

**AGENDA
VERNON TOWN COUNCIL
REGULAR MEETING
SENIOR CENTER 2ND FLOOR, CONFERENCE ROOM
26 PARK PLACE
TUESDAY, JANUARY 16, 2007
7:30 P.M.**

PLEDGE OF ALLEGIANCE:

ROLL CALL:

CITIZEN'S FORUM:

PRESENTATIONS:

1. Emergency Management Director Michael Purcaro will be present to discuss draft policy for implementation of new town-wide communications.
2. Bob Holdsworth from The Holdsworth Pelton Companies will be present to give a presentation on the status of ambulance service in the Vernon area.

ADOPTION OF MINUTES:

PROPOSED MOTION :

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR MEETING OF DECEMBER 19, 2006, AND THAT MINUTES OF SAID MEETING BE APPROVED.

CONSENT AGENDA ITEMS:

- C** **1.** Request for Tax Refunds – Current and Prior Fiscal Year(s).
- C** **2.** Request the Town Council to approve the appointment of John C. Lampson Jr. as an alternate member of the Planning and Zoning Commission.
- C** **3.** Request the Town Council to approve the appointment of Jean Bostrom as a member of the Human Services Advisory Commission.
- C** **4.** Request the Town Council to approve the appointment of Bruce Kellogg as an alternate member of the Design Review Advisory Commission.
- C** **5.** Request the Town Council to approve the reappointment of Jennifer Holt to the School Building Advisory Commission.
- C** **6.** Request the Town Council to approve the appointment of Matthew Whitney as an alternate member of the Design Review Advisory Commission.
- C** **7.** Request the Town Council to approve the appointment of John Fieramosca as an alternate member of the Design Review Advisory Commission.
- C** **8.** Request for the Town Council to authorize Ellen L. Marmer, M.D., Mayor to execute the necessary paperwork to receive OPM funds in the amount of \$77,075.00 to prevent juvenile delinquency.
- C** **9.** Request the Town Council approve the revision of the job description entitled “Chief of Police”.
- C** **10.** Request the Town Council approve an effective date of March 1, 2007 for conversion of Group Annuity Contracts.
- C** **11.** Request the Town Council to abate taxes for property acquired through tax sale and strict foreclosure.

NEW BUSINESS (CONSENT ITEMS)

- 1. Request for Tax Refunds – Current and Prior Year(s).**
(Memorandum from Carol S. Nelson, Collector of Revenue, dated January 11, 2007 to Christopher Clark, Town Administrator, is in the packet.)

PROPOSED MOTION:

THE TOWN COUNCIL APPROVES FIFTEEN (15) TAX REFUNDS FOR THE CURRENT YEAR IN THE AMOUNT OF \$1,362.78, AND

FOUR (4) TAX REFUNDS FOR THE PRIOR YEAR IN THE AMOUNT OF \$9,989.10 AS OUTLINED IN THE MEMORANDUM FROM THE COLLECTOR OF REVENUE DATED JANUARY 11, 2007 TO THE TOWN ADMINISTRATOR.

- 2. Request the Town Council to approve the Mayor's appointment of John C. Lampson Jr., (R) 181 Blue Ridge Drive, to serve as an alternate member of the Planning and Zoning Commission, to fill a vacancy due to the regular appointment of Ralph Zahner, said term to expire on December 31, 2008.** (Resume and appointment letter is in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE APPOINTMENT OF JOHN C. LAMPSON JR. TO SERVE AS AN ALTERNATE MEMBER OF THE PLANNING AND ZONING COMMISSION, SAID TERM TO EXPIRE ON DECEMBER 31, 2008.

- 3. Request the Town Council to approve the Mayor's appointment of Jean Bostrom, (R) 72 Country Lane, to serve as a member of the Human Services Advisory Commission, to fill a vacancy, said term to expire on June 30, 2008.** (Resume and appointment letter is in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE APPOINTMENT OF JEAN BOSTROM TO SERVE AS A MEMBER OF THE HUMAN SERVICES ADVISORY COMMISSION, SAID TERM TO EXPIRE ON JUNE 30, 2008

- 4. Request the Town Council to approve the Mayor's appointment of Bruce Kellogg, (D) 173 Tallwood Drive, to serve as an alternate member of the Design Review Advisory Commission, to fill a**

vacancy due to the regular appointment of Guillaume Brousseau, said term to expire on December 31, 2007. (Resume and appointment letter is in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE APPOINTMENT OF BRUCE KELLOGG TO SERVE AS AN ALTERNATE MEMBER OF THE DESIGN REVIEW ADVISORY COMMISSION, SAID TERM TO EXPIRE ON DECEMBER 31, 2007.

