

AGENDA
VERNON TOWN COUNCIL
REGULAR MEETING
~~TOWN HALL 14 PARK PLACE 3RD FLOOR~~
VERNON, CONNECTICUT

VIRTUAL TELECONFERENCE
CALL IN: 1-929-205-6099
MEETING ID: 967 5064 0235 **PASSWORD:** 0519
TUESDAY, MAY 19, 2020
7:30 P.M.

A.) PLEDGE OF ALLEGIANCE

B.) ROLL CALL

C.) CITIZENS FORUM

D.) EXECUTIVE SESSION

THE TOWN COUNCIL PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES 1-200 (6) (B) HEREBY MOVES TO GO INTO EXECUTIVE SESSION TO DISCUSS A POTENTIAL SETTLEMENT RELATED TO **TEDFORD V VERNON FILE #0140578 AND #0140579** AND INVITES MICHAEL J. PURCARO, TOWN ADMINISTRATOR, DAWN MASELEK, ASSISTANT TOWN ADMINISTRATOR AND ATTORNEY RICHARD BARTLETT OF THE LAW FIRM MCGANN, BARTLETT AND BROWN TO ATTEND.

E.) PUBLIC HEARING

PUBLIC HEARING #1 (7:35PM)

PUBLIC HEARING TO RECEIVE COMMENTS AND QUESTIONS REGARDING THE **"NEIGHBORHOOD ASSISTANCE ACT SUBMISSIONS FOR 2020"**.

MAYOR DANIEL A. CHAMPAGNE TO CALL THE PUBLIC HEARING TO ORDER
TOWN CLERK READS THE LEGAL NOTICE

MAYOR CHAMPAGNE AND TOWN COUNCIL RECEIVE PUBLIC COMMENT

ADJOURN PUBLIC HEARING

(NOTE: Action to be taken during Section J. New Business #1)

PUBLIC HEARING #2 (7:45PM)

PUBLIC HEARING TO RECEIVE COMMENTS AND QUESTIONS REGARDING THE PROPOSED ORDINANCE ENTITLED ***"AN ORDINANCE NO. PERTAINING TO THE CONTROL OF DOGS, LIVESTOCK AND POULTRY WITHIN THE TOWN OF VERNON", AMENDING ORDINANCE #233 ENTITLED "ORDINANCE PERTAINING TO THE CONTROL OF DOGS WITHIN THE TOWN OF VERNON", AND "ORDINANCE #232 ENTITLED "ORDINANCE PERTAINING TO THE REMOVAL OF DOG FECES WITHIN THE TOWN"*** *(A copy of the proposed new Ordinance has been included in the Council packet.)*

- Mayor Daniel A. Champagne calls the Public Hearing to order
- Clerk reads the Public Hearing Notice into the record.
- Mayor Champagne and Town Council receive public comment.
- Adjourn the Public Hearing
- Return to the Regular Town Council Meeting

(NOTE: Action to be considered in **"Section L - Action on Ordinance (s) Previously Presented"**)

F.) PRESENTATIONS BY THE ADMINISTRATION

Mayor Daniel A. Champagne to make a presentation to the Town Council on various topics.

G.) ACTION ON CONSENT AGENDA

- C 1. Request the Town Council approve Tax Refunds for Prior and Current years.**
 (See copy of a memorandum from Terry Hjarne, Collector of Revenue, to Michael J. Purcaro, Town Administrator dated May 11, 2020 included in the Council packet.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES ONE (1) PRIOR YEAR TAX REFUND TOTALING \$64.42 AND TWO (2) CURRENT YEAR TAX REFUNDS TOTALING \$235.43 AS REFERENCED IN THE LETTER FROM TERRY HJARNE, COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED MAY 11, 2020.

- C 2. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Tim Poloski, (D), 38 Risley Road, Vernon, Connecticut as a regular member of the Permanent Municipal Buildings Committee, said term to commence on May 20, 2020 and expires June 30, 2022.** (A copy of Mr. Poloski's resume is included for Council review.)

PROPOSED MOTION

PURSUANT TO THE VERNON TOWN CHARTER, CHAPTER VIII, SECTION 7, THE TOWN COUNCIL APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF, TIM POLOSKI, (D) 38 RISLEY ROAD, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE PERMANENT MUNICIPAL BUILDINGS COMMITTEE, SAID TERM TO BEGIN MAY 20, 2020 AND EXPIRES ON June 30, 2022.

- C 3. Request the Town Council approve budget amendments #17 and #18, for fiscal year 2019-2020 as provided by Finance Officer and Treasurer Jeffrey A. O'Neill on the budget amendment forms attached.** (See budget amendment forms with explanation attached to this agenda.)

PROPOSED MOTION

RESOLVED, THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT REQUESTS #17 AND #18 FOR FISCAL YEAR 2019-2020 AS PROVIDED BY JEFFREY A. O'NEILL, FINANCE OFFICER AND TREASURER, ON THE ATTACHED BUDGET AMENDMENT FORMS.

- C 4. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Ellen Eybel (U), 63 East Street, Rockville, Connecticut as a regular member of the Vernon Housing Authority Board, said term to commence on May 20, 2020 and expires February 28, 2025.** (A copy of Ms. Eybel's resume is included for Council review.)

PROPOSED MOTION

PURSUANT TO CHAPTER 8, SECTION 5 OF THE VERNON TOWN CHARTER THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF ELLEN EYBEL, (U), 63 EAST STREET, ROCKVILLE, CONNECTICUT AS A REGULAR MEMBER OF THE VERNON HOUSING AUTHORITY BOARD, SAID TERM TO COMMENCE ON MAY 20, 2020 AND EXPIRES ON FEBRUARY 28, 2025.

- C 5. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Susan V. Bannon, (I), 9 Hillside Manor Avenue, Vernon, Connecticut as a regular member of the Vernon Housing Authority Board, said terms to commence on May 20, 2020 and expires February 28, 2025.** (A copy of Ms. Bannon's resume is included for Council review.)

PROPOSED MOTION

PURSUANT TO CHAPTER 8, SECTION 5 OF THE VERNON TOWN CHARTER THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF SUSAN V. BANNON, (I), 9 HILLSIDE AVENUE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE VERNON HOUSING AUTHORITY BOARD, SAID TERM TO BEGIN MAY 20, 2020 AND EXPIRES FEBRUARY 28, 2025.

H.) DISCUSSION OF PULLED CONSENT ITEMS

I.) PENDING BUSINESS

J.) NEW BUSINESS

1. **Request the Town Council endorse the application for Neighborhood Assistance Act 2020 application by the Exchange Club Center for the Prevention of Child Abuse of CT, Inc., d/b/a/ KIDSAFE CT.** (See memorandum from Michelle Hill, Interim Director of Social Services included in the Town Council packet dated May 12, 2020.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY ENDORSES THE APPLICATION FOR THE NEIGHBORHOOD ASSISTANCE ACT 2020 BY THE EXCHANGE CLUB CENTER FOR THE PREVENTION OF CHILD ABUSE OF CT, INC., D/B/A/ KIDSAFE CT.

2. **Request the Town Council approve the application of the Vernon Fire Department for the 2020 FEMA Assistance to Firefighters Grant Program in the amount of \$7,701.30.** (See the memorandum from Fire Chief Stephen Eppler dated May 13, 2020 to Town Administrator Michael J. Purcaro, Town Administrator relative to same.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY AUTHORIZES THE APPLICATION AND ACCEPTANCE OF THE **2020 FEMA ASSISTANCE TO FIREFIGHTERS GRANT.**

K.) INTRODUCTION OF ORDINANCES

L.) ACTION ON ORDINANCE(S) PREVIOUSLY PRESENTED

Ordinance entitled "Ordinance No. , An Ordinance Pertaining to the Control of Dogs, Livestock and Poultry within the Town of Vernon", Amending "Ordinance #233 entitled "Ordinance Pertaining to the Control of Dogs within the Town of Vernon" and "Ordinance #232 entitled "Ordinance Pertaining to the Removal of Dog Feces within the Town". (A number will be assigned to the amended Ordinance once the Ordinance has passed Town Council vote.) (The Ordinance as amended is included for Council review.)

(ACTION – PUBLIC HEARING HELD IN SECTION "E")

PROPOSED MOTION:

THE TOWN COUNCIL, CONSISTENT WITH CHAPTER V, SECTIONS 4 & 6 OF THE VERNON TOWN CHARTER, HEREBY MOVES TO APPROVE THE ORDINANCE ENTITLED "**ORDINANCE NO. , AN ORDINANCE PERTAINING TO THE CONTROL OF DOGS, LIVESTOCK AND POULTRY WITHIN THE TOWN OF VERNON**", AMENDING "**ORDINANCE #233 ENTITLED "ORDINANCE PERTAINING TO THE CONTROL OF DOGS WITHIN THE TOWN OF VERNON"** AND "**ORDINANCE #232 ENTITLED "ORDINANCE PERTAINING TO THE REMOVAL OF DOG FECES WITHIN THE TOWN"**".

M.) IDENTIFICATION/ADOPTION OF ADDITIONAL AGENDA ITEMS

N.) DISCUSSION OF ADDITIONAL ITEMS AND INFORMATIONAL ITEMS

O.) ADOPTION OF MINUTES

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE VIRTUAL REGULAR TOWN COUNCIL MEETING ON **MAY 5, 2020** AND THAT MINUTES OF SAID MEETING BE APPROVED.

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE SPECIAL VIRTUAL TOWN COUNCIL MEETING ON **APRIL 28, 2020** AND THAT MINUTES OF SAID MEETING BE APPROVED.

THE TOWN COUNCIL WAIVES THE READING OF THE VIRTUAL SPECIAL BUDGET TOWN COUNCIL MEETING ON **MARCH 26, 2020; MARCH 28, 2020; MARCH 30, 2020; APRIL 2, 2020; APRIL 4, 2020 AND APRIL 6, 2020** AND THAT MINUTES OF SAID MEETING BE APPROVED.

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

Q.) ADJOURNMENT



OFFICE OF THE
TOWN CLERK

TOWN OF VERNON

PUBLIC HEARING #1

14 PARK PLACE, VERNON, CT 06066

Tel: (860) 870-3662

Fax: (860) 870-3623

E-mail: townclerk@vernon-ct.gov

LEGAL NOTICE TOWN OF VERNON VIRTUAL PUBLIC HEARING TOWN COUNCIL

THIS IS TO GIVE NOTICE that at its regular meeting of April 21, 2020, the Vernon Town Council scheduled a public hearing to be held on May 19, 2020. The Public Hearing will be conducted via teleconference call. Interested parties wishing to participate should call in as follows: 1-929-205-6099; Meeting ID: 967 5064 0235; Password: 0519

The public hearing will take place at 7:35 PM regarding:

**“TO HEAR COMMENTS AND ANSWER QUESTIONS RELATIVE TO
THE 2020 NEIGHBORHOOD ASSISTANCE ACT TAX CREDIT
PROGRAM.”**

Karen C. Daigle, CCTC
Vernon Town Clerk

Dated at Vernon, Connecticut, this 23rd day of April, 2020.

