

**MINUTES**  
**VERNON TOWN COUNCIL MEETING**  
**TOWN HALL - 14 PARK PLACE - 3<sup>rd</sup> Floor**  
**VERNON, CONNECTICUT**  
**Tuesday, May 19, 2009 – 7:30 PM**

The meeting was called to order at 7:30 PM

**A) PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

**Present:** Council Members Daniel Anderson, Bill Campbell, Daniel Champagne, Brian R. Motola, Sean O'Shea, Pauline Schaefer, Harry D. Thomas, Michael A. Winkler

**Absent:** Council Members Mark Etre, Bill Fox, Marie Herbst,

**Entered During Meeting:** Council Member Nancy E Herold 7:56 PM

**Also Present:** Mayor Jason L. McCoy, Town Administrator John Ward, Recording Secretary Jill Kentfield

**CITIZEN'S FORUM**

John Patton, 340 Tolland Tpke: spoke about an issue he had with tax collector fees and foreclosure notice. Mayor McCoy will look into the issue and contact Mr. Patton.

M. William Smith, 30 Brentwood Dr.: Invited Town Council Members to attend the rededication of the Civil War Monument in Talcottville taking place Sunday, May 24, 2009. A hand-out was presented to Town Council members.

**B.) PUBLIC HEARING**

None

**C.) PRESENTATION**

YOUTH SERVICE BUREAU DIRECTOR ALAN SLOBODIEN ALONG WITH TANJUA DAMON-MERROW OF THE VERNON SCHOOL READINESS COLLABORATIVE, WOULD LIKE TO MAKE A PRESENTATION TO THE TOWN COUNCIL REGARDING THE PARENT ENGAGEMENT COMMITTEES' RESULTS REGARDING THE ONE-TO-ONE LISTENING CAMPAIGN CONDUCTED IN VERNON FROM APRIL 2008 – JUNE 2008.

Ms. Wendy Kremer and Tanjua Damon-Merrow presented information regarding the Parent Engagement Campaign. With the support of the interviewers, Vernon School Readiness Collaborative, William Caspar Graustein Memorial Fund and Connecticut Parent Power, they interviewed a diverse group of over 130 people asking them questions about their thoughts on the town. They received feedback about what residents love, their concerns about the town, and what they would like to see in the future.

**D.) CONSENT AGENDA ITEMS**

Council Member Motola, seconded by Council Member O'Shea made a motion to approve the consent agenda items as presented. Motion carried unanimously to approve the consent agenda items as presented.

- C 1. Request the Town Council approve the Mayor's appointment of Michael Desmond (R), 25 Elizabeth Lane, Vernon, Connecticut 06066, as a regular member of the Vernon Traffic Authority to complete the unexpired term of Dan Sullivan which began on 06-18-2008 and expires on 02-20-2010, said appointment is effective 05-20-2009 and expires on 02-20-2010.**  
(A copy of Mr. Desmond's resume is included in your packet.)

**PROPOSED MOTION:**

**PURSUANT TO ORDINANCE NO. 180; TOWN CODE SEC. 13-16 THROUGH 13-18, THE VERNON TOWN COUNCIL APPROVES THE MAYOR'S APPOINTMENT OF MICHAEL DESMOND (R), 25 ELIZABETH LANE, VERNON, CONNECTICUT 06066, AS A REGULAR MEMBER OF THE VERNON TRAFFIC AUTHORITY TO COMPLETE THE UNEXPIRED TERM OF DAN DAN DANIEL SULLIVAN, 2 FOSTER DRIVE WHICH BEGAN ON 06-18-2008 AND**

**EXPIRES ON 02-20-2010, SAID APPOINTMENT IS EFFECTIVE 05-20-2009 AND EXPIRES ON 02-20-2010.**

Council Member Motola, seconded by Council Member O'Shea made a motion to approve the Mayor's appointment of Michael Desmond as a regular member of the Vernon Traffic Authority effective 5/20/09 through 2/20/2010. Motion carried unanimously.

