

Posted 11/16/20
[Signature]

AGENDA
VERNON TOWN COUNCIL
REGULAR MEETING

TOWN HALL — 14 PARK PLACE — 3RD FLOOR
VERNON, CONNECTICUT

CALL IN: 1-929-205-6099
MEETING ID: 825 1032 3117 **PASSWORD:** 1117

TUESDAY, NOVEMBER 17, 2020
7:30 P.M.

RECEIVED
VERNON TOWN CLERK
20 NOV 13 AM 11:33

A.) PLEDGE OF ALLEGIANCE

B.) CITIZENS FORUM

C.) EXECUTIVE SESSION

THE TOWN COUNCIL PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES 1-200 (6) (C), HEREBY MOVES TO GO INTO EXECUTIVE SESSION TO DISCUSS CONTRACT NEGOTIATIONS AND INVITES MICHAEL J. PURCARO, TOWN ADMINISTRATOR AND DWIGHT RYNIEWICZ, DIRECTOR OF PUBLIC WORKS TO ATTEND.

THE TOWN COUNCIL PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES 1-200 (6) (C), HEREBY MOVES TO GO INTO EXECUTIVE SESSION TO DISCUSS CONTRACT NEGOTIATIONS AND INVITES MICHAEL J. PURCARO, TOWN ADMINISTRATOR AND SHAUN GATELY, ECONOMIC DEVELOPMENT COORDINATOR TO ATTEND.

D.) PUBLIC HEARING

F.) PRESENTATIONS BY THE ADMINISTRATION

- Mayor Daniel A. Champagne to update 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 October 13, 2020 included in the Council packet.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES TWO (2) TAX REFUNDS FOR PRIOR YEARS TOTALING \$432.60 AND THIRTY (30) CURRENT YEAR TAX REFUNDS TOTALING \$4505.08 AS REFERENCED IN THE LETTER FROM TERRY HJARNE, COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED OCTOBER 13, 2020.

- C 2. 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 November 10, 2020 included in the Council packet.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES ONE (1) TAX REFUND FOR PRIOR YEARS TOTALING \$138.18 AND EIGHTY (88) CURRENT YEAR TAX REFUNDS TOTALING \$23,962.16 AS REFERENCED IN THE LETTER FROM TERRY HJARNE, COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED NOVEMBER 10, 2020.

- C 3. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Robert Hurd, (R), 7 Rheel Street, Vernon, Connecticut as a regular member of the Building Code Board of Appeals, said term to commence November 18, 2020 and expires June 30, 2023.** (See Mr. Hurd's resume included for Council review.)

PROPOSED MOTION

PURSUANT TO TOWN OF VERNON CHARTER CHAPTER VIII, SECTION 4 AND 6; C.G.S. §29-266, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF ROBERT HURD, (R), 7 RHEEL STREET, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE BUILDING CODE BOARD OF APPEALS, SAID TERM TO BEGIN ON NOVEMBER 18, 2020 AND EXPIRES JUNE 30, 2023.

- C 4. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Marie Mecca (D), 188 Washington Street, Vernon, Connecticut as a member of the Youth Services Board, said term to commence on January 1, 2021 and expires December 31, 2023.** (See Ms. Mecca's resume included for Council review.)

PROPOSED MOTION

PURSUANT TO CHARTER CHAPTER XV, SECT. 3; TOWN COUNCIL RESOLUTION DATED 08-24-1976 AND TOWN COUNCIL RESOLUTION DATED 03-01-1994, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF MARIE MECCA (D), 188 WASHINGTON STREET, VERNON, CONNECTICUT AS A MEMBER OF THE YOUTH SERVICES ADVISORY BOARD, SAID TERM TO COMMENCE ON JANUARY 1, 2021 AND EXPIRES DECEMBER 31, 2023.

- C 5. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of John P. Leary, (R), 26 Hany Lane, Vernon, Connecticut as the Town of Vernon Citation Hearing Officer, said term to commence on January 1 , 2021 and expires December 31, 2021. (See Mr. Leary's resume included for Council review.)**

PROPOSED MOTION

PURSUANT TO ORDINANCE #215, TOWN CODE 2-5, AS AMENDED BY ORDINANCE 218 TO ENFORCE ORDINANCES 214 AND 216 THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF JOHN P. LEARY, 26 HANY LANE, VERNON, CONNECTICUT AS THE TOWN OF VERNON CITATION HEARING OFFICER, SAID NEW TERM TO COMMENCE ON JANUARY 1, 2021 AND EXPIRES DECEMBER 31, 2021.

- C 6. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Carl Bard, (U), 25 Grady Road, Vernon, Connecticut to the Planning and Zoning Commission as an alternate member, said term to commence on January 1, 2021 and expires December 31, 2025. (See Mr. Bard's resume included for Council review. Mr. Bard is completing the unexpired term of Michael Mitchell.)**

PROPOSED MOTION

PURSUANT TO THE VERNON TOWN CHARTER, CHAPTER VIII, SEC. 1 & 6, AND CONNECTICUT GENERAL STATUTES SEC. 8-4a & b, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF CARL BARD, (U), 25 GRADY ROAD, VERNON, CONNECTICUT, TO ALTERNATE MEMBER OF THE PLANNING AND ZONING COMMISSION FOR A TERM COMMENCING ON JANUARY 1, 2021 AND EXPIRES DECEMBER 31, 2025.

- C 7. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Robin Lockwood, (U), 121 Huntington Drive, Vernon, Connecticut as a regular member of the Planning and Zoning Commission, said term to commence on January 1, 2021 and expires December 31, 2023. (See Ms. Lockwood's resume included for Council review.)**

PROPOSED MOTION

PURSUANT TO CHARTER CHAPTER VIII, SEC. 1,6 & 11 DATED JANUARY 1, 1985; C.G.S. §8-4A&B, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF ROBIN LOCKWOOD, (U), 121 HUNTINGTON DRIVE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE PLANNING AND ZONING COMMISSION FOR A TERM TO COMMENCE ON JANUARY 1, 2021 AND EXPIRES DECEMBER 31, 2023.

- C 8. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Joseph R. Miller, (R), 27 Tallwood Drive, Vernon, Connecticut as a regular member of the Planning and Zoning Commission, said term to commence on January 1, 2021 and expires December 31, 2023.**
(See Mr. Miller's resume included for Council review.)

PROPOSED MOTION

PURSUANT TO CHARTER CHAPTER VIII, SEC. 1,6 & 11 DATED JANUARY 1, 1985; C.G.S. §8-4A&B, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF JOSEPH R. MILLER, (R), 27 TALLWOOD DRIVE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE PLANNING AND ZONING COMMISSION FOR A TERM TO COMMENCE ON JANUARY 1, 2021 AND EXPIRES DECEMBER 31, 2023.

- C 9. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Doreen M. Evans (D), 56 Thomas Street, Suite #3, Vernon, Connecticut as the Town of Vernon Parking Hearing Officer, said term to commence on January 1, 2021 and expires on December 31, 2022.** (See Ms. Evan's resume included for Council review.)

PROPOSED MOTION

PURSUANT TO THE VERNON CODE OF ORDINANCES, ARTICLE III "PARKING, STOPPING AND STANDING", SEC. 13-39 "FINES FOR PARKING VIOLATIONS" § (e), THE TOWN COUNCIL APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF DOREEN M. EVANS, (D), 56 THOMAS STREET, SUITE #3, VERNON, CONNECTICUT AS THE PARKING VIOLATION HEARING OFFICER, SAID TERM TO COMMENCE ON JANUARY 1, 2021 AND ENDS ON DECEMBER 31, 2022.

- C 10. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Richard M. Clark, (D), 1158 Hartford Turnpike, Unit #2, Vernon, Connecticut as a regular member of the Conservation Commission, said term to commence on January 1, 2021 and expires December 31, 2023.**
(See Mr. Clark's resume included for Council review.)

PROPOSED MOTION

PURSUANT TO TOWN OF VERNON ORDINANCE # 189 – TOWN CODE SECTION 10-91 & 10-92, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF RICHARD M. CLARK, (D), 1158 HARTFORD TURNPIKE, UNIT #2, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE CONSERVATION COMMISSION, SAID TERM TO BEGIN JANUARY 1, 2021 AND EXPIRES ON DECEMBER 31, 2023.

- C 11. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Jennifer Roy, (U), 83 Phoenix Street, Vernon, Connecticut as a regular member of the Zoning Board of Appeals, said term to commence on January 1, 2021 and expires on December 31, 2025. (See Ms. Roy's resume included for Council review.)**

PROPOSED MOTION

PURSUANT TO VERNON'S CHARTER CHAPTER VIII, SEC. 2 & 6; THE TOWN COUNCIL APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF JENNIFER ROY, (U), 83 PHOENIX STREET, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE ZONING BOARD OF APPEALS, SAID TERM TO BEGIN ON JANUARY 1, 2021 AND EXPIRES ON DECEMBER 31, 2025.

- C 12. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Lt. William Meier, 725 Hartford Turnpike, Vernon, Connecticut to the North Central Health District Board of Directors, said term to commence on January 1, 2021 and expires December 31, 2023. (Lt. Meier is presently a Town of Vernon employee and therefore no resume is attached.)**

PROPOSED MOTION

PURSUANT TO C.G.S. §19a-241; CHARTER CHAPTER XI, SECTIONS 1,5, & 14, THE TOWN COUNCIL APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF LT. WILLIAM MEIER, 725 HARTFORD TURNPIKE, VERNON, CONNECTICUT A MEMBER OF THE BOARD OF DIRECTORS OF THE NORTH CENTRAL DISTRICT HEALTH DEPARTMENT. SAID TERM TO COMMENCE ON JANUARY 1, 2021 AND EXPIRES ON DECEMBER 31, 2023.

- C 13. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Justin Hicks of the YMCA, 375 Hartford Turnpike, Vernon, Connecticut as a member of the Town of Vernon Youth Services Advisory Board, said term to commence on January 1, 2021 and expires on December 31, 2023. (See Mr. Hick's resume included for Council review.)**

PROPOSED MOTION

PURSUANT TO CHARTER CHAPTER XV, SECT. 3; TOWN COUNCIL RESOLUTION DATED 08-24-1976 AND TOWN COUNCIL RESOLUTION DATED 03-01-1994, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF JUSTIN HICKS OF THE YMCA, 375 HARTFORD TURNPIKE, VERNON, CONNECTICUT AS A MEMBER OF THE YOUTH SERVICES ADVISORY BOARD, SAID TERM TO COMMENCE ON JANUARY 1, 2021 AND EXPIRES DECEMBER 31, 2023.

