

posted 10/1/2020
SJO

AGENDA
VERNON TOWN COUNCIL
REGULAR MEETING

VIRTUAL INFO: CALL IN #1-929-205-6099
Meeting ID: 833 6392 3802 Password: 1006

TOWN HALL—14 PARK PLACE—3RD FLOOR
VERNON, CONNECTICUT

TUESDAY, OCTOBER 6, 2020
7:30 P.M.

- A.) PLEDGE OF ALLEGIANCE
- B.) ROLL CALL
- C.) CITIZENS FORUM

RECEIVED
VERNON TOWN CLERK
20 OCT - 1 PM 5:20

D.) EXECUTIVE SESSION

THE TOWN COUNCIL PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES 1-200 (2) HEREBY MOVES TO GO INTO EXECUTIVE SESSION TO DISCUSS CONTRACT NEGOTIATIONS BETWEEN THE **VERNON EDUCATION ASSOCIATION AND THE VERNON BOARD OF EDUCATION** AND INVITES THE FOLLOWING INDIVIDUALS TO ATTEND: MICHAEL J. PURCARO, TOWN ADMINISTRATOR, DR. JOSEPH MACARY, SUPERINTENDENT OF SCHOOLS; DAWN MASELEK, ASSISTANT TOWN ADMINISTRATOR; AND MRS. ANN FISCHER, CHAIRMAN OF THE VERNON BOARD OF EDUCATION.

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 MATTER AND INVITES MICHAEL J. PURCARO, TOWN ADMINISTRATOR AND DAWN MASELEK, ASSISTANT TOWN ADMINISTRATOR TO ATTEND.

E.) PUBLIC HEARING

F.) PRESENTATIONS BY THE ADMINISTRATION

- Mayor Daniel A. Champagne to update the Town Council on various topics.
- Proclamation presentation by Mayor Daniel A. Champagne to Fire Marshal Daniel Wasilewski in recognition of **"2020 Fire Prevention Week - October 4-10th"**.

G.) ACTION ON CONSENT AGENDA

- 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 September 17, 2020 included in the Council packet.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES TWO (2) TAX REFUNDS FOR PRIOR YEARS TOTALING \$548.19 AND ELEVEN (11) CURRENT YEAR TAX REFUNDS TOTALING \$1769.69 AS REFERENCED IN THE LETTER FROM TERRY HJARNE, COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED SEPTEMBER 17, 2020.

- C 2. Request the Town Council approve Mayor Daniel A. Champagne's appointment of TeriLynn Rogers, (D), 26 White Street, Vernon, Connecticut as a regular member of the Town of Vernon Cemetery Commission, said term to commence on October 7, 2020 and expires June 30, 2023.** (See Ms. Rogers resume for review.)

PROPOSED MOTION

PURSUANT TO C.G.S. §19A-296; CHARTER CHAPTER VIII, SECTION 10, THE TOWN COUNCIL APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF TERILYNN ROGERS, (D), 26 WHITE STREET, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE CEMETERY COMMISSION, SAID TERM TO COMMENCE ON OCTOBER 7, 2020 AND EXPIRES ON JUNE 30, 2023.

- C 3. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Janet C. DiTarando, (U), 1161 Hartford Turnpike, Vernon, Connecticut as a regular member of the Vernon Senior Citizen's Advisory Committee, said term to commence on October 7, 2020 and expires June 30, 2023.** (See Ms. DiTarando's resume and recommendation letter from Maureen Gabriele, Senior Center Director relative to Ms. DiTarando appointment.)

PROPOSED MOTION

PURSUANT TO VERNON'S CHARTER CHAP. XV, SEC. 3; EST. 03-02-1982, THE TOWN COUNCIL APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF JANET C. DITARANDO, (U), 1161 HARTFORD TURNPIKE, VERNON, CONNECTICUT AS A MEMBER OF THE SENIOR CITIZEN'S ADVISORY COMMITTEE, SAID TERM TO BEGIN ON OCTOBER 7, 2020 AND EXPIRES ON JUNE 30, 2023.

H.) DISCUSSION OF PULLED CONSENT ITEMS

I.) PENDING BUSINESS

J.) NEW BUSINESS

1. Request the Town Council authorize the asset disposal for Executive and Administration Department (See memorandum dated September 29, 2020 from Jeffrey A. O'Neill, Finance Officer & Treasurer to Michael J. Purcaro, Town Administrator relative to same.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES THE DISPOSAL OF FIXED ASSETS FOR THE EXECUTIVE AND ADMINISTRATION DEPARTMENT AS DISCLOSED ON THE REQUEST FOR DISPOSAL OF FIXED ASSET FORMS.

K.) INTRODUCTION OF ORDINANCES

L.) ACTION ON ORDINANCE(S) PREVIOUSLY PRESENTED

M.) IDENTIFICATION/ADOPTION OF ADDITIONAL AGENDA ITEMS

N.) DISCUSSION OF ADDITIONAL ITEMS AND INFORMATIONAL ITEMS

O.) ADOPTION OF MINUTES

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR TOWN COUNCIL MEETING ON **SEPTEMBER 15, 2020** AND THAT MINUTES OF SAID MEETING BE APPROVED.

