

RECEIVED BY EMAIL

Posted 1/20/20
SD

RECEIVED
VERNON TOWN CLERK

20 JUL 20 AM 9:43

AGENDA
VERNON TOWN COUNCIL
REGULAR MEETING

VIRTUAL INFO: CALL IN #1-929-205-6099

Meeting ID: 896 2074 0934 Password: 0721

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

TUESDAY, JULY 21, 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 ***PHELPS V TOWN OF VERNON FILE #0121745*** AND INVITES MICHAEL J. PURCARO, TOWN ADMINISTRATOR, AND DAWN MASELEK, ASSISTANT TOWN ADMINISTRATOR TO ATTEND.

E.) PUBLIC HEARING

F.) PRESENTATIONS BY THE ADMINISTRATION

Moment of Silence in honor of former Town Council member Steve Peterson.

Mayor Daniel A. Champagne to update the Town Council on various topics.

G.) ACTION ON CONSENT AGENDA

- C 1. Request the Town Council approve budget amendment #1, for fiscal year 2020-2021 as provided by Finance Officer and Treasurer Jeffrey A. O'Neill on the budget amendment forms attached.** (See budget amendment form with explanation attached to this agenda.)

PROPOSED MOTION

RESOLVED, THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT REQUEST #1, FOR FISCAL YEAR 2020-2021 AS PROVIDED BY JEFFREY A. O'NEILL, FINANCE OFFICER AND TREASURER, ON THE ATTACHED BUDGET AMENDMENT FORM.

- C 2. Request the Town Council approve budget amendments #31, #32, #33, #34, #35 and #36 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 #31, #32, #33, #34, #35 AND #36 FOR FISCAL YEAR 2019-2020 AS PROVIDED BY FINANCE OFFICER AND TREASURER JEFFREY A. O'NEILL ON THE BUDGET AMENDMENT FORMS ATTACHED.

- C 3. 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 July 2, 2020 included in the Council packet.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES ONE (1) PRIOR YEAR TAX REFUND TOTALING \$204.77 AND TWO (2) CURRENT YEAR TAX REFUNDS TOTALING \$221.18 AS REFERENCED IN THE MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED JULY 2, 2020.

- C 4. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Pegi Deitz Shea, (D), 27 Fox Hill Drive, Vernon, Connecticut, to the volunteer position of Poet Laureate at the Rockville Public Library, said term to commence on July 22, 2020 and expires on July 20, 2021.** (A copy of Ms. Shea's resume is included for Council review.)

PROPOSED MOTION

PURSUANT TO TOWN COUNCIL RESOLUTION APRIL 16, 2019 THE TOWN COUNCIL APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF PEGI DEITZ SHEA, 27 FOX HILL DRIVE, VERNON, CONNECTICUT TO THE VOLUNTEER POSITION OF POET LAUREATE AT THE ROCKVILLE PUBLIC LIBRARY, SAID TERM TO COMMENCE ON JULY 22, 2020 AND EXPIRES JULY 20, 2021.

- C 5. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of William J. Gilson, Jr., (D), 95 Skinner Road, Vernon, Connecticut as a regular member of the Risk Management Advisory Committee, said term to commence on September 1, 2020 and expires on August 31, 2023.** (A copy of Mr. Gilson's resume is included for Council review.)

PROPOSED MOTION

PURSUANT TO THE TOWN COUNCIL RESOLUTION DATED NOVEMBER 18, 1986 AND TOWN CHARTER CHAPTER XV, SECTION 3, THE TOWN COUNCIL APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF WILLIAM J. GILSON, JR., (D), 95 SKINNER ROAD, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE RISK MANAGEMENT ADVISORY COMMITTEE, SAID TERM TO COMMENCE ON SEPTEMBER 1, 2020 AND EXPIRES ON AUGUST 31, 2023.

- C 6. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Tim Poloski, (D), 38 Risley Road, Vernon, Connecticut as a regular member of the Capital Improvements Committee, said term to commence on September 1, 2020 and expires on August 31, 2023.** (A copy of Mr. Poloski's resume is included for Council review.)

PROPOSED MOTION

PURSUANT TO VERNON TOWN CODE, ARTICLE V, SECTIONS 10-61 - 10-63, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF TIM POLOSKI, (D), 38 RISLEY ROAD, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE CAPITAL IMPROVEMENTS COMMITTEE, SAID TERM TO COMMENCE ON SEPTEMBER 1, 2020 AND EXPIRES ON AUGUST 31, 2023.

- C 7. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of M. Lisa Moody, (R), 89 Campbell Avenue, Vernon, Connecticut as a regular member of the Capital Improvements Committee, said term to commence September 1, 2020 and expires on August 31, 2023.** (A copy of Ms. Moody's resume is included for Council review.)

PROPOSED MOTION

PURSUANT TO VERNON TOWN CODE, ARTICLE V, SECTIONS 10-61 - 10-63, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF M. LISA MOODY, (R), 89 CAMPBELL AVENUE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE CAPITAL IMPROVEMENTS COMMITTEE, SAID TERM TO COMMENCE ON SEPTEMBER 1, 2020 AND EXPIRES ON AUGUST 31, 2023.

- C 8. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Kathy Minor, (D), 83 Berkeley Drive, Vernon, Connecticut as a regular member of the Inland Wetland Regulatory Commission, said term commences July 22, 2020 and expires on December 31, 2022.** (A copy of Ms. Minor's resume is included for Council review. Ms. Minor is completing the unexpired term of Michael Guminiak.)

PROPOSED MOTION

PURSUANT TO CHARTER CHAPTER VIII, SEC. 8, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF KATHY MINOR, (D), 83 BERKELEY DRIVE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE INLAND WETLANDS REGULATORY COMMISSION, SAID TERM TO COMMENCE ON JULY 22, 2020 AND EXPIRES ON DECEMBER 31, 2022.

- C 9. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Dwight Ryniewicz, Director of the DPW, 375 Hartford Turnpike, Vernon, Connecticut as a regular member of the Vernon Traffic Authority, said term to commence July 22, 2020 and expires February 20, 2023.** (Mr. Ryniewicz is a present Town of Vernon employee and therefore no resume is included.)

PROPOSED MOTION

PURSUANT TO THE VERNON TOWN CODE, ARTICLE II, SECTIONS 13-16 AND 13-17; THE TOWN COUNCIL HEREBY APPROVES MAYOR APPOINTMENT OF DWIGHT RYNIEWICZ, DIRECTOR OF DPW, 375 HARTFORD TURNPIKE, VERNON, CONNECTICUT, AS A REGULAR MEMBER OF THE TRAFFIC AUTHORITY. SAID TERM TO COMMENCE ON JULY 22, 2020 AND EXPIRES ON FEBRUARY 20, 2023.

- C 10. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Jordan Coe, (I), 151 Griswold Road, Wethersfield, Connecticut (President and Co-Owner of Waverly Markets, LLC.) as a regular member of the Economic Development Commission, said term to commence July 22, 2020 and June 30, 2025.** (A copy of Jordan Coe's resume is included for Council review.)

PROPOSED MOTION

PURSUANT TO C.S.G. § 7-136 AND ORDINANCE NO. 15; TOWN CODE SECTION 10-81 AND 82, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF JORDAN COE, (I), 151 GRISWOLD ROAD, WETHERSFIELD, CONNECTICUT AS A REGULAR MEMBER OF THE ECONOMIC DEVELOPMENT COMMISSION FOR A TERM BEGINNING ON JULY 22, 2020 AND ENDING JUNE 30, 2025.