- C 14. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Teri Ouellette, HVCC Community Social Service Agency, 27 Naek Road, Vernon, Connecticut as a member of the Town of Vernon Youth Services Advisory Board, said term to commence on January 1, 2021 and expires on December 31, 2023.** (See Ms. Ouellette's resume included for Council review.)

PROPOSED MOTION

PURSUANT TO CHARTER CHAPTER XV, SECT. 3; TOWN COUNCIL RESOLUTION DATED 08-24-1976 AND TOWN COUNCIL RESOLUTION DATED 03-01-1994, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF TERI OUELLETTE, HVCC COMMUNITY SOCIAL SERVICE AGENCY, 27 NAEK ROAD, VERNON, CONNECTICUT AS A MEMBER OF THE YOUTH SERVICES ADVISORY BOARD, SAID TERM TO COMMENCE ON JANUARY 1, 2021 AND EXPIRES DECEMBER 31, 2023.

H.) DISCUSSION OF PULLED CONSENT ITEMS

I.) PENDING BUSINESS

J.) NEW BUSINESS

1. **Request the Town Council approve the 2021 FOIA Town Council Meeting Schedule.** (See memorandum to the Vernon Town Council from Mayor Daniel A. Champagne dated November 1, 2020 relative to the same.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES THE 2021 FOIA TOWN COUNCIL MEETING SCHEDULE AS PRESENTED IN THE MEMORANDUM FROM MAYOR DANIEL A. CHAMPAGNE TO THE VERNON TOWN COUNCIL DATED NOVEMBER 1, 2020.

2. **Request the Town Council authorize the Vernon Board of Education to apply for a school construction grant for the Center Road School Roof.** (See memorandum from Dwight Ryniewicz, Director of Public Works to Mayor Daniel A. Champagne dated November 12, 2020 relative to same.)

PROPOSED RESOLUTION #1

RESOLVED, THE VERNON TOWN COUNCIL AUTHORIZES THE VERNON BOARD OF EDUCATION TO APPLY TO THE COMMISSIONER OF EDUCATION AND TO ACCEPT OR REJECT A GRANT FOR A ROOFING PROJECT AT CENTER ROAD SCHOOL, 20 CENTER ROAD, VERNON, CONNECTICUT.

PROPOSED RESOLUTION #2

RESOLVED, THE SCHOOL ROOF REPLACEMENT BUILDING COMMITTEE IS HEREBY ESTABLISHED AS THE BUILDING COMMITTEE WITH REGARD TO THE ROOF REPLACEMENT AT CENTER ROAD SCHOOL. THE COMMITTEE WILL CONSIST OF THE DIRECTOR OF PUBLIC WORKS FOR THE TOWN OF VERNON AND THE SUPERVISOR OF SCHOOL FACILITIES AND SPECIAL PROJECTS OF THE VERNON BOARD OF EDUCATION.

PROPOSED RESOLUTION #3

RESOLVED, THE VERNON TOWN COUNCIL HEREBY AUTHORIZES AT LEAST THE PREPARATION OF SCHEMATIC DRAWINGS AND OUTLINE SPECIFICATIONS FOR THE ROOFING PROJECT AT CENTER ROAD SCHOOL.

3. **Request the Town Council approve the budget for the "Everybody Learns Grant" from Governor Ned Lamont in the amount of \$34,790.00.** (See memorandum from Dawn Maselek, Assistant Town Administrator to Mayor Daniel A. Champagne dated November 12, 2020 relative to same.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES THE BUDGET FOR THE "EVERYBODY LEARNS GRANT" IN THE AMOUNT OF \$34,790.00 AS PRESENTED.

L.) ACTION ON ORDINANCE(S) PREVIOUSLY PRESENTED

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 REGULAR TOWN COUNCIL MEETING ON **OCTOBER 6, 2020** AND THAT MINUTES OF SAID MEETING BE APPROVED.

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

1. Monthly Report – Town Clerk’s Office for September, 2020, as submitted by Karen C. Daigle, Town Clerk.
2. Monthly Report – Police Department for September, 2020, as submitted by Captain John Kelley.

Q.) ADJOURNMENT



PRINT FORM

CONSENT #1

TOWN OF VERNON DEPARTMENT SUBMISSION FOR TOWN COUNCIL AGENDA

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

10/13/2020

BACKGROUND
INFORMATIONAPPROPRIATION
REQUIRED ?☐ NO ☐ YES

AMOUNT SOUGHT

LIST OF SUPPORTING
DOCUMENTATIONWORDING
PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES

2

TAX REFUND(S) FOR PRIOR YEAR(S)

TOTALING

432.60

AND CURRENT YEAR

30

TOTALING

4505.08

AS OUTLINED IN THE MEMORANDUM FROM TERRY HJARNE,
COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED

10/13/2020



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: October 13, 2020
SUBJECT: Refunds for Town Council Approval

PRIOR YEARS:

DUDLEY ALEXANDRIA M 24.81
Assessor's Correction – Registered Out of State

VAULT TRUST 407.79
Assessor's Correction – Vehicle Sold

CURRENT YEAR: 2019 GRAND LIST

CLOUTIER KELLY A 792.20
Lease Vehicle Armed Forces exemption § 12-81(53)

CLARKE CHRISTINE M 28.93
Board of Assessment Appeal

DYER NANCY A 58.26
Board of Assessment Appeal

HANLAN DONALD A 35.35
Assessor's Correction – Registered Out of State

HEWITT CHRISTOPHER A 147.76
Taxpayer Paid Too Much

HONDA LEASE TRUST 286.52
Assessor's Correction – Vehicle Sold

JENSEN JAMES F 16.09
Assessor's Correction – Vehicle Sold

SHANLEY BERNARD 118.89
Lease Vehicle Veteran Exemption §12-81(19),(20),(21),(22),(23),(24),(25),or (26)

ESTRADA BLAZE 500.92
Lease Vehicle Armed Forces exemption § 12-81(53)

BUYASSE RONALD	118.89
Lease Vehicle Veteran Exemption §12-81(19),(20),(21),(22),(23),(24),(25), or (26)	
ST AMANT JEANINE	416.12
Lease Vehicle Veteran Exemption §12-81(19),(20),(21),(22),(23),(24),(25), or (26)	
KAMAIS ALTHEA	22.98
Board of Assessment Appeal	
KATZ ALON I	40.42
Board of Assessment Appeal	
KHOKHAR MUHAMMAD S	29.33
Board of Assessment Appeal	
LANDOLINA LUCIEN P	15.46
Board of Assessment Appeal	
MAYNARD BRUCE	147.82
Lease Vehicle Veteran Exemption §12-81(19),(20),(21),(22),(23),(24),(25), or (26)	
BORASKY RAYMOND	118.89
Lease Vehicle Veteran Exemption §12-81(19),(20),(21),(22),(23),(24),(25), or (26)	
OREILLY ZAYDEN A	16.62
Assessor's Correction – Vehicle Sold	
PATRISSI LAJOS D	64.87
Assessor's Correction – Vehicle Sold	
PROCZEK MAREK S	65.78
Board of Assessment Appeal	
RABOIN CELESTE L	9.71
Board of Assessment Appeal	
REID THOMAS B	31.62
Assessor's Correction – Vehicle Sold	
REYNOLDS STEPHEN P	39.43
Board of Assessment Appeal	
STANCHFIELD THOMAS R	383.77
Assessor's Correction – Registered Out of State	
STANCHFIELD THOMAS R	454.24
Assessor's Correction – Registered Out of State	
STANCHFIELD THOMAS R	45.10
Assessor's Correction – Registered Out of State	
HENDERSON JOHN	356.67
Lease Vehicle Veteran Exemption §12-81(19),(20),(21),(22),(23),(24),(25), or (26)	
TRUMPORE SUSAN S	21.56
Assessor's Correction – Vehicle Sold	

WYSOCKI SHIRLEY L 19.94
Assessor's Correction – Vehicle Totaled

XU NUO 100.94
Assessor's Correction – Vehicle Sold

(2) Prior Overpayments \$432.60
(30) Current Overpayments \$4,505.08

Cc: Jeff O'Neill TXP21042 TXC21042



PRINT FORM

TOWN OF VERNON
DEPARTMENT SUBMISSION FOR
TOWN COUNCIL AGENDA

CONSENT

#2

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 11/10/2020

BACKGROUND
INFORMATION

APPROPRIATION
REQUIRED ?

☐ NO ☐ YES

AMOUNT SOUGHT

LIST OF SUPPORTING
DOCUMENTATION

WORDING
PROPOSED MOTION

THE 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: November 10, 2020
SUBJECT: Refunds for Town Council Approval

PRIOR YEARS:

SCHORTMAN DANIEL C 138.18
Assessor's Correction – Vehicle Repossessed

CURRENT YEAR: 2019 GRAND LIST

BONNETT VALERIE E 72.54
Taxpayer Paid Too Much

BRISSON MARY J OR CHARLES L JR 18.07
Assessor's Correction – Vehicle Sold

BULL RACHEL A 13.03
Assessor's Correction – Vehicle Sold

CAB EAST LLC 187.05
Assessor's Correction – Vehicle Sold

CAB EAST LLC 527.55
Assessor's Correction – Vehicle Sold

CAB EAST LLC 137.72
Assessor's Correction – Vehicle Sold

CAB EAST LLC 238.65
Assessor's Correction – Vehicle Sold

CAB EAST LLC 656.95
Assessor's Correction – Vehicle Sold

CAB EAST LLC 423.53
Assessor's Correction – Vehicle Sold

CAB EAST LLC 311.18
Assessor's Correction – Vehicle Sold

CAB EAST LLC	318.62
Assessor's Correction – Vehicle Sold	
CAB EAST LLC	702.48
Assessor's Correction – Vehicle Sold	
CCAP AUTO LEASE LTD	78.07
Assessor's Correction – Vehicle Sold	
CELESTE VINCENT	9.91
Assessor's Correction – Vehicle Sold	
CONNECTICUT WATER COMPANY THE	1660.30
Assessor's Correction – Out of Town	
DAIGLE THALIA OR JOSEPH R	52.94
Assessor's Correction – Vehicle Sold	
DALEY-GIBBONS BARBARA	20.57
Assessor's Correction – Vehicle Sold	
DARKO EDWARD S	277.05
Taxpayer Paid Too Much	
DARKO EDWARD S	181.81
Taxpayer Paid Too Much	
DAVIS MARK S	23.30
Assessor's Correction – Vehicle Sold	
GAGE JASON D	14.55
Assessor's Correction – Vehicle Sold	
GELINAS BRIAN K	117.71
Assessor's Correction – Vehicle Sold	
HOLMES CHRISTOPHER D	46.65
Assessor's Correction – Vehicle Sold	
HOLT JENNIFER A	285.73
Assessor's Correction – Vehicle Sold	
HONDA LEASE TRUST	607.45
Assessor's Correction – Vehicle Sold	
HONDA LEASE TRUST	664.51
Assessor's Correction – Vehicle Sold	
LAUER REBECCA L	34.30
Assessor's Correction – Vehicle Totaled	
LEARY JOHN P	17.72
Assessor's Correction – Vehicle Sold	
LETOURNEAU BRENDA S	36.94
Assessor's Correction – Vehicle Sold	

