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

August 20, 2019 - 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, Thomas DiDio, Brian Motola, Julie Clay, Michael Wendus, Steve Wakefield, Laura Bush, Bill Campbell, Jim Tedford, Steve Peterson, Ann Letendre

Absent: Council Member Ralph Zahner

Entered During Meeting:

Also Present: Town Administrator Michael Purcaro, Recording Secretary Karen Daigle

C.) CITIZEN'S FORUM

None

F.) PRESENTATIONS BY THE ADMINISTRATION

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

- Summer Concert Series final date is August 22nd at 6:30 pm in Henry Park with music by "Night Shift".
- "Cookout With The Cops", organized by "The Circle of Moms", was held on July 24th at Henry Park. Officers, parents and children played games and enjoyed a picnic lunch. Thank you to all officers and families that participated.
- On July 24th, all the Summer Campers were visited by the Mayor and Parks and Recreation Director who distributed popsicles to all.
- The Summer Youth Employment Breakfast was held on August 1st, as an end of year celebration. Summer jobs for Rockville High School students were provided through the Workforce Partners Program.
- Summer Carnival Days were held July 24-27th. The weather cooperated and there was a record attendance. All involved worked hard to make the event run smoothly and that a good time was had by all.

E.) PUBLIC HEARING (7:35 PM)

PUBLIC HEARING TO RECEIVE COMMENTS AND QUESTIONS REGARDING THE PROPOSED ORDINANCE ENTITLED "AN ORDINANCE NO. AN ORDINANCE FOR MASS GATHERINGS".

- Mayor Daniel A. Champagne called the Public Hearing to order to receive comments and questions.
- Clerk read the Public Hearing Notice into the record.

- Mayor and Town Council received public comment:

Tom DiDio, 112 Box Mountain Drive, spoke in favor of the ordinance and requested that the fee schedule be given at the start of the application process.

Maryann Levesque, 183 Bolton Road, questioned if there was a conflict between this ordinance and the State of Connecticut General Statutes.

- 7:39 PM Mayor Champagne adjourned the Public Hearing
- 7:39 PM Returned to the Regular Meeting

F.) PRESENTATIONS BY THE ADMINISTRATION (Cont'd)

Mayor Daniel A. Champagne presented the first names for inclusion on the *Volunteer Wall*. The first five people to receive this recognition were Council Members Steve Wakefield, Ann Letendre, Brian Motola, Polly Schaefer and Bill Campbell. All have contributed countless volunteer hours in service to the Town of Vernon and were presented with a pin and certificates of recognition.

D.) EXECUTIVE SESSION

7:45 PM Council Member Wakefield, seconded by Council Member Schaefer, made the following motion to go into Executive Session #1:

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 AND INVITES MICHAEL J. PURCARO, TOWN ADMINISTRATOR AND ATTORNEY CINDY KARLSON TO ATTEND.

Motion carried unanimously.

8:09 PM Council Member Wakefield, seconded by Council Member Peterson, made the following motion to go into Executive Session #2:

THE TOWN COUNCIL PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES 1-200 (6) (E) AND 1-210 (13), HEREBY MOVES TO GO INTO EXECUTIVE SESSION TO DISCUSS A PENDING INVESTIGATION AND INVITES MICHAEL J. PURCARO, TOWN ADMINISTRATOR TO ATTEND.

Motion carried unanimously.

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

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 PROPERTY ACQUISITION AND INVITES MICHAEL J. PURCARO, TOWN ADMINISTRATOR TO ATTEND.

8:55 PM Executive Session ended.

Council Member Wakefield, seconded by Council Member Schaefer, made the following motion as to Executive Session #1:

THE VERNON TOWN COUNCIL, ACTING THROUGH ITS WATER POLLUTION CONTROL AUTHORITY, HEREBY APPROVES THE SETTLEMENT AGREEMENT AND LIMITED RELEASE AS NEGOTIATED WITH THE TOWN OF TOLLAND, AND FURTHER AUTHORIZES TOWN ADMINISTRATOR MICHAEL J. PURCARO TO SIGN ALL DOCUMENTS RELATED TO THE AGREEMENT.

Motion carried unanimously.

