

November 20, 2018

Approved Minutes
Vernon Town Council- Regular Meeting
Town Hall- 14 Park Place- 3rd Floor
Vernon, Connecticut
November 20, 2018- 7:30PM

RECEIVED
VERNON TOWN CLERK
18 DEC 17 PM 12:35

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

A) PLEDGE OF ALLEGIANCE

B) ROLL CALL:

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

Absent: Steve Peterson

Entered During Meeting: None

Also Present: Town Administrator Michael J. Purcaro, Recording Secretary Cassandra Minor

C) CITIZENS FORUM

None.

D) EXECUTIVE SESSION:

7:32PM Council Member Wakefield, seconded by Council Member Bush made the following motion to go into Executive Session #1. Motion carried unanimously.

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 THE FOLLOWING TAX APPEALS: DJV REAL ESTATE, LLC VS TOWN OF VERNON ET AL, CV-18-6046342S; AND 777 REALTY LLC, VS TOWN OF VERNON ET AL, HHB-CV-17-6039332 AND INVITES TOWN ADMINISTRATOR MICHAEL J. PURCARO, TOWN ASSESSOR DAVID WHEELER AND ASSISTANT TOWN ATTORNEY MARTIN BURKE TO ATTEND.

Executive Session #1 ended at 7:43PM

9:43PM Council Member Wakefield, seconded by Council Member Schaefer made a motion to authorize the Town Attorney to settle a tax appeal CV-18-6046342S, captioned: DJV REAL ESTATE, LLC vs. Town of Vernon et al," for taxes on the Grand List of October 1, 2017 for the assessed value of \$574,000 or the 100% fair market value of \$820,000 and to adjust assessment and tax bill on the January 2019 bill for the 2017 Grand List. The property address is commonly known as 60 Industrial Park Rd, Map 30-0133-0005G. Motion carried unanimously.

9:43PM Council Member Wakefield, seconded by Council Member Bush made a motion to authorize the Town Attorney to conclude tax appeal HHB-CV-17-6039332-S, captioned "777 REALTY LLC, vs. Town of Vernon et al. The plaintiff has officially withdrawn their appeal and agree to the 2016 Revaluation value. No further action is required on the part of the Town of Vernon. The property address is commonly known as 777 Talcottville Rd, Map 07-0002-00078. Motion carried unanimously.

7:44PM Council Member Wakefield, seconded by Council Member Bush made the following motion to go into Executive Session #2. Motion carried unanimously.

THE TOWN COUNCIL PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES 1-200 (6) (C) HEREBY MOVES TO GO INTO EXECUTIVE SESSION TO DISCUSS SECURITY AND INVITES TOWN ADMINISTRATOR MICHAEL J. PURCARO, CHIEF JAMES KENNY AND LT. WILLIAM MEIER TO ATTEND.

November 20, 2018

Town Administrator Michael Purcaro left Executive Session #2 at 7:50PM; Returned 7:54PM,
Executive Session #2 ended at 8:28PM

9:45PM Council Member Wakefield, seconded by Council Member Campbell made a motion to hereby approve budget amendment request #5 for fiscal year 2018-2019 to purchase a portable vehicle barrier system in the amount of \$35,627.97 as outlined in the budget amendment forms provided by Finance Officer, Jeffrey O'Neill. Motion carried unanimously.

9:46PM Council Member Wakefield, seconded by Council Member Schaefer made a motion to hereby approve budget amendment request for fiscal year 2018-2019 to purchase a Building Access Control System. Further the Town Council, in accordance with Town Charter Chapter 12, Section 9, resolves that it is in the best interest of the Town of Vernon to waive the bid process for the purchase of said system from three way communications of Windsor Locks, Connecticut in an amount not to exceed \$58,500.00 and further authorizes Town Administrator Michael J. Purcaro to execute on behalf of the Town of Vernon any instrument(s) to that effect. Motion carried unanimously.

8:30PM Council Member Wakefield, seconded by Council Member Schaefer made the following motion to go into Executive Session #3. Motion carried unanimously.

THE TOWN COUNCIL PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES 1-200 (2) HEREBY MOVES TO GO INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL AND INVITES TOWN ADMINISTRATOR MICHAEL J. PURCARO, ASSISTANT TOWN ADMINISTRATOR DAWN MASELEK, CHIEF STEVE EPPLER AND EMS COORDINATOR JEAN GAUTHIER TO ATTEND.

Mayor Daniel A. Champagne left Executive Session at 8:31PM; returned at 8:33PM

Council Member Schaefer left Executive Session at 9:17PM; returned at 9:19PM

Executive Session #3 ended at 9:19PM.