LOTAS WILLIAM E.....	109.98
Assessor's Correction – Vehicle Sold	
MACCOY DAVID E.....	5.91
Assessor's Correction – Vehicle Sold	
MCCAIN RICHARD W.....	8.60
Assessor's Correction – Vehicle Sold	
MEAD GARY N.....	71.13
Board of Assessment Appeals	
MOUSOU AZAD.....	34.00
Assessor's Correction – Vehicle Sold	
MULLIS KATHERINE B.....	12.09
Assessor's Correction – Vehicle Sold	
NEWMARK EVAN A.....	29.92
Assessor's Correction – Registered Out of State	
NISSAN INFINITI LT.....	149.40
Assessor's Correction – Registered Out of State	
RAJENDRAN SABARINATHAN.....	403.83
Assessor's Correction – Registered Out of State	
RAMSEY MICHAEL T.....	14.15
Assessor's Correction – Vehicle Sold	
RICHARD JOCELYN M.....	50.93
Taxpayer Paid Too Much	
RICHARD JOCELYN M.....	248.48
Taxpayer Paid Too Much	
RODRIGUEZ JAIME.....	368.16
Assessor's Correction – Out of Town	
ROGGI JENNIFER N.....	1.98
Board of Assessment Appeals	
SARTORI BRENDA D.....	37.74
Assessor's Correction – Vehicle Totaled	
SCHMIDT RHODA S OR WILLIAM C.....	13.20
Assessor's Correction – Vehicle Sold	
SOTO SANDRA M.....	9.19
Assessor's Correction – Vehicle Junked	
STANTON WILLIAM B.....	108.12
Assessor's Correction – Vehicle Totaled	
TOUCHETTE DONALD A.....	17.04
Assessor's Correction – Vehicle Sold	

TOYOTA LEASE TRUST	185.08
Assessor's Correction – Vehicle Sold	
TOYOTA LEASE TRUST	399.95
Assessor's Correction – Vehicle Sold	
TOYOTA LEASE TRUST	434.42
Assessor's Correction – Vehicle Sold	
TOYOTA LEASE TRUST	258.79
Assessor's Correction – Vehicle Sold	
TOYOTA LEASE TRUST	342.80
Assessor's Correction – Vehicle Sold	
TOYOTA LEASE TRUST	371.29
Assessor's Correction – Vehicle Sold	
TOYOTA LEASE TRUST	478.34
Assessor's Correction – Vehicle Sold	
TOYOTA LEASE TRUST	635.47
Assessor's Correction – Vehicle Sold	
TOYOTA LEASE TRUST	604.44
Assessor's Correction – Vehicle Sold	
TOYOTA LEASE TRUST	513.01
Assessor's Correction – Vehicle Sold	
TOYOTA LEASE TRUST	338.71
Assessor's Correction – Vehicle Sold	
TOYOTA LEASE TRUST	430.66
Assessor's Correction – Vehicle Sold	
TOYOTA LEASE TRUST	383.03
Assessor's Correction – Vehicle Sold	
TOYOTA LEASE TRUST	218.80
Assessor's Correction – Vehicle Sold	
TOYOTA LEASE TRUST	489.86
Assessor's Correction – Vehicle Sold	
TOYOTA LEASE TRUST	430.66
Assessor's Correction – Vehicle Sold	
TOYOTA LEASE TRUST	461.89
Assessor's Correction – Vehicle Sold	
TOYOTA LEASE TRUST	356.31
Assessor's Correction – Vehicle Sold	
TOYOTA LEASE TRUST	211.91
Assessor's Correction – Vehicle Sold	

TOYOTA LEASE TRUST	311.45
Assessor's Correction – Vehicle Sold	
TOYOTA LEASE TRUST	205.08
Assessor's Correction – Vehicle Sold	
TOYOTA LEASE TRUST	125.35
Assessor's Correction – Vehicle Sold	
TOYOTA LEASE TRUST	154.40
Assessor's Correction – Vehicle Sold	
TOYOTA LEASE TRUST	678.86
Assessor's Correction – Vehicle Sold	
TOYOTA LEASE TRUST	94.64
Assessor's Correction – Vehicle Sold	
TOYOTA LEASE TRUST	1383.21
Assessor's Correction – Vehicle Sold	
TOYOTA LEASE TRUST	653.97
Assessor's Correction – Vehicle Sold	
VAULT TRUST	334.36
Assessor's Correction – Vehicle Sold	
VAULT TRUST	319.58
Assessor's Correction – Vehicle Sold	
VAULT TRUST	225.26
Assessor's Correction – Vehicle Sold	
VAULT TRUST	58.17
Assessor's Correction – Vehicle Sold	
VAULT TRUST	627.54
Assessor's Correction – Vehicle Sold	
VINCZE EMILY L	30.52
Assessor's Correction – Registered Out of State	
VW CREDIT LEASING LTD	296.63
Assessor's Correction – Vehicle Sold	
VW CREDIT LEASING LTD	60.67
Assessor's Correction – Vehicle Sold	
WATERHOUSE JOHN J	46.68
Assessor's Correction – Vehicle Sold	
WENG HUIHUI	131.58
Assessor's Correction – Vehicle Sold	
WEST CHARLENE R	958.65
Taxpayer Paid Too Much	

WOOD KIMBERLY H	229.01
Assessor's Correction – Vehicle Totaled	
WOOD ROBIN W	60.40
Assessor's Correction – Registered Out of State	

(1) Prior Overpayments	\$138.18
(88) Current Overpayments	\$23,962.16

Cc: Jeff O'Neill TXP21051 TXC21051

RESUME: ROBERT B. HURD, AIA

CONSENT

#3

CAREER OBJECTIVE:

- To utilize my skills, talents and experiences in a challenging, design-oriented management position within the field of architecture.

PERSONAL:

- Date of Birth: October 22, 1916
- Married: Lorraine Riscica, Huntington Station, NY; 1970
- Children: Grace Elizabeth Hurd
- Residence: Seven Wheel Street, Rockville, CT 06866
- Telephone: 860-402-6327 (cell)

EDUCATION:

South Windsor High School; South Windsor, CT

- Diploma - June 1964
- Member - National Honor Society

Rhode Island School of Design; Providence, RI

- Bachelor of Architecture - May 1969

PROFESSIONAL:

Licensed Architect

- Connecticut No. ARI.0002946 - 1974
- New York No. 035723-1 - 2012
- Rhode Island No. ARC.0003038 - 2003

National Council of Architectural Registration Boards

- Certificate No. 35,943 - 1987

Historical Architect [per 36 CFR Part 61]

- Certified by Connecticut State Historic Preservation Office

AIA Connecticut

- Corporate Member - 1975 to Present

New England Regional Council/ AIA

- Guest Speaker: Opportunities in Housing for New England Architects - 1992 Conference

Boston Architectural Center; Boston, MA

- Adjunct Faculty Member - Thesis Advisor - 1988 to 1990

CT Legislative Task Force re: Public School of Architecture in Connecticut

- Member - Sept. 1987 to Dec. 1988

Principal/ Owner - The Architects - 1979 to Present

- As Principal, I have designed projects throughout Connecticut consisting of residential, commercial and institutional buildings for a variety of clients, both public and private. I have managed a staff with as many as 7 employees. See attached Introduction to the Office of The Architects.

Principal/Partner - Gardner Hurd Architecture - 1976 to 1978

- In partnership with Ernest L. Gardner, Jr., I managed design, documents preparation and construction review on small industrial, commercial and residential projects.

Principal - Robert B. Hurd, AIA - Architect - 1974 to 1976

- As sole practitioner and consulting architect, I worked on a variety of projects both for myself and for several larger architectural firms.

Intern Architect/Project Manager - James E. Juros & Associates - 1971 to 1974

- As project manager for a small architectural firm, I handled design development through construction review on projects ranging from single-family residences to commercial, institutional and governmental facilities.

RESUME: ROBERT B. HURD, AIA

PROFESSIONAL: (continued)

Intern Architect/Designer-Drafter - Russell Gibson von Dohlen - 1970 to 1971

- As designer-drafter, I worked on various assignments in both the design and structural engineering departments.

Intern Architect/Designer-Drafter - James E. Juros & Associates - 1969 to 1970

- As designer-drafter, I worked on assignments involving residential and commercial building projects.