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

1. Monthly Report – Town Clerk’s Office for August, 2020, as submitted by Karen C. Daigle, Town Clerk.
2. Letter to Clay Furniture owner Julie Clay thanking her for her company’s generous donation of six upholstered ottomans for the Rockville Public Library.

Q.) ADJOURNMENT



PRINT FORM

TOWN OF VERNON **CONSENT** #1

DEPARTMENT SUBMISSION FOR TOWN COUNCIL AGENDA

FROM DEPARTMENT/NAME

COLLECTOR OF REVENUE

PROPOSED ITEM

TAX REFUNDS

SUBJECT

TAX REFUNDS

ACTION REQUESTED

REQUEST FOR TAX REFUNDS FOR PRIOR YEAR(S) AND CURRENT YEAR. (A COPY OF A MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE, TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR, IS INCLUDED IN THE COUNCIL PACKET.

DATED

09/18/2020

BACKGROUND INFORMATION

APPROPRIATION REQUIRED ?

NO YES

AMOUNT SOUGHT

LIST OF SUPPORTING DOCUMENTATION

WORDING PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES TAX REFUND(S) FOR PRIOR YEAR(S)

TOTALING AND CURRENT YEAR TOTALING

AS OUTLINED IN THE MEMORANDUM FORM TERRY HJARNE, COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED



TOWN OF VERNON

Terry Hjarne CCMC
Collector of Revenue

8 Park Place, VERNON, CT 06066
Tel: (860) 870-3660
Fax: (860) 870-3585
E-mail: thjarne@vernon-ct.gov

TO: Michael J. Purcaro, Town Administrator
FROM: Terry Hjarne, Collector of Revenue
DATE: September 17, 2020
SUBJECT: Refunds for Town Council Approval

PRIOR YEARS:

TOYOTA LEASE TRUST	25.87
Assessor's Correction – Vehicle Sold	
NISSAN INFINITI LT	522.32
Assessor's Correction – Registered Out of State	

CURRENT YEAR: 2019 GRAND LIST

BROWN DUANE L	1.82
Assessor's Correction – Vehicle Sold	
BROWN DUANE L	56.51
Assessor's Correction – Vehicle Sold	
DESOUZA KERRIEON D	149.50
Taxpayer paid too much	
JOHANSON ZACHARY J	41.69
Assessor's Correction – Vehicle Sold	
KUNZ KIMBERLY M	378.86
Taxpayer paid too much	
NISSAN INFINITI LT	234.49
Assessor's Correction – Registered Out of State	
NISSAN INIFINITI LT	384.89
Assessor's Correction – Vehicle Sold	
NISSAN INFINITI LT	234.21
Assessor's Correction – Vehicle Sold	
ORTIZ-RIVERA JULIO A	9.91
Assessor's Correction – Vehicle Sold	
SILHAVY JOHN M	84.02
Taxpayer paid too much	

VW CREDIT LEASING LTD 193.79
Assessor's Correction – Registered Out of State

(2) Prior Overpayments \$548.19
(11) Current Overpayments \$1,769.69

Cc: Jeff O'Neill TXP21041 TXC21041

RESUME FOR APPOINTMENT TO A TOWN AGENCY, BOARD OR COMMISSION

CONSENT #2

Name: TeriLynn Rogers

Address: ~~15 White Street Rockville-Vernon Ct 06066~~

Home Phone: ~~860-871-7033~~ Work Phone: ~~860-532-5233~~ Cell Phone: ~~860-822-6664~~

Email Address: ~~terlingback@comcast.net~~

Educational Background:

- High School Rockville High
- College Roxbury Community College (Associates Degree)
- Additional Schooling Hartford University Women's Business Center

Employment Experience: 35+ years of retail work
 Small Minority women owned business for the past 11 years (Slice of Life)
 Rockville, Ct. 06066

Civic Activity:

President of the Vernon Community Network, Executive Director of the Miss Greater Rockville Scholarship program. Director of the Circle of Mom's. I also have been on the Human Services Commission since 2012. I am also a Justice of the Peace and Notary for the State of Connecticut.
 Board member: Community Voice Channel (Bolton, Ct)
 Cornerstone Foundation (Rockville, Ct)

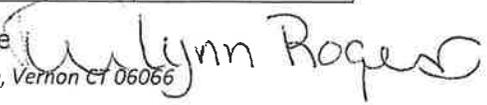
Political

Affiliation: Democrat Republican Unaffiliated Other

I hereby request appointment to the following Agency, Board or Commission:

<input type="checkbox"/> Advisory Board of Senior Citizens	<input type="checkbox"/> Arts Commission	<input type="checkbox"/> Board of Assessment Appeals	<input type="checkbox"/> Board of Ethics	<input type="checkbox"/> Bolton Lakes Regional Water Pollution Control Authority	<input type="checkbox"/> Capital Improvement Committee
<input checked="" type="checkbox"/> Cemetery Commission	<input type="checkbox"/> Conservation Commission	<input type="checkbox"/> Design Review Commission	<input type="checkbox"/> Drug & Alcohol Prevention Council	<input type="checkbox"/> Economic Development Commission	<input type="checkbox"/> Energy Improvement District
<input type="checkbox"/> Human Services Advisory Commission	<input type="checkbox"/> Inland Wetland Commission	<input type="checkbox"/> Local Historic Properties Commission	<input type="checkbox"/> Municipal Flood & Erosion Control Board	<input type="checkbox"/> North Central District Health Department	<input type="checkbox"/> Open Space Task Force
<input type="checkbox"/> Pension Board	<input type="checkbox"/> Permanent Municipal Building Committee	<input type="checkbox"/> Planning & Zoning Commission	<input type="checkbox"/> Risk Management Committee	<input type="checkbox"/> Vernon Housing Authority	<input type="checkbox"/> Vernon Traffic Authority
<input type="checkbox"/> Water Pollution Control Authority	<input type="checkbox"/> Youth Services Bureau	<input type="checkbox"/> Zoning Board of Appeals			

Date: August 27, 2020

Signature 

[REDACTED]

RESUME FOR APPOINTMENT TO A TOWN OF VERNON AGENCY, BOARD, COMMITTEE, COMMISSION OR AUTHORITY

Name: Janet C. DiTarando

Address: [Redacted]

Home Telephone: [Redacted]

Work Telephone: [Redacted]

Email Address: [Redacted]

Educational Background:

Master of Science-Managerial Technology Johnson & Wales University Providence, R.I. Bachelor of Arts- Social Work, Rhode Island College, Providence, R.I.

Employment Experience: Directorships held in various non-profit organizations

Center for Human Development, Springfield, MA- Retired - June 2018 Charter Care Home Health Services, Providence, R.I. Visiting Nurse Services of Greater R.I., Lincoln, R.I.

Civic Activity: Past Affiliations

Past President of Woonsocket, R.I. Rotary Club and 12 year Rotarian Past President and long time board member for Tri-Hab Inc. (Substance Abuse Treatment Agency) Past President and long time board member for R.I. Partnership for Homecare Trade Association

Personal Data/Comments:

I am proud to say that I am a 10 year resident of Vernon, Ct and enjoy living in our community with my husband Roger and our 16 paws. (2 dogs & 2 cats) During the past 2 years, the Vernon Senior Center has been a true staple in my daily life. My commitment to the Center has brought me joy, new friendships and an enhanced quality of Life. During my 40 years of service in health and human services, my focus was always to try to help make a difference in someone's life..... The Center has made a difference for me and now is is time to give back....

Political Affiliation:

Democrat Republican Unaffiliated Other

I hereby request that I be considered for appointment to:

The Vernon Senior Center Advisory Committee

Date: September 22, 2020 Signature: Janet C. DiTarando

This form should be returned to: Office of the Mayor, Memorial Building, 14 Park Place, Vernon, CT 06066.

Please list any other Commission, Committee, or Authority that you are a member of:

I have not been involved in any voluntary committees since my retirement 2 years ago. I am eager to offer volunteer time to my community again!

If you were not appointed to a Town of Vernon Commission, would you like your resume distributed to the local Non-Profit Agencies? Yes No

For Office Use Only:

Commission or Committee Appointment: _____

Term #1 From: _____ To: _____ Un-Expired Expired Term #2 From: _____ To: _____ Un-Expired Expired

[REDACTED]



Maureen Gabriele
Director

TOWN OF VERNON

VERNON SENIOR CENTER

135 Bolton Road, Vernon, CT 06066

Tel: (860) 870-3680

Fax: (860) 870-3588

E-mail: mgabriele@vernon-ct.gov

Sept. 23, 2020

Dear Mayor Champagne and Vernon Town Council members,

On behalf of the Vernon Senior Center, I would like to recommend that Janet DiTarando be considered for the open position on the Vernon Senior Citizens Advisory Committee.

Janet has been a member of the Center since September 2018. She is very well known to all the staff here due to her positive, and upbeat personality. She is a very kind and considerate woman. I feel she would be able to contribute a great deal to the Advisory Committee.

She is a very active member, participating in such things as several different exercise classes, all of our large events, and our Fitness Center.

I feel that she would offer valuable input and ideas that would be beneficial to all the members of the Vernon Senior Center.

Regards,

A handwritten signature in cursive script that reads "Maureen Gabriele".

Maureen Gabriele

Director, Vernon Senior Center



TOWN OF VERNON

NEW BUSINESS #1

14 PARK PLACE, VERNON, CT 06066
Tel: (860) 870-3634
Fax: (860) 870-3587
E-mail: joneill@vernon-ct.gov

OFFICE OF THE
FINANCE DEPARTMENT

Date: September 29, 2020
To: Michael J. Purcaro, Town Administrator
From: Jeffrey A. O'Neill, Finance Officer & Treasurer
Re: Request for Asset Disposal

The Executive & Administration Department requests approval to dispose of the items listed as per the attachments. The items requested for disposal have met their useful life and/or are beyond reasonable repair.