- C 2. Request the Town Council send the "Agreement regarding designation of Fire Marshals", to Public Hearing on June 2, 2009.** (A copy of a memorandum dated May 15, 2009 from John D. Ward, Town Administrator to Mayor Jason L. McCoy and the Town Council is included for your review). **Appendix A**

**PROPOSED MOTION**

**THE TOWN COUNCIL, CONSISTENT WITH CHAPTER V OF THE VERNON TOWN CHARTER, SEC. 6, ENTITLED "PUBLIC HEARING ON AND PUBLICATION OF ORDINANCES", HEREBY SCHEDULES A PUBLIC HEARING REGARDING AN AGREEMENT ENTITLED "AGREEMENT REGARDING DESIGNATION OF FIRE MARSHALS" AT 7:35 PM ON TUESDAY, JUNE 2, 2009 LOCATED AT THE TOWN COUNCIL CHAMBERS, THIRD FLOOR, 14 PARK PLACE, VERNON, CONNECTICUT TO RECEIVE COMMENTS AND QUESTIONS RELATIVE TO THE PROPOSED AGREEMENT.**

Council Member Motola, seconded by Council Member O'Shea made a motion to send the "Agreement regarding designation of Fire Marshals" to public hearing on June 2, 2009 at 7:35 PM. Motion carried unanimously.

- C 3. Request the Town Council approve budget amendment #32 for fiscal year 2008-2009, as provided by James Luddecke, Finance Officer.** **Appendix B**

**PROPOSED MOTION**

**THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT REQUEST #32 FOR FISCAL YEAR 2008-2009, AS OUTLINED IN THE BUDGET AMENDMENT FORMS PROVIDED BY THE FINANCE OFFICER.**

Council Member Motola, seconded by Council Member O'Shea made a motion to approve budget amendment #32 for fiscal year 2008 – 2009. Motion carried unanimously.

- C 4. Request the Town Council in accordance with the requirements for the Small Cities, Community Development Block Grant, endorse the following Fair Housing Plan for the Town of Vernon.** (A copy of said Plan along with a memorandum from Town Administrator John D. Ward to Mayor Jason L. McCoy and Town Council members dated 05-15-2009 are included for review).

**PROPOSED MOTION**

**THE TOWN COUNCIL HEREBY ENDORSES THE 2009 TOWN OF VERNON FAIR HOUSING PLAN AS PRESENTED AND AUTHORIZES MAYOR JASON L. MCCOY TO EXECUTE ALL THE NECESSARY DOCUMENTATION FOR SAME.**

Council Member Motola, seconded by Council Member O'Shea made a motion to endorse the Fair Housing Plan for the Town of Vernon as required for the Small Cities, Community Development Block Grant. Motion carried unanimously.

- C 5. Request the Town Council approve the Mayor's appointment of Joy Hollister, (U) of 375 Hartford Turnpike, Vernon, Connecticut as a regular member of the ACCESS Agency Inc. for a term to begin on 05-20-2009 and expire on 05-19-2011.**

**PROPOSED MOTION**

**PURSUANT TO THE BY-LAWS OF THE ACCESS AGENCY THE TOWN COUNCIL HEREBY APPROVES THE MAYOR'S APPOINTMENT OF JOY HOLLISTER (U), OF 375 HARTFORD TURNPIKE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE ACCESS AGENCY INC., FOR A TERM TO BEGIN ON 05-20-2009 AND EXPIRE ON 05-19-2011.**

Council Member Motola, seconded by Council Member O'Shea made a motion to approve the Mayor's appointment of Joy Hollister as a regular member of the ACCESS Agency, Inc for a term to begin on 5/20/09 through 5/19/2011. Motion carried unanimously.

**E.) IDENTIFICATION OF ADDITIONAL AGENDA ITEMS**

Council Member Motola, seconded by Council Member Schaefer made a motion to add additional agenda item #3. Motion carried unanimously.