ELECTIVE OFFICES:

Connecticut House of Representatives - 1983 to 1987

- State Representative, 56th Assembly District - elected 1982, 1984

Vernon Town Council - 1977 to 1982

- Member - elected 1977, 1979, 1981

Vernon Republican Town Committee - 1977 to Present

- Vice Chairman - 1989 to 1991
- Treasurer - 2004 to 2016
- Chairman - 2016 to Present

CIVIC:

Vernon Local Historic Properties Commission, Vernon, CT

- Member - 1990 to Present
- Secretary - 1993 to 1999
- Chairman - 1999 to Present

Vernon Building Code Board of Appeals, Vernon, CT

- Member - 1998 to 2009, 2013 to 2019
- Alternate - 2010 to 2013
- Chairman - 2008 to 2009, 2015 to 2019

Vernon Community Arts Center, Inc. (dba Arts Center East), Vernon, CT

- Board of Directors - 2008 to Present
- Secretary - 2008 to 2015
- Vice President - 2015 to 2018, 2019 to 2020
- President - 2020 to Present

Vernon Historical Society, Inc., Vernon, CT

- Executive Committee - 1983 to Present
- Secretary - 1994 to 1996
- Treasurer - 2012 to Present
- Vice President - 2003 to 2004
- President - 1990 to 1992, 2004 to 2006

Connecticut Architectural Licensing Board

- Member - 1996 to 2017

Rockville Public Library, Vernon, CT

- Board of Trustees - 1987 to 2018 [RPL became a municipal department on 7/1/2018]
- Treasurer - 2017 to 2018
- Vice President - 1994 to 1995
- President - 1996 to 2011

#4

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

Name: Marie Mecca

Address: 188 Washington St., Vernon, CT 06066

Home Telephone: ~~(860) 875-8131~~ ^{mobile} Work Telephone: ~~(860) 916-1111~~

Email Address: ~~mccarthy@prologgy.net~~

Educational Background:

1970 BA University of St. Joseph (Education)
1978 MA University of Connecticut (Educational Psychology)

Employment Experience:

1965-1970 Town of Vernon Recreation Dept. (summers)
1970-1985 Vernon Bd. of Ed, teacher VCMS
1985-2002 Vernon Bd. of Ed, teacher R/S

Civic Activity: 2002-present University of St. Joseph,
McCarty/Miller Scholarship Committee Student Teaching Supervisor

Personal Data/Comments:

Political Affiliation:

☒ Democrat ☐ Republican ☐ Unaffiliated ☐ Other

I hereby request that I be considered for appointment to:

Vernon Youth Services Board

Date: 2/25/2017

Signature: Marie Mecca

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:

mccarthy/miller Scholarship Committee

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

CONSENT #5

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

Name: John P. Leary
Address: 26 Hany Lane
Home Telephone: 860.870.7472 Work Telephone: 860.244.6207
Email Address: j.leary@snet.net
Educational Background: Suffolk University
Business Administration
Employment Experience:
The Hartford Courant
Civic Activity: PMBC, PLANNING & ZONING (past)
SCHOOL BUILDING ADVISORY COMMISSION
BUILDING CODE Bd of Appeal (past)
Personal Data/Comments:
married, 2 daughters

Political Affiliation:

☐ Democrat

☒ Republican

☐ Unaffiliated

☐ Other

I hereby request that I be considered for appointment to:

School Building Advisory Commission

Date: June 17, 2009 Signature: John P. Leary

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:

PMBC

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



CONSENT #6

RESUME FOR APPOINTMENT
TO A TOWN AGENCY, BOARD OR COMMISSION

Name: CARL F. BARD

Address: 25 GRADY RD

Home Phone: [REDACTED] Work Phone: [REDACTED] Cell Phone: [REDACTED]

Email Address: [REDACTED]

Educational Background: [REDACTED]

High School [REDACTED]
College - UCONN
Additional Schooling [REDACTED]

Employment Experience:
CT DOT 32 yrs
MDC - 5 yrs

Civic Activity:
LOTS

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 checked="" 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 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	Ethics Commission		

Date: 19 OCT 2012

Signature [REDACTED]

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



RESUME FOR APPOINTMENT
TO A TOWN AGENCY, BOARD OR COMMISSION

CONSENT #7 -

Name: Robin Lockwood

Address: 121 Huntington Drive Vernon CT 06066

Home Phone: 860 872 0362

Work Phone:

Cell Phone: 860 424 1681

Email Address: rlockwood@aol.com

Educational Background:

High School South Windsor High School

College University of Connecticut, BFA in Graphic Arts

Additional Schooling Architectural Drafting, Architectura Graphics, Computer aided Drafting

Employment Experience: Ellington Probate - Asst. Probate Clerk; Substitute Teacher; Video Game Designer, Caterer

Civic Activity: Design Review Committee since 11/2013; Greenways Volunteer, Fundraising Committee for HVCC; Past President Project Graduation; Past President RHS Hockey Association; Past President Vernon Gators

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 checked="" type="checkbox"/> Planning & Zoning Commission	<input type="checkbox"/> Risk Management Committee	<input 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: 08/07/2019

Signature

Robin Lockwood

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

ROBIN CLOSE LOCKWOOD

SKILLS • Creative & Flexible

ABILITIES

- Organized & Can organize others
- Energetic and Result Oriented
- Skills include initial customer contact, creative development of an idea, storyboard and following a project to the end of its development.
- Other skills included designing and building a modular house: designing and implementing a landscape for home owners: running a catering business and selling and refurbishing antiques and illustrating covers for local groups.

PROFESSIONAL EXPERIENCE

ASSISTANT PROBATE CLERK, ELLINGTON PROBATE COURT

07/01 to 10/2013

Responsible for budgets and billing with the Town of Ellington, the Town of Vernon and the State of Connecticut. Also responsible for maintaining recording, backing up and filing all records and wills kept by the Probate Court. Opened and maintained all small estates and will filing only, including estates opened by the St. of Ct.

SUBSTITUTE TEACHER, SO. WINDSOR, CT

Substituted mainly for elementary schools

FREELANCE, HUMAN PERFORMANCE TECHNOLOGIES, INC.

Storyboard tutorial script for GE and Cigna for in-house classes.

FREELANCE, B.C. LABS

Design and development of video game themes based on Matchbox toy products for the Nintendo game system: Responsibilities included game design, storyboard and rough animation. Titles include Monster Truck Rally and Urban Convoy.

FREELANCE, IBID Inc.

Designed and development of Apple games - Joe Theisman's "How to improve your Football" game and Chris Evert Lloyd's "How to improve your Tennis".

FREELANCE, ROB JEBSON

Designed computer graphics for seasonal holiday login screen for IBM mainframe hardware.

FREELANCE, CONNECTICUT ON-LINE COMPUTER CENTER

Design and development of a program to visually present products and services offered by a banking industry client to be used at a Trade Show.

ELECTRONIC GRAPHIC DESIGNER, COLECO INDUSTRIES

02/1982 to 02/1985

Creation of original educational games for the Colecovision game system and Adam Personal Computer working with clients such as Theodore Geisel, Jan and Stan Berenstone, Richard Scarry, and Chris Serf of Random House. Responsibilities include original idea, storyboard, animation and quality control including working with client for approval of the idea. Game titles include: Smurf Paint N

CONSENT #8

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

Name: JOSEPH R. MILLER
Address: 27 TALLWOOD DR. VERNON, CT
Home Telephone: ~~860-874-1111~~ Work Telephone: NA
Email Address: ~~JOE.MILLER@VERNONCT.GOV~~

Educational Background:
SEE ATTACHED

Employment Experience:
SEE ATTACHED

Civic Activity: SEE ATTACHED

Personal Data/Comments:
SEE

Political Affiliation:
☐ Democrat ☒ Republican ☐ Unaffiliated ☐ Other

I hereby request that I be considered for appointment to:

Date: 4/25/2016 Signature: Joseph R. Miller

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

Play; Rescue at Gargamel's Castle; Super Smurf; Cat in the Hat's "Fix up the Mix-up"; Cat in the Hat "Blue Danube"; Dr. Seuss "If I Ran the Band"; and Berenstain Bears.

EDUCATION UNIVERSITY OF CONNECTICUT, 1981 - BFA, GRAPHIC DESIGN

Additional education: 12 credits in Master of Science, Education - Central CT State University

Other Courses: Pascal Language, Z-80 Assembler - Central CT State University

Web Page Design Certificate Program, Master Gardener classes - University of Connecticut

Architectural Drafting, Architectural Graphics and Microsoft Office suite including Word, Excel, Access and Outlook - Capital Community College

Computer-Aided Drafting - Manchester community College

Volunteering Design Review Committee since 11/2013; Vernon Greenways volunteer- 3 years; Hockanum Valley

And Hobbies Community Council - 10 years on Fundraising committee; Past President of Project Graduation - 3 years; Project Graduation co-chair Decorating committee - 4 years; Past President of Rockville High School Hockey Booster Association -7 years; Past President of local Swim Team - 5 years.

Hobbies include Sailing, Kayaking, Walking, Biking, Construction, Gardening and Designing.

Joseph R. Miller

273 Ellwood Dr. Vernon, Ct 06066

860.872.0730

860.604.3927

jrmiller@comcast.net

Univ. of Bridgeport B.S Marketing/Economics

Univ. of Hartford certificate In Organizational Behavior

Varied Executive courses

ITT Hartford, 1 yr. Mgmt. training, last position Director of Technical/Management Training 10 yrs.

Barclays American Business Credit. AVP. VP HR, VP Marketing SR. VP Corporate Services 10yrs.

Alvin & Co. COO, CEO

10yrs.

Business Lenders LLC(Medallion Financial) SVP

2Yrs.

Amatom Electronic Hardware Partner/owner

2Yrs

Nielson Hardware, VP New Business Development

5Yrs.

Handles Unlimited VP New Business Development

5Yrs.

Friends of Humanities MCC, President

Planning & Zoning Commission Regular slot

Advisor, Hockanum Industries

ADRC conducted job workshops-with recovering addicts

Married, 3.children (grown)

E-5 U.S. Army

Involvement in our town is very important in my opinion

Registered Republican

DOREEN MARGO EVANS

650-872-0528 (Home) 813-507-4597 (Work)

CONSENT

#9

PROFILE

Highly skilled professional Counselor with expertise in multiple facets of working with incarcerated and paroled individuals and correctional facilities, inmate programs, including issues of drug and alcohol abuse, domestic violence, and youthful offenders. Extensive background in program maintenance and management, development of individualized treatment programs, providing extensive documentation, performing liaison activities. Consistently recognized for leadership, service and achievement.

EXPERIENCE

STATE OF CONNECTICUT DEPARTMENT OF CORRECTION (MULTIPLE FACILITIES) 1994 - Present:

Hartford Parole and Community Services, (9/03 - Present)

Parole Counselor (9/04 - Present)

Develop complete Classification of all residential inmates in community Half Way Houses (950 offenders).

- Process rap sheets, complete warrant checks and updates of information for accurate classification.
- Refer offenders to appropriate placement and track all denials and acceptances.
- Serve as liaison with community staff and correctional coordinators.

Parole Officer I (9/03 - 9/04)

Managed full caseload of 65 inmates as Transitional Supervision Officer.

- Performed home visits; collected urine for drug testing; remanded offenders.
- Completed Incident Reports and Discipline Reports; wrote warrants.

Interstate Compact, (9/00 - 8/02)

Correctional Counselor

Managed 500 Interstate inmates in two Virginia facilities.