Please request the Town Council to approve the following motion at the October 6, 2020 meeting:

THE TOWN COUNCIL HEREBY APPROVES THE DISPOSAL OF FIXED ASSETS FOR THE EXECUTIVE & ADMINISTRATION DEPARTMENT AS DISCLOSED ON THE REQUEST FOR DISPOSAL OF FIXED ASSETS FORMS.

If there are any questions, please do not hesitate to contact me.

Attachments: Request for Disposal of Fixed Assets; Administration (2)

**TOWN OF VERNON
FIXED ASSET INFORMATION FORM**

DATE OF TRANSACTION 09.24.2020

A. DEPARTMENT Submitting information Administration
 Location: Property # Town Hall Floor # Third Floor
 Building # _____ Room # _____
 Account # 10112120

B. CURRENT ASSET NUMBER (If one exists) _____

C. NATURE OF TRANSACTION (Check one)

(2) Addition (N) _____	(6) Change (A) _____
(3) Transfer - Complete (T) _____	(7) Retirement - Partial (P) _____
(4) Transfer - Partial (T) _____	(8) Retirement - Complete (R) _____
(5) Cost Adjustment (C) _____	<input checked="" type="checkbox"/> Disposal <input type="checkbox"/> To be Sold
	<input type="checkbox"/> Trade-In <input type="checkbox"/> Other

If **TRANSFER**, indicate location codes for department receiving items transferred:

Property # _____	Floor # _____
Building # _____	Room # _____
Account # _____	Department _____

If this is a **CHANGE** to previously submitted data, indicate on applicable line(s) in sections D and E the necessary revision(s).

D. If **NEW**, give detailed description of item, i.e., dimensions, type of material such as walnut or steel, upholstered, color, how many drawers in file, etc.

E. VENDOR _____

MANUFACTURER Xerox

MODEL # Work Centre 3210 **SERIAL #** UAG552590

ACQUISITION DATE _____ **USEFUL LIFE** (in years) _____

ORIGINAL COST (indicate if donated, and give value) \$ _____

F. COMMENTS Machine is not working. Cannot get parts

FOR FINANCE DEPARTMENT ONLY

Date Received _____	Purchase Order # _____
Date Recorded _____	Check # and Date _____
Initials _____	Expenditure Account # _____
	Asset # Assigned _____

WHITE - Finance YELLOW - Reply PINK - Department

**TOWN OF VERNON
FIXED ASSET INFORMATION FORM**

DATE OF TRANSACTION 09.24.2020

A. DEPARTMENT Submitting information Administration

Location: Property # Town Hall Floor # Third Floor
 Building # _____ Room # _____
 Account # 10112120

B. CURRENT ASSET NUMBER (If one exists) n/a

C. NATURE OF TRANSACTION (Check one)

(2) Addition (N) _____	(6) Change (A) _____
(3) Transfer - Complete (T) _____	(7) Retirement - Partial (P) _____
(4) Transfer - Partial (T) _____	(8) Retirement - Complete (R) _____
(5) Cost Adjustment (C) _____	<input checked="" type="checkbox"/> Disposal <input type="checkbox"/> To be Sold
	<input type="checkbox"/> Trade-In <input type="checkbox"/> Other

If **TRANSFER**, indicate location codes for department receiving items transferred:

Property # _____	Floor # _____
Building # _____	Room # _____
Account # _____	Department _____

If this is a **CHANGE** to previously submitted data, indicate on applicable line(s) in sections D and E the necessary revision(s).

D. If NEW, give detailed description of item, i.e., dimensions, type of material such as walnut or steel, upholstered, color, how many drawers in file, etc.

E. VENDOR _____

MANUFACTURER Hewlett Packard

MODEL # Laser Jet 4050N **SERIAL #** USBB062511

ACQUISITION DATE June 21, 1905 **USEFUL LIFE (in years)** 20 years

ORIGINAL COST (indicate if donated, and give value) \$ _____

F. COMMENTS Not working, cannot get parts

FOR FINANCE DEPARTMENT ONLY

Date Received _____
Date Recorded _____
Initials _____

Purchase Order # _____
Check # and Date _____
Expenditure Account # _____
Asset # Assigned _____

WHITE - Finance

YELLOW - Reply

PINK - Department

RECEIVED
VERNON TOWN CLERK

MINUTES
VERNON TOWN COUNCIL
VIRTUAL REGULAR MEETING

TELECONFERENCE CALL IN NUMBER: 1-929-205-6099

MEETING ID: 886 4996 3880 PASSWORD: 0915

TUESDAY, SEPTEMBER 15, 2020 – 7:30 PM

20 SEP 23 PM 2:35

Mayor Daniel A. Champagne called the meeting to order at 7:31 PM.