H.) **DISCUSSION OF PULLED CONSENT ITEMS**

I.) **PENDING BUSINESS**

J.) **NEW BUSINESS**

1. **Request the Town Council refer Jen Drive final conveyance to the Planning and Zoning Commission for an 8-24 referral required under Section 8-24 of the Connecticut General Statutes.** (See memorandum from David Smith, Vernon Town Engineer dated July 16, 2020 relative to same.)

PROPOSED MOTION

BE IT RESOLVED THAT THE TOWN COUNCIL REFERS TO THE PLANNING AND ZONING COMMISSION'S AUGUST 6, 2020 REGULAR MEETING THE FINAL CONVEYANCE OF JEN DRIVE TO THE TOWN OF VERNON FOR A REPORT PURSUANT TO SECTION 8-24 OF THE CONNECTICUT GENERAL STATUTES.

2. **Request the Town Council authorize the transfer of FY 2019-2020 available funds from the Board of Education Operating Budget to the Capital and Non-Recurring Account.** (See letter from Dr. Joseph Macary, Superintendent of Schools dated July 1, 2020 to Mayor Daniel A. Champagne relative to same.)

THE TOWN COUNCIL APPROVES THE TRANSFER OF \$431,906.30 FROM AVAILABLE FUNDS IN THE BOARD OF EDUCATION OPERATING BUDGET FY2019-2020 TO THE BOARD OF EDUCATION RESERVE FUND FOR CAPITAL AND NON-RECURRING EXPENDITURES.

3. **Request the Town Council authorize Jeffrey O'Neill, Finance Officer and Treasurer to sign and certify the Town of Vernon's continued funding for the FY 2021 Matching Grant funding for the Dial-A-Ride Municipal funding grant.** (See memorandum dated July 14, 2020 from Michelle Hill, Youth Services Director to Michael J. Purcaro, Town Administrator relative to same.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY AUTHORIZES JEFFREY A. O'NEILL, FINANCE OFFICER AND TREASURER TO CERTIFY THE TOWN OF VERNON'S CONTINUED FUNDING FOR THE FY 2021 DIAL-A-RIDE MATCHING MUNICIPAL FUNDING GRANT.

4. **Request the Town Council authorize Michael J. Purcaro, Town Administrator to sign on behalf of the Town of Vernon the contract between the Town and Capital Workforce Partners to operate the 2020 Summer Youth Employment Program.** (See memorandum from Michelle Hill, Director Youth Services to Michael J. Purcaro, Town Administrator relative to same.)

PROPOSED MOTION

THE VERNON TOWN COUNCIL HEREBY AUTHORIZES MICHAEL J. PURCARO, TOWN ADMINISTRATOR TO SIGN ON BEHALF OF THE TOWN THE CONTRACT BETWEEN THE TOWN AND CAPITAL WORKFORCE PARTNERS TO OPERATE THE 2020 SUMMER YOUTH EMPLOYMENT PROGRAM.

5. **Request the Town Council authorize Mayor Daniel A. Champagne to execute all the necessary forms to make application for and receive FY 2021 Emergency School Readiness Summer funds in the amount of \$29,310.00.** (See documents from Michelle Hill relative to same.)

PROPOSED MOTION

BE IT RESOLVED THAT MAYOR DANIEL A. CHAMPAGNE BE AUTHORIZED BY THE TOWN COUNCIL TO EXECUTE THE NECESSARY FORMS TO MAKE APPLICATION FOR AND RECEIVE FY 2021 EMERGENCY SCHOOL READINESS SUMMER FUNDS IN THE AMOUNT OF \$29,310.00

K.) **INTRODUCTION OF ORDINANCES**

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 **JUNE 16, 2020** AND THAT MINUTES OF SAID MEETING BE APPROVED.

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

1. Monthly Report – June 2020 Vernon Police Department as submitted by Capital John Kelley.
 2. Monthly Report – June 2020 Vernon Town Clerk as submitted by Karen C. Daigle, Town Clerk.
-

Q.) ADJOURNMENT



TOWN OF VERNON **CONSENT** #1

14 PARK PLACE, VERNON, CT 06066

Tel: (860) 870-3634

Fax: (860) 870-3587

E-mail: joneill@vernon-ct.gov

OFFICE OF THE
FINANCE DEPARTMENT

Date: July 16, 2020

To: Michael J. Purcaro, Town Administrator

From: Jeffrey A. O'Neill, Finance Officer & Treasurer

Re: Budget Amendment Request – FY21

The following Budget Amendment Request is proposed for inclusion on the July 21, 2020 Town Council agenda:

#1 Request of funds for the August 11, 2020 Connecticut Primary Elections. The Primary account was funded with \$1 during budget development.

During FY20, the Town Council did approve a similar request but due to the COVID-19 pandemic, the primary was not held and those funds remained unused and fall back to fund balance as of June 30, 2020.

If you have any question, please do not hesitate to contact me.

Budget Amendment Request

Total Amount Requested: \$25,700.00

Fiscal Year 2020 - 2021

Date: July 16, 2020

To: Finance Officer From (Department): Finance Amendment #: 1

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	\$ 25,700.00
"FROM" Subtotal:				\$ 25,700.00

Department	Account Description	Org Code	Object	Amount
TO:				
1 Primary	Primary Workers - Wages	10113132	51094	18,000.00
2	Ballot Preparation	10113132	55505	3,500.00
3	Rental of Vehicles	10113132	54430	1,800.00
4	Food	10113132	56300	1,100.00
5	Communication rentals	10113132	55320	400.00
6	Advertising	10113132	55400	400.00
7	Custodial Fees	10113132	53090	300.00
8	Office Supplies	10113132	56010	200.00
"TO" Subtotal:				\$ 25,700.00

No. *COMMENTS CONCERNING BUDGET AMENDMENT REQUEST*

1 Requested to cover expenses for the August 11th Connecticut Primary Elections.

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

Chris Prue/John Anderson

Department Head

Signature

July 16, 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: _____



TOWN OF VERNON

CONSENT

#2

14 PARK PLACE, VERNON, CT 06066

Tel: (860) 870-3634

Fax: (860) 870-3587

E-mail: joneill@vernon-ct.gov

OFFICE OF THE
FINANCE DEPARTMENT

Date: July 16, 2020

To: Michael J. Purcaro, Town Administrator

From: Jeffrey A. O'Neill, Finance Officer & Treasurer

Re: Fiscal Year End Reconciliation – Budget Amendment Requests

As the end of the fiscal year approaches, the following Budget Amendment Requests are proposed for inclusion on the July 21, 2020 Town Council agenda:

- #31 Request to cover regular wage accounts (contractual) and necessary overtime expenditures.
- #32 Request to cover wage accounts (contractual) and expenses related to Special and Annual Town Meetings.
- #33 Request to cover State mandated fee for Code Training and Education (fee is calculated as a % of Building Permit construction value). Also for deficit in Building Permit Refunds account.
- #34 Request to transfer unexpended amount in the Debt Service Interest Payment account – as a result of not issuing bonds in FY19, we did not have to make the interest payment anticipated during FY20 budget development. This money will be put towards the Debt Service of the Water Pollution Control Facility upgrade project.
- #35 Request to cover expenditures related to the unanticipated replacement of desktop computers in Finance and Assessor offices.
- #36 Request by department to properly reflect expenditures by Object Code.