- Provided Classification/Case Management including property, grievances and correspondence from the Director of Population Management to the Commissioner level.
- Served as intermediary liaison for families in crisis.
- Maintained heavy phone contact with on-site monitors providing link to CT Department of Correction.
- Implemented reviews and phase program progression for Security Risk Group, Administrative Segregation, High Security and General Population.

Northern CT (Level 5 Maximum Security), (8/98 - 9/00)

Correctional Counselor

Performed a wide range of duties involving administrative, program and staff supervision with emphasis on operations management, communications and advocacy.

- Maintained records for Administrative Segregation; investigated Disciplinary Reports and acted as advocate.
- Handled inmate mailing supplies and copying court and legal documents; notarized documents.
- Prepared monthly phase review packages and weekly unit classification; updated inmate histories and monitored classification issues.
- Liaison for Population Management hearing officer; notified inmates of hearings and acted as advocate; liaison for Attorney General's office on inmate affairs.
- Managed inmate movement to Wallens Ridge, VA; generated Interstate Compact packages.
- Acted as Counselor Supervisor as needed; supervised Counselor Trainees in the Interstate process.

Hartford C.C. (Jail), (7/97 - 8/98 and 8/02 - 9/03)

Correctional Counselor

Maintained a caseload of 120 inmates; responsible for Objective Classification on each new inmate; reviewed present and overall criminal history.

- Managed Protective Custody block including packages for Population Management.
- Caseload included Protective Custody, Youthful Offenders, High-Profile and Homeland Security inmates in blocks and dormitories.

- Set up security profiles for staff and inmates; maintained records and court appearance documentation gave inmates attorney calls.
- Handled heavy phone contact with inmate families and various organizations; responsible for inmate mail, copy and hygiene supplies, as well as maintaining visiting lists and resolving account issues.
- Established training program for youthful offenders on family and life skills.

Northeast Connecticut, Jennings Road (11/94 - 6/97)
Correctional Aide

- Utilized full range of casework and counseling skills for offenders with addiction, family and institutional issues.
- Tracked progress and recommended interventions.
- Developed and maintained comprehensive treatment documentation with plans and progress notes.
- Evaluated offenders and provided appropriate guidelines and goals; recommended drug testing.
- Assisted in physical restraint of inmates and aided in security emergencies.
- Facilitated addiction recovery groups including Relapse Prevention, Chemical Dependency, Family Counseling, Twelve Steps and Social Skills; monitored Fellowship Meetings.

Counseling Cooperative, Warehouse Point, CT

9/95 - 12/97

Facilitator/Intake Therapist

Performed group leadership and facilitation in a private counseling firm. Clients included DWI, domestic violence, sexual issues and youthful offenders.

- Maintained progress notes; developed treatment plans and discharge summaries.
- Provided one-on-one counseling sessions for aftercare placement.

Paces Counseling Center, East Hartford, CT

10/93 - 9/95

Facilitator/Intake Therapist

Provided casework counseling as mandated by the Judicial Department to receive drug and alcohol education, rehabilitation counseling, domestic violence education and youthful offender supervision.

- Facilitated self-awareness, relapse prevention and chemical dependency groups.
- Tested and evaluated individuals; developed individualized treatment plans and discharge summaries.
- Supervised testing of Mortimer-Fildes and MAST testing; facilitated DWI and Pre-trial education courses.

EDUCATION

Almeda University, Bachelor's Degree, Criminal Justice Administration

2003

Tunxis Community College, Associate's Degree, Drug and Alcohol Counseling

1992

Internships

St. Agnes Home for Girls, West Hartford, CT, 300 hours DMR, 4/94 - 6/94

Gaylord Hospital, Wallingford, CT; Inpatient Detoxification, 9/91 - 6/92

CONTINUING EDUCATION/CERTIFICATIONS

American Heart Association Certification in CPR and First Aid (valid thru 10/08)

Notary Public (valid thru 11/08)

Weapons and O.C. Qualification, 4/04

Community Services Officer Certificate, 4/04

Disciplinary Investigator, 4/00

Training for Trainers, 11/98

Relapse Prevention Specialist (Gorski), 3/97

Criminal Justice Academy (Mansfield), 3/95 - 6/95

Capital Region Education Council (including DMR Medication Certification), 3/94 - 6/94

HONORS AND AWARDS

Capital Region Award for Highest Academic Achievement, 1994

Leadership and Service Award, 1992

Highest Academic Honors, 1990 - 1992

Phi Theta Kappa Honor Society; Vice President 1989; President 1990 - 1992

Drug and Alcohol Counseling Award, 1991

Psychology Achievement Award, 1990

CONSENT

#10

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

Name: Richard M. Clark

Address: 1158 HARTFORD TPKE UNIT 2
VERNON CT

Home Telephone:

Work Telephone:

Email Address:

Educational Background:

ASS DEGREE MANCHESTER COH. COLLEGE

Employment Experience:

INSPECTOR 36 YRS PRATT & WHITNEY

Civic Activity:

VERNON GREENWAYS
ST JOHN'S EPISCOPAL CHURCH
BOY SCOUTING T.E. ASM OF TROOP 11 & 223

Personal Data/Comments:

Political Affiliation:

☒ Democrat

☐ Republican

☐ Unaffiliated

☐ Other

I hereby request that I be considered for appointment to:

CONSERVATION BOARD

Date: 3/28/2015

Signature: Richard M. Clark

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

CONSENT #11

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

Name: Jennifer Roy

Address: 83 Phoenix St Vernon

Home Telephone: [REDACTED] Work Telephone: [REDACTED]

Email Address: jroy0571@gmail.com

Educational Background:

H.S.

Certified Zoning Enforcement Official

Employment Experience:

6 yrs Zoning Assistant

3 yrs Zoning Enforcement Officer

Civic Activity:

Past President UEMS - PTO

Union Church Women's Ministry Leader

Personal Data/Comments:

20 year resident / town of Vernon

Political Affiliation:

☐ Democrat

☐ Republican

☒ Unaffiliated

☐ Other

I hereby request that I be considered for appointment to: ZBA

Date: 11/30/2017

Signature:

Jennifer Roy

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



234th

TOWN OF VERNON
DEPARTMENT OF POLICE
725 HARTFORD TURNPIKE
VERNON, CONNECTICUT 06066



#12

CONSENT

Phone (860) 872-9126

Fax: (860) 872-7249

James L. Kenny
Chief of Police

April 17, 2017

Mr. Daniel Champagne
Mayor, Town of Vernon
14 Park Place
Vernon, CT 06066

Dear Mayor Champagne,

I would like to recommend for your approval the appointment of Lieutenant William Meier as the Town of Vernon's representative on the North Central Health District. I have spoken to Lieutenant Meier and he believes that his position as the department's Medical Officer and as a Critical Incident Instructor for the Police Officer Standards and Training Council will provide the commission valuable insight into the issues affecting our community.

Lieutenant Meier has indicated that the position on the NCHD will not interfere with his duties at the police department and he is looking forward to the challenge of serving on the Health District.

Respectfully Submitted,

James L. Kenny
Chief of Police

CONSENT

#13

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

Name: Justin Hicks

Address: 110 Old Ellington Rd., Broad Brast CT, 06016

Home Telephone: 860-301-1550

Work Telephone: 860-301-1550

Email Address: jhicks@broadbrast.com

Educational Background: 4 year B.S. Recreation, Adventure Travel, and Ecotourism
Started M.S. Camp Administration + LeadershipEmployment Experience: 6 years with Camp Fire Alaska → Youth Development
3 years with Cornell Cooperative Extension of LLC → Youth Development
1.5 months Indian Valley Family YMCA → Youth Development

Civic Activity:

Volunteer with Boy Scouts, Fire Department, Library

Personal Data/Comments:

Political Affiliation:

☐ Democrat☐ Republican☒ Unaffiliated☐ Other

I hereby request that I be considered for appointment to:

Date: 2/28/2020 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:

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

CONSENT

#14

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

Name: Terri Ouellette

Currently Director of Outpatient Services
Hockanum Valley Community CouncilAddress: 33 Franklin Street (Home)
Vernon CT 0606627 Naeck Rd
Vernon CT 06066

Home Telephone: 860-871-2967

Work Telephone: 860-872-9822

Email Address: ~~thornton.ouellette@chgovalley.net~~**Educational Background:**

Masters in Social Work - UConn 2009

Bachelors in Psychology - Central CT State University 1997

Associates in General - m.c.c. 1994

Employment Experience:

DPS non-profits - managing group homes

CHR case manager - visited clients in their homes

Skilled Nursing Facilities - Director of Social Services

Honorcare Health Care - Social Services Subacute Rehab Discharge Planner

Civic Activity: This may be my first technical civic engagement.

Volunteer Work { Habitat for Humanity
Volunteering at Food Drives to raise money & food for local food pantry
Volunteered @ Symphony on Ice & Special Olympics

Personal Data/Comments:

Helped raise 4 well adjusted young adults who have had difficult times in adolescence/early adulthood. I'm very family oriented.
I am the youngest of 4 raised by a single father.

Political Affiliation:☒ Democrat☐ Republican☐ Unaffiliated☐ Other

I hereby request that I be considered for appointment to:

Date: 11/23/16

Signature: Terri Ouellette

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

Terri Ouellette, LCSW
33 Franklin Street
Vernon, CT 06066

860 871-2861

terri@terrihelps.org

Education:

University of Connecticut, MSW, 2009

Central Connecticut State University, BA Psychology, 1997

Manchester Community College, AS General Studies, 1994

Professional Experience:

Hockanum Valley Community Council, Inc. (05/2008-Present)

Director of Outpatient Services, Vernon, CT (02/01/16-present):

- Provides clinical oversight and leadership to programs within the outpatient clinic.
- Provides consistent supervision and crisis support to staff.
- Encourages staff development, prioritizing retention of staff, while enforcing disciplinary action as needed in accordance with HR policy.
- Ensures program compliance.
- Serves as role model for staff to promote strong work ethic and adherence to model specific approaches.
- Leads weekly staff meetings and provides regularly scheduled clinical supervision to clinicians and operational supervision to ancillary staff.
- Maintains licensure and completes required CEU/trainings per year, certifications, attends required clinical training seminars, and assists with arranging and monitoring the staff training schedule to ensure that training needs are being met.
- Carries a clinical caseload, submits all required documentation and reports in a timely manner, and participates in and promotes quality improvement and outcome measurement activities.
- Oversees the orientation of new staff.
- Oversee operation of the outpatient mental health clinic including supervision of clinicians, documentation compliance, psychiatry and medication management services, case management, and billing/administration.
- Oversee coordination of parenting education group enrollment and inquiries.
- Assists psychiatry with refill requests and as a liaison between doctor and patients.
- Develop monthly and yearly reports for various contractual programs.
- Provides clinical supervision to MSW/MAPC interns (SIFI certified) and LCSW/LPC eligible clinicians.
- Provides psychiatric diagnostic evaluations, individual, couples, family and group therapy using relational, reality based, cognitive based, strengths based, motivational interviewing, and EMDR modalities.