A.) PLEDGE OF ALLEGIANCE

Recited

B.) ROLL CALL

Present: Council Members Laura Bush, Julie Clay, Thomas DiDio, Linda Gessay, Ann Letendre, Maryann Levesque, Pauline Schaefer, Jim Tedford, Steve Wakefield and Michael Wendus

Absent:

Entered During Virtual Regular Meeting at 7:33PM: Brian Motola, Bill Campbell

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

C.) CITIZEN'S FORUM

- David Derosier – 96 Franklin Park West, Vernon spoke regarding the Vernon Housing Authority
- Ian Mills, Franklin Park, PO Box 165, Vernon spoke regarding the Vernon Housing Authority
- Maryann Levesque, 183 Bolton Road, Vernon spoke regarding wearing a mask during COVID-19
- Michael Wendus, 91 Village Street, Vernon spoke and thanked the Town Administration and staff for their efforts during the pandemic

E.) PUBLIC HEARINGS

None

F.) PRESENTATIONS BY THE ADMINISTRATION

Mayor Daniel A. Champagne presented the following updates to the Town Council:

- The Summer Meal Program operated by the Vernon Youth Services Bureau provided 13,934 lunches and 13,934 breakfasts this summer and were distributed via a drive-thru system and did not require the children to be present. This was a significant increase from 2019 (approximately 9,000 more lunches and 12,000 more breakfasts).
- A reminder to participate in the 2020 U.S. Census.
- Ocean State Job Lot, located at 295 Hartford Turnpike opened on Thursday, August 27, 2020 and they also donated 1600 KN95 face masks, 3,000 Surgical Masks, 20 gallons of hand sanitizer, 15 digital thermometers and plastic face shields to the Town of Vernon first responders. Get Fresh Laundromat, located at 40 West Main Street opened on Tuesday, September 1, 2020.
- The Town closed on the Ellington Fields Project on September 14, 2020. Additional information will follow regarding Phase 1 of this project.
- The Planning Department is working on the Plan of Conservation and Development. Upcoming activities include a community-wide survey and ongoing virtual meetings with key stakeholders.

- The long time Vernon business Ladd and Hall has announced their closing. Ladd and Hall Furniture has been in operation since 1937.
- The Town is nearing completion at the Gene Pitney Memorial Park at 19 Grove Street. The Department of Public Works and Parks and Recreation Department have been doing the majority of the work related to the site and it will be open soon.

Town Administrator and Director of Emergency Management and Incident Commander Michael J. Purcaro presented the following updates regarding the disaster declarations that are still in effect regarding COVID-19 and Tropical Storm Isaias to the Town Council:

- The recovery phase continues with damage assessment due to the tropical storm. A regional representative from FEMA has been assigned to Vernon and has participated in calls and discussion.
- Expenses are being tracked for both disasters and the town is actively seeking reimbursement – \$140,000 has been expended due to the tropical storm and an estimation of \$175,000 due to COVID-19.
- The local Recovery and Reopening Advisory Committee recently included the Board of Education administrative staff as guest speakers to discuss the school re-opening plan and give an update on the first week. Paul Listro, a local nursing home owner, also participated discussing his experiences and those of nursing homes state wide regarding the response to COVID-19. Dr Sexton, the new EMS director at ECHN was invited to join the next meeting.
- The Library and Senior Center have re-opened within the current guidelines.
- Governor Ned Lamont, Lieutenant Governor Susan Bysiewicz and State Education Commissioner Dr Miguel Cardona visited Skinner Road School recently and our town was highlighted as a model district regarding the re-opening plan.
- Testing for COVID-19 continues weekly at the Vernon Senior Center and St Bernards Church and as an enhancement to this drive-thru testing, flu vaccinations will now be expanded to the community.
- The town has sponsored 5 regional blood drives, with 2 more scheduled. The American Red Cross has reported that 481 units of blood have been collected, which is approximately 70 gallons of life saving blood.

Mayor Champagne commented that the Senior Center is open, but currently for medical appointments only.

Mayor Champagne introduced David Owens, Communication Specialists to the group. David spoke regarding his background and his immediate focus and priorities.

Robert Grasis, Director of Water Pollution Control, presented an update regarding the facility upgrade project and responded to questions and comments.

In recognition of Constitution Week, September 17 – September 23, Mayor Champagne presented a Proclamation for the Daughters of the American Revolution. State Vice Regent Patrice Buxton was on the call representing DAR and accepted on behalf.

~~Presentation by Catherine Marx, Partnership Specialist representing U.S. Census Bureau relative to the ongoing 2020 U.S. Census.~~

G.) ACTION ON CONSENT AGENDA

Council Member Wakefield, seconded by Council Member Schaefer, made a motion to move the Consent Agenda. Motion carried unanimously by roll call vote.

- C 1. Request the Town Council approve Tax Refunds for Prior and Current year.** (See copy of a memorandum from Terry Hjarne, Collector of Revenue, to Michael J. Purcaro, Town Administrator dated August 31, 2020 included in the Council packet.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES EIGHT (8) FOR PRIOR YEAR REFUNDS TOTALING \$1,248.49 AND SIXTY-THREE (63) CURRENT YEAR TAX REFUNDS TOTALING \$9,510.43 AS REFERENCED IN THE LETTER FROM TERRY HJARNE, COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED AUGUST 31, 2020.