If you have any question, please do not hesitate to contact me.

Budget Amendment Request

 Total Amount Requested: \$14,829.39

 Fiscal Year 2019 - 2020

 Date: July 7, 2020

To: Finance Officer	From (Department): Finance	Amendment #: 31
---------------------	-----------------------------------	------------------------

 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:				
Contingency				\$ 14,829.39
"FROM" Subtotal:				\$ 14,829.39

Department	Account Description	Org Code	Object	Amount
TO:				
1 Assessment	Regular Wages	10114144	51010	6,806.50
2 Community & Economic Dev	Regular Wages	10151171	51010	3,783.77
3 Animal Control	Regular Wages	10233188	51010	542.35
4 Animal Control	Overtime Wages	10233188	51013	3,696.77
"TO" Subtotal:				\$ 14,829.39

No. COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

1	Accounts for contractual wage increases.
2	Accounts for temporary increase as a result of assuming additional duties within the fiscal year prior to the hiring of Town Planner.
3	Accounts for contractual wage increases.
4	Required to cover additional OT expenditures.

	1	2	3	4
Balance in account for which funds are requested:	(5,806.50)	(3,783.77)	(542.35)	(3,696.77)
Original appropriation in account:	272,028.00	112,435.00	108,136.00	15,000.00
Plus or minus prior amendments:	-		1,620.60	
Amount of appropriation to date:	278,834.50	116,218.77	110,298.95	18,696.77

Jeffrey A. O'Neill
Department Head

Jeffrey A. O'Neill
Signature

July 7, 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: \$27,903.70

 Fiscal Year 2019 - 2020

 Date: July 7, 2020

To: Finance Officer	From (Department): Finance	Amendment #: 32
---------------------	-----------------------------------	------------------------

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

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

Department	Account Description	Org Code	Object	Amount
FROM:				
Contingency		10672280	58400	\$ 27,903.70
"FROM" Subtotal:				\$ 27,903.70

Department	Account Description	Org Code	Object	Amount
TO:				
1 Executive & Administration	Regular Wages	10112120	51010	19,417.36
2 Executive & Administration	Travel Pay	10112120	51075	8,116.10
3 Registration	Part-Time Wages	10113130	51030	69.24
4 General Election	Election Workers - Wages	10113131	51091	301.00
"TO" Subtotal:				\$ 27,903.70

No.	COMMENTS CONCERNING BUDGET AMENDMENT REQUEST
1	Accounts for contractual wage increases and new position of Communications Director. Funding for the Communications Director position is offset by Grant proceeds (Revenue).
2	Accounts for processing of retroactive travel pay stipend for Town Administrator (FY18 and FY19).
3	Required to cover expenditures related to Special Meeting and Annual Town Meeting
4	Required to cover expenditures related to Special Meeting and Annual Town Meeting

	1	2	3	4
Balance in account for which funds are requested:	(19,417.36)	(8,116.10)	(69.24)	(301.00)
Original appropriation in account	600,044.00	4,800.00	56,810.00	16,000.00
Plus or minus prior amendments:	-			
Amount of appropriation to date:	619,461.36	12,916.10	56,879.24	16,301.00

Jeffrey A. O'Neill
Department Head

Jeffrey A. O'Neill
Signature

July 7, 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: \$15,786.39

Fiscal Year 2019 - 2020

 Date: July 16, 2020

To: Finance Officer	From (Department):	Finance	Amendment #:	33
---------------------	--------------------	---------	--------------	----

 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	\$ 15,786.39
"FROM" Subtotal:				\$ 15,786.39

Department	Account Description	Org Code	Object	Amount
TO:				
1 Building Inspection	Permits - Education Training Fee	10232187	58232	14,891.39
2 Building Inspection	Building Permit Refund	10232187	58230	895.00
3				
4				
"TO" Subtotal:				\$ 15,786.39

No	COMMENTS CONCERNING BUDGET AMENDMENT REQUEST
1	Required to cover State mandated fee for Code Training and Education (\$.25 per \$1,000 of Construction Value) - offset by Building Permits Revenue line item.
2	Required to cover building refunds account deficit.
3	
4	

	1	2	3	4
Balance in account for which funds are requested:	(14,891.39)	(895.00)	-	-
Original appropriation in account:	7,000.00	1,500.00		
Plus or minus prior amendments:				
Amount of appropriation to date:	21,891.39	2,395.00		

Jeffrey A. O'Neill
Department Head

Jeffrey A. O'Neill
Signature

July 16, 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

Fiscal Year 2019 - 2020

Date: July 9, 2020

From (Department):

Amendment #: 34

☒ Transfer

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

Department	Account Description	Org Code	Object	Amount
FROM:				
Debt Service Interest Payments	Interest - Loans	10883294	59200	\$ 188,988.24
"FROM" Subtotal:				\$ 188,988.24

Department		Account Description	Org Code	Object	Amount
TO:					
1	Debt Service Principal	Principal - Bonds	10883292	59100	300.23
2	Debt Service Principal	Financing - Transfer Out	10883292	58800	188,688.01
3					
4					
"TO" Subtotal:					\$ 188,988.24

No	COMMENTS CONCERNING BUDGET AMENDMENT REQUEST
----	--

1 Required to cover small deficit due to earlier transfer done to reconcile lease payments.

2 Request to transfer excess funds in the interest payment budget (due to not issuing bonds in FY19) to the account for Debt Service related to the WPCF Upgrade project. Balance in account as of 6/30/20 is \$2,177,641.39

3

4

	1	2	3	4
Balance in account for which funds are requested	(300.23)	-	-	-
Original appropriation in account:	4,500,000.00	537,575.00		
Plus or minus prior amendments	(300.23)	-		
Amount of appropriation to date	4,500,000.00	537,575.00		

July 9, 2020

Date _____

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

Signature of Town Administrator

Budget Amendment Request

 Total Amount Requested: \$1,836.00

Fiscal Year 2019 - 2020

 Date: July 9, 2020

To: Finance Officer	From (Department): <u>Finance</u>	Amendment #: <u>35</u>
---------------------	-----------------------------------	------------------------

 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:				
Finance	Conf Fees & Memberships	10114140	55650	\$ 918.00
Assessment	Software Maintenance	10114144	54324	918.00
"FROM" Subtotal:				\$ 1,836.00

Department	Account Description	Org Code	Object	Amount
TO:				
1 Finance	Computer Hardware	10114140	57710	918.00
2 Assessment	Computer Hardware	10114144	57710	918.00
3				
4				
"TO" Subtotal:				\$ 1,836.00

 No. *COMMENTS CONCERNING BUDGET AMENDMENT REQUEST*

1 Required to cover deficit due to unexpected but necessary replacement of desktop computer.

2 same as #1

3

4

	1	2	3	4
Balance in account for which funds are requested	(918.00)	(918.00)	-	-
Original appropriation in account	-	-	-	-
Plus or minus prior amendments	-	-	-	-
Amount of appropriation to date	918.00	918.00	-	-

Jeffrey A. O'Neill
Jeffrey A. O'Neill
July 9, 2020

Department Head

Signature

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

Fiscal Year 2019 - 2020

Date: July 15, 2020

Amendment #: 36

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:				
1 Administration	Printing and Binding	10112120	55500	\$10,480.15
2				
3				
4				
"FROM" Subtotal:				\$ 10,480.15