Council Member Wakefield, seconded by Council Member Bush, made the following motion as to Executive Session #1:

THE VERNON TOWN COUNCIL, ACTING THROUGH ITS WATER POLLUTION CONTROL AUTHORITY, HEREBY APPROVES THE AMENDED AND RESTATED TOLLAND/VERNON INTERMUNICIPAL AGREEMENT AND FURTHER AUTHORIZES TOWN ADMINISTRATOR MICHAEL J. PURCARO TO SIGN ALL DOCUMENTS RELATED TO THE INTERMUNICIPAL AGREEMENT.

Motion carried unanimously.

Executive Session #2: No action taken.

Council Member Wakefield, seconded by Council Member Bush, made the following motion as to Executive Session #3:

THE TOWN COUNCIL HEREBY SCHEDULES A PUBLIC HEARING AND SPECIAL TOWN MEETING FOR SEPTEMBER 17, 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 GENERAL GOVERNMENT LAND ACQUISITION AND RELATED LAND IMPROVEMENTS IN THE AMOUNT OF \$1,930,000".

Motion carried unanimously.

F.) PRESENTATIONS BY THE ADMINISTRATION (cont'd)

- The real estate closing on the purchase of 62 Union Street is scheduled for the end of August, giving much needed parking for the Library.
- An agreement has been executed with UConn to explore options for establishing a performing arts center at the former Senior Center building. UConn graduate students will hold weekly classes and begin a feasibility study.
- Robert Kleinhans, Director of Public Works, will be retiring after serving with the Town since 2009. His commitment and professionalism to the Town of Vernon will be a lasting tribute.
- On August 7th, Director Kleinhans and Administrator Purcaro presented Vernon's best practices and lessons learned in implementing a successful shared services program at the annual Summer Leadership Conference hosted by the Connecticut Association of Boards of Education. Superintendent Macary and Mayor Champagne will be

- presenting on this topic at the annual state-wide convention of Superintendents and Board of Education members.
- Ribbon cutting took place on July 31st at the new Planet Fitness facility on Talcottville Road.
 - Mary Lachappelle recently donated a project on the Rockville Mills she had completed in her time as a Vernon school student. It contains photos and fabric swatches from all the mills, among other historic items. We wish to thank Mary for her generous donation, which will ultimately be given to the Vernon Historical Society.
 - The Vernon Police Department, along with the Rockville Community Alliance and the Vernon Community Network, sponsored National Night Out on August 6th. Thank you to all who planned and participated in the event.
 - On August 6th the Town of Vernon Police Department began a partnership with Rockville Hospital to give officers the option to bring a person suffering from a drug incident directly to the hospital to receive immediate treatment. The intention is to offer hope where persons can benefit from support and resources.
 - The first day of school is August 28th so please be aware of children, bus and car traffic. Wishing all Vernon students a happy and successful school year.
 - The next Town Council meeting is September 17, 2019.

Michelle Hill, Director of Youth Services, and Kaitlin Carafa, Prevention Grant Coordinator, along with students Amani Clemons and Angie McLean presented an update to the Town Council on the Vernon Rocks 2018-2019 Annual Report.

Rob Grasis, Director of Water Pollution Control, provided an update relative to the ongoing Water Pollution Control Facility Upgrade, providing answers to questions asked. Ground breaking at the Facility is set for September 19, 2019 at 10:00 AM.

G.) ACTION ON CONSENT AGENDA

Council Member Wakefield, seconded by Council Member Bush, made a motion to move the Consent Agenda. Council Member Motola pulled C-8. Motion to approve C1-C7 carried unanimously.

- C 1. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Cathy Rebai, (R), 42 Neill Road, Vernon, Connecticut as a regular member of the Capital Improvement Committee, said term to commence September 1, 2019 and expires August 30, 2022.**

PROPOSED MOTION

PURSUANT TO VERNON TOWN CODE, ARTICLE V, SECTIONS 10-61 - 10-63, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF CATHY REBAI, (R), 42 NEILL ROAD, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE CAPITAL IMPROVEMENTS COMMITTEE, SAID TERM TO COMMENCE ON SEPTEMBER 1, 2019 AND EXPIRES AUGUST 30, 2022.

- C 2. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Ginny Gingras (D), 21 Timber Lane, Vernon, Connecticut, as a regular member of the Capital Improvement Committee, said term to commence on September 1, 2019 and expires August 30, 2022.**

PROPOSED MOTION

PURSUANT TO VERNON TOWN CODE, ARTICLE V, SECTIONS 10-61 - 10-63, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF GINNY GINGRAS, (D), 21 TIMBER LAND, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE CAPITAL IMPROVEMENTS COMMITTEE, SAID TERM TO COMMENCE ON SEPTEMBER 1, 2019 AND EXPIRES AUGUST 30, 2022.

