

# Town of Vernon, Connecticut



Valley Falls Barn - photo by Leslie S. Campolongo

## 2013-2014 Annual Town Report

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# Mayor's Message

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Town of Vernon  
14 Park Place  
Vernon, Connecticut

Dear Fellow Residents:

It is my privilege and pleasure to present to you this Annual Town Report for the Fiscal Year 2013-2014. This report is an opportunity to summarize the many accomplishments of the past year and bring you updates of ongoing initiatives. We are doing our best to live up to our new slogan "*Vernon on the Move.*"

In consideration of the world around us, we are acutely aware of the necessity to maintain and continually update our Emergency Plan and Response initiatives. We must be prepared to respond to our citizen's needs should an emergency arise. Michael Purcaro, Vernon's Emergency Management Director, along with Administration and all our emergency service departments are trained and ready to respond at a moment's notice. Frequently, emergency services posts preparedness suggestions in the media and on our website. Please visit the town's website often to keep informed at [vernon-ct.gov](http://vernon-ct.gov).



As you have no doubt noticed, our infrastructure is undergoing considerable updates and upgrades. The West Main Street Bridge is under construction and South Street will undergo major reconstruction in the spring of 2015. We apologize for the inconvenience to area businesses and residents, but, this work needs to be done. Additionally, many of our roads are receiving much needed attention from the Town Department of Public Works, private contractors and the State Department of Transportation. It is extremely important that this work be done to keep our roads, sidewalks and bridges safe and in good repair. In January of this year, the proposed bond referendum passed and \$27,637,000.00 was dedicated to supporting this initiative.

In 2014, staying connected with technology is very important. It is my pleasure to tell you that our main fiber optic loop is complete. This fiber optic project will connect most town and school buildings. Going forward it is planned that more buildings will be added to the loop. This circular connectivity will ensure that our systems will stay operational at all times.

Less visible, but just as important are our many programs for children, both in and out of the classroom. Our Youth Service Bureau has undertaken and partnered with many community organizations to provide prevention programs, school readiness initiatives, enhanced opportunities for reading and preparing for school. Summer time programming for nutrition, independent reading opportunities as well as summer youth employment options are just a few examples of what our YSB does to enhance the lives of our youth.

Looking around our community so many great things are happening: Ken Kaplan is renovating and rehabilitating the old Hockanum Mill Complex on West Main Street; Dollar General has opened a new store on Route 83; Cardio Express is expanding the gym facilities at their new location in addition to bringing in small businesses to help fill the remaining store fronts; a new Disc Golf Course is almost finished at VCMS just above Volunteer Field; the Hartmann Family recently donated \$100,000 to build a pavilion at Henry Park – work is complete and the pavilion is open for use. We are very fortunate as a community to have the Strong Farm and Vernon Community Arts Center providing educational and cultural events on a regular basis. Take a moment and check out their calendar of events.

Here at Town Hall and in all departments we are always actively pursuing alternative funding options for projects like Brownfield's Assessments, Security, Alternative Energy Options and of course Economic Development. We recognize that budgets can't support all our needs. One such grant is for \$200,000 to inventory, assess and the remediation of multiple mill properties. We must continue to work on alternatives to the taxpayer's pocketbooks. In the pages to follow you will see that many departments are hard at work on projects such as bridge replacements and road reconstruction that is primarily funded by grant dollars. We are very proud of the work being done in our departments.

Our 2014-2015 budget passed at the Annual Town Meeting and no referendum was necessary. We appreciate your support and confidence in our work and promise to continue to watch every penny as we move Vernon forward.

### **2013-2014 INITIATIVES:**

Officer Friendly has returned to the Vernon School Elementary Curriculum. This program has been a very successful program in the past and we are looking forward to that solid connection with students and staff again. Officer Friendly, for those who are not familiar, is a model program to acquaint children and young adults with law enforcement officials as a part of the community relations campaign. Partnering with the Police Department the Board of Education connects officers through the classroom curriculum with officers officially trained in this very successful program.

Working with our very capable, Human Resource Department all policies regarding bullying, workplace violence, harassment and security as well as other issues have been updated and adopted by the Town Council. It is important that these policies be reviewed and updated often to keep pace with the outside world. In addition, we are reviewing and updating job descriptions as needed and as vacancies occur.

Money saving initiatives that have been undertaken include a joint bid for copiers. The Board of Education and the Town of Vernon have joined together to bring all our copy, scanner and printer devices up to a uniform standard. We are looking at alternative ways to provide these services, with an eye toward consolidating and keeping our costs down. In addition, we keep a watchful eye on all contractual obligations and take advantage of savings whenever they are available.

Included in the pages that follow are reports from all our departments and their activities for the past fiscal year. These department reports provide a first-hand view of the projects, programs and services provided by each individual department, as well as detailed financial information about the budget for 2013-2014.

In Vernon, we are truly fortunate to have very talented and hardworking employees who work diligently on the public behalf to provide outstanding service and professional guidance. I personally would like to thank the Town of Vernon employees for their hard work and dedication to the ultimate goal of keeping “*Vernon on the Move.*”

Finally, I would like to thank all the citizens who volunteer their time on our Boards and Commissions. We are always looking for new faces and fresh ideas. If you are interested in volunteering your time to better your community, please feel free to call my office 860-870-3600. The staff in Administration will be happy to share all the opportunities available. Board and Commission information along with many other topics of interest are also available on our website [www.vernon-ct.gov](http://www.vernon-ct.gov).

Sincerely,

Daniel A. Champagne  
Mayor  
Town of Vernon



# Vernon Town Council 2013-2015



**Front Row Left to Right:**

Pauline Schaefer, Ann Letendre, Adam Weissberger,  
Mayor Daniel A. Champagne, Julie Clay, Steven Peterson,  
William Campbell.

**Back Row Left to Right:** Kimberly Appleyard, Virginia  
Gingras, Brian Motola, Michael Winkler, Steve Wakefield, John  
Kopec.

## Town Administrator

John D. Ward



# Administrative Services

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# Executive & Administrative Office

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## Department Head:

John D. Ward, Town Administrator

Dawn Maselek, Asst. Town Administrator

## Location of Department:

Town Hall – 14 Park Place – 3rd Floor

## Responsibilities and Duties:

The Town Administrator and his staff are directly responsible for duties as assigned by the Mayor, including the execution of administrative policies adopted by the Mayor and Town Council; the supervision and coordination of operations in town government; performing administrative planning functions; recommendations of procedural operations that contribute to greater efficiency and economy, and assisting in the preparation of the annual budget. The Town Administrator also recommends personnel action to the Mayor including the administration of annual performance evaluations, discipline, suspension, or removal of employees as warranted.

The Executive and Administrative Office staff supports elected and appointed officials in the performance of their functions as directed by the Mayor; assists new and current employees with human resource related issues, coordinates bidding and contracts for the purchase of materials, goods and services by the Town, organizes the welcoming of new and expanding businesses to Vernon and replies to constituent requests for information.

**Highlights:** During Fiscal Year 2013-2014 Administration participated in the following activities:

**Budget:** Town departments began preparing for FY 2014-2015 budgets in December of 2013. Council budget hearings took place in March 2014 with a vote to approve the **\$85,180,342** budget, taking place at the April 22, 2014 annual meeting.

**Buildings and Grounds:** With the assistance of the Public Works Department, the second floor Finance department has been remodeled to include workspace cubicles and a conference room.

**Infrastructure:** In January 2014, the citizen's approved a **\$ 27,637,000** road bond which will address needed updates and paving issues on 219 roads in town over the next years. A list of all roads and planned repaving can be found at [www.vernon-ct.gov](http://www.vernon-ct.gov).

**Town Council:** Although not owned by the town, it became necessary in August, 2013, for the town to seek an injunction from the Court in order to gain access the Amerbelle site in the interest of public safety. In October, the court ruled in favor of the town, permitting the town to secure all first and second floor entry points to the site. The Council authorized the hiring of an UCONN graduate student to create a Zoning Enforcement Manual. This manual will be used



to bring clarification to state and local regulations and streamline processes. The Intern is expected to be employed throughout the 2014-2015 fiscal year.

### **Collective Bargaining:**

**Contracts:** Administration coordinated the publication of eighteen (18) Request for Proposals (RFP's) and Contracts.

**Projects & Grants:** Brownfields redevelopment has been a top priority under both Mayors Champagne and Apel. In the last year, Administration has pursued both Federal and State funding to remedy environmental concerns in several downtown brownfields sites and attract new business to these vacant structures. In April 2014, the town was awarded \$200,000 from the Connecticut Department of Economic and Community Development Office of Brownfield Redevelopment for the revitalization of several mill structures including 200 West Main Street and Amerbelle.

**Community Involvement:** Administration has the privilege of participating in several community-wide events that take place throughout the year. These events include the **Memorial Day Parade** (May 27). This year's **Annual Economic Development** breakfast gave brokers, businesses, developers and site selectors an opportunity to network, promote their property or project, and delivers updates on what Vernon has to offer. Lastly, the town hosted the Winter Display on Central Park green as part of its Winterfest celebrations. The town also hosted its annual **Economic Development Event** on October 9, 2013.

**Public Safety:** The Emergency Management Department held a drill on August 15, 2013 involving our Fire, Police, EMS and volunteers. The drill exercise was good preparation for a catastrophic emergency, should it ever arise, or should Vernon need to assist neighboring towns. The Town also assisted with the revisions to the Capital Region Council of Governments Natural Hazard Mitigation Plan Meeting

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# Assessor

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### **Department Head:**

David Wheeler, CCMA II, CRA, Town Assessor

Christine Clarke, Deputy Assessor

### **Location of Department:**

Town Hall Annex – 8 Park Place, 1st Floor

### **Responsibilities and Duties:**

The town Assessor has the responsibility of preparing an annual grand list consisting of Real Estate, Personal Property, Motor Vehicles, Tax Exempt properties and applying various exemptions in accordance with Connecticut General Statutes and Local Ordinances. Assessor records are updated annually as changes occur to real estate as a result of building permit inspections, new construction and/or discovery. Tax maps are updated to reflect lot splits or combining of parcels.

All Connecticut towns are mandated to perform revaluations every five year to reflect market conditions and redistribute equitable value between property classes. The next scheduled revaluation is October 1, 2016.

Personal property refers to any property used or associated with a business operating in Vernon. Motor vehicles are also a-part of the annual grand list and are taxed based on value derived from NADA pricing manuals.

The Assessor's responsibility also includes administering various exemptions and tax credits for such programs as Elderly, Veterans and Disabled property owners. All programs are designed to provide tax relief through assessment reductions or tax credits to those most in need or on fixed incomes. The function of the Assessor and staff are governed by Connecticut General Statutes and appraisal practices with the daily operations reported to administration. Monthly reports are mandated by the Office of Policy and Management (OPM) for the State of Connecticut. Statistical data from those reports are the basis for various state grant and revenue reimbursements and pilot programs.

In many ways, the Assessor's office serves as a central database of information for real estate, motor vehicles, personal property and various exemptions both taxable and exempt. Property record cards are available for all properties along with GIS tax maps and property sales data.

<b>NET ASSESSMENT</b>	
<b>2012 NET GRAND LIST</b>	1,734,380,865
<b>2013 NET GRAND LIST</b>	1,762,050,886
<b>NET ASSMT INCREASE</b>	27,670,021
<b>GRAND LIST % CHANGE</b>	1.60%

REAL ESTATE						
	GRAND 2012	LIST	GRAND 2013	LIST	DIFFERENCE NET	% Change
GROSS ASSESSMENTS	1,500,008,220		1,509,734,057		9,725,837.00	
NET ASSESSMENTS	1,492,663,600		1,503,406,927		10,743,327	0.007%

PERSONAL PROPERTY						
	GRAND 2012	LIST	GRAND 2013	LIST	DIFFERENCE NET	% Change
GROSS ASSESSMENTS	75,331,270		85,341,201		10,009,931	
NET ASSESSMENTS	66,792,040		75,942,989		9,150,949	12.64%

MOTOR VEHICLE						
	GRAND 2012	LIST	GRAND 2013	LIST	DIFFERENCE NET	% Change
GROSS ASSESSMENTS	176,321,605		184,647,071		8,325,466	4.72%
NET ASSESSMENTS	174,454,325		182,700,970		8,246,645	3.63%
# OF VEHICLES	25,776		26,075			299

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# Collector of Revenue

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## Department Head:

Terry Hjarne, C.C.M.C. Collector of Revenue

## Location of Department:

Town Hall Annex - 8 Park Place, 1st Floor

## Responsibilities and Duties:

Property taxes are the major source of funds for the Town, accounting for roughly two thirds of the Town's revenue. The Collector organizes and coordinates the collection activities of the Town. State Statutes, Town Charter, and Town Ordinances dictate the procedures to be followed for the billing and collection of Town taxes.

Each year the Collector receives authorization from the Town Council to have tax bills prepared from the Town's Grand List of owners of real estate, personal property, and motor vehicles. Legal notices are posted, as required by law, to advise taxpayers of the due dates and final dates of payment before penalty charges apply.

The Collector has the responsibility for maintaining accurate records of all transactions, accounting for all monies collected, and submitting all revenue to the Town Treasurer. Reports are submitted on a regular basis to both the State of Connecticut Office of Policy and Management as well as to the Town Clerk's Office as dictated by state statute.

Duties of the Revenue Collection Department are many and varied. In addition to accepting tax payments and issuing receipts, the department issues permits and punch cards for the Transfer Station, takes payments for parking tickets and infractions, and accepts sewer user payments for the Vernon WPCA. Collection of sewer assessments and user fees for the Bolton Lakes Regional Water Pollution Control Authority and monthly reporting to the Authority are a responsibility of the Revenue office as well. The Revenue Collection Department is responsible for Collection and reporting of payments for C-PACE clean energy funds administered by the State of Connecticut.

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# Data Processing

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## **Department Head:**

Robert Sigan

## **Location of Department:**

Town Hall Annex – 5 Park Street, 2nd Floor

## **Overview:**

The Data Processing Department, otherwise known as the Information Technology Department is responsible for all town-wide telecommunications, infrastructure, and data center operations. This includes hardware/ software support for town departments, including the Board of Education, around the clock emergency support, security, disaster recovery and application support. Additionally, all town-wide departments, Town Council, Public Safety (Police, Fire, EMS & Emergency Management), Water Pollution Control & Sewer Plant operations, BOE, and all school operations are supported by the department.

## **Technology:**

The IT department has strategically worked to streamline processes, upgrade our infrastructure and leverage the economies of scale. We improved our wireless presence in Town, enhanced network security and increased our backup storage capacity and scalability three fold.

The next phase of the town's 10 gigabit fiber network was initiated during the 2013-2014 fiscal year. It is anticipated that by the end of the 3rd quarter 2014 Public Works, Water Pollution Control, Skinner Rd. School, Northeast School and Lake St. School will be connected. Once completed, the 10 gigabit ring will be in place and all schools will be connected via the fiber network.

Along with the fiber ring we have been re-engineering our network. We are in the process of replacing switches and using new and existing software tools to create an infrastructure that is easier to manage, as well as proactively monitored to ensure the best user experience.

In order to simplify support services the IT Department implemented a unified help desk system for the town and public school district. Consolidating all help desk requests into one system has streamlined workflow and subsequently reduced turnaround time.

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# Finance & Accounting

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## **Department Head:**

James Luddecke, Finance Officer, Treasurer

## **Location of Department:**

14 Park Place – 2<sup>nd</sup> Floor

## **Responsibilities and Duties:**

The mission of the Finance Department is to institute and promote comprehensive financial management designed for the coordination, control, analysis and planning dedicated to the provision of community services. Inherent in this resolve is the theory that “good” government can be defined by accountability, equity, and efficiency in the management of financial resources for the public benefit. To further this resolve is the adherence to legal, moral, and professional standards of conduct in the fulfillment of our responsibilities.

The financial statements are presented in two types of disclosure. The first, Government-Wide Financial Statements, capture the activities of the Town as a whole entity, utilizing an accrual accounting system, similar to those used in private sector companies. The second type, Fund Financial Statements, unlike the whole entity approach, utilizes a modified basis of accounting for governmental activities through separate fund and account group entities, each with its own balance sheet. Thus, from an accounting and financial management viewpoint, a governmental unit under this type of disclosure is a combination of several distinctly different fiscal and accounting entities, functioning independently of the other funds and account groups. The financial exhibits and schedules presenting both types of disclosure will be found on the final pages of this report.

The Finance Department of the Town is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the Town are protected from loss, theft, or misuse, and to ensure that adequate accounting data are compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles. The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that:

- the cost of control should not exceed the benefits likely to be derived and;
- the valuation of costs and benefits requires estimates and judgments by management.

All internal control structure evaluations occur within the above framework. We believe that the Town’s internal control structure adequately safeguards assets and provides reasonable assurance for the proper recording of financial transactions and for compliance with all applicable laws and regulations.



In addition, the Finance Department is responsible for the following: To provide supporting documents and to assist in the preparation of the annual budget and; to establish budgetary controls to ensure compliance with the legal provisions embodied in the annual appropriated budget for the General Fund and other adopted budgets. Project-length financial plans are maintained for the Special Revenue Funds and Capital Project Funds.

Also, the Finance Department prepares the Comprehensive Annual Financial Report; coordinates the cash flow and investment of all Town funds; prepares the official statement for bond and note issues; manages debt service activity and structure; and manages and allocates resources for the capital improvement program; administers the pension fund, insurance and benefit programs, and purchasing programs; directs financial improvements to departments as necessary and; oversees activities in Tax Collection and Assessments.

### **Independent Audit**

The Town Charter requires an annual audit of the books of account, financial records, and transactions of all administrative departments of the Town by independent certified public accountants selected by the Town Council. This requirement has been complied with and the auditors' report has been included in the report.

### **Awards**

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Town of Vernon for its Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2013. The Certificate of Achievement is a prestigious national award recognizing conformance with the highest standards for preparation of state and local government reports. In order to be awarded a Certificate of Achievement, the Town of Vernon published an easily readable and efficiently organized CAFR, whose contents conform to program standards. The CAFR must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. Vernon has received a Certificate of Achievement for the last twenty-three consecutive years. We believe that our current report continues to meet the Certificate of Achievement Program's requirements and we have submitted it to the GFOA to determine its eligibility for another certificate.

**General Fund Revenues and Other Financing Sources**

Revenue Sources	June 30, 2014		June 30, 2013		Increase (Decrease) from 2013	
	Amount	% of Total	Amount	% of Total	Amount	%
Property taxes	\$ 62,683,962	73.95%	\$ 58,939,088	71.99%	\$ 3,744,874	6.35%
Intergovernmental	19,327,891	22.80%	20,104,837	24.55%	(776,946)	-3.86%
Charges for services	1,498,391	1.77%	1,276,169	1.56%	222,222	17.41%
Interest on investments	136	0.00%	1,054	0.00%	(918)	-87.10%
Licenses and permits	531,337	0.63%	547,833	0.67%	(16,496)	-3.01%
Fines and penalties	21,903	0.03%	18,615	0.02%	3,288	
Other revenues	480,030	0.57%	416,345	0.51%	63,685	15.30%
Total Revenues	84,543,650	99.74%	81,303,941	99.30%	3,239,709	3.98%
Other Financing Sources:					-	
Transfers in	222,961	0.26%	528,085	0.64%	(305,124)	-57.78%
Proceeds from sale of property	-	0.00%	44,830	0.05%	(44,830)	-100.00%
Total Revenues and Other Financing Sources	\$ 84,766,611	100.00%	\$ 81,876,856	100.00%	\$ 2,889,755	3.53%

**General Fund Expenditures and Other Financing Uses**

Function	June 30, 2014		June 30, 2013		Increase (Decrease) from 2013	
	Amount	% of Total	Amount	% of Total	Amount	%
General government	\$ 3,428,718	4.11%	\$ 3,230,952	3.96%	\$ 197,766	6.12%
Community development	221,149	0.26%	241,139	0.30%	(19,990)	-8.29%
Public Safety	7,995,555	9.58%	8,169,618	10.01%	(174,063)	-2.13%
Maintenance and Development	5,431,695	6.51%	5,222,913	6.40%	208,782	4.00%
Human Services	936,012	1.12%	974,251	1.19%	(38,239)	-3.92%
Parks, recreation, and culture	1,329,070	1.59%	1,358,243	1.66%	(29,173)	-2.15%
Town wide	7,107,547	8.51%	7,054,780	8.65%	52,767	0.75%
Education	50,502,219	60.49%	49,194,487	60.30%	1,307,732	2.66%
Capital Outlay	130,174	0.16%	57,787	0.07%	72,387	125.27%
Debt Service	4,143,846	4.96%	4,365,302	5.35%	(221,456)	-5.07%
Total Expenditures	81,225,985	97.29%	79,869,472	97.89%	1,356,513	1.70%
Other Financing Uses:						
Transfers out	2,261,474	2.71%	1,717,721	2.11%	543,753	31.66%
Total Expenditures and Other Financing Uses	\$ 83,487,459	100.00%	\$ 81,587,193	100.00%	\$ 1,900,266	2.33%

## **Local Economy and Major Initiatives**

### Local Economy

The Town of Vernon is a residential community of 18.6 square miles located 14 miles east of Hartford on Interstate 84 in north central Connecticut. Interstate 84, traverses the Town, having four interchanges within the Town's borders, and connects with I-90, I-384, I-91 and I-291, which provide convenient highway access to all areas of Connecticut, Massachusetts and New York. Additional accessibility is provided by U.S. Route 44 and State Routes 30, 31, 74, and 83. National and international air service is provided by Bradley International Airport, which is only thirty minutes from Vernon. The well-situated access provided by Interstate 84 within the Greater Hartford area has contributed to Vernon's development as a residential suburban community and a regional commercial center for neighboring towns.

The economic base for Connecticut, as well as for Vernon, has had an overall change from that of manufacturing to retail commerce and professional services. Of the top fifteen firms in Vernon, 70.2% are employed in services, 22.6% are employed in retail sales and only 7.2% are employed in manufacturing and printing. Approximately 41.4% of this employment is with non-profit and public organizations. The largest Vernon employer is the Town of Vernon, which has 846 employees.

The second largest employer is Rockville General Hospital with 501 employees, followed by Visiting Nurse and Health Services with 462 employees, Stop and Shop with 316, New England Mechanical Services with 275, Price Chopper with 221, Vernon Manor with 175, Healthwise Medical Associates with 160, Rein's Delicatessen with 155 and Fox Hill Nursing and Rehabilitation with 149 employees.

In Vernon, the number of individuals employed by the top ten companies decreased by 76 or 2.28% during the past year. Increases in employment by the top ten employers include six at the Town of Vernon, 75 at New England Mechanical and 5 at Healthwise Medical Associates. Top ten employers reporting decreases include 22 at Rockville General Hospital, 43 at Visiting Nurse and Health Services, 7 at Stop and Shop, and 41 at Fox Hill Nursing and Rehabilitation. Employment at the next top 5 employers decreased by a net 10 employees, with additions of 22 at Kmart and 27 at Suburban Subaru, and the reduction of 59 at State offices.

Vernon's population for the year ended June 30, 2014, was 29,161 compared with 29,122 on June 30, 2013, an increase of 39 or .13%. This increase follows a decrease in population of 57 or .20% during the previous one-year period.

Approximately 82% of Vernon's labor force is employed outside the town. On a regional basis, our residents' income is derived from major insurance firms, defense industries, financial institutions and capital goods producers. The town's unemployment rate at June 30, 2014 was 6.6%, a .9% decrease from the June 30, 2013 rate of 7.5%. The unemployment rate continues to be influenced by the modest growth in the overall economy. Vernon's unemployment rate compares similarly to that of the State of Connecticut, 6.7%, and for the nation, 6.1%.

Vernon Unemployment		
June 30th,	Rate	Change
2014	6.6%	-0.9%
2013	7.5%	-0.5%
2012	8.0%	-0.4%
2011	8.4%	0.0%
2010	8.4%	1.1%
2009	7.3%	1.8%
2008	5.5%	1.2%
2007	4.3%	0.1%
2006	4.2%	-0.7%
2005	4.9%	

The Town of Vernon generally shares the same economic health as the State of Connecticut and the Hartford region, therefore experiencing the growth in service producing sectors of the economy, as the recovery from the 2008 recession is improving modestly. In terms of jobs, Connecticut has regained about three quarters of the 120,000 jobs lost in the recession, trailing the national trend which is now exceeding pre-recession levels. But job growth that lags behind the national trend is not a new phenomenon; it has been a consistent feature of Connecticut's economy, as has the attribute of wages long surpassing national averages. But the state's unemployment rate has not been this low since November, 2008. The projection for 2015 is continued growth at an estimated 25,100 jobs. Although the quality of recent job growth may be inferior to the past as there are indications of wage slippage. But continued investment in new technologies and medical care will remain imperative for job retention, as well as growth. The Connecticut economy has been strengthened by its Small Business Express Program, which provides loans and grants to small businesses, assisting 1,207 companies with more than \$171 million in loans and grants. The state's own fiscal outlook last year was stable as it produced a surplus of \$248.5 million, increasing the "Rainy Day" fund to \$519.2 million. But in contrast, recent forecasts for 2015 indicate a projected deficit of \$121 million and budget deficits of \$1.4 billion for fiscal year 2016; and \$1.5 billion for fiscal year 2017. The influence of oil price declines, investment income fluctuations, capital gains reductions, Medicaid cost, debt service and health care expenses all factor into the projections. The impact to the Town of Vernon, as well as other communities, most likely will be either level state aid or possible reductions.

The October 1, 2013 grand list, effective for fiscal year 2014-15, increased by 1.60% from the prior year, which included an increase in real property of .65%, an increase in personal property of 12.64% and an increase in motor vehicles of 4.72%. This follows a .23% decrease in the prior year grand list. That decrease included decreases of 9.39% in personal property and 2.17% in motor vehicles and an increase in real estate of .45%.

Property taxes have been supported by strong collection rates, averaging 98.34% over the past ten years.

The number of building permits increased from 1,903 to 1,938, and the value of those permits decreased from \$27,638,857 to \$22,896,635.

The 2014-2015 operating budget was approved by the Town Council and sent to the annual Town Meeting and adopted on April 22, 2014. The mil rate increased by .71 mils, or 2.00%, from 35.40 mils to 36.11 mils. We will continue to provide the voters with information to make knowledgeable decisions, as we have a responsibility to educate our residents on the programs and services presently provided, as well as those proposed.

The local economic base serves the region as a commercial, governmental, legal, and medical center. Local employment in manufacturing has been replaced by employment in these service areas. This shift is revealed in the additions to the tax base as planned development and new construction are related to retail commerce and professional services.

In November 2011, the Vernon Planning and Zoning Commission adopted an updated Plan of Conservation and Development, which became effective January 30, 2012. The updated plan focuses, in part, on revitalization of the Rockville section and on pursuing economic development opportunities at two primary interchanges on I-84, at exits 66 and 67.

The economic areas for new development are downtown Rockville, Vernon Circle, Lafayette Square, the I-84 corridor, and the Gerber Farm area.

#### Rockville Section:

The former Rockville mills section has made a transition from being primarily an industrial and commercial center to being a professional and governmental center. It is the site of local government, education, and State of Connecticut administrative offices and courthouses. The initial development of downtown Rockville occurred over one hundred years ago, creating its distinctive Victorian urban character and invaluable architecture. However, this also creates the need for reinvestment and modernization. The Planning and Zoning Commission has recently adopted a Village District Zone in the Rockville downtown area in an effort to ensure that future development is encouraged, but also be compatible with the historic attributes and character of this area. In addition to improvements to municipal and state buildings, the following recent advancements have been made. Recent approvals for the construction of a parking garage and renovation of the former Amerbelle Mill into usable office space is scheduled to begin in 2015. Besides the redevelopment of Amerbelle Mill, there are currently two other mill conversions underway, the long-awaited conversion of the former Roosevelt Mill into Loom City Lofts (68 residential units) and the redevelopment of the former Hockanum Mill into 150,000 square feet of industrial space.

The Town of Vernon has actively supported the redevelopment of the Village Street area adjacent to Rockville General Hospital in supporting the Vernon Nonprofit Housing Corporation's (VNHC) rehabilitation of eleven structures on the street, by providing Community Development Block Grant (CDBG) funds to assist first time home buyers. The houses controlled by VNHC have received environmental remediation and new roofs. The VNHC has renovated and sold 7 units on Village Street and has an additional 6 on vacant lots to be developed. To further this effort of reinforcing neighborhood rehabilitation activities, Village and Orchard Streets have recently been reconstructed. Also funded by the CDBG program, several housing units received rehabilitation loans during the fiscal year totaling \$177,079.

The Rockville Public Library at 52 Union Street received approval in April 2009 for a new addition to the existing facility. Construction commenced in June 2013 and was completed in



September 2014, adding 3,785 square feet of finished area. In support of this effort, the Town worked with the Library to transfer resources from the Alice Maxwell Trust fund; and waived the \$45,210 building construction permit. At One Ellington Avenue, a carriage house to an existing long-vacant mansion was converted to seven apartments for veterans. Conversion of the mansion into ten similar units began in the fall of 2012 and was dedicated in August, 2013. An additional four units were approved by the Town last fiscal year.

A long-time vacant building at 176 Union Street was sold and has undergone major renovations and, subsequently, was opened as a new restaurant in early 2012. Another vacant structure was converted into a convenience store / deli at 60 Prospect Street, which has cultivated a village feel to this neighborhood.

In October, 2008, the Vernon Planning and Zoning Commission (PZC) adopted zoning regulations for a comprehensive multi-family development zone. The PZC approved a preliminary plan in April 2010 within this zone for 35 units on a 16-acre site at 41 Pleasant Street. It is anticipated that as market conditions improve with a boost in capital lending, an application for final approval will be submitted to build these units.