Council Member Schaefer, seconded by Council Member Motola made a motion to add additional agenda item #4. Motion carried unanimously.

Council Member Motola, seconded by Council Member Schaefer made a motion to add an Executive Session to the agenda. Motion carried unanimously.

**F.) PENDING BUSINESS**

None

**G.) NEW BUSINESS**

1. **Discussion requested by Council Member Marie Herbst regarding a review of the lobbyist for budget year 2008-2009 and a legal opinion regarding wage reductions taken during the recently completed budget meetings.** (A copy of Council Member Herbst memorandum dated April 29, 2009 is included for your review).

Council Member Schaefer, seconded by Council Member Thomas made a motion to move new business item #1 to the next Town Council meeting agenda. Motion carried unanimously.

2. **Request the Town Council adopt a modified schedule of meetings for the summer months.** (A copy of a memorandum from John D. Ward, Town Administrator to Jason L. McCoy, Mayor and Town Council Members dated May 15, 2009 is included for your review).

**PROPOSED MOTION**

**THE VERNON TOWN COUNCIL ADOPTS A SUMMER SCHEDULE AS FOLLOWS: ELIMINATE JULY 7, AUGUST 4, AND SEPTEMBER 1, 2009, REDUCING THE SUMMER TOWN COUNCIL SCHEDULE TO ONE MEETING FOR EACH OF THE MONTHS OF JULY, AUGUST AND SEPTEMBER, 2009.**

Council Member Motola, seconded by Council Member Schaefer made a motion to approve the adoption of a modified schedule of meetings for the summer months. Motion carried, Council Member Herold opposed.

3. **Request the Town Council approve the appointment of Mr. Peter Graczykowski as the Assistant Town Administrator for the Town of Vernon.** (A copy of a memorandum from John D. Ward, Town Administrator to Town Council Members dated May 19, 2009 is included for your review).

**PROPOSED MOTION**

**THE TOWN COUNCIL, PURSUANT TO CHAPTER X, SEC. 3 AND CHAPTER XI, SEC. 4 OF THE VERNON TOWN CHARTER APPROVE THE MAYOR'S APPOINTMENT OF MR. PETER GRACZYKOWSKI, AS THE ASSISTANT TOWN ADMINISTRATOR FOR THE TOWN OF VERNON.**

Council Member Motola, seconded by Council Member Schaefer made a motion to approve the Mayor's appointment of Mr. Peter Graczykowski as the Assistant Town Administrator for the Town of Vernon. Discussion took place. Motion carried, Council Member Herold abstained.

4. **Request the Town Council approve the submission and funding of the 2009 AFG FEMA grant applications by the Vernon Fire Department of Apparatus/Equipment, and Firefighter Operations and Safety and authorizes Mayor Jason L. McCoy or his designee to execute any and all documents necessary for the same.** (A copy of the memorandum from John D. Ward, Town Administrator to Vernon Town Council dated May 19, 2009, and a copy of the narrative submitted by the Fire Department are included for Council Review.)

**PROPOSED MOTION**

**THE TOWN COUNCIL HEREBY AUTHORIZES MAYOR JASON L. MCCOY OR HIS DESIGNEE TO APPLY FOR THE 2009 AFG FEMA FIRE GRANT FOR APPARATUS IN THE AMOUNT OF ~~\$450,000.00~~ \$495,000.00 AND UPON ACCEPTANCE, THE TOWN COUNCIL WILL APPROPRIATE UP TO ~~45,000.00~~ \$49,500.00 TO FUND THE TOWN'S SHARE.**

Council Member Motola, seconded by Council Member Schaefer made a motion to authorize Mayor McCoy or his designee to apply for the 2009 AFT FEMA Fire Grant in the amount of \$450,000.00 with the Town of Vernon to appropriate up to \$45,000.00 if accepted. Discussion took place. Council Member Motola, seconded by Council member Schaefer made a friendly amendment due to a Scribner's error to change the amount of the grant to \$495,000.00 with the Town of Vernon to appropriate up to \$49,500.00 if approved. Motion carried unanimously.