Department	Account Description	Org Code	Object	Amount
TO:				
1 Administration	Other fees	10112120	53800	\$5,233.00
2 Administration	Postage and Delivery	10112120	56712	\$5,247.15
3				
4				
"TO" Subtotal:				\$ 10,480.15

No	COMMENTS CONCERNING BUDGET AMENDMENT REQUEST
----	--

1	To cover office expenses and contractual obligations.
2	To cover courier service expenses.
3	
4	

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

Signature

Date _____

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

Signature of Town Administrator:



PRINT FORM

TOWN OF VERNON
DEPARTMENT SUBMISSION FOR
TOWN COUNCIL AGENDA

CONSENT

#3

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

07/02/2020

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 FORM TERRY HJARNE,
COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED

07/02/2020



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: July 2, 2020
SUBJECT: Refunds for Town Council Approval

PRIOR YEARS:

VW CREDIT LEASING LTD 204.77
Assessor's Correction – Vehicle Sold

CURRENT YEAR: 2019 GRAND LIST

GAGNE MICHAEL J 119.84
Assessor's Correction – Vehicle Totaled

SOOVAJIAN WILLIAM J 101.34
Assessor's Correction – Vehicle Sold

(1) Prior Overpayments \$204.77
(2) Current Overpayments \$221.18

Cc: Jeff O'Neill TXP21011 TXC21011

CONSENT

#74

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

Name: Pegi Deitz Shea

Address: 27 Fox Hill Drive

Home Telephone: 860-871-9403

Work Telephone: 860-878-7016

Email Address: pegideitzshea@aol.com

Educational Background: B.A. Rutgers University, '82. Major in Honors English & Communications

Employment Experience: Published Poet 1970-present, Published Journalist 1982-pres. Published Children's Book Author 1991-pres. Adjunct Faculty UCONN 2007-present.

Civic Activity: Artist Member, Arts Center East; Women's Guild Member St. Bernard Church, Rec Soccer and/or Softball Coach 10 years, PTO member 15 yrs, Dog Park Steering Committee member

Personal Data/Comments: I have conducted free or reduced rate writing workshops and book talks at Vernon schools & RPL since 1995. I have conducted more than 400 workshops across the nation.

Political Affiliation:

☒ Democrat

☐ Republican

☐ Unaffiliated

☐ Other

I hereby request that I be considered for appointment to:
Poet Laureate of Vernon, CT

Date: July 12, 2019

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:

Dog Park 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: William J Gilson, Jr.

Address: 95 Skinner Road Vernon, CT 06066

Home Telephone: [REDACTED]

Cell [REDACTED]

Email Address: [REDACTED]

Educational Background: Northeastern University
Boston, MA
BSBA Industrial Relations

Employment Experience: Pratt & Whitney Aircraft (24 years): Employee Relations Administrator/Supervisor, Professional & Technical Recruiter, Employment Manager, Manager, Employee Communications (including management of the 60th & 65th Anniversary Air Shows)
Raytheon Integrated Defense Systems (10 years): Senior Recruiting Consultant

Civic Activity: Co-Founder, Vernon youth Soccer Association (7 years Vice President & Coach)
Asst. Coach Rockville Little League and Babe Ruth League
Rockville H.S. Football Club (10 year member, 5 years President)
Co-Chair, Lights On Foundation - Donated lights for Rockville H. S. Football Field
Member, Save Our Schools (SOS) - School Facilities Improvement Support Committee

Personal Data/Comments:

I have been a home owner and resident of Vernon since 1973. My wife was a 26 year Paraprofessional employee of the Vernon Board of Education and our three sons are graduates of Rockville High School. We have all made an effort to be involved in and to support Vernon's Civic, Educational, and Recreational efforts and activities.

Political Affiliation:

☒ Democrat

☐ Republican

☐ Unaffiliated

☐ Other

I hereby request that I be considered for appointment to:

The Risk Management Committee

Date: March 6, 2013

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:

None

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 OF VERNON AGENCY,
BOARD, COMMITTEE, COMMISSION OR AUTHORITY

Name: TIM POLOSKI

Address: 38 RISLEY ROAD

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

Educational Background: RHIS '83

Employment Experience: New England Broadcasting Institute
CT State Marshal 1990 - Present
(Deputy Sheriff)

Civic Activity: Vernon Democratic Town Committee
Vernon Task Force, Vernon Board of Ethics, Capital Improvements Comm.

Personal Data/Comments:
Married, 2 children

Political Affiliation:

Democrat ☒ Republican ☐ Unaffiliated ☐ Other ☐

I hereby request that I be considered for appointment to:

Date: 8/5/02 Signature: Tim Poloski

This form should be mailed or delivered to the Office of the Mayor,
Memorial Building (Town Hall), 14 Park Place, Vernon, CT 06066.

CONSENT # 7

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

Name: M. Lisa Moody

Address: 89 Campbell Avenue

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

Email Address: m.lisa.moody@vernon-ct.com

Educational Background:

B.A., McAlmick College Andover, MA

M.P.A., University of Hartford

Employment Experience:

CHIEF OF STAFF, Gov. Jodi Bell, STATE CAPITOL, HARTFORD, CT

Civic Activity: CHAIR, Capital Improvements Vernon Historical Society

Former Chair, Design Review Former, Town Council

Former Member, zoning many, many others

Personal Data/Comments:

Political Affiliation:

☐ Democrat

☒ Republican

☐ Unaffiliated

☐ Other

I hereby request that I be considered for appointment to:

CHAIR - CAPITAL IMPROVEMENTS

Date: 6/22/09

Signature: M. Lisa Moody

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 #8

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

Name: Kathleen Minor

Address: 83 Berkeley Dr. Vernon, Ct 06066

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

Email Address: [REDACTED]

Educational Background:

Tolland High School
Manchester Community College

Employment Experience:

Town of Vernon - 2015 to present
Building/Zoning Enforcement/Fire Marshal 5/15 - 12/19
Collector of Revenue 12/19 - present

Civic Activity:

Over the years, I volunteered for Maple Street PTO as President and Vice President as well as Secretary for VOMS PTO and Rockville Little League. I also volunteered as a religious education teacher at St. Bernards and St. Bartholomew churches and with the American Red Cross.

Personal Data/Comments:

As a resident of Vernon since 1991 and as an employee of the land use departments since 2015, I feel I will be an asset to the commission with my knowledge of the town and the various regulations, etc.

Political Affiliation:

☒ Democrat ☐ Republican ☐ Unaffiliated ☐ Other

I hereby request that I be considered for appointment to:

Inland Wetlands Commission

Date: 6/24/2020 Signature: Kathleen Minor

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



TOWN OF VERNON

CONSENT

#9

14 PARK PLACE, VERNON, CT 06066

Tel: (860) 870-3600

Fax: (860) 870-3580

APPOINTMENT

OF

DWIGHT RYNIEWICZ, DIRECTOR

DEPARTMENT OF PUBLIC WORKS

TO THE

VERNON TRAFFIC AUTHORITY



CONSENT

#10

RESUME FOR APPOINTMENT TO A TOWN AGENCY, BOARD OR COMMISSION

Name: Jordan C. Coe

Address: 151 Griswold Rd. Wethersfield, CT 06109

Home Phone: [REDACTED]

Work Phone: [REDACTED]

Cell Phone: [REDACTED]

Email Address: [REDACTED]

Educational Background:

High School Bolton High School
College Boston University, BA in Psychology and Italian Studies
Additional Schooling UCONN, MBA in Marketing and International Business

Employment Experience: President, co-owner of Waverly Markets, LLC
2002-present, various roles

Civic Activity: Current: Board of Directors, Greater Manchester Chamber of Commerce; Board of Directors, Wakefern Food Corporation; Steering Committee, CT Children's Connection. Most recently completed a 9 year commitment on the Board of Our Piece of the Pie, 3 years as Chair. Also recently finished a multi-year commitment on the Executive Board of the CT River Valley Chamber of Commerce. I can provide a much longer list of civic engagement over the last decade if necessary.