In October, 2010, the PZC revised an adaptive re-use zoning regulation originally developed for conversion of obsolete mill buildings and made it applicable to any structure in Rockville built no later than 1910 and containing a minimum of 5,000 square feet. This amendment will allow old buildings that have outlived their original uses to be returned to economically viable uses. There are four Mill properties that are in the process of being redeveloped and may make use of this provision (Talcott Mill, Hockanum Mill, Amerbelle Mill and Roosevelt Mill). These projects are in various stages of redevelopment.

#### Vernon Circle Area, Routes 30 and 83: Hartford Turnpike / Talcottville Road:

The Vernon Circle area continues to make a positive adjustment to the regional shopping center development in the Buckland Hills section of Manchester, and Evergreen Park in South Windsor, just one highway exit west on I-84. The Tri-City Plaza has a successful retail mix of value-oriented stores.

The State of Connecticut completed the reconstruction and safety improvements along a section of Talcottville Road (Route 83). This project extends from the I-84 off ramp, northerly to Pitkin Street and provides for improved operations and safety, by the addition of a center landscaped median, lane additions and traffic signal additions and modifications. This project, 100% funded by the State, supports and enhances the commercial and retail developments in the area.

The K-Mart Plaza, located on Pitkin Road and Route 30, and the Goodyear Tire Plaza, 378 Kelly Road, although both endured transition phases of businesses closing and new businesses opening, remain stable and attractive developments in promising locations. Scooter Pros, 99 Restaurant, Stop and Shop and Economy Oil on Hartford Turnpike; and Dunkin Donuts, the Sunoco and Citgo service stations, Taco Bell, McDonald's, all on Talcottville Road, as well as Johnnie's Mobil on West Street, have all been renovated in recent years.

In the past year, several auto dealerships have been remodeled with additions. At 704 Talcottville Road, Olenders Automotive completed construction of an 8,900 square foot

addition in 2014. This project received approval for a three-year tax abatement phase-in. Other recent renovations were located at 777 Talcottville Road, Scranton Motors has added 6,250 square feet to the existing structures; at 21 Hartford Turnpike, Key Hyundai has merged two lots and completely rebuilt their 20,737 square foot structure; and at 14 Hartford Turnpike, Suburban Subaru completed a 13,144 square foot renovation along with a 1,720 square foot addition in the current year. Also completed was an addition to Ray Seraphin Ford at 100 Windsor Ave, adding 2,862 square feet of space for a Quick Lane service center.

A proposed 70-room hotel, (Home 2 Suites project), to be located at 355-361 Kelly Road across from Holiday Express, has been approved which would include upgraded service facilities. Home 2 Suites project received approval for a seven-year phase-in tax abatement. Holiday Express completed renovations in 2014 that included a ground floor indoor pool (that eliminated the first-floor rooms) and a new third floor resulting in a net increase of 4 rooms and 9,974 square feet of additional usable space. There is a clear pattern that as the vacancies in Vernon Circle become occupied, the available space on the periphery is being filled and is becoming more attractive for extended development.

An 84-residential unit complex at Talcott Mill, 47 Main Street, is under reconstruction. In addition, an enhancement project was just completed along Main Street and Elm Hill Road in the historic section of Talcottville. Improvements include the development of a walking trail with informational signage, period lighting, the construction of an information center Kiosk, selective plantings, and entrance signage to the area. The project was 100% funded by the two federal grants, with exception of approximately \$12,800 for engineering and inspections costs.

A 3-acre portion of 400 Talcottville Road was subdivided to create 404 Talcottville Road where an 18,750 square foot Tractor Supply Company store was constructed in October 2012. The store offers a welcome addition to Vernon's retail base and offers a range of products not found elsewhere in Vernon. Also, at 400 Talcottville Road 6,500 square feet of medical office space was added along with 1,320 square feet of professional office space. The site at 404 Talcottville Road was re-subdivided into two parcels, including a 9,000 square foot Dollar General store that opened in April 2014 at 426 Talcottville Road.

The new owners of the former Heartland Plaza at 425 Talcottville Road continue restoration improvements and have made a remarkable visual change to the property. This highly visible and longtime vacant and blighted commercial structure has undergone a vibrant and aesthetically pleasing overhaul. The upgraded site, currently including an upscale Cardio Express exercise facility, a Verizon Wireless Center and the Great Harvest Bread Company, has dramatically improved the marketability of the area. Other new tenants are anticipated.

A Cumberland Farms convenience store and gasoline station at 333 Talcottville Road was completed in September, 2013. The store contains 4,514 square feet of retail space within an attractively designed building. Also in the area, an 8,372 square foot Liquor Store was constructed at 482 Talcottville Road in 2011. Pervious pavement was utilized within the parking areas, consistent with Low Impact Design (LID) principles. Papa John's Pizza renovated 1,911 square feet at 40 Windsorville Road and opened in early 2014. Pizza Hut, located at 504 Talcottville Road closed in December 2014 adding 2,594 square feet of prime retail space to potential tenants. Vernon Manor Health Care Center located at 180 Regan Road added 1,114 square feet to its facility and renovated 8,000 square feet of its facility.

In the prior year, approval was granted by the Town for an 8,250 square foot multi-use retail store at 444 Hartford Turnpike. Dunkin Donuts opened at this location in October 2014.

The Santini Villas apartment complex, recently added 32 high-end residential units and a club house to their 1085 Hartford Turnpike development, and the construction of 66 units was recently completed at 1031 Hartford Turnpike. The developer also received approval and began construction on an additional 254-unit addition to their Grand Lofts location. In addition, numerous condominium units with nearby access to Routes 30 and 83 have previously been constructed.

Stop & Shop, after making substantial renovations at its Windsorville Road store location, constructed a fuel station at 793 Talcottville Road, which is adjacent to the supermarket. Also, The Garden Barn, located at 212 West Street, has recently expanded their operation, doubling the useable space.

#### Lafayette Square:

The Lafayette Square commercial area has been experiencing steady development. The 28,000 square foot complex at 10 Hyde Avenue, known as 30 Lafayette Square, was purchased and the new owners rejuvenated the property, both interior and exterior, inclusive of architectural improvements to the building façade. In June 2010, the owners received approval to add a building containing a 1,800 square foot restaurant for a Dunkin Donuts and a 2,800 square foot area of retail space within the plaza. The building was completed and opened early in 2011. Two proposals for assisted living elderly facilities of approximately 100 units each have been approved by the Planning and Zoning Commission (PZC), but no action has occurred. On-going construction at 65 Hyde Avenue continues for 76 luxury townhouse units at the new Bridlewood development. As part of this approval, the developer has offered to construct sidewalks from the new development along Route 30 to the Northeast School to safely accommodate school children. 56 Hyde Avenue was also converted last year from a dilapidated residential structure into a similar sized, yet completely modern, commercial building occupied by a dog grooming salon. At the shopping plaza on East Street, the Red Apple Supermarket gutted the interior and was completely renovated; and neighboring Nature's Grocer, a natural and organic food facility dedicated to a wheat and gluten-free environment, recently expanded its store within the plaza. The store attracts customers from adjacent towns. Moore's Automotive received approval for a 1,227 square foot addition to its commercial building, along with other site improvements. A sixteen lot residential subdivision was approved and ready for construction on Laurelwood Lane within close proximity of Bolton Lake.

#### I-84 Corridor:

The I-84 corridor offers potential for office park development around the Exit #66 interchange and retail development around the Exit #67 interchange. Home Depot had received approval to build on the site but has since abandoned their plans. The site may, however, be marketed with the approval plan in place. The Town is presently considering a Tax Increment Financing District that would bring water and sewer lines up to the sites.

On the north side of Exit 67, the Planning and Zoning Commission significantly reduced a setback requirement within the mixed-use zone that substantially expands the buildable area within the zone.

The industrial park off Exit 66 continues to undergo minor development. A bulk propane distribution facility was approved late in 2009, and its construction was completed in 2011. A small addition was approved in 2010 for a vacant building in the park, which was purchased for the relocation of a business from a neighboring town.

#### Gerber Farm:

With co-investments from the Town of Vernon, a bridge and access road for the new Hockanum Boulevard was constructed several years ago. The bridge and road provides access to the approximately 275-acre Gerber Farm area for development. The developer constructed a 424-luxury rental unit complex, the Mansions at Hockanum Crossing, and three industrial buildings amounting to 64,000 square feet. Subsequently, the construction of Mansion 2 occurred, a 280 luxury apartment complex. Nine additional apartment buildings were constructed at Mansions II, 95 Hockanum Boulevard during the past year. The project's total net assessment, considering its real estate and personal property is approximately \$61,725,320, ranking as the largest taxable property in the Town of Vernon.

#### Mill Properties (Amerbelle, Hockanum, Roosevelt and Talcottville Mills):

Industrial development continually proves to be the most difficult economic challenge for municipalities in Connecticut as manufacturers leave the state and available employment declines. The decline of industry in Vernon relates to the lack of industrial land and the obsolescence of existing facilities, as well as to the general diminishing of manufacturing employment. With only 7.57% of the town zoned for commercial and industrial use, the town continues to pursue the possibility of merging parcels of land for industrial development while facing the additional task of addressing the redevelopment of older mill properties.

The Town received a \$9,000 state technical assistance grant to provide architectural adaptive reuse drawings for Talcottville Mill on 47 Main Street. The drawings were to be used to apply for federal and state tax credits and to establish potential construction costs for reuse of the mill. Owners of the former Mill have received approval for Federal and State historic property tax incentives and grants to allow them to convert the now vacant deteriorating site into an 84-unit residential complex. The project received local approvals in September 2012 and the estimated construction start date of this project is in the summer of 2015. Owners of a planned project planned for 68 residential units at 215 East Main Street, the remediated former Roosevelt Mill site, have also received historic property tax credits and commenced construction in December 2014. Two businesses currently occupy a portion of the Hockanum Mill at 200 West Main Street. The owner plans on renovating and developing a warehouse in support of a computer retail store, along with maintaining leases for other businesses. Amerbelle Mill located at Brooklyn and East Main Streets, ceased operations and closed in August 2012. The Town Council has authorized \$150,000 to secure and winterize the complex due to public safety concerns. The Town has recently taken ownership of this mill site and is working with the State of Connecticut and a private developer to revitalize the site into a financial service company headquarters. The Town has secured a \$2 million state Brownfield grant in 2014 to assist in this conversion by removing hazardous conditions and correcting structural building defects. In addition, a \$200 thousand state Brownfield grant was awarded

for environmental assessment of mill and industrial properties in town. This assessment project began in August 2014. Across the street from the Amerbelle campus, and bordering the Paper Mill pond, is 19 Grove Street, a strip site of former retail establishments and a lumber mill. The buildings are in disrepair and the Town has been notified by the EPA of their intent to clear and remediate the property, leaving an attractive parcel to add aesthetic value to the area.

#### National Economy:

We are still enduring the structural harm from the recession's aftermath, and from the chronic hesitation of consistent federal policies for economic recovery. However, these are not enough to overcome the economy's current inherent strengths. There will continue to be budget showdowns, and conflict over extending the debt ceiling, which expires March 15, 2015, but the ability for lawmakers to overcome intrinsic differences quickly, and resolve spending and debt limitation concerns, will create a favorable backdrop for hiring and capital investment.

The continued outlook for the national economy remains positive on most fronts. The Gross Domestic Product has now grown for five and a half years since the recession ended in 2009, and sustained growth near 3.0% for next year is reasonable. The U.S. trade deficit recently fell to a one-year low in light of the strengthening dollar. The unemployment rate, as of December 31, 2014, dropped to 5.6%, the lowest since June, 2008. A declining participation rate and recent wage slippage, factor into the ability to clearly assess underlying labor conditions, but the continuation of improved job growth is influenced by several factors, in particular, gains in consumer spending. This in turn can lead to stronger income growth, bolstering household balance sheets, which has been aided by lower oil prices. The housing market is modest, but low mortgage rates and reducing the cost of FHA insurance for first-time homebuyers, broadens the expectations for demand in the near term. The Federal Reserve, mindful of the labor data and GDP periods of stabilization, and other indicators, plans on increasing the interest rate in 2015, with some forecasts projecting 0.50 to 0.75 by the third quarter. The quality of wages, global economic weakening, and uncertainty of how long the lowered oil prices will be sustained, are factors in deferring interest rate increases until the second half of 2015.

For over three decades, the erosion of federal domestic spending has placed a serious burden on the budgets of state and municipal governments, and the spending pressures of natural disasters and global terrorist security, continues to exacerbate the situation. Investments in infrastructure, clean water management and education, will have a positive effect locally; and the approval of a new stimulus package and jobs programs, will factor into an eventual long-term approach to economic recovery and stability. For the Town of Vernon, successful and continued pursuit of the economic development cited in this section enables the town to take advantage of any gradual business expansion and demand for developmental sites, and to time the financing of infrastructure improvements, with the intent of meeting the future with a stable and strengthened tax base.

### **Major Initiatives**

#### General Government:

Renovations at the Town Hall Memorial Building continue, following the completion of extensive renovations to the third floor, which cost of \$1,864,873. These improvements



included an expanded Town Council Chambers and administrative offices. Funding was primarily supported by three state grants. Last fiscal year, \$75,000 was authorized by the Town Council for an improved Town Council Chambers audio/visual system. This project commenced in late 2014.

Renovations to the second floor mezzanine and former Town Council Chambers to serve the Finance Department commenced during the fiscal year and were completed in 2014. For a variety of reasons, inclusive of the movement of other departments in and out of Town Hall, this project had been deferred for twelve years. Funding for the project was provided by \$90,000 available from a designation in the Town Capital Non-Recurring Fund, along with an operating budget allocation of \$24,605. The renovations were capitalized at a cost of \$54,892.

Building renovations at 55 West Main Street that now house the Planning, Engineering and Economic Development Coordinator offices were completed recently at a cost of \$58,592. With the movement to 55 West Main Street, along with the Registrar of Voters to Center 375, from the first floor of Town Hall, a newly constructed, and much needed conference room was completed with the vacated space for the Probate Court; and in addition, the Social Services Department moved from a rented facility to the first floor.

Also on the first floor, there is an allocation of \$16,111 for current modifications to the Town Clerk's office and an additional \$190,000 is available to increase storage space in the Town Clerk's office by expanding the current vault.

Town Hall electrical and generator upgrade appropriations of \$40,000 and \$25,000, respectively, were approved in the current year but upgrades have yet to take place. Americans with Disabilities Act (ADA) improvements to town facilities and parks continued, and will proceed with available funds of \$92,186. These funds are all available in the Town Capital Non-Recurring Fund.

Other recent renovations include the expenditure of \$16,165 of State LOCIP grant funds for the replacing the Town Hall Annex building roof. The Town Data Center, located on the second floor of the Annex, operates as an internal service fund, and consolidates the general government and education IT functions. The Data Center was recently renovated to integrate and house the former school technology personnel, expanding the staff from four to ten. In response to expanding technology demands, the Town executed a four-year \$660,000 operating lease for the data center to acquire servers and storage that enabled the establishment of a unified network. The project was completed in October, 2012. The Data Center is in its final stages of an optic fiber infrastructure project that is connecting the greater part of general government and school system buildings. The majority of the project is being funded through the internal service fund, along with a \$200,000 town allocation provided in the capital non-recurring expenditures account and state grant funds of \$142,578. Project completion is anticipated by the end of fiscal year 2015 at an approximate cost of \$624,000. The Town also approved \$83,965 to implement a new document management system for both the general government and school system, with one of the objectives to reduce physical storage requirements. Also, the general government and school system invested in time and attendance software and hardware at an approximate cost of \$143,125. The system is hosted by an external company.

### Community Development:

In a continued effort to support and initiate interest in economic development in town, \$39,600 was appropriated to the Economic Development special revenue fund during the year to finance targeted advertising and marketing efforts. Annual appropriations to this Fund commenced in 1999 and have funded several property reuse studies, retail façade improvements and the most recent Plan of Conservation and Development and its Downtown Association. In addition, continued appropriations have funded various planning, marketing and gateway enhancement initiatives. A fiscal year 2014/15 appropriation of \$41,000 further supports these efforts.

The town received a \$300,000 Community Development Block Grant (CDBG) award for housing rehabilitation last fiscal year, supplemented with an additional \$400,000 CDBG housing rehabilitation grant award in fiscal year 2013/14. For the two grants, expenditures total \$262,796 to date.

The Town is in the eleventh year of a new housing rehabilitation grant / loan program that utilizes funds derived from former programs that produced loan program income. Participants that meet income requirements are eligible for projects involving owner occupied housing. A total of \$5,320 was expended this fiscal year, with \$54,724 as the available balance. In June 2010, the Town Council approved a designation of \$250,000 of this available program income to fund phase III reconstruction improvements to Prospect Street. Such funding was fully utilized in fiscal year 2011/12.

During the current year, a Blight Reduction Special Revenue Fund was established to purchase or demolish blighted and unsafe structures in town. Proceeds from the sale of town-owned properties will fund these activities. Receipts of \$38,379 are currently available in this Fund with \$4,200 expended in the current year. In recent years, the Town Council approved funding totaling \$199,927 for the demolition of certain foreclosed, blighted or fire damaged properties at Ward, Lawrence, McLean and High Streets, due primarily to public safety concerns; in addition to assisting the properties return to a collectable tax status and for provided parking use by the local hospital.

In August 2012, the operations at the Amerbelle Mill ceased. The Town Council authorized two \$75,000 appropriations to winterize and further secure the building for public safety concerns. A court injunction permitted the Town access to the property. Costs to secure the Mill through fiscal year 2013/14 total \$29,235. Prior to its closing, the Town secured and utilized a \$125,000 state grant to conduct an engineering and architectural feasibility study to determine the most effective building improvements for the Amerbelle Mill. In addition, the town received a \$196,000 federal grant to fund a roof replacement and additional building improvements, which were recently completed. As noted previously, the town subsequently took ownership of this property, and is working with the State and a private developer, while securing \$2.2 million of state grant funds to assist in converting this site into usable office space.

As noted above, in the prior year, the Town received a \$9,000 state technical assistance grant to provide architectural adaptive reuse drawings for Talcottville Mill. Owners of this former Mill plan to begin construction of residential units in the summer of 2015.

In the less recent past, the Town received two state grants totaling \$1,200,000 which provided funding for selective site demolition and environmental remediation at the former Roosevelt Mills located at 215 East Main Street. Those grant funds were preceded by federal Brownfield cleanup funds utilized for a site evaluation and remediation project recently completed. As noted in the Mill Properties section, plans to construct residential units for this site are scheduled in 2015.

Also, the Town used a \$20,000 state grant award to fund a feasibility study of the Citizens Block. The town-owned Citizens Block is a primarily vacant commercial and mixed use 1879 building, adjacent to the 1867 senior center building, located next to Town Hall. This study required the use of \$17,303 from the town's Economic Development Fund to complete. In 2014, the Town was awarded a \$400,000 state grant for replacement windows and other exterior / façade improvements. Restoration work is planned to commence in 2015.

#### Public Safety:

The fire department's 166 members, the largest volunteer force in the state, enable the town to apply the savings from personnel costs to equipment needs. Although the members are not employees, the Town has recognized their commitment to protecting the lives and property of our residents, and has established a Length of Service Award Program (LOSAP). This is a non-qualified employer retirement plan that commenced on January 1, 2000. To attain normal retirement, a minimum of ten years of credited service is required, with maximum credited service of thirty years. Since inception, the Town has made its employer contribution to an investment fund set up exclusively for this program as follows:

Year	Employer Contribution
2000 through 2011	\$1,002,590
December 31, 2012	\$45,237
December 31, 2013	\$34,172

A Police Digital Radio System upgrade and a Fire Monitoring and Suppression System in the equipment systems room of the Police Department were both completed in the current fiscal year utilizing \$250,000 and \$16,250 of state Local Capital Improvement Program (LOCIP) funds, respectively. Preceding this year's radio system upgrade, the Town received and utilized a \$300,000 Department of Justice COPS Tech grant and a \$100,000 state LoCIP grant to fund the digital Police radio system.

A police cruiser was purchased in the current year for \$23,832 with prior year-end encumbered funds. In addition, a \$33,253 DOJ federal grant funded the purchase of an AWD police utility vehicle and accessories. Also in fiscal year 2014/15 four additional police cruisers were purchased at a cost of \$105,563.

The Town recently received and utilized four federal grants totaling \$156,309 for two police department vehicles, digital video equipment and in-car laptops and cameras; partial grant funding for a hybrid vehicle was also received. A federal \$2,826 DUI enforcement grant was used to fund DUI enforcement equipment.

In addition, construction of a police firing range was completed using General and State Asset Forfeiture funds.

Firehouse renovations were conducted during the current fiscal year at a cost of \$8,626 with an additional \$13,874 available to complete the renovations. Extrication equipment was also purchased during the year costing \$27,275. A Fire Marshal vehicle was purchased in fiscal year 2013/14 for \$26,120 with prior year-end encumbered funds and \$81,825 was expended in fiscal year 2014/15 for 15 SBCA units.

In the past year three fire trucks were acquired with proceeds of a lease purchase agreement at a cost of \$1,479,761. Accessory equipment for the trucks was purchased for \$25,380. Also last fiscal year, the Town approved \$27,701 for a fire department air compressor; and \$30,000 to complete the \$105,000 radio project undertaken by the fire department to comply with the FCC narrow banding requirement. In addition, in fiscal year 2012/13, the town fully expended a \$195,435 federal Firefighters Assistance Grant for the purchase of firefighting and protective equipment, emergency training equipment and a soft-shell emergency rehab portable structure.

Renovations to the \$225,000 LoCIP funded Fox Hill Communication Center project commenced during the fiscal year, with \$3,400 being expended.

In the current year, \$13,686 of ambulance and emergency management equipment was purchased including a portable heater for the emergency management department's rehab tent. Much of this equipment was federally funded. A year-end encumbrance of \$105,000 is available for the ensuing fiscal year to purchase a replacement ambulance. Two other recent federal grants totaling \$16,716 were used to purchase emergency management equipment. Other prior year grants have funded firefighter, ambulance and emergency management equipment and fire station improvements. The Town also used a recent federal Homeland Security grant award to fund the purchase of an \$85,428 emergency generator at the Vernon Center Middle School (used during the October 29, 2011 snow storm which resulted in an area power outage of 10 days).

From February, 2011 to February, 2013, a period of twenty five months, five weather events have resulted in federally declared disasters making the Town eligible to receive FEMA Public Assistance. The events included two historic snowstorms, in terms of record snowfall, a tropical storm resulting in damaging winds and flooding, a surprise October snowstorm that resulted in unprecedented tree damage and Superstorm Sandy which caused substantial tree damage as well. The town's Emergency Operations Center and Shelter locations were utilized for each event. Claims for Superstorm Sandy and Storm Charlotte were prepared in 2013 and the Town has successfully recouped approximately 75% of the costs of the five storms from FEMA to a total reimbursement of \$3,221,168, over the past four fiscal years. In addition, \$22,831 was recouped from the Federal Highway Transportation Administration for debris cleanup of federal-aid roads.

For the animal control facility, appropriations totaling \$123,100 for animal control renovations and caging has been approved by the Town Council. Project costs for the current year were \$52,079 and total \$97,732 to date.

### Maintenance and Development:

On November 2, 2004 voters approved a public improvement bond authorization, and prior to June 30, 2011 the Town had issued four general obligation bonds: \$10,300,000 on February 15, 2007, \$5,000,000 on February 1, 2008, \$720,000 on February 12, 2009; and \$3,755,000 on April 12, 2011. In April 2012, the Town refunded several debt issues including several prior public improvement bond issues. The total amount of public improvement bonded (general purpose and sewer bonded) defeased debt was \$13,174,000. The April 11, 2012 refunding issue includes \$12,517,000 of public improvement bonded debt. The authorizations / expenditures for the above projects are as follows:

Project	Amount Authorized	Expended Current Year	Expended Cumulative
Roads; sidewalks; and bridge reconstruction	\$ 19,103,000	\$ 8,220	\$ 17,941,993
Improvements to waste treatment plant	1,295,000	-	-
Improvements to sewer system	1,211,000	-	1,055,536
Issuance costs		-	182,301
Accrued note interest		-	712,745
<b>Total:</b>	<b>\$ 21,609,000</b>	<b>\$ 8,220</b>	<b>\$ 19,892,575</b>

The roadway improvements included the reconstruction / repaving of 22 town roads, replacement of sidewalks, and the renovation of two (2) bridges, on West Main Street and Bolton Road. Sidewalks have been constructed at Peterson Road at a cost of \$165,583. The sewer improvement projects have been completed and consist of relining a critical sewer line on Route 30; sewer repairs at twenty (20) various roads; and the replacement of the Dart Hill pump station equipment. The authorization to upgrade the waste treatment plant, to meet or surpass designated nitrogen limits, will not be utilized. The roadway improvement program is now 100% complete.

On January 28, 2014 voters approved a public road improvement bond authorization of \$27,637,000 to fund improvements to over 200 town roads. The Town has yet to issue any debt for this project. The authorizations / expenditures for the above projects are as follows:

Project	Amount Authorized	Expended Current Year	Expended Cumulative
Roadway construction improvements	\$ 25,840,130	\$ 1,632,490	\$ 1,632,490
Equipment	200,000	51,440	51,440
DPW labor	1,596,870	49,258	49,258
Issuance costs		-	-
Accrued note interest		-	-
<b>Total:</b>	<b>\$ 27,637,000</b>	<b>\$ 1,733,188</b>	<b>\$ 1,733,188</b>

Current year costs incurred by the Road Improvements Bond Fund totaled \$1,733,188 and include \$51,440 of equipment purchases.

In addition to the public improvement and roadway improvement expenditures incurred by the Public Bond Improvements and Road Improvements Funds noted above, the town's Town Aid for Roads special revenue fund expended \$418,449 during the year, including \$240,019 for improving and \$75,323 for patching and crack sealing various town roads.

In the current fiscal year design work related to the South Street reconstruction project commenced. The design costs are estimated at \$540,750, and are funded by a 90% grant, and require a 10% or \$54,075 local match. The town has funded \$40,000 of the required match to date. Project design costs to date total \$186,907. Construction costs are estimated at \$2,852,700. A Surface Transportation Program grant was awarded by the Capital Region Council of Governments (CRCOG) to provide 80% federal funding, 10% state funding and a local 10% estimated match of \$285,270. An appropriation of \$75,000 is included in the approved fiscal year 2014/15 budget. This project complements significant roadway and sidewalk improvements on a portion of nearby Vernon Avenue that were constructed by the State DOT in the recent past.

A \$925,000 federal STP grant has been awarded through CRCOG for the construction of various new sidewalks throughout the Town. A local match of \$185,000, or 20%, is required. This project has yet to begin. A \$150,000 portion of the required match is appropriated in the fiscal year 2014/15 budget. In addition, a \$25,000 appropriation is available in the Town Capital Non-Recurring Fund for sidewalk construction.

In the Town's Capital Nonrecurring Fund, \$26,457 was expended during the last fiscal year representing the remainder of a \$240,000 state LoCIP grant for additional roadway repairs and improvements. In the year preceding that, an \$800,000 authorization for roadway repairs and improvements was completed; that followed the outlay of a \$141,000 LoCIP grant, which was fully utilized for road improvements.

Also in the recent past, a \$500,000 federal CDBG grant to upgrade High Street and two CDBG grants totaling \$750,000 to upgrade Prospect Street were utilized. In addition, available CDBG program funds of \$250,000 financed the third phase to upgrade Prospect Street. The efforts from the Vernon Department of Public Works to complete several roads during the course of these road improvement projects, has saved the Town considerable costs.

Construction work for the River Street and Spring Street Bridges has recently been completed. An 80% federal / 20% state grant provided funding for the \$1,947,948 replacement cost of the Spring Street Bridge and an 80% federal / 20% state grant provided funding for the \$1,581,268 River Street Bridge reconstruction project.

The Bolton Road Bridge reconstruction, completed in a prior year at a cost of \$986,754, was partially state grant funded. A supplemental state bridge grant of \$144,340 was secured by the town in the current fiscal year and will be utilized to partially fund the West Main Street Bridge reconstruction project. Funding for the recently completed Phoenix Street Bridge reconstruction project was provided by an 80 % federal / 10% state grant amounting to \$1,251,000. The 10% local match was funded by a \$145,000 Special Act state grant, avoiding the need to issue debt for this November, 2008 referendum-approved project. The bridge reconstruction was completed in the summer of 2012 at a final cost of \$1,397,346.

Design costs, now estimated at \$332,490, for the West Main Street Bridge are 80% federally funded and 20% locally funded through the Public Bond Improvements Fund. \$299,189 has been expended to date. The reconstruction cost, estimated at \$3,019,000, is also eligible for the 80% federal grant award; the 20% local requirement, or \$603,800, will be funded partially with available funds in the Public Bond Improvements Fund. Reconstruction of the bridge began in April, 2014 and will be completed in 2015.

The estimated cost for the replacement of the Main Street Bridge over the Tankerhoosen River is \$3,283,200. Funding for the replacement will be by an 80% federal grant of \$2,626,560, with the remaining 20%, or \$656,640, to be locally funded. Local funds of \$250,000 are currently appropriated and available in the Town Capital Non-Recurring Fund; with the Town Council authorizing that the remaining \$406,640 be provided by a state LoCIP grant. A November, 2008 referendum to authorize such local funding was unsuccessful, therefore requiring identification of these two local funding sources. A consultant has been selected for the design of this project and fee negotiations are currently underway.

In addition, the DOT is currently designing the replacement of the existing bridge over the Hockanum River on Windsorville Road. All costs associated with this project for design and construction will be state administered and state funded.

There is also a \$40,000 appropriation available in the Town Capital Non-Recurring Fund for design of the Dart Hill Road bridge reconstruction project.

The Town continues to address major rolling stock demands in an effort to replace equipment and vehicles that have met their useful life. Besides being better equipped to serve the residents of Vernon, a favorable result of this effort is the stabilization to overall maintenance budgets for the subsequent year.

