

June 1, 2010

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

JUNE 1, 2010 – 7:00 PM

Mayor Jason L. McCoy called the meeting to order at 7:05 PM.

A.) **PLEDGE OF ALLEGIANCE**

B.) **ROLL CALL:**

PRESENT: COUNCIL MEMBERS DANIEL ANDERSON, BILL CAMPBELL, DANIEL CHAMPAGNE, MARK ETRE, MARIE HERBST, JAMES KRUPIENSKI, BRIAN R. MOTOLA, SEAN O' SHEA, PAULINE SCHAEFER, HARRY D. THOMAS AND MICHAEL WINKLER

ABSENT: JUDY HANY

ENTERED DURING MEETING:

ALSO PRESENT: MAYOR JASON L. MCCOY, TOWN ADMINISTRATOR JOHN WARD, RECORDING SECRETARY PEGGY JACKLE

C.) **CITIZENS FORUM**

SUE PERRY, 26 EMMA LANE REQUESTED THAT THE TOWN COUNCIL ADD AN ADDITIONAL AGENDA ITEM TO DISCUSS VIOLATIONS TO A PROPERTY ON HER STREET. AT 670 DART HILL ROAD.

BILL SMITH, 30 VERNWOOD DRIVE THANKED THE TOWN COUNCIL MEMBERS AND REPRESENTATIVES THAT ATTENDED THEIR CHURCH ON SUNDAY IN TALCOTTVILLE. HE DISTRIBUTED GIFTS TO THOSE THAT ATTENDED.

CITIZEN'S FORUM CLOSED AT 7:20 PM

MAYOR JASON L. MCCOY REVERSED ORDER OF AGENDA

D.) **PUBLIC HEARINGS** (7:05 PM)

PUBLIC HEARING TO DISCUSS AND RECEIVE PUBLIC COMMENT REGARDING A PROPOSED LEASING OF THE KINDERGARTEN BUILDING ON HARTFORD TURNPIKE TO THE VERNON COMMUNITY ARTS CENTER. (A copy of the Legal Notice is attached for Council Review) **Appendix A**

June 1, 2010

Open Public Hearing (7:20 PM)

Mayor McCoy called the public hearing to order to receive comments and answer any questions from the public. The clerk read the legal notice into the record.

Public Comments:

There were no public comments.

Close Public Hearing (7:22 PM)

E.) **PRESENTATIONS**

Mayor Jason L. McCoy and Ms. Amy Locandro, Vernon Parks and Recreation to present Proclamations to the following groups of volunteers who served as Earth Day volunteers and assisted the Parks and Recreation Department; the Vernon Teen Center, the Vernon Greenway Volunteers and Cub Scout Pack #221.

Mayor Jason L. McCoy and Bruce Watt, Vernon Parks and Recreation to present plaque and check to the Morrin Family Scholarship fund, for monies raised through Parks and Recreation Mothers Day Dash.

RECESSED (7:30 PM)

MR. HARRY THOMAS LEFT MEETING AT 7:40 P.M.

RECONVENED (7:42 PM)

F.) **ACTION ON CONSENT AGENDA**

It was determined that the Town Council had the incorrect agenda. Copies made from the agenda that appeared on the Town's website.

COUNCIL MEMBER MOTOLA, SECONDED BY COUNCIL MEMBER O'SHEA MADE A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED. COUNCIL MEMBER HERBST PULLED CONSENT AGENDA ITEM NUMBERS 6 AND 9 , COUNCIL MEMBER SCHAEFER PULLED CONSENT AGENDA ITEMS 3 , 7 AND 8 AND COUNCIL MEMBER JAMES KRUPIENSKI PULLED CONSENT AGENDA 2 FOR DISCUSSION.

MOTION CARRIED UNANIMOUSLY TO APPROVE THE FOLLOWING CONSENT AGENDA ITEMS 1, 4, 5, AND 10.. NO ACTION WAS TAKEN ON CONSENT AGENDA #8.

- C 1.** **Request for Tax Funds Prior Years and Current Year.** (A copy of a memorandum from Terry Hjarne, Collector of Revenue, to John D. Ward, Town Administration dated May 24, 2010 is included in the Council packet.) **Appendix B**

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES ONE (1) REFUND TOTALING \$ 58.06, FOR A TAX REFUND FROM THE PRIOR YEAR, AND SIX (6) REFUNDS TOTALING \$ 2530.17 FOR THE CURRENT YEAR AS OUTLINED IN THE MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE TO JOHN D. WARD, TOWN ADMINISTRATOR DATED MAY 24, 2010.