Posted on the Town of Vernon website at www.vernon-ct.gov/legal-notices, per Executive Order No. 7I, Sec 19 (c), by Governor Ned Lamont on March 21, 2020.



DEPARTMENT OF SOCIAL SERVICES

TOWN OF VERNON

NEW BUSINESS #2

PERM. ACT, VERNON, CT 06066
Tel: (860) 870-3661
Fax: (860) 870-3564

Date: April 7, 2020

To: Michael Purcaro, Town Administrator

From: Michelle Hill, Interim Director, Social Services

Re: Neighborhood Assistance Act Applications

On behalf of Social Services, I would like to request that the Town Council add the following agenda item: to vote on the approval of a public hearing to be scheduled May 19, 2020 regarding Neighborhood Assistance Act submissions. The Neighborhood Assistance Act Tax Credit Program is designed to provide funding for municipal and tax exempt organizations by providing a corporation business tax credit for businesses that make cash contributions to these entities.

JOURNAL INQUIRER
AD INSERTION ORDER

Salesperson: ALIDA PELLETIER

Printed at 04/14/20 12:05 by apell-ji

Acct #: 7365

Ad #: 179133

Status: New

VERNON, TOWN OF
14 PARK PLACE
VERNON CT 06066-0000

Start: 04/16/2020 Stop: 04/16/2020
Times Ord: 1 Times Run: ***
LGL 2.00 X 2.83 Words: 122
Total LGL 5.70
Class: 4000 LEGAL
Rate: LG

Contact: DIANE
Phone: (860)870-3601ext
Fax#:
Email: cminor@vernon-ct.gov
Agency:

Ad Descrpt: NEIGHBORHOOD ASSISTANCE
Given by: *
P.O. #:
Created: apell 04/14/20 11:51
Last Changed: apell 04/14/20 12:05

PUB	ZONE	EDT	TP	START	INS	STOP	SMTWTFS
JI	A	95	W	Thu 04/16/20	1	Thu 04/16/20	MTWTFS

PUBLIC NOTICE

LEGAL NOTICE 2020 Neighborhood Assistance Act-
Town of Vernon

LEGAL NOTICE 2020 Neighborhood Assistance Act. The Town of Vernon announces that applications for the 2020 NAA Program are due by 1:00 p.m. May 8, 2020 to: Michelle Hill, Interim Director of Social Services, Town of Vernon 14 Park Place, Vernon, CT 06066. Pending Town Council approval, a public hearing to hear comment and take the necessary action relative to the Neighborhood Assistance Act Tax Credit Program will be held on May 19, 2020 at 7:35pm. Those wishing to participate should call in to the teleconference as follows: Call In Number: 1-929-205-6099 Meeting ID: 967 5064 0235 Password: 0519

For additional information contact Michelle Hill (860) 870-3567.

Journal Inquirer
April 16, 2020



OFFICE OF THE
TOWN CLERK

TOWN OF VERNON

14 PARK PLACE, VERNON, CT 06066

Tel: (860) 870-3662

Fax: (860) 870-3623

E-mail: townclerk@vernon-ct.gov

Posted
5/12/20
cf

~~PUBLIC HEARING #2~~

LEGAL NOTICE TOWN OF VERNON VIRTUAL PUBLIC HEARING TOWN COUNCIL

RECEIVED
VERNON TOWN CLERK
20 MAY 12 AM 11:52

THIS IS TO GIVE NOTICE that at its regular meeting of May 5, 2020, the Vernon Town Council scheduled a public hearing to be held on May 19, 2020. Said Virtual Public Hearing will take place at 7:45 p.m. to be held via a telephone conference call. Interested parties must call 1-929-205-6099; Meeting ID# 967 5064 0235; Password: 0519.

The public hearing is scheduled to hear comments regarding an ordinance entitled:

AN ORDINANCE ENTITLED "ORDINANCE PERTAINING TO THE CONTROL OF DOGS, LIVESTOCK AND POULTRY WITHIN THE TOWN OF VERNON" AMENDING ORDINANCE #233 ENTITLED "ORDINANCE PERTAINING TO THE CONTROL OF DOGS WITHIN THE TOWN OF VERNON" AND ORDINANCE #232 ENTITLED "ORDINANCE PERTAINING TO THE REMOVAL OF DOG FECES WITHIN THE TOWN"

Copies of the proposed ordinance are available at the Town Clerk's Office, 14 Park Place, Vernon, Connecticut and on the Town's website, www.vernon-ct.gov/legal-notices.

Karen C. Daigle, CCTC
Vernon Town Clerk

Dated at Vernon, Connecticut, this 12th day of May, 2020.

Journal Inquirer
May 13, 2020

ORDINANCE # _____

**AN ORDINANCE ENTITLED "ORDINANCE PERTAINING TO THE CONTROL
OF DOGS, LIVESTOCK AND POULTRY WITHIN THE TOWN OF VERNON"
AMENDING ORDINANCE #233 ENTITLED "ORDINANCE PERTAINING TO
THE CONTROL OF DOGS WITHIN THE TOWN OF VERNON"
AND ORDINANCE #232 ENTITLED "ORDINANCE PERTAINING TO
THE REMOVAL OF DOG FECES WITHIN THE TOWN"**

BE IT ORDAINED by the Town of Vernon that Ordinance #232 and #233 are hereby amended as follows:

Sections 8-121 through 8-123 which now read:

Section 8-121 – Definitions.

Dog shall mean any member of the canine species, male, female, neutered male or spayed female.

Owner shall mean any person or persons, firm, association, partnership, LLC or corporation possessing, keeping or having custody of a dog.

At large shall mean off the premises of the owner, and not under the control of the owner by a leash, cord or chain.

Section 8-122 - Running at large prohibited at properties owned by the Town of Vernon and/or operated by the Vernon Board of Education and Parks and Recreation Department.

(a) It shall be unlawful for any owner of any dog to allow such dog to be at large within any property owned by the town and/or operated by the town board of education, or any property owned by the town and/or operated by the town parks and recreation department with the exception of any property which the town council may designate as an area for dogs to be at large.

(b) The provisions of this article shall not apply to dogs owned or controlled by government law enforcement agencies or organized fire departments or persons authorized by said agencies or departments to engage in search and rescue activity or training for such activity.

(c) Any violation of this section shall be punishable by a fine of twenty-five dollars (\$25.00) for each violation.

(d) This section shall be reviewed by the town council two (2) years from its effective date, and at such time the town council may amend or repeal this section if it so chooses.

Sec. 8-123. - Removal of feces.

(a) It shall be unlawful for any person owning, keeping, walking or in control of any dog to allow or permit such animal to defecate upon any private property owned by another person, condominium common elements, street, sidewalk, gutter or other public area unless such person shall remove all feces so deposited by such animal before leaving the immediate premises.

(b) The provisions of this section shall not apply to any person who is blind or deaf, walking or in control of a guide dog licensed pursuant to General Statutes section 22-345, or by any person who is physically unable to remove said feces.

(c) The provisions of this article shall not apply to dogs owned or controlled by government law enforcement agencies or organized fire departments or persons authorized by said agencies or departments to engage in search and rescue activity or training for such activity.

(d) Any violation of this section shall be punishable by a fine of twenty-five dollars (\$25.00) for each violation.

(e) This section shall be reviewed by the town council two (2) years from its effective date, and at such time the town council may amend or repeal this section if it so chooses.

Are hereby repealed and the following is substituted in lieu thereof:

Section 8-121 – Definitions.

At large shall mean off the premises of the owner, and not under the control of the owner by a leash, cord or chain.

Dog shall mean any member of the canine species, male, female, neutered male or spayed female.

Livestock shall mean any camelid or hooved animal raised for domestic or commercial use.

Poultry shall mean any species of domestic fowl, including, but not limited to, chickens, turkeys, ostriches, emus, rheas, cassowaries, waterfowl and game birds raised for domestic or commercial use.

Owner shall mean any person or persons, firm, association, partnership, LLC or corporation possessing, keeping or having custody of a dog, livestock or poultry.

Section 8-122 - Running at large prohibited on property of another or properties owned by the Town of Vernon and/or operated by the Vernon Board of Education and Parks and Recreation Department.

(a) It shall be unlawful for any owner of any dog to allow a dog to be at large or otherwise on the property of another without the permission of the owner or occupant of said property. It shall be unlawful for any owner of any dog to allow a dog to be at large on any property owned by the town and/or operated by the town board of education, or any property owned by the town and/or operated by the town parks and recreation department with the exception of any property which the town council may designate as an area for dogs to be at large.

(b) It shall be unlawful for any owner of livestock or poultry to allow livestock or poultry to be at large or otherwise on the property of another without the permission of the owner or occupant of said property. It shall be unlawful for any owner of any livestock or poultry to allow livestock or poultry to be at large on any property owned by the town and/or operated by the town board of education, or any property owned by the town and/or operated by the town parks and recreation department. At all times, livestock and poultry shall be kept on the premises belonging to, or occupied by, the owner via leash, enclosure, fence, shelter, or other means, unless attended by or under the control of the owner/keeper.

(c) The provisions of this article shall not apply to dogs owned or controlled by government law enforcement agencies or organized fire departments or persons authorized by said agencies or departments to engage in search and rescue activity or training for such activity.

(d) *Penalties for offenses.* Any owner violating any provision of this article shall be fined in accordance with Section 1-9 of this Code of Ordinances. Each day that any such violation shall continue shall constitute a separate offense. The imposition of any fine hereunder shall not prevent the enforced abatement of any unlawful condition by the Town.

Sec. 8-123. - Removal of feces.

(a) It shall be unlawful for any person owning, keeping, walking or in control of any dog, livestock or poultry to allow or permit such animal to defecate upon any private property owned by another person, condominium common elements, street, sidewalk, gutter or other public area unless such person shall remove all feces so deposited by such animal before leaving the immediate premises.

(b) The provisions of this section shall not apply to any person who is blind or deaf, walking or in control of a guide dog licensed pursuant to General Statutes section 22-345, or by any person who is physically unable to remove said feces.

(c) The provisions of this article shall not apply to dogs owned or controlled by government law enforcement agencies or organized fire departments or persons authorized by

said agencies or departments to engage in search and rescue activity or training for such activity.

(d) *Penalties for offenses.* Any owner violating any provision of this article shall be fined in accordance with Section 1-9 of this Code of Ordinances. Each day that any such violation shall continue shall constitute a separate offense. The imposition of any fine hereunder shall not prevent the enforced abatement of any unlawful condition by the Town.