9:47PM Council Member Wakefield, seconded by Council Member Schaefer in an effort to improve recruitment and encourage retention in the Town of Vernon Emergency Medical Services Corps the Town Council moves the following motion:

-Resolved, the Vernon Town Council does hereby accept the revised wage table for all part-time Emergency Medical Services Staff as presented.

-Resolved, the Town Council does hereby establish and approve the new part-time positions of EMS Trainer/Quartermaster for Vernon Emergency Medical Services as presented.

-Resolved, the Town Council does hereby establish two new part-time supervisory positions in Emergency Medical Services. Motions carried unanimously.

9:20PM Council Member Wakefield, seconded by Council Member Bush made the following motion to go into Executive Session #4. Motion carried unanimously.

THE TOWN COUNCIL PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES 1-200(2) HEREBY MOVES TO GO INTO EXECUTIVE SESSION TO DISCUSS A PERSONNEL ISSUE AND INVITES TOWN ADMINISTRATOR MICHAEL J. PURCARO, AND ASSISTANT TOWN ADMINISTRATOR DAWN MASELEK TO ATTEND.

Executive Session #4 ended at 9:27PM

9:48PM Council Member Wakefield, seconded by Council Member Campbell made a motion to hereby approve the Police Union request to grant a pay differential in the amount of \$218.47 for the Officer regarding military overseas deployment orders to the Middle East for approximately six to eight months beginning in January, 2019. The Town Council further thanks the Officer for their service to our country and wishes them safe travels. Motion carried unanimously.

November 20, 2018

E) **PUBLIC HEARING:**

None.

F) **PRESENTATIONS BY THE ADMINISTRATION**

Saturday, October 20th – Seniorhood Fair

Tuesday, October 30th – Rockville Business Expo

Tuesday and Wednesday, October 30th and 31st – CCM Conference

Thursday, November 1, 2018 – Community Voice Ribbon Cutting

Tuesday, November 13th - Ribbon Cutting “Wendy’s”

Saturday, November 17th – Ribbon Cutting “Off the Ground Sound”

UPCOMING EVENTS

Public Information Sessions for WPCA – Tuesday, November 27, 2018 at the Rockville Public Library and December 3, 2018 at the Rockville High School Auditorium.

Saturday, December 1, 2018 10:00 AM– Ribbon Cutting at the Academy of Arts and Learning, 170 Hartford Turnpike, Vernon, CT (Old Apple Tree Learning Center)

Saturday, December 1, 2018 11:30 AM – Ribbon Cutting at Scranton Power Sports, Talcottville Road, Vernon, CT

Saturday, December 1st – Arctic Splash sponsored by the Parks and Recreation Department. This event raises money for summer camp scholarships and begins at 1:00 PM at Valley Falls.

Friday, December 7th – Winterfest – Festivities begin at 5:30 PM in Central Park with music courtesy of the Rockville High School Band and the Torchlight Parade begins at 6:15PM with Santa’s arrival and Tree Lighting to follow.

December 2, 2018 1:00 PM – 3:00 PM Open House Reception, Rockville Public Library, 4th Annual Community Tree Festival. Bidding for tree to the public is from December 2nd – 15th

RETIREMENTS

The following employees have submitted their retirements. We wish them all well as they begin a new chapter in their lives.

Fire Marshal – Ray Walker

Cemetery Superintendent – Alan West

Town Planner – Marina Rodriguez

GRANTS AND MISCELLANEOUS

2019 JAG GRANT has just been made available through OPM. \$15,000 is available to the Vernon Police Department. The application is in process and we will keep you posted.

Hartford Foundation Grant - The Town of Vernon has been awarded a \$50,000.00 planning grant to conduct a Community Needs Assessment. Allison Maynard, Social Services Director spoke and updated the Town Council.

DECD Brownfields Grant (Round 12) - Town of Vernon has submitted a grant proposal for \$1 million in funding to assist in the remediation of a brownfield site.

Should the Town of Vernon be selected as a finalist for funding, the next step is an in-person interview process in Hartford. Formal announcement regarding final grant awardees will be made in late December, 2018.

ON THE COUNCIL TABLE

- (1) Award Letter relative to the selection of Ann Letendre for receiving the Connecticut Recreation and Parks Association's "2018 Above and Beyond the Call of Duty Award". *The luncheon was held earlier today and on behalf of the Town of Vernon I would like to extend congratulations to Ann Letendre for her selection.*
- (2) Second item on the table is a memorandum from Jeffrey A. O'Neill, Finance Officer relative to the upcoming budget and the concept of **Zero Based Budgeting**. Town Administrator Michael Purcaro and Finance Officer O'Neill have started the budgetary process two months earlier than in years past. Currently, they are meeting with department heads individually to review their budgets in detail, line item by line item. More info to come as the process goes forward.
- (3) The last item you may have already received at your homes. This is a **Simple Recycling postcard** designed to preview the new program the Town has implemented. The bags will arrive in your mailboxes soon with additional information from the Town.