- C 4.** **Request the Town Council approve the tax abatements as outlined by the memorandum dated May 19, 2010 from Collector of Revenue to John D. Ward, Town Administrator regarding same.** (Please see the memorandum dated May 19, 2010 from Terry A. Hjarne, Collector of Revenue.) **Appendix C**

PROPOSED MOTION:

THE TOWN COUNCIL PURSUANT TO CONN.GEN. STAT. 12-81 MOVES TO ABATE THE TAXES FOR 60 LAKE STREET, 8,11, AND 12 WARD STREET AS PRESENTED IN COLLECTOR HJARNE'S MEMORANDUM OF MAY 19, 2010.

- C 5.** **Request the Town Council approve the placement of properties totaling \$177,732.45 on the Suspense Tax Ledger.** (A copy of a memorandum from Terry Hjarne, Collector of Revenue dated May 19, 2010 to John D. Ward, Town Administrator, and a copy of the properties reflected on the Suspense Tax Ledger are included for Town Council review.) **Appendix D**

PROPOSED MOTION:

BY THE AUTHORITY GRANTED IN CONNECTICUT STATE STATUTE SEC. 12-165, ENTITLED "MUNICIPAL SUSPENSE TAX BOOK", THE TOWN COUNCIL APPROVES THE PLACEMENT OF PROPERTIES TOTALING \$177,732.45 CONTAINED ON THE SUSPENSE TAX LEDGER REPORT AS PROVIDED BY TERRY HJARNE, COLLECTOR OF REVENUE, DATED MAY 19, 2010.

June 1, 2010

- C 10. Request the Town Council approve the bid waiver for the Vernon Animal Control Office for the purchase of a 2010 Ford E150 from Ray Seraphin Ford.** (A copy of a memorandum from John D. Ward, Town Administrator to Mayor Jason L. McCoy and the Town Council dated May 28, 2010 is included for Council's review.)

PROPOSED RESOLUTION:

RESOLVED, THE TOWN COUNCIL IN ACCORDANCE WITH CHAPTER XII, SECTION 9, OF THE VERNON TOWN CHARTER DEEMS IT IS AGAINST THE BEST INTEREST OF THE TOWN TO INVITE SEALED BIDS FOR THE PURCHASE OF A 2010 FORD E150 VAN FROM RAY SERAPHIN FORD, VERNON, CT, FOR A PURCHASE PRICE OF \$ 19,898 WHICH IS LESS THAN THE STATE BID PRICE FOR A COMPARABLE VEHICLE AND HEREBY WAIVES THE BID PROCEDURE AND AUTHORIZES THE TOWN ADMINISTRATOR TO EXECUTE ANY DOCUMENTS NECESSARY TO COMPLETE THIS PURCHASE IN AN AMOUNT NOT TO EXCEED \$ 19,898. AFTER A THOROUGH INVESTIGATION, THIS SUPPLIER IS FOUND TO MATCH THE NEEDS OF VERNON AND THE COSTS OF SAME.

-
- G.) IDENTIFICATION AND ADOPTION OF ADDITIONAL AGENDA ITEMS - NONE
-

- H.) PENDING BUSINESS - NONE
-

- I.) NEW BUSINESS

1. Annual update presentation by North Central Health District - Also the Health Department would like to Town Council to approve a Memorandum of Understanding re: Planning and Implementation of Emergency Mass Dispensing Plans Area. (A copy of the proposed MOU is attached for Council's review.)

PROPOSED MOTION:

THE TOWN COUNCIL APPROVES THE MEMORANDUM OF UNDERSTANDING REGARDING PLANNING AND IMPLEMENTATION OF EMERGENCY MASS DISPENSING PLAN AREA #34/35 BETWEEN THE NORTH CENTRAL DISTRICT HEALTH DEPARTMENT AND THE TOWN OF VERNON AS PRESENTED AND AUTHORIZES MAYOR JASON L. MCCOY TO EXECUTE SAID MEMORANDUM, SUBJECT TO PROVISION OF THE TOWN CHARTER.

June 1, 2010

Discussion took place with Town Council Members.

Council Member Motola, seconded by Council Member Etre made the above motion to approve the Memorandum of Understanding as amended. Motion passed unanimously.

2. Request by Brian Motola for the Town Council to authorize the transfer of \$3,000 to the Rockville Downtown Association for the July in the Sky event.