During the current fiscal year, several vehicles were acquired by the public works department including a \$30,000 aerial lift that will be used to maintain town buildings; a \$51,440 mini excavator purchased with Road Improvement Bond funds for in-house road construction projects; a \$49,250 used refuse / recycling truck; a \$40,378 dump truck and three pickup trucks with plows at \$100,593, (one for the parks department, \$38,253). The combined cost of \$140,971, utilized \$133,236 of prior year-end encumbrances. In fiscal year 2014/15, 2 dump trucks with chassis and plows at a cost of \$181,458 and three additional pick-up trucks at \$109,253 have been purchased and will likely be internally funded.

Last year, the town entered into two capital lease purchase agreements totaling \$2,010,000 for the acquisition of two fire pumper trucks, a fire rescue truck, an automated refuse / recycling truck, an excavator, a loader mounted snow blower and a parks tractor. Also last year, a \$36,505 portable lift for fire apparatus was purchased, along with a front loading refuse truck at a cost of \$60,055.

As previously noted, other current year rolling stock purchases include the following: A police cruiser for \$23,832 with prior year-end encumbered funds; a \$33,253 DOJ federal grant funded the purchase of an AWD police utility vehicle and accessories; a Fire Marshal vehicle was purchased in fiscal year 2013/14 for \$26,120 with prior year-end encumbered funds; and a zero-turn parks mower was purchased at a cost of \$9,508.

In fiscal year 2014/15 four additional police cruisers have been purchased at a cost of \$105,563; a parks ballfield conditioner and a gang mower have been purchased at a cost of \$22,977 and \$81,825, respectively; and a used Senior Center bus was acquired for \$77,500.

Last year three police vehicles, at \$26,656 each were purchased from the fiscal year 2012/13 original budget appropriation; and the Cemetery department purchased a replacement pickup truck at a cost of \$28,333.

In the recent past, appropriations funding the purchase of new refuse and recycling tote containers for the Town's automated refuse and single stream recycling program were approved. Available funds in the Town Capital Non-Recurring Fund were utilized to fund the \$279,000 purchase of refuse tote containers and the \$170,740 purchase of recycling tote containers. Further authorizations amounting to \$319,590 were approved to purchase additional refuse and recycling totes. These costs are being reimbursed to the Fund from the General Fund over a five year period. In addition, a federal grant was obtained to purchase additional recycling containers in the amount of \$108,756.

To further support this recent program, the Town Council re-designated \$100,000 of available funds in the Town Capital Non-Recurring Fund to fund the purchase of two used automated side-loading refuse / recycling trucks and authorized the use of Town Capital Non-Recurring Funds to fund the \$214,839 purchase of a new automated side-loading refuse truck. A \$48,105 refuse truck was also purchased by the General Fund. In addition, as noted above, a \$224,633 refuse truck was acquired via lease purchase; and a \$60,055 front loading refuse truck was also purchased with available funds. An additional re-designation of \$60,000 was used to construct a new transfer station compactor to handle the additional recyclable collections. This has produced significant annual savings in hauling fees. Also, an asphalt hot patch reclaimer was obtained in a prior year capital lease.

In a prior year, an \$119,380 roadside mower was acquired with funding from the CL&P Municipal Brush Control program. CL&P is reimbursing the town over five years, with the final remittance to occur in fiscal year 2015/16.

The Ambulance Medical Services account in the Special Revenue Fund reserves funds to periodically replace each of the three ambulances that the department maintains. Reserves, accumulated over the past several years, were used to fund the replacement of all three ambulances in current operation. A fiscal year-end encumbrance of \$105,000 is available in the ensuing year to purchase a replacement ambulance.

#### Bolton Lakes Wastewater Disposal:

The Town of Vernon and the neighboring Town of Bolton entered into a consent order with the Connecticut Department of Environmental Protection (CTDEP) on October 14, 1999, requiring the towns to take the necessary steps to address wastewater disposal alternatives for the Bolton Lakes area. The design and construction costs of a sewer system are estimated to be \$21,699,000, with 29% or \$6,293,300 attributable to Vernon and the remainder to Bolton. Federal and state grants are estimated to offset approximately 57% of the costs, reducing Vernon's share to \$2,737,000, prior to the levy of assessments. Voters in both towns approved a special referendum held on September 27, 2005, regarding ordinances that guarantee funding



for the project. Plans and funding applications have been completed. Construction, which has been phased in over a five-year period to maximize grant-funding sources, commenced in the Bolton area in the spring of 2009 and in Vernon in 2012. Project work in Vernon is anticipated to be completed in 2015, and a State of Connecticut Clean Water Fund loan obligation is to be executed simultaneously. Debt service for the project is anticipated in fiscal year 2015/16.

#### Parks and Recreation:

Recreation programs remain very popular with our residents as demand and participation increases. The variety and number of recreational programs offered by the Town continue to increase with 102 programs offered in 2014. The town has 582 acres dedicated to recreation, which consist of 26 parks, 35 miles of trails, two pools, two beaches on lakes providing swimming, a camp, boat launch, picnic areas, and fishing and ice skating. Additionally, the Town has a teen center, numerous playgrounds, baseball and softball diamonds, soccer fields, and tennis and basketball courts. The department is also responsible for maintaining the athletic fields throughout the public school system, which includes a lighted football field and track.

A generous contribution of \$114,250 from the Russell Hartmann Trust to fund a pavilion at Henry Park was utilized to construct a 40' by 60' pavilion during the fiscal year. Softball field lights were replaced at Henry Park in fiscal year 2013/14 with available contributions at a cost of \$116,000. In addition, improvements to the Henry Park softball field commenced during the fiscal year with \$11,562 expended to date. This approximate \$40,000 project will be completed in 2015. Also, new playground swings were installed in Henry Park at a cost of \$49,185. Several ADA improvement projects at town parks were started in the current year including improvements at Henry Park Pavilion and Walkers Reservoir. A \$20,000 appropriation was approved by the Town Council during the year to establish a disc golf course at the Eckert's property. The project was substantially completed and opened in late 2014.

A \$27,620 designation of Downstream Funds continues to be utilized to fund invasive aquatic species surveys, management studies and removal from Valley Falls and Gages Brook Ponds, Walkers Reservoir, Middle and Lower Bolton Lakes and the Hockanum Marshes. Of the designation, \$24,361 has been expended to date. Supplementing downstream funding, a new fiscal year 2014/15 budget has been created for Invasive Aquatic Plant Management in the amount of \$19,000, to survey and combat aquatic invasive species. The Town Council also authorized \$16,000 for repairs to the Fox Hill Tower at Henry Park, of which \$9,058 have been expended to date. In May 2012, the town council authorized the use of \$18,500 in state LoCIP grant funds to fund roof replacements at Camp Newhoca. Expenditures to date on this project total \$8,801.

The State Bonding Commission has authorized \$605,000 for design and construction activities on the Valley Falls and Walkers' Reservoir dams. The Town's Capital Non-Recurring Fund also has a \$12,000 appropriation available for the proposed Valley Falls Park Dam reconstruction.

In fiscal year 2013/14 a parks pick-up truck and zero-turn mower were purchased at a cost of \$38,253 and \$9,508, respectively. In the current year, a parks ballfield conditioner and a gang mower have been purchased at a cost of \$22,977 and \$81,825, respectively. In addition, \$25,000 is appropriated in fiscal year 2014/15 for improvements to the Valley Falls Barn.

Recent park improvements included the following: Federally funded enhancements to the Talcottville section of town, totaling \$578,088, were completed in the prior year and included period lighting, sidewalks, signage, a kiosk and other land improvements; extensive renovations to the Vernon Community Arts Center were also completed last year at a final cost of \$1,794,846, funded entirely by two state grants; Valley Falls Nature Center improvements, \$69,040, funded by state LoCIP grants; and \$4,800 from the Downstream Fund to finance a completed Baseline Aquatic Study of the Dobsonville, Talcottville, Valley Falls and Eckers Ponds and Walkers Reservoir.

#### Education:

On March 29, 2005, voters approved three referenda questions for the renovations to school buildings and facilities and prior to June 30, 2011 the Town had issued four school bonds: \$2,515,000 on February 15, 2007; \$16,040,000 on February 1, 2008; \$10,155,000 on February 12, 2009; and \$1,600,000 on April 12, 2011. In April 2012, the Town refunded several debt issues including several prior school bond issues. The total amount of school defeased debt was \$23,016,000. The April 11, 2012 refunding issue includes \$22,168,000 of school bonded debt. Bond anticipation notes of \$3,730,000 were issued on April 11, 2012 and were retired on October 11, 2012, with the receipt of school construction progress payments from the State of Connecticut. The authorizations and expenditures are as follows:

Project	Amount Authorized	Expended Current Year	Expended Cumulative
<b>Rockville High School - Additions &amp; renovations</b>	<b>\$ 34,657,000</b>	<b>\$ 3,440</b>	<b>\$ 30,735,782</b>
<b>Vernon Center Middle School - Renovations</b>	<b>11,519,000</b>	<b>-</b>	<b>10,783,543</b>
Center Road School	4,420,600	-	4,281,052
Lake Street School	5,828,800	-	4,958,686
Maple Street School	3,743,200	200	2,643,496
Northeast School	3,556,000	240	2,933,929
Skinner Road School	4,597,400	-	4,012,396
<b>Total Elementary Schools - Additions and renovations</b>	<b>22,146,000</b>	<b>440</b>	<b>18,829,559</b>
Issuance costs		-	338,891
Accrued note interest			1,175,907
<b>Total:</b>	<b>\$ 68,322,000</b>	<b>\$ 3,880</b>	<b>\$ 61,863,682</b>

The school building commission that was formed as of December 6, 2005, oversaw these completed projects. The recorded state progress payment reimbursement received as of June 30, 2014, is \$32,926,119. In December, 2014, the Town Council approved the transfer of available Rockville High School (RHS) project funds in the amount of \$1,170,000, to appropriate the net local share for school roof replacements at the Vernon Center Middle School (\$272,000); and the Northeast (\$383,000) and Skinner Road (\$515,000) elementary schools.

In addition to the school bond improvement authorization, several recent appropriations from the Education Capital Non-Recurring Fund have funded various school projects. Year-end education transfers to this Fund of \$394,000, \$53,306 and \$50,404 in the previous three fiscal years and \$83,000 in the current fiscal year have and will provide funding for these appropriations which include two \$100,000 appropriations to repair the Vernon Center Middle School chimney (completed at a cost of \$175,229); \$80,000 to replace the boiler at the

Education Central Administrative building (costs to date total \$39,230); \$10,000 to fund an insurance deductible for the RHS boiler replacement; \$50,000 to construct a natural gas line to the Education's Central Administration building (\$2,951 expended to date); \$25,000 for the Center Road School's gym wall repointing, recently completed; \$6,500 for Center Road School's bridge roof replacement; and \$27,906 for RHS bathroom repairs; and \$16,000 for RHS track and tennis court repairs (completed at a cost of \$15,523).

Prior year-end transfers also funded recently completed Education Capital Non-Recurring Fund projects and include the \$337,186 repair and repointing of the Board of Education administration building, the \$76,104 repaving of the Board of Education parking lot and the \$44,000 track resurfacing project at the RHS.

The School system has received recent approval for a "Safe Routes to School Infrastructure Program" 2012 federal grant, as administered by the Connecticut Department of Transportation in conjunction with the Capitol Region Council of Governments. The \$491,470 grant provides funding for pedestrian access upgrades for students to the Skinner Road Elementary School and includes sidewalks, trails, signage and pedestrian bridge improvements. A design consultant will be selected shortly to perform engineering design activities associated with this project. The Town Council has approved \$50,000 of available Education Capital Non-Recurring Funds to fund these design costs.

Also, the Vernon school system was awarded a \$386,394 state school security competitive grant to fund safety and security improvements at each of the Vernon schools. A local match of \$151,828 is required and is funded by \$75,914 of available Education Capital Non-Recurring Funds and a Town Council approved \$75,914 current fiscal year General Fund transfer-in. This \$538,222 project commenced during the current year and \$38,050 was expended.

In addition, a \$146,390 state grant is funding vocational education equipment. Of this amount, \$142,561 has been expended to date. Current available resources in the Education Capital Non-Recurring Fund for future education projects total \$502,330. Subsequent to June 30, 2014, the Town Council approved \$20,000 of available resources for ductwork modifications at the RHS library media center.

### Long-Term Financial Planning

In fiscal year 2011/12, the Town refunded \$36,190,000 of general obligation bonded debt in April 2012 with a \$34,685,000 general obligation bond issue. The refunding resulted in a net present value savings of \$2,789,733; and net budgetary savings of \$3,716,215. Also in fiscal year 2012/13, the Town entered into capital leases for the acquisition of several public safety and public works vehicles. The \$2,010,000 in capital leases were used to acquire two fire pumper trucks, a fire rescue truck, an automated refuse / recycling truck, an excavator, a loader mounted snow blower and a parks tractor. In fiscal year 2014/15, the town plans to issue debt to finance recently approved and on-going improvements to over 200 town roads.

We will continue to revise the six-year capital improvement plan to address community demands, understanding that the budgetary constraints imposed by varied economic factors requires the diligent pursuit of grants and alternative resources to fund capital needs.

## Relevant Financial Policies

The Town's financial policies have been applied consistently with the prior year and had no notable current year effect on the financial statements. There were no developments at the State level that impacted the current year financial statements.

## **OVERVIEW OF THE FINANCIAL STATEMENTS**

This annual report consists of a series of financial statements. The statement of net position and the statement of activities (*Exhibits A and B*, respectively) provide information about the activities of the Town as a whole and present a longer-term view of the Town's finances. Fund financial statements and the related notes are presented in Exhibits C to K. For governmental activities, these statements tell how these services were financed in the short-term as well as what remains for future spending. Fund financial statements also report the Town's operations in more detail than the government-wide statements by providing information about the Town's most significant funds. The remaining statements provide financial information about activities for which the Town acts solely as a trustee or agent for the benefit of those outside of the Town.

### **Government Wide Financial Statements**

The analysis of the Town as a whole begins with *Exhibit A and B*, found in the Basic Financial Statements section of this report. The statement of net position and the statement of activities report information about the Town as a whole and about its activities for the current period. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the Town's net position and changes to it. The Town's net position, the difference between assets and liabilities and deferred inflows of resources, is one way to measure the Town's financial health, or financial position. Over time, increases or decreases in the Town's net position is an indicator of whether its financial health is improving or deteriorating. The reader needs to consider other non-financial factors, however, such as changes in the Town's property tax base and the condition of the Town's capital assets, to assess the overall health of the Town.

In the statement of net position and the statement of activities, we divide the Town into two types of activities:

- **Governmental activities** — Most of the Town's basic services are reported here, including education, public safety, maintenance and development of streets and buildings, sanitation, human services, recreation, public improvements, community planning and development, and general administration. Property taxes, charges for services, and state and federal grants finance most of these activities.
- **Business - type activities** — The Town charges a fee to customers to help it cover all or most of the cost of certain services it provides. The Town's operation of the wastewater treatment facility and rentals at Center 375 are reported here.

## Fund Financial Statements

The fund financial statements begin with *Exhibit C* and provide detailed information about the most significant funds — not the Town as a whole. Some funds are required to be established by Charter. However, the Town Council establishes many other funds to help control and manage financial activities for particular purposes (like the Ambulance Services Fund, Sewer Assessments Fund, and Cemetery Operations) or to show that it is meeting legal responsibilities for using funds for those purposes, and other money (like grants received for education from the State and Federal governments and accounted for in the Special Revenue Fund). The Town's funds are divided into three categories; governmental, proprietary and fiduciary.

- Governmental funds (*Exhibits C, D and E*) — Most of the Town's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the Town's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the Town's programs. The relationship (or differences) between governmental activities (reported in the statement of net position and the statement of activities) and the governmental funds is described in the reconciliations on Exhibits C and E.
- Proprietary funds (*Exhibits F, G and H*) — When the Town charges customers for the services it provides, whether to outside customers or to other units of the Town, these services are generally reported in proprietary funds. Proprietary funds are reported in the same way that all activities are reported in the statement of net position and the statement of activities. In fact, the Town's enterprise funds (a component of proprietary funds) are the same as the business-type activities reported in the government-wide financial statements, but provide more detail and additional information, such as cash flows, for proprietary funds. Internal service funds (the other component of proprietary funds) are used to report activities that provide supplies and services for the Town's other programs and activities — such as the Town's Data Processing Internal Service Fund.
- Fiduciary funds (*Exhibits I and J*) — The Town is the trustee, or fiduciary, for its employees' pension and Other Post Employment Benefit plans. It is also responsible for other assets that, because of a trust arrangement, can be used only for the trust beneficiaries. All of the Town's fiduciary activities are reported in separate statements of fiduciary net position and changes in fiduciary net position. These activities are excluded from the Town's other financial statements because the Town cannot use these assets to finance its operations. The Town is responsible for ensuring that the assets reported in these funds are used for their intended purposes.

## Supplementary Schedules

The schedules that follow the exhibits provide additional detail of revenue and expenditures for the General Fund.

## **CONTACTING THE TOWN'S FINANCIAL MANAGEMENT**

The financial section of the annual report is designed to provide citizens, taxpayers, customers, investors, and creditors with a general overview of the Town's finances and to show the Town's accountability for the money it receives. If you have questions about this section or need additional financial information, contact the *Finance Department, Town of Vernon, 14 Park Place, Vernon, Connecticut, 06066*.

TOWN OF VERNON, CONNECTICUTSTATEMENT OF NET ASSETS  
June 30, 2014

	GOVERNMENTAL ACTIVITIES	BUSINESS-TYPE ACTIVITIES	TOTAL
<u>ASSETS</u>			
Current Assets:			
Cash	\$ 17,984,647	\$ 4,820,050	\$ 22,804,697
Investments	3,992,263	3,420,126	7,412,389
Receivables (net):			
Property taxes	918,571		918,571
Intergovernmental	1,686,545		1,686,545
Other	923,486	1,444,953	2,368,439
Internal balances	(454,449)	454,449	-
Other assets	51,219		51,219
Total current assets	25,102,282	10,139,578	35,241,860
Noncurrent assets:			
Restricted assets (temporary):			
Cash	79,208		79,208
Investments	520,007		520,007
Total Restricted assets	599,215	-	599,215
Restricted assets (permanent):			
Cash	5,000		5,000
Investments	1,702,760		1,702,760
Total Restricted assets (net)	1,707,760	-	1,707,760
Receivables (net):			
Property taxes	1,061,331		1,061,331
Intergovernmental	343,455		343,455
Loans	364,815		364,815
Total Receivables (net):	1,769,601	-	1,769,601
Other noncurrent assets:			
Net pension asset	421,164		421,164
Capital assets (net of accumulated depreciation):			
Land	8,324,925	1,267,840	9,592,765
Construction in progress	3,683,015		3,683,015
Intangible assets (net of accumulated amortization)	3,140	17,500	20,640
Buildings and improvements	81,086,704	1,538,874	82,625,578
Improvements other than buildings	2,226,080	32,811	2,258,891
Machinery and equipment	9,472,575	1,792,837	11,265,412
Infrastructure	47,902,377	6,069,436	53,971,813
Total capital assets (net of accum. depreciation)	152,698,816	10,719,298	163,418,114
Total noncurrent assets	157,196,556	10,719,298	167,915,854
TOTAL ASSETS	182,298,838	20,858,876	203,157,714

(Continued)

TOWN OF VERNON, CONNECTICUT

STATEMENT OF NET ASSETS  
June 30, 2014

	GOVERNMENTAL ACTIVITIES	BUSINESS-TYPE ACTIVITIES	TOTAL
<u>LIABILITIES</u>			
Current liabilities:			
Cash Overdraft	\$ 14,849		\$ 14,849
Accounts payable	\$ 3,903,998	\$ 399,884	\$ 4,303,882
Accrued payroll and related liabilities	438,418		438,418
Accrued interest payable	532,069		532,069
Bond and notes payable	4,180,621		4,180,621
Capital lease payable	222,367		222,367
Compensated absences	1,000,545	112,600	1,113,145
Retirement obligations	766,931		766,931
Claims payable and other	262,852		262,852
Total current liabilities	11,322,650	512,484	11,835,134
Noncurrent liabilities:			
Bonds and notes payable and related liabilities	36,659,022		36,659,022
Capital lease payable	1,357,474		1,357,474
Compensated absences	2,846,114	363,429	3,209,543
Retirement obligations	1,901,557		1,901,557
Claims payable and other	672,804		672,804
Net OPEB obligation	2,224,718	60,398	2,285,116
Total Noncurrent liabilities	45,661,689	423,827	46,085,516
TOTAL LIABILITIES	56,984,339	936,311	57,920,650
<u>DEFERRED INFLOWS OF RESOURCES</u>			
Deferred charge on refunding	1,316,872		1,316,872
Advance property tax collections	1,629,621		1,629,621
TOTAL DEFERRED INFLOWS OF RESOURCES	2,946,493	-	2,946,493
<u>NET POSITION</u>			
Net investment in capital assets	\$ 111,596,204	\$ 10,719,298	122,315,502
Restricted for:			-
Endowments:			-
Expendable	599,215		599,215
Nonexpendable	1,707,760		1,707,760
Grant programs	420,308		420,308
Sewer assessment	20,152		20,152
Cemeteries	186,559		186,559
Housing and community development	29,450		29,450
Education	108,553		108,553
Unrestricted	7,699,805	9,203,267	16,903,072
TOTAL NET POSITION	122,368,006	19,922,565	142,290,571



**STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2014**

	EXPENSES	PROGRAM REVENUES			NET (EXPENSE) REVENUE AND CHANGES IN NET POSITION		
		CHARGES FOR SERVICES	OPERATING GRANTS AND CONTRIBUTIONS	CAPITAL GRANTS AND CONTRIBUTIONS	GOVERNMENTAL ACTIVITIES	BUSINESS-TYPE ACTIVITIES	TOTAL
Governmental Activities:							
General government	\$ 5,497,317	\$ 1,118,278	\$ 2,845	\$ 144,790	\$ (4,231,404)		\$ (4,231,404)
Community development	605,573	10,183	20,634	266,700	(308,056)		(308,056)
Public safety	12,686,921	1,291,753	20,296		(11,374,872)		(11,374,872)
Maintenance and development	11,401,777	469,094	155,899	1,637,830	(9,138,954)		(9,138,954)
Human services	1,300,698				(1,300,698)		(1,300,698)
Parks, recreation and culture	2,552,523	804,255	48,179		(1,700,089)		(1,700,089)
Education	65,638,249	1,060,476	30,841,323	2,341,180	(31,395,270)		(31,395,270)
Interest on long-term debt	1,348,996		357,752		(991,244)		(991,244)
Total general government activities	101,032,054	4,754,039	31,446,928	4,390,500	(60,440,587)	-	(60,440,587)
Business-type activities:							
Sewer user	5,370,748	5,985,632				614,884	614,884
Center 375 (building rental)	217,673	168,848				(48,825)	(48,825)
Total business-type activities	5,588,421	6,154,480	-	-	-	566,059	566,059
Total	\$ 106,620,475	\$ 10,908,519	\$ 31,446,928	\$ 4,390,500	(60,440,587)	566,059	(59,874,528)
General revenues:							
Property taxes					62,672,181		62,672,181
Grants and contributions not restricted to specific programs					1,157,706		1,157,706
Investment income					146,202	277	146,479
Miscellaneous					700,385	9,812	710,197
Capital contributions						1,113,749	1,113,749
Contributions to permanent funds					10,825		10,825
Total general revenues					64,687,299	1,123,838	65,811,137
Change in Net Position					4,246,712	1,689,897	5,936,609
Net Position at July 1, 2013					118,121,294	18,232,668	136,353,962
Net Position at June 30, 2014					\$ 122,368,006	\$ 19,922,565	\$ 142,290,571

TOWN OF VERNON, CONNECTICUTGOVERNMENTAL FUNDSBALANCE SHEET  
June 30, 2014

	GENERAL	ROAD IMPROVEMENTS BOND	NONMAJOR GOVERNMENTAL FUNDS	TOTAL GOVERNMENTAL FUNDS
<u>ASSETS</u>				
Cash	\$ 12,127,690		\$ 5,281,173	\$ 17,408,863
Investments	554,897		4,937,772	5,492,669
Receivables (net):				-
Taxes	1,819,045			1,819,045
Intergovernmental	4,227		2,025,773	2,030,000
Other	99,631		811,550	911,181
Loans			364,815	364,815
Due from other funds	3,359,412		233,895	3,593,307
Inventory			28,479	28,479
Total Assets	<u>\$ 17,964,902</u>	<u>\$ -</u>	<u>\$ 13,683,457</u>	<u>\$ 31,648,359</u>
<u>LIABILITIES</u>				
Cash overdraft			\$ 14,849	\$ 14,849
Accounts and accrued liabilities	1,537,095	1,041,143	1,260,114	3,838,352
Accrued wages and benefits	438,418			438,418
Due to other funds	<u>234,446</u>	<u>692,045</u>	<u>1,435,077</u>	<u>2,361,568</u>
Total liabilities	<u>2,209,959</u>	<u>1,733,188</u>	<u>2,710,040</u>	<u>6,653,187</u>
<u>DEFERRED INFLOWS OF RESOURCES</u>				
Unavailable revenues:				
Property taxes	1,441,980			1,441,980
Advance property tax collections	1,629,621			1,629,621
Grants			871,680	871,680
Loans			364,815	364,815
Sewer assessments and user charges			2,693	2,693
Ambulance charges			<u>724,232</u>	<u>724,232</u>
Total deferred inflows of resources	<u>3,071,601</u>	<u>-</u>	<u>1,963,420</u>	<u>5,035,021</u>
<u>FUND BALANCES</u>				
Nonspendable			1,736,239	1,736,239
Restricted			1,364,237	1,364,237
Committed			6,590,021	6,590,021
Assigned	1,540,633		180,000	1,720,633
Unassigned	<u>11,142,709</u>	<u>(1,733,188)</u>	<u>(860,500)</u>	<u>8,549,021</u>
Total fund balances	<u>12,683,342</u>	<u>(1,733,188)</u>	<u>9,009,997</u>	<u>19,960,151</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 17,964,902</u>	<u>\$ -</u>	<u>\$ 13,683,457</u>	<u>\$ 31,648,359</u>

TOWN OF VERNON, CONNECTICUT

RECONCILIATION OF FUND BALANCE  
TO NET POSITION OF GOVERNMENTAL ACTIVITIES

JUNE 30, 2014

AMOUNTS REPORTED FOR GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF NET POSITION (EXHIBIT A) ARE DIFFERENT FROM THE GOVERNMENTAL FUND BALANCE SHEET, THE DETAILS OF THIS DIFFERENCE ARE AS FOLLOWS:

TOTAL FUND BALANCE (EXHIBIT C, PAGE 1)	\$ 19,960,151
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CAPITAL ASSETS USED IN GOVERNMENTAL ACTIVITIES ARE NOT FINANCIAL RESOURCES AND, THEREFORE, ARE NOT REPORTED IN THE FUNDS:

Beginning capital assets	155,239,319
Less internal service fund capital assets	(359,640)
Current capital asset additions (net of construction in progress)	3,864,135
Less internal service fund capital assets additions	(818,468)
Depreciation expense	(5,366,702)
Less internal service fund capital assets depreciation	105,863
Disposal and sale of capital assets	(1,037,936)

OTHER LONG-TERM ASSETS ARE NOT AVAILABLE TO PAY FOR CURRENT PERIOD EXPENDITURES:

Property tax and sewer assessment interest and lien accrual	735,857
Allowance for doubtful accounts	(575,000)
Net pension asset	421,164

OTHER LONG-TERM ASSETS ARE NOT AVAILABLE TO PAY FOR CURRENT PERIOD EXPENDITURES AND, THEREFORE, ARE UNAVAILABLE IN THE FUNDS:

Property tax, sewer assessment, grant, ambulance services and community development block loan receivable - accrual basis change	3,405,400
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INTERNAL SERVICE FUNDS ARE USED BY MANAGEMENT TO CHARGE THE COST OF VARIOUS SELF-INSURED RISK PREMIUMS AND DATA PROCESSING OPERATION TO INDIVIDUAL DEPARTMENTS:

The portion of assets and liabilities of the internal service funds are included in governmental activities in the statement of net position	(225,711)
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SOME LIABILITIES, INCLUDING BONDS PAYABLE, ARE NOT DUE AND PAYABLE IN THE CURRENT PERIOD AND, THEREFORE, ARE NOT REPORTED IN THE FUNDS:

Bonds, notes and related liabilities	(36,790,000)
Deferred charge	(1,316,872)
State of Connecticut Clean Water Fund notes	(4,049,643)
Capital leases	(1,579,841)
Compensated absences	(3,846,659)
Less: Internal service fund compensated absences	27,864
Retirement obligations	(2,668,488)
Net OPEB liability	(2,224,718)
Accrued interest payable	(532,069)

NET POSITION OF GOVERNMENTAL ACTIVITIES	<u>122,368,006</u>
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(Concluded)

TOWN OF VERNON, CONNECTICUTGOVERNMENTAL FUNDSSTATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
FOR THE YEAR ENDED JUNE 30, 2014

