

May 7, 2019

Approved Minutes
Vernon Town Council- Regular Meeting
Town Hall- 14 Park Place- 3rd Floor
Vernon, Connecticut
May 7, 2019- 7:30PM

RECEIVED
VERNON TOWN CLERK
19 MAY 29 PM 12:58

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

A) PLEDGE OF ALLEGIANCE

B) ROLL CALL:

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

Absent: Ann Letendre

Entered During Meeting: Brian Motola at 7:35PM

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

C) CITIZENS FORUM

None.

F) PRESENTATIONS BY THE ADMINISTRATION:

Mayor Daniel A. Champagne made a presentation celebrating Municipal Clerks Week – May 5 – 11, 2019. This year is the 50th Anniversary of Municipal Clerks Week. Karen Daigle, Town Clerk and Sonia Burgos, Assistant Town Clerk accepted the mayoral proclamation claiming the Week of May 5- May 11, 2019 Municipal Clerks Week.

7:35PM Council Member Brian Motola entered the meeting.

E) PUBLIC HEARING (7:35 PM)

PUBLIC HEARING TO RECEIVE COMMENTS AND QUESTIONS REGARDING THE “NEIGHBORHOOD ASSISTANCE ACT SUBMISSIONS FOR 2019”.

7:35PM Mayor Daniel A. Champagne called the hearing to order.

7:35PM Clerk read the legal notice into record.

No Public comment was made.

7:36PM Public Hearing was adjourned.

7:36PM Return to Regular Meeting.

(NOTE: Action to be taken during Section J. New Business #1)

D) EXECUTIVE SESSION:

7:36PM Council Member Wakefield, seconded by Council Member Schaefer 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) (C) HEREBY MOVES TO GO INTO EXECUTIVE SESSION TO DISCUSS SECURITY AND INVITES TOWN ADMINISTRATOR MICHAEL J. PURCARO TO ATTEND.

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8:13PM Executive Session #1 ended.

No action taken.

8:14PM Council Member Wakefield, seconded by Council Member Schaefer made the following motion to enter into Executive Session #2. 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 MATTER AND INVITES TOWN ADMINISTRATOR MICHAEL J. PURCARO AND ASSISTANT TOWN ADMINISTRATOR DAWN MASELEK TO ATTEND.

8:18PM Executive Session #2 ended.

No action taken.

8:19PM Council Member Wakefield, seconded by Council Member Bush 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 (6) (D) HEREBY MOVES TO GO INTO EXECUTIVE SESSION TO DISCUSS CONTRACT NEGOTIATIONS AND INVITES TOWN ADMINISTRATOR MICHAEL J. PURCARO TO ATTEND.

8:31PM Executive Session #3 ended.

No action taken.

F) PRESENTATIONS BY THE ADMINISTRATION(continued):

REMINDERS:

May 12, 2019 9:00 AM Mother's Day Dash, Henry Park

May 23, 2019 6:00 PM Annual Police Awards Night, Town Council Chambers

May 26, 2019 8:30 AM Talcottville Memorial Day Parade, Talcottville Congregational Church

May 27, 2019 10:00 AM Step-off Memorial Day Parade, Northeast School

UPDATES:

1. Our first edition of the Vernon Connection has been delivered to Vernon homes. Lots of positive comments. Several calls from advertisers have been forwarded on to the publisher.
2. WPCA Bid Results and update by Rob Grasis during presentations - The bids are in and the prices are significantly less than expected. The bids are being evaluated by DEEP for approval and then will move on to being awarded.
The reason the bids came in much lower than expected:
 - a) The timing of the bid - the bid came out when the estimates for goods were actually lower than when they were estimated.
 - b) Tighe and Bond worked along side the staff to reduce the cost by identifying the mission critical needs of the plant upgrade.
 - c) The Mayor required internal review weekly on this project. We established a committee comprised of : Town Administrator, Director, Assistant Director, Finance Officer, DPW Director, Building Official, Finance Analyst, Town Engineer.
 - d) Thank you to the WPCA, and all the Town Employees who have so diligently worked to keep costs down and deliver this project in every phase and on time.

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3. The Sustainable Ct application has been submitted for review. This evening in the agenda there are two policy items relative to this program for your review. On the table we offer a slight change to the Policy on Purchasing for your approval. Please take a moment to review the change on page 2.
4. WFSB "20 Towns in 20 Twenty Days", has selected the Town of Vernon for their show May 21, 2019. Please join us in Henry Park at 5:00PM and join the fun!
5. This week is Public Service Recognition Week, May 5-11, 2019. Celebrated the first week of May since 1985 to honor the men and women who serve our nation as federal, state, county and local government employees. The Town of Vernon is fortunate to have an abundance of hard working, dedicated employees who serve our residents daily, sharing their experience and expertise in order to improve the lives of others. On behalf of the Administration and the Town Council we say a hearty thank you to all town employees.