Terri Ouellette, LCSW
33 Franklin Street
Vernon, CT 06066

(860) 974-2861
terri@hwehelps.org

- Work collaboratively with DCF workers, Probation Officers, and other community providers regarding recommendations and treatment plans of mutual clients.
- Facilitates substance abuse education, anger management, relapse prevention/recovery groups, parenting education groups and family violence education groups.
- Assistant Director of Counseling (11/01/15-02/01/16).
- Clinical Supervisor (12/01/14-11/01/15).
- Clinician (05/2009-11/2015).
- Intern (09/2008-05/2009).

Hebrew Health Care, Medical Social Worker, West Hartford, CT (1/05 – 01/11):

- Provided services for the geriatric population in the greater Hartford area.
- Responsibilities included admission paperwork, psychosocial assessment, psychosocial support to patients and their families, care planning and discharge planning on subacute rehabilitation unit.
- Facilitated a life transitions group at The Retreat ALSA.

Community Health Resources– Genesis, Case Manager, Manchester, CT (9/04 – 10/05):

- Visited adult clients with mental illness in their community based apartments for psychosocial support.
- Provided medication monitoring.
- Worked with home health agencies to coordinate continuum of care.
- Assisted Mobile Crisis with home based assessments with clients in crisis.

Westside Care Center, Director of Social Services, Manchester, CT (1/00-1/05):

- Provided psychosocial support for adults with mental illness.
- Supervised social service designee and maintained administrative responsibilities.
- Primary case load of 90 residents, completed psychosocial assessments and process plans.
- Facilitated a woman's group, coping skills, and discharge planning groups.
- Advocated and empowered resident's and worked with local mental health affiliate to promote community re-entry.
- Completed administrative reports and tasks

Bethphage, Group Home Manager, Middletown, CT (9/96-1/00):

- Provided oversight of the financial, medical, and psychosocial needs of residents with developmental disabilities.
- Obtained CPR, PSL, and medication certification.
- Supervised and trained staff in regards to emergency preparedness, behavior modification, treatment planning, resident's rights, and cultural competency.

Terri Ouellette, LCSW
33 Franklin Street
Vernon, CT 06066
~~(860) 871-2901~~
~~terri@hvhcchelps.org~~

Trainings/Certifications:

- When Co-Parents Conflict
- Adolescent Development Parent/Teen Relationships and Drug Abuse
- Dialectical Behavioral, Motivational Interviewing, Cognitive Behavioral, and Relational Therapy Trainings
- Developmental Psychology
- Death and Dying/Grief and Loss
- Intimate Partner Violence: Marital Rape
- HIV awareness
- Psychopharmacology and Medication Administration
- Sexual Harassment
- Diagnostic Interviewing
- Suicide Prevention
- EMDR Basic Training
- SIFI UCONN (Clinical/Intern Supervision Certification)

Volunteer History:

- Toys for Tots
- Symphony on Ice
- Hartford Marathon
- HVCC Food Pantry



TOWN OF VERNON

Office of the Mayor

14 Park Place • Vernon, CT 06066

Tel: (860) 870-3600 • Fax: (860) 870-3580

www.Vernon-CT.gov

NEW BUSINESS

#1

Daniel A. Champagne
Mayor

Michael J. Purcaro
Town Administrator

Dawn R. Maselek
Assistant Town Administrator

DATE: November 1, 2020

TO: Vernon Town Council

FROM: Daniel A. Champagne, Mayor

RE: 2021 FOIA Town Council Meeting Schedule

Pursuant to FOI requirements the Town Council as well as all Boards and Commissions must file a schedule of regular meetings by January 31st of each year with the Town Clerk. Below please find a list of said meetings for the Town Council to consider. Traditionally, the Town Council's meetings are held the first and third Tuesday of the month, in the Town Council Chambers, Memorial Building, 14 Park Place, Third Floor, Vernon, Connecticut. It should be noted that this proposal honors the Town Council summer schedule consisting of one meeting in July and August. The schedule further proposes that the first meeting in the months of January, 2021 and September, 2021 be eliminated due to their proximity to the holiday weekends. Finally, since the first meeting in November, 2021 is the municipal election, the month of November will have only one regular meeting. The following schedule is proposed for your review and approval.

2021 REGULAR TOWN COUNCIL MEETINGS

January 19, 2021	February 2, 2021
February 16, 2021	March 2, 2021
March 16, 2021	April 6, 2021
April 22, 2021	May 4, 2021
May 18, 2021	June 1, 2021
June 15, 2021	July 20, 2021
August 17, 2021	September 21, 2021
October 5, 2021	October 19, 2021
November 16, 2021	December 7, 2021
December 21, 2021	

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES THE 2021 TOWN COUNCIL MEETING SCHEDULE AS PRESENTED IN THE MEMORANDUM FROM MAYOR DANIEL A. CHAMPAGNE TO THE VERNON TOWN COUNCIL DATED NOVEMBER 1, 2020.



TOWN OF VERNON

Office of the Town Administrator

14 Park Place • Vernon, CT 06066

Tel: (860) 870-3665 • Fax: (860) 831-1380

www.Vernon-CT.gov

NEW BUSINESS

#2

Michael J. Purcaro
Town Administrator

DATE: November 12, 2020

TO: Daniel A. Champagne, Mayor

FROM: Dwight Ryniewicz, Director Public Works

VIA: Michael J. Purcaro, Town Administrator

CC: Dr. Joseph Macary, Superintendent of Schools
Jeffrey O'Neill, Finance Officer and Treasurer
Angela Wang, Business Manager BOE

RE: Center Road School Roof Project

In 2014, the Board of Education established a roof replacement schedule for the District's roofs. The plan identified a program, through 2040, to address replacement timelines that coincided with projected life expectancies of the roofs and established their grant reimbursable eligibility dates.

Annually, the District roofs are inspected. During the 2020 inspection, analysis of material samples indicated that the Center Road School roof initially identified for replacement in 2022 should be moved up to 2021 to insure its continued reliability. This project has been authorized by the Board of Education at the November 9, 2020 Board of Education meeting.

As required by the State of Connecticut, application for a school construction grant must include a certified copy of three authorizations adopted by the local legislative body. In Section 10-287c-1(9) of the Connecticut General Statutes, the legislative body is defined as the Town Council (i.e. Governing Body).

The three authorizations necessary to initiate the grant reimbursement process are:

PROPOSED RESOLUTION #1:

RESOLVED, THE VERNON TOWN COUNCIL AUTHORIZES THE VERNON BOARD OF EDUCATION TO APPLY TO THE COMMISSIONER OF EDUCATION AND TO ACCEPT OR REJECT A GRANT FOR A ROOFING PROJECT AT CENTER ROAD SCHOOL, 20 CENTER ROAD, VERNON, CONNECTICUT.

PROPOSED RESOLUTION #2:

RESOLVED, THE SCHOOL ROOF REPLACEMENT BUILDING COMMITTEE IS HEREBY ESTABLISHED AS THE BUILDING COMMITTEE WITH REGARD TO THE ROOF REPLACEMENT AT CENTER ROAD SCHOOL. THE COMMITTEE WILL CONSIST OF THE DIRECTOR OF PUBLIC WORKS FOR THE TOWN OF VERNON AND THE SUPERVISOR OF SCHOOL FACILITIES AND SPECIAL PROJECTS OF THE VERNON BOARD OF EDUCATION.

PROPOSED RESOLUTION #3:

RESOLVED, THE VERNON TOWN COUNCIL HEREBY AUTHORIZES AT LEAST THE PREPARATION OF SCHEMATIC DRAWINGS AND OUTLINE SPECIFICATIONS FOR THE ROOFING PROJECT AT CENTER ROAD SCHOOL.

These resolutions (step one) are the same format that was utilized on the VCMS Roof in 2017.

VERNON PUBLIC SCHOOLS



Office of the Superintendent
30 Park Street • P.O. Box 600
Vernon, CT 06066-0600
Fax (860) 870-6005
Website: www.vernonpublicschools.org

Joseph Macary, Ed.D.
Superintendent of Schools
(860) 870-6000 ext. 4660

Robert Testa
Assistant Superintendent of Schools
(860) 870-6000 ext. 4676

November 10, 2020

Mayor Daniel A. Champagne
Vernon Town Hall
14 Park Place
Vernon, CT 06066


Re: Center Road School Roof

Dear Mayor Champagne,

I would like to inform you that the Vernon Board of Education voted unanimously on November 9, 2020 to authorize the Superintendent to initiate the process with the Town of Vernon and the State Departments of Education and Administrative Services for the roof replacement project at Center Road School. Would you kindly place this on the next Town Council Meeting Agenda please. Once the Board Meeting Minutes are approved, I will forward a copy to your office.

Please let me know if you need any other information to begin the process. Thank you in advance.

Sincerely,


Joseph Macary, Ed.D.
Superintendent of Schools

JM/tb

PC: Diane Wheelock, Executive Assistant to the Mayor
Jeffrey O'Neill, Finance Officer and Treasurer
Angela Wang, Director of Business and Finance
William Peluso, Supervisor of Schools Facilities
Dwight Ryniewicz, Director of Public Works



DEPARTMENT OF ADMINISTRATIVE SERVICES (DAS)
Office of School Construction Grants & Review (OSCG&R)
GRANT APPLICATION REQUIRED LOCAL RESOLUTIONS

FORM SCG-1045

Resolutions are required for filing FORM SCG-1049: School Construction Grant Application

SAMPLES OF THE THREE REQUIRED RESOLUTIONS:

- (1) **RESOLVED**, that the legislative body authorizes the town / district / RESC / academy Board of Education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the proposed project at the school name.
- (2) **RESOLVED**, that the building committee is hereby established as the building committee with regard to the proposed project at the school name.
- (3) **RESOLVED**, that the legislative body hereby authorizes at least the preparation of schematic drawings and outline specifications for the proposed project at the school name.