**PROPOSED MOTION**

**THE TOWN COUNCIL HEREBY AUTHORIZES MAYOR JASON L. MCCOY OR HIS DESIGNEE TO APPLY FOR THE 2009 AFG FEMA FIRE GRANT FOR FIRE FIGHTER OPERATIONS AND SAFETY IN THE AMOUNT OF \$291,931.00 AND UPON ACCEPTANCE, THE TOWN COUNCIL WILL APPROPRIATE UP TO \$29,193.10 TO FUND THE TOWN'S SHARE.**

Council Member Motola, seconded by Council Member Champagne made a motion to authorize Mayor McCoy or his designee to apply for the 2009 AFT FEMA Fire Grant in the amount of \$291,231.00 with the Town of Vernon to appropriate up to \$29,231.10 if accepted. Motion carried unanimously.

**H.) INTRODUCTION OF ORDINANCES**

None

**I.) ACTION ON ORDINANCES PREVIOUSLY PRESENTED**

None

**J.) DISCUSSION OF ADDITIONAL AGENDA ITEMS**

1. **Request the Town Council approve the appointment of Mr. Peter Graczykowski as the Assistant Town Administrator for the Town of Vernon.** (A copy of a memorandum from John D. Ward, Town Administrator to Town Council Members dated May 19, 2009 is included for your review).

**PROPOSED MOTION**

**THE TOWN COUNCIL, PURSUANT TO CHAPTER X, SEC. 3 AND CHAPTER XI, SEC. 4 OF THE VERNON TOWN CHARTER APPROVE THE MAYOR'S APPOINTMENT OF MR. PETER GRACZYKOWSKI, AS THE ASSISTANT TOWN ADMINISTRATOR FOR THE TOWN OF VERNON.**

**K.) ADOPTION OF MINUTES**

**THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR MEETING OF APRIL 21, 2009 AND THAT MINUTES OF SAID MEETING BE APPROVED.**

Council Member Motola, seconded by Council Member Thomas made a motion to adopt the minutes of the April 21, 2009 regular Town Council meeting. Motion carried unanimously.

**THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE SPECIAL MEETING OF APRIL 28, 2009 AND THAT MINUTES OF SAID MEETING BE APPROVED.**

Council Member Motola, seconded by Council Member O'Shea made a motion to adopt the minutes of the April 28, 2009 special Town Council meeting. Motion withdrawn.

**THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR MEETING OF MAY 5, 2009 AND THAT MINUTES OF SAID MEETING BE APPROVED.**

Council Member Motola, seconded by Council Member O'Shea made a motion to adopt the minutes of the May 5, 2009 regular Town Council meeting. Motion carried, Council Members Thomas and Schaefer abstained.

**THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE SPECIAL MEETING ON MAY 12, 2009 AND THAT MINUTES OF SAID MEETING BE APPROVED.**

Council Member Motola, seconded by Council Member O'Shea made a motion to adopt the minutes of the May 12, 2009 special Town Council meeting. Motion carried, Council Members Thomas, Champagne, Winkler and Schaefer abstained.

**L.) EXECUTIVE SESSION**

Council Member Motola, seconded by Council Member Schaefer made the following motion to go into executive session:

**MOTION**

**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 THE PURCHASE OF REAL ESTATE LAND AND STRUCTURES WITHIN THE TOWN OF VERNON, LOCATED ON WARD STREET AND A POSSIBLE 8-24 REFERRAL TO PLANNING AND ZONING AND INVITES HAROLD CUMMINGS, TOWN ATTORNEY AND JOHN D. WARD, TOWN ADMINISTRATOR TO ATTEND.**

Motion carried unanimously.