PRINT FORM

TOWN OF VERNON
DEPARTMENT SUBMISSION FOR
TOWN COUNCIL AGENDA**CONSENT #1**FROM
DEPARTMENT/NAME

COLLECTOR OF REVENUE

PROPOSED ITEM

TAX REFUNDS

SUBJECT

TAX REFUNDS

ACTION REQUESTED

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

DATED

05/11/2020

BACKGROUND
INFORMATIONAPPROPRIATION
REQUIRED ?☐ NO ☐ YES

AMOUNT SOUGHT

LIST OF SUPPORTING
DOCUMENTATIONWORDING
PROPOSED MOTIONTHE TOWN COUNCIL HEREBY APPROVES TAX REFUND(S) FOR PRIOR YEAR(S)TOTALING AND CURRENT YEAR TOTALING AS OUTLINED IN THE MEMORANDUM FROM TERRY HJARNE,
COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED



Terry Hjarne CCMC
Collector of Revenue

TOWN OF VERNON

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

TO: Michael J. Purcaro, Town Administrator
FROM: Terry Hjarne, Collector of Revenue
DATE: May 11, 2020
SUBJECT: Refunds for Town Council Approval

PRIOR YEARS:

LOCKWOOD JEFFREY T 64.42
Assessor's Correction – Vehicle Junked

CURRENT YEAR: 2018 GRAND LIST

PANEK STANISLAW 219.26
Taxpayer Paid Too Much

BANC OF AMERICA LEASING & CAPTIAL LLC 16.17
Taxpayer Paid Too Much

(1) Prior Overpayments \$64.42
(2) Current Overpayments \$235.43

Cc: Jeff O'Neill TXP20211 TXC20211

CONSENT

#2

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

Name: Tim Poloski

Address: 38 Risley Road

Home Telephone: 860-872-1324 Work Telephone: 860-872-1324

Email Address: [REDACTED]

Educational Background:

Rockville High School 1983

New England Broadcasting Institute 1984

Employment Experience:

Deputy Sheriff / CT State Marshal 1990-Present

Civic Activity:

VDTA

CAPITAL IMPROVEMENTS

Personal Data/Comments:

Political Affiliation:

☒ Democrat

☐ Republican

☐ Unaffiliated

☐ Other

I hereby request that I be considered for appointment to:

Vernon Municipal Building Committee

Date: 5-13-20

Signature: [Signature]

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

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

VDTA

CAPITAL IMPROVEMENTS

If you were not appointed to a Town of Vernon Commission, would you like your resume distributed to the local Non-Profit Agencies?

☐ Yes

☐ No

For Office Use Only:

Commission or Committee Appointment: _____

Term #1

From: _____

To: _____

☐ Un-Expired

☐ Expired

Term #2

From: _____

To: _____

☐ Un-Expired

☐ Expired

Budget Amendment Request

Total Amount Requested: \$7,500.00

Fiscal Year 2019 - 2020

CONSENT #3
Date: May 12, 2020

To: Finance Officer From (Department): Finance Amendment #: 18

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

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

Department	Account Description	Org Code	Object	Amount
FROM:				
Fund Balance		100	31200	\$ 7,500.00
"FROM" Subtotal:				\$ 7,500.00

Department	Account Description	Org Code	Object	Amount
TO:				
1 Town Clerk	Grant - Historic Document	10115150	55516	\$ 7,500.00
2				
3				
4				
5				
6				
7				
"TO" Subtotal:				\$ 7,500.00

No. *COMMENTS CONCERNING BUDGET AMENDMENT REQUEST*

1 Pass-Through Request to account for expenditures related to historic document preservation. Revenue line item 10115150 43750 Historic Doc Preservation Grant in the amount of \$7,500 received is the source of pass-through funding.

	1	2	3	4
Balance in account for which funds are requested:	(7,500.00)	-		
Original appropriation in account:				
Plus or minus prior amendments:				
Amount of appropriation to date:	7,500.00	-		

Jeffrey A. O'Neill
Department Head

Jeffrey A. O'Neill
Signature

May 12, 2020
Date

At a meeting of the Town Council held on _____

the above request(s) was/were approved in the amount of: _____

Signature of Town Administrator: _____

Budget Amendment Request

Total Amount Requested: \$73,001.46 Fiscal Year 2019 - 2020

Date: May 12, 2020

To: Finance Officer From (Department): Finance Amendment #: 17

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

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

Department	Account Description	Org Code	Object	Amount
FROM:				
Fund Balance		100	31200	\$ 73,001.46
"FROM" Subtotal:				\$ 73,001.46

Department	Account Description	Org Code	Object	Amount
TO:				
1 Public Works Administration	Compensated Abs - Sick	10340200	51080	\$ 73,001.46
2				
3				
4				
5				
6				
7				
"TO" Subtotal:				\$ 73,001.46

No. 1 *COMMENTS CONCERNING BUDGET AMENDMENT REQUEST*

1 Amendment required to cover expenditures related to retirements and/or personnel changes.

	1	2	3	4
Balance in account for which funds are requested:	(73,001.46)	-		
Original appropriation in account:				
Plus or minus prior amendments:	30,473.14			
Amount of appropriation to date:	103,474.60	-		

Jeffrey A. O'Neill
Department Head

Jeffrey A. O'Neill
Signature

May 12, 2020
Date

At a meeting of the Town Council held on _____

the above request(s) was/were approved in the amount of: _____

Signature of Town Administrator: _____

RESUME FOR APPOINTMENT
TO A TOWN AGENCY, BOARD OR COMMISSION

Name: *Ellen Eybel*

Address: *63 East Street, Rockville*

CONSENT *#4*

Home Phone: [REDACTED] Work Phone: *(860) 870-3015* Cell Phone: *(860) 864-7997*

Email Address: *Ellen.Eybel@jud.ct.gov*

Educational Background:

High School *Manchester High School, Manchester, CT*

College *Attended MTCC, Manchester, CT*

Additional Schooling *Morse School of Business, Hartford, CT - Transferred to New England Tech when Morse closed. (Court Reporting / Stenography)*

Employment Experience:

*Twenty-plus years with Tolland Judicial District as Court Monitor / Transcriptionist
Prior employment was in Sales.*

Civic Activity: *Twenty-plus years as a public servant with State of CT.*

Served as Secretary to American Legion Post 14 Ladies Auxiliary. Active in Memorial Day Parade + Thank you Celebration to participants. Also served as Secretary to Thaddeus Kosciuszko Benefit Society officers & Acted as head of Grievance Committee resolving disputes between members & officers. Implemented background checks on new members.

Political

Affiliation:

☐

Democrat

☐

Republican

☒

Unaffiliated

☐

Other

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

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

Date: *May 14, 2020*

Signature

Ellen Eybel

Please return this form to Office of the Mayor, Memorial Building 14 Park Place, Vernon CT 06066
Or email to Diane Wheelock at Dwheelock@vernon-ct.gov

CONSENT #5

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

Name: Susan V. Bannon

Address: 9 Hillside Manor Ave Vernon Ct 06066

Home Telephone: 860-872-6424 Work Telephone: 860-872-2501

Email Address: Susan.V.Bannon@insurancenet.com

Educational Background:

High School - Hartford School of Insurance

Employment Experience:

Owner - V. Venzio Insurance - Licensed Insurance
agent 45 years

Civic Activity: Vernon Lions Club. Bolton Regional Lions

Volunteer - Wood Lake of Tolland. Blessed Sacrament
Church. Youth group -

Personal Data/Comments:

Awards: Melvin Jones (Progressive Melvin Jones)
Knights of Blind Reside in Vernon 55 years

Political Affiliation:

☒ Democrat

☐ Republican

☐ Unaffiliated

☒ Other

I hereby request that I be considered for appointment to:

Vernon Housing Authority

Date: 05/04/2020

Signature: Susan V. Bannon

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

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

If you were not appointed to a Town of Vernon Commission, would you like your resume distributed to the local Non-Profit Agencies?

☒ Yes

☐ No

For Office Use Only:

Commission or Committee Appointment: _____

Term #1

From: _____

To: _____

☐ Un-Expired

☐ Expired

Term #2

From: _____

To: _____

☐ Un-Expired

☐ Expired



DEPARTMENT OF SOCIAL SERVICES

TOWN OF VERNON
NEW BUSINESS #1
TOWN PLAC, VERNON, CT 06066
Tel: (860) 870-3661
Fax: (860) 870-3564

Date: May 12, 2020
To: Daniel A. Champagne, Mayor
Michael Purcaro, Town Administrator
Vernon Town Council
From: Michelle Hill, Interim Director, Social Services
Re: 2020 Neighborhood Assistance Act Application

The Neighborhood Assistance Act (NNA) Tax Credit Program is designed to provide funding for municipal and tax exempt organizations by providing a corporation business tax credit for businesses that make cash contributions to these entities.

The Exchange Club Center for the Prevention of Child Abuse of CT, Inc., d/b/a KIDSAFE CT. has made application to the NNA program for the amount of \$3,541.43 to complete a water conservation project and to insulate hot water pipes to save on energy. This project began in December of 2019 with 2019 NNA funding. Their funding request for 2020 will fulfill the costs to complete the project.

On behalf of the Social Services Department I request that the Town Council endorses the following application for the NNA 2020, KIDSAFE CT.



Municipality: Vernon

Form NAA-01
2020 Connecticut Neighborhood Assistance Act (NAA)
Program Proposal

This form **must** be completed and submitted to your municipality for approval. All items **must** be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. **Do not submit this form directly to the Department of Revenue Services.**

Part I — General Information

Name of tax exempt organization/municipal agency: _____

Exchange Club Center for the Prevention of Child Abuse of CT, Inc., d/b/a KIDSAFE CT

Address: 19 Elm Street, Vernon, CT 06066

Federal Employer Identification Number: [REDACTED]

Program title: Water conservation project and insulation of hot water pipes

Name of contact person: Sarah Adanti

Telephone number: (860) 297-0545

Email address: sadanti@thevillage.org

Total NAA funding requested (\$250 minimum, \$150,000 maximum): \$ 3,541.43

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?

☒ Yes

☐ No

If **Yes**, attach a copy of the **first page** of your most recent return.

If **No**, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

Part II — Program Information

Check the appropriate description of your program:

100% credit percentage

- ☒ Energy conservation; or
☐ Comprehensive college access loan forgiveness (see Conn. Gen Stat. § 12-635(3)).

60% credit percentage

- ☐ Job training/education for unemployed persons aged 50 or over;
☐ Job training/education for persons with physical disabilities;
☐ Program serving low-income persons;
☐ Child care services;
☐ Establishment of a child day care facility;
☐ Open space acquisition fund; or
☐ Other (specify): _____

Description of program: _____

KIDSAFE CT, an affiliate of The Village for Families & Children is part of a network of centers established by the National Exchange Club Foundation for the Prevention of Child Abuse. An Advisory Council of representatives from the community provides guidance and supports our work. MACCA Plumbing & Heating, located in Hartford, conducted a water survey at KIDSAFE. Following the survey it was determined that in order for the building to be water efficient the three old toilets need to be removed and replaced with three new water efficient toilets, and all exposed hot water pipes located in the basement needed to be insulated.