- C 3. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Paul Jonas (U), 27 Quarry Drive, Vernon, Connecticut as a regular member of the Risk Management Committee, said term to commence on August 31, 2019 and expires on August 30, 2022.**

PROPOSED MOTION

PURSUANT TO THE TOWN COUNCIL RESOLUTION DATED NOVEMBER 18, 1986 AND TOWN CHARTER CHAPTER XV, SECTION 3, THE TOWN COUNCIL APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF PAUL JONAS, (U), 27 QUARRY DRIVE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE RISK MANAGEMENT ADVISORY COMMITTEE, SAID TERM TO COMMENCE ON AUGUST 31, 2019 AND ENDS AUGUST 30, 2022.

- C 4. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of John Morissette (U), 10 Susan Road, Vernon, Connecticut as a regular member of the Risk Management Committee, said term to commence on August 31, 2019 and expires on August 30, 2022.**

PROPOSED MOTION

PURSUANT TO THE TOWN COUNCIL RESOLUTION DATED NOVEMBER 18, 1986 AND TOWN CHARTER CHAPTER XV, SECTION 3, THE TOWN COUNCIL APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF JOHN MORISSETTE, (U), 10 SUSAN ROAD, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE RISK MANAGEMENT ADVISORY COMMITTEE, SAID TERM TO COMMENCE ON AUGUST 31, 2019 AND ENDS AUGUST 30, 2022.

- C 5. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Robin Lockwood (U), 121 Huntington Drive, Vernon, Connecticut, as an alternate member of the Planning and Zoning Commission, said term to commence August 21, 2019 and expires December 30, 2024.**

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 ROBIN LOCKWOOD, (U), 121 HUNTINGTON DRIVE, VERNON, CONNECTICUT, TO ALTERNATE MEMBER OF THE PLANNING AND ZONING COMMISSION FOR A TERM COMMENCING ON AUGUST 21, 2019 AND EXPIRES DECEMBER 30, 2024.

- C 6. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Michael Mitchell, (I), 19 Quarry Drive, Vernon, Connecticut as a regular member of the Planning Zoning Commission, said term to commence August 21, 2019 and expires December 31, 2019. (Mr. Mitchell is presently an alternate and is moving to regular member to complete the unexpired term of Mr. Scussel.)

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 MICHAEL MITCHELL (I) 19 QUARRY DRIVE,VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE PLANNING AND ZONING COMMISSION FOR A TERM TO COMMENCE ON AUGUST 21, 2019 AND EXPIRES DECEMBER 31, 2019.

- C 7. 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 August 01, 2019 included in the Council packet.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES THIRTEEN (13) PRIOR YEAR TAX REFUNDS TOTALLING \$3,076.61 AND FORTY-THREE (43) CURRENT YEAR TAX REFUNDS TOTALLING \$7,281.60 AS REFERENCED IN THE LETTER FROM TERRY HJARNE, COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED AUGUST 1, 2019.

H.) DISCUSSION OF PULLED CONSENT ITEMS

- C 8. Request the Town Council approve budget amendment request #27, #28, #29, #30, #31, #32, #33, #34, #35, #36 and #37 for FY 2018-2019 as outlined in the budget amendment forms included in the packet.

PROPOSED MOTION

RESOLVED, THE TOWN COUNCIL, HEREBY APPROVES BUDGET AMENDMENT REQUEST #27, #28, #29, #30, #31, #32, #33, #34, #35, #36 and #37 FOR FISCAL YEAR 2018-2019 AS OUTLINED IN THE BUDGET AMENDMENT FORMS PROVIDED BY FINANCE OFFICER JEFFREY O'NEILL.

Council Member Wakefield, seconded by Council Member Bush, made a motion to approve the budget amendment requests #27-#37 for fiscal year 2018-2019. Finance Officer Jeffrey O'Neill, Police Chief James Kenny and Mayor Champagne spoke and answered questions. Motion carried unanimously.

- I.) **PENDING BUSINESS**
None

J.) **NEW BUSINESS**

1. **Request the Town Council to approve two year Cooperative Purchasing Agreement with the Capital Region Council of Governments.** (See memorandum dated August 9, 2019 from Michael J. Purcaro, Town Administrator to the Town Council relative to same.)