H.) DISCUSSION OF PULLED CONSENT ITEM(S)

None

I.) PENDING BUSINESS

None

J.) NEW BUSINESS

- 1. Request the Town Council authorize the asset disposal for the Rockville Public Library, Vernon Police Department and the Vernon Data Processing Department.** (See memorandum dated September 8, 2020 from Jeffrey A. O'Neill, Finance Officer & Treasurer to Michael J. Purcaro, Town Administrator relative to same.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES THE DISPOSAL OF FIXED ASSETS FOR THE ROCKVILLE PUBLIC LIBRARY, POLICE AND DATA PROCESSING DEPARTMENTS AS DISCLOSED ON THE REQUEST FOR DISPOSAL OF FIXED ASSET FORMS.

Council Member Wakefield, seconded by Council Member Schaefer, made a motion to approve the disposal of fixed assets for the Rockville Public Library, Police Department and Data Processing Department. No discussion. Motion carried unanimously by roll call vote.

- 2. Request the Town Council approve an additional appropriation for Security Enhancements at the Gene Pitney Memorial Park and Grove Hill Cemetery.** (See memorandum dated September 9, 2020 from Jeffrey A. O'Neill, Finance Officer and Treasurer to Michael J. Purcaro, Town Administrator relative to same.)

PROPOSED MOTION

RESOLVED, THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT REQUEST #2 FOR FISCAL YEAR 2020-2021 AS PROVIDED BY JEFFREY A. O'NEILL, FINANCE OFFICER AND TREASURER, ON THE ATTACHED BUDGET AMENDMENT FORM.

Council Member Wakefield, seconded by Council Member Schaefer, made a motion to a approve additional appropriations for security enhancements at the Gene Pitney Memorial Park and Grove Hill Cemetery. Mayor Champagne spoke and answered questions. Motion carried unanimously by roll call vote.

- 3. **Request the Town Council authorize Mayor Daniel A. Champagne to execute any and all documents relative to the State of Connecticut Department of Emergency Services and Public Protection Grant in the amount of \$14,644.50.**

PROPOSED RESOLUTION

BE IT RESOLVED THAT THE TOWN COUNCIL AUTHORIZES MAYOR DANIEL A. CHAMPAGNE TO EXECUTE ALL NECESSARY PAPERWORK TO MAKE APPLICATION FOR AND RECEIVE FFY 2020 EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG) FUNDING OFFERED BY THE STATE OF CONNECTICUT DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION IN THE AMOUNT OF \$14,644.50.

Council Member Wakefield, seconded by Council Member Campbell, made a motion to execute any and all documents relative to the State of Connecticut Department of Emergency Services and Public Protection Grant in the amount of \$14,644.50. Town Administrator and Director of Emergency Management and Incident Commander Michael J. Purcaro spoke and answered questions. Discussion ensued. Motion carried unanimously by roll call vote.

- 4. **Request the Town Council consider Town Council Member Tom Didio’s agenda item relative to Town Council audio/visual virtual format.** (See email and proposed motion from Mr. Didio for consideration.)

PROPOSED MOTION

ALL FUTURE REMOTE TOWN COUNCIL MEETINGS SHALL BE AVAILABLE IN AUDIO/VISUAL VIRTUAL FORMAT BY ZOOM, GOOGLE MEETING OR OTHER WIDELY AVAILABLE FORMAT.

Council Member Wakefield, seconded by Council Member Schaefer, made a motion for all future remote meetings be available in audio/visual virtual format. Mayor Daniel Champagne commented regarding current format. Council Member Didio spoke. Discussion ensued. Motion failed by roll call vote with 4 in favor and 8 opposed (Bush, Campbell, Clay, Gessay, Motola, Tedford, Wakefield, Wendus).

- 5. **Request the Town Council consider Town Council Member Tom Didio’s agenda item relative to amending the previously passed Social Media Policy.** (See email and proposed motion from Mr. Didio for consideration. Also included for Council reference is the current Social Media Policy as passed at the Town Council August 18, 2020 meeting.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY AMENDS THE CURRENT SOCIAL MEDIA POLICY AS FOLLOWS:

EMPLOYEES HAVE A RIGHT TO COMMENT PUBLICLY AS CITIZENS ON “MATTERS OF PUBLIC CONCERN”, SUCH AS ISSUES OF SOCIAL OR POLITICAL SIGNIFICANCE OR OTHER COMMUNITY TOPICS. EXAMPLES OF SUCH “PROTECTED SPEECH” ARE DISCOURSE ABOUT THE QUALITY OF GOVERNMENT SERVICES, MISCONDUCT IN OFFICE,

MISMANAGEMENT OF PUBLIC FUNDS, OR OTHER SIGNIFICANT BREACHES OF PUBLIC TRUST. SPEECH STRICTLY ABOUT INTERNAL OPERATIONS OR JOB DUTIES IS NOT PROTECTED.

Council Member Wakefield, seconded by Council Member Levesque, made a motion to amend the current social media policy with additional language proposed by Council Member Didio. Council Member Didio spoke regarding the proposed amendment. Assistant Town Administrator Dawn Maselek spoke and answered questions. Town Administrator Michael J Purcaro spoke. Discussion ensued. Motion failed by roll call vote with 5 in favor and 7 opposed (Bush, Campbell, Clay, Gessay, Tedford, Wakefield, Wendus).