Need for program: _____

The building is used frequently during the day, evening and weekend hours by staff and for client programs. 1.) New toilets would save between 50% and 60% water usage after every use. The project will lower KIDSAFE's water expenses, save water by decreasing how much water is depleted from our reservoir each year, and save the environment. 2.) The insulation of the hot water pipes will lower KIDSAFE's heating costs, minimize the heat loss and prevent wasting energy and help protect from a frozen or burst pipe. The toilets were completed in 12/19 through NAA grant funding. Phase 2 will be the installation of insulation to the water pipes.

Neighborhood area to be served: _____

Towns of Vernon and Rockville.

Plan to implement the program: _____

The Village Property Management Director has hired MACCA Plumbing & Heating, located in Hartford. They have removed the three old toilets and installed the three new toilets, and will begin to insulate all hot water pipes that are exposed in the basement with 1" thick fiberglass insulation. Work on this project began following the approval of the KIDSAFE application by the State of Connecticut Department of Revenue Services.

Timetable:

Program start date: 12/01/2019

Program completion date: 12/31/2021

The program completion date must not be more than two years from the program start date. A certified post-project review is due to the municipality overseeing implementation no later than three months after program completion date for all projects receiving \$25,000 or more in NAA funding.

Part III — Financial Information

Program Budget:

Complete in full. Expenditures must equal or exceed total funding.

Sources of Revenue:

NAA funds requested \$3,541.43

Other funding sources - itemized sources:

a) Connecticut Water Company NAA Distribution 12/19 \$2,428.57

b) _____

c) _____

d) _____

Total Funding: \$5,970.00

Proposed Program Expenditures:

Direct operating expenses - itemized description:

a) Water pipes insulation - labor and materials \$3,900.00

b) Toilets (3) installation & removal - labor and materials \$2,070.00

c) _____

d) _____

Administrative expenses - itemized description:

a) _____

b) _____

c) _____

d) _____

Total Proposed Expenditures: \$5,970.00

Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program:	_____

Mailing address:	_____

Name of municipal liaison:	_____
Telephone number:	_____
Fax number:	_____
Email address:	_____

Post-Project Review
Is a post-project review required for this proposal?
<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes , date post-project review due:

Date

2020 Connecticut Neighborhood Assistance Act (NAA) Program Proposal Instructions

Complete all items on **Form NAA-01, 2020 Connecticut Neighborhood Assistance Act (NAA) Program Proposal**. Incomplete applications will **not** be accepted. For where to direct inquiries, see *Contact Information* below.

Part I – General Information

Enter the name of the tax exempt organization or municipal agency, address, Federal Employer Identification Number, and email address.

Program Title: Assign a unique program title to each program for which your organization is making an application.

Federal Form 990: Attach a copy of the first page of your organization's most recent federal Form 990 or Form 990EZ. If your organization is not required to file either Form 990 or Form 990EZ, attach a copy of the determination letter from the Internal Revenue Service.

Part II – Program Information

Description of Program: Describe the program, including information about how the program will operate, its benefit to the community, how recipients will be selected, and any measures used to determine the program's impact on the community.

Need for Program: Demonstrate a need for this program. For example, provide relevant statistics.

Neighborhood Area to Be Served: Describe the neighborhood or municipality this program will serve.

Plan to implement the program: Describe how the program will operate. Identify other persons or organizations involved in the administration of the program.

Timetable: Indicate the starting and completion dates of the program. The program completion date must not be more than two years from the program start date.

Part III – Financial Information

Each program proposal must include a program budget that includes all sources of funding and all anticipated expenditures. The information provided in the budget may be used during a post-project audit.

Sources of Revenue: The budget must include the requested NAA funding and any other anticipated revenue sources.

NAA Funding Requested: Indicate the total amount your organization is requesting for its program.

This amount may not exceed the total proposed expenditures. Please note that the minimum NAA funding is \$250, with a maximum funding of \$150,000 per organization or agency per year.

Other Funding Sources: Provide a detailed description(s) and the amount(s) of all funding sources.

Proposed Program Expenditures: The budget must include a detailed description and the amount of all direct operating and administrative expenditures.

Expenditures must equal or exceed total funding.

Direct Operating Expenses: Expenses include materials, equipment, wages, salaries, tuition fees, sub-contracting services, and any other expenses needed to administer the program.

Part IV – Municipal Information

This part is to be completed by the municipal agency overseeing implementation of the program.

Municipal Liaison: The municipality must designate an individual to serve as a liaison with DRS for all NAA matters.

Post-Project Review: Any program receiving \$25,000 or more in NAA funding is required to provide a post-project review, prepared by a certified public accounting firm, to the municipality overseeing the program. This review must be submitted to the municipality no later than three months after the program completion date.

Contact Information

Direct inquiries to:

Department of Revenue Services (DRS)
Neighborhood Assistance Act Program
Attn: Research Unit
450 Columbus Blvd Ste 1
Hartford CT 06103-1837

or call **860-297-5687**.

TTY, TDD, and Text Telephone users only may transmit inquiries anytime by calling 860-297-4911. Taxpayers may also call 711 for relay services. A taxpayer must tell the 711 operator the number he or she wishes to call. The relay operator will dial it and then communicate using a TTY with the taxpayer.



TOWN OF VERNON FIRE DEPARTMENT

280 West Street, P.O. Box 100
Vernon, CT 06066

www.vernonfire.com



NEW BUSINESS

Stephen Eppler
Fire Chief
860-978-0594
seppler@vernon-ct.gov

To: Michael Purcaro
Town Administrator, Town of Vernon

From: Stephen Eppler
Fire Chief, Town of Vernon Fire Department

CC: Jeffrey O'Neill
Finance Director, Town of Vernon

Date: May 13, 2020

RE: 2020 FEMA AFG Supplemental Fire Grant

Mr. Purcaro,

Upon receiving information regarding the Supplemental 2020 Assistance to Firefighters Grant Program I tasked the function of research and preparation to Christopher Hammick, Health and Safety Officer for the Town of Vernon Fire Department. Upon his review of the requirements for the grant program, he determined that it was worth our while to apply for the grant in order to attempt to replace and acquire new PPE for ongoing operations and to prepare for predicted future outbreaks of the Covid-19 or other like illnesses.

As you are aware, the monies available were part of the 2020 emergency legislation passed by congress titled; (CARES) Coronavirus Aid, Relief, and Economic Security Act. Approximately 100 million dollars of that act was diverted to FEMA through the AFG program for firefighter's assistance grants and a competitive application process was announced for an application period of April 28 and closing May 15 with awards to be announced as early as June 2020.

This grant is limited to PPE (Personal Protective Equipment), mostly consisting of disposable safety related supplies (i.e. gloves, masks, gowns, sanitizers, etc.), for the personnel protection of the EMS crews and the patients they treat. The grant allows for replacement of expenditures since Jan 01 2020, for ongoing operations and for future planning. Although we fared ok through the initial outbreak by careful use of the PPE we had, we are still supply limited and not sufficiently stocked for future planning. If outbreaks in the fall and winter season of 2021 materialize, we should be prepared with supplies for immediate deployment rather than waiting on backordered items and delayed delivery.

Using the recommendations of EMS Coordinator Jean Gauthier and her staff for determining necessary supplies to procure, our grant application is for \$8,557.00. Of that amount \$7,701.30 is the federal share based on local population equaling 90% reimbursement. The applicant (Vernon) is required to pay 10% (\$855.70) FEMA AFG grant requests are not a commitment to future obligations. The award can also be deferred if we wanted to.

The overall need and procurement planning decision was made based on the current status of EMS PPE supplies. To date, we have been able to hold the line within the EMS operating budget and previous purchasing. We are also currently receiving supplies from the state supply stock based on the declaration of emergency by the governor and the purchases made by the state that is being distributed all first responders statewide. Along with our planning needs, the requested amount is based on previous grant writing experience HSO Hammick has from preparing various AFG documents in the past for the Town of Vernon Fire Department using all relevant information and data required for submission.

In closing, being awarded this grant would assist us greatly in preparation for any future outbreaks of either COVID-19 or other type illnesses requiring personal protection. Having enough supplies on hand for immediate use is paramount in keeping our First Responders healthy and safe as they are one of our most valuable assets during times like these. I would like to acknowledge and thank HSO Hammick for all his work in preparing the grant application and Mr. O'Neill for helping with the new Federal system for application processing.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Stephen Eppler", written in a cursive style.

Stephen Eppler
Fire Chief

MINUTES
VERNON TOWN COUNCIL
VIRTUAL REGULAR MEETING

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

MEETING ID: 840 5598 3405 PASSWORD: 0505

TUESDAY, MAY 5, 2020 - 7:30PM

RECEIVED
VERNON TOWN CLERK
20 MAY 13 AM 8:36

Mayor Daniel Champagne called the meeting to order at 7:30PM.

A.) PLEDGE OF ALLEGIANCE

B.) ROLL CALL

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

Absent:

Entered During Meeting:

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

C.) CITIZEN'S FORUM

None

D.) EXECUTIVE SESSION

None

E.) PUBLIC HEARING

None

F.) PRESENTATIONS BY THE ADMINISTRATION

Mayor Champagne asked Town Administrator and Director of Emergency and Risk Management, Michael J. Purcaro to deliver the presentations by the Administration.

- Douglas Racicot, Operations Director of the Tolland County Mutual Aid Fire Service and Christopher Hammick, President of Tolland County Dispatch have reported a 30%-33% increase in cardiac arrests at home during this pandemic. A Public Service Announcement campaign to call 911 will be announced
- The Town of Vernon has partnered with Priority Urgent Care in Ellington, CT to offer COVID-19 drive-thru testing on Thursday, May 7, 2020 at the Town of Vernon Senior Center at 135 Bolton Road from 10:00am-3:00pm. Testing will be available to anyone regardless of their ability to pay. The frequency of these clinics and the possibility for walk up testing in the downtown Rockville area is in discussion
- The Town of Vernon is coordinating a blood drive with the American Red Cross for this region. Assistant Town Administrator Dawn Maselek is leading the coordination efforts and more information will follow
- Governor Lamont has issued the order to close public schools for the remainder of the school year. There will be more clarification and guidance regarding the Rockville High School graduation
- Shaun Gately, Economic Development Coordinator, has been the Town of Vernon's Recovery Officer since the beginning of the pandemic and will be assisting businesses to open safely as the State of Connecticut reopens

G.) ACTION ON CONSENT AGENDA

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

- C 1.** **Request the Town Council approve Tax Refunds for Prior and Current years.** (See copy of a memorandum from Terry Hjarne, Collector of Revenue, to Michael J. Purcaro, Town Administrator dated April 28, 2020 included in the Council packet.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES TWO (2) TAX REFUNDS FOR PRIOR YEARS TOTALING \$1815.25 AND ONE (1) CURRENT YEAR TAX REFUND TOTALING \$741.07 AS REFERENCED IN THE LETTER FROM TERRY HJARNE, COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED APRIL 28, 2020.