Robert Grasis, Director of the Water Pollution Control presented an update relative to the WPCF Upgrade to the Town Council. Discussion ensued.

Jeffrey O'Neill, Finance Officer and Treasurer made a presentation relative to Comprehensive Annual Financial Report (CAFR). Discussion Ensued.

G) ACTION ON CONSENT AGENDA:

Council Member Wakefield, seconded by Council Member Bush made a motion to move the Consent Agenda. Motion to move C1-C3 carried unanimously.

- C 1. Request the Town Council approve Tax Refunds for Current Year.** (See copy of a memorandum from Terry Hjarne, Collector of Revenue, to Michael J. Purcaro, Town Administrator dated April 26, 2019 included in the Council packet.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES ELEVEN (11) CURRENT YEAR TAX REFUNDS TOTALLING \$3,469.64 AS REFERENCED IN THE LETTER FROM TERRY HJARNE, COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED APRIL 26, 2019.

- C 2. Request the Town Council amend the expiration date for the reappointment of Karen L. Roy-Guglielmi made on February 19, 2019. See motion below for change.**

PROPOSED MOTION

PURSUANT TO CHAPTER 8, SECTION 5 OF THE VERNON TOWN CHARTER THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF KAREN ROY-GUGLIELMI, (U), 66 INDIAN TRAIL, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE HOUSING AUTHORITY OF THE TOWN OF VERNON, SAID TERM TO COMMENCE ON MARCH 1, 2019 AND AMENDS THE EXPIRATION DATE TO BE FEBRUARY 28, 2024 (DECEMBER 31, 2024).

- C 3. Request the Town Council approve budget amendments #13, #14, #15, #16 and #17, for fiscal year 2018-2019 as provided by Finance Officer and Treasurer Jeffrey O'Neill on the budget amendment forms attached.** (See budget forms with explanation attached to this agenda item.)

PROPOSED MOTION

RESOLVED, THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT REQUESTS #13, #14, #15, #16 AND #17 FOR FISCAL YEAR 2018-2019 AS PROVIDED BY JEFFREY O'NEILL FINANCE OFFICER AND TREASURER, ON THE ATTACHED BUDGET AMENDMENT FORMS.

H) DISCUSSION OF PULLED CONSENT ITEMS

None.

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I) PENDING BUSINESS

None

J) NEW BUSINESS

1. Request the Town Council endorse the application for Neighborhood Assistance Act 2019 application by KIDSAFE CT. (See memorandum from Allison Maynard, Director of Social Services included in the Town Council packet.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY ENDORSES THE APPLICATION FOR THE NEIGHBORHOOD ASSISTANCE ACT 2019 BY KIDSAFE CT.

Council Member Wakefield, seconded by Council Member Schaefer made a motion to endorse the application for The Neighborhood Assistance Act 2019 by KIDSAFE CT. Discussion ensued. Allison Maynard, Director of Social Services spoke and answered questions. Motion carried unanimously.

2. Request the Town Council approve the policies entitled “Town of Vernon No Smoking – Smoke Free Environment Policy” and “Town of Vernon Sustainable Purchasing Policy”. (See memorandum from Michael J. Purcaro, Town Administrator to Mayor Daniel A. Champagne dated May 2, 2019 relative to same.)

PROPOSED MOTION

THE TOWN COUNCIL APPROVES THE POLICY ENTITLED “TOWN OF VERNON SUSTAINABLE PURCHASING POLICY”.

Council Member Wakefield, seconded by Council Member Bush made a motion to approve the policy entitled, “Town of Vernon Sustainable Purchasing Policy”. Motion carried unanimously.

PROPOSED MOTION

THE TOWN COUNCIL APPROVES THE POLICY ENTITLED, “TOWN OF VERNON NO SMOKING – SMOKE FREE ENVIRONMENT POLICY”.

Council Member Wakefield, seconded by Council Member Schaefer made a motion to approve the policy entitled, “Town of Vernon No Smoking-Smoke Free Environment Policy”. Discussion ensued. Motion carried unanimously.

3. Request the Town Council authorize Mayor Daniel A. Champagne to execute the necessary documents to make application for and receive 2019-2020 School Readiness Grant funds in the amount of \$323,745.00. (See documents from Michelle Hill, YSB Director relative to same provided in the Council packet for review.)

PROPOSED MOTION

BE IT RESOLVED THAT MAYOR DANIEL A. CHAMPAGNE IS AUTHORIZED BY THE TOWN COUNCIL TO EXECUTE THE NECESSARY FORMS TO MAKE APPLICATION FOR AND RECEIVE 2019-2020 SCHOOL READINESS GRANT FUNDS IN THE AMOUNT OF \$323,745.00.