Political

Affiliation:



Democrat



Republican



Unaffiliated



Other

Independent

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 checked="" 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			

Date: 6.12.2020

Signature

Jordan Coe

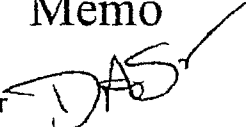
Please return this form to Office of the Mayor, Memorial Building 14 Park Place, Vernon, CT 06066
Or email to Diane Wheelock at Dwheelock@vernon-ct.gov



David A. Smith, P.E., L.S.
Town Engineer

Vernon-ct.gov

Memo

To: Diane Wheelock, Executive Assistant
From: David Smith, Vernon Town Engineer 
Cc: George McGregor, Vernon Town Planner
Date: July 16, 2020
Re: Road Acceptance Jen Drive

It is my understanding that the developer for this project has requested that this road be accepted by the Town Council and made part of our inventory of municipal streets and roads. According to the Town of Vernon Subdivision Regulations, Section 9, once the developer requests acceptance, the Town Council then requests a report from the Planning and Zoning Commission.

The Planning and Zoning Commission would recommend acceptance if all the improvements have been satisfactorily completed, Warrantee Deeds for the parcels/easements to be conveyed have been received. Upon the receipt of a favorable report from PZC the Town Council may then accept the road without condition.

The Engineering Department has received an As-Built Survey of the road and the Parcels to be conveyed. We believe that all required improvements have been completed satisfactorily. I have not seen the deeds but I understand that they are in your possession, and presumably have been reviewed by the Town Attorney.

It looks as though all the components are in place, save for the actual referral to and response from the Planning and Zoning Commission. Perhaps the agenda item for this upcoming Town Council Meeting should be to formally refer this to Planning and Zoning. Mr. McGregor indicates that they have two meetings in August and it is reasonable to expect that the Council could then actually accept the road at their August meeting.

Please let me know if you have any questions or concerns regarding this.

Thank you

Woodland Place, LLC
627 Talcottville Road
Vernon, CT 06066

June 10, 2020

Town Council

Town of Vernon, CT

RE: Town Acceptance
Jen Drive
Vernon, CT 06066

Dear Town Council,

Please accept these Deeds along with the acceptance of the Jen Drive Road, Open Space, Streetlights, Sidewalks, Hydrants, Sewer, Drainage and all easements.

Thank you,

Woodland Place LLC
Kenneth J. Boynton, Member







WADLAND PLACE # 263 SOUTH STREET VERMONT, CONNECTICUT OWNER: JANE W. CRADDOCK
250 DAVIS ROAD ARLINGTON, MA 02474 ARCHITECT: RENNELL H. BORTON B27 TALLOTVILLE
NEW ORLEANS, LA 70112
NEW BRITAIN, CT 06053 ENGINEERS & SURVEYORS TANDILL, HINTZ & ASSOC INC. 1223 BUNNINGSIDE
AVENUE SUITE 400 EAST HARTFORD, CT SCALE: AS SHOWN DATED 10-19-2014 REV. THIS 1-21-15
SHEET 1 OF 10 JOB # 1094



NOTE: THIS SURVEY AND MAP WAS BEEN PREPARED IN ACCORDANCE WITH SECTIONS 20-200a-1 THRU 20-200b-20 OF THE REGULATIONS OF CONNECTICUT STATE AGENCIES - MINIMUM STANDARDS FOR SURVEYS AND MAPS IN THE STATE OF CONNECTICUT, AS ENFORCED BY THE CONNECTICUT ASSOCIATION OF LAND SURVEYORS, INC. IT IS A PROPERTY SURVEY BASED ON A DEFENDENT RELIANCE, CONFORMING TO HORIZONTAL CURVATURE CLASS "A-2", AND INTENDED TO BE USED FOR LAND CONNECTION.