H.) DISCUSSION OF PULLED CONSENT ITEM(S)

None

I.) PENDING BUSINESS

None

J.) NEW BUSINESS

None

K.) INTRODUCTION OF ORDINANCES

A Proposed Ordinance entitled "Ordinance No. , An Ordinance Amending Ordinance #233 Entitled Ordinance Pertaining to the Control of Dogs Within The Town of Vernon". (A copy of said Ordinance is included for Council review. A number will be assigned once the Ordinance is approved.)

PROPOSED MOTION

THE TOWN COUNCIL, CONSISTENT WITH CHAPTER V, OF THE VERNON TOWN CHARTER, SEC. 6, ENTITLED "PUBLIC HEARING ON AND PUBLICATION OF ORDINANCES," HEREBY SCHEDULES A PUBLIC HEARING REGARDING, AN ORDINANCE ENTITLED **"AN ORDINANCE AMENDING ORDINANCE #233 ENTITLED, ORDINANCE PERTAINING TO THE CONTROL OF DOGS WITHIN THE TOWN OF VERNON"**, AT 7:45 PM ON TUESDAY, MAY 19, 2020 TO RECEIVE COMMENTS AND QUESTIONS RELATIVE TO THE PROPOSED ORDINANCE. THIS PUBLIC HEARING WILL BE HELD VIA VIRTUAL TELECONFERENCE: CALL IN INFORMATION IS AS FOLLOWS: CALL IN: **1-929-205-6099**, MEETING ID: **840 5598 3405** PASSWORD: **0505**.

Council Member Wakefield, seconded by Council Member Schaefer, made a motion to schedule a Public Hearing regarding **"An Ordinance Amending Ordinance #233 Entitled, Ordinance Pertaining to the Control of Dogs Within the Town of Vernon"** at 7:45PM on Tuesday, May 19, 2020 via virtual teleconference, call in information is 1-929-205-6099, Meeting ID 840 5598 3405 Password 0505. Town Administrator Purcaro corrected the Meeting ID to 967 5064 0235 and the Password to 0519. Mayor Champagne spoke. Town Attorney Louis Spadaccini answered questions. Discussion ensued. Council Member Letendre asked that the title of the

Ordinance include the words "Livestock" and "Poultry". Motion carried unanimously by roll call vote.

L.) ACTION ON ORDINANCE(S) PREVIOUSLY PRESENTED

None

M.) IDENTIFICATION/ADOPTION OF ADDITIONAL AGENDA ITEMS

None

N.) DISCUSSION OF ADDITIONAL ITEMS AND INFORMATIONAL ITEMS

None

O.) ADOPTION OF MINUTES

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR TOWN COUNCIL MEETING ON **APRIL 21, 2020** AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Wakefield, seconded by Council Member Bush made a motion to waive the reading of and approve the minutes as amended of the regular Town Council meeting held on April 21, 2020. Motion carried unanimously by voice vote.

Council Member Motola asked if everyone would be tested for COVID-19. Town Administrator Purcaro responded that there is a prescreen telehealth number to call in the press release, however no one will be turned away.

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

None

Q.) ADJOURN (8:00PM)

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

Received:

Approved:

Respectfully Submitted.

Kathleen Minor
Recording Secretary

RECEIVED
VERNON TOWN CLERK
20 MAY 13 AM 8:37

MINUTES
VERNON TOWN COUNCIL
VIRTUAL SPECIAL MEETING
CONFERENCE CALL NUMBER: 1-929-205-6099
MEETING ID: 374 542 721 PASSWORD: 0428
TUESDAY, APRIL 28, 2020
IMMEDIATELY FOLLOWING VIRTUAL ANNUAL TOWN MEETING

Mayor Daniel Champagne called the meeting to order at 8:37PM.

- A.) **PLEDGE OF ALLEGIANCE** – was recited at the beginning of the Virtual Annual Town Meeting that preceded this Virtual Special Meeting
- B.) **ROLL CALL**
Present: Council Members Laura Bush, Bill Campbell, Julie Clay, Thomas DiDio, Linda Gessay, Ann Letendre, Maryann Levesque, Brian Motola, Pauline Schaefer, Jim Tedford, Steve Wakefield, Michael Wendus
Absent:
Entered During Meeting:
Also Present: Town Administrator Michael J. Purcaro, Town Clerk Karen C. Daigle, Recording Secretary Kathleen Minor
- C.) **NEW BUSINESS**
1. **Subsequent to the Adoption of the Fiscal Year 2020-2021 Budget at the Town Meeting, the following motions are needed pursuant to Town Charter, Chapter XII, Section 6, "within five (5) days of adoption of the annual budget by the annual town meeting, the Town Council shall fix the tax rate in mills which shall be levied on the taxable property in the town for the ensuing fiscal year."**

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY SETS THE TAX RATE FOR THE FISCAL YEAR JULY 1, 2020 THROUGH JUNE 30, 2021, AT **39.63 MILS** UPON TAXABLE REAL AND PERSONAL PROPERTY IN THE TOWN OF VERNON.

IN ACCORDANCE WITH STATE OF CONNECTICUT PUBLIC ACT 16-3, SECTION 187, REFERENCING THE ASSESSMENT YEAR COMMENCING OCTOBER 1, 2019, THE MIL RATE ON THE MOTOR VEHICLE TAX IS CAPPED AND SET AT **39.63 MILS**, AND FURTHER, THAT THE TOWN COUNCIL SIGNS THE TAX WARRANT FOR SAID FISCAL YEAR.

Council Member Wakefield, seconded by Council Member Bush, made a motion to set the tax rate for Fiscal Year July 1, 2020 through June 30, 2021 at 39.63 MILS upon taxable real and personal property in the Town of Vernon. Further, in accordance with State of Connecticut Public Act 16-3, Section 187, referencing the assessment year commencing October 1, 2019, the MIL rate on the motor vehicle tax is capped and set at 39.63 MILS, and further that the

Town Council signs the Tax Warrant for Fiscal Year 2020-2021. Motion carried unanimously with roll call vote.

PROPOSED MOTION:

THE TOWN COUNCIL OF THE TOWN OF VERNON IN ACCORDANCE WITH THE PROVISIONS OF SECTION 12-144a OF THE CONNECTICUT GENERAL STATUTES, AUTHORIZES THE COLLECTION OF MOTOR VEHICLE TAXES DUE AND PAYABLE IN ONE INSTALLMENT.

Council Member Wakefield, seconded by Council Member Bush, made a motion that the Town Council of the Town of Vernon, in accordance with the provisions of Section 12-144a of the Connecticut General Statutes, authorizes the collection of motor vehicle taxes due and payable in one installment. Motion carried unanimously with roll call vote.

D. ADJOURN (8:44PM)

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

Received:

Approved:

Respectfully Submitted.

Kathleen Minor
Recording Secretary

VIRTUAL SPECIAL BUDGET MEETING MINUTES

VERNON TOWN COUNCIL
VIRTUAL SPECIAL BUDGET MEETING
VERNON, CT

CONFERENCE CALL: 1-929-205-6099
MEETING ID: 490 474 111 PASSWORD: 0326

THURSDAY, MARCH 26, 2020 7:00PM

RECEIVED
VERNON TOWN CLERK
20 MAY 13 AM 8:37

Mayor Daniel A. Champagne called the virtual meeting to order at 7:00PM.

A.) **PLEDGE OF ALLEGIANCE**

B.) **ROLL CALL**

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

Absent: Brian Motola, Ann Letendre

Entered During Virtual Meeting: Brian Motola, Ann Letendre

Also Present: Town Administrator Michael Purcaro, Finance Officer and Treasurer Jeffrey O'Neill, Recording Secretary Kathleen Minor

C.) **CITIZEN'S FORUM**

Maryann Levesque, 183 Bolton Road, requested that the Mayor and Town Council consider no new positions and a freeze on hiring at this critical time, as well as Directors check their budgets for anything that they can do without. Tax payers will be facing a difficult financial event, it will be a difficult tax collection year due to the hardship and stated she has confidence that the Mayor and Town Council will get this budget process done.

D.) **PRESENTATION**

Mayor Daniel A. Champagne and Jeffrey O'Neill, Finance Officer and Treasurer presented and discussed the 2020-2021 Budget Overview to the Town Council, and included revenue projections and any updates and changes to the budget documents. There is a zero percent increase and no increase to the MIL rate at this time. The departments were asked to provide a zero-based budget proposal. The budget as presented shows 1.47% increase with a request for \$94,790,723. Both Mayor Champagne and Jeffrey O'Neill thanked everyone involved in this process for their hard work.

E.) **TOWN COUNCIL TO ESTABLISH THE RULES AND PROCEDURES FOR BUDGET DELIBERATIONS**

PROPOSED MOTION:

The Town Council adopts the following list of Rules and Procedures for the 2020-2021 Budget deliberations:

Waive all Robert's Rules of Procedure during budget deliberations;

Revenue will be discussed at the opening meeting and at the final budget meeting;

~~All budget accounts shall be opened and closed, with the Council making decisions on each individual budget during the allocated time frame;~~

To facilitate the change to virtual meeting format, ALL budgets will be opened at the first budget meeting, and will remain open until the final meeting. For clarity, the tab, page, and department will be read into the record and a discussion will take place.

Each meeting will be recessed to the next scheduled budget hearing and draft minutes will be prepared by the Clerk for each meeting to be used during final deliberations;

At the final budget hearing the Town Council may add or delete from any account previously discussed.

Council Member Wakefield, seconded by Council Member Bush made a motion to accept the list of Rules and Procedures for the 2020-2021 budget deliberations. Motion passed unanimously with roll call vote of present members.

F.) ~~PUBLIC HEARING (7:05 PM)~~

~~PUBLIC HEARING TO RECEIVE COMMENTS AND QUESTIONS RELATIVE TO THE 2020-2021 TOWN OF VERNON BUDGET:~~

- ~~— MAYOR DANIEL A. CHAMPAGNE CALLS THE PUBLIC HEARING TO ORDER TO RECEIVE COMMENTS AND QUESTIONS~~
- ~~— CLERK READS THE LEGAL NOTICE INTO THE RECORD~~
- ~~— MAYOR CHAMPAGNE AND TOWN COUNCIL RECEIVE COMMENTS~~
- ~~— ADJOURN THE PUBLIC HEARING~~
- ~~— RETURN TO THE SPECIAL TOWN COUNCIL MEETING AGENDA~~

Mayor Daniel A. Champagne stated that the Public Hearing was moved to Saturday, April 4, 2020 at 9:04AM.

G.) BUDGET REVIEW

Council Member Wakefield, seconded by Council Member Bush made a motion to open all sections of the entire 2020-2021 Budget. Mayor Champagne spoke. Motion passed unanimously with roll call vote of present members.