Council Member Motola, seconded by Council Member Winkler made the following motion:

**MOTION**

**THE TOWN COUNCIL HEREBY REFERS THE POSSIBLE PURCHASE BY THE TOWN OF VERNON, ONE OR MORE PARCELS OF LAND ON WARD STREET TO THE PLANNING AND ZONING COMMISSION FOR ITS CONSIDERATION AND RECOMMENDATION TO THE TOWN COUNCIL PURSUANT TO CONNECTICUT GENERAL STATUTES SECTION 8-24 AND AUTHORIZES THE TOWN ADMINISTRATOR TO ENTER INTO NEGOTIATION FOR PURCHASE OF ONE OR MORE PARCELS SUBJECT TO TOWN COUNCIL APPROVAL OF ANY CONTRACT.**

Motion carried unanimously.

**M.) INFORMATIONAL ITEMS**

1. Monthly Report Town Clerk – March, 2009 submitted by Bernice K. Dixon, Vernon Town Clerk.
2. Monthly Report Town Clerk – April, 2009 submitted by Bernice K. Dixon, Vernon Town Clerk.
3. Monthly Report Police Department – April, 2009 submitted by Captain Stephen M. Clark, Vernon Police Department.
4. REMINDER TO RSVP: Invitation to the Dedication of the Restoration of the First Civil War Monument.
5. Invitation to the 25<sup>th</sup> Anniversary Celebration of Rose Commons, 540 Hartford Turnpike, Vernon, Connecticut.
6. REMINDER TO RSVP: Invitation to the Memorial Day Parade, May 25, 2009.
7. Bridge Status Report dated May 15, 2009 submitted by Terry McCarthy, Town Engineer.

**Adjourn (9:34 PM)**

Council Member Thomas, seconded by Council Member Motola made a motion to adjourn. Motion carried unanimously.

Received: May 22, 2009

Approved: June 2, 2009

Respectfully Submitted,  
Jill Kentfield  
Recording Secretary

James Krupienski, Asst.

Appendix A

**Agreement Regarding Designation of Fire Marshals**

The undersigned as chief executive officers of the Town of Vernon and the Town of South Windsor, hereby agree to provide mutual assistance with regards to the services and expertise of their respective Fire Marshals and/or Deputy Fire Marshals.

Towards that end, the Town of Vernon and the Town of South Windsor agree as follows:

1. That each town (hereby) *may* designate it's Fire Marshal and /or Deputy Fire Marshals to have the authority to act as a Deputy Fire Marshal in the other town and such designation shall be consistent with and conform to all of the provisions of CT General Statutes Section 29-297.
2. The parties to this agreement each acknowledge that the primary responsibility and duty of each Fire Marshal and Deputy Fire Marshal is to serve the Town of his or her employment. There is no obligation to provide service to the Town which is not the primary employer, except to the extent his or her primary duties allow.
3. In the event the services of one town's Fire Marshal or Deputy Fire Marshal are requested outside that individual's normal work day, such services and any other services contemplated by this arrangement shall not create an employer – employee relationship between the requesting town and that individual.
4. The Town of Vernon and the Town of South Windsor shall indemnify each other and hold each other harmless from and against any and all claims arising out of any of the services performed by the personnel of one town on behalf of the other.
5. This mutual assistance *agreement* shall be activated upon the request for assistance from the Fire Marshal of the receiving town. In the absence of that Fire Marshal the assistance may be activated by a Deputy Fire Marshal, the Fire Chief, or the fire officer of the receiving town serving as Incident Commander at an incident.
6. Any appointment made pursuant to this arrangement shall terminate as to any appointed individual upon the termination of that individual's employment or the failure of that individual to maintain his or her certification as a Fire Marshal. Either town may terminate this arrangement by giving written notice, with the termination being effective thirty (30) days from the date of the notice. Furthermore, this agreement shall be reviewed by each municipality no later than 5 years from the date of implementation and periodically thereafter.