- 5. Request the Town Council to approve the Mayor's reappointment of Jennifer Holt (U) 30 King Street. to serve as a member of the School Building Advisory Commission, said term to expire on June 30, 2007.** (Resume and appointment letter is in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE REAPPOINTMENT OF JENNIFER HOLT TO SERVE AS A MEMBER OF THE SCHOOL BUILDING ADVISORY COMMISSION, SAID TERM TO EXPIRE ON JUNE 30, 2007.

- 6. Request the Town Council to approve the Mayor's appointment of Matthew Whitney, (R) 17 Tolland Avenue, to serve as an alternate member of the Design Review Advisory Commission, said term to expire on December 31, 2007.** (Resume and appointment letter is in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE APPOINTMENT OF MATTHEW WHITNEY TO SERVE AS AN ALTERNATE MEMBER OF THE DESIGN REVIEW ADVISORY COMMISSION, SAID TERM TO EXPIRE ON DECEMBER 31, 2007.

7. **Request the Town Council to approve the Mayor's appointment of John Fieramosca, (R) 55 Phoenix Street, to serve as an alternate member of the Design Review Advisory Commission, said term to expire on December 31, 2007.** (Resume and appointment letter is in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE APPOINTMENT OF JOHN FIERAMOSCA TO SERVE AS AN ALTERNATE MEMBER OF THE DESIGN REVIEW ADVISORY COMMISSION, SAID TERM TO EXPIRE ON DECEMBER 31, 2007.

8. **Request the Town Council to authorize the Mayor to execute the necessary paperwork to make application for and receive OPM funds in the amount of \$77,075.00 to prevent juvenile delinquency.** (Memorandum and copy of 20 month budget for the "Juvenile Risk Reduction Initiative" from Alan M. Slobodien, Director, Vernon Youth Services Bureau is in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY AUTHORIZES ELLEN L. MARMER, M.D., MAYOR TO EXECUTE THE NECESSARY PAPERWORK TO MAKE APPLICATION FOR AND RECEIVE OPM FUNDS IN THE AMOUNT OF \$77,075.00 TO PREVENT JUVENILE DELINQUENCY.

9. **Request the Town Council to approve the modification of the classification plan by approving the revision of the job description entitled "Chief of Police".** (Memorandum from Christopher Clark, Town Administrator and copy draft job description, current job description, and memo from Police Chief Rudolf Rossmly is in the packet).

PROPOSED MOTION:

**THE TOWN COUNCIL HEREBY APPROVES
THE MODIFICATION OF THE
CLASSIFICATION PLAN BY APPROVING
THE REVISION OF THE JOB DESCRIPTION
ENTITLED "CHIEF OF POLICE".**

- 10. Request the Town Council to approve an effective date of March 1, 2007 for the conversion of group annuity contracts (GAC) to be converted into the new guaranteed interest contract (GIC).** (Memorandum from Christopher Clark, Town Administrator and copy of letter from George A. Verheyen, Client Relations Director, MetLife, and memo from Daniel Sullivan, Human Resources Director is in the packet).

PROPOSED MOTION:

**THE TOWN COUNCIL HEREBY VOTES AN
EFFECTIVE DATE OF MARCH 1, 2007 FOR
THE CONVERSION OF GROUP ANNUITY
CONTRACTS GAC – 90467B & 90467C TO BE
CONVERTED INTO THE NEW
GUARANTEED INTEREST CONTRACT.**

- 11. Request the Town Council to abate taxes for property acquired through tax sale and strict foreclosure.** (Memorandum from Carol S. Nelson, Collector of Revenue with attachments is in the packet.)

PROPOSED MOTION:

**THE TOWN COUNCIL HEREBY ABATES
THE TAXES FOR PROPERTY ACQUIRED BY
THE TOWN OF VERNON THROUGH TAX
SALE AND STRICT FORECLOSURE, AS
OUTLINED IN THE MEMO FROM THE
COLLECTOR OF REVENUE DATED
DECEMBER 26, 2006.**

EXECUTIVE SESSION

1. THE TOWN COUNCIL HEREBY DECIDES TO GO INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS AND INVITES CHRISTOPHER CLARK, TOWN ADMINISTRATOR, DANIEL SULLIVAN, HUMAN RESOURCES DIRECTOR, AND EDWARD O'DONNELL, ESQ., TO ATTEND.
2. THE TOWN COUNCIL HEREBY DECIDES TO GO INTO EXECUTIVE SESSION TO DISCUSS LITIGATION AND INVITES CHRISTOPHER CLARK, TOWN ADMINISTRATOR, HAROLD CUMMINGS, ESQ., TO ATTEND.

IDENTIFICATION AND ADOPTION OF ADDITIONAL AGENDA ITEMS:

NEW BUSINESS:

1. **Request for Town Council to approve the Budget Amendment for fiscal year 2006-2007 as outlined in the Budget Amendment #9.** (Copy of amendment is in the packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE AMENDMENT REQUEST FOR FISCAL YEAR 2006-2007 AS OUTLINED IN BUDGET AMENDMENT FORMS #9 AS PROVIDED BY THE FINANCE OFFICER

2. **Creation of the Zoning Enforcement Officer Job Description.** (Cover letter from Christopher Clark, Town Administrator, copy of job description, and cost analysis prepared by Daniel Sullivan, Human Resources Director is in the packet.)