1. **Water Pollution Control Authority – Tab 4, page 81, Code 10116157, \$8,851**
Robert Grasis, Director of Water Pollution Control, presented budget summary and answered questions. Discussion ensued.
2. **Waste Treatment Plant Operations – Tab 11, page 391, Code 41345700, \$5,925,726**

- Robert Grasis, Director of Water Pollution Control presented budget summary and answered questions. Discussion ensued.
3. **Housing Authority – Sewer Subsidy – Tab 9, page 335, Code 10673282, \$47,500**
Robert Grasis, Director of Water Pollution Control presented budget summary. No discussion.
 4. **Assessment – Tab 4, page 53, Code 10114144, \$303,107**
David Wheeler, Assessor, presented budget summary and answered questions. Discussion ensued.
 5. **Revaluation – Tab 4, page 67, Code 10114147, \$18,000**
David Wheeler, Assessor presented budget summary, spoke and answered questions. Discussion ensued.
 6. **Board of Assessment Appeals – Tab 4, page 77, Code 10116155, \$2,500**
David Wheeler, Assessor, presented budget summary, spoke and answered questions. Discussion ensued.
 7. **Collector of Revenue – Tab 4, page 61, Code 10114146, \$191,613**
Terry Hjarne, presented budget summary and answered questions. Mayor Daniel Champagne answered questions. Discussion ensued.
 8. **Refunds – Tax Adjustments – Tab 4, page 57, Code 10114145, \$21,000**
Terry Hjarne, presented budget summary and answered questions. Mayor Daniel Champagne and Jeffrey O'Neill answered questions. Discussion ensued.
 15. **Town Clerk – Tab 4, Page 71, Code 10115150, \$263,916**
Karen Daigle, Town Clerk, presented budget summary and answered questions. Discussion ensued.
 16. **Town Council – Page 4, Page 1, Code 10110110, \$10,755**
Karen Daigle, Town Clerk, presented budget summary and answered questions. Discussion ensued.
 17. **Registration – Tab 4, Page 21, Code 10113130, \$80,281**
Christopher Prue, Registrar of Voters (D) and John Anderson, Registrar of Voters (R) presented budget summary. No discussion.
 18. **Elections General – Tab 4, Page 25, Code 10113131, \$45,550**
Christopher Prue, Registrar of Voters (D) and John Anderson, Registrar of Voters (R) presented budget summary. No discussion.
 19. **Elections Primary – Tab 4, Page 29, Code 10113132, \$1.00**
Christopher Prue, Registrar of Voters (D) and John Anderson, Registrar of Voters (R) presented budget summary. No discussion.
 20. **Elections Referendum – Tab 4, Page 33, Code 10113133, \$1.00**
Christopher Prue, Registrar of Voters (D) and John Anderson, Registrar of Voters (R) presented budget summary and answered questions. Discussion ensued.
 21. **Community and Economic Development – Tab 4, Page 103, Code 10151171, \$112,435**
Shaun Gately, Economic Development Coordinator, presented budget summary and answered questions. Discussion ensued.

22. **Town Planner – Tab 4, Page 97, Code 10150170, \$199,123**
George McGregor, Town Planner, presented budget summary and answered questions. Discussion ensued.
9. **Administration – Tab 4, Page 9, Code 10112120, \$867,650**
Diane Wheelock, Executive Assistant, Cassandra Santoro, Administrative Assistant and Dawn Maselek, Assistant Town Administrator presented budget summary and answered questions. Discussion ensued.
10. **Law – Tab 4, Page 17, Code 10112121, \$162,000**
Diane Wheelock, Executive Assistant presented budget summary and answered questions. Discussion ensued.
11. **Finance – Administration – Tab 4, Page 37, Code 10114140, \$545,415**
Jeffrey O'Neill, Finance Officer and Treasurer, presented budget summary and answered questions. Discussion ensued.
12. **Finance – Independent Audit – Tab 4, Page 41, Code 10114141, \$80,643**
Jeffrey O'Neill, Finance Officer and Treasurer, presented budget summary and answered questions. Discussion ensued.
13. **Finance – Treasury – Tab 4, Page 45, Code 10114142, \$7,240**
Jeffrey O'Neill, Finance Officer and Treasurer, presented budget summary and answered questions. Discussion ensued.
14. **Finance – Purchasing – Tab 4, Page 49, Code 10114143, \$0**
Jeffrey O'Neill, Finance Officer and Treasurer, presented budget summary and answered questions. Discussion ensued.

H.) **MISCELLANEOUS ACCOUNTS REQUIRING ACTION**

None

I.) **RECESS REMAINING ACCOUNTS TO MARCH 28, 2020**

9:18PM Council Member Wakefield, seconded by Council Member Bush made a motion to recess to the next scheduled meeting on March 28, 2020 at 9:00AM. Motion carried unanimously by voice vote.

Received:

Approved:

Respectfully Submitted.

Kathleen Minor
Recording Secretary

VIRTUAL SPECIAL BUDGET MEETING MINUTES

VERNON TOWN COUNCIL
VIRTUAL SPECIAL BUDGET MEETING
VERNON, CT

CONFERENCE CALL: 1-929-205-6099
MEETING ID: 194 281 781 PASSWORD: 0328

SATURDAY, MARCH 28, 2020 - 9:00AM

Mayor Daniel A. Champagne called the virtual meeting to order at 9:02AM.

A.) PLEDGE OF ALLEGIANCE

B.) ROLL CALL

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

Absent:

Entered During Virtual Meeting:

Also Present: Town Administrator Michael Purcaro, Finance Officer and Treasurer Jeffrey O'Neill, Recording Secretary Kathleen Minor

C.) CITIZENS FORUM

Susan Mason, 183 Reservoir Road, spoke regarding her support for the Cornerstone Foundation, it does a lot of good and hopes it can continue to function during these difficult times.

D.) PRESENTATION

There were no updates or presentations.

E.) BUDGET REVIEW

4. Probate - Tab 4, Page 5, Code 10111112, \$13,655

Honorable Elisa H Bartlett, Judge of the Court of Probate, presented budget summary and answered questions. Council Member Motola asked for a break-down of expenses. Judge Bartlett will provide to Administration. Discussion ensued.

Reverend Karen Roy-Guglielmi, Chairperson of the Human Services Commission introduced herself to the Town Council and gave an overview of budget recommendations.

5. Hockanum Valley Community Council - Tab 7, Page 229, Code 10456222, \$182,000

David O'Rourke, Hockanum Valley Community Council CEO spoke and answered questions. Discussion ensued.

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20 MAY 13 AM 8:38

Council Member DiDio, seconded by Council Member Schaefer, made a motion to increase the Hockanum Valley Community Council budget by \$10,000 in order to increase food pantry purchases. David O'Rourke, Hockanum Valley Community Council CEO spoke and answered questions. Discussion ensued. Motion failed with roll call vote, 2 in favor and 9 opposed.

6. Child Guidance Clinic – Tab 7, Page 233, Code 10456223, \$3,500

Lauren Schempp, Vice President of Administration of Community Child Guidance Clinic spoke and answered questions. Discussion ensued.

7. KIDSAFE CT – Exchange Club – Tab 7, Page 237, Code 10456224, \$1,500

Robin Kohler, Site Director at KIDSAFE, spoke and answered questions. Discussion ensued.

8. MARC, Inc., of Manchester – Tab 7, Page 241, Code 10456226, \$3,000

Kevin Zingler, President and CEO and Mary-Ellen Callahan, Development Director spoke and answered questions. Discussion ensued.

Council Member Bush, seconded by Council Member Gessay made a motion to add \$2,000 back to the 2020-2021 proposed budget for MARC, Inc. Discussion ensued. Motion carried unanimously by roll call vote.

9. Cornerstone Foundation Inc. – Tab 7, Page 245, Code 10456227, \$5,500

Sharon Redfern, Executive Director, spoke and answered questions. Discussion ensued.

~~10. Connecticut Legal Services~~

11. Hartford Interval House – Tab 7, Page 249, Code 10456232, \$2,500

Karen Roy-Guglielmi, Chairman of the Human Services Advisory Commission spoke and answered questions. Michelle Hill, Interim Director of Social Services and Director of Youth Services answered questions. Discussion ensued.

12. YWCA Sexual Assault Services – Tab 7, Page 253, Code 10456235, \$2,000

Kenisha Farquharson, Program Director for the YMCA New Britain Sexual Assault Crisis Program spoke about budget and programs supported. No discussion.

13. Historical Society – Tab 8, Page 295, Code 10562261, \$7,000

Bob Hurd, Treasurer of the Vernon Historical Society spoke about budget and programs. No discussion.

15. Greater Hartford Transit District – Tab 4, Page 85, Code 10116158, \$4,689

Mayor Daniel Champagne spoke about the budget and services. No discussion.

14. North Central District Health Department – Tab 7, Page 223, Code 10455220, \$136,845

Patrice Sulik, Director of Health of the North Central District Health Department, presented budget and answered questions. The Budget Review for Fiscal Year 2020-

2021 was distributed to the Council via electronic mail – See Exhibit A attached.
Discussion ensued.

16. Arts Commission – Tab 8, Page 291, Code 10562260, \$4,440

No discussion.

1. Social Services – Tab 7, Page 257, Code 10456240, \$265,628

Michelle Hill, Interim Director of Social Services and Director of Youth Services presented budget summary and answered questions. Discussion ensued.

2. Youth Services – Tab 7, Page 261, Code 10456241, \$254,053

Michelle Hill, Interim Director of Social Services and Director of Youth Services, presented budget summary and answered questions. Discussion ensued.

3. Senior Center – Tab 7, Page 265, Code 10457242, \$363,112

Maureen Gabriele, Senior Center Director, presented budget summary and answered questions. Discussion ensued.

Council Member Wakefield, seconded by Council Member Bush, made a motion to remove object code 57612, Bus/Transport Vehicles in the amount of \$46,195 from the Senior Center 2020-2021 budget. Mayor Champagne spoke. Discussion ensued. Motion carried unanimously with roll call vote.

F.) MISCELLANEOUS ACCOUNTS REQUIRING ACTION

None

G.) RECESS REMAINING ACCOUNTS TO MARCH 30, 2020

12:21PM Council Member Wakefield, seconded by Council Member Schaefer made a motion to recess to the next scheduled meeting on March 30, 2020 at 7:00PM. Motion carried unanimously by voice vote.

Received:

Approved:

Respectfully Submitted.

Kathleen Minor
Recording Secretary

VIRTUAL SPECIAL BUDGET MEETING MINUTES

VERNON TOWN COUNCIL
VIRTUAL SPECIAL BUDGET MEETING
VERNON, CT

CONFERENCE CALL: 1-929-205-6099
MEETING ID: 537 601 532 PASSWORD: 0330

MONDAY, MARCH 30, 2020 7:00PM

RECEIVED
VERNON TOWN CLERK
20 MAY 13 AM 8:37

Mayor Daniel A. Champagne called the virtual meeting to order at 7:00PM.

A.) PLEDGE OF ALLEGIANCE

B.) ROLL CALL

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

Absent:

Entered During Meeting:

Also Present: Town Administrator Michael Purcaro, Finance Officer and Treasurer Jeffrey O'Neill, Recording Secretary Kathleen Minor

C.) PUBLIC HEARING

7:05PM Mayor Daniel A. Champagne called the Public Hearing to order to receive comments and questions

7:05PM Clerk/Recording Secretary read the legal notice into the record

No comments from the public were made.