	GENERAL	ROAD IMPROVEMENTS BOND	NONMAJOR GOVERNMENTAL FUNDS	TOTAL GOVERNMENTAL FUNDS
Revenues:				
Property taxes	\$ 62,683,962	\$ -	\$ -	\$ 62,683,962
Intergovernmental	25,613,730		11,078,857	36,692,587
Assessments			8,735	8,735
Charges for services	2,051,631		2,499,562	4,551,193
Gifts and contributions			534,642	534,642
Income on investments	136		146,009	146,145
Other	480,030		211,620	691,650
Total revenues	90,829,489	-	14,479,425	105,308,914
Expenditures:				
Current:				
General government	3,428,718		6,169	3,434,887
Community development	221,149		270,610	491,759
Public safety	7,995,555		997,420	8,992,975
Maintenance and development	5,431,695		423,344	5,855,039
Human services	936,012		85,867	1,021,879
Parks, recreation and culture	1,329,070		929,679	2,258,749
Town wide	7,107,547			7,107,547
Education	56,788,058		7,429,848	64,217,906
Debt service	4,143,846		1,662,040	5,805,886
Capital outlay	130,174	1,733,188	1,890,373	3,753,735
Total expenditures	87,511,824	1,733,188	13,695,350	102,940,362
Excess (deficiency) of revenues over expenditures	3,317,665	(1,733,188)	784,075	2,368,552
Other financing sources (uses):				
Transfers in	222,961		2,261,474	2,484,435
Transfers out	(2,261,474)		(222,961)	(2,484,435)
Total other financing sources (uses)	(2,038,513)	-	2,038,513	-
Net change in Fund Balances	1,279,152	(1,733,188)	2,822,588	2,368,552
Fund Balances at July 1, 2013	11,404,190		6,187,409	17,591,599
Fund Balances at June 30, 2014	\$ 12,683,342	\$ (1,733,188)	\$ 9,009,997	\$ 19,960,151

TOWN OF VERNON, CONNECTICUT

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES  
IN FUND BALANCES OF GOVERNMENTAL FUNDS TO STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2014

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AMOUNTS REPORTED FOR GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF ACTIVITIES

(EXHIBIT B) ARE DUE TO:

NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS (EXHIBIT D) \$ 2,368,552

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Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets are allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the current period:

Capital outlay (net of internal service fund activity) 3,045,667

Depreciation expense (net of internal service fund activity) (5,260,839)

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Total (2,215,172)

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The net effect of various miscellaneous transactions involving capital assets (i.e., sales, trade-ins and donations) is to increase net position. In the Statement of Activities, only the *loss* on the sale of capital assets is reported. However, in the governmental funds, the proceeds from the sale increase financial resources. Thus, the change in net position differs from the change in fund balance by the cost of the capital assets sold

(1,037,936)

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Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds, and revenues recognized in the Fund Financial Statements are not recognized in the Statement of Activities:

Change in property tax, sewer assessment, grant, ambulance services and community development block

loan receivable - accrual basis change (219,390)

Change in property tax and sewer assessment interest and lien revenue 44,395

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Total (174,995)

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The issuance of long-term debt (e.g., bonds, leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transactions, however, have any effect on net position. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the Statement of Activities. The details of these differences in the treatment of long-term debt and related items are as follows:

Principal repayments:

General obligation bonds and notes payable 4,109,052

Deferred charges 94,064

Capital lease payable 218,702

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Total 4,421,818

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TOWN OF VERNON, CONNECTICUT

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES  
IN FUND BALANCES OF GOVERNMENTAL FUNDS TO STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2014

Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds:

Compensated absences	\$	203,490
Retirement obligations		461,176
Net OPEB obligations		(229,726)
Accrued interest payable		35,072
Total		470,012

Internal service funds are used by management to charge costs of various self-insured risk premiums and Data Processing operations to individual departments. A portion of the net revenue of the activities Internal Service Fund is reported with governmental activities

414,433

CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES (EXHIBIT B)

\$ 4,246,712

(Concluded)

TOWN OF VERNON, CONNECTICUTSTATEMENT OF NET ASSETS - PROPRIETARY FUNDS

JUNE 30, 2014

	BUSINESS-TYPE ACTIVITIES			GOVERNMENTAL
	NON-MAJOR			ACTIVITIES
	SEWER USER	CENTER 375	TOTAL	INTERNAL SERVICE FUNDS
<b>ASSETS:</b>				
Current assets:				
Cash	\$ 4,763,815	\$ 56,235	\$ 4,820,050	\$ 659,992
Investments	2,337,347	1,082,779	3,420,126	722,361
Receivables (net)	1,443,584	1,369	1,444,953	9,747
Due from other Funds		27	27	
Prepaid expense				22,740
Total current assets	8,544,746	1,140,410	9,685,156	1,414,840
Capital assets (net):				
Land and land improvements	838,180	645,711	1,483,891	
Buildings and plant	4,445,390	1,940,983	6,386,373	
Machinery and equipment	8,636,500	25,207	8,661,707	632,404
Infrastructure	11,335,206		11,335,206	245,734
Intangible - computer software	49,000		49,000	387,278
Construction-in-progress			-	441,817
Accumulated depreciation	(15,757,485)	(1,439,394)	(17,196,879)	(634,988)
Capital assets (net)	9,546,791	1,172,507	10,719,298	1,072,245
Total assets	18,091,537	2,312,917	20,404,454	2,487,085
<b>LIABILITIES:</b>				
Current liabilities:				
Accounts and other payables	303,834	96,050	399,884	65,646
Claims payable			-	262,852
Due to other funds	20,361		20,361	1,208,847
Accrued compensated absences	112,600		112,600	26,846
Total current liabilities	436,795	96,050	532,845	1,564,191
Noncurrent liabilities:				
Claims payable			-	672,804
Accrued compensated absences	363,429		363,429	1,018
Net OPEB obligation	60,398		60,398	
Total noncurrent liabilities	423,827	-	423,827	673,822
Total liabilities	860,622	96,050	956,672	2,238,013
<b>NET POSITION:</b>				
Net investment in capital assets	9,546,791	1,172,507	10,719,298	1,072,245
Unrestricted	7,684,124	1,044,360	8,728,484	(823,173)
Total Net Position	\$ 17,230,915	\$ 2,216,867	19,447,782	\$ 249,072
Adjustment to reflect the consolidation of internal service fund activities related to enterprise funds			474,783	
Net position of business-type activities (Exhibit A)			\$ 19,922,565	

TOWN OF VERNON, CONNECTICUTPROPRIETARY FUNDSSTATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS  
FOR THE YEAR ENDED JUNE 30, 2014

	BUSINESS-TYPE ACTIVITIES			GOVERNMENTAL
	NON-MAJOR			ACTIVITIES
	SEWER USER	CENTER 375	TOTAL	INTERNAL SERVICE FUNDS
Operating Revenues:				
Charges for services	\$ 5,369,759	\$ 168,848	\$ 5,538,607	\$ 2,372,085
Gifts and contributions			-	866,817
Other:				
Septic fees	541,346		541,346	
Delinquent interest	66,034		66,034	
Miscellaneous	8,493		8,493	64,440
Total operating revenues	5,985,632	168,848	6,154,480	3,303,342
Operating Expenses:				
Wages and benefits	2,012,779		2,012,779	797,369
Repairs, maintenance and rentals	315,781	37,043	352,824	467,835
Utilities	1,634,116	55,431	1,689,547	13,129
Supplies and materials	459,616	19,223	478,839	4,473
General and administrative	366,918	61,093	428,011	194,285
Claims incurred			-	1,395,356
Depreciation	573,556	44,883	618,439	105,863
Total operating expenses	5,362,766	217,673	5,580,439	2,978,310
Operating income (loss)	622,866	(48,825)	574,041	325,032
Nonoperating Revenues (Expenses):				
Investment income	190	87	277	57
Insurance and other reimbursements	9,812		9,812	
Loss on disposal of capital assets	(63,428)		(63,428)	
Net Nonoperating Revenues (Expenses)	(53,426)	87	(53,339)	57
Income (loss) before capital contribution	569,440	(48,738)	520,702	325,089
Capital contributed	1,113,749		1,113,749	144,790
Change in Net Position	1,683,189	(48,738)	1,634,451	469,879
Total Net Position at July 1, 2013	15,547,726	2,265,605		(220,807)
Total Net Position at June 30, 2014	\$ 17,230,915	\$ 2,216,867		\$ 249,072
Adjustment to reflect the consolidation of internal service fund activities related to enterprise funds			55,446	
Net change in net position of business-type activities (Exhibit B)			\$ 1,689,897	



TOWN OF VERNON, CONNECTICUT  
STATEMENT OF FIDUCIARY NET POSITION  
FIDUCIARY FUNDS  
DECEMBER 31, 2013 AND JUNE 30, 2014

	PENSION TRUST FUNDS DECEMBER 31, 2013	OTHER POST EMPLOYMENT BENEFIT TRUST FUND JUNE 30, 2014	PRIVATE- PURPOSE TRUST FUND JUNE 30, 2014	AGENCY FUNDS JUNE 30, 2014
<b>ASSETS:</b>				
Cash	\$ -	\$ 1,639	\$ 270,887	\$ 403,313
Investments, at fair value (pooled):				
Pooled fixed income		237,056	243,889	189,606
Mutual funds:				
Common stock	20,689,313			
International common stock/ Exchange Traded Fund ("ETF")	6,566,312			
Corporate bond/ETF	13,482,667			
Commodities/ETF	25,788			
Real estate/ETF	45,805			
Money market	65,255			
Common stock	472,932			
International common stock	18,500			
Corporate bonds	171,477			
International bonds	23,972			
Government agency bonds	92,547			
Guaranteed investment account	14,823,775			
Total investments	56,478,343	237,056	243,889	189,606
Accounts receivable		421	33,548	
Due from other funds				524
Total assets	56,478,343	239,116	548,324	593,443
<b>LIABILITIES:</b>				
Accounts and other payables	21,524		42	592,444
Due to other funds		2,083		999
Total Liabilities	21,524	2,083	42	593,443
<b>NET POSITION:</b>				
Held in trust for pension and OPEB benefits and other purposes	\$ 56,456,819	\$ 237,033	\$ 548,282	\$ -

TOWN OF VERNON, CONNECTICUTSTATEMENT OF CHANGES IN FIDUCIARY NET POSITIONFIDUCIARY FUNDS  
FOR THE YEARS ENDED DECEMBER 31, 2013 AND JUNE 30, 2014

	Pension Trust Funds December 31, 2013	Other Post Employment Benefit Trust Fund June 30, 2014	Private Purpose Trust Fund June 30, 2014
Additions:			
Contributions:			
Employer	\$ 3,266,289	\$ 640,029	\$
Employee	1,369,933		
Retirees		925,068	
State		144,352	
Private			37,586
Other		10,701	
Total contributions	4,636,222	1,720,150	37,586
Net investment income	8,039,079	12	5,449
Less investment expenses	177,839		
Net investment income (loss)	7,861,240	12	5,449
Total additions	12,497,462	1,720,162	43,035
Deductions:			
Benefit payments / annuity purchases	4,839,395	1,640,150	
Refund of contributions	62,064		
Administrative expense	176,206		
Awards			41,875
Total deductions	5,077,665	1,640,150	41,875
Change in Net Position	7,419,797	80,012	1,160
Net Position at January 1 and July 1, 2013	49,037,022	157,021	547,122
Net Position at December 31, 2013 and June 30, 2014	\$ 56,456,819	\$ 237,033	\$ 548,282

**COMPARATIVE GENERAL FUND OPERATING STATEMENT**  
**BUDGET AND ACTUAL (BUDGETARY BASIS)**

	Fiscal Year 2013-2014				Fiscal Year 2014-15 Adopted Budget
	Revised Budget	Actual	Outstanding Encumbrances	Variance Over (Under)	
<b>REVENUES</b>					
Property taxes	\$61,280,115	\$62,683,962	\$0	\$1,403,847	\$63,588,168
Intergovernmental	19,200,180	19,327,891	0	127,711	19,101,773
Charges for services	1,046,963	1,498,391	0	451,428	954,435
Licenses and permits	545,550	531,337	0	-14,213	622,450
Gifts and contributions	0	0	0	0	0
Fines and penalties	16,200	21,903	0	5,703	17,000
Investment income	40,070	136	0	-39,934	24,060
Other	442,102	480,030	0	37,928	462,263
<b>Total Revenues</b>	<b>82,571,180</b>	<b>84,543,650</b>	<b>0</b>	<b>1,972,470</b>	<b>84,770,149</b>
<b>OTHER FINANCING SOURCES</b>					
Operating transfers in	228,280	222,961	0	-5,319	183,827
<b>Total revenues and other financing sources</b>	<b>\$82,799,460</b>	<b>\$84,766,611</b>	<b>\$0</b>	<b>\$1,967,151</b>	<b>\$84,953,976</b>
<b>EXPENDITURES</b>					
Current:					
General government	\$3,860,767	\$3,428,718	\$357,467	\$74,582	\$3,368,723
Community development	240,576	221,149	8,578	10,849	289,769
Public safety	8,347,766	7,995,555	250,189	102,022	8,302,307
Maintenance and development	5,711,341	5,431,695	156,730	122,916	5,490,982
Human services	970,686	936,012	7,185	27,489	975,220
Parks, recreation and culture	1,347,199	1,329,070	15,779	2,350	1,366,741
Town wide	7,455,275	7,107,547	311,205	36,523	7,453,418
Education	50,588,974	50,502,219	0	86,755	51,291,956
Capital improvements	239,241	130,174	109,000	67	765,565
Debt service	4,143,849	4,143,846	0	3	5,649,295
<b>Total expenditures</b>	<b>82,905,674</b>	<b>81,225,985</b>	<b>1,216,133</b>	<b>463,556</b>	<b>84,953,976</b>
<b>OTHER FINANCING USES</b>					
Operating transfers out	2,186,835	2,261,474	2,500	-77,139	0
<b>Total expenditures and other financing uses</b>	<b>\$85,092,509</b>	<b>\$83,487,459</b>	<b>1,218,633</b>	<b>\$386,417</b>	<b>\$84,953,976</b>
Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses		<b>\$1,279,152</b>			-
June 30, 2013, encumbrances liquidated			1,066,542		
Increase (Decrease) in Unreserved Fund Balance		\$1,279,152	\$152,091	<b>\$1,127,061</b>	
Designation for:				0	
Increase (Decrease) in Unreserved, Undesignated Fund Balance				<b>\$1,127,061</b>	

TOWN OF VERNON, CONNECTICUT

## GENERAL FUND

SCHEDULE OF REVENUES AND OTHER FINANCING SOURCES - BUDGET AND ACTUAL

FOR THE YEAR ENDED JUNE 30, 2014

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance - with Final Budget</u>
	<u>Original</u>	<u>Final</u>		
<b><u>Tax revenue</u></b>				
Current year taxes	60,037,115	60,037,115	60,499,291	462,176
Prior year taxes	380,000	380,000	917,181	537,181
Supplemental motor vehicle tax	632,000	632,000	828,013	196,013
Interest and lien fees	220,000	220,000	418,027	198,027
Warrant revenue	7,000	7,000	15,034	8,034
Liens	4,000	4,000	6,416	2,416
<b>Total Tax Revenue</b>	<b>61,280,115</b>	<b>61,280,115</b>	<b>62,683,962</b>	<b>1,403,847</b>
<b><u>Intergovernmental</u></b>				
Civil preparedness	7,100	7,100	10,846	3,746
FEMA Public Assistance October Storm Alfred	-	-	16,767	16,767
Bullet Proof Vest grant	2,000	2,000	3,492	1,492
Community services block grant	20,436	20,436	20,634	198
Education cost sharing	17,645,165	17,645,165	17,645,165	-
Public pupil transportation	162,680	162,680	149,830	(12,850)
Non-public pupil transportation	7,752	7,752		(7,752)
Vocational Agriculture	107,667	107,667	168,722	61,055
Student based supplement grant	128,580	128,580	128,580	
Medicaid reimbursement	70,000	70,000	80,171	10,171
Medicaid retro reimbursement	-	-	86,632	86,632
Pilot - Colleges and hospitals	310,576	310,576	310,249	(327)
Pilot - State owned property	197,848	197,848	197,996	148
Pilot - Shelter rent	46,000	46,000	73,753	27,753
Tax Relief - Elderly circuit breaker	142,000	142,000	142,746	746
Tax Relief - Disability exemption	3,360	3,360	3,118	(242)
Tax Relief - Veterans exemption	24,000	24,000	21,035	(2,965)
Mashantucket Pequot and Mohegan grant	177,566	177,566	177,261	(305)
Telephone tax sharing	68,000	68,000	56,369	(11,631)
Municipal video trust account	20,000	20,000	7,519	(12,481)
Judicial reimbursement - Parking	50	50	350	300
Judicial reimbursements	200	200	360	160
Special reimbursements - Permits	200	200	147	(53)
State DUI grant	30,000	30,000	4,509	(25,491)
Motor vehicle violation surcharge	10,000	10,000	12,295	2,295
Safe streets driving enforcement	5,000	5,000		(5,000)
Historic document preservation grant	6,000	6,000	6,500	500
Other - State grants	8,000	8,000	2,845	(5,155)
<b>Total Intergovernmental</b>	<b>19,200,180</b>	<b>19,200,180</b>	<b>19,327,891</b>	<b>127,711</b>

## TOWN OF VERNON, CONNECTICUT

## GENERAL FUND

## SCHEDULE OF REVENUES AND OTHER FINANCING SOURCES - BUDGET AND ACTUAL

FOR THE YEAR ENDED JUNE 30, 2014

	Budgeted Amounts			Variance - with Final Budget
	Original	Final	Actual	
<b>Charges for Services</b>				
Town Clerk recording fees	404,000	404,000	412,348	8,348
Historic document preservation	13,200	13,200	10,797	(2,403)
Farmland preservation surcharge	-	-	135,973	135,973
State Treasurer - MERS	-	-	69,391	69,391
Printing and copying fees	200	200	663	463
Finance administration fee	11,000	11,000	11,000	-
Planning and zoning fees	7,000	7,000	7,173	173
Conservation fees	2,500	2,500	2,198	(302)
Assessor fees	1,000	1,000	672	(328)
Tax lien option agreement	-	-	1,890	1,890
Police - Special services	10,000	10,000	245,711	235,711
Fingerprint fees	2,500	2,500	1,390	(1,110)
Other public safety	4,000	4,000	959	(3,041)
Fire Marshal services	600	600	200	(400)
Historic properties certification	-	-	100	100
Refuse Energy Community Outreach	-	-	20,000	20,000
Recycling	45,000	45,000	26,361	(18,639)
Recycling bin promotion	2,000	2,000	3,510	1,510
Bulky waste pickup	12,000	12,000	14,150	2,150
CRRA reimbursement	-	-	9,771	9,771
Other - Maintenance and development	12,000	12,000	4,939	(7,061)
Yankee Gas - Administration allocation	1,700	1,700	1,760	60
Energy application administration	8,663	8,663	8,769	106
Housing rehabilitation administration	600	600	812	212
Recreation - Other	-	-	3,773	3,773
Tuition - Special education	175,000	175,000	86,780	(88,220)
Tuition - Next Step program	-	-	100,000	100,000
Tuition - Vo-Ag	301,000	301,000	245,880	(55,120)
Tuition - Special education Vo-Ag	29,000	29,000	-	(29,000)
School use activity	-	-	44,597	44,597
Other - Education	4,000	4,000	26,824	22,824
<b>Total Charges for Services</b>	<b>1,046,963</b>	<b>1,046,963</b>	<b>1,498,391</b>	<b>451,428</b>
<b>Licenses and Permits</b>				
Building permits	445,000	445,000	450,351	5,351
Zoning Review	150	150	500	350
ZBA Fees	3,900	3,900	2,630	(1,270)
Zoning Permits	4,000	4,000	3,750	(250)
Town Clerk license surcharge	3,000	3,000	2,166	(834)
Refuse licensing	5,500	5,500	3,500	(2,000)
Transfer station permits	75,000	75,000	59,490	(15,510)
Driveway & road cut Permits	9,000	9,000	8,950	(50)
<b>Total Licenses and Permits</b>	<b>545,550</b>	<b>545,550</b>	<b>531,337</b>	<b>(14,213)</b>

## TOWN OF VERNON, CONNECTICUT

## GENERAL FUND

## SCHEDULE OF REVENUES AND OTHER FINANCING SOURCES - BUDGET AND ACTUAL

FOR THE YEAR ENDED JUNE 30, 2014

	Budgeted Amounts		Actual	Variance - with Final Budget
	Original	Final		
<b><u>Fines and Penalties</u></b>				
Parking tags	14,200	14,200	11,903	(2,297)
Zoning citations	2,000	2,000	10,000	8,000
<b>Total Fines and Penalties</b>	<b>16,200</b>	<b>16,200</b>	<b>21,903</b>	<b>5,703</b>
<b><u>Interest on Investments</u></b>				
General Fund	40,000	40,000	106	(39,894)
Interest on investments - Post employment	60	60	25	(35)
Teachers' Retirement Board	10	10	5	(5)
	<b>40,070</b>	<b>40,070</b>	<b>136</b>	<b>(39,934)</b>
<b><u>Other Revenue</u></b>				
Purchasing card reimbursement	44,000	44,000	10,489	(33,511)
Rental income - Annex	24,000	24,000	24,000	-
Rental income - Senior Center	-	-	189	189
Rental management fee	50,000	50,000	50,000	-
Rental income other	-	-	17,122	17,122
Medical insurance reimbursements	152,310	152,310	133,506	(18,804)
Insurance reimbursements	-	-	1,973	1,973
Gasoline reimbursements	80,830	80,830	114,911	34,081
Tolland - East / East Main Street sewers	30,267	30,267	30,267	-
Lease - Ellington pump station	6,400	6,400	6,750	350
Education	32,295	32,295	68,781	36,486
Miscellaneous	22,000	22,000	22,042	42
<b>Total Other Revenue</b>	<b>442,102</b>	<b>442,102</b>	<b>480,030</b>	<b>37,928</b>
<b>Total Revenues</b>	<b>82,571,180</b>	<b>82,571,180</b>	<b>84,543,650</b>	<b>1,972,470</b>

## TOWN OF VERNON, CONNECTICUT

## GENERAL FUND

## SCHEDULE OF REVENUES AND OTHER FINANCING SOURCES - BUDGET AND ACTUAL

FOR THE YEAR ENDED JUNE 30, 2014

	Budgeted Amounts			Variance - with Final Budget
	Original	Final	Actual	
<b>Other Financing Sources</b>				
Special Revenue Funds:				
Special Revenue	5,200	5,200	395	(4,805)
Recreation programs	62,500	62,500	62,500	-
Sewer assessments - Ordinance # 167	62,000	62,000	62,000	-
Sewer assessments - Ordinance # 201	16,000	16,000	16,000	-
Ambulance services	82,000	82,000	82,000	-
Investment income - Insurance exchange	80	80	9	(71)
Investment income - Town Aid for Roads	160	160	3	(157)
Investment income - Sewer Assessments	120	120	1	(119)
<b>Total Special Revenue</b>	<b>228,060</b>	<b>228,060</b>	<b>222,908</b>	<b>(5,152)</b>
<b>Transfers In:</b>				
Debt Service Fund:				
Interest on investments	220	220	53	(167)
<b>Total Transfers In</b>	<b>228,280</b>	<b>228,280</b>	<b>222,961</b>	<b>(5,319)</b>
<b>Total</b>	<b>82,799,460</b>	<b>82,799,460</b>	<b>84,766,611</b>	<b>1,967,151</b>

Budgetary revenues are different than GAAP revenue because:

State of Connecticut "on-behalf" contributions to the Connecticut State Teachers'  
Retirement System for Town teachers are not budgeted .....

6,285,839

Total revenues and other financing sources as reported on the statement of  
revenues, expenditures, and changes in fund balance - governmental funds - Exhibit D:

91,052,450

**TOWN OF VERNON, CONNECTICUT**  
**GENERAL FUND**  
**SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES - BUDGET AND ACTUAL**  
**FOR THE YEAR ENDED JUNE 30, 2014**

	Original Budget	Final Budget	Expenditures	Outstanding Encumbrances	Total Expenditures & Encumbrances	Variance with Final Budget
<b>General Government</b>						
Town Council	\$12,183	\$15,701	\$10,447	\$730	\$11,177	\$4,524
Probate Court	12,696	24,696	17,115	7,580	24,695	1
Executive and Administrative	644,807	689,177	642,815	18,298	661,113	28,064
Law	115,830	190,241	134,326	54,646	188,972	1,269
Registration	89,858	90,478	82,259	2,612	84,871	5,607
General Election	33,424	38,082	37,419	311	37,730	352
Primary	1	1	-	-	-	1
Referendum	6,500	6,721	4,628	1,598	6,226	495
Finance Administration	485,400	534,640	523,887	7,680	531,567	3,073
Independent audit	50,775	52,025	51,920	100	52,020	5
Treasury	13,914	40,514	691	39,776	40,467	47
Purchasing	9,820	16,465	11,731	4,720	16,451	14
Assessment	258,870	275,385	273,633	2,300	275,933	452
Refunds - Tax adjustments	29,700	16,600	8,286	-	8,286	8,314
Collector of Revenue	216,625	231,356	214,066	16,515	230,571	785
Revaluation	24,750	48,290	1,520	46,766	48,286	4
Town Clerk	263,080	482,621	434,946	26,713	461,659	20,962
Board of Assessment Appeals	2,800	2,800	2,799	-	2,799	1
Water Pollution Control Authority	8,217	8,217	8,217	-	8,217	-
Greater Hartford Transit District	3,793	3,793	3,793	-	3,793	-
Data Processing	965,247	1,091,964	964,230	127,122	1,091,352	612
<b>Total General Government</b>	<b>3,248,290</b>	<b>3,860,767</b>	<b>3,428,718</b>	<b>357,467</b>	<b>3,786,185</b>	<b>74,582</b>
<b>Community Development</b>						
Town Planner - Administration	\$245,652	\$240,576	\$221,149	\$8,578	\$229,727	\$10,849
Community and Economic Development	-	-	-	-	-	-
<b>Total Community Development</b>	<b>245,652</b>	<b>240,576</b>	<b>221,149</b>	<b>8,578</b>	<b>229,727</b>	<b>10,849</b>
<b>Public Safety</b>						
Police	\$5,826,032	\$6,114,557	\$5,950,484	\$110,818	\$6,061,302	\$53,255
School Crossing Guards	62,070	62,070	58,417	-	58,417	3,653
Traffic Authority	312,760	388,912	286,484	83,462	369,946	18,966
Fire Fighting and Administration	1,191,885	1,226,771	1,155,227	55,356	1,210,583	16,188
Fire Marshal	97,838	99,121	98,117	-	98,117	1,004
Building Inspection	270,319	277,123	272,108	505	272,613	4,510
Emergency Management	44,567	47,222	43,444	48	43,492	3,730
Animal Control	127,505	131,990	131,274	-	131,274	716
<b>Total Public Safety</b>	<b>7,932,976</b>	<b>8,347,766</b>	<b>7,995,555</b>	<b>250,189</b>	<b>8,245,744</b>	<b>102,022</b>
<b>Maintenance and Development</b>						
Public Works Administration	\$648,574	\$666,828	\$656,659	\$2,520	\$659,179	\$7,649
General Maintenance	1,254,893	1,244,792	1,211,986	23,744	1,235,730	9,062
Equipment Maintenance	802,157	857,503	797,049	49,543	846,592	10,911
Maintenance of Governmental Buildings	755,913	781,750	752,262	18,594	770,856	10,894
Snow Removal	192,970	331,970	298,813	14,024	312,837	19,133
Refuse Collection and Disposal	1,011,851	1,072,045	994,784	29,485	1,024,269	47,776
Recycling	310,985	320,557	299,240	16,782	316,022	4,535
Condominium Refuse	4,423	4,423	4,314	-	4,314	109
Tree Warden	10,650	10,650	8,916	1,600	10,516	134
Leaf Collection	116,740	116,899	104,218	-	104,218	12,681
Engineering Administrative Services	300,753	303,924	303,454	438	303,892	32
<b>Total Maintenance and Development</b>	<b>5,409,909</b>	<b>5,711,341</b>	<b>5,431,695</b>	<b>156,730</b>	<b>5,588,425</b>	<b>122,916</b>



**Human Services**

North Central District Health	\$130,252	\$130,252	\$130,251	\$1	\$130,252	\$0
Visiting Nurses & Health Services	12,249	12,249	12,249	-	12,249	-
Hockanum Valley Community Council	165,000	165,000	165,000	-	165,000	-
Child Guidance Clinic	5,500	5,500	5,500	-	5,500	-
Exchange Club - Prevent Child Abuse	4,000	4,000	4,000	-	4,000	-
Tri-County ARC	3,500	3,500	3,500	-	3,500	-
MARC, Inc. of Manchester	2,000	2,000	2,000	-	2,000	-
Shelter Services	14,200	17,544	7,792	-	7,792	9,752
Connecticut Legal Services	1	1	-	-	-	1
Hartford Interval House	2,500	2,500	2,500	-	2,500	-
YWCA Sexual Assault Clinic	2,000	2,000	2,000	-	2,000	-
Hockanum Valley School Readiness	4,000	4,000	4,000	-	4,000	-
Social Services Administration	250,956	243,396	231,811	6,176	237,987	5,409
Youth Services	216,950	231,057	229,885	59	229,944	1,113
Senior Center	126,896	147,687	135,524	949	136,473	11,214
<b>Total Human Services</b>	<b>940,004</b>	<b>970,686</b>	<b>936,012</b>	<b>7,185</b>	<b>943,197</b>	<b>27,489</b>

**Parks, Recreation, and Culture**

Recreation Administration	\$364,061	\$368,471	\$365,620	\$2,577	\$368,197	\$274
Public Celebration	10,000	15,218	9,913	5,218	15,131	87
Parks Maintenance	597,813	639,541	629,708	7,984	637,692	1,849
Arts Commission	8,524	8,524	8,384	-	8,384	140
Historical Society	5,445	5,445	5,445	-	5,445	-
Rockville Public Library	310,000	310,000	310,000	-	310,000	-
<b>Total Parks, Recreation, and Culture</b>	<b>1,295,843</b>	<b>1,347,199</b>	<b>1,329,070</b>	<b>15,779</b>	<b>1,344,849</b>	<b>2,350</b>