Replace the underscored / italicized phrases above as appropriate:

- Legislative body – Town governing body such as town council; except for regional school districts, the town governing body is **not** the local Board of Education.
- Proposed project – The type of construction such as alteration or roof replacement for which a grant application will be submitted; multiple facilities may be referenced in one resolution, but the facilities must be separately identified and the type of construction needs to be facility-specific.
- School name - The specific facility at which the construction will take place; multiple facilities may be referenced in one resolution, but the facilities must be separately identified and separate grant applications for each facility are required.
- Building committee – A standing building committee or a new building committee formed for the specific project.

OFFICE OF SCHOOL CONSTRUCTION GRANTS
GRANT APPLICATION (FORM SCG-049) SUBMISSION CHECKLIST
Revised September 2015

All documentation listed below must be included in the grant application package for the application to be considered complete. Although Form SCG-049 is required to be submitted electronically via the School Construction Grant Management System (SCGMS), the supplemental documentation listed below is required to complete the electronic application.

1. ☐ Form SCG-049 electronically submitted via SCGMS at www.csde.state.ct.us.
2. ☐ Certified copy of resolutions from the local legislative body (*not* the Board of Education):
 - (i) establishing a building committee;
 - (ii) authorizing at least the preparation of schematic drawings and outline specifications; and
 - (iii) authorizing the filing of the grant application.
3. ☐ Complete educational specifications for the project.
4. ☐ Board of Education's written approval of educational specifications.
5. ☐ Documentation of locally authorized funding (i.e. certified referendum language and vote count; budget page(s) containing funding for the project and date budget was passed) in an amount sufficient to cover the local share. Where locally authorized funding references more than one project, a cover letter providing an allocation of the funding needs to be provided.
6. ☐ Enrollment projection in support of the highest eight-year projected enrollment for all projects *except* code violation, roof replacement, Board of Education space, vocational agriculture equipment-only, and certified indoor air quality emergency projects.
7. ☐ Vo-Ag equipment list, if applicable.
8. ☐ Formal approval from the appropriate SDE programmatic office for vo-ag projects (equipment and/or construction), interdistrict magnet projects, and regional special education center projects.
9. ☐ Diversity Schools, if applicable. Evidence (i.e. minutes, town-wide notice) supporting the development of policies to make residents aware that enrollment is open to all eligible resident students. **(new)**
10. ☐ Renovation Projects, if applicable. A copy of the written approval from the Commissioner of the DAS awarding Renovation Status as defined under C.G.S. 10-282 (18). **(new)**
11. ☐ Roof Projects, if applicable. Roof sketch and key consistent with education specifications and labeled with programmatic areas. **(new)**
12. ☐ Completed cost estimating worksheet in accordance with the ASTM Standard # E1557 Classification of Building Elements & Related Sitework UNIFORMAT II. **(new)**
13. ☐ Completed cost estimating worksheet Part B for any project in excess of \$2 million (SCG-049)
The total authorized cost for the initial cost estimate submission in both Uniformat II and Worksheet B must balance to be considered complete.
14. ☐ This checklist signed by contact person listed on Form SCG-049.

Contact Person's Name

Signature

Phone

Notes: For Priority List (PL) projects, the local resolutions and Board of Education (BOE) approval of educational specifications need to be executed prior to the June 30 deadline.
For Non PL projects, local resolutions and BOE approval of education specifications can be submitted at any time for Commissioner review and authorization.
Locally authorized funding needs to be secured in accordance with C.G.S Section 10-283 (d)
Incomplete grant applications will only be assigned a temporary project number.
No state grant commitments can be given for grant applications with temporary project numbers.



TOWN OF VERNON

Office of the Assistant Town Administrator

14 Park Place • Vernon, CT 06066
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www.Vernon-CT.gov

NEW BUSINESS

#3

Dawn R. Maselek
Assistant Town Administrator

David Woodruff
Human Resources Specialist

Donna Madsen
Human Resources Assistant

DATE: November 12, 2020

TO: Mayor Daniel A. Champagne

FROM: Dawn R. Maselek, Assistant Town Administrator

CC: Michael J. Purcaro, Town Administrator
Jeffrey O'Neill, Finance Officer

RE: Everybody Learns Grant

The Rockville Public Library is seeking approval from the Town Council to accept a Connecticut State Library grant totaling \$34,790.00. Rockville Public Library was one of sixty-five libraries to receive this grant to support efforts to serve the community as the coronavirus pandemic continues. These monies will be utilized for the following:

- Purchase of technology, such as laptops and tablets to be used within the Library.
- Purchase of mobile hotspots available for check-out for patrons to have temporary Wi-Fi access at home.
- Purchase of new mobile furniture, such as tables, that are easily cleaned and sanitized.
- Purchase of exterior furniture for patrons to utilize the outdoor patio space.
- Installation of lockable electrical outlets to provide a charging area for personal devices during library hours.

MINUTES
VERNON TOWN COUNCIL
VIRTUAL REGULAR MEETING
VIRTUAL INFO: CALL IN #1-929-205-6099
MEETING ID: 833 6392 3802 PASSWORD: 1006
TUESDAY, OCTOBER 6, 2020 – 7:30 PM

RECEIVED
VERNON TOWN CLERK
20 OCT 13 PH 3: 38

Mayor Daniel Champagne called the meeting to order at 7:31 PM

A) PLEDGE OF ALLEGIANCE: Recited

B) ROLL CALL:

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

Absent: Council Members Ann Letendre and Pauline Schaefer

Entered During Meeting:

Also Present: Town Administrator Michael Purcaro, Recording Secretary Karen Daigle

C.) CITIZEN'S FORUM

Genaro Gonzalez, 59 High Street, spoke on various topics, including Covid-19.

Citizen's Forum ended at 7:40 PM

E.) PUBLIC HEARING

None

F.) PRESENTATIONS BY THE ADMINISTRATION

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

- A crumbling foundation meeting with the New England HUD Administration was hosted by Congressman Joe Courtney and Mayor Daniel A. Champagne.
- Leaf collection has begun with three drop-off locations: Church Street, Legion Field and Nye Street. Call the Public Works Department to schedule a pickup.
- On September 15, 2020 1,400 boxes containing 21,000 pounds of fresh produce were distributed to senior housing facilities in Vernon and surrounding communities, and to residents through the Cornerstone Foundation and the Hockanum Valley Community Council.
- The Planning & Zoning Commission has begun updating the 2012 Plan of Conservation and Development, with a community survey on the Town's website under news/announcements.
- On September 18th the Town of Vernon closed on the land in Vernon and Ellington to be used for athletic fields. More information is forthcoming.
- The Town of Vernon has launched its first official Twitter and Facebook accounts. On Twitter we are @townvernon and on Facebook @TownOfVernonCT.
- The North Central District Health Department and Town of Vernon are partnering in flu clinics at Rockville High School for staff and students and Town Hall for employees and their families.
- Two park maintenance crew leaders, Mark Lucas and Mitchell Reid have been recognized as The Park Maintenance Professionals of the Year by Connecticut Recreation & Parks Association.

Mayor Danial A. Champagne presented and recited to Fire Marshal Daniel Wasilewski a proclamation in recognition of ***"2020 Fire Prevention Week – October 4-10th"***.

G.) ACTION ON CONSENT AGENDA

Council Member Wakefield, seconded by Council Member Levesque, made a motion to move the Consent Agenda. Motion carried unanimously by 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 September 17, 2020 included in the Council packet.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES TWO (2) TAX REFUNDS FOR PRIOR YEARS TOTALING \$548.19 AND ELEVEN (11) CURRENT YEAR TAX REFUNDS TOTALING \$1769.69 AS REFERENCED IN THE LETTER FROM TERRY HJARNE, COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED SEPTEMBER 17, 2020.

- C 2.** Request the Town Council approve Mayor Daniel A. Champagne's appointment of TeriLynn Rogers, (D), 26 White Street, Vernon, Connecticut as a regular member of the Town of Vernon Cemetery Commission, said term to commence on October 7, 2020 and expires June 30, 2023. (See Ms. Rogers resume for review.)

PROPOSED MOTION

PURSUANT TO C.G.S. §19A-296; CHARTER CHAPTER VIII, SECTION 10, THE TOWN COUNCIL APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF TERILYNN ROGERS, (D), 26 WHITE STREET, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE CEMETERY COMMISSION, SAID TERM TO COMMENCE ON OCTOBER 7, 2020 AND EXPIRES ON JUNE 30, 2023.

- C 3.** Request the Town Council approve Mayor Daniel A. Champagne's appointment of Janet C. DiTarando, (U), 1161 Hartford Turnpike, Vernon, Connecticut as a regular member of the Vernon Senior Citizen's Advisory Committee, said term to commence on October 7, 2020 and expires June 30, 2023. (See Ms. DiTarando's resume and recommendation letter from Maureen Gabriele, Senior Center Director relative to Ms. DiTarando appointment.)

PROPOSED MOTION

PURSUANT TO VERNON'S CHARTER CHAP. XV, SEC. 3; EST. 03-02-1982, THE TOWN COUNCIL APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF JANET C. DITARANDO, (U), 1161 HARTFORD TURNPIKE, VERNON, CONNECTICUT AS A MEMBER OF THE SENIOR CITIZEN'S ADVISORY COMMITTEE, SAID TERM TO BEGIN ON OCTOBER 7, 2020 AND EXPIRES ON JUNE 30, 2023.

- H.) DISCUSSION OF PULLED CONSENT ITEMS**
None

- I.) PENDING BUSINESS**
None

J.) NEW BUSINESS

1. Request the Town Council authorize the asset disposal for Executive and Administration Department (See memorandum dated September 29, 2020 from Jeffrey A. O'Neill, Finance Officer & Treasurer to Michael J. Purcaro, Town Administrator relative to same.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES THE DISPOSAL OF FIXED ASSETS FOR THE EXECUTIVE AND ADMINISTRATION DEPARTMENT AS DISCLOSED ON THE REQUEST FOR DISPOSAL OF FIXED ASSET FORMS.

Council Member Wakefield, seconded by Council Member Bush, made a motion to approve the disposal of fixed assets for the Executive and Administration Department as disclosed on the request for disposal of fixed asset forms. Discussion ensued. Motion carried unanimously by roll call vote.