LIBRARY UPDATE

We welcome New Library Director Jennifer Johnston. Jennifer comes to us with a wide range of experience including Library Director at the Snyder County Libraries in Pennsylvania and most recently from the Springfield City Library. Jennifer has an under graduate degree in English with a minor in Spanish and Canadian Studies and a Master's Degree in Library Science. Jennifer is here this evening. Please welcome Jennifer Johnston.
Recess 9:33PM; Reconvened 9:35PM

G) ACTION ON CONSENT AGENDA:

Council Member Wakefield, seconded by Council Member Bush made a motion to move the Consent Agenda. Council Member DiDio made a motion to pull Consent 2. Motion to move C1, C3, and C4.

- C 1. Request the Town Council approve Tax Refunds for Prior and Current Years.** (See copy of a memorandum from Terry Hjarne, Collector of Revenue, to Michael J. Purcaro, Town Administrator dated November 8, 2018 included in the Council packet.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES ONE (1) PRIOR YEAR(S) TAX REFUNDS TOTALLING \$759.51 AND FIFTY-SEVEN (57) CURRENT YEAR TAX REFUNDS TOTALLING \$16591.41 AS REFERENCED IN THE LETTER FROM TERRY HJARNE, COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED NOVEMBER 8, 2018.

- C 3. Request the Town Council approve budget amendments #2, #3 and #4 for fiscal year 2018-2019 as provided by Finance Officer Jeff O'Neill on the budget amendment forms attached.** (See the budget amendment forms with explanation attached to this agenda.)

PROPOSED MOTION

RESOLVED, THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT REQUESTS #2, #3, AND #4 FOR FISCAL YEAR 2018-2019 AS OUTLINED IN THE BUDGET AMENDMENT FORM PROVIDED BY FINANCE OFFICER JEFF O'NEILL.

- C 4. Request the Town Council approve Mavor Daniel A. Champagne's reappointment of Christy N. Vale, (R), 100 Dobson Road, Unit #3, Vernon, Connecticut as a regular member of the Vernon Board of Ethics, said appointment to commence December 1, 2018 and expires November 30, 2023.** (A copy of Mrs. Vale's resume is included for Council review.)

PROPOSED MOTION

PURSUANT TO ORDINANCE # 173, TOWN CODE SEC. 2-91 - 2-98; THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF CHRISTY N. VALE, (R), 100 DOBSON ROAD, UNIT #3, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE BOARD OF ETHICS, SAID NEW TERM TO COMMENCE ON DECEMBER 1, 2018 AND ENDS ON NOVEMBER 30, 2023.

H) **DISCUSSION OF PULLED CONSENT ITEMS**

- C 2. Request the Town Council approve budget amendment #49 for fiscal year 2017-2018 as provided by Finance Officer Jeff O'Neill on the budget amendment forms attached.** (See the budget amendment form with explanation attached to this agenda.)

PROPOSED MOTION

RESOLVED, THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT REQUEST #49 FOR FISCAL YEAR 2017-2018 AS OUTLINED IN THE BUDGET AMENDMENT FORM PROVIDED BY FINANCE OFFICER JEFF O'NEILL.

Council Member Wakefield, seconded by Council Member Bush made a motion to approve budget amendment request #49 for fiscal year 2017-2018 as outlined in the budget amendment form provided by Finance Officer Jeffrey O'Neill. Discussion ensued. Finance Officer Jeffrey O'Neill spoke and answered questions. Motion carried unanimously.

I) **PENDING BUSINESS**

None.

J) **NEW BUSINESS**

1. **Request the Town Council authorize the disposal of fixed assets for the Vernon Public Schools and the Water Pollution Control Authority.** (See memorandum dated November 14, 2018 from Jeffrey O'Neill, Finance Officer to Michael J. Purcaro, Town Administrator relative to same.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE DISPOSAL OF FIXED ASSETS FOR THE VERNON PUBLIC SCHOOLS AND THE WATER POLLUTION CONTROL AUTHORITY AS DISCLOSED ON THE FIXED ASSET DISPOSAL REQUEST FORMS.

Council Member Wakefield, seconded by Council Member Bush made a motion to approve the disposal of fixed assets for the Vernon Public Schools and The Water Pollution Control Authority as disclosed on the fixed asset disposal request forms. Discussion ensued. Motion carried unanimously.