**Town Wide**

Social Security and Medicare	\$949,300	\$941,300	\$931,472	\$0	\$931,472	\$9,828
Pension	2,403,507	2,642,844	2,404,354	238,336	2,642,690	154
Group Insurance	2,540,879	2,579,366	2,530,106	48,963	2,579,069	297
Unemployment Compensation	40,000	43,044	20,823	12,421	33,244	9,800
Municipal Insurance	989,418	1,013,196	1,006,734	6,378	1,013,112	84
Contingency	112,860	18,090	1,730	-	1,730	16,360
Housing Authority Sewer Subsidy	49,995	56,683	51,576	5,107	56,683	-
Vernon Cemetery Commission	160,752	160,752	160,752	-	160,752	-
<b>Total Town Wide</b>	<b>7,246,711</b>	<b>7,455,275</b>	<b>7,107,547</b>	<b>311,205</b>	<b>7,418,752</b>	<b>36,523</b>
<b>Subtotal - General Government</b>	<b>26,319,385</b>	<b>27,933,610</b>	<b>26,449,746</b>	<b>1,107,133</b>	<b>27,556,879</b>	<b>376,731</b>

**Capital Improvements**

Capital Improvements - Town	50,000	239,241	130,174	109,000	239,174	67.00
Capital Improvements - Education	-	-	-	-	-	-
<b>Total Capital Improvements</b>	<b>50,000</b>	<b>239,241</b>	<b>130,174</b>	<b>109,000</b>	<b>239,174</b>	<b>67.00</b>

**Debt Service**

Debt Service Principal Payments	2,771,437	2,771,437	2,771,437	-	2,771,437	-
Debt Service Interest Payments	1,372,412	1,372,412	1,372,409	-	1,372,409	3
<b>Total Debt Service</b>	<b>4,143,849</b>	<b>4,143,849</b>	<b>4,143,846</b>	<b>-</b>	<b>4,143,846</b>	<b>3</b>
<b>Subtotal - Cap. Improve. / Debt Service</b>	<b>4,193,849</b>	<b>4,383,090</b>	<b>4,274,020</b>	<b>109,000</b>	<b>4,383,020</b>	<b>70</b>

**Education**

Regular instruction	\$18,252,738	\$18,211,523	\$18,080,480	\$0	\$18,080,480	\$131,043
Special Education instruction	4,590,844	4,893,376	5,035,035	0	5,035,035	-141,659
Continuing Education	221,911	221,911	221,911	0	221,911	0
Special Education program support	3,412,555	2,954,256	3,271,193	0	3,271,193	-316,937
Social Work services	531,567	522,314	511,603	0	511,603	10,711
Guidance services	724,206	701,303	764,791	0	764,791	-63,488
Health services	422,793	446,835	438,518	0	438,518	8,317
Psychological services	564,461	574,094	551,559	0	551,559	22,535
Speech pathology & audio services	628,450	567,468	555,321	0	555,321	12,147
Instructional program support	38,129	58,103	189,933	0	189,933	-131,830
Library / Media services	351,390	341,928	325,101	0	325,101	16,827
Curriculum development	1,516,582	1,312,385	1,064,792	0	1,064,792	247,593
Superintendent's office	477,136	551,216	536,162	0	536,162	15,054
Board of Education - Elected	126,934	150,717	150,213	0	150,213	504
Principal office services	2,031,694	1,997,342	1,878,185	0	1,878,185	119,157
Business office	447,018	518,306	501,000	0	501,000	17,306
Capital Reserve	0	0	0	0	0	0
Building / Plant operations	3,946,853	4,220,688	4,149,904	0	4,149,904	70,784
Student transportation services	2,473,263	2,455,995	2,406,366	0	2,406,366	49,629
General control	189,772	171,681	140,495	0	140,495	31,186
Information systems	810,657	810,657	816,933	0	816,933	-6,276
System-wide fringe benefits	8,106,861	8,296,733	8,318,454	0	8,318,454	-21,721
Extra curricular student activities	497,601	468,618	452,745	0	452,745	15,873
Reserve for negotiations	113,295	141,525	141,525	0	141,525	0
<b>Total Education</b>	<b>\$50,476,890</b>	<b>\$50,588,974</b>	<b>\$50,502,219</b>	<b>\$0</b>	<b>\$50,502,219</b>	<b>\$86,755</b>
<b>Total Expenditures</b>	<b>80,989,924</b>	<b>82,905,674</b>	<b>81,225,985</b>	<b>1,216,133</b>	<b>82,442,118</b>	<b>463,556</b>

**Other Financing Uses**

Transfers Out:						
Town Clerk - Preservation surcharge	\$0	\$3,599	\$3,599	\$0	\$3,599	\$0
Planning - Open Space	10,000	10,000	10,000	-	10,000	-
Community & Economic Development	39,600	39,600	39,600	-	39,600	-
Animal Control	-	-	-	-	-	-
Social Services Administration	-	-	-	-	-	-
Firefighting Administration	16,018	16,018	16,018	-	16,018	-
Debt Service - Principal lease	-	-	-	-	-	-
Debt Service - Interest lease	-	-	-	-	-	-
Social Services Administration	10,000	8,250	-	2,500	2,500	5,750
Debt Service - Principal Payments	1,387,773	1,435,259	1,435,215	-	1,435,215	44
Debt Service - WTP Interest Payments	112,483	198,233	198,166	-	198,166	67
Capital Improvements - Town	215,565	381,865	381,865	-	381,865	-
Capital Improvements - Education	-	75,914	75,914	-	75,914	-
Education - Capital Reserve	-	-	83,000	-	83,000	(83,000)
Education - Building / Plant Operations	18,097	18,097	18,097	-	18,097	-
<b>Total Other Financing Uses</b>	<b>1,809,536</b>	<b>2,186,835</b>	<b>2,261,474</b>	<b>2,500</b>	<b>2,263,974</b>	<b>(77,139)</b>
<b>Total Expenditures and Other Financing Uses</b>	<b>\$82,799,460</b>	<b>\$85,092,509</b>	<b>\$83,487,459</b>	<b>\$1,218,633</b>	<b>\$84,706,092</b>	<b>\$386,417</b>

Budgetary expenditures are different than GAAP expenditures because:

State of Connecticut "on-behalf" payments to the Connecticut State Teachers' Retirement System for Town teachers are not budgeted	6,285,839
Encumbrances for purchases and commitments ordered but not received are reported in the year the order is placed for budgetary purposes, but in the year received for financial reporting purposes	(1,218,633)
Total expenditures and other financing sources as reported on the statement of revenues, expenditures, and changes in fund balances - governmental funds - Exhibit D	<u>\$89,773,298</u>

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# Town Clerk-Registrar of Vital Statistics

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## Department Head:

Bernice K. Dixon, CCTC, CMC, Town Clerk

## Location of Department:

Town Hall Memorial Building, First Floor, Room 2

## Responsibilities and Duties:

Connecticut State Statutes and the Town Charter govern the duties and responsibilities of the Office of the Town Clerk/Registrar of Vital Statistics. One of the busiest and most utilized offices, with approximately 7,540 visitors in fiscal year 2013-2014. The Town Clerk's Office recorded and processed 6,118 land record documents pertaining to real estate, including 422 property transfers, from July 1, 2013 to June 30, 2014. These records encompass 52 volumes and approximately 18,200 pages. In addition, 95 maps, 50 veterans' discharges, 578 notary related transactions, 78 trade names, and 46 liquor permits were filed, recorded and processed. There were 360 sporting licenses, 2314 dog licenses, and 2 kennel licenses issued. The office is actively involved in the preparation and the conducting of all elections, primaries, and referenda of which there were 2. Campaign finance reports are also filed with and maintained by the Town Clerk's Office.

The Town Clerk in Vernon is, by virtue of the State Statutes, also the Registrar of Vital Statistics. In this capacity during this fiscal year, this office issued and/or received from other towns **351** births, **236** marriages, **0** Civil Unions, **392** deaths, **268** burial permits, **99** cremation permits, and **0** disinterment permits. This office also issued **3016** certified copies of birth, marriage and death records.

## Services Offered:

- Absentee Ballot Issuance
- Dog License Issuance
- Election Preparation
- Land and Map Recordation
- Marriage/Civil Union License Issuance
- Notary Public
- Services/Registration/Certification
- Schedule of Regular Meeting Date Filings
- Sporting License Issuance
- State Conveyance Tax Return Processing
- Trade Name Registration
- Liquor Permit Registration
- Veteran Registration
- Certified Copies of Vital (Birth, Marriage, Civil Union, Death) Records
- Voter Registration/Identification Cards

## RECORDS MAINTAINED AND INDEXED FOR PUBLIC INSPECTION:

- Burial Book/Sexton's Returns
- Election/Referendum Statistics
- Elected and Appointed Officials Data
- Land and Map Records
- Liquor Permits
- Minutes and Agendas of Town Meetings
- Town Code of Ordinances
- Trade Name/DBA Records
- Veteran Discharge Records
- Vital Statistics Indexes
- Writs and Claim Notification

## REPOSITORY OF:

Miscellaneous Agreements and Contracts, Annual Reports, Budgets, Campaign Finance Filings, and Other Miscellaneous Correspondence, Minutes and Information.

# Education



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# Vernon Board Of Education

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**Superintendent:** Mary P. Conway, Ed.D.

**Assistant Superintendent:** Jeffrey Burt

**Members of Board of Education:**

Anne Fischer, Chairperson

Dean Houle, Vice Chairperson

Mark Kalina, Treasurer

Laura Bush, Secretary

Michele Arn, Amarjit Buttar, David Kemp, Stephen Linton, Paul Stansel

**Responsibilities and Duties:** The authority, the duties and the responsibilities of the Board have been established by the Connecticut statutes, federal laws, and the town charter. The Board of Education scheduled regular meetings on the second and fourth Mondays of each month with the exception of July, when it did not meet, and August and December when it met only once. In addition, Board committees met throughout the year to deal with budget, policy, facilities, negotiations, and curriculum. All meetings are open to the public and listed on the website: [vernon-ct.gov](http://vernon-ct.gov)

**School Data:**

The following is a list of the seven schools, the grade levels in those schools, and the October 1, 2013 enrollment for each school:

•	Center Road School	PK - 5 (502)
•	Lake Street School	PK - 5 (256)
•	Maple Street School	PK - 5 (326)
•	Northeast School	PK - 5 (331)
•	Skinner Road School	PK - 5 (306)
•	Vernon Center Middle School	6 - 8 (659)
•	Rockville High School	9-12 (937)

The total enrollment for the district was 3,317. The total budget for the 2013-2014 school year was \$50,494,787.

**District Mission Statement**

The Vernon Public Schools, in partnership with family and community, is committed to provide a quality education, with high expectations, in a safe environment where all students become independent learners and productive contributors to society.

**Goals**

1. Build and improve relationships and partnerships with family and community.
2. Increase the achievement of every student through high quality curriculum, instruction, and assessment.
3. Promote safe environments that are socially, emotionally, and physically conducive to learning.

## Student Achievement

As a result of the transition from one annual state mandated assessment system to another, Vernon Grade 5, 8, and 10 students participated in the science portion of the Connecticut Mastery Test (CMT) or the Connecticut Academic Performance Test (CAPT) during the spring of 2014. Additionally, students in grades 3 – 8 and 11 participated in the field test of the Smarter Balanced Assessment Consortium (SBAC) assessment which will officially replace the CMT and CAPT as the state mandated assessment in the spring of 2015 for English Language Arts and Mathematics.

Students in all grades were also assessed on their achievement in reading, writing, and mathematics through a variety of local common assessments. The following is a sampling of student achievement data from the 2013 – 2014 school year.

### Science

Connecticut Mastery Test – Grades 5 & 8 Percent at Goal

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Grade 5	50.8	56.5	55.6	53.4
Grade 8	58.1	53.0	55.2	54.0

Connecticut Academic Performance Task – Grade 10 Percent at Goal

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Grade 10	39.9	40.1	44.7	49.7

### Reading

The Vernon Public Schools believes that all students should be reading on grade level by the end of grade 3 in order to provide the foundation for success in future years. In support of that goal, during the 2013 – 2014 school year, the district instituted an all-day kindergarten program for all children in the district. In conjunction with this move the district raised the reading standards in kindergarten from the level used in past years of “instructional” to a more rigorous “independent” level, which provides a more accurate measurement of a student’s abilities. Even with raising the bar in 2013-14, the achievement of our kindergarten students was impressive and increased across all schools. The percent of students at goal in reading at the end of grade 3 rose incrementally from 2011 to 2014.

Percent of students reading at/above goal (measured by Fountas & Pinnell assessment)

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Kindergarten	51.6	57.9	74	78.9
Grade 3	73.3	78.8	75.4	77

### Writing

Proficiency in writing was measured in 2013 – 2014 through the implementation of the district’s new writing rubrics. Students were instructed in writing using the method of process writing. Students drafted, revised, and re-wrote their work improving their writing with appropriate feedback from teachers at all grade levels.

## Percent Writing at Proficient or Above (baseline data)

Grade Level	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>
Percent of Students	49	71	80	83	64	71	78	85	80	80

## Mathematics

All grade 9 students in the Vernon Public Schools must take Algebra I or a higher level course. These courses provide the foundation for learning in numeracy in high school and beyond. The high school has focused on improving the passing rate of students taking Algebra I. A mathematics interventionist position was established in 2013 – 2014 in order to support the success of grade 9 students in Algebra I.

### Percent of Students Passing Algebra I

2012	62.9%
2013	64.7%
2014	73.3%

In addition, locally developed Mathematics Benchmark Assessments are taken several times per year by all students in order to measure achievement of the mathematics curriculum at each grade level.

## Curriculum, Instruction, and Assessment

Under the leadership of Assistant Superintendent Jeffrey Burt, the Vernon Public Schools has undertaken major curriculum review and revision initiatives. English Language Arts curriculum has been revised for grades K – 8 and high school English courses were revised for grades 9 – 12. Additionally, curriculum for grade 11 and 12 English courses “Publications” and “A History of Popular Culture” were prepared. Mathematics curriculum for grades K – 8, Algebra I, and Algebra 2 have been revised as well as high school Chemistry and Biology and Grade 8 Science. Next steps are to complete the revision of the science and social studies curricula for all grade levels.

Teachers engaged in professional learning to improve instructional practice throughout the school year. Five full days and six student early release half-days provided time for teachers to collaborate around student achievement data and to engage in improving their own practice to best meet the needs of the students. Additionally, common planning time was guaranteed for all classroom teachers in grades K – 8 on a daily basis. A major focus of the teacher evaluation plan is the student learning objective which provides a measure of accountability for student achievement and informs each teacher’s plan for improved practice.

Teachers in all subject areas began the year by collaborating to develop pre- and post-assessments for their subject areas. The resultant student achievement data was used to set student learning objectives for individual teachers, for grade levels, and for the schools. An emphasis was placed on using formative assessment throughout the year to inform teacher practice in order to improve student learning. Common summative assessments were developed in many courses at the high school guaranteeing access to the same curriculum to all students taking those courses. A committee successfully investigated several standardized



assessment systems aligned to the newly revised curriculum, which is aligned to the Common Core State Standards, to be purchased and administered beginning in the 2014/15 school year.

**CENTER ROAD SCHOOL:** Mrs. Jocelyn Poglitsch, Principal  
Mr. Michael DeBellis, Assistant Principal

Center Road School is the largest elementary school in the town of Vernon. This Pre-K through grade five school houses a student population of approximately 500 students and a dedicated staff of 85 adults. We host a number of programs for the town including a K-5 English Language Learner program, a preschool program, and a behavioral program. To support student achievement we use a variety of reading interventions using research-based programs. We also offer enrichment activities for our students including Vernon Reads, Invention Convention, Math Olympiads, and recess enrichment clubs for students in grades 1-5. The clubs were run by parent volunteers and teachers. The activities included Drama, Paper Science, French, German, Creative Writing, and Cheerleading. Through CAS, our 5th grade students participate in Marine Science Day and Leadership Conference. Extracurricular activities include safety patrol, service club, writing club, morning exercise club, recess jogging club, school newspaper, yearbook, chorus, and band.

Center Road School is an integral part of the community. Through our school-wide Positive Behavior Intervention and Supports (PBIS) initiative, students are taught to demonstrate our core values of being Respectful, Responsible, and Reliable. Our anti-bullying curriculum, Second Step, is used in every classroom Prek-5.

All classrooms, Pre-K through grade five, have updated computers and internet access. A computer lab is also available for whole class use. Yearly our students contribute to the local food pantry, the firefighter's toy collection, the American Heart Association, and Juvenile Diabetes Research Foundation. We strive to live up to our motto, "Be the Best That You Can Be"!

**LAKE STREET SCHOOL** – Ms. Tracy Duenzl, Principal

At Lake Street School, we believe in the connections between home-school partnerships, a positive school climate and student achievement. Our mission statement is the backbone of our school community: We are a community of learners that treat each other with respect, take responsibility for our own learning, cooperate with others and strive for a safe and positive school for all.

Lake Street School enjoys a strong partnership with families and educators in the education of our students. This partnership centers on continual communication of academics, activities and student progress through weekly newsletters, website, notes, emails and more personal phone conversations. Our PTO and School Governance Council are active partners with Lake Street School, enhancing after school activities for students and families, including Ice Cream Socials, Book Fairs and our Family Fun Day.

Our student achievement continues to grow through the development of Reader's and Writer's Workshop, fostering student inquiry and collaborative work in all content areas.

Technology is infused in daily learning with the use of Smart boards, a computer lab, chrome books and iPads in Kindergarten and First Grade classrooms. We offer a variety of activities for students to extend their leadership and learning, including Math Olympiads, Chorus, Band, Art Club, Mileage Club and the Pride Club. Fifth grade students participate in the Leadership Conference and Marine Science Day, both sponsored by the CT Association of Schools.

Our positive school climate is the result of a school wide effort, led by our PBIS committee, to promote respect, responsibility, cooperation and safety. We begin our day with Morning Meetings and celebrate students in our monthly school assemblies, led by our student Pride Club members. We have biweekly activity periods for students who go 'above and beyond' in our expectations. Our monthly Lake Street School Lions' Dens promote our expectations in the context of our whole school community.

At Lake Street School, the feeling of success is doing your very best!

### **MAPLE STREET SCHOOL – Mrs. Lyn Gandolf, Principal**

Maple Street School believes in the importance of family and community involvement. During the 2013-2014 school year Maple Street students, in grades kindergarten through five, were able to participate in the Community School Program. This program is made possible through the partnerships with outside community agencies and businesses. Through community school students were able to receive additional academic supports through Vernon Reads and through volunteers assisting students with homework. They were also able to participate in many enrichment activities, which included, cooking, karate, Boy Scouts, sports, dance and police academy.

The Community School was also instrumental in partnering with First Choice Health Services, which through grant funding, was able to put School-Based Health Clinics at both Maple Street School and Rockville High School. The First Choice Health Clinic opened its doors in August 2014. Students can now receive physicals and other health related services right on site.

Maple Street School continued to utilize a variety of means to address community issues. The school continued to partner with the Eastern Connecticut Health Network (ECHN) to house a Family Resource Center that provided support to young children and families. Examples of continued school initiatives included the Bookmobile that brought books to students throughout the town during the summer months, and providing backpacks of food and personal care items to selected students to bring home to their families on a weekly basis.

In addition, Maple Street School continued to welcome parents/guardians and families by working actively with the PTO. Families were invited to an Open House, Learning Fair, book fairs and family reading night. Families and staff also got to build relationships through the PTO sponsored Harvest Fest and Spring Fling.

### **NORTHEAST SCHOOL – Mrs. Brenda Greene, Principal**

The relentless focus at Northeast Elementary School is to accelerate student achievement by 1) establishing a safe, orderly, and purposeful learning environment; and 2) promoting

parent/school communication and parent/student involvement at home. Together, we have built a school culture that seeks to bring out the best in each of our children and adults.

Overall, Northeast's fundamental strength is its team effort. The teaching staff works closely with colleagues and the principal to pinpoint the differentiated needs of all, and to design and execute supports for individual students. Ongoing "24/7" communication between the principal and staff is critical in the day-to-day operations of Northeast.

The Northeast instructional staff delivers consistency, structure, and high expectations to our students. We have implemented a school-wide behavior system, which systematically reinforces specific expectations for student work and behavior. The mantra at Northeast is to "Be Nice and Work Hard", a school theme that is easy to understand for children, and an ongoing standard for behavior.

The School Governance Council at Northeast meets several times a year, discussing needs and executing tasks to improve continuously our school and community. Northeast has a dedicated and supportive extended community, marked by family events that are well attended.

Northeast is a special place where staff work together to connect with and teach students, not subjects. We were recognized by the State as a Connecticut School of Distinction in 2013 and 2014, highlighting our academic progress. Everyone in the Northeast Elementary School community is looking forward to building enthusiastically on our success.

#### **SKINNER ROAD SCHOOL – Mrs. Sandye Simon, Principal**

Skinner Road School (SRS) values the home/school connection and finds creative ways to connect with parents both in school and outside of school. Parents have several opportunities to come to school to meet with teachers including the First Day Celebration, Open House, two parent/teacher conferences and are encouraged to request a meeting anytime they would like to discuss any issues. As a Positive Behavioral Intervention Supports (PBIS) school, SRS families are provided with brochures and information to support their children at home, as Skinner Road School S.T.A.R.s. As a school that believes it takes us all to raise our children, parents are encouraged and welcome to participate in the numerous school activities during and after school hours. Parents are very active in the school and are welcome into school to monitor their child's progress in all academic and social areas. Parents have access to email addresses of teachers (Firstname.Lastname@vernonct.org) and can call the office and contact teachers or the principal. The website has been updated and is accessed regularly by the community to keep in contact with the Skinner Road School community.

Skinner Road School provides each child with a handbook and monthly newsletter. In each of these publications there are ideas for ways that parents can promote good study habits and encourages parents to contact the school if there are any questions. The Skinner Road School website is now updated and will be an additional source of information for parents. The Skinner Road School PTO meets monthly and encourages parents to become involved in school functions and seeks support to provide activities to students. The Skinner Road School PTO has been a huge support for students and staff. This past year the PTO purchased chairs for the staff lounge and new computer chairs for the computer lab. The community is filled with many very dedicated parents who support the academic, social and emotional growth of the SRS Students!

The Skinner Road School community works to improve reading, writing and math skills in all grades for all students. This has been accomplished through the hard work of the teachers and support staff members who have focused on the continuous improvement of instruction, as monitored through the SRBI process.

During the 2013-2014 school year, time was spent building strong team structures. The Building leadership team helps to coordinate all curriculum efforts, developing a school-wide vision, and communicating at each grade level to implement the plan. Data is disaggregated and analyzed based on subgroups and instruction is adjusted accordingly, through the SRBI process. Special education services are provided in the regular education classroom unless a specific need cannot be addressed there. Students are benefiting by the team teaching model and effective use of resources. Our School Instructional Plan continues to set high standards for all students with a targeted emphasis on reading and extra support for those students who receive support through the free and reduced lunch program. The school is proud of our ESL program. We provide services to students who enter the Vernon Public School System in need of English as a Second Language support.

This school year has shown improvement in our behavioral incidents. Through the support of our Positive Behavioral Interventions and Supports we have reduced our Office Referrals over 50%. The PBIS Team supports all students and staff in the building. This team includes the school psychologist, school social worker, principal, teachers, and assistants. Through this effort and with the support of all staff, SRS students work to reach for the S.T.A.R.s – truly being Safe, Truthful, Academic, and Respectful! Through focused, dedicated and hardworking staff and students, Skinner Road School continues to excel and soar as S.T.A.R.s!

**VERNON CENTER MIDDLE SCHOOL –** Mr. James Harrison, Principal  
Mr. Jason Magao, Assistant Principal  
Mr. Michael Gelada, Assistant Principal

We welcomed many new staff members; Mrs. Ehler (eighth grade language arts), Mr. Stevenson (eighth grade language arts), Miss Morrissey (eighth grade math), Mr. Coll (seventh grade social studies), and we also welcomed Mrs. Redekas (special education). We said goodbye to Mrs. Robinson, Mr. Schwartz, and Mrs. Greenwood after many years of service in Vernon. We wish them the best of luck in retirement.

### **Grades 6, 7, 8 Highlights**

Unified Sports was started at VCMS in January 2014. The team completed two seasons this year, playing basketball and volleyball. We had five students with disabilities participate in weekly practices for one hour. We had many different mentors come at different times throughout the season. Many students who were in the building for other activities would come to visit and expressed an interest in the program. Unified Sports provided social opportunities, exercise and new friendships to our students with and without disabilities here at VCMS.

For the 44th year, a group of twenty VCMS and two RHS students accompanied by Vernon teachers completed a course in sub-tropical island ecology while staying at the Bermuda Institute of Ocean Studies. While staying at BIOS, students participated in low tide collection

and specimen observation. The group did an ecological study of an area called Whale Bone Bay. There, students compiled data, conducted research, and documented information. Oral presentations about Whale Bone Bay and fish research projects were given by the students. Tours which include visits to BUEI (Bermuda Underwater Exploration Institute), BAMZ (Bermuda Aquarium and Zoo) as well as Fort St. Catherine, a historical site on the island, are an enriching addition to the program. At Cooper's Island, students also participated in an ongoing conservation project where they removed invasive plants and replaced them with indigenous species. The highlight of the trip included a visit to Nonsuch Island, a wildlife and bird sanctuary designed to assist with the repopulation of the Cahow or Bermuda Petrel, a bird previously thought to be extinct. Through this trip students gained scientific knowledge as well as invaluable life experiences. These young adults were given an opportunity to explore a culture and place different from their own.

## **Science**

In anticipation of Next Generation Science Standards, the seventh grade science classes were introduced to the engineering design process. Students created a working hinge joint model (elbow) with properly functioning bicep and tricep using paper towel tubes and rubber bands. The teachers look forward to designing and implementing more engineering experiences into the life science curriculum next year. The seventh grade science and language arts departments created an interdisciplinary unit around *Seedfolk* and plants last fall. The novel describes the efforts of an inner-city community to grow a garden. Students were asked to apply concepts learned in science class to the plot of the book, to explore the character's choices more deeply. Eighth grade students explored the world of chemistry and physics this year. Physics included many collaborative projects.

## **Art**

The Art Department has had a very active school year again. There were wonderful displays of two dimensional and three dimensional works in the hallway showcases as well as in the portrait showcase frames throughout the building.

The annual Vernon Public Schools Art Show was held at the Vernon Community Arts Center (VCAC). This show started with an amazing opening night and continued through the month of March. The show was a great success again this year. Two dimensional and three dimensional artwork created by more than 75 students in the sixth, seventh and eighth grades, was represented in this annual event.

At the beginning of the year Mrs. Nevins started a video production project titled, "This I Believe". Based on the ideas from the PBS collection and with the help of Mrs. Lee, they were able to document 12 student's personal beliefs on video. The final video was previewed by the participating students just before they went to view another documentary at Real Art Ways gallery. "A Place at the Table" was a thought provoking, film about how a student's nationality and historical past influences their present life. Students came back from this field trip ready to change the culture in their school. Their project will begin next school year.

## **Above and Beyond After School Program**

Above and Beyond had another successful year servicing 40 VCMS students with homework assistance and recreational activities. Five students were offered scholarships to the after school program. We have attained sustainability without State or Federal funding for the past seven years. The Above and Beyond After School Program offers an optional late bus home for enrolled students.

## **School to Career**

On Thursday, May 29, Vernon Center Middle School held its annual Career Day for the 7th Grade. Twenty-Seven guest speakers came to share their professions with the 7th Grade students in small group sessions. Each student was able to select the top four careers that interested them. During these sessions, the students learned the daily responsibilities of the career, education required and the job outlook.

## **Music**

The VCMS Music classrooms have been very busy this year. A famous composer of middle school band music, David Shaffer, visited on December 5th to work with the seventh and eighth grade band students. Students learned about the life and career of a composer and had the opportunity to ask him many questions throughout the day. Mr. Shaffer also shared information about two compositions that the students were currently studying, Flutopia and Fire Dance. David Shaffer's clinic was a wonderful learning opportunity for the students. The 8th grade band was honored to add an additional performance to the yearly calendar this year. Students performed patriotic music at the in school Veterans' Day assembly. The current 7th graders are excited to have this honor during the upcoming school year.

## **ROCKVILLE HIGH SCHOOL –**

Mr. Andrew Rockett, Principal

Mrs. Lindsay Tringali, Assistant Principal

Mr. Edward Brewer, Assistant Principal

## **Overview**

Rockville High School completed a challenging year that saw great strides in improved School Climate, advances in Student Achievement and Curriculum Revision, development of several new initiatives in College and Career Exploration, Digital Learning, and specialized programming in Literacy and Numeracy. Numerous challenges remain, however, particularly in preparing our graduates for success in College or Career, improving the overall rigor of our academic program, and expanding digital learning opportunities for students beyond the school day.

## **School Climate**

School Climate surveys of Students, Parents, Certified Staff and Non-Certified Staff showed across-the-board increases in feelings of safety at school, improved morale, connection between students and staff, communication at all levels, and improvement in academic rigor. Feelings of pride in RHS have returned to all in the school.

Many parents and students accessed student grades online, providing another data source for parents. Numerous “robo-calls” were made to keep parents informed of school events, and ROCK NEWS, a semi-weekly email information newsletter originating in our School Counseling Department, was sent home via email directly.

The improved school climate is due primarily to the professional, experienced and caring staff that is very dedicated to RHS students. The citizens of the town of Vernon have every reason to be proud of the outstanding teachers and staff at their high school.