- 6. **Request the Town Council authorize Mayor Daniel A. Champagne to execute the necessary paperwork to make application for and receive September, 2020 – June 2021 School Readiness Funds in the amount of \$294,434.24.** (See memorandum from Michelle Hill, Youth Services Director to Michael J. Purcaro, Youth Services Director relative to same.)

PROPOSED MOTION

REQUEST THE TOWN COUNCIL AUTHORIZE MAYOR DANIEL A. CHAMPAGNE TO EXECUTE ALL NECESSARY PAPERWORK TO MAKE APPLICATION FOR AND RECEIVE SEPTEMBER, 2020-JUNE, 2021 SCHOOL READINESS FUNDS IN THE AMOUNT OF \$294,434.24.

Council Member Wakefield, seconded by Council Member Schaefer, made a motion to authorize Mayor Daniel A. Champagne to execute all necessary paperwork to make application for and receive September, 2020 – June, 2021 school readiness funds in the amount of \$294,434.24. No discussion. Motion carried unanimously by roll call vote.

- 7. **Request the Town Council approve change in seasonal wages as presented by Dawn R. Maselek, Assistant Town Administrator.** (See memorandum dated September 10, 2020 from Dawn R. Maselek, Assistant Town Administrator to Michael J. Purcaro, Town Administrator relative to same.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES THE NEW WAGE TABLE FOR SEASONAL EMPLOYEES AS PRESENTED.

Council Member Wakefield, seconded by Council Member Schaefer, made a motion to approve the new wage table for seasonal employees as presented. Assistant Town Administrator Dawn Maselek spoke and answered questions. Discussion ensued. Motion carried with 11 in favor by roll call vote; a vote by Council Member Schaefer was inaudible.

- 8. **Request the Town Council approve an addition appropriation to cover expenses related to preparation and paving of the Parks Maintenance Garage area at Henry Park.** (See budget amendment submitted by Marty Sitler, Director of Parks and Recreation and Jeffrey A. O'Neill, Finance Officer and Treasurer for your review.)

PROPOSED MOTION

RESOLVED, THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT REQUEST #3 FOR FISCAL YEAR 2020-2021 AS PROVIDED BY JEFFREY A. O'NEILL, FINANCE OFFICER AND TREASURER, ON THE ATTACHED BUDGET AMENDMENT FORM.

Council Member Wakefield, seconded by Council Member Bush, made a motion approve additional appropriation to cover expenses related to preparation and paving of the Parks Maintenance Garage area at Henry Park. Mayor Daniel Champagne spoke. Marty Sitler, Director of Parks and Recreation spoke and answered questions. Discussion ensued. Motion carried with 11 in favor by roll call; a vote by Council Member Schaefer was inaudible.

- 9. Request the Town Council approve the job description for Building Maintainer Mason for the Department of Public Works. (See job description attached.)

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 **BUILDING MAINTAINER MASON** FOR THE DEPARTMENT OF PUBLIC WORKS.

Council Member Wakefield, seconded by Council Member Campbell, made a motion to approve the job description for Building Maintainer Mason for the Department of Public Works. Mayor Champagne spoke and answered questions. Discussion ensued. Motion carried unanimously by roll call vote.

K.) INTRODUCTION OF ORDINANCES

None

L.) ACTION ON ORDINANCE(S) PREVIOUSLY PRESENTED

None

M.) IDENTIFICATION/ADOPTION OF ADDITIONAL AGENDA ITEMS

Council Member Wakefield, seconded by Council Member Schaefer, made a motion to add the third Executive Session item regarding discussion of property acquisition to the agenda. Motion carried unanimously by voice vote.

D.) EXECUTIVE SESSION

9:30PM – 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 A POTENTIAL SETTLEMENT RELATED TO **KING V TOWN OF VERNON FILE NO. 0135028** AND INVITES MICHAEL J. PURCARO, TOWN ADMINISTRATOR, DAWN MASELEK, ASSISTANT TOWN ADMINISTRATOR AND ATTORNEY RICHARD BARTLETT OF THE LAW FIRM MCGANN, BARTLETT AND BROWN TO ATTEND.

Motion carried unanimously by voice vote.

9:48PM – Executive Session #1 ended.

Council Member Wakefield, seconded by Council Member Schaefer, made a motion to hereby agree to the full and final settlement as presented in the matter of King V Town of Vernon File No. 0135028 to resolve said claim. Once the settlement is executed, it will become public. Motion carried unanimously by roll call vote.

9:51PM – Council Member Wakefield, seconded by Council Member Bush, made the following motion to go into Executive Session #2:

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 MATTER AND INVITES MICHAEL J. PURCARO, TOWN ADMINISTRATOR, AND DAWN MASELEK, ASSISTANT TOWN ADMINISTRATOR TO ATTEND.

Motion carried unanimously by voice vote.

9:52PM -Council Member Wakefield, seconded by Council Member Schaefer, made a motion to extend meeting past curfew. Motion carried unanimously by voice vote.