Appendix B

**Budget Amendment Request**

**CONSENT**

#3

Total Amount Requested: \$6,060.00 Fiscal Year 2008 - 2009

To: Finance Officer From (Department): Parks & Recreation / Capital Improvements 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
<b>FROM:</b>				
Fund Balance		100	31200	6,060.00
<b>"FROM" Subtotal:</b>				<b>\$ 6,060.00</b>

Department	Account Description	Org Code	Object	Amount
<b>TO:</b>				
1. Capital Improvements	Park improvements	10780290	57160	6,060.00
2.				
3.				
4.				
<b>"TO" Subtotal:</b>				<b>\$ 6,060.00</b>

No.	COMMENTS CONCERNING BUDGET AMENDMENT REQUEST
1	On April 15, 2009, TLB Architects inspected the Horowitz Pool, to review the condition of the walls. An unusually harsh winter has caused further damage to the integrity of the walls, requiring the removal of large pieces of concrete. The repairs are as follows: 1. Sand blast the pool and effected areas. 2. Repair the walls with a special type of concrete. 3. Paint the pool. Previously, \$30,000.00 was approved for this project. The low bid amounted to \$36,060.00, necessitating this request for additional funding. As with the initial \$30,000.00, this request is submitted as an additional appropriation due to the time constraint. We will continue to review accounts and external funding (e.g. re-designation of capital and non-recurring amounts), to offset this additional appropriation.

	1	2	3	4
Balance in account for which funds are requested:	30,000.00	-		
Original appropriation in account:	-	-		
Plus or minus prior amendments:	30,000.00	-		
Amount of appropriation to date:	30,000.00	-	-	-

James M. Luddecke  
Department Head

\_\_\_\_\_  
Signature

May 14, 2009  
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: \_\_\_\_\_

Appendix B (cont)

5/15/2009

TOWN OF VERNON

ADDITIONAL APPROPRIATIONS FROM GENERAL FUND BALANCE  
FISCAL YEAR 2008 - 2009

Date	Description	#	Pass Through	Additional Appropriation	Total
09/02/08	Collector of Revenue - Rebate for recall on fax machine	2	\$ 100.00	-	\$ 100.00
12/02/08	Data Processing - Building Inspection GEOTMS software	6	-	25,000.00	25,000.00
	Note: Total cost is \$35,000.00 / Contingency provides \$10,000.00				-
02/17/09	Public Works - 11 chemical control units with GPS	8	-	69,080.00	69,080.00
	General Election - Advertising / Telephones	9	6,250.00		6,250.00
	General Election - Election worker wages	9	-	6,034.00	6,034.00
	General Election - Advertising / Supplies / Food [Encb. Liquid.]	10	1,417.00	-	1,417.00
	Collector of Revenue - Printing of tax bills [Encb. Liquid.]	11	647.56	-	647.56
					-
03/17/09	Fire Department - Rescue truck transmission repair	18	-	8,000.00	8,000.00
	Fire Department - "Jaws of Life" and related equipment	18	-	45,000.00	45,000.00
04/21/09	Elections - Office supplies (to be funded by encumb. liquidation)	19	180.00	-	180.00
	Law - Town Attorney; special counsel; and labor relations	20	-	68,000.00	68,000.00
	Parks - Horowitz pool repairs due to harsh winter	21	-	30,000.00	30,000.00
	Capital Improvements - Hybrid grants	22	11,400.00	-	11,400.00
	Arts Commission - Encumbrance liquidation change - performers	23	800.00	-	800.00
					-
05/05/09	Elections - Voting machines (to be funded by encumb. liquidation)	30	372.58	-	372.58
	Youth Services - School Readiness Manager	31	11,188.00	-	11,188.00
					-
05/19/09	Parks - Horowitz pool repairs due to harsh winter	32	-	6,060.00	6,060.00
<b>Totals to Date:</b>			<b>\$ 32,355.14</b>	<b>\$ 257,174.00</b>	<b>\$ 289,529.14</b>
<i>Original Budget:</i>					<i>75,451,602.00</i>
<i>Revised Budget:</i>					<i>\$ 75,741,131.14</i>