## **Student Achievement**

Realizing that skill in Literacy and Numeracy form the basis for learning in all areas, the high school set ambitious goals for student achievement in the form of passing rates (the percent of students passing the course) for English 9, English 11, and Algebra I. Success in passing those courses on time is closely tied to graduating on schedule and in 4 years. For 9th grade English, the passing rate improved from 80% to 93%. For English 11, the passing rate was relatively flat, moving from 88.8% to 88.0%. In Algebra I, the passing rate improved from 64.7% to 73.3%. These improvements resulted from several factors: A Mathematics Intervention program in the RHS Mathematics Department that identified and provided support to students if they approached or fell below a minimum standard; the willingness of some Math teachers to provide Math Intervention during their duty periods; a building-wide emphasis on writing in all content areas; and a focus by the English Department generally and the 9th Grade teachers specifically on increasing support and demand on 9th Grade English Students.

## **New Initiatives**

- College and Career Readiness – The faculty developed a series of “Exploratory” courses designed to introduce freshmen and sophomore students to various careers and technical areas. Each is aligned to the State of Connecticut’s Career Pathways Initiative. Examples of these quarter-year courses include College and Career Exploration (CCE) Architecture and Construction, CCE Manufacturing, CCE Transportation, and CCE Science, Technology, Engineering and Math; CCE Visual & Performing Arts, a cross-content course where students first compose music using software then design marketing materials for their composition; CCE Audiovisual Technology; and CCE Law & Government.
- Literacy and Numeracy Programs – Because of the importance of literacy skills in learning, the English Department developed a 2-credit class that, over the year, satisfies the requirements of English 9 and English 10. Rather than meeting every other day like other courses, this course meets every day, to increase instructional time and improve consistency. Realizing also that some students need additional preparation in mathematics before tackling Algebra I, the Mathematics Department developed an Extended Algebra I course which also meets every day rather than every other day. This course provides additional preparation in pre-Algebra math skills, then continues to Algebra I, so that students will have passed a foundational course – Algebra I – by the end of the year.
- Science Scholars – Recognizing that some students have a special interest in science, the Science Department developed the Science Scholars Program (to be implemented in the fall of 2014), whereby freshmen students may elect to take 9th Grade Integrated Science and 10th Grade Honors Biology simultaneously, giving them additional time to take specialized science

courses while upperclassmen. This demanding program requires several science courses each year, but provides excellent opportunity to earn multiple college science credits before graduation.

- **Blended Learning** – This version of digital learning greatly expands opportunities for students to learn beyond the school day and at their own pace. A combination of required teacher classroom time and computer-based learning, Blended Learning enabled some students in our Summer School (operating exclusively on the Blended Learning model) to complete course requirements well before the end of the session, gave others additional support from the teacher, and generally allowed the teachers to focus on those students needing the most support while others forged ahead at a faster pace. Plans are in the works to increase Blended Learning opportunities with pilot programs being designed for the second semester of the 2014-2015 school year.
- **School Governance Council** – The high school instituted a School Governance Council consisting of parents, students, staff, and members of the public at large. This committee, which generally met monthly during the school year, developed a set of Bylaws, and chose one area of focus (Public Relations for the High School), supported school initiatives on Attendance, and gave valuable guidance and support to the high school.

## **Celebrations**

Rockville High School had much to be proud of throughout the year. A small sampling includes:

- The Math Team was invited, for the fourth consecutive year, to compete at the State level, and two students qualified to compete on the regional team in a National Competition held at Penn State;
- Four students participated in the annual Math Competition at Worcester Polytechnic Institute, and one student earned a performance-based scholarship.
- The English Department continued to be a statewide leader in award-winning writing students, including 95 regional awards in the Scholastic Arts and Writing Competition, and one National Medal;
- Creative Writing students were published in the Aerie International journal, were honored at the Edith Wharton Writing Competition, attended the prestigious Breadloaf Conference, and took 4 of the 5 awards at the Drexel National Playwriting Competition;
- The Agricultural Science Program hosted the 2014 State FFA Convention, at which a RHS student place first in the Safe Tractor Career Development Event; students in the program also took 1st Place in Opening and Closing Ceremonies and Chapter Scrapbook event, and 2nd in Aquaculture;
- Three students from the Agricultural Science Program earned spots in the National FFA Competition in Equine Evaluation at the FFA National Convention in Louisville, KY.;



- RHS Art students competed in the Connecticut Scholastic Art Awards program, at which students placed in 4 categories and won a total of 14 awards. One student received the University of Hartford Art Award and a significant scholarship, and another received the Blick Art Materials Best in Photography award;
- Fourteen RHS students were competitively selected to participate in the Connecticut Eastern Region Music Festival, and one student was selected, through audition, to participate in the 2013 Connecticut All-State Music Festival;
- 28 Students participated in the National Spanish Exam sponsored by American Association of Teachers of Spanish and Portuguese, with four placed for *Mencion Honorífica*;
- A faculty member of the Social Studies Department was invited to participate in the State Board of Education's Committee to draft the State Social Studies Standards;
- The Drama Club performed at the Connecticut Drama Festival and received awards in Ensemble Acting, Excellence Award, Outstanding Actor, and the All-Connecticut Cast Award;
- The Unified Sports program continued to grow in popularity, and participated in soccer, basketball and bowling competitions;
- The Business and Computer Science Department completed a major renovation of one of its computer labs through the generosity of the Sykes Foundation;
- 10 Family & Consumer Science students earned multiple college credits through the Early Childhood Career Cluster, and 93% of Childhood Education students received a grade of "Proficient" or better on the National Occupational Competency Testing Institute exam;
- Students in the Advanced Video Production Class won Honorable Mention at the White House (yes, that White House!) Film Festival, and an award for Best Editing at the Quiet Corner Film Festival in Killingly;
- The Health/Physical Education Department developed a series of courses to provide more personalized opportunity for physical fitness. New courses include Team Sports, Net Sports, Recreational Games & Activities, Fitness Activities, and Fitness Training. The department also developed classes in First Aid, Cardio-Pulmonary Resuscitation (CPR), and Teen Leadership.
- Renovation was completed on the STEM Lab, and thanks to the Sykes Foundation we were able to equip the lab with new computers complete with MasterCam and Solidworks. These computers have the ability to connect to and run 3-Dimensional printers and a Computer-Numeric-Control Router
- The Library Media Center experienced 26,456 student visits. The Connecticut Digital Library ICONN was accessed 1,608 times for 62,208 searches.

Rockville High School remains a vibrant educational community of which every citizen has a right to be proud. With a comprehensive range of course offerings, a diverse student

population that brings enthusiasm to learning and an outstanding faculty and staff willing to push themselves ever higher, the school has the highest hopes for the future.

# Human Services

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# Vernon Housing Authority

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## **Board of Commissioners**

Mr. Peter Olson, Chairman  
Mr. J. Michael O'Neil, Vice Chairman  
Ms. Karen Roy-Guglielmi, Commissioner  
Ms. Nancy Osborn, Commissioner  
Mr. Raymond Powers, Resident Commissioner

## **Housing Authority Staff Administration**

Jeffrey Arn, Executive Director  
Bobbi Kruglik, Finance Manager  
Susan Plefka, Book Keeper / Receptionist

## **Franklin Park East and Windermere A.D.A. Renovations**

The Vernon Housing Authority completed A.D.A. accessibility renovations to three apartments at Franklin Park East, two apartments and the Community Room at Windermere Court. These renovations included; the installation of accessible ramps; accessible bathrooms with roll-in showers; accessible Kitchens; and accessible parking areas. In addition as part of this project an emergency electrical generator was being installed at Windermere to power the Community Room in case of a power outage this will allow for a place of refuge for our elderly and disabled residents. This \$382,500 project was mandated as part of the conversion of these properties to our federally funded portfolio. The funds for these renovations came from our Capital Fund Program and project reserves. The use of project reserves is intended to keep our reserve levels at or below the HUD recommended amounts.

## **Court Towers Security Camera Installation**

The Vernon Housing Authority completed the installation of a new digital 30 camera security surveillance system at Court Towers. This system was installed to improve our capabilities of monitoring our residents' safety and improve our lease enforcement abilities. This was been necessitated by the increased amount of residents generated by our enhanced occupancy numbers. The system includes 30 digital cameras, one server, two monitoring stations and remote viewing capabilities. The funding for this project came exclusively from project reserves.

## **CHFA Capital Plan**

The Connecticut Housing Finance Authority (CHFA) developed a capital plan in preparation for distributing funding as part of the State's commitment to reinvest into the state financed housing stock. The two VHA State properties Francis J. Pitkat Congregate Living Center and Grove Court Apartments received a capital needs assessments, management assessments and market analysis as part of this program. We are currently looking to use these tools to determine the future viability of the developments.

## **Appointments to the Board of Commissioners**

**Vice-Chairman J. Michael O'Neil** was reappointed to an additional five year term by the Vernon Town Council in February 2013. This year Mr. O'Neil attained 10 years of service on the Board of Commissioners. He has diligently served the residents of Vernon by being actively involved in the VHA's success in providing quality affordable housing opportunities.

## **Housing Advocacy & Associations**

The VHA continues to be committed to advocating for public housing. VHA executive director Jeffrey Arn remains an active Executive Board member for the Connecticut Chapter of the National Association of Housing and Redevelopment Officials (CONN-NAHRO) and was appointed Senior Vice President in 2013. As Senior VP Mr. Arn assists the President of the organization on all aspects of oversight of the agency and puts him in line to become President in 2015.

## **2013 Resident Services**

The Vernon Housing Authority enhances our ability to provide a positive living environment through a commitment to resident services. This is achieved by dedicating a full time staff member to work directly with our residents and also by organizing events and activities. This past year, the VHA has assisted more than two hundred and forty-five residents with different services that they have needed. The list of services includes; Homemaking Service, Home Health Aides, Transportation Services, Public Assistance Programs, Mental Health Services, Medicare/Health Insurance, Visiting Nurses Service, Protective Services & Community Meals.

We once again teamed with the Town of Vernon Department of Social Services to sign up our residents for the rental rebate program. Over two hundred of our residents took advantage of this offer allowing them to supplement their limited budgets.

In addition to services we have provided community relations through health clinics, entertainment and community functions. Clinics & functions at all of our senior and disabled housing sites included; Blood Pressure Clinics, Foot Care Clinics, Fire Marshall Safety Presentations, Summer Picnics, Holiday Parties, Ice Cream Socials, Musical Entertainment, Bingo, Pizza Parties, Breakfasts, Dinners and other miscellaneous game playing functions.

At Court Towers we continued the operation of the Gift and Coffee Shops as a service for our residents. These are able to continue operation thanks to our resident volunteers including; Ray Powers, Margaret Finn, Irene Kozlowski & Doris Farr.

#### **HUD Housing Choice Voucher Management Assessment**

The VHA has maintained the status of being a High Performing Agency with the U.S. Department of Housing and Urban Development in the management of the Section 8 Program. The VHA was assessed for the year ending 2013 and received 93 of 100 possible points.

#### **Public Housing Assessment System**

The VHA achieved a score of 99 out of 100 and was a designated a high performer for the year 2013.

#### **Payment in Lieu of Taxes (PILOT)**

The Housing Authority of Town of Vernon was able to increase the amount of PILOT payment made to the town in 2013 due to our high occupancy rates. The PILOT payments made in 2012 & 2013 are listed below:

<b>Property Designation</b>	<b>2013 Pilot Payment</b>	<b>2012</b>	<b>Pilot</b>
<b>Payment</b>			
Court Towers, Franklin Park West & Scattered Sites	\$ 40,822	\$ 35,634	
Franklin Park East	\$ 10,179	\$ 9,206	
Windermere Court	\$ 8,800	\$ 7,975	
Francis Pitkat Congregate	<u>\$ 11,686</u>	<u>\$ 10,537</u>	
Total Payment	<b>\$ 71,487</b>	<b>\$ 63,352</b>	

#### **Annual Financial Audit**

The Fiscal Year 2013 Audit Report was completed and filed as required. There were no material findings cited in the report. A full copy of the audited financial statements is available upon request at the VHA Office.

**Management Plans**

The Congregate Housing Management and Services Plans and also the Elderly and Moderate Rental Plans were submitted and approved as required.

**Base Rent Structure**

**State Elderly** – The VHA Board needed to increase the base (minimum) rents for the upcoming fiscal year. A base rent increase of \$15 went into effect for January 1, 2014. The amount of the increase was related to the size of the apartment. The new base rents are \$290 for an efficiency and \$305 for a one bedroom per month. Some residents who cannot afford the base rent may receive a rent subsidy from the State of Connecticut's Rental Assistance Payment (RAP) program if funds are available. However continued and/or adequate funding for this program is a major concern due to the ongoing State of CT budget crisis.

**Congregate** – The VHA Board did not increase base rents at our congregate facility in 2013. The new base rents are \$360 for an efficiency and \$420 for a one bedroom per month

**Section 8 Housing Choice Voucher Program**

During 2013, the VHA suffered funding cuts caused by sequestration. Our Housing Assistance Payment (HAP) funding was funded at 94% the amount needed. The VHA was forced to reduce our number of vouchers and families served through attrition, termination for program violations and by not reissuing vouchers when people left the program. We also were forced to use our Net Restricted Assets (Program Reserves) to make up for the shortage in funding. In addition, the VHA applied for and received small amount of set aside funds from HUD to prevent the VHA from terminating assistance to families. These cuts forced us to drop from 308 vouchers to 276 at the year's end.

The program has become more difficult to manage as the Administrative Fees paid to housing authorities was reduced to a 69% proration in 2013. The inadequate funding forced the VHA to administer the program at a loss of \$28,557 in 2013. The VHA has adequate reserves to sustain the program at these funding levels for several years. However, if funding is not restored in the coming years we may not be able to maintain regulatory compliance and provide an adequate level of service to the program participants.

**Annual Agency Plan (HUD required)**

The required Agency Plan for FY2013 has been submitted and approved by the US Department of Housing and Urban Development. A copy of the plan is available for viewing at the Central Office during regular business hours.

**Housing Property & Program Summary****Federally Funded Elderly and Disabled Developments**

Residents pay rents based on 30% of their adjusted gross income. All utilities except phone and cable are included in the rent at these sites. The flat or maximum rents are based on 80% of the fair market rents as published by HUD annually. In 2013 the flat rents were \$706 for an efficiency and \$752 for a one bedroom.

<b>Franklin Park West</b> , 114 Franklin Park	Built 1964	64 Elderly & Disabled Units
<b>Court Towers</b> , 21 Court Street	Built 1970	72 Elderly Units & Disabled Units
<b>Franklin Park East</b> , Franklin Street	Built 1963	40 Elderly Units & Disabled Units
<b>Windermere Court</b> , 29 Windermere Ave.	Built 1970	40 Elderly Units & Disabled Units

### **Federally Funded Low Income Housing Developments**

Residents pay rents based on 30% of their adjusted gross income and they pay all utilities except water at these sites. The flat or maximum rents are based on 80% of the fair market rents as published by HUD annually. In 2013 the flat rents were \$936 for a two bedroom, \$1,166 for a three bedroom and \$1,355 for a four bedroom.

**Scattered Sites**, Seven Properties - 9 Family Units

### **State Funded Developments**

Residents pay rents based on 30% of their adjusted gross income. All utilities except phone and cable are included in the rent at these sites. There are base or minimum rents at these properties. In 2013 the base rents were \$275 for an efficiency and \$290 for a one bedroom per month.

**Grove Court**, 55 Grove Street, Built 1968 - 24 Elderly Units & Disabled Units

**Grove Street Extension**, 55 Grove Street, Built 1977 - 30 Elderly Units & Disabled Units

### **State Funded Congregate Facility**

The Congregate program includes a combination of rent and services in the monthly cost. The base rents in 2013 were \$360 for an efficiency and \$420 for a one bedroom which includes all utilities except phone. There is a monthly service fee of \$742 which covers the cost of the congregate program related assistance. The services include 24 hour front desk attendants, one daily meal, light housekeeping, service coordination and some transportation services. Residents who would be paying in excess of 30% of their adjusted monthly income are eligible to participate in the State of Connecticut's Rental Assistance and Congregate Subsidy Programs if funding is made available.

**Francis J. Pitkat Congregate Center**, 80 Franklin St. - 43 Frail Elderly Units

### **Federal Housing Choice Voucher Program**

Program participants use the voucher in the private rental market. Program participants pay 30% to 40% of their adjusted gross monthly income toward the rent. A Housing Assistance Payment (HAP) is made directly to the owner for the balance of the rent within certain limitations based on Federal guidelines.

As of December 31, 2013 the budget authority utilization rate was over 100%. In 2013 the voucher utilization went from 308 to 276.

### **State of CT Department of Housing**

Housing Choice Voucher and Rental Assistance Program

Program participants use the voucher or RAP certificate in the private rental market. Program participants pay 30% to 40% of their adjusted gross monthly income toward the rent. A Housing

Assistance Payment (HAP) is made directly to the owner for the balance of the rent within certain limitations based on Federal guidelines. In 2013 the voucher utilization went from 822 to 935.

#### **Contact & Meeting Information**

For more information regarding the Housing Authority of the Town of Vernon, please feel free to contact us at:

**Vernon Housing Authority**  
**21 Court Street - Suite 114**  
**Vernon, CT 06066**

**Phone: 860-871-0886**

**Fax: 860-875-9811**

**[www.vernonhousing.org](http://www.vernonhousing.org)**

The Regular Meeting of VHA Board Commissioner's is held the second Thursday of each month at 1 PM in the Conference Room located at 21 Court Street, Vernon, CT (unless otherwise posted).

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# North Central District Health

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#### **Department Head:**

Michael A. Pirro, M.P.H., M.P.A., R.S., Director of Public Health

#### **Location of Department:**

375 Hartford Turnpike, Room 120

The North Central District Health Department provides Vernon with full-time health department services and is on call seven days a week, twenty-four hours a day for emergencies.

The Department is governed by a Board of Directors (Board of Health) in accordance with the General Statutes of Connecticut. Diane Wheelock (Chairman), David Skoczulek, and Mark Weston serve as representatives to the Board.

The Health Department is staffed by a Director of Public Health, a Chief of Environmental Services, and Director of Food & Institutional Services (all are Registered Sanitarians), a Health Educator, six full-time and one part-time sanitarian; a support staff of 1.5 clerical workers and a part-time bookkeeper. The Department has a Medical Advisor and contracts for auditing and legal services.

#### **THE PRIMARY MISSION**

The primary mission of the NCDHD is disease prevention, surveillance and health promotion in the district's population. The District is responsible for programs in a number of areas including:



- Preventing epidemics and outbreaks of diseases; undertaking epidemiological investigations, follow-up and working to prevent the spread of communicable diseases such as tuberculosis, hepatitis, sexually transmitted diseases and the like.
- Inspection of restaurants, other food service establishments and facilities and the epidemiological investigations follow-up and prevention of the spread of food borne diseases.
- Safety inspections of schools, convalescent homes and other institutions.
- Water quality testing of bathing areas.
- Review, testing and approval of new septic systems, as well as the review and approval of plans for system repairs and/or expansion.
- Review of laboratory testing of well water for approval of new wells for homes.
- Provision of laboratory testing of drinking water, paint samples for lead, blood, stool and other samples such as insects and birds as may be necessary in the investigation of outbreaks and illnesses.
- Investigation of complaints in regard to public health hazards, nuisances, rodent or insect control.
- Inspection of housing units in response to physician's positive lead blood tests in children.
- The provision and support of health education and prevention programs.
- Monitoring the health status of the population.
- Assistance to the Department of Environmental Protection upon request for help in collection of samples or for follow-up or investigation of specific problems.
- Development and implementation of Regional Points of Dispensing (POD) clinics to dispense medications or vaccinate for post exposure to biological agents, pandemic influenza or other natural outbreaks; all hazard emergency response plan to respond to, mitigate and recover from, natural and manmade disasters to protect the populations of the

## HIGHLIGHTS

The Director continues to review all communicable disease reports from labs, physicians and hospitals pertaining to residents of Vernon and follows up on any cases that need to be followed to stop any potential transmission. Vernon is served out of the Vernon office at 375 Hartford Turnpike, Room 120. Our main headquarters are in Enfield at 31 North Main Street. In general, building activity is down throughout the District. In Vernon, while there is no new construction activity, the Dept. reviewed a few septic repair / replacement proposals. The number of building additions submitted for review has remained consistent. No new subdivision soil test applications were received.

- 3 - Permits to Discharge issued
- 2 - Well Permits issued.
- 0 - New septic system permits with corresponding soil test and plan review.
- 3 - Repair septic system permits with corresponding soil test and plan review.
- 44 - Building additions (decks, pools, sheds, garages, etc.) were reviewed.

The Health District enacted Barber Shop, Beauty Salon and Nail Salon Regulations pursuant to state statutes to license and inspect these salon facilities. In Vernon, 36 salons were inspected and licensed this past year with re-inspections conducted as necessary.

The District inspects complaints related to housing, trash, rodents and insects, sewage and water quality, and the food service industry (restaurants, etc.).

One of the District's main functions in Vernon is the licensing and inspection of food service facilities providing protection against food borne illness to the public. There were 132 facilities plus seven public schools licensed during this period with 338 inspections, 28 re-inspections and 23 "other" food inspections conducted. Ten plans were submitted for review for new or renovations to existing food service facilities. Follow up construction inspections were conducted.

During the past year, we received 63 temporary event permit applications. Each temporary event application received by our office is evaluated by a staff inspector. Depending on the complexity of the proposed food service, our department will inspect evening and weekend events as needed.

The Health District is responsible for conducting follow-up interviews and on some occasions, follow-up inspections related to possible food borne illness. The food borne alerts form (single cases and the enteric disease interview form (confirmed cases) are both confidential and are submitted to the State Health Department for review.

In addition to routine food service inspections, well water supply reviews for food service and other related food service inspections, we respond to and investigate food related complaints and possible food borne illness reports received by the department. The department also responds to and provides follow-up to, certain food recalls.

Each year, 19 public swimming pools are inspected and the pools are licensed.  
Each year, our department inspects and licenses four Hotel/Motels.

NCDHD inspects 16 day care facilities for annual safety and environmental health issues.

The water quality (bacteria levels) at Valley Falls Park, Camp NewHoca and NewHoca Park (Bolton Lake) are monitored by our Department. Water samples taken at the beach are sent to the State Health Department Laboratory for testing. Water quality was generally satisfactory this past year. At Bolton Lake there was a late season blue-green algae bloom in a portion of the Middle Lake. It was recommended that swimming be curtailed till the algae levels drop back to normal - which it did shortly thereafter.

## **Health Education Report**

In 2013-2014, North Central District Health Department offered health education programs to all residents throughout the Health District. The goal of NCDHD's health education efforts is to improve the health conditions and behaviors of each community member through the promotion of healthier lifestyles, education on chronic disease prevention, and support of strong health policies and environmental changes. Our health education programs seek to reduce the incidence of preventable diseases and increase the well-being of the community.

## **PUTTING ON AIRS Asthma Program**

- In 2013-2014, NCDHD conducted in-home visits within the District.
- NCDHD serves Ellington, Stafford, **Vernon**, and Windham/Willimantic through the State's Region 3.
- The Health Educator and one of the sanitarians are trained to provide in-home assessments for the Putting on AIRS program.

## **COMMUNITY TRANSFORMATION GRANT (CTG)**

- Supported town representation on a county-wide coalition to support capacity building and strategic planning of CTG Initiative.

- Initiated community needs assessment of policies and environmental assets in the community supporting Healthy Eating & Active Living, Tobacco-Free Living, and Quality Preventive Services.
- Fifteen food service establishments participated in the Healthy Dining Initiative in the Health District. Six of the food facilities were located in Vernon. These food service facilities voluntarily applied to join the program and committed to offering a variety of healthy, nutritious food options to the public when dining out. Copies of our North Central Health News, with all 15 food establishments listed, were delivered, with stands, to the Town Hall, Senior Center and the Public Library in Vernon.
- The Tobacco Free Living program involved multi-unit housing in Vernon. Tobacco free tool kits were delivered to eleven apartment complex. Through cooperative efforts between NCDHD and Eastern Highlands Health District over 30 multi-unit complexes were contacted to see if they were interested in adopting smoke free policies.

All Health Education programs are open to residents in our member towns.

### **EMERGENCY RESPONSE/BIO-TERRORISM SECTION**

During the period July 1, 2013 to June 30, 2014, the Emergency Response/Bio-Terrorism section of the North Central District Health Department worked very closely with the Vernon Department of Emergency Management. We have consulted with Emergency Manager, Michael Purcaro, regarding training, drills (IMPACT), winter storms, power outages and chemical spills.

Our Dept. also participated in DEMHS (Department of Emergency Management and Homeland Security) Region 3 emergency planning meetings, work groups, Public Health Emergency Preparedness Plans and the Mass Dispensing Area Plan, to ensure Vernon's public health, safety and the proper response to a disaster.

The State Department of Public Health conducted its annual review of the Department's Mass Dispensing Plan and we received a passing grade. The District is responsible for the safe and effective delivery of counter-medication to approximately 176,000 people in the case of a bio-terrorism attack or pandemic outbreak. NCDHD staff toured the Vernon shelter facility and Mass Dispensing setup.

During the July 2013 Statewide Drill, the NCDHD was available to the Vernon Emergency Operations Center throughout the exercise for input or questions. The Health District's Headquarters in Enfield was also activated throughout the course of the four day exercise in the event the Health Director's input was required.

NCDHD continued to work with Vernon Emergency Service during a Statewide Exercise on June 21, 2014 that focused on Special Needs Sheltering during a Hurricane Event.

The NCDHD has partnered with the Capital Region Medical Reserve Corp as well as the Connecticut Region 4 Medical Reserve Corp. These partnerships offer the citizens of Vernon another avenue to volunteer to assist their community or a neighboring town when there is a need. The Medical Reserve Corp is open to both medical and non-medically trained individuals and additional training is free.

## **ENVIRONMENTAL REPORT**

The inspections and investigations are listed on the following page. It should be noted that raw numbers are no indication of time spent or the relative complexity of inspections; therefore a comparison is only possible in the most general sense.

### **North Central District Health Department Vernon Year End Report**

	2012-2013	2013-2014
Soil Tests (Total)	8	5
New	0	0
Repair	8	5
Septic Permits		
New	2	0
Repair	6	3
Septic Inspections	26	7
Well Permits	9	2
Additions Reviews (on well/septic)	45	44
Plans Reviewed:		
Subdivisions (Total Lots)	0	0
New Plot Plans	0	0
Repairs	8	6
Wells Only	0	0
Well Water Test Reviews	2	0
Permits to Discharge	2	3
Food Licenses Issued	130	132
Temporary Food Permits	72	63

Food Service Inspections	263	338
Food Service Re-inspections	24	28
"Other" Food Service Inspections	35	23
Plans Reviewed for Food	7	10
Food Orders Issued	28	28
Complaints (Total)	128	139
Garbage & Refuse	9	12
Housing	55	75
Rodents & Insects	14	24
Sewage Overflow	8	5
Water Quality	3	2
Food Complaints	22	11
Salon Complaints	1	0
Food Related Illness Complaints	4	5
Miscellaneous	12	4
Complaint Orders Sent	15	9

**Vernon Inspections**  
**July 1, 2013 - June 30, 2014**

<b>Type of Inspection</b>	<b>Numbers</b>
Swimming Pools	19
Hotel/Motel	4
Day Cares	16
Schools	7
Salons	36
Bathing Beach Sampling Valley Falls Park Camp New Hoca New Hoca Park	approximately 70 samples per season

**LEAD**

<b>0-4 ug/dL</b>	<b>5-9 ug/dL</b>	<b>10-14 ug/dL</b>	<b>15/19 ug/dL</b>	<b>20-65 ug/dL</b>
533	26	9	1	0

	After venous re-test, 23 required follow-up	After venous re-test, 4 required follow-up	After venous re-test, no one required follow-up	After venous re-test, no one required follow-up
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The Department monitors the blood lead level test reports through the State Health Department monitoring system “MAVEN”. Blood lead levels above 5 ug/dL start to receive varying degrees of attention.

- 5-14 ug/dL - Receive a letter with educational material and a request for a follow-up venous blood test within 90 days.
- 14-19 ug/dL - Receive a letter with additional material and require a follow-up venous blood test with a home visit to evaluate potential lead hazards.
- 20+ ug/dL - Require epidemiological investigation and home environmental inspection for those children with positive results following confirmed venous blood test results.

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# Senior Citizen Center

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## Department Head:

Paula Claydon, Director

## Location of Department:

26 Park Place

## Mission Statement:

The Senior Center is committed to assisting Vernon seniors by providing programs and activities that meet their needs and address their concerns. The Center offers opportunities for socialization, recreation, and learning, health and fitness programs, transportation, entertainment and trips, volunteer opportunities, and information and referral.

## PRESENTATIONS

The Center has provided monthly presentations throughout the year. These programs address a variety of senior issues with the goal of providing information and education.

## LEISURE ACTIVITIES

Bingo  
Book Club  
Birthday Celebrations

Card Games – pinochle, set back,  
bridge, canasta, hearts and cribbage  
Computer Lab  
Entertainment & Luncheons

Chess, dominos, mah-jongg, scrabble  
Golf league  
Knitting  
Movies  
Newcomer's Club  
Noon Institute

Pool  
Presentations  
Shuffleboard  
One day & Multi-Day Trips  
Wii Bowling

### **INSTRUCTIONAL CLASSES**

Computer Classes  
Drawing & Painting Class  
Exercise  
Line Dancing

Tai Chi  
Wii Bowling  
Yoga  
Zumba

### **HEALTH & WELLNESS PROGRAMS**

Blood pressure, blood sugar &  
cholesterol screening.  
Flu Clinics  
Foot Care

Hearing screening  
Health Fair

### **TRANSPORTATION**

Senior bus provides weekly shopping trips, bi-monthly mall shopping, and special events.  
Senior car provides seniors transportation for out of town medical appointments.