K.) INTRODUCTION OF ORDINANCES
None

L.) ACTION ON ORDINANCES 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 OF **SEPTEMBER 15, 2020** AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Wakefield, seconded by Council Member Clay, made a motion to waive the reading of and approve the minutes of the September 15, 2020 regular Town Council meeting. Motion carried unanimously by voice vote.

D.) EXECUTIVE SESSION

7:54 PM Council Member Wakefield, seconded by Council Member Levesque, made the following motion to go into Executive Session #1:

THE TOWN COUNCIL PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES 1-200 (2) HEREBY MOVES TO GO INTO EXECUTIVE SESSION TO DISCUSS CONTRACT NEGOTIATIONS BETWEEN THE **VERNON EDUCATION ASSOCIATION AND THE VERNON BOARD OF EDUCATION** AND INVITES THE FOLLOWING INDIVIDUALS TO ATTEND: MICHAEL J. PURCARO, TOWN ADMINISTRATOR, DR. JOSEPH MACARY, SUPERINTENDENT OF SCHOOLS;

DAWN MASELEK, ASSISTANT TOWN ADMINISTRATOR; AND MRS. ANN FISCHER, CHAIRMAN OF THE VERNON BOARD OF EDUCATION.

Dawn Maselek was not in attendance.

8:33 PM Executive Session #1 ended.

Council Member Wakefield, seconded by Council Member Bush made the following motion:

THE TOWN COUNCIL MOVES TO APPROVE THE NEGOTIATED COLLECTIVE BARGAINING AGREEMENT BETWEEN THE **VERNON EDUCATION ASSOCIATION AND THE VERNON BOARD OF EDUCATION** EFFECTIVE JULY 1, 2021 TO JUNE 30, 2025, ON THE TERMS AND CONDITIONS PRESENTED.

Motion carried unanimously by roll call vote.

8:36 PM Council Member Wakefield, seconded by Council Member Levesque, made the following motion to go into Executive Session #2:

THE TOWN COUNCIL PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES 1-200 (2) HEREBY MOVES TO GO INTO EXECUTIVE SESSION TO DISCUSS A PERSONNEL MATTER AND INVITES MICHAEL J. PURCARO, TOWN ADMINISTRATOR AND DAWN MASELEK, ASSISTANT TOWN ADMINISTRATOR TO ATTEND.

Dawn Maselek was not in attendance.

8:43 PM Executive Session #2 ended.

No action taken.

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

1. Monthly Report – Town Clerk's Office for August, 2020, as submitted by Karen C. Daigle, Town Clerk.
2. Letter to Clay Furniture owner Julie Clay thanking her for her company's generous donation of six upholstered ottomans for the Rockville Public Library.

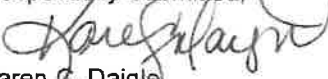
Adjourn (8:44 PM)

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

Received:

Approved:

Respectfully Submitted,


Karen C. Daigle
Recording Secretary



TOWN OF VERNON

#1

14 PARK PLACE, VERNON, CT 06066

Tel: (860) 870-3662

Fax: (860) 870-3623

E-mail: townclerk@vernon-ct.gov

OFFICE OF TOWN CLERK
KAREN C. DAIGLE, CCTC
REGISTRAR OF VITAL STATISTICS
CLERK OF THE TOWN COUNCIL

TO: Mayor Daniel Champagne
Michael Purcaro, Town Administrator
Members of the Town Council

FROM: Karen C. Daigle, Town Clerk

RE: **Monthly Report for September 2020**

DATE: October 14, 2020

In addition to the normal activities of the office, the following are specific to the month of September.

Total vital statistics processed for the month were 27 birth certificates, 10 marriage licenses and 34 death certificates. Attested copies of the certificates were issued to residency towns as well as to the State of Connecticut Department of Public Health. A total of 221 vital statistics requests were processed and sold for the month, which consisted of 84 birth, 94 death, 26 marriage, 14 burial permits and 3 cremation permits, for a total amount of \$4,190.00.

There were 2 non-fee sporting licenses processed as the Town Clerk's Office was not offering regular services to the public.

The monthly total of land record documents recorded and processed was 364. Included in this total were 69 property transfers of title. \$68,176.49 in State Conveyance Tax was collected and forwarded to the State of Connecticut Department of Revenue Services, while \$22,731.50 was collected in Town Conveyance Tax and retained by the Town, consisting of a large, commercial transfer.

A total of 36 dog licenses were sold.

In addition, 22 notary transactions, 8 trade names, 0 liquor permits, 1 map and 8 Veteran discharges were filed, recorded and processed.

Approximately **333 (limited public access due to COVID-19)** sign in customers were assisted in addition to numerous email requests and telephone calls (especially from people looking for information from our department, as well as other town departments). **Emails and research significantly increased due to limited access.**

Monthly Highlights:

- In September, Karen Daigle participated in conference calls and emails with Town Clerks Assoc. and Secretary of State's Office regarding the Presidential Election.
- Karen Daigle attended a Tolland County Town Clerk Assoc meeting regarding absentee ballot processing.
- Ballots ordered and absentee ballot preparation for November 3rd Presidential Election.
- Regular Town Council Meeting was held via teleconference on September 15th.
- Prepared Annual Report module for Town Clerk's Office.



TOWN OF VERNON

DEPARTMENT OF POLICE

725 HARTFORD TURNPIKE
VERNON, CONNECTICUT 06066

INFORMATION



Phone (860)872-9126 ext. 4913 Fax (860)872-7249

John Kelley
Captain of Police

Police Department Monthly Report September 2020

PATROL DIVISION

Activity	Sept. 2020	Sept. 2019	2020 Year to Date
Calls for Service	1,306	1,704	9,426
Arrests	93	122	492
Traffic Stops	72	235	916
DUI Arrests	11	17	72
Domestic Violence	25	26	198
Traffic Accidents	45	65	349
Narcan Incidents/Vials Used	4/4	5/7	22/30
Prescription Drug Disposal	103 lbs./oz.	47.7 lbs./oz.	566.6 lbs./oz.

At the annual Mother's Against Drunk Driving (MADD) awards ceremony in September, the PD was recognized for being #1 in DUI arrests for police departments under 50 officers, and #4 in the State overall for DUI arrests. Officer Guilmette and Officer Flanigan were recognized for their individual achievements in DUI enforcement/arrests for the police department.

DETECTIVE DIVISION

The Detective Division currently has 28 open cases. Detectives made 6 arrests.

Cases	Crime	Cases	Crime
3	"Cold Case" Homicide	1	Robbery
2	"Cold Case" missing persons	3	Child Abuse
2	Burglary	2	Weapons Violations
7	Suspicious Situations	1	Sex Assault
3	Fraud	3	Background Investigation
1	Larcenies	10	Cell phones analyzed

SIGNIFICANT CASES

On August 27, 2020, Vernon Police responded to a shooting on Prospect Street in Rockville. Upon the arrival of officers, one juvenile male was found to have suffered injuries to his head and neck after being pistol-whipped by two male suspects. It was also learned that one of the suspects pointed their pistol at the victim's face and pulled the trigger-firing one shot. However, the victim was able to deflect the firearm to avoid getting shot. Another juvenile male and an adult male were present with the victim during the altercation. Witnesses identified the suspects as Trenton Merrill and Jakwai Sosa. Merrill was identified as the suspect who shot at the victim. The victim was not struck by a bullet.

On September 29, 2020, Vernon Police arrested, Trenton Merrill, age 18, of 157 Union Street, Vernon. Trenton was charged on arrest warrants for Attempted Murder, Operating a Drug Factory and several other felony counts. He was held in lieu of bonds totaling \$1,625,000.00.

Previously, on September 22, 2020, Vernon Police arrested five individuals connected with the August 27, 2020 daytime shooting on Prospect Street in downtown Rockville. The charges were related to the shooting, subsequent search warrant at 157 Union Street, and actions of co-conspirators and accessories.

The individual arrested are as follows:

Jakwai Sosa
CarlyAnn Merrill
Angela Raber
17 Year Old Juvenile.
16 Year Old Juvenile

TRAINING DIVISION

Training:

Sept 4	Recruit lowlight shooting @ Cheshire – Tedford 8 hrs.
Sept 7	Collect Recert – Thiel 4 hrs.
Sept 9	Practical Skills day at POSTC with recruits Condon & Patrizz 8 hrs.
Sept 11	Bailey Seminar – Kenny & Kelley 2.5 hrs.
Sept 14-18	Recert – Grzegorek, Snyder, & Wells 40 hrs.
Sept 16	Practical Skills day at POSTC with recruits – Patrizz & Anthony 8 hrs.
Sept 21-25	Law Enforcement Executive Development – Gallant 28 hrs.
Sept 21-25	CPO training – Anthony 40 hrs.
Sept 23	Practical Skills day at POSTC with recruits – DiVenere & Grechko 8 hrs.
Sept 28-30	SRO training – St. Pierre 24 hrs.

We started training Day 1 of Fiscal year 2020-2021 on September 21, 2020. This is a makeup of our spring firearms qualification and Taser re-certification that was postponed due to COVID. Officers are scheduled in 4 hour blocks. This is spread out over 5 days to get everyone through.

FTO & New Hires.

We currently have two openings with the expected third when Officer Earl Middleton retires at the end of October 2020.

The testing/application process for Dispatchers is just about exhausted. We have two openings and have one starting in October. If we can't find another dispatcher candidate from the short list we will start another process.

K-9 Training

Sembersky & Condon Sept 1st

Condon Sept 29th

Capitol Region Emergency Services Team: Training:

King, Patrizz & Trantalis Sept 2nd, 3rd, & 4th

King Sept 21st, 22nd, 23rd, 25th, 29th, & 30th

Patrizz Sept 24th, 25th, 29th, & 30th

DiVenere & Grechko Sept 25th

ANIMAL CONTROL

	September (calls for service)	Year to Date (calls for service)
Vernon	48	401
Cruelty	1	17
Dog Bite	3	15
Exotics	1	2
Impound Cat	5	14
Impound Dog	0	25
Livestock	0	3
Missing	0	11
Nuisance/Barking	2	16
Roaming	9	80
Sick Wildlife	11	49
Wildlife	1	70
General Complaints	15	99
Bolton/Coventry	3	34
Cruelty	0	0
Dog Bite	0	3
Exotics	0	0
Impound Cat	0	1
Impound Dog	0	4
Livestock	1	2
Missing	0	1
Nuisance/Barking	0	1
Roaming	1	9
Sick Wildlife	0	1
Wildlife	0	5
General Complaints	1	7