Council Member Wakefield, seconded by Council Member Schaefer made a motion to authorize Mayor Daniel A. Champagne to execute the necessary forms to make application for and receive 2019-2020 School Readiness Grant Funds in the amount of \$323,745.00. Discussion ensued. Michelle Hill, Director of Youth Services spoke and answered questions. Motion carried unanimously.

4. Request the Town Council authorize Mayor Daniel A. Champagne to execute the necessary documents to enter into a formal agreement allowing the Town of Vernon to become a “sponsor” organization for the

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Summer Nutrition Program with the State Department of Education, (See documents from Michelle Hill, YSB Director relative to same provided in the Council packet for review.)

PROPOSED MOTION

BE IT RESOLVED THAT THE TOWN COUNCIL AUTHORIZES MAYOR DANIEL A. CHAMPAGNE TO ENTER INTO A FORMAL AGREEMENT ALLOWING THE TOWN OF VERNON TO BECOME A "SPONSOR" ORGANIZATION FOR THE SUMMER NUTRITION PROGRAM WITH THE STATE DEPARTMENT OF EDUCATION.

Council Member Wakefield, seconded by Council Member Bush made a motion to authorize Mayor Daniel A. Champagne to enter into a formal agreement allowing the Town of Vernon to become a "sponsor" organization for the Summer Nutrition Program with the State Department of Education. Discussion ensued. Michelle Hill, Director of Youth Services spoke and answered questions. Motion carried unanimously.

5. Request the Town Council approve the proposed resolution entitled "The Town of Vernon Resolution Adopting 2019-2024 Capitol Region Natural Hazards Mitigation Plan Update"

PROPOSED RESOLUTION

THE TOWN COUNCIL DOES HEREBY APPROVE THE "CERTIFICATE OF ADOPTION" FOR THE RESOLUTION ENTITLED, "A RESOLUTION ADOPTING THE CAPITOL REGION NATURAL HAZARD MITIGATION PLAN UPDATE, 2019-2024."

Council Member Wakefield, seconded by Council Member Bush made a motion to approve the "Certificate of Adoption" for the resolution entitled, "A Resolution Adopting the Capital Region Natural Hazard Mitigation Plan Update, 2019-2024". Motion carried unanimously.

6. Request the Town Council schedule a Public Hearing and Special Town Meeting for May 21, 2019 at 7:35PM relative to a "Resolution regarding an additional appropriation for the General Government in the amount of \$250,000.00." (See memorandum from Mayor Daniel A. Champagne to the Vernon Town Council relative to same included in the packet for Council review.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY SCHEDULES A PUBLIC HEARING AND SPECIAL TOWN MEETING FOR MAY 21, 2019 AT 7:35 PM ON THE THIRD FLOOR, TOWN COUNCIL CHAMBERS IN THE TOWN HALL MEMORIAL BUILDING, 14 PARK PLACE, VERNON, CONNECTICUT TO HEAR COMMENT AND TAKE THE NECESSARY ACTION RELATIVE TO "A RESOLUTION REGARDING AN ADDITIONAL APPROPRIATION FOR THE GENERAL GOVERNMENT IN THE AMOUNT OF \$250,000.00."

Council Member Wakefield, seconded by Council Member Bush made a motion to schedule a Public Hearing and Special Town Meeting for May 21, 2019 at 7:35PM on the Third Floor, Town Council Chambers in the Town Hall Memorial Building, 14 Park Place, Vernon, Connecticut to hear comment and take the necessary action relative to "A Resolution Regarding an Additional Appropriation for the General Government in the Amount of \$250,000.00". Discussion ensued. Motion carried unanimously.

- K) INTRODUCTION OF ORDINANCES

None.

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

None.

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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 SPECIAL TOWN COUNCIL MEETING ON APRIL 23, 2019 AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Wakefield, seconded by Council Member Schaefer made a motion to waive the reading of and approve the minutes of the Special Town Council Meeting on April 23, 2019. Motion carried unanimously.

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR TOWN COUNCIL MEETING ON APRIL 16, 2019 AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Wakefield, seconded by Council Member Schaefer made a motion to waive the reading of and approve the minutes of the Regular Town Council Meeting on April 16, 2019. Motion carried unanimously.

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

1. Monthly Report – March, 2019 as submitted by Karen C. Daigle, Town Clerk.
2. Monthly Report – March, 2019 as submitted by John Kelley, Captain of Police.

Q) **ADJOURNMENT (9:08PM):**

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

Received: May 14, 2019
Approved: May 21, 2019

Respectfully submitted,



Cassandra Minor
Recording Secretary.