LEGEND

	Concrete Monument
	Existing Iron Pin
	Iron Pin Set
	Pin Nails Set

TO THE BEST OF MY KNOWLEDGE AND BELIEF, THIS MAP IS SUBSTANTIALLY CORRECT

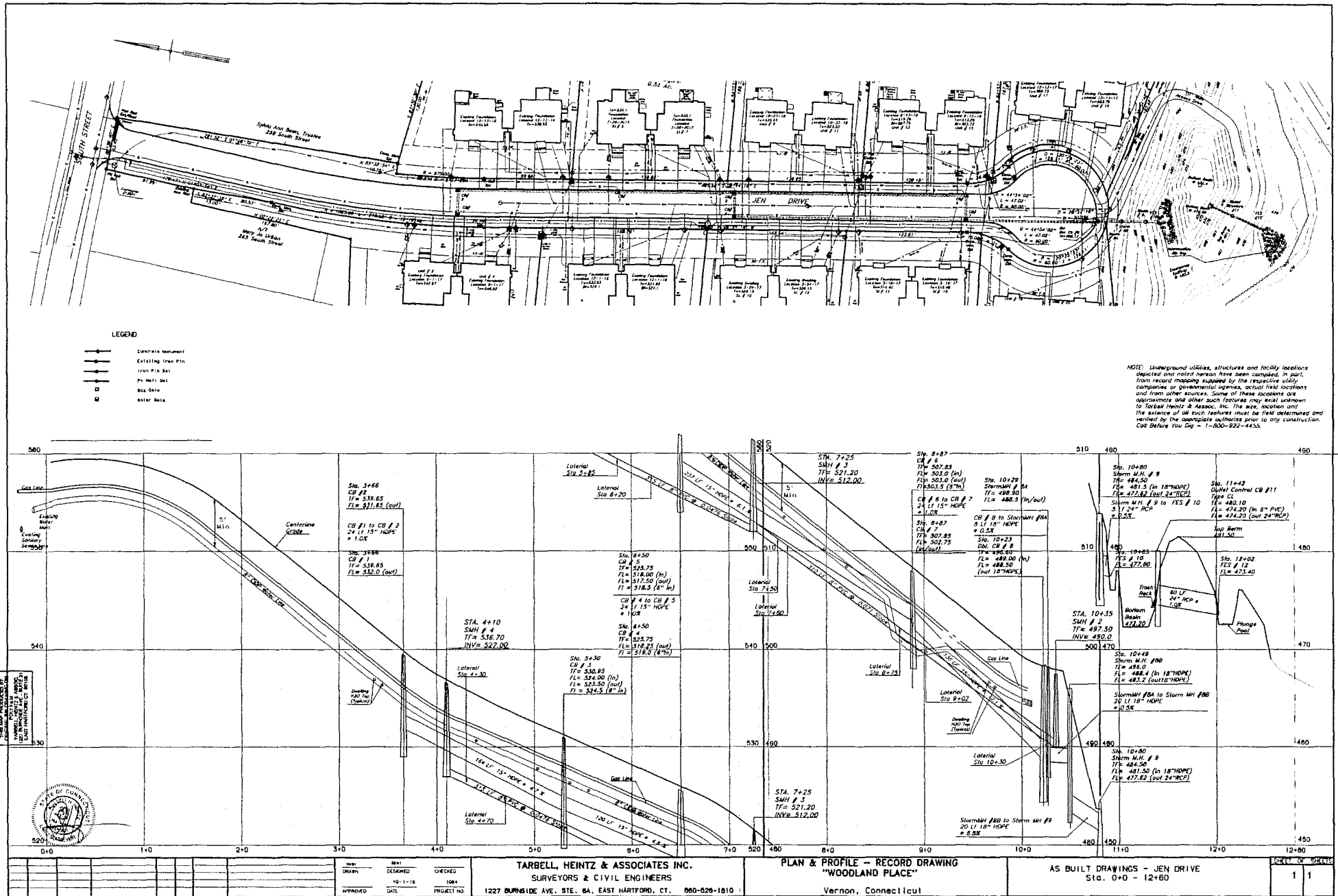


THIS MAP PRODUCED BY
ORIGINALLY AIR PHOTOGRAPHY CAN
POLY FILM
TARBELL, HENTZ & ASSOC.
1297 SUPERIOR AVE - SUITE 31
EAST HARTFORD CT 06106

"CONVEYANCE PLAN"
MAP SHOWING LAND OF
WOODLAND PLACE, LLC
(OPEN SPACE AND JEN DRIVE
TO BE CONVEYED
TO THE TOWN OF VERNON

ARBELL, HEINTZ & ASSOC., INC.
CIVIL ENGINEERS - LAND SURVEYORS

1227 BURNSIDE AVE., SUITE 8A, EAST HARTFORD, CT 06103



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

NEW BUSINESS

#2

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

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

July 1, 2020

The Honorable Daniel Champagne
Mayor of Vernon
14 Park Place
Vernon, CT 06066

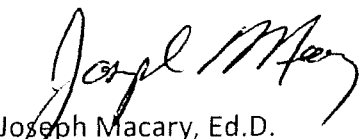
RE: Request from the Vernon Board of Education for Deposit to Capital and Non-Recurring Education Account

Dear Mayor Champagne:

The Vernon Board of Education would like to request that the Vernon Town Council transfer the amount of \$431,906.30 which represents available funds from the Board's 2019-2020 budget to the Capital and Non-Recurring Account. This request for transfer of funds was approved by the Vernon Board of Education.

Please let me know if any additional information is needed. I thank you in advance for your assistance.

Respectfully,



Joseph Macary, Ed.D.
Superintendent of Schools

JM/tb

cc: Mr. Michael J. Purcaro, Town Administrator
Ms. Angela Wang, Director of Business and Finance



Town of Vernon
Department of Social Services
14 Park Place, Vernon, CT 06066
(860) 870-3666

NEW BUSINESS #3

Michelle Hill
Interim Director
(860) 870-3657

7/14/2020

To: Michel Purcaro, Town Administrator
From: Michelle Hill, Youth Services Director

Regarding: The request for the Vernon Town Council to authorize the Town of Vernon's Chief Fiscal Officer's signature to certify the Town of Vernon's continued funding for the FYE 2021 Matching grant Dial A Ride Municipal funding grant.

Background:

Dial-A-Ride is a locally-operated transportation service for older adults and individuals with disabilities. There is a State Matching grant program through the CT Department of Transportation that provides funding to towns to offer Dial-A-Ride programs either through direct operation, in a collaborative with other entities or by contracting with another provider. Vernon receives \$31,441 for this grant which is used to pay Hockanum Valley Community Council to provide Dial- A- Ride transportation services. Vernon allocates \$107,000 through the local human service budget, which provides the match requirement for the grant.

The Maintenance of Effort Certification (MOE) which confirms continued local funding for the program is required to be signed by Chief Fiscal Officers of municipalities and submitted on an annual basis to the CT Department of Transportation. The Town of Vernon Town Council has approved an allocation of \$107,000 for Dial-A-Ride transportation Services to Hockanum Valley Community Council for the 2020-21 Human Services Budget.

STATE MATCHING GRANT PROGRAM
ELDERLY AND DISABLED DEMAND RESPONSIVE TRANSPORTATION

MAINTENANCE OF EFFORT CERTIFICATION

SFY 2021 (JULY 1, 2020 THRU JUNE 30, 2021)	
Name of Municipality	<i>Click here to enter text.</i>
<p>The municipality (named above) hereby certifies that State of Connecticut 13b-38bb Elderly and Disabled Demand Responsive Municipal Grant Program (MGP) funds on transportation programs for seniors and persons with disabilities will be</p> <p style="text-align: center;"><i>in addition to current municipal levels of spending.</i></p> <p>If municipal levels of funding will be reduced, please enter below the percentage of applicant funding that will be reduced.</p> <p style="text-align: center;"><i>Click here to enter text.</i></p>	

You may digitally enter your signature on the following line (please submit in WORD) or

DIGITAL SIGNATURE

X

You may enter your name, title, and date below then printout and sign (please submit in pdf):

Click here to enter text.

Name

X

Signature

Click here to enter text.

Title (i.e., Chief Fiscal Officer)

Click or tap to enter a date.

Date

ADDITIONAL COMMENTS

Click here to enter text.



TOWN OF VERNON

NEW BUSINESS

#1

VERNON YOUTH SERVICES BUREAU
MICHELLE HILL, DIRECTOR

9 ELM STREET, VERNON, CT 06066

Tel: (860) 870-3555

Fax: (860) 870-3556

E-Mail: mhill@vernon-ct.gov

To: Michel Purcaro, Town Administrator
From: Michelle Hill, Youth Services Director

Regarding: The request for the Vernon Town Council to authorize the Town Administrator's signature for the contract between the Town of Vernon and Capitol Workforce Partners (CWP) to operate the 2020 Summer Youth Employment Program

Background:

The State Department of Labor makes funds available through Capitol Workforce Partners, the state's regional Workforce Investment Board in North Central Connecticut, to contract with local providers in this region to run the Summer Youth Employment and Learning Program, a 5-6 week, summer "work and learn" experience for students between 8th – 12th grades. The Vernon Youth Services Department is the provider that oversees and operates the Summer Youth Employment and Learning Program in Vernon and has been running this program for over 10 years.

The Town of Vernon has been funded to serve 13 youth through the 2020 Summer Youth Employment and Learning Program.

FISCAL YEAR 2020 – 2021
COST REIMBURSEMENT CONTRACT
BY AND BETWEEN
CAPITAL WORKFORCE PARTNERS, INC.

AND

TOWN OF VERNON

14 Park Place

Vernon, CT 06066

Contract Number: 14005

Contract Term: July 1, 2020 - September 30, 2020

Contract Amount: \$46,389

Funding Source: State of CT



TOWN OF VERNON
DEPARTMENT SUBMISSION FOR
TOWN COUNCIL **NEW BUSINESS #5**

FROM
DEPARTMENT/NAME

Youth Services

PROPOSED ITEM

COVID-19 Emergency School Readiness FY 21 Summer Funding Application

SUBJECT

Approval for Mayor's signature

ACTION REQUESTED

The Town Council vote to approve the Mayor's signature for the COVID-19 Emergency School Readiness FY 21 Summer Funding Application

BACKGROUND
INFORMATION

The CT Office of Early Childhood is currently accepting applications for Emergency School Readiness funding for the months of July and August. The purpose of this school readiness funding is to provide access to quality programs that promote the health and safety of children and prepare them for formal schooling, and provide care for working families whose household income is at or below 75% of the state median income.

