

November 13, 2017

Approved Minutes

Vernon Town Council- Special Meeting

Town Hall- 14 Park Place- 3rd Floor

Vernon, Connecticut

November 13, 2017- 7:30PM

RECEIVED
VERNON TOWN CLERK

17 DEC -8 AM 9:39

Mayor Daniel Champagne called the meeting to order at 7:30 PM

A) PLEDGE OF ALLEGIANCE

B) SWEARING IN CEREMONY

Town Clerk Bernice K. Dixon swore in Mayor Daniel A. Champagne and the 2017-2019 Town Council.

7:34 PM Recess; 7:51PM reconvened.

C) ROLL CALL:

Present: Council Members Pauline Schaefer, Thomas DiDio, Brian Motola, Julie Clay, Mike Wendus, Steve Wakefield, Laura Bush, Bill Campbell, Jim Tedford, Steve Peterson, Ann Letendre and Ralph Zahner.

Absent: None

Entered During Meeting: None

Also Present: Town Administrator Michael Purcaro, Recording Secretaries Karen Daigle and Cassandra Minor

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 2017-2019 TOWN COUNCIL RULES AS PRESENTED.

- i. Council Member DiDio, seconded by Council Member Schaefer, made a motion to amend the Rules of Procedure under General Rules, Section 1A "All matters that require action or consideration by the Town Council shall be submitted to the Town Administrator or to the Executive Assistant before one o'clock (1:00pm) on the Monday of the week before the next Town Council meeting" to submit information by Wednesday the week prior to the next Town Council meeting. Discussion ensued. Motion failed with 4 in favor, Council Members Letendre, Zahner, DiDio and Schaefer, 8 opposed, Council Members Clay, Wendus, Bush, Wakefield, Campbell, Tedford, Peterson and Motola.
- ii. Council Member DiDio, seconded by Council Member Peterson, made a motion to amend the Rules of Procedure under General Rules, Section 4, that Pubic Hearings on a normal basis come before Executive Session. Discussion ensued. Motion failed with 5 in favor, Council

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Members Peterson, Zahner, DiDio, Letendre and Schaefer, 7 opposed, Clay, Bush, Campbell, Wendus, Tedford, Wakefield and Motola.

- iii. Council Member DiDio, seconded by Council Member Schaefer, made a motion to have Executive Session topics available prior to Town Council meeting. Discussion ensued. Motion failed with 3 in favor, Council Members Letendre, Zahner, and DiDio, 9 opposed Clay, Wendus, Bush, Wakefield, Motola, Campbell, Tedford, Peterson, and Schaefer.

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 2017-2019 SESSION OF THE VERNON TOWN COUNCIL.

Council Member Motola, seconded by Council Member Bush made a motion to approve Steve Wakefield Mayor Pro Tempore for the 2017-2019 Session of the Vernon Town Council. Motion carried unanimously.

ADOPTION OF TOWN COUNCIL SCHEDULE 2017-2019 AS REQUIRED BY FREEDOM OF INFORMATION

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE 2018 TOWN COUNCIL SCHEDULE AS PRESENTED IN THE MEMORANDUM FROM MAYOR DANIEL A. CHAMPAGNE TO THE TOWN COUNCIL DATED NOVEMBER 8, 2017.

Council Member Wakefield, seconded by Council Member Bush, made a motion to approve the 2018 Town Council schedule as presented in the memorandum from Mayor A. Daniel Champagne to the Town Council Dated November 8, 2017. Motion carried unanimously.

D) **CITIZENS FORUM**

None

E) **EXECUTIVE SESSION**

None

F) **PUBLIC HEARINGS**

None

G) **PRESENTATIONS**

None

H) **ACTION AND CONSENT AGENDA**

C 1. Request the Town Council re-appropriate encumbrances from the prior year, for items previously approved, but deferred for practical and other reasons. (See memorandum from James M. Luddecke, Finance Officer to Michael J. Purcaro, Town Administrator, dated November 3, 2017 relative to same)

PROPOSED MOTION

RESOLVED, THAT THE TOWN COUNCIL AUTHORIZES THE LIQUIDATION AND RE-APPROPRIATION OF FISCAL YEAR 2015-2016 ENCUMBRANCES IN THE AMOUNT OF \$238,803.86 TO THE FISCAL YEAR 2016-2017 BUDGET AS DETAILED IN THE ATTACHED TABLE.

Council Member Wakefield, seconded by Council Member Bush moved to accept consent agenda. Motion carried unanimously.

I) **IDENTIFICATION AND ADOPTION OF ADDITIONAL AGENDA ITEMS:**

None

J) **PENDING BUSINESS:**

None

K) **NEW BUSINESS:**

1. Request the Town Council reaffirm Mayor Daniel A. Champagne's appointment of Attorney Louis A. Spadaccini as Town Attorney. (See Attorney Spadaccini's resume attached.)

PROPOSED MOTION

THE TOWN COUNCIL, CONSISTENT WITH CHAPTER XI, SECTION 5, ENTITLED "OTHER OFFICERS", HEREBY AFFIRMS MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF LOUIS A. SPADACCINI, ESQ., AS TOWN ATTORNEY

Council Member Wakefield, seconded by Council Member Bush, made the above motion to appoint Louis A. Spadaccini, Esq. as Town Attorney. Motion carried unanimously.

2. Request the Town Council reaffirm Mayor Daniel A. Champagne's appointment of Martin B. Burke, Esq., as Assistant Town Attorney. (See Attorney Burke's resume attached.)

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PROPOSED MOTION

THE TOWN COUNCIL, CONSISTENT WITH CHAPTER XI, SECTION 5, ENTITLED "OTHER OFFICERS", HEREBY AFFIRMS MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF MARTIN B. BURKE, ESQ., AS ASSISTANT TOWN ATTORNEY.

Council Member Wakefield, seconded by Council Member Tedford, made a motion to appoint Martin B. Burke, Esq., as Assistant Town Attorney. Motion carried unanimously.

3. Request the Town Council approve the job description for the Finance Officer, and Budget Analyst as recommended by Assistant Town Administrator, Dawn Maselek. (A copy of the old and 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 ***FINANCE OFFICER, AND BUDGET ANALYST*** AS PRESENTED.

Council Member Wakefield, seconded by Council Member Bush, made a motion to adopt the job descriptions of Finance Officer and Budget Analyst as presented. Motion carried unanimously.

L) **INTRODUCTION OF ORDINANCES**

None

M) **ACTION ON ORDINANCE(S) PREVIOUSLY PRESENTED:**

None

N) **DISCUSSION OF ADDITIONAL AGENDA ITEMS, PULLED CONSENT ITEMS FROM F) AND PULLED ITEMS FROM O) INFORMATION ITEMS, ETC.**

None

O) **ADOPTION OF MINUTES:**

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR MEETING OF OCTOBER 17, 2017 AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Wakefield, seconded by Council Member Bush made a motion to waive the reading of and approve the minutes of the October 17, 2017 regular Town Council meeting. Motion carried with 9 in favor and 3 abstentions, Council Members Wendus, Peterson and Zahner.

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

None

Q) **ADJOURNMENT (8:17pm):**

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

Received: November 17, 2017

Approved: December 5, 2017

Respectfully submitted,



Cassandra Minor

Recording Secretary