2. **Request the Town Council pass the supporting resolution for participation in the Sustainable Connecticut Municipal Certification Program.** (See memorandum dated November 2, 2018 from Shaun Gately, Economic Development Coordinator relative to same. Also included in the Council packet is the full resolution for review.)

November 20, 2018

PROPOSED RESOLUTION

RESOLVED, THE VERNON TOWN COUNCIL HEREBY APPROVES THE RESOLUTION ENTITLED, ***“TOWN OF VERNON, CONNECTICUT RESOLUTION, SUPPORTING PARTICIPATION IN THE SUSTAINABLE CONNECTICUT MUNICIPAL CERTIFICATION PROGRAM.”***

Council Member Wakefield, seconded by Council Member Bush made a motion to approve the resolution entitled “Town of Vernon, Connecticut Resolution, Supporting Participation in the Sustainable Connecticut Municipal Certification Program. Discussion ensued. Economic Development Coordinator, Shaun Gately spoke and answered questions. Motion carried unanimously.

3. **Request the Town Council approve the 2019 Freedom of Information required meeting dates for 2019 Vernon Town Council regular meetings.** (See memorandum from Mayor Daniel A. Champagne dated November 15, 2018 relative to same.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES THE 2019 TOWN COUNCIL MEETING SCHEDULE AS PRESENTED IN THE MEMORANDUM FROM MAYOR DANIEL A. CHAMPAGNE TO THE VERNON TOWN COUNCIL DATED NOVEMBER 15, 2018.

Council Member Wakefield, seconded by Council Member Zahner made a motion to approve the 2019 Town Council Meeting Schedule as presented in the Memorandum from Mayor Daniel A. Champagne to the Vernon Town Council date November 15, 2018. Motion carried unanimously.

9:58PM Council Member Schaefer, seconded by Council Member Motola made a motion to extend curfew until the meeting is complete. Motion carried unanimously.

K) INTRODUCTION OF ORDINANCES

- 1) **Proposed Ordinance entitled “Ordinance No. , An Ordinance Renewing All Previous Ordinances Of The Town of Vernon”.** (See Ordinance attached for Council review. A number will be assigned once the Ordinance has passed Town Council vote.)

PROPOSED MOTION

THE TOWN COUNCIL, CONSISTENT WITH CHAPTER V, OF THE VERNON TOWN CHARTER, SEC. 6, ENTITLED “PUBLIC HEARING ON AND PUBLICATION OF ORDINANCES,” HEREBY SCHEDULES A PUBLIC HEARING REGARDING AN ORDINANCE ENTITLED “AN ORDINANCE RENEWING ALL PREVIOUS ORDINANCES OF THE TOWN OF VERNON”, AT 7:35 PM ON TUESDAY, DECEMBER 4, 2018 LOCATED AT THE TOWN COUNCIL CHAMBERS, THIRD FLOOR, 14 PARK PLACE, VERNON, CONNECTICUT TO RECEIVE COMMENTS AND QUESTIONS RELATIVE TO THE PROPOSED ORDINANCE.

Council Member Wakefield, seconded by Council Member Bush made a motion to hereby schedule a public hearing regarding an ordinance entitled “AN ORDINANCE RENEWING ALL PREVIOUS ORDINANCES OF THE TOWN OF VERNON”, at 7:35PM on Tuesday, December 4, 2018 located at the Town Council Chambers, Third Floor, 14 Park Place, Vernon, Connecticut to receive comments and questions relative to the proposed ordinance. Motion carried unanimously.

November 20, 2018

- 2) **Proposed Ordinance entitled “Ordinance No. , An Ordinance Appropriating \$85,972,000 for upgrades and related improvements to the Town’s Water Pollution Control Facility and authorizing the issue of bonds, notes and other obligations to finance the portion of the appropriation not defrayed from grants”.** (See ordinance attached for Council review. The ordinance will be officially numbered after passage. Also see memorandum from Day Pitney LLP, to Jeffrey A. O’Neill, Finance Officer dated November 9, 2018 outlining actions required and memorandum from WPCA Director Robert Grasis to conduct a joint meeting of the Town Council and WPCA dated November 15, 2018.)

PROPOSED RESOLUTION #1

THE TOWN COUNCIL HEREBY SCHEDULES A JOINT MEETING WITH THE WATER POLLUTION CONTROL AUTHORITY TO HEAR A PRESENTATION REGARDING THE PROPOSED PLANT UPGRADE AND FOR THE WPCA TO FORMALLY RECOMMEND THE PROJECT TO THE TOWN COUNCIL, SAID MEETING TO TAKE PLACE IN CONJUNCTION WITH THE REGULAR TOWN COUNCIL MEETING SCHEDULED FOR DECEMBER 4, 2018, SAID JOINT MEETING WILL COMMENCE AT 7:45PM IN THE TOWN COUNCIL CHAMBERS, 14 PARK PLACE, VERNON, CONNECTICUT.