APPROPRIATION
REQUIRED ?

☒ NO ☐ YES

AMOUNT SOUGHT

LIST OF SUPPORTING
DOCUMENTATION

School Readiness COVID -19 Emergency School Readiness FY 21 Summer Funding Application

WORDING
PROPOSED MOTION

Be it resolved that Mayor Champagne be authorized by the Town Council to execute the necessary forms to make application for and receive FY 21 Emergency School Readiness Summer funds in the amount of \$29,310.

**COVID-19 Emergency School Readiness FY21 Summer Funding Community Application
Cover Page**

Please answer the following:

How have you learned about families' need for care in your community? *(mark "X" next to all that apply)*

<input type="checkbox"/>	A formal survey about families' needs for childcare
<input type="checkbox"/>	A formal survey asking families about preferences for possible models (e.g. shortened days, distance learning, hybrid)
<input checked="" type="checkbox"/>	Word of mouth
<input checked="" type="checkbox"/>	Individual interviews or calls to families
<input type="checkbox"/>	We have not gathered information about families' needs or interests in returning
<input type="checkbox"/>	Other (describe in box below)

Community:	Town of Vernon	Of the sites in your community listed on the 2020 slot grid, how many program sites are you aware plan never to re-open ?	March are you	0
-------------------	----------------	---	---------------	---

Name of person completing application:	Michelle Hill	Title:	Vernon School Readiness Council Chair Person
---	---------------	---------------	--

Phone:	860-870-3557	Email:	mhill@vernon-ct.gov
---------------	--------------	---------------	---------------------

July and August Admin funds will be based on 5% of Max Allocation for Summer Funding

Summary of Funds Requested at Community Level

	July	August
Educational Child Care Services	\$ 13,386.00	\$ 13,386.00
Education Program Services:	\$ -	\$ -
TOTAL FUNDING REQUESTED:	\$ 13,386.00	\$ 13,386.00

Office of Early Childhood

COVID-19 Emergency School Readiness FY 21 Summer Funding Application

PURPOSE

To provide access to quality programs that promote the health and safety of children and prepare them for formal schooling, and to provide care for working families whose household income is at or below 75% of the state median income.

GUIDING PRINCIPLES

The OEC developed the following Guiding Principles as a basis for determining the allocation of funds:

- Ensure a sufficient supply of high quality, educational child care to meet family needs for care in order for them to continue or return to work
- Meet educational needs of young children from priority populations whose families are not working, starting with distance learning and moving to hybrid and in-person education as warranted
- Prioritize funding of care and education including but not limited to children who are from low income households, experiencing homeless and dual language learners
- Promote use of Care4Kids subsidies to supplement state funding for these families
- Support local coordination to promote efficiency and match families to care (e.g., filling groups of 10 before new classrooms open)
- Allow families and children to maintain existing relationships (e.g., as much as possible allow children to return to the same teachers and peer groups.)
- Recognize the specific service needs and unique resources available to municipalities
- Provide flexibility in the implementation of programs in order to meet local needs and adjust to class size permitted by state

ELIGIBILITY

School Readiness program sites which received full day/full year and extended day/full year in March 2020 and who meet the following criteria designed in response to COVID-19 changing landscape:

- Shall ensure the health and safety of children and staff in accordance with COVID-19 health and safety requirements and OEC Memos, and use OEC's Guidance for Child Care during COVID-19 as a resource for the implementation of program health and safety practices.
- Shall maintain compliance with OEC requirements for licensed and license exempt programs
- Hold current NAEYC accreditation; or Head Start approval; or can provide evidence the program site is in the process of obtaining NAEYC accreditation
- Shall agree to comply with new reporting requirements which include, but are not limited to documentation of staffing patterns, services provided, enrollment and attendance, and family engagement efforts.
- Agree to implement a family survey provided by the OEC to inform next steps for the state of CT, local communities, and individual programs
- Agree program staff who are responsible for the delivery of distance learning or Hybrid models will participate in OEC professional development on these topics

The OEC reserves the right to review program history and compliance with state licensing regulations and state funding contract requirements. Based on this review, programs may be deemed ineligible for this funding.

MINUTES
VERNON TOWN COUNCIL
VIRTUAL REGULAR MEETING
TELECONFERENCE CALL IN NUMBER: 1-929-205-6099
MEETING ID: 852 1545 1278 PASSWORD: 0616

RECEIVED
VERNON TOWN CLERK
20 JUN 23 AM 10:36

TUESDAY, JUNE 16, 2020 – 7:30PM

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

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

Absent: Council Member Michael Wendus

Entered During Meeting:

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

C.) CITIZEN'S FORUM

Maryann Levesque, 183 Bolton Road, congratulated the Rockville High School Class of 2020.

Citizen's Forum ended at 7:34 PM

E.) PUBLIC HEARING

None

F.) PRESENTATIONS BY THE ADMINISTRATION

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

- Congratulations to the Rockville High School Class of 2020, graduating June 16th. COVID-19 restricted invitations to only immediate family members.
- The Towns of Vernon and Ellington submitted a joint application regarding the Ellington Fields, to the Ellington Inland Wetlands Commission, who will take action at their July 2020 meeting.
- The correct Grade for the Deputy Fire Marshal should be N-9-5, which was incorrectly referenced in the 2020-2021 budget. The wage dollar amount was correct.
- The Dog Park is almost completed, with the Connecticut Water Company donating the install of water access. Stay tuned for a Ribbon Cutting Ceremony.
- Reminder of the Town Council Summer Schedule: July 21st, August 18th and September 15th, all ZOOM meetings until further notice.
- Our Communications Specialist, Cheryl Forbes, and Budget Analyst, Matt Daskal, have resigned their positions.
- Due to additional negotiation by Administration and Finance and in partnership with the Town and Board of Education Shares Services Committee, our General Liability Policy has been reduced an additional .5% or \$2,500 in taxpayer savings.

Town Administrator and Director of Emergency and Risk Management and Incident Commander, Michael J. Purcaro, presented the following updates to the Town Council on the Town of Vernon's COVID-19 recovery and response operations:

- **General Updates:** Reminder that we are still in a pandemic, and are closely working with Public Health monitoring data in testing for the public and nursing homes; we are employing data-driven decision making; the Town of Vernon always remained opened and never closed, by working staggered shifts in teams, use of PPE, installing physical barriers and maintaining social distancing.
- **Local Recovery and Reopening Plans:** Brought our employees back from working in teams to working together with restrictions – signage for social distancing, provided each employee with cloth masks, plexiglass to allow public to work with staff and training by Human Resources; Local Recovery and Reopening Advisory Committee continues to meet Thursdays with local businesses for recovery and reopening, provided free face masks, gloves and thermometers; working with 15 additional businesses for Phase 2 (6/17); working with several groups such as Little League and Girls Lacrosse for use of fields, with strict guidelines and use form; Library not open to public but providing a curbside pickup program; tentative date of mid-July for Phase 3, for possibly reopening the Senior Center.
- **Public Schools and State Aid:** Frequent calls with Dept. of Public Health, Governor's Office, Office of Policy Management on a State plan to reopen schools; waiting on Governor's Office for information on how State agencies may impact local budgets.
- **COVID Testing and Blood Drive:** Testing continues on Tuesdays in the St. Bernard parking lot and Thursdays at the Senior Center; the American Red Cross has scheduled a second blood drive on June 26th and a third one on July 31st; they will provide COVID-19 antibody testing for all donors.