### **OTHER SERVICES**

AARP Income tax preparation  
CHOICES

Driver safety course  
Library

### **REFERRALS TO OTHER AGENCIES**

The Center has been designated by the North Central Area Agency on Aging as a "Community Focal Point" for seniors. If the Center does not provide a particular service that a senior needs, a referral is made to another agency for assistance.

### **VOLUNTEER OPPORTUNITIES**

Volunteers are important to the Center, providing support to assist with the daily functioning and special events. A Volunteer Appreciation Luncheon is held each year in recognition of their service.

### **ADVISORY BOARD**

The members of the Senior Center are appointed by the Mayor and approved by the Council. The Board meets once a month to discuss concerns or items of interest to the seniors. They act in an advisory role for the Center and provide the Director with information and suggestions on various senior issues, activities and programs.

### **SENIORHOOD FAIR**

The Senior Center, as a member of the Vernon Multi-Disciplinary Team, participated in the organization, planning and realization of the first Seniorhood Fair. The fair addressed all aspects



of aging, providing information and resources. The Fair drew over 300 seniors and was a great success.

This past year, a total of 1177 unduplicated number of seniors participated in programs and activities offered by the Senior Center. The average daily number of participants at the Center for the year ending June 30, 2014 is 54.

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# Social Services

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## **Department Head:**

Marina C. Rodriguez, AICP, Director

## **Location of Department:**

14 Park Place - 1st Floor

## **Mission Statement:**

The Social Services Department promotes the social wellbeing of the community, self-sufficiency, and the improvement in the quality of life for Vernon residents. The Department provides a variety of social service programs such as crisis intervention and case management, benefits counseling and advocacy, intake site for energy assistance, emergency fuel and utility assistance, limited emergency assistance, fee waiver for summer camp programs, and information and referral. The Department provides staff for the Human Services Advisory Commission to assist with its initiatives and manages the Town of Vernon grants allocated to private, non-profit human services agencies serving Vernon residents. The Department administers the Housing Rehabilitation Loan Program for home repairs to qualifying Vernon homeowners. The Department manages State grants for human services.

## Summary of Services:

- Provided case management and crisis intervention for over 98 cases.
- Emergency assistance given to 46 cases toward rent, medicine and other needs.
- Processed 782 applications for energy assistance, Tri-Town Fuel Bank/Operation Fuel.
- Processed 567 applications for Renter's Rebate for low income persons 65 years & older and those with social security disability; and benefit and health insurance counseling for 169 seniors.
- Sponsored seasonal programs to benefit over 200 children in low income households.
- Promoted and accepted applications for housing rehabilitation loans; 8 rehabilitation projects were completed this year.
- Assisted with over 1,158 calls for information & referral.

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# Youth Services

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**Department Head:**

Alan M. Slobodien, Director

**Location of Department:**

9 Elm Street

**Mission Statement:**

The Vernon Youth Services Bureau (YSB) is dedicated to providing education, prevention, intervention, crisis intervention and information/referral services that promote the health and wellbeing of youth and families in Vernon.

**GUIDING PRINCIPLES:**

- All children have potential to be successful
- The community needs to be successful
- We can make a difference

The YSB has the charge of coordinating the continuum of youth services within Vernon per section §10-19m of the Connecticut General Statutes, “Youth Service Bureau means an agency operated directly by one or more municipalities or a private agency designated to act as an agent of one or more municipalities for the purpose of evaluation, planning, coordination and implementation of prevention, intervention and treatment services for delinquent, pre delinquent, pregnant, parenting and troubled youth, and for the provision of opportunities for youth to develop positively and to function as responsible members of their communities.”

These functions include: Management and Administration, Needs Assessment, Community Resource Development, Community Involvement and Advocacy. In addition, the YSB provides direct service programs such as the Truancy Intervention Program, After School and Summer Programs, Youth Employment, Summer Nutrition and Peer Advocate Programs. The YSB is an integral partner of the Vernon School Readiness Council that focuses on students in preschool–third grade. Through developing a network of strong cooperative working relationships, the YSB takes the lead in positive youth development initiatives and works closely with other service providers that include non-profit agencies, town departments, Vernon Police and the Vernon Public Schools. The YSB is also a lead agency in the development and implementation of the Vernon Community Plan for Youth, Birth to Eighteen. This plan provides a blueprint for the goal: “All Vernon Children Birth to Eighteen are safe, healthy and productive”. The plan was introduced to the community at its unveiling ceremony in June 2011 following a two-year

planning period that engaged over 100 community members representing a broad range of interests.

The YSB is the lead agency that manages the Summer Nutrition Program. This federally funded program provides free, nutritious lunches to youth 18 and younger. In the summer of 2013 over 6,200 lunches were served at four lunch sites: Henry Park, Talcott Park, Maple Street School and Park West Apartments. The Summer Nutrition Program success resulted from a strong volunteer component and by youth employed in the YSB Summer Youth Employment Program.

**The Youth Services Bureau provides the following core program components:**

- Youth and Family Advocacy Services
- Peer Advocate Program
- Crisis Intervention Services
- Truancy Intervention/School Attendance Program
- After-School & Summer Programs
- Information & Referral Services
- Community Planning Projects
- Summer Nutrition Program
- Youth Employment Programs
- Drug/Alcohol prevention

**Key partners include:**

- Vernon Public Schools
- Indian Valley YMCA
- Hockanum Valley Community Council
- Union Congregational Church
- Vernon Police
- Vernon Social Services
- KIDSAFE CT
- PTOs
- Superior Court, Juvenile Matters
- Parks and Recreation Department
- ECHN Family Resource Center
- Vernon School Readiness Collaborative
- Vernon Drug and Alcohol Prevention Council
- ECHN Family Development Center
- State Department of Education
- Office of Early Childhood
- ERASE
- Local Service Organizations
- Capital Region Workforce Development Board
- Capital Region Education Council
- CT Youth Services Association
- Vernon Community Network
- Rockville Community Alliance
- Community Volunteers

**Funding Secured via YSB Grant Writing/Fund Raising:**

1.	State Department of Education – YSB Grant	\$ 23,085
2.	State Department of Education – Enhancement Grant	\$ 6,111
3.	Local Prevention Council Grant	\$ 4,245
4.	School Readiness Grant	\$ 174,500
5.	School Readiness Enhancement Grant	\$ 4,000
6.	Graustein Memorial Fund (Birth to Eight Initiatives)	\$ 50,000
7.	Summer Youth Employment	\$ 24,000
8.	Summer Nutrition Program	\$ 19,840
9.	Key Hyundai – Book Mobile	\$ 1,900
<b>Total</b>		<b>\$ 307,681</b>

# Maintenance & Development

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# Building

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**Department Head:**

Harry Dan Boyko, Building Official

**Location of Department:**

55 West Main Street

**Responsibilities and Duties:**

Enforcement of the State Building Code, Town Zoning Regulations and Town Ordinances.

**Summary of Activities:**

A total of 1938 permits were issued between July 1, 2013 and June 30, 2014 with an estimated construction cost of \$22,896,634.65. Eleven (11) permits were issued for single family dwellings with an estimated construction cost of \$1,368,500.00.

**Total Building Permit fees collected: \$455,284.64**

Of the total permit fees collected, any co-fees or zoning review fees (for permit approval purposes) are included and obtained with the payment of the initial building permit application.

The Zoning Enforcement Officer reports for July 1, 2013 – June 30, 2014, a total of 10 Zoning Board of Appeals Applications were received and a total of \$2,300.00 was collected; 21 zoning compliance letters have been prepared and a total of \$525.00 was collected; 34 citations were issued and a total of \$10,000.00 was collected.

**Total Zoning fees collected: \$12,825.00****Inspections:**

An average of 633 inspections are performed each month, and an estimated 7,596 inspections were performed for fiscal year July 1, 2013 through June 30, 2014.

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# Cemetery

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**Department Head:**

Alan B. West, Superintendent

**Location of Department:**

22 Cemetery Avenue

**Cemetery Locations:****Active:**

*Grove Hill Cemetery  
22 Cemetery Avenue*

*Valley Falls Cemetery  
Valley Falls Road*

*Elmwood Cemetery  
Bolton Road*

**Inactive:**

*Bamforth Road Cemetery  
Bamforth Road*

*Old Dobsonville Cemetery  
Dobson Road*

**Commission Members**

Jean Luddy, Chairperson  
Stuart Edwards

Scott Brown

Lois Jane Tonski  
Judith Hany

**Responsibilities and Duties:**

The Cemetery Department is responsible for overseeing all services performed within the boundaries of the cemeteries. Services include funerals, selling of lots, and placement of monuments, keeping of records, and reporting all burials to the Town Clerk office on a monthly basis. The department also maintains the grounds and burial sites in the five cemeteries.

**Burials July 1, 2013 through June 30, 2014:**

Full Burials: 40      Cremation Burials: 32

**Lot Sales July 1, 2013 through June 30, 2014:**

31 Lot Sales

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# Economic Development

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**Department Head:**

Shaun Gately, Coordinator

**Location of Department:**

55 West Main St.

**Responsibilities and Duties:**

The Economic Development Coordinator plans, organizes, and administers economic development efforts to strengthen the tax base, improve employment, and stimulate business activity; provides continuing staff support to boards, commissions, developers and businesses; provides consultation to assist in the retention and expansion of existing businesses; administers commercial or industrial development projects; and Seeks out new community-compatible businesses.

**Summary of Activities:**

During the past year the Economic Development Department has worked towards continuing to make Vernon a more competitive place to conduct business. Ongoing efforts to reach out to the business community, and collaborate with other government agencies are essential and will continue. The redevelopment of our older Mill buildings remains a high priority, and currently three mill properties are in the pipeline for redevelopment. The addition of Dollar General, the planned expansion of Spare Time Bowling, as well as the construction of the new shopping plaza at 444 Hartford Turnpike, and the planned re-tenanting of the former Adams by Hartford Hospital shows the strength of our retail corridors. Rebranding efforts are under way with the “On the Move” tagline. Vernon, Ct is not a community that sits around waiting for things to happen. We get on the trails and create adventure; we are not only on the grid, but an integral part of it; our town was formed by innovative people, and will continue to be shaped by the innovators of tomorrow.

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# Engineering

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**Department Head:**

Terry D. McCarthy, P.E. Town Engineer

**Location of Department:**

55 West Main Street – 2nd Floor

**Responsibilities and Duties:**

The mission of the Engineering Department is to provide accessible, dependable and timely professional and technical services to all municipal departments, agencies, commissions, businesses and residents. To operate a professional office with well trained staff and modern equipment capable of being self-sufficient, flexible and adjustable to meet the challenge of the ever changing needs of the municipality in a cost effective manner.

**Responsibilities and Duties:**

- Issued road excavation and driveway permits
- Provided field inspections of sanitary sewer installations
- Provided review of on-going erosion and sedimentation control installations
- Provided staff support to the Inland Wetlands and Planning and Zoning Commissions
- Provided detailed technical reviews of site plan and subdivision plans to the Inland Wetlands and Planning and Zoning Commissions
- Provided final site inspections on site development and subdivision construction
- Provided review, oversight and coordination with on-going infrastructure improvements within the Town
- Provided timely assistance as necessary to Town residents and businesses.

From July 1, 2013 to June 30<sup>th</sup>, 2014 the engineering department issued a total of 107 driveway and roadway cut permits. In addition, the department performed inspections on approximately 65 sanitary sewer installations.

**Summary of Activities:**

- **Replacement of the West Main Street Bridge over the Hockanum River**  
Construction was started April 1<sup>st</sup>, 2014. The project is funded by the State/Federal Funds (80%) and Town Funds (20%).
- **Main Street Bridge over the Tankerhoosen River:**  
The Town has received Qualification Statements from eleven consulting engineering firms on May 3<sup>rd</sup>, 2012 to provide design services for the replacement of the Main Street Bridge. The Town interviewed five consultants and has selected Dewberry Engineers, Inc. from New Haven for the design and inspection. The project is funded by the State/Federal Funds (80%) and Town Funds (20%).



- **Replacement of the Pleasantview Drive Bridge over the Hockanum River** approved for Federal funds. The town is in the process of soliciting engineering firms for the design. The project is funded by the State/Federal Funds (80%) and Town Funds (20%).
- **Reconstruction of South Street:**  
The Town received a grant from the State of Connecticut through the STP Urban Funding Program to reconstruction a section of South Street from Vernon Avenue westerly to West Street. The project has been endorsed by a Town Council Resolution. Design Consultants were interviewed and Cardinal Engineering Associates from Meriden Connecticut was selected. This project is currently in the preliminary design phase. The project is funded by the State/Federal Funds (90%) and Town Funds (10%).
- **Skinner Road School Grant (Safe Routes to School Program)**  
The Town of Vernon through their Board of Education received a grant of approximately \$491,000 from the Connecticut DOT to implement various improvements at the Skinner Road School to increase the safety of students attending the school. The project was turned over to the Town's Engineering Department for implementation. Three design firms submitted Qualification Statements and the interview team selected Milone & MacBroom from Cheshire as the design engineer.
- **On-Going Site Plan Reviews**  
The Engineering Department continued throughout the year to provide detailed technical and field reviews of various site development projects in Town. Major completed projects included among others the Santini condominium/apartment expansion at Route 30, Dollar General on Talcottville Rd., Vernon Manor addition, Park West Renovations, commercial building at 444 Hartford Tpk., and Stop & Shop fuel facility on Talcottville Rd.
- **Sidewalk Construction**  
The Town applied for and received a grant from the State for approximately \$900,000 to construct new sidewalks at various key locations in Town.

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# Parks & Recreation

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## Department Head:

Bruce W. Dinnie, Director

Steve Krajewski, Assistant Director

## Location of Department:

Lottie Fisk Building at Henry Park, 120 South Street

Teen Center at Center 375 Hartford Turnpike

## Responsibilities and Duties:

The Parks and Recreation Department coordinates a wide range of programs and special events throughout the year. Brochures are provided 4 times a year containing program description and registration information. Email blasts are sent out periodically to those who have current email addresses listed with the VP&R. All our programs can be registered on-line.

The Vernon Parks and Recreation continues its efforts to make your online experience easier. We have revamped our website to be more user-friendly. Visit the website at [www.vernon-ct.gov/parks](http://www.vernon-ct.gov/parks) and explore the Parks and Recreation Department's page to view the many new and exciting programs. Our Flickr account that was created three years ago now contains over 51,684 pictures, doubling last year's numbers.

Rentals at the Lodge at Camp Newhoca, rooms at the Teen Center and picnic areas have increased.

We have added the Town's Parks information to a new app that is available for smart phones. The app is called **Find A Park** and uses the phones current location from GPS to locate parks in your current location. You can search by amenities or location areas.

The **Save A Life** program, provides those in the community that cannot afford to take swim lessons the opportunity to do so for free. The community has supported this program extremely well.

**Send a Kid to Camp** program, for those families that cannot afford to send their child to camp have the opportunity to do so for free or at a discounted rate. The community has supported this extremely well

Summer Camp participation increased at all sites. Not only did we see an increase from our residents, but non-residents from Ellington, Tolland and Manchester as well. The book mobile provides campers with the opportunity to read or be read to.

Aquatic swim lessons and open swim was another hit with thousands of patrons using the facilities at Community Pool, Horowitz Pool, Valley Falls and Newhoca Park.

Teen Center numbers stayed about the same from the previous year at 450.

The **REK (Recreation and Education for Kids)** continues to provide families with an excellent option for their children to enjoy activities after school. Special events were added to the REK programs to increase the participant's enjoyment. Programs such as Health and Nutrition were added to increase the educational experience of each child.

Youth basketball girl's league was formed with surrounding towns so these participants had a league to play in. Lack of participation in girl's recreational basketball is a problem being faced by a large number of surrounding towns. This league was formed with Vernon, Ellington, Windsor Locks, Hartland and Granby.

The 8th grade boys travel basketball team won the Regular season and Playoff championship.

Adult softball, consisting of three divisions: women's, men's and co-ed, one of the largest programs in the area with a total of 99 teams registered, had another successful season.

New Softball Lights at Henry Park were installed after 11 years of fundraising. These lights allow all the softball leagues to play more games and later into the season than the standard schedule. This addition also allows Parks and Recreation the opportunity to provide other activities on this field in the evening that would otherwise be limited to daytime use.

This Department has expanded programs for children and adults. One of those programs is DANCE, offered new and exciting trips and has improved the traditional programs such as Summer Camps, Swim Lessons and Summer Highlights. New Preschool, Youth, and Adult classes were added.

The Vernon P&R through the *Friends of Parks and Recreation* work closely with all the youth sports organizations on field improvements, participation issues and budgets.

Our Department is very proud of the Special Events that are offered throughout the year for all ages. These events draw thousands of people each and every year.

**July in the Sky Fireworks** is one of the largest displays in the State. Thank you to Rockville Bank Foundation and Price Chopper, they are the title sponsors. Superior Energy sponsors the "Fun Zone"

**Summer Days Carnival**, sponsored by Vernon Parks and Recreation, Rockville Exchange Club and the Vernon Lions Club was successful. The proceeds go to all three organizations, all proceeds go right back into the community.

The Parks and Recreation Department on behalf of the Town of Vernon works with the local American Legion Post to organize the traditional Memorial Day Parade.

During the 2014-2014 growing season over 70 garden plots were rented in the Community Gardens program located on the Vernon Center Middle School property.

As for our Maintenance crew, they continue to excel in making our parks and facilities the pride of Vernon. Besides all the baseball, softball, soccer, lacrosse, and football fields that are maintained, they are responsible for all the parks in Vernon such as Valley Falls, Henry Park,

Community Field, Newhoca Park, Camp Newhoca and all of the school grounds. Our Park Maintenance crew also played a vital role in clearing, cutting and trimming the many trees that fall during the year in the Parks. The maintenance crew also takes care of additional picnic areas throughout the park with grills.

Landscaping and beautification of Parks and Schools continue to improve.

Repairs to the Fox Hill War Memorial Tower continue. The Tower observation area has been cleared and expanded.

The Vernon Greenway Volunteers and the Conservation Commission continue to work on combating invasive species of aquatic plants and land plants.

Trail grant with Hockanum River Linear Committee including a small watercraft launched a Historical exhibit at the Sewer Treatment Plant.

The Henry Park playscape was installed in the fall of 2013.

The Parks and Recreation Department extend a sincere thank you to all volunteers and instructors of our many programs. ***Remember, Parks and Recreation, where the benefits are endless.....***

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# Planning

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## **Department Head:**

Shaun Gately, Interim Planner

## **Location of Department:**

55 West Main Street

**Responsibilities and Duties:** The Planning Department works to enhance property values and preserve natural and historic resources in balance with the development of a strong economic base and the furtherance of sound planning principals. The Planning Department performs duties and meets its responsibilities in accordance with the Connecticut General Statutes and the Vernon Code of Ordinances and Regulations. During 2013-2014 the Department worked with the Planning & Zoning Commission to create a new Rockville Village Overlay Zone. The Department continued to assist various land use and development commissions in administering policies and regulations and revising regulations to promote the sound long-range development and the general welfare and safety of the community. This included working with staff of the CT Office of Policy and Management (OPM) and staff of the Capitol Region Council of Governments in a cross-acceptance process as OPM prepared its 2013-2018 conservation and development policies plan for the state.

The Town Planner works with the Economic Development Coordinator to promote economic development by assisting local and prospective businesses meet location and building needs. The Town Planner also directs administration of the housing assistance program, which provides limited loans to eligible homeowners to undertake essential repairs. Planning staff provide administrative and staff support to the Planning & Zoning Commission, Inland Wetlands Commission, Conservation Commission, and the Town Administration. The Department works closely with the Engineering and Building Departments, the Fire Marshal, and the Water Pollution Control Department to ensure that development plans comply with regulations and codes, and works with the Zoning Enforcement Officer to ensure that the Zoning Regulations are enforced. The Planning Department provides guidance regarding land use and development policies, regulations, and procedures; provides pre-development assistance; and responds to requests for information. The Planning Department is also the lead agency for the 2010 U.S. Census and for the FEMA flood insurance mapping.

Applications processed during 2013-14:

Planning and Zoning Commission:	21
Minor Modifications:	7
Inland Wetlands Commission:	8

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# Public Works

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## **Department Head:**

Robert J. Kleinhans, Director

## **Location of Department:**

Operating Hours:

375 Hartford Turnpike

Monday through Friday

7:00 a.m. to 3:30 p.m.

## **General Information**

The Public Works Department provides the residents of Vernon with a wide range of services of which the demand grows each year due to steady residential and commercial development.

The Director oversees the Public Works Department with a Lead Foreman, two Road Foremen, a Refuse & Recycling Supervisor and a Vehicle & Equipment Supervisor who supervise 37 employees. An Administrative Secretary, an Administrative Clerk and a Dispatcher staff the Public Works Office.

The maintenance and repair of approximately 125 miles of town-owned roads, the maintenance and repair of all storm sewers on town-owned roads and rights-of-way, refuse and recycling collection, all traffic line painting and street sign maintenance, snow and ice removal, bridge inspection and maintenance, and the general maintenance of 25 town-owned buildings and properties are just a few of the many priorities for which the Public Works Department is responsible.

One of the three foremen also serves as the Town Tree Warden and oversees problems that involve town-owned trees in addition to supervising the trimming, care and removal of trees throughout our town. New trees are planted each year.

The Department also provides several special services for the residents such as the year round scheduled bulky waste pickup, the spring sweeping program, and fall leaf collection. Another service that most residents are unaware of is that the Public Works Department is available 24 hours a day, 365 days a year, for all department related emergencies such as blocked storm sewers, flooding during rain storms, road related problems and assisting the Police and Fire Departments during their emergencies.

The Hotline (860-870-3506) and the website give residents up-to-date information on services provided by the department.

Last year the Public Works Department handled almost 30,000 phone calls including emergencies, educating the public about our programs, and addressing resident concerns.

As a community service, the Public Works Department plays an active role in assisting various local organizations such as the Chamber of Commerce and various beautification programs, school groups and social groups.

## **Highlights**

**Building and Grounds:** The principal function is to provide for the maintenance, repair and operational expenditures of town buildings and grounds. Upgrading and maintaining public buildings to make them both functional and attractive is the primary goal of the Public Works Department. There are two maintainers for all building repairs and maintenance and one custodian located at the Town Hall. In FY 2013-2014, 203 requests from Town departments for various maintenance issues were logged in.

Major projects undertaken in FY 2013-2014 were as follows:

- 1) Animal Control - A 14x40 addition was built, 14 kennels were removed and replaced.
- 2) Annex - IT Department - Renovated Conference Room.
- 3) Police Department - All ceilings painted.
- 4) Center 375 - Removed and replaced furnaces.
- 5) Center 375 - Upgraded electrical panel.
- 6) Center 375 - Salt Dome - Removed and replaced sections of roofing.
- 7) Center 375 - Garages - Updated Mechanics restroom.

**Vehicle and Equipment Maintenance:** The Public Works Department maintains all department equipment along with equipment from the Parks & Recreation Department, Engineering Department, Building Department, Tax Assessor, Fire Department, Ambulance Department, Fire Marshal, Police Department, Board of Education, Senior Center and occasionally WPCA in the vehicle maintenance facility located at 383 Hartford Turnpike. In this facility, four mechanics and one part-time employee perform all major vehicle rebuilding and preventive maintenance on 240 major vehicles as well as 200 smaller machines such as asphalt rollers, leaf machines, snow blowers, pumps and mowers.

The department's four mechanics and one part-time mechanics' helper perform such tasks as welding, total engine and transmission repairs and replacements, scheduled preventive maintenance on all equipment, and complete equipment restoration and overhaul. They are responsible for the maintenance of all emergency generators that are located in several Town buildings.

The following equipment was purchased in FY 2013-2014:

- 1) 2014 Ford Explorer - \$26,409
- 2) 2014 Ford F-350 dumptruck - \$38,253
- 3) 2014 Exmark Lazer ZX zero turn mower - \$10,000
- 4) 2014 Ford F-350 dumptruck - \$40,378
- 5) 2014 Ford F-250 4WD pickup truck - \$29,965
- 6) 2013 Haulotte HB68J manlift - \$30,000
- 7) 2014 Fisher Minute Mount 2 plow - \$4,858
- 8) 2014 Fisher Xtreme V-plow - \$4,685
- 9) 2014 Ford F-250 4WD pickup truck - \$32,375

Bridges: All bridges are inspected during the year and Public Works handles any problems that arise including inspections before and after heavy rain to remove any debris that will restrict the flow of water, repair any undermining or washouts caused by heavy rains and inspection of all railings, fences or guard rails for damage and painting.

Sweeping: An estimated of 400 cubic yards of road sediment was collected. There has been a continued effort to reduce the amount of sediment. The Public Works Department is currently using different anti-icing products and has eliminated the use of sand for winter operations except for emergency use or severe ice conditions.

Drainage: The Public Works employees cleaned approximately 200 catch basins. With the anti-icing products being used during winter operations and no sand being used, a reduction in sediment collection is being noticed. As part of the cleaning process, each structure is evaluated and documented for its condition for repair or upgrade.

Eight sinkholes were repaired throughout town during this time period as well as twelve catch basins and thirty seven catch basin tops had to be replaced.

Road Work: In addition to filling potholes and minor road repair throughout the Town, a multi-year bond package was approved by voters which allowed additional activities on roads paid through local funds.

Milling and paving to improve drainage and road surface was completed on the following roads: Campbell Avenue, Brookview Drive, Pinnacle Drive, Tyler Knoll, Eliot Drive, Haylin Drive, Pinewood road, Westwood Drive, Brent Drive, Diane Drive, Foster Street, Hemlock Drive, Lynn Drive, Michael Drive, Russell Drive, Vine Drive, Brighton Lane, Windingbrook Trail, and sections of Dobson Road.

Full depth reclamation was completed on Austin Drive, Daryl Drive, Birch Street, Valley Falls Road, Rosewood Drive, Bette Circle.

Additional work was done to Mt. Vernon Drive, Tallwood Drive, Risley Road, and Danny Trail utilizing Town Aid Road funds.

A new water line was installed at the Animal Control Facility on Windsorville Road.

Trees: Trimming of trees throughout Vernon continued as part of our regular maintenance. Approximately 24 trees were removed for health and safety reasons. DPW crews work in conjunction with the Tree Warden who coordinates tree work to be done for other departments such as Board of Education and Parks & Recreation. Utility companies have continued to be proactive in trimming and tree removal around the power lines. The Tree Warden meets with the tree trimming contractors and the utility arborists for areas that will be addressed in regards to Town rights-of-way.

Snow: The winter of 2013-2014 was not a blockbuster snow year but was colder than previous years. This colder weather was one of Mother Nature's challenges. It was not the large amounts of snow but the challenge of keeping the roads clear from what snow we did get with the colder weather. During colder weather, the effectiveness of the salt diminishes thus requiring crews to reapply or increase salt applications. The first major storm for the season was Storm Ashford with snow changing to sleet and freezing rain and leaving 4-8" of snow in our area. Other major storms for the season included Storm Bethany with 10", Storm Chester with 5-10", and Storm Derby with 4-8".

Snow fall accumulated for the season to a total average for our area of 54½". With the colder temperatures and the need for reapplication of salt to be effective, approximately 2587 tons of salt was used to keep the roads safe for vehicle use.

Leaf Collection: The Public Works Department spent a total of 5 weeks collecting 11,876 cubic yards of leaves (including leaf bins and bagged leaves that were collected) on town-owned streets. A total of \$103,580 for labor, hauling, equipment, parts and fuel was spent for this service.

Refuse and Recycling: The Vernon Transfer Station continues to offer Vernon residents an affordable disposal option for most unwanted household items. A total of 1,463 tons of bulky waste was received in FY 2013-2014. Metal items discarded equaled 161.6 tons including 228 appliances containing freon gas which was safely removed before disposal. Four trailer loads totaling approximately 1,200 tires were recycled. Residents also recycled 60 lead acid batteries. There were 1,010 gallons of waste oil and 350 gallons of antifreeze received at the facility for recycling.

The brush disposal program in Vernon is true recycling – 8,000 cubic yards of incoming brush were processed into a mulch product which in turn was offered back to residents free of charge. The Christmas tree curbside collection and tree drop-off yielded an estimated 3,000 trees which were also processed into mulch. The mulch delivery program consisted of 29 deliveries generating additional revenue of \$1,650.

The Town of Vernon continues to offer the residents a free drop-off for electronics. The amount of electronics recycled in 2013-2014 was 74.78 tons.



The bulky waste compactor is working well and continues to decrease the number of container hauls required to dispose of bulky waste. Less container hauls require less funding for the hauling contract in the budget.

The Town's hazardous waste program saw 144 carloads of household hazardous waste brought to the CREOC facility in Manchester. The weekly scheduled bulk pick-up program for bulky waste and metal generated \$13,205 in additional revenue. A total of 346 collections were scheduled.

All Vernon residents have wheeled carts for refuse and recycling with the exception of some condominium complexes. Vernon residents purchased 39 additional refuse and recycling carts totaling \$3,510 and seven orange recycle bins were purchased totaling \$49. Total single stream recycling tonnage collected through Vernon's curbside collection was 2,528 tons in FY 2013-2014. 7178 tons of MSW were collected and disposed of by Vernon Public Works in 2013-2014.

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# Water Pollution Control

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## **Authority Members:**

Chairman Everett R. Weaver, Vice Chairman Gary Leavitt, John K. Anderson, Elizabeth Landry, Burt Wheeler, Jane LaMorte, Andrew Tedford and Ralph Zahner.

## **Department Head:**

David R. Ignatowicz, Director  
Robert I. Grasis; Assistance Director  
George Rostkowski, Business Manager

## **Locations:**

Water Pollution Control Authority- 8 Park Place  
Wastewater Treatment Plant - 100 Windsorville Road

## **Responsibilities and Duties:**

The Water Pollution Control Authority has all the powers and duties as set forth in Chapter 103 of the General Statutes of the State of Connecticut and shall exercise its powers and duties throughout the Town. The Authority is responsible for the maintenance and operation of the sewage collection system, the wastewater treatment facility, the issuance of fees and collection of fees such as sewer user charges, special sewer assessments, sewer connection and inspection fees, plus the enforcement of laws, rules and regulations under the Authority's jurisdiction.