7:08PM Mayor Daniel A. Champagne adjourned the Public Hearing

7:08PM Returned to the Virtual Special Budget Meeting

D.) PRESENTATION

There were no updates or presentations.

E.) BUDGET REVIEW

1. Board of Education – Tab 11, Page 359, Code 10990330, \$54,516,892

Superintendent Joseph Macary presented budget summary and answered questions. Discussion ensued.

2. Police – Tab 5. Page 107, Code 10230180, \$6,509,255

James Kenny, Chief of Police, presented budget summary and answered questions. Discussion ensued.

3. School Crossing Guards – Tab 5, Page 119, Code 10230181, \$66,053

James Kenny, Chief of Police, presented budget summary. No discussion.

4. Traffic Authority – Tab 5, Page 123, Code 10230182, \$163,904

James Kenny, Chief of Police, presented budget summary. No discussion.

5. Animal Control – Tab 5, Page 155, Code 10233188, \$138,470

James Kenny, Chief of Police, presented budget summary and answered questions. Discussion ensued.

6. Dog License - Tab 11, Page 371, Code 22233410, \$31,225

James Kenny, Chief of Police, presented budget summary and answered questions. Discussion ensued.

7. Building Inspection – Tab 5, Page 145, Code 10232187, \$383,610

Steven Prattson, Building Official, presented budget summary. No discussion.

8. Fire Marshal – Tab 5, Page 141, Code 10232185, \$169,883

Daniel Wasilewski, Fire Marshal, presented budget summary and answered questions. Discussion ensued.

9. Ambulance Division – Tab 11, Page 363, Code 22231417, \$1,326,200

Stephen Eppler, Fire Chief, presented budget summary and answered questions. Discussion ensued.

10. Public Safety – Fire Hydrants – Tab 5, Page 137, Code 10231190, \$828,068

Stephen Eppler, Fire Chief, presented budget summary and answered questions. Discussion ensued.

11. Fire Fighting Administration – Tab 5, Page 127, Code 10231183, \$661,028

Stephen Eppler, Fire Chief, presented budget summary and answered questions. Discussion ensued.

Stephen Eppler, Fire Chief, presented budget summary for Capital Improvement requests of \$25,000 for Fire Station (5) – Repairs and Refurbishment; Equipment Request for \$45,000 Firefighter Turnout Gear; Fire Apparatus 95' Rear Mount Tower Ladder (T-541) for \$1,125,000. Discussion ensued.

Mayor Champagne presented budget summary Capital Improvement request on behalf of Police Department request for the first of a two-year project to replace portable radios for the amount of \$76,960. No discussion.

12. Emergency Management – Tab 5, Page 151, Code 10232189, \$48,690

Michael Purcaro, Town Administrator and Emergency Management Coordinator presented budget summary and answered questions. Discussion ensued.

F.) MISCELLANEOUS ACCOUNTS REQUIRING ACTION

None

G.) RECESS REMAINING ACCOUNTS TO APRIL 2, 2020

9:38PM Council Member Wakefield, seconded by Council Member Bush made a motion to recess to the next scheduled meeting on April 2, 2020 at 7:00PM. Motion carried unanimously by voice vote.

Received:

Approved:

Respectfully Submitted.

Kathleen Minor
Recording Secretary

VIRTUAL SPECIAL BUDGET MEETING MINUTES

VERNON TOWN COUNCIL
VIRTUAL SPECIAL BUDGET MEETING
VERNON, CT

CONFERENCE CALL: 1-929-205-6099
MEETING ID: 970 460 609 PASSWORD: 0402

THURSDAY, APRIL 2, 2020 7:00PM

RECEIVED
VERNON TOWN CLERK
20 MAY 13 AM 8:38

Mayor Daniel A. Champagne called the virtual meeting to order at 7:01PM.

A.) PLEDGE OF ALLEGIANCE

B.) ROLL CALL

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

Absent:

Entered During Virtual Meeting:

Also Present: Town Administrator Michael Purcaro, Finance Officer and Treasurer Jeffrey O'Neill, Recording Secretary Kathleen Minor

C.) CITIZEN'S FORUM

Maryann Levesque, 183 Bolton Road, requested the Mayor and Town Council put a hiring freeze with no new positions for all departments excluding Police and Ambulance Department. Due to COVID-19, feels there is a hard time coming and that the Town can do with what we have now.

D.) PRESENTATION

Mayor Daniel A. Champagne stated that the IT Director may not be available for the budget meeting on Saturday, April 4, 2020. Mayor Champagne asked that if any Council Member has budget questions for that department to please send them to Administration on Friday, April 3, 2020.

E.) BUDGET REVIEW

2. **Rockville Public Library – Tab 8, Page 299, Code 10562262, \$832,596**
Jennifer Johnston, Library Director, presented budget summary and answered questions. Discussion ensued.
3. **Recreation Administration – Tab 8, Page 271, Code 10560250, \$355,121**
Marty Sitler, Director of Parks and Recreation, presented budget summary and answered questions. Discussion ensued.
4. **Recreation Public Celebration – Tab 8, Page 275, Code 10560253, \$23,000**
Marty Sitler, Director of Parks and Recreation, presented budget summary and answered questions. Discussion ensued.

5. **Recreation Parks Maintenance – Tab 8, Page 279, Code 10560254, \$852,203**
Marty Sitler, Director of Parks and Recreation, presented budget summary and answered questions. Discussion ensued.
6. **Recreation Program Account – Tab 11, Page 385, Code 26560444, \$827,594**
Marty Sitler, Director of Parks and Recreation, presented budget summary and answered questions. Discussion ensued.
7. **Invasive Aquatic Plant Management – Tab 8, Page 287, Code 10570268, \$14,000**
Marty Sitler, Director of Parks and Recreation, presented budget summary and answered questions. Discussion ensued.
8. **Engineering – Tab 6, Page 219, Code 10341214, \$246,281**
David Smith, Town Engineer, presented budget summary and answered questions. Discussion ensued.
9. **Public Works – Administration – Tab 6, Page 159, Code 10340200, \$696,636**
Dwight Ryniewicz, Director of Public Works, presented budget summary and answered questions. Discussion ensued.
10. **Public Works – General Maintenance – Tab 6, Page 165, Code 10340201, \$1,577,209**
Dwight Ryniewicz, Director of Public Works, presented budget summary and answered questions. Discussion ensued.
11. **Public Works – Equipment Maintenance – Tab 6, Page 173, Code 10340202, \$796,637**
Dwight Ryniewicz, Director of Public Works, presented budget summary and answered questions. Discussion ensued.
12. **Public Works – Maintenance of Gov't Buildings – Tab 6, Page 181, Code 10340203, \$947,612**
Dwight Ryniewicz, Director of Public Works, presented budget summary and answered questions. No discussion.
13. **Public Works – Snow Removal – Tab 6, Page 189, Code 10340204, \$244,826**
Dwight Ryniewicz, Director of Public Works, presented budget summary and answered questions. Discussion ensued.
14. **Public Works – Refuse Collection and Disposal – Tab 6, Page 195, Code 10340205, \$1,270,973**
Dwight Ryniewicz, Director of Public Works, presented budget summary and answered questions. No discussion.
15. **Public Works – Recycling – Tab 6, Page 201, Code 10340206, \$366,487**
Dwight Ryniewicz, Director of Public Works, presented budget summary and answered questions. Discussion ensued.
16. **Public Works – Condominium Refuse – Tab 6, Page 207, Code 10340207, \$6,216**
Dwight Ryniewicz, Director of Public Works, presented budget summary and answered questions. No discussion.
17. **Public Works – Tree Warden – Tab 6, Page 211, Code 10340208, \$17,150**
Dwight Ryniewicz, Director of Public Works, presented budget summary and answered questions. No discussion.

18. **Public Works – Leaf Collection – Tab 6, Page 215, Code 10340209, \$117,067**
Dwight Ryniewicz, Director of Public Works, presented budget summary and answered questions. Discussion ensued.
19. **Center 375 – Tab 11, Page 407, Code 42340704, \$462,135**
Dwight Ryniewicz, Director of Public Works, presented budget summary and answered questions. No Discussion

Dwight Ryniewicz, Director of Public Works, presented the Capital Improvement Projects requested for the second replacement of the Town Fueling Station in the amount of \$250,000 and the repointing of Center 375 for \$95,000. Mayor Champagne spoke. Discussion ensued.

F.) **MISCELLANEOUS ACCOUNTS REQUIRING ACTION**

None

G.) **RECESS REMAINING ACCOUNTS TO APRIL 4, 2020**

10:11PM Council Member Wakefield, seconded by Council Member Schaefer made a motion to recess to the next scheduled meeting on April 4, 2020 at 9:00AM. Motion carried unanimously by voice vote.

Received:

Approved:

Respectfully Submitted.

Kathleen Minor
Recording Secretary

VIRTUAL SPECIAL BUDGET MEETING MINUTES

VERNON TOWN COUNCIL
VIRTUAL SPECIAL BUDGET MEETING
VERNON, CT

CONFERENCE CALL: 1-929-205-6099
MEETING ID: 463 500 752 PASSWORD: 0404

SATURDAY, APRIL 4, 2020 9:00AM

RECEIVED
VERNON TOWN CLERK
20 MAY 13 AM 8:37

Mayor Daniel A. Champagne called the virtual meeting to order at 9:02AM.

A.) PLEDGE OF ALLEGIANCE

B.) ROLL CALL

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

Absent:

Entered During Virtual Meeting:

Also Present: Town Administrator Michael Purcaro, Finance Officer and Treasurer Jeffrey O'Neill, Recording Secretary Kathleen Minor

C.) PUBLIC HEARING

9:05AM Mayor Daniel A. Champagne called the Public Hearing to order to receive comments and questions

9:05AM Clerk/Recording Secretary read the legal notice into the record

No comments from the public were made.

9:09AM Mayor Daniel A. Champagne adjourned the Public Hearing

9:09AM Returned to the Virtual Special Budget Meeting

D.) PRESENTATION

Mayor Daniel A. Champagne stated that any letters that were sent in were distributed to all Town Council members and added to the record. Jeffrey O'Neill, Finance Officer and Treasurer had no updates to present.

E.) BUDGET REVIEW

2. Cemetery Operations- Tab 11, Page 377, Code 23342420, \$262,101

Travis Clark, Cemetery Superintendent, presented budget summary and answered questions. Council Member Motola asked about income page for this budget. Jeffrey O'Neill spoke and stated that it will be sent to the Town Council on Monday, April 6, 2020. Discussion ensued.

3. Vernon Cemetery Commission - Tab 9, Page 339, Code 10826302, \$164,801

Travis Clark, Cemetery Superintendent, presented budget summary. No discussion.