G.) ACTION ON CONSENT AGENDA

Council Member Wakefield, seconded by Council Member Bush, made a motion to move the Consent Agenda. Council Member Clay pulled C-1. Motion to approve C-2 through C-18 carried unanimously by roll call vote.

- C 2. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Robert Mullan, (R), 51 Blue Ridge Drive, Vernon, Connecticut as a regular member of the Zoning Board of Appeals, said term to commence on July 1, 2020 and expires on June 30, 2025. (See Mr. Mullan'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 ROBERT MULLAN, (R), 51 BLUE RIDGE DRIVE,
VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE ZONING
BOARD OF APPEALS, SAID TERM TO COMMENCE ON JULY 1, 2020 AND
EXPIRES ON JUNE 30, 2025.

- C 3. 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 Town of Vernon Pension Board, said term to commence on July 1, 2020 and expires June 30, 2023. (See Mr. Miller's resume included for Council review.)**

PROPOSED MOTION

PURSUANT TO THE TOWN OF VERNON CHARTER CHAPTER VIII, SECTION 9, 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 PENSION BOARD, SAID TERM TO COMMENCE ON JULY 1, 2020 AND EXPIRES JUNE 30, 2023.

- C 4. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Gary P. Ruchin, (R), 75 Risley Road, Vernon, Connecticut as a regular member of the Town of Vernon Pension Board, said term to commence on July 1, 2020 and expires on June 30, 2023. (See Mr. Ruchin's resume included for Council review.)**

PROPOSED MOTION

PURSUANT TO THE TOWN OF VERNON CHARTER CHAPTER VIII, SECTION 9, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF GARY P. RUCHIN, (R), 75 RISLEY ROAD, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE TOWN OF VERNON PENSION BOARD, SAID TERM TO COMMENCE ON JULY 1, 2020 AND EXPIRES ON JUNE 30, 2023.

- C 5. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of John J. Lillis, III, (U), 21 Indian Trail, Vernon, Connecticut as a regular member of the Town of Vernon Pension Board, said term to commence on July 1, 2020 and expires on June 30, 2023. (See Mr. Lillis' resume included for Council review.)**

PROPOSED MOTION

PURSUANT TO THE TOWN OF VERNON CHARTER CHAPTER VIII, SECTION 9, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF JOHN J. LILLIS, III, (U), 21 INDIAN TRAIL, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE TOWN OF VERNON PENSION BOARD, SAID TERM TO COMMENCE ON JULY 1, 2020 AND EXPIRES ON JUNE 30, 2023.

- C 6. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of William E. Breslau, (R), 23 Crooked Trail Ext., Woodstock Connecticut as a regular member of the Economic Development Commission, said term to commence on July 1, 2020 and expires on June 30, 2025. (A copy of Mr. Breslau's resume is included for Council review.)**

PROPOSED MOTION

PURSUANT TO C.S.G. § 7-136 AND ORDINANCE NO. 15; TOWN CODE SECTION 10-81 AND 82, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF WILLIAM E. BRESLAU, (R), 23 CROOKED TRAIL EXT., WOODSTOCK, CONNECTICUT AS A REGULAR MEMBER OF THE ECONOMIC DEVELOPMENT COMMISSION, SAID TERM TO COMMENCE ON JULY 1, 2020 AND EXPIRES ON JUNE 30, 2025.

- C 7. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Jeffrey Cohen (U), 27 Valley View Lane, Vernon, Connecticut as a regular member of the Economic Development Commission, said term to commence on**

July 1, 2020 and expires on June 30, 2025. (A copy of Mr. Cohen's resume is included for Council review.)

PROPOSED MOTION

PURSUANT TO C.S.G. § 7-136 AND ORDINANCE NO. 15; TOWN CODE SECTION 10-81 AND 82, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF JEFFREY COHEN, (U), 27 VALLEY VIEW LANE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE ECONOMIC DEVELOPMENT COMMISSION SAID TERM TO COMMENCE ON JULY 1, 2020 AND EXPIRES ON JUNE 30, 2025.

- C 8. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Bruce Kloter, (U), 8 Frog Hollow Road, Ellington, Connecticut as a regular member of the Economic Development Commission, said term to commence on July 1, 2020 and expires on June 30, 2025.** (A copy of Mr. Kloter's resume is included for Council review.)

PROPOSED MOTION

PURSUANT TO C.S.G. § 7-136 AND ORDINANCE NO. 15; TOWN CODE SECTION 10-81 AND 82, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF BRUCE KLOTTER, (U), 8 FROG HOLLOW ROAD, ELLINGTON, CONNECTICUT AS A REGULAR MEMBER OF THE ECONOMIC DEVELOPMENT COMMISSION SAID TERM TO COMMENCE ON JULY 1, 2020 AND EXPIRES ON JUNE 30, 2025.

- C 9. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of James Sendrak, (U), 34 Snipsic Street, Vernon, Connecticut as a regular member of the Economic Development Commission, said term to commence on July 1, 2020 and expires on June 30, 2025.** (A copy of Mr. Sendrak's resume is included for Council review.)

PROPOSED MOTION

PURSUANT TO C.S.G. § 7-136 AND ORDINANCE NO. 15; TOWN CODE SECTION 10-81 AND 82, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF JAMES SENDRAK, (U), 34 SNIPSIC STREET, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE ECONOMIC DEVELOPMENT COMMISSION SAID TERM TO COMMENCE ON JULY 1, 2020 AND EXPIRES ON JUNE 30, 2025.

- C 10. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of William J. McGurk, (R), 21 Stillmeadow Lane, Somers, Connecticut, as a regular member of the Economic Development Commission, said term to commence on July 1, 2020 and expires on June 30, 2025.** (A copy of Mr. McGurk's resume is included for Council review.)

PROPOSED MOTION

PURSUANT TO C.S.G. § 7-136 AND ORDINANCE NO. 15; TOWN CODE SECTION 10-81 AND 82, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF WILLIAM J. MCGURK, (R), 21 STILLMEADOW LANE, SOMERS, CONNECTICUT AS A REGULAR

MEMBER OF THE ECONOMIC DEVELOPMENT COMMISSION SAID TERM TO COMMENCE ON JULY 1, 2020 AND EXPIRES ON JUNE 30, 2025.

- C 11. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of William Francis, (R), 41 Pinnacle Road, Vernon, Connecticut as a regular member of the Board of Assessment Appeals, said term to commence on July 1, 2020 and expires on June 30, 2023. (A copy of Mr. Francis' resume is included for Council review.)**

PROPOSED MOTION

PURSUANT TO C.G.S. § 7-105 AND CHARTER CHAPTER IX, SECTION 3, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF WILLIAM FRANCIS, (R), 41 PINNACLE ROAD, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE BOARD OF ASSESSMENT APPEALS FOR A TERM TO COMMENCE ON JULY 1, 2020 AND EXPIRES JUNE 30, 2023 .

- C 12. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of William Dowty, (R), 80 Wilson Lane, Vernon, Connecticut as a regular member of the Building Code Board of Appeals, said term to commence on July 1, 2020 and expires on June 30