CENTRAL OFFICE BUILDING.

Council Member Wakefield, seconded by Council Member Bush, made a motion to authorize the release of $102,088.41 of available funds from projects in the Education Capital and Non-Recurring Expenditure Account as stated above. Discussion took place. Motion carried unanimously.

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 **APRIL 19, 2016** 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 April 19, 2016 regular Town Council meeting. Motion carried with 11 in favor and 1 abstention, Council Member Peterson.

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

1. Memorandum dated April 28, 2016 from John Ward, Town Administrator to Mayor Daniel A. Champagne and the Vernon Town Council relative to the first phase of the Code Enforcement Manual (first three chapters).

Adjourn (9:11 PM)

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

Received:

Approved:

Respectfully Submitted,

Karen C. Daigle
Recording Secretary