PROPOSED MOTION:

**THE TOWN COUNCIL HEREBY APPROVES A
NEW JOB DESCRIPTION OF ZONING
ENFORCEMENT OFFICER.**

3. **Creation of the Geographical Information System Coordinator Job Description.** (Cover letter from Christopher Clark, Town Administrator, memo from Daniel Sullivan, Human Resources Director, and copy of job description is in the packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES A
NEW JOB DESCRIPTION OF
GEOGRAPHICAL INFORMATION SYSTEM
COORDINATOR, EFFECTIVE JANUARY 17,
2007.

4. **Request the Town Council to schedule a Public Hearing regarding parking ticket fees** (Copy of memorandum from Christopher Clark, Town Administrator, copy of memo from Police Chief Rudolf Rossmly, and copy of Ordinance #181, is in the packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY
SCHEDULES A PUBLIC HEARING
REGARDING PARKING TICKET FEES
PROPOSED TO BE HELD BEFORE THE
TOWN COUNCIL ON TUESDAY,
FEBRUARY 6, 2007, AT 7:35 PM, AT THE
SECOND FLOOR OF THE VERNON
SENIOR CENTER, 26 PARK PLACE,
VERNON, CONNECTICUT.

INTRODUCTION OF ORDINANCES:

1. **Request for Town Council to schedule a Public Hearing regarding Ordinance entitled “Hearing Procedure for Citation...”** . (Copy of memo from Christopher Clark, Town Administrator, copy of draft memo from Chet Morgan, Vernon Traffic Authority, and copy of Sec. 2-5 and Sec. 13-39 of the Code of Ordinances is in the packet.)

PROPOSED MOTION:

THE TOWN COUNCIL, CONSISTENT WITH CHAPTER V OF THE VERNON TOWN CHARTER, SECTION 6, ENTITLED “PUBLIC HEARING ON AND PUBLICATION OF ORDINANCES,” HEREBY SCHEDULES A PUBLIC HEARING REGARDING “HEARING PROCEDURES FOR CITATIONS” TO BE HELD BEFORE THE TOWN COUNCIL ON TUESDAY, FEBRUARY 6, 2007, AT 7:40 PM, AT THE SECOND FLOOR OF THE VERNON SENIOR CENTER, 26 PARK PLACE, VERNON, CONNECTICUT.

DISCUSSION OF ADDITIONAL AGENDA ITEMS

INFORMATIONAL ITEMS:

1. Minutes from Board of Education regular meeting of December 11, 2006.
2. Monthly report for November 2006 from Alan M. Slobodien, Director, Vernon Youth Services Bureau, monthly report from Penny Rand, Senior Center Director for November and December 2006.

3. Letter of resignation from Victoria Nagelis, resigning as an alternate member of the Inland Wetlands Regulatory Commission.
4. Copy of proclamation in recognition of "Wear Red Day for Women" on February 2.
5. Copy of Resolution from the 1908 Town of Vernon Centennial and draft copy of Bicentennial Committee chairs.
6. Memos from Mayor Marmer and Town Administrator Clark relative to the reassignment of the police mechanic to the Police station.
7. Copy of letter from J. Robert Galvin, M.D., M.P.H., State of Connecticut Department of Public Health, congratulating the Town of Vernon for being designated a HEARTSsafe community.
8. Announcement of the relocation of Vernon Social Services, effective January 10, 2007.
9. Letter of resignation from Patricia Hess, resigning as an alternate on the Historic Properties Commission.
10. Copy of memorandum from Christopher Clark, Town Administrator, regarding administrative priorities for the first six month of 2007.
11. Copies of legal opinions from Martin B. Burke, Esq. and Daniel Murphy, Esq. relative to appointment of Police Chief.
12. Copy of memo from Christopher Clark, Town Administrator, to the Mayor on the topic of Zoning violations, and record of violations report and update. Correspondence from Susan Boyan, Town Attorney, copies of Citation for Violation of the Town of Vernon Zoning Regulations, and record of violations report dated December 21, 2006.
13. Informational material from Michael Carlo, who will be present at Citizen's Forum.
14. Copy of invitation relative to participation in the 36th Annual St. Patrick's Day Parade, along with memo from Ellen L. Marmer, M.D., Mayor.
15. Copy of letter from Christopher Clark, Town Administrator to Ellen L. Marmer, M.D., Mayor relative to STP-Urban Application-Bolton Road-Town of Vernon.
16. Copy of December 2006 EMS report.
17. Draft copy of RFP for Citizen's Block Redevelopment.