The Water Pollution Control Authority consists of five members appointed by the Mayor and approved by the Town Council. All members may serve a maximum of two consecutive full terms of three years each.

## **Summary of Activities:**

The Wastewater treatment plant, located at 100 Windsorville Road, is an advanced treatment facility designed to process an average of 7.1 million gallons of wastewater per day. Sewage is

collected from Vernon, Tolland and Ellington and portions of Manchester and South Windsor through 112.9 miles of sewer lines of various sizes. There are also 7 pumping stations that assist the conveyance of flow to the plant. During the past year approximately 1.19 billion gallons of raw sewage was treated with an average flow of 3.27 million gallons per day. In addition to this, 6.62 million gallons of septic tank waste was transported to the plant for disposal and 78,858 gallons of permitted non-residential wastewater was transported to the plant via tanker trucks and successfully treated.

The plant operates under State and Federal regulations as stipulated in the Town's National Pollutant Discharge Elimination System (NPDES) permit, CT-0100609. Treated water is discharged into the Hockanum River, classified by the Connecticut Department of Environmental Protection as a water quality limited stream. This requires a high degree of treatment from the Vernon plant because it makes-up such a large portion of the river's flow.

The requirements for Vernon's wastewater treatment include reducing the amount of suspended solids, biochemical oxygen demand and ammonia-nitrogen, all of which are present in wastewater. Once the wastewater enters the plant it goes through three distinct stages of treatment. Primary treatment consists of separating the solids from the water by a gravity settling process. Next, the water flows to aeration basins to a biological process (secondary treatment). Organic matter that remains in suspension in the water after primary treatment is used as food for microorganisms in the aeration tank. By providing adequate oxygen through air diffusers, the microorganisms are able to reproduce and breakdown most of the organic matter into very simple elements. Excess microbes are removed from the waste-stream as sludge. The Vernon plant is unique because powdered activated carbon is added to the secondary treatment system. The carbon not only adsorbs refractory compounds in the wastewater, but also creates more surface area where a higher degree of biological activity can occur in a relatively small basin. In the final stage of treatment, the water goes through sand filters followed by disinfection using a chlorine solution. This destroys any pathogenic or disease causing bacteria. After disinfection, any residual chlorine is removed. Before the treated water is discharged to the Hockanum River, the dissolved oxygen content in the water is raised to a minimum of 7 parts per million by the use of fine bubble air diffusers.

The key indicators that determine how well a sewage treatment plant is operating are the removal of BOD (Biochemical Oxygen Demand) and suspended solids. When bacteria or "bugs" found in wastewater utilize suspended or dissolved organic matter as food, they also use up the dissolved oxygen in the water. The amount of bug food (or strength of sewage) in wastewater is measured by incubating a sample mixed with aerated water for five days. The more food the bugs in the sample consume, the more dissolved oxygen they use up. We measure the drop in oxygen and call it Biochemical Oxygen Demand. The Vernon plant averaged 98.94% removal of BOD and 98.43% removal of suspended solids indicating successful treatment of the incoming wastewater. The treatment plant is designed to achieve nitrification. That is, to convert organic and ammonia-nitrogen which are normally found in sewage, to a more stable form called nitrate prior to being discharged from the plant. Due to its stability, it does not stress the dissolved oxygen levels naturally found in the Hockanum River, which otherwise could adversely affect aquatic life. The Federal EPA and CT DEP have adopted limits for the number of pounds of nitrogen per day that will be allowed to be discharged from treatment plants tributary to the Long Island Sound. This will require the plant to go beyond

converting ammonia to nitrate. It will necessitate the reduction of nitrogen by converting it to a gaseous state, a process called denitrification.

In January 2008 a planning study conducted by the engineering firm Malcolm Pirnie (now Arcadis Engineering) of Middletown, CT for the Town of Vernon was submitted to the CT DEEP for review and approval. The study recommended plant modifications and process alternatives for achieving nitrogen reduction. Since that time, the Town has determined that it is more cost effective to purchase nitrogen credits through the DEEP nitrogen trading program in order to comply with its nitrogen discharge limits. In the near future however, the Town of Vernon will be required to upgrade the treatment plant to treat another nutrient in addition to nitrogen. EPA and the CT DEEP have proposed a limit of 0.22 milligrams per liter of phosphorus in the plant's effluent discharge. The Town is currently awaiting a determination of its NPDES permit limits and will need to address a significant plant upgrade for nutrient reduction to include both nitrogen and phosphorus.

In addition to operating the treatment facility and sewer collection system twenty-four hours a day, seven days a week, the Water Pollution Control Department continues on-going maintenance of flushing and cleaning of the sanitary sewer mains on town-owned streets and rights-of-way in Vernon. The Water Pollution Control Department also responded to 1,454 Call-Before-You-Dig requests during the fiscal year, 85 of which were emergencies.

The Town of Vernon and neighboring Town of Bolton entered into a consent agreement with the Connecticut Department of Environmental Protection on October 14, 1999, requiring the towns to take the necessary steps to address wastewater disposal alternatives for the Bolton Lakes Area. In response, the Towns created the Bolton Lakes Regional Water Pollution Control Authority in 2003. The BLRWPCA has worked with the engineering firm of Fuss & O'Neill of Manchester, CT to design a low pressure sewer system that will facilitate off-site wastewater disposal and send wastewater from the Middle and Lower Bolton Lakes Area to the Town of Manchester for treatment. The Regional Authority is made up of representatives of Vernon and Bolton and has worked closely with the CT DEEP, OPM and USDA Rural Development to forge operating procedures, design plans, inter-municipal agreements, and has sought financing options that could provide the most cost effective benefit to our residents.

The plan for the installation of sewers is to construct them in five phases, over a five year period. This will allow the BLRWPCA to maximize grant and loan opportunities from various sources. Phases one, two and three of the project are complete. Phase four is under construction and phase five will be bid in the late fall of 2013. The total project cost is estimated to be \$21,959,000 and should be completed in 2014.

Vernon has inter-municipal sewer agreements with those contributing communities who utilize the treatment plant and who support the cost of annual operation and maintenance through sewer user charges. In addition, contributing communities pay a portion of the capital cost of the treatment plant based on their allocated portion of the plant design capacity. Of the plant's design capacity of 7.1 million gallons/day, 90,000 gallons per day is allocated to Manchester; 115,280 gallons per day to South Windsor and 400,000 gallons per day to Tolland. In July of 2012, the Town of Ellington requested an additional allocation of 380,000 gallons per day to the 1,020,000 gallons currently allotted to them. Successful negotiations between Vernon and Ellington resulted in Ellington's allocation being increased to 1,400,000 gallons per day or about

20% of the plant's design capacity. The inter-municipal sewer agreement was signed by both towns in April 2013. A total of 5,094,720 gallons per day is allocated to Vernon.

The operations and maintenance budget for the plant and the sewer collection system approved by the Water Pollution Control Authority and the Town Council for fiscal year 2013/14 was \$5,750,935. Revenues to fund the budget are generated through a dedicated sewer user charge in which users are billed on a quarterly basis. The charge for sewer use was set at \$5.86/1000 gallons of metered water used. For the average household, this equated to a charge of \$76.00 per quarter. There was no increase in the sewer user charge for this fiscal year.

What makes the whole process work is the dedication and professionalism of the entire department staff; from those who process billing information, revenues and expenditures, to the certified operators, mechanics and laboratory personnel who take samples and analyze wastewater, repair pumps, maintain buildings and grounds, clean pipes, maintain generators and pump stations and who understand the importance of providing clean water and protecting our environment as well as using our allocated financial resources as efficiently as possible.

# Public Safety

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# Animal Control

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**Department Head:**

Craig P. Segar, Animal Control Officer  
Jerold W. Casida II, Assistant Animal Control Officer

**Location of Department:**

100 Windsorville Road

The Animal Control Facility is open from 9:00 A.M. to 5:00 P.M. Saturday through Tuesday, 7:00 A.M. to 10:00 P.M. Wednesday through Friday, and 9:00 A.M. to 1:00 P.M. on Holidays.

**Responsibilities and Duties:**

The officers within the Animal Control Department enforce state laws and town ordinances pertaining to animals. This department also responds to complaints involving sick wildlife. This department maintains the Animal Control Facility, and we care for the animals sheltered there.

**Summary of Activities:**

During the fiscal year 2013-2014, the Animal Control Department responded to 1455 calls for service. Of those calls, 70 involved raccoons, 306 involved cats, 833 involved dogs, and 246 involved all other animals. We impounded 116 cats/kittens and 113 dogs/puppies. Of the cats/kittens/dogs/puppies that we handled during this fiscal year, 94 were redeemed back to their owners, 79 were adopted to new owners, 27 were found deceased, and 27 were euthanized. This department tested 13 animals for rabies and 1 tested positive for the disease.

Thanks to the efforts of our Department of Public Works, the Animal Control facility gained a 14X40 addition to replace fourteen kennels.

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# Fire

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**Department Head:**

William Call, Fire Chief

**Location of Department:** 280 West Street

**Locations of Stations:**

**Vernon Center Station,** 720 Hartford Turnpike

**Dobsonville Station,** Birch Road

**Talcottville Station,** 100 Hartford Turnpike

**John Ashe Station,** 25 Nye Street

**Fitton Station,** Prospect Street

**Public Safety Building,** 280 West Street

**Responsibilities and Duties:**

The Town of Vernon Fire Department is a volunteer service agency that provides fire, rescue, hazardous materials spill, and basic life support transport emergency medical services to the community. The Department provides services to the community utilizing six stations and approximately 212 volunteer members. There are 150 firefighters, 11 special service members, 40 ambulance members, and 8 auxiliary members. The Department operates 7 engines, 2 heavy rescues, 2 aerial trucks, 1 mobile air unit, 3 ambulances, 1 command vehicle, 1 pickup with trailer, and 2 ATV units that are firefighting and EMS transport equipped. We also operate a regional special hazards vehicle and decontamination unit provided by the State of Connecticut.

In 2012 - 2013 the Fire Department's budget was approximately \$1,207,903 of which approximately \$645,000.00 was attributed to the use and maintenance of all fire hydrants in the community, and paid to the Connecticut Water Company.

In 2012 we were fortunate to use remaining funds from the 2011 FEMA grant to purchase a power lift stretcher for the ambulance. The Vernon Ambulance is a division of the Fire Department. They are charged with providing Basic Life Support transport service for the community. Service is provided 24 hours a day, 7 days a week. The service utilizes two state-certified ambulances that are available at the Public Safety Building. A third state-certified ambulance is available as a back-up at the Vernon Center Station on Hartford Turnpike. In 2011, the ambulance division's budget was approximately \$1,184,165; income generated from billing for services was \$1,022,117.00.

The ambulance has been the busiest entity of the Department in that 86% of all calls are for EMS service. The ambulance is primarily staffed with FTE from 6 a.m. to 6 p.m., and a second ambulance is staffed from 8 a.m. to 3 p.m. These crews are paid hourly (non-benefited) for their time. Nights and weekends are covered with at least one ambulance fully staffed, and crews are also paid an hourly wage for their time. There are no full-time employees, and the two supervisors are considered part-time Town employees.

This past year, the Department in conjunction with the Fire Marshal's Office identified the major fire target hazards in Town. The department continues to work with the Fire Marshal's Office to conduct preplanning by the members where appropriate.

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# Fire Marshal

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**Department Head:**

Ray Walker, Fire Marshal

**Location of Department:**

55 West Main Street

**Responsibilities and Duties:**

The Office is staffed with 1 full time Fire Marshal supported by 3 part time Deputy Fire Marshals. The Deputies provide a total of approximately 7 hours of service weekly performing a variety of services including fire scene investigations, presentation of public education

programs, the inspection of buildings, and assistance during special events such as the Town's July fireworks show. The Deputies allow the Office to provide 24/7 responses for 365 days a year. The Office also continues the inter town mutual aid assistance program with South Windsor.

The Office conducted over 1,000 inspections of existing buildings, worked in conjunction with the Building Department to review plans and permits and conduct needed fire safety inspections for approximately 100 projects for new construction work. The Office also investigated numerous fires including structures, motor vehicles, and open burning. There were no fire fatalities.

In comparison to the several past years the FY was relatively quiet as to severe weather and activations of the EOC; however the Fire Marshal continued to work with the OEM particularly in the role of Planning Section Chief.

The interdepartmental cooperation of the FMO and the Building Department continued. As a result of this shared cooperative relationship and the willingness and abilities of the employees, the two Offices were able to provide the needed customer service.

Several of the initiatives of the past continued; these included working with CT Water Company to improve the availability of water for firefighting, the ongoing inspection of multifamily residential buildings, and the Knox Box keyed entry system.

The membership of the International Fire Marshals Association elected Fire Marshal Ray Walker to be an Officer of the Association. In that capacity, Ray will continue to represent local fire marshals serving small communities, help review and evaluate future codes and regulations, and work to improve the training and professionalism of fire marshals at all levels.

During the coming Fiscal Year (2014 -2015) the Office will deploy a program to increase the awareness of commercial property owners to maintain fire hydrants on their property. Such maintenance is required by several codes and properly maintained fire hydrants are essential to effective firefighting by the firefighters.

At the end of August, 2014, FM Walker will retire from the position of Fire Marshal in Vernon.

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# Police

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## **Department Heads:**

James Kenny, Chief

Stephen Clark, Captain

## **Location of Department:**

725 Hartford Turnpike

## **Responsibilities and Duties:**

Fiscal year 2013-2014 saw the retirements of both Vernon Police K-9 officers. Both "Pito" assigned to Officer Macauley and "Narco" assigned to Officer Hunt had to retire for medical reasons. Both dogs will enjoy retirement as members of the handler's family. A selection



process is underway for the new K-9 officer and that team will begin working during the fall of 2014.

The department assigned Officer David Provencher as a dedicated traffic accident/enforcement officer. Officer Provencher has received advanced training in accident investigation and is a member of the Metro Traffic Task Force. During the fiscal year the department continued its participation in the Metro Traffic Task Force by conducting DWI and Seat Belt enforcement patrols and checkpoints funded by federal and state grants monies.

The department has continued its participation in the Capitol Region Emergency Service Team (CREST). This team is a multi-jurisdiction special weapons and tactics (SWAT) team made up of officers from 10 communities that have received advanced training to handle high risk warrant service and deal with hostage situations. Four members of the department participate as team members with Captain Clark being team commander. During the fiscal year CREST responded to a number of armed barricaded person situations and participated in two federal multi-town search warrants targeting narcotic traffickers and gang members. CREST finished first in the annual SWAT challenge held in West Hartford CT. The event tested the tactical and shooting skills of team members and had approximately forty local, state and federal teams participate.

### **PLANNING AND TRAINING:**

The Vernon Police Department devoted over 8,000 hrs. to training during the year. Three new Police Officers started or completed all or part of their basic training and supervised field training programs. New Officers complete a Basic Recruit Training Program of over 800 hrs. at the Connecticut Police Academy. After graduation they must complete a Supervised Field Training Program of over 560 hrs. During the Supervised Training Program, officers receive one-on-one training and supervision from specially trained Field Training Officers. Recruit Officers work through four phases of increasingly difficult and challenging fieldwork and are subject to daily evaluations. All new officers must successfully complete this demanding program in order to receive their Connecticut Police Officer Certificate. Renewal of this certificate through mandatory in-service training is required for all officers every three years. New dispatchers must complete state mandated training in Emergency Telecommunication, Emergency Medical Dispatch and Connecticut On-Line Law Enforcement Communications System as well as a similar Training Program.

The police department conducts in-service training to maintain police officer certification and to meet various state and federal training mandates. Vernon participates in the Capitol Region In-Service Training Program, in which officers receive training required for recertification by the Police Officer Standard and Training Council (POSTC). Training subjects include officer safety, use of force, domestic violence, sexual violence, legal updates, bigotry and bias crimes, civil liability, juvenile law, gangs, human relations, and other subjects. All officers from the Chief of Police down take part in the department in-house training program consisting of five additional training days spaced throughout the year. This year training included baton and OC, bloodborne pathogens- TB, Hazards material and meth lab awareness, handcuffing-arrest and control tactics, Taser, vehicle pursuit, breaching tools, ballistic shield, and Bean Bag Shotgun. All

officers received training in Immediate Action-Rapid Deployment tactics for active violence incidents. The officers then participated in simulated drills where they responded to an active violence scenario with live role players. Officers were armed with FX Simunition weapons, breaching tools and first aid supplies. During the scenario officers encountered different threats and obstacles and had to apply their training and experience to resolve the incident. This training requires officers to make use of force decisions and to apply force against live role players under realistic conditions. All Officers trained and qualified with their pistol, H&K G36 patrol rifle, X26 Taser, Bean Bag Shotgun, baton, OC, and the Stinger Spike system tire deflation system. Additional training is required to maintain certification in the Intoxilyzer, Medical Response Technician or Emergency Medical Technician and the COLLECT system.

13 Officers are certified as instructors through the Police Officer Standard and Training Council. Subject areas include use of force, firearms, patrol rifle, impact munitions, shooting decisions, tactical use of weapons, arrest and control, handcuffing, OC spray, Baton, medical response technician, building searches, hazardous material, radar-laser, weapons of mass destruction, vehicle stops, personal protection equipment, and Taser. Some officers hold certification through equipment manufacturers and private training companies. Officers must teach yearly to maintain their state certification.

Officers attend free training classes at the Connecticut Police Academy and other locations in subjects including interview and interrogation, driving while intoxicated, sexual assault investigation, drug interdiction, crime scene investigation, critical incident management, undercover drug investigation, instructor development, field training officer, basic and special weapons and tactics, computer forensic.

The Police Department pays for training in specialized areas and to maintain various advanced instructor certifications. Employees receive training in homicide investigation, child abuse, emergency response to terrorism, crisis negotiation, traffic crash reconstruction, bloodborne pathogens and tuberculosis, Taser, firearms maintenance, train-the-trainer and internal affairs investigations, leadership and other subjects.

### **DETECTIVE DIVISION:**

During the last fiscal year, the detective division was commanded by Lieutenant William Meier. The detective division currently has one sergeant and five detectives assigned to it. In addition, one officer assigned to the East Central Narcotics Task Force, one officer assigned to the Drug Enforcement Administration Tactical Diversion Squad and one evidence technician report to the detective division commander.

The detective division investigated/assisted with 247 cases in fiscal year 2013-2014. In addition to criminal complaints, detectives completed 18 background investigations. As a result, 1 police officer and 1 dispatcher were hired. Detectives provided assistance to the patrol division by processing crime scenes and interviewing witnesses and suspects. Detectives worked closely with the States Attorney's Office as well as other state and federal agencies. The following is a breakdown of investigations conducted during the fiscal year.

<u>Crime Type</u>	<u>New Cases</u>	<u>Crime Type</u>	<u>New Cases</u>
Assaults	4	Larceny	8
Assist other agency	16	Missing persons	3
Background investigations	18	Narcotics	1
Bad checks	6	Other/miscellaneous	5
Burglary	14	Robbery	7
Cell phone/computer exams	84	Sex assault	27
Child abuse	7	Sex offender registry violations	5
Fire/arson	2	Untimely deaths	8
Fraud	7	Writ services	23
Identity theft	2		

### **PATROL DIVISION:**

The patrol division continues to try and maintain adequate staffing to replace officers who have left due to retirement or resignation. Officer vacancies take approximately twelve months to fill with new hires due to the length of the academy and field training mandated by the State of Connecticut. The Patrol Division is staffed by 1 Lieutenant, 7 Sergeants and 26 officers.

The patrol division has one officer (Officer Michael Patrizz) assigned as a community police officer (CPO) in the Rockville section of town. This year a dedicated traffic officer was implemented. The traffic officer, Officer David Provencher is trained in accident investigation/reconstruction and is responsible to handle traffic related complaints that come into the department.

Officers have worked 23 shifts of dedicated DUI patrols/checkpoints. Funding was provided to the police department from the Connecticut Department of Transportation. Vernon officers also supported two rounds of Click it or Ticket campaigns. Funding was provided by the Connecticut Department of Transportation.

### **RECORDS DIVISION**

During the calendar year of 2013, the Vernon Police Department recorded 18,448 calls for service which included both criminal and non-criminal matters. 1,037 arrests were made during the year.

The following is a summary of crimes reported to the U.S. Department of Justice under the National Incident Based Reporting System for the year 2013:

Aggravated Assault	21	Incest	4
All Other Larceny	108	Intimidation	9
All Other Offenses	425	Kidnap/Abduction	3
Arson	3	Liquor Law Violations	8
Bad Checks	6	Motor Vehicle Theft	11
Burglary	64	Pornography	2
Counterfeiting	15	Purse Snatching	1
Credit Card Fraud	8	Robbery	13
Vandalism	64	Sex Assault w/ Object	1

DUI	127	Simple Assault	115
Drug Equipment	61	Statutory Rape	2
Drugs/Narcotics	204	Theft from Building	26
Embezzlement	3	Theft from Coin Machine	1
Family Offenses	99	Theft from Vehicle	25
Forcible Fondling	5	Theft Motor Vehicle Parts	7
Forcible Rape	5	Trespass of Real Property	35
Forcible Sodomy	2	Weapon Law Violations	15
Impersonation	3	Wire Fraud	1

Traffic related matters for the year 2013 included:

Accidents – Fatal	3	<i>Citations Issued:</i>	
Accidents – Personal Injury	131	Infraction Tickets	678
Accidents – Property Damage	662	Misdemeanor Summons	463
Accidents – Private Property	263	Written Warnings	1945
Total Traffic Stops	3811	Parking Tickets	379

In addition to the investigation of crimes, the Police Department also responded to numerous non-criminal calls for service during the year. A *partial* list is shown below:

911 Hang-up Calls	218	Noise Complaints	321
Alarms	737	Pistol Permits	283
Assists – Miscellaneous	567	Other Permits	44
Motorist Assists	329	Runaways	8
Assists to Other Agencies	335	Fingerprinting (Civil)	242
Fires	129	Suspicious Persons	306
Found Property	139	Suspicious Situations	932
Harassment	243	Suspicious Vehicles	363
Public Hazards	244	Untimely Deaths	12
Medical Assists	313	Welfare Checks	419
Missing Persons	66		

The following fees were collected by the Records Division during the fiscal year 2013-2014:

Reports ( <i>Freedom of Information</i> ):	\$1,837.31
Alarm Fines	\$505.00
Outside Work	\$223,181.69
Pistol Permits	\$15,260.00
Other Permits	\$725.00
Fingerprinting ( <i>Civil</i> )	\$4,550.00
Docview (accident report)	\$340.00
Other	\$5.00
<i>Total:</i>	<u>\$246,404.00</u>

*Statistics compiled by Brian Smith, Records Supervisor, Vernon Police Department*

## **SPECIAL PROGRAMS:**

### **East Central Narcotics Task Force**

The department is continuing its membership in the East Central Narcotics Task Force (ECNTF). The officer assigned by the department is a member of the four town task force with the mission of long term narcotic investigations in Manchester, Vernon, Glastonbury and South Windsor. Members of ECNTF are cross sworn in each community and actively cooperate with members of the Vernon Police Department detective division.

#### **Activity for Vernon Officer**

Total cases	85
Total arrests	55
Total search	15

### **School Resource Officer-Rockville High School**

The full time assignment of a Vernon Police Officer to the Rockville High School began in 1994 and a partnership between the Vernon Board of Education and Police Department continues through today. Officer Steven Langlais was selected to be the SRO for the high school starting the 2012-13 school year at Rockville High School and is continuing in that assignment.

The position of school resource officer has evolved into an integral part of the education process at the high school. The SRO works with administrators, staff and students as part of the day to day operations at the school. The SRO provides law enforcement; law related education and law related counseling to both staff and students as part of their daily routine. The SRO works with school administration and department staff to implement a canine drug search of the school twice a year to help reinforce the Board of Education's drug free school policy.

The SRO in addition to their school duties also serves as a member of the Vernon Juvenile Review Board. The JRB is a non-judicial remedy of first time juvenile offenders whose offences fit strict criteria. The board is made up of both law enforcement and social service professionals whose mission to keep first time offenders out of the judicial system through the use of counselling and parental involvement.

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# Emergency Management

#### **Department Head:**

Michael J. Purcaro, Emergency Management Director

#### **Mission /Description:**

The Town of Vernon, Office of Emergency and Risk Management (OEM)



provides vision, direction, and subject matter expertise in order to coordinate the Town's all hazards emergency preparedness, response, recovery, and mitigation efforts and to develop an overall culture of safety.

To fulfill this mission, the OEM recognizes and utilizes the four phases of emergency management with the addition of risk management:

**PREPAREDNESS:** Actions taken in advance of an emergency/disaster to develop operational capabilities and facilitate response operations. These measures include the development of plans, procedures, warning and communications systems, and mutual aid agreements and emergency public information.

**RESPONSE:** Actions taken during or after an emergency/disaster to save lives, minimize damages and enhance recovery operations. These measures include activation of emergency operation centers, plans, emergency communications system, public warning, mass care, shelter, search and rescue, and security measures.

**RECOVERY:** Actions taken over the short or long term to return vital life support systems to minimum standards or to return life to normal or improved levels. These measures include damage assessment, supplemental assistance, economic impact studies, and mitigation of damages sustained.

**MITIGATION:** Actions that can be taken to eliminate or reduce the degree of long term risk. These measures include public education, hazard vulnerability analysis and consideration of zoning/building laws and resolutions.

**RISK MANAGEMENT:** Emergency management is most simply defined as the discipline dealing with risk and risk avoidance. Risk represents a broad range of issues and includes an equally diverse set of players. The range of situations and events that could potentially involve emergency management or the emergency management system is extensive. It is undeniable that emergency management is integral to the security of our daily lives, and as such it should be integrated into our daily decisions rather than being called upon only in response to major disasters. OEM works with Federal, State, and Local partners to ensure a **comprehensive emergency and risk management system**.

The OEM insures the Town's state of readiness with the development and maintenance of the **Emergency Operations Plan**.

## **BUDGET COMMENTARY**

OEM continues to seek-out and implement innovative solutions that streamline operations while aggressively working to secure grant funding and other aid in support of the overall emergency preparedness, response, and risk management efforts of the Town of Vernon.

Careful consideration is made in the preparation of OEM's budget utilizing the following business logic model:

1. Identify preparedness, response and risk management priorities;
2. Analyze the current and past budget year allocations and utilization of funds;

3. Align current budget year funds with preparedness, response and risk management priorities;
4. Prepare the proposed budget with a focus on supporting these priorities that are manageable within the current fiscal environment and existing Town government infrastructure, and that will produce measurable outcomes.
5. Submit the proposed budget for Administrative and Town Council approval.

## **MAJOR OBJECTIVES ACCOMPLISHED**

### **I. Developed and maintained the Town's Emergency Operations Plan (EOP).**

- a. Revised the town's EOP and secured the annual and statutorily required review and approval of the EOP by the State Department of Emergency Management and Homeland Security.
- b. Provided ICS educational and training opportunities to emergency response personnel, elected and appointed Town officials.
- c. Completed required VFD Target Safety/NFPA online training courses.
- d. Vernon Citizen Emergency Response Team (C.E.R.T.) in partnership with the Towns of Ellington and Somers:
  - i. Conducted recruitment and training classes.
  - ii. Monthly training conducted on various topics including joint training with the Fire Department and the Connecticut Fire Academy.
  - iii. Provided public safety support to various local and mutual-aid events.
- e. Activated Town EOC in response to emergencies and provided operational support to Incident Command.
- f. Worked in partnership with the American Red Cross to establish Vernon as a Regional Sheltering location.
- g. Worked in partnership with the State Department of Emergency Management and Homeland Security and participated in the 2014 Statewide Hurricane Exercise.
- h. Worked in partnership with the Capitol Region Council of Governments (CRCOG) to create and host I.M.P.A.C.T 2013 (Integrated Municipal Preparedness and Collaborative Training) – a full-scale regional mass casualty exercise at Rockville High School.
- i. Revised the Vernon section of the 5-year CRCOG Natural Hazard Mitigation Plan. Hosted a regional CRCOG Natural Hazard Mitigation Plan meeting with participating municipalities.

- j. Hosted a public health meeting on infectious diseases and local first responder response protocols with neighboring towns, community hospital system, and local public health department.

**2. Integrated Risk Management as core function of OEM.**

- a. Through a collaborative and multi-disciplinary process, integrated risk management as a core function of OEM. Working to create and implement town-wide risk management programs that will work to enhance safety and to preserve and protect the Town's resources against losses arising out of any occurrence.
- b. Participated on Town and Board of Education Health and Safety Committees as well as an active member of the Town's Risk Management Advisory Committee.
- c. Facilitated opportunities for risk management education and training for staff.

**3. Enhance emergency response capabilities in the following priority areas:**

- a. Public warning/information dissemination systems:
  - i. Conducted public warning/siren system testing throughout the year.
  - ii. Received training on and facilitated the use of the Everbridge Public Notification System (Reverse 911) in response to local emergencies.
  - iii. Participated in regular DEMHS Region-3 high-band radio tests and J-SMART satellite telephone/radio tests led by the U.S. Department of Justice.
- b. Purchased equipment utilizing grant awards to enhance the town's Fire and EMS response capabilities.
- c. Purchased equipment utilizing grant awards to enhance inter/intra departmental/agency emergency communications.
- d. Implemented a Town-wide real-time weather monitoring and alerting system.

**4. Sought and obtained funding and other aid in support of the overall preparedness of the Town of Vernon by developing relationships with key public and private sector emergency preparedness and response organizations.**