PROPOSED RESOLUTION

THE TOWN COUNCIL, HEREBY RESOLVES IN ACCORDANCE WITH CHAPTER TWELVE (XII), SECTION NINE (9) OF THE TOWN CHARTER, THAT IT IS IN THE BEST INTEREST OF THE TOWN TO: WAIVE THE TRADITIONAL SEALED BID REQUIREMENTS FOR THE PURCHASE OF MATERIALS, SUPPLIES, EQUIPMENT AND SERVICES UNDER THE COOPERATIVE PURCHASING PROGRAM WITH OTHER GOVERNMENTAL UNITS, COOPERATIVES, COUNCIL OR BOARDS OF EDUCATION FOR THE DURATION OF TWENTY-FOUR (24) MONTHS, FROM SEPTEMBER 8, 2019 TO SEPTEMBER 7, 2021; AND FURTHER AUTHORIZES THE TOWN ADMINISTRATOR, AS THE MAYOR'S DESIGNEE, TO EXECUTE ON BEHALF OF THE TOWN OF VERNON ANY INSTRUMENT(S) TO THAT EFFECT.

Council Member Wakefield, seconded by Council Member Campbell, made a motion to waive the sealed bid requirement for the purchase of materials, supplies, equipment and services under the cooperative purchasing program from September 8, 2019 to September 7, 2021. Mayor Champagne spoke. Motion carried unanimously.

2. **Request the Town Council approve Mayor Daniel A. Champagne appointment of the new Building Official.**

PROPOSED MOTION

THE TOWN COUNCIL, PURSUANT TO CHAPTER X, SEC. 3 AND CHAPTER XI, SEC. 1,3, AND 20 OF THE VERNON TOWN CHARTER, APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF STEVEN PRATTSON AS BUILDING OFFICIAL FOR THE TOWN OF VERNON.

Council Member Wakefield, seconded by Council Member Schaefer, made a motion to approve Steven Prattson as Building Official for the Town of Vernon. Mr. Prattson answered questions. Motion carried unanimously.

9:30 PM Recess; 9:33 PM Reconvened

3. **Request the Town Council approve the job description of Assistant Treasurer/Financial Account for the Finance Department.**

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 **ASSISTANT TREASURER/FINANCIAL ACCOUNTANT** FOR THE FINANCE DEPARTMENT.

Council Member Wakefield, seconded by Council Member Campbell, made a motion to adopt the job description of Assistant Treasurer/Financial Accountant for the Finance Department. Assistant Town Administrator Dawn Maselek, and Finance Officer Jeffrey O'Neill spoke and answered questions. It was announced that Beverly States, in that current position, is retiring in November. Motion carried unanimously.

4. Request the Town Council authorize the disposal or sale of fixed assets for the Department of Public Works. (See documents attached for Town Council review.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES THE DISPOSAL OR SALE OF FIXED ASSETS FOR THE DEPARTMENT OF PUBLIC WORKS.

Council Member Wakefield, seconded by Council Member Campbell, made a motion to approve the disposal or sale of fixed assets for the Department of Public Works. Motion carried unanimously.

K.) INTRODUCTION OF ORDINANCES
None

L.) ACTION ON ORDINANCES PREVIOUSLY PRESENTED

PROPOSED MOTION:

THE TOWN COUNCIL, CONSISTENT WITH CHAPTER V, SECTIONS 4 & 6 OF THE VERNON TOWN CHARTER, HEREBY MOVES TO APPROVE THE ORDINANCE ENTITLED "*ORDINANCE NO. ____, AN ORDINANCE FOR MASS GATHERINGS.*"

Council Member Wakefield, seconded by Council Member Bush, made a motion to approve the Ordinance entitled "Ordinance No. ____, An Ordinance for Mass Gatherings". Attorney Louis Spadaccini and Mayor Champagne spoke and answered questions. Motion carried unanimously.

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 JULY 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 July 16, 2019 regular Town Council meeting. Motion carried unanimously.

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

1. Monthly Report – Vernon Police Department - July, 2019, as submitted by John Kelley, Captain.
2. Monthly Report – Vernon Town Clerk – June, 2019, as submitted by Karen Daigle, Town Clerk.
3. 2018 35th Annual Snow Plow Safety Rodeo sponsored by CASHO-CIRMA
“Town of Vernon Takes Top Spot – Again!”, article.

Adjourn (9:40 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