Council Member Wakefield, seconded by Council Member Zahner made a motion to hereby schedule a joint meeting with the Water Pollution Control Authority to hear a presentation regarding the proposed Plant Upgrade and for the WPCA to formally recommend the project to the Town Council, said meeting to take place in conjunction with the Regular Town Council Meeting scheduled for December 4, 2018, said joint meeting will commence at 7:45PM in the Town Council Chambers, 14 Park Place, Vernon, Connecticut. Motion carried unanimously.

PROPOSED RESOLUTION #2

RESOLVED, CONSISTENT WITH CHAPTER V, OF THE VERNON TOWN CHARTER, SEC. 6, ENTITLED “PUBLIC HEARING ON AND PUBLICATION OF ORDINANCES,” THE TOWN COUNCIL SCHEDULES A PUBLIC HEARING TO BE HELD JOINTLY WITH THE TOWN’S WATER POLLUTION CONTROL AUTHORITY ON TUESDAY, DECEMBER 4, 2018 AT 7:45PM IN THE THIRD FLOOR COUNCIL CHAMBERS OF THE VERNON TOWN HALL, MEMORIAL BUILDING, 14 PARK PLACE, VERNON, CONNECTICUT TO HEAR COMMENTS AND ANSWER QUESTIONS RELATIVE TO THE FOLLOWING ORDINANCE: “AN ORDINANCE APPROPRIATING \$85,972,000 FOR UPGRADES AND RELATED IMPROVEMENTS TO THE TOWN’S WATER POLLUTION CONTROL AUTHORITY FACILITY AND AUTHORIZING THE ISSUE OF BONDS, NOTES AND OTHER OBLIGATIONS TO FINANCE THE PORTION OF THE APPROPRIATION NOT DEFRAYED FROM GRANTS”, AND THAT NOTICE OF SUCH PUBLIC HEARING BE PUBLISHED AND POSTED.

Council Member Wakefield, seconded by Council Member Zahner made a motion to hereby schedule a Public Hearing to be held jointly with the town’s Water Pollution Control Authority on Tuesday, December 4, 2018 at 7:45PM in the Third Floor Council Chambers of the Vernon Town Hall, Memorial Building, 14 Park Place, Vernon, Connecticut to hear comments and answer questions relative to the following Ordinance: “AN ORDINANCE APPROPRIATING \$85,972,000 FOR UPGRADES AND RELATED IMPROVEMENTS TO THE TOWN’S WATER POLLUTION CONTROL AUTHORITY FACILITY AND AUTHORIZING THE ISSUE OF BONDS, NOTES AND OTHER OBLIGATIONS TO FINANCE THE PORTION OF THE APPROPRIATION NOT DEFRAYED FROM GRANTS” and that notice of such Public Hearing be published and posted. Motion carried unanimously.

November 20, 2018

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

None.

M) **IDENTIFICATION/ADOPTION OF ADDITIONAL AGENDA ITEMS**

None.

N) **DISCUSSION OF ADDITIONAL ITEMS AND INFORMATION ITEMS**

None.

O) **ADOPTION OF MINUTES:**

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR TOWN COUNCIL MEETING OF OCTOBER 16, 2018 AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Wakefield, seconded by Council Member Bush made a motion to waive and approve the Regular Town Council Meeting Minutes of October 16, 2018. Motion carried with 10 in favor and 1 abstention, Council Member Zahner.

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

1. Announcement of Connecticut Recreation and Parks Association "Above and Beyond the Call of Duty" award recipient for 2018 is Town Council Member Ann Letendre.
2. Public Information Session Notice for Vernon's Regional Wastewater Treatment Plant Upgrade.
3. Monthly Report – October, 2018 for the Town Clerk's Office as submitted by Karen Daigle, Town Clerk.
4. "Be a Hero for a Buck", flyer sponsored by the Youth Service Bureau.
5. Monthly Report - September, 2018 Vernon Police Department as submitted by Captain John Kelley.
6. Monthly Report – September, 2018 for the Town Clerk's Office as submitted by Karen Daigle, Town Clerk.

Q) **ADJOURNMENT (10:01pm):**

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

Received: November 27, 2018

Approved: December 4, 2018

Respectfully submitted,



Cassandra Minor
Recording Secretary.