PROPOSED MOTION:

THE TOWN COUNCIL AUTHORIZES THE APPROPRIATION OF \$3000.00 TO THE ROCKVILLE DOWNTOWN ASSOCIATION FOR THEIR JULY IN THE SKY CELEBRATION FROM THE GENERAL FUND BALANCE OR AN ACCOUNT TO BE DESIGNATED BY MAYOR JASON L. MCCOY OR FINANCE OFFICE JAMES LUDDECKE.

Discussion took place with Town Council members.

8:05 PM – Mayor McCoy left the table.

8:06 PM – Mayor McCoy returned.

Council Member Motola, seconded by Schaefer made the above motion as present. Motion passed with 6 voting in favor (Motola, O’Shea, Herbst, Winkler, Krupienski, Schaefer), 3 opposed (Campbell, Anderson, Etre) and 1 abstention(Champagne).

J.) INTRODUCTION OF ORDINANCES

K.) ACTION ON ORDINANCE(S) PREVIOUSLY PRESENTED

An Ordinance entitled, “**AN ORDINANCE REQUIRING RESIDENTIAL RENTAL BUSINESS LICENSES**”, (A copy of memorandum from John D. Ward, Town Administrator dated May 14, 2010 to Mayor Jason L. McCoy and the Town Council along with a memorandum from Town Attorney Harold Cummings to John D. Ward, Town Administrator dated May 13, 2010 and the revised draft are included for your review.)

L.) DISCUSSION OF ADDITIONAL AGENDA ITEMS, PULLED CONSENT ITEMS FROM F) AND PULLED ITEMS FROM O) INFORMATIONAL ITEMS, ETC

C 2. Request the Town Council approve budget amendments #26 - #33 for fiscal year 2009-2010. (Copies of the budget amendment requests are included in the Council packet.) Appendix E

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT REQUESTS #26 - #33 AS OUTLINED IN THE BUDGET AMENDMENT FORMS PROVIDED BY THE FINANCE OFFICER.

Discussion took place with Town Council Members.

Council member Brian Motola, seconded by O'Shea made the above motion as presented. Motion passed unanimously.

C. 3. Request the Town Council reallocate Program Income previously obtained from the Small Cities - Community Development Block Grant Program, to the third phase of the reconstruction of Prospect Street.
(Please see the May 27, 2010 memorandum from John D. Ward, Town Administrator). **Appendix F**

PROPOSED RESOLUTION:

Whereas, the Town of Vernon has received funds under the Connecticut Small Cities Community Development Block Grant Small Cities Program, administered by the State of Connecticut, Department of Economic and Community Development, pursuant to Title I of the Housing and Community Development Act of 1974 as amended; and

Whereas, the Town of Vernon has expended those funds pursuant to Title I of the Housing and Community Development Act of 1974, the Code of Federal Regulations, and the Assistance Agreement, and,

Whereas, those funds received by the Town of Vernon have generated Program Income.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL:

1. That it is cognizant of the conditions for the use of Program Income as prescribed by Title 24, Part 570, Section 489(e) of the Code of Federal Regulations.
2. That it realizes Program Income is governed by Title I of the Housing and Community Development Act of 1974.
3. That it may use Program Income only for the following activities:

June 1, 2010

- a) The activity that generated the program income if the activity continues to meet the requirements of Title I of the Housing and Community Development Act of 1974.
 - b) Any additional activity that meets the requirements of Title 1 of the Housing and Community Development Act if the Town receives DECD's written approval to fund it with Program Income.
4. That it may use Program Income to fund Administrative and Program soft costs within the following limits:
- | | |
|--|-----|
| Administrative Costs | 16% |
| Total Administrative and Program Soft Costs
(Housing Rehabilitation Activities <u>Only</u>) | 25% |
| Total Administrative and Program Soft Costs
(All Activities <u>Except</u> for Housing Rehabilitation) | 21% |
5. That it is hereby amending the Program Income Plan(s) that was adopted for the original activity that generated the Program Income to permit the funding of additional activities from that Program Income.

Discussion took place with Town Council Members.

Council Member Motola, seconded by Herbst made the above motion as presented. Motion passed unanimously.

- C 6. Request the Town Council authorize the Mayor Jason L. McCoy to make application to the Department of Homeland Security for the FY 2010 Firefighters Grant in the amount of \$705,250. (with a 10% required match of \$70,525. from the Town of Vernon,) and execute any and all documents necessary to participate in this program.**

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY AUTHORIZES MAYOR JASON L. MCCOY OR HIS DESIGNEE TO EXECUTE THE NECESSARY FORMS TO MAKE APPLICATION FOR AND RECEIVE FUNDS FROM THE US DEPARTMENT OF HOMELAND SECURITY ASSISTANCE TO FIREFIGHTERS GRANT FOR FY 2010 IN THE AMOUNT OF \$742,150. THE TOWN COUNCIL FURTHER AUTHORIZES MATCHING FUNDS IN THE AMOUNT OF \$74,215 FOR THE FY 2010 DEPARTMENT OF HOMELAND SECURITY ASSISTANCE TO FIREFIGHTERS GRANT.