4. **Capital Improvements – Tab 10, Page 343, Code 10780290, \$659,810**
Mayor Daniel A. Champagne opened the budget for discussion. Mayor Champagne, James Kenny, Police Chief spoke and answered questions. Discussion ensued.
5. **Data Processing Center – Tab 11, Page 415, Code 51617710, \$2,025,976**
Robert Sigan, Director of IT, presented budget summary and answered questions. Discussion ensued.
6. **Data Processing – Tab 4, Page 91, Code 10117160, \$1,226,032**
Robert Sigan, Director of IT, presented budget summary and answered questions. Discussion ensued.
7. **Social Security and Medicare – Tab 9, Page 307, Code 10670270, \$1,151,680**
Jeffrey O'Neill, Finance Officer and Treasurer, presented budget summary and answered questions. Discussion ensued.
8. **Pension – Tab 9, Page 311, Code 10670271, \$3,326,959**
Jeffrey O'Neill, Finance Officer and Treasurer, presented budget summary and answered questions. Discussion ensued.
9. **Group Insurance – Tab 9, Page 315, Code 10670272, \$3,019,577**
Jeffrey O'Neill, Finance Officer and Treasurer, presented budget summary and answered questions. Discussion ensued.
10. **Unemployment Insurance – Tab 9, Page 327, Code 10670273, \$21,400**
Jeffrey O'Neill, Finance Officer and Treasurer, presented budget summary and answered questions. Council Member Motola and Council Member Wakefield asked for additional information regarding object code 52850, Disability Insurance to be provided on Monday, April 6, 2020. Discussion ensued.
11. **Municipal Insurance – Tab 9, Page 321, Code 10671278, \$983,384**
Jeffrey O'Neill, Finance Officer and Treasurer, presented budget summary and answered questions. Discussion ensued.
12. **Contingency – Tab 9, Page 331, Code 10672280, \$74,605**
Jeffrey O'Neill, Finance Officer and Treasurer, presented budget summary. No discussion.
13. **Debt Service – Principal Payments – Tab 10, Page 347, Code 10883292, \$6,393,812**

Jeffrey O'Neill, Finance Officer and Treasurer, presented budget summary and answered questions. Discussion ensued.

Council Member Wakefield, seconded by Council Member Bush, made a motion to reduce object code 59170/Principal – Lease Purchase Vehicles by \$527,457. Discussion ensued. The corrected requested amount for this object code will now be \$207,181 after decrease. Motion carried unanimously by roll call vote.

14. **Debt Service – Interest Payments – Tab 10, Page 351, Code 10883294, \$1,701,773**
Jeffrey O'Neill, Finance Officer and Treasurer, presented budget summary and answered questions. Discussion ensued.

Council Member Wakefield, seconded by Council Member Bush, made a motion to reduce object code 59270/Interest-Lease Purchase Vehicle by \$134,489 due. Discussion ensued. The corrected requested amount for this object code will now be \$40,255 after decrease. Motion carried unanimously by roll call vote.

1. Revenue – Tab 2

Jeffrey O'Neill, Finance Officer and Treasurer, presented budget summary and answered questions. Discussion ensued.

Council Member Wakefield, seconded by Council member Bush, made a motion to reduce object code 49100/Transfer In-General Fund by \$708,141. Discussion ensued. Motion carried unanimously by roll call vote.

F.) MISCELLANEOUS ACCOUNTS REQUIRING ACTION

None

G.) RECESS REMAINING ACCOUNTS TO APRIL 6, 2020

11:21AM Council Member Wakefield, seconded by Council Member Schaefer, made a motion to recess to the next scheduled meeting on April 6, 2020 at 7:00PM. Motion carried unanimously by voice vote.

Received:

Approved:

Respectfully Submitted.

Kathleen Minor
Recording Secretary

VIRTUAL SPECIAL BUDGET MEETING MINUTES

VERNON TOWN COUNCIL
VIRTUAL SPECIAL BUDGET MEETING
VERNON, CT

CONFERENCE CALL: 1-929-205-6099
MEETING ID: 666 145 695 PASSWORD: 0406

MONDAY, APRIL 6, 2020 7:00PM

RECEIVED
VERNON TOWN CLERK
20 MAY 13 AM 8:38

Mayor Daniel A. Champagne called the virtual meeting to order at 7:00PM.

A.) PLEDGE OF ALLEGIANCE

B.) ROLL CALL

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

Absent: Jim Tedford, Steve Wakfield

Entered During Virtual Meeting: Steve Wakefield, Jim Tedford

Also Present: Town Administrator Michael Purcaro, Finance Officer and Treasurer Jeffrey O'Neill, Recording Secretary Kathleen Minor

C.) CITIZEN'S FORUM

None

D.) PRESENTATION

Mayor Champagne stated that this is the final meeting and that all accounts are still open.

7:05PM Council Member Wakefield entered the virtual meeting.

7:09PM Council Member Tedford entered the virtual meeting

E.) MISCELLANEOUS ACCOUNTS REQUIRING DISCUSSION OR ACTION

1. Revenue

Finance Officer and Treasurer Jeffrey O'Neill, reported various updates to the Town Council including that an updated Senior Center Budget and the Cemetery income was sent to all Council Members via email. The final budget request is now \$94,100,096 and that reflects a \$679,186 (.727%) increase and results in no MIL rate increase.

Council Member Wendus, seconded by Council Member Clay, made a motion to add under Tab 7, page 265, Senior Center, Code 10457242, object code 51730 the part-time wages receptionist position in the amount of \$15,514. Mayor Champagne spoke and explained this was omitted on original budget submission and will not increase the overall budget. Discussion ensued. Motion carried unanimously with roll call vote.

2. Opportunity for Town Council Members to add or delete from the Mayor's proposed budget.

Council Member Levesque, seconded by Council Member Schaefer, made a motion to remove under Tab 7, page 267, Senior Center Code 10457242 object code 51030 the Assistant Program Coordinator position in the amount of \$16,224. Maureen Gabriele, Senior Center Director, answered questions. Discussion ensued. Motion denied by roll call vote 1 in favor (Levesque), 10 opposed.

Council Member Levesque made a motion to remove Tab 6, page 168, Public Works General Maintenance Code 10340201, object code 51010, Maintainer Mason for \$65,000. No second, motion fails.

Council Member Levesque made a motion to remove Tab 8, page 282, Parks Maintenance Code 10560254 object code 51010, Parks Maintainer for \$47,590. No second, motion fails.

F.) FINALIZE BUDGET

APPROVAL OF APPROPRIATIONS FOR THE TOWN OF VERNON FOR FISCAL YEAR 2020-2021

THE TOWN COUNCIL DOES HEREBY APPROVE THE TOWN OF VERNON GENERAL GOVERNMENT APPROPRIATIONS IN THE AMOUNT OF \$31,489,755; THE CAPITAL IMPROVEMENTS AND DEBT SERVICE BUDGET IN THE AMOUNT OF \$8,093,449; AND THE EDUCATION BUDGET IN THE AMOUNT OF \$54,516,892, FOR A TOTAL GENERAL FUND TOTAL OF \$94,100,096.

Council Member Wakefield, seconded by Council Member Bush, made a motion to approve the Town of Vernon General Government appropriations in the amount of \$31,489,755, the Capital Improvements and Debt Service budget in the amount of \$8,093,449 and the Education Budget in the amount of \$54,516,892 for a total general fund total of \$94,100,096. Motion carried unanimously by roll call vote.

APPROVAL OF BUDGET REVENUE ESTIMATES FOR FISCAL YEAR 2020-2021:

THE TOWN COUNCIL DOES HEREBY APPROVE THE TOTAL ESTIMATED REVENUE IN THE AMOUNT OF \$94,100,096 TO COINCIDE WITH THE TOTAL RECOMMENDED APPROPRIATIONS OF \$94,100,096, AND TO AUTHORIZE THE FINANCE OFFICER TO ADJUST LINE ITEMS IN THE ESTIMATED REVENUE AS MAY BE DEEMED NECESSARY.

Council Member Wakefield, seconded by Council Member Bush, made a motion to approve the total estimated revenue in the amount of \$94,100,096 to coincide with the total recommended appropriations of \$94,100,096 and to authorize the Finance Officer to adjust line items in the estimated revenue as may be deemed necessary. Motion carried unanimously by roll call vote.

APPROVAL OF TOWN OF VERNON BUDGET FOR FISCAL YEAR 2020-2021 FOR PRESENTATION AT THE PUBLIC HEARING/TOWN MEETING:

THE TOWN COUNCIL DOES HEREBY APPROVE AND PRESENT THE BUDGET FOR FISCAL YEAR 2020-2021 IN THE AMOUNT OF **\$94,100,096** TO THE ELECTORS AND QUALIFIED TAXPAYERS AT THE PUBLIC HEARING/ANNUAL TOWN MEETING SCHEDULED FOR **TUESDAY, APRIL 28, 2020 AT 7:00 PM** TO BE HELD VIA TELECONFERENCE. ALL PARTIES MUST CALL IN **1-929-205-6099, MEETING ID 374 542 721; PASSWORD 0428**. SAID ANNUAL TOWN MEETING WILL TAKE PLACE AT THE CONCLUSION OF THE TELECONFERENCE IN FRONT OF THE AUDITORIUM ENTRANCE OF ROCKVILLE HIGH SCHOOL AT 70 LOVELAND HILL ROAD, VERNON, CONNECTICUT, WHEREIN QUALIFIED ELECTORS AND QUALIFIED PROPERTY OWNERS WILL DRIVE UP, REMAIN IN THEIR VEHICLE TO VOTE IN A SECURE DRIVE-THROUGH MANNER. ACCOMMODATIONS FOR WALK-UP VOTING WILL BE MADE AS WELL. VOTING SHALL CONCLUDE AT 8:30 PM. ALL PARTIES MUST PRESENT A CURRENT PHOTO ID THEN VOTE IN THE AFFIRMATIVE OR NEGATIVE BY SHOW OF HAND. THE TOWN CLERK IS AUTHORIZED AND DIRECTED TO PUBLISH A SUMMARY OF SAID PROPOSED BUDGET AND ENTERPRISE ACTIVITY ESTIMATES SHOWING ANTICIPATED REVENUES BY MAJOR SOURCES AND PROPOSED APPROPRIATIONS BY FUNCTION AND/OR DEPARTMENTS AND THE AMOUNTS TO BE RAISED BY TAXATION, AT LEAST FIVE DAYS BEFORE THE PUBLIC HEARING.

Council Member Wakefield, seconded by Council Member Bush, made a motion to approve and present the budget for Fiscal Year 2020-2021 to the electors and qualified taxpayers at the Public Hearing/Annual Town Meeting scheduled for Tuesday April 28, 2020 at 7:00PM to be held via teleconference. All parties must call in at 1-929-205-6099, Meeting ID 374 542 721, password 0428. Said annual town meeting will take place at the conclusion of the teleconference in front of the auditorium entrance of Rockville High School at 70 Loveland Hill Road, Vernon Connecticut wherein qualified electors and qualified property owners will drive up, remain in their vehicle to vote in a secure drive-through manner. Accommodations for walk-up voting will be made as well. Motion carried unanimously by roll call vote.

Adjourn (7:30PM)

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

Received:

Approved:

Respectfully Submitted.

Kathleen Minor
Recording Secretary