10:04PM – Executive Session #2 ended.

No action taken on Executive Session #2.

10:06PM – 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 ATTORNEY LOUIS SPADACCINI, MICHAEL J. PURCARO, TOWN ADMINISTRATOR AND SHAUN GATELY, ECONOMIC DEVELOPMENT COORDINATOR TO ATTEND.

10:33PM – Executive Session #3 ended.

Council Member Wakefield, seconded by Council Member Schaefer, made a motion for the Town Council to make application to a Connecticut Department of Energy and Environmental Protection's Brownfield Remediation and Liability Relief Program for the parcel identified as 98 East Main Street, Parcel ID: 40-0117-00005. Further, the Town Council moves to accept the parcel in lieu of back taxes pending a positive §8-24 review by the Planning and Zoning Commission and acceptance into a Brownfield Remediation and Liability Relief Program. Motion carried unanimously by roll call vote.

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 ON **AUGUST 18, 2020** 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 as corrected of the virtual regular Town Council meeting held on August 18, 2010. Motion carried unanimously by voice vote.

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

1. Monthly Report for July, 2020, Town Clerk's Office, as submitted by Karen C. Daigle, Vernon Town Clerk.
2. Monthly Report for August, 2020, Vernon Police Department, as submitted by John Kelley, Captain of Police.

Q.) ADJOURN (10:26PM)

Council Member Wakefield, seconded by Council Member Levesque, made a motion to adjourn the meeting. Motion carried unanimously by voice vote.

Received:

Approved:

Respectfully Submitted.

Kathleen Minor
Recording Secretary



TOWN OF VERNON

INFORMATION #1

14 PARK PLACE, VERNON, CT 06066
Tel: (860) 870-3662
Fax: (860) 870-3623
E-mail: townclerk@vernon-ct.gov

OFFICE OF TOWN CLERK
KAREN C. DAIGLE, CCTC
REGISTRAR OF VITAL STATISTICS
CLERK OF THE TOWN COUNCIL

TO: Mayor Daniel Champagne
Michael Purcaro, Town Administrator
Members of the Town Council

FROM: Karen C. Daigle, Town Clerk

RE: **Monthly Report for August 2020**

DATE: September 14, 2020

In addition to the normal activities of the office, the following are specific to the month of August.

Total vital statistics processed for the month were 23 birth certificates, 20 marriage licenses and 23 death certificates. Attested copies of the certificates were issued to residency towns as well as to the State of Connecticut Department of Public Health. A total of 225 vital statistics requests were processed and sold for the month, which consisted of 88 birth, 89 death, 30 marriage, 13 burial permits and 5 cremation permits, for a total amount of \$4,230.00.

There were 2 sporting licenses processed, as Town Clerk's Office was closed for these services.

The monthly total of land record documents recorded and processed was 420. Included in this total were 77 property transfers of title. \$96,563.89 in State Conveyance Tax was collected and forwarded to the State of Connecticut Department of Revenue Services, while \$31,778.30 was collected in Town Conveyance Tax and retained by the Town, consisting of a large, commercial transfer.

A total of 65 dog licenses were sold.

In addition, 20 notary transactions, 2 trade names, 2 liquor permits, 2 maps and 4 Veteran discharges were filed, recorded and processed.

Approximately **304 (limited public access due to COVID-19)** sign in customers were assisted in addition to numerous email requests and telephone calls (especially from people looking for information from our department, as well as other town departments). **Emails and research significantly increased due to limited access.**

Monthly Highlights:

- In July, Karen Daigle participated in conference calls and many emails with Town Clerks Assoc. and Secretary of State's Office regarding the Presidential Preference Primary and COVID-19.
- Regular Town Council Meeting was held via teleconference on August 18th.
- Issued 2,659 absentee ballots for August 11th Democrat & Republican Primaries, of which 2,001 were returned voted.
- Karen Daigle participated in the Primary internal audit with Registrar of Voters on 8/15/20 and re-count of Cong Dist 2 on 8/16/20.



TOWN OF VERNON

OFFICE OF THE MAYOR

14 Park Place • Vernon, CT 06066

Tel: (860) 870-3600 • Fax: (860) 870-3580

INFORMATION

#2

Daniel A. Champagne
Mayor

Michael J. Purcaro
Town Administrator

Dawn R. Maselek
Assistant Town Administrator

September 11, 2020

Mrs. Julie Clay
Clay Furniture, Inc.
81 Ravens Croft
Vernon, Connecticut 06066

Dear Mrs. Clay:

On behalf of Mayor Daniel Champagne and the Town of Vernon please accept our thanks for your generous donation. The six beautifully upholstered ottomans will be a welcome addition to the teen reading area of our municipal library. The ottomans are valued at \$273.00 each for a total donation valued at \$1,638.00.

In these very difficult economic times we especially appreciate your company's willingness to give back to our community.

Respectfully,

Michael J. Purcaro
Town Administrator
Town of Vernon

cc: Daniel A. Champagne, Mayor
Jeffrey A. O'Neill, Finance Officer and Treasurer