Discussion took place with Town Council Members.

Council Member Motola, seconded by Council Member Etre made the above motion as amended. Motion passed unanimously.

June 1, 2010

- C 7. Request the Town Council authorize Mayor Jason L. McCoy to make application for, and to execute all necessary documents related to the State of Connecticut Department of Homeland Security, Emergency Operations Center (EOC) and Emergency Shelter Generator Grant Program – Phase I.**

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY AUTHORIZES THE TOWN OF VERNON OFFICE OF EMERGENCY MANAGEMENT TO APPLY FOR A GRANT FROM THE CONNECTICUT DEPARTMENT OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY. THE TOWN COUNCIL FURTHER AUTHORIZES MAYOR JASON L. MCCOY OR HIS DESIGNEE TO EXECUTE THE NECESSARY FORMS TO MAKE APPLICATION FOR AND RECEIVE FUNDS FROM THE CONNECTICUT DEPARTMENT OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY IN THE AMOUNT OF \$90,000.00 OR LESS.

Discussion took place with Town Council Members.

Council Member Motola, seconded by Council Member Etre made the motion as presented. Motion passed unanimously.

- C 9. Request the Town Council authorize the additional appropriations for the purchase of a 1997 Freightliner FL80 two-man Bucket Truck, for the Department of Public Works.** (Please see the Memorandum from John D. Ward, Town Administrator to Mayor Jason L. McCoy and Vernon Town Council dated May 28, 2010.)

PROPOSED MOTION:

THE TOWN COUNCIL IN ACCORDANCE WITH CHAPTER XII, SECTION 9, OF THE VERNON TOWN CHARTER, DETERMINES THAT IT IS IN THE BEST INTEREST OF THE TOWN TO WAIVE THE BID PROCEDURE IN REGARD TO THE PURCHASE OF A USED 1997 FREIGHTLINER FL80 WITH ALTEC AM855 60' WORKING HEIGHT – OVER-THE-BOOM, 2 MAN DOUBLE BUCKET, JIB, CUMMINS 8.3l, ALLISON MD3560p AUTO, 63k MILES, 39,000 GVW, FORMER UTILITY TRUCK FROM TRUCKSITE, 1800 OLIVE DRIVE, DAVIS, CALIFORNIA 95616, AND HEREBY AUTHORIZES THE TOWN ADMINISTRATOR TO EXECUTE ANY DOCUMENTS NECESSARY TO COMPLETE THIS TRANSACTION. AFTER A THOROUGH INVESTIGATION, THIS SUPPLIER IS FOUND TO MATCH THE NEEDS OF VERNON AND THE COSTS OF SAME.; NOT TO EXCEED \$ 31,000.

Discussion took place with Town Council Members.

June 1, 2010

Council Member Motola, seconded by Council Member Etre made the above motion to approve the motion as revised. Motion passed with 7 voting in favor(Campbell, Champagne, Etre, Krupienski, Motola, O' Shea, Winkler), 3 in opposition (Herbst, Schaefer, Anderson).

M.) ADOPTION OF MINUTES

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE TOWN COUNCIL'S SPECIAL MEETING OF MAY 15, 2010 AND THE REGULAR MEETING OF MAY 18, 2010 AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Motola, seconded by O'Shea made the above motion to accept the minutes as amended. Motion passed unanimously.

N.) EXECUTIVE SESSION ONE

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 REGARDING HSBC BANK, USA, N.A. VS. THE TOWN OF VERNON (128 PROSPECT STREET). FURTHER, THE TOWN COUNCIL INVITES JOHN D. WARD, TOWN ADMINISTRATOR, HAROLD CUMMINGS, TOWN ATTORNEY AND TERRY HJARNE, COLLECTOR OF REVENUE TO ATTEND.

Council Member Motola, seconded by Etre made the above motion to go into executive session. Motion passed unanimously.

Executive session – 9:35 PM

Council Member Herbst, seconded by Schaefer made a motion to go out of executive session and adjourn the meeting at 9:55 PM. Motion passed unanimously.

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

1. Invitation for EMS Director to participate in the Department of the Army War College 5th Annual Strategy Implementation Seminar, in Pennsylvania.
2. Monthly Ambulance Report, from Jean Gauthier EMS Coordinator.
3. Town of Vernon Department of Social Services Quarterly Newsletter – Summer 2010.
4. Monthly Senior Center Report for April 2010, from Penny Rand, Director

June 1, 2010

**5. Annual Inspection Report – Permanent Municipal Building Committee
Chairman John Leary.**

Received: June 7, 2010

Approved: June 15, 2010

Amended: July 6, 2010

Respectfully submitted,
Peggy Jackle
Recording Secretary

Karen C. Daigle, CCTC
Assistant Town Clerk

June 1, 2010

Appendix A

**LEGAL NOTICE
TOWN OF VERNON
PUBLIC HEARING
TOWN COUNCIL**

THIS IS TO GIVE NOTICE that at its regular meeting of May 4, 2010, the Vernon Town Council scheduled a public hearing on Tuesday, June 1, 2010 to receive public comment regarding a proposed leasing of the Kindergarten Building on Hartford Turnpike to the Vernon Community Arts Center, in the Council Chambers, Third Floor, 14 Park Place, Vernon, Connecticut at 7:05 P.M.

**Bernice K. Dixon, CCTC, CMC
Vernon Town Clerk**

**Dated at Vernon, Connecticut,
this 5th day of May, 2010.**

ReminderNews May 18, 2010 May 25, 2010

June 1, 2010

Appendix B



TOWN OF VERNON

8 PARK PLACE, VERNON, CT 06066
Tel: (860) 870-3660
Fax: (860) 870-3585

OFFICE OF THE
COLLECTOR OF REVENUE

TO: John Ward, Town Administrator
FROM: Terry Hjarne, Collector of Revenue
DATE: May 24, 2010
SUBJECT: Refunds for Town Council Approval

PRIOR YEARS:

Hubbard Steven M..... 58.06
Assessor's Correction – Vehicle Totaled

CURRENT YEAR:

Bel Air Homes LLC..... 19.54
Taxpayer Paid Too Much

Chase Home Finance FBO Petraitis Stacey..... 2207.24
Escrow Agent Paid on Incorrect Parcel

First American RE Tax SVC FBO Morganson Dorothy..... 85.26
Assessors Adjustment - #36612R 12-30-2009

Genuine Parts Company..... 116.81
Taxpayer Paid Too Much

McLaughlin Shannan M..... 64.71
Assessor's Correction – Donated Vehicle

Savoy James B..... 36.61
Assessor's Correction – Donated Vehicle

(1) Prior Overpayments \$58.06

(6) Current Overpayments \$2,530.17

Cc: James Luddecke

June 1, 2010

Appendix C



TOWN OF VERNON

CONSENT #4

14 PARK PLACE, VERNON, CT 06066
Tel: (860) 870-3660
Fax: (860) 870-3585
E-mail: thjarne@vernon-ct.gov

OFFICE OF THE
COLLECTOR OF REVENUE
TERRY A. HJARNE-CCMC

May 19, 2010

TO: John D. Ward, Town Administrator
FROM: Terry A. Hjarne, Collector of Revenue
SUBJECT: Abatement of Taxes for Town Owned Property per C.G.S. 12-81

Please request the Town Council to abate the following taxes on property purchased / acquired by the Town of Vernon. Town Attorney Harold Cummings has approved this action in accordance with the referenced statute(s).

Table with 6 columns: Address, Number, From, Volume, Page, Date. Includes tax details for 60 Lake Street, 2008 tax year.

Table with 6 columns: Address, Number, From, Volume, Page, Date. Includes tax details for 8 Ward Street, 2007 and 2008 tax years.

Table with 6 columns: Address, Number, From, Volume, Page, Date. Includes tax details for 11 Ward Street, 2008 tax year.

June 1, 2010

Appendix C (cont)

Town of Vernon					
Address	Number	From	Volume	Page	Date
12 Ward Street	23-0105-00011	GRAND PACIFIC FINANCE CORPORATION	2066	6	08/06/09
	Tax Year	Account Number	Principal	Fees	Total
	2008	01-0302601	\$1,265.28	\$0.00	\$1,265.28

June 1, 2010

Appendix D



OFFICE OF THE
COLLECTOR OF REVENUE

CONSENT #5
TOWN OF VERNON

8 PARK PLACE, VERNON, CT 06066
Tel: (860) 870-3616
Fax: (860) 870-3585

May 19, 2010

TO: John Ward, Town Administrator
FROM: Terry Hjarne, Collector of Revenue
SUBJECT: Accounts to Transfer to Suspense List

Per CT State Statute Sec. 12-165, attached are the accounts in the amount of \$177,732.45 that I am requesting that the Town Council approve for placing in the Suspense Tax Ledger. This is a required yearly procedure in the above mentioned statute.

These accounts have not been collected due to the taxpayer having moved, dissolved their business, declared bankruptcy, having died or by order of the Superior Court liens have been released and extinguished.

Although we are considering these accounts as "uncollectible," we will continue to make every effort to collect these taxes, whenever possible. I am also requesting that these accounts be turned over to a collection agency that specializes in collection of delinquent taxes.

Accounts placed in the Suspense Tax Ledger are no longer considered an "Asset" of the Town.

It is to the best of my knowledge and belief that each tax contained on the attached listing has not been paid and is uncollectible.

Terry Hjarne

Terry Hjarne, CCMC
Collector of Revenue

June 1, 2010

Appendix E

Budget Amendment Request

Total Amount Requested: \$20,824.00 Fiscal Year 2009 - 2010 Date: June 1, 2010

To: Finance Officer	From (Department): Youth Services	Amendment #: 27
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Type of Amendment (X): Additional Appropriation Pass-Through Transfer

Request is hereby submitted for amendment(s) of budget as indicated.

Department	Account Description	Org Code	Object	Amount
FROM:				
Fund Balance		100	31200	20,824.00
"FROM" Subtotal:				\$ 20,824.00

Department	Account Description	Org Code	Object	Amount
TO:				
1. Youth Services	Wages - Part-time	10456241	51030	20,824.00
2.				
3.				
4.				
"TO" Subtotal:				\$ 20,824.00

No.	COMMENTS CONCERNING BUDGET AMENDMENT REQUEST
1.	<p>This request is a "pass through", consisting of the following resources received during the fiscal year:</p> <p>HVCDD Graustein Memorial Group: \$11,602.00 Holistic Health excess proceeds: 4,000.00 Education Special Grants Fund: <u>5,222.00</u> \$20,824.00</p> <p>These resources are used to fund the part-time wages of the School Readiness Project Manager and Summer Youth Employment.</p>

	1	2	3	4
Balance in account for which funds are requested:	(12,220.00)			
Original appropriation in account:	19,276.00			
Plus or minus prior amendments:	-			
Amount of appropriation to date:	19,276.00	-	-	-

Alan M. Slobodien  May 27, 2010
 Department Head Signature Date

At a meeting of the Town Council held on _____ the above request(s) was/were approved in the amount of: _____
 Signature of Town Administrator: _____

June 1, 2010

Appendix E (cont)

Budget Amendment Request

Total Amount Requested: \$1,200.00 Fiscal Year 2009 - 2010 Date: May 18, 2010

To: Finance Officer From (Department): Parks and Recreation Amendment #: 28

Type of Amendment (X): Additional Appropriation Pass-Through Transfer

Request is hereby submitted for amendment(s) of budget as indicated.

Department	Account Description	Org Code	Object	Amount
FROM:				
Maintenance	Landscaping Supplies	10560254	56180	\$1,200.00
"FROM" Subtotal:				\$ 1,200.00

Department	Account Description	Org Code	Object	Amount
TO:				
1. Maintenance	Rental of Equipment	10560254	54450	1,200.00
2.				
3.				
4.				
"TO" Subtotal:				\$ 1,200.00

COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

1 Remove dead hazardous tree from camper area at Camp Newhoca. This is a potentially hazardous situation to the participants.
 2
 3
 4

	1	2	3	4
Balance in account for which funds are requested:	-			
Original appropriation in account:	2,500.00			
Plus or minus prior amendments:	(1,980.00)			
Amount of appropriation to date:	520.00	2,500.00		

Bruce Dinnie
 Department Head


 Signature

May 18, 2010
 Date

At a meeting of the Town Council held on _____ the above request(s) was/were approved in the amount of: _____
 Signature of Town Administrator: _____

June 1, 2010

Appendix E (cont)

Budget Amendment Request

Total Amount Requested: \$ 140. Date: 05-17-10 FY 09-10

To: Finance Officer	From:(Department) Elections	Amendment # 29
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Request is hereby submitted for amendment(s) of budget as indicated.

Department	Account Description	Org Code	Object	Amount
FROM:				
Elections-Referendum	Telephone	10113133	55320	\$ 140.

Department	Account Description	Org Code	Object	Amount
TO:				
1. Elections-Referendum	Payroll	10113133	53012	\$ 140.
2.				
3.				\$
4.				\$

COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

- Additional Appropriation
- Pass-Through
- Transfer

To balance account for referenda payroll

	1	2	3	4
Balance in account for which funds are requested:	3,200.00			
Original appropriation in account:	3,200.00			
Plus or minus prior amendments:	-			
Amount of appropriation to date:	3,200.00			

DEPARTMENT HEAD

Judith A Beaudreau

SIGNATURE

Judith A Beaudreau

Digitally signed by Judith A Beaudreau
DN: CN = Judith A Beaudreau, C=US, O = ROVAC, OU =
One-Person Commission
Reason: I am the security and integrity of this document
Date: 2010.07.01 16:58:04 -0500

DATE:

05-17-10

At a meeting of the Town Council held on _____, the above request(s) was/were approved
in the amount of \$ _____ Town Administrator: _____

June 1, 2010

Appendix E (cont)

Budget Amendment Request

Total Amount Requested: \$87,756.00 Fiscal Year 2009 - 2010 Date: June 1, 2010

To: Finance Officer From (Department): Finance Amendment #: 30

Type of Amendment (X): Additional Appropriation Pass-Through Transfer

Request is hereby submitted for amendment(s) of budget as indicated.

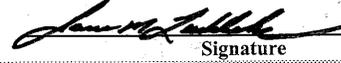
Department	Account Description	Org Code	Object	Amount
FROM:				
Contingency	Contingency	10672280	58400	87,756.00
"FROM" Subtotal:				\$ 87,756.00

Department	Account Description	Org Code	Object	Amount
TO:				
1. Various departments	see attached			87,756.00
2.				
3.				
4.				
"TO" Subtotal:				\$ 87,756.00

COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

No. 1 To balance wage accounts for the year inclusive of wage adjustments, step increases, overtime, and part-time help. Some vacancies created available funds to cover a portion of the step increases, but left remaining unfunded compensated absences, and overtime costs. This year, overall savings in wage accounts absorbed the compensated absences. That total for the fiscal year amounted to \$160,949.29. Of that amount, \$112,074.06 is attributed to the police department, and a budget of \$114,190.00 accommodated the entire amount. The remaining \$48,875.23 "non-police" compensated absences utilized savings in other wage accounts. The contingency budget contained \$111,311.00 for wage adjustments. Because of savings during the year, after deducting this request, a balance of \$23,555.00 remains. Anticipated General Government wage savings amount to \$293,285.32.

	1	2	3	4
Balance in account for which funds are requested:				
Original appropriation in account:				
Plus or minus prior amendments:				
Amount of appropriation to date:				

James M. Luddecke  May 27, 2010
 Department Head Signature Date

At a meeting of the Town Council held on _____ the above request(s) was/were approved in the amount of: _____
 Signature of Town Administrator: _____

June 1, 2010

Appendix E (cont)

Budget Amendment Request

Total Amount Requested: \$51,886.00 Fiscal Year 2009 - 2010 Date: June 1, 2010

To: Finance Officer From (Department): Municipal Insurance Amendment #: 32

Type of Amendment (X): Additional Appropriation Pass-Through Transfer

Request is hereby submitted for amendment(s) of budget as indicated.

Department	Account Description	Org Code	Object	Amount
FROM:				
Municipal Insurance	Hypertension	10671278	52690	47,236.00
Municipal Insurance	Umbrella / Excess liability	10671278	55230	4,650.00
"FROM" Subtotal:				\$ 51,886.00

Department	Account Description	Org Code	Object	Amount
TO:				
1. Municipal Insurance	Hypertension payments	10671278	51088	47,236.00
2. Municipal Insurance	Workers' compensation stop loss	10671278	52620	4,650.00
3.				
4.				
"TO" Subtotal:				\$ 51,886.00

No. *COMMENTS CONCERNING BUDGET AMENDMENT REQUEST*

1. Hypertension payments are now classified under wages. The original budget was in a benefit account. The anticipated payment for fiscal year 2009-2010 is \$47,195.33.

2. To cover the premium for workers' compensation stop loss insurance that exceeded the original budget.

	1	2	3	4
Balance in account for which funds are requested:	(43,534.97)	(4,647.80)		
Original appropriation in account:	-	25,728.00	-	
Plus or minus prior amendments:	-	-	-	
Amount of appropriation to date:	-	25,728.00	-	-

James M. Luddecke
Department Head


Signature

May 27, 2010
Date

At a meeting of the Town Council held on _____ the above request(s) was/were approved in the amount of: _____

Signature of Town Administrator: _____

June 1, 2010

Appendix E (cont)

Budget Amendment Request

Total Amount Requested: \$ 9,000.00 Date: 5-6-10

FY 09/10

To: Finance Officer	From:(Department) <u>Police</u>	Amendment # <u>33</u>
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Request is hereby submitted for amendment(s) of budget as indicated.

Department	Account Description	Org Code	Object	Amount
FROM:				
Police	Educational Allowances	10230180	52320	7,000.00
Police	Machinery/Equip.Repairs	10230180	54320	2,000.00

Department	Account Description	Org Code	Object	Amount
TO:				
1. Police	Automotive Fuel - Gas	10230180	56260	7,000.00
2. Police	Automotive Fuel - Gas	10230180	56260	2,000.00
3.				
4.				

COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

- Additional Appropriation
- Pass-Through
- Transfer

Insufficient funds to cover gasoline usage to year end.

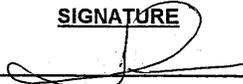
	1	2	3	4
Balance in account for which funds are requested:	9,636.77			
Original appropriation in account:	100,000.00			
Plus or minus prior amendments:	<u>(120.00)</u>			
Amount of appropriation to date:	100,000.00 → <u>99,880.00</u>			

DEPARTMENT HEAD

SIGNATURE

DATE:

James L. Kenny



5-6-10

At a meeting of the Town Council held on _____, the above request(s) was/were approved in the amount of \$ _____ Town Administrator: _____

June 1, 2010

Appendix F



TOWN OF VERNON

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

OFFICE OF TOWN CLERK
BERNICE K. DIXON, CCTC; CMC
REGISTRAR OF VITAL STATISTICS
CLERK OF THE TOWN COUNCIL

TOWN OF VERNON
RESOLUTION REQUESTING THE TOWN COUNCIL
REALLOCATE PROGRAM INCOME PREVIOUSLY OBTAINED
FROM THE SMALL CITIES - COMMUNITY DEVELOPMENT
BLOCK GRANT PROGRAM, TO THE THIRD PHASE OF THE
RECONSTRUCTION OF PROSPECT STREET.

RESOLUTION:

Whereas, the Town of Vernon has received funds under the Connecticut Small Cities Community Development Block Grant Small Cities Program, administered by the State of Connecticut, Department of Economic and Community Development, pursuant to Title I of the Housing and Community Development Act of 1974 as amended; and

Whereas, the Town of Vernon has expended those funds pursuant to Title I of the Housing and Community Development Act of 1974, the Code of Federal Regulations, and the Assistance Agreement, and,

Whereas, those funds received by the Town of Vernon have generated Program Income.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL:

1. That it is cognizant of the conditions for the use of Program Income as prescribed by Title 24, Part 570, Section 489(e) of the Code of Federal Regulations.
2. That it realizes Program Income is governed by Title I of the Housing and Community Development Act of 1974.
3. That it may use Program Income only for the following activities:
 - a) The activity that generated the program income if the activity continues to meet the requirements of Title I of the Housing and Community Development Act of 1974.
 - b) Any additional activity that meets the requirements of Title 1 of the Housing and Community Development Act if the Town receives DECD's written approval to fund it with Program Income.
4. That it may use Program Income to fund Administrative and Program soft costs within the following limits:

June 1, 2010

Appendix F (cont)



TOWN OF VERNON

14 PARK PLACE, VERNON, CT 06066
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OFFICE OF TOWN CLERK
BERNICE K. DIXON, CCTC; CMC
REGISTRAR OF VITAL STATISTICS
CLERK OF THE TOWN COUNCIL

Administrative Costs	16%
Total Administrative and Program Soft Costs (Housing Rehabilitation Activities <u>Only</u>)	25%
Total Administrative and Program Soft Costs (All Activities <u>Except</u> for Housing Rehabilitation)	21%

5. That it is hereby amending the Program Income Plan(s) that was adopted for the original activity that generated the Program Income to permit the funding of additional activities from that Program Income.

Adopted by the Town of Vernon on June 1, 2010.

TO WHOM IT MAY CONCERN:

I, Karen C. Daigle, Assistant Town Clerk of the Town of Vernon, do hereby certify that the foregoing RESOLUTION was adopted by the Vernon Town Council at its regular meeting of June 1, 2010.

I FURTHER CERTIFY that said action has not been modified nor rescinded, and that it remains in full force and effect.


Karen C. Daigle, CCTC
Assistant Town Clerk

Dated at Vernon, Connecticut, this 2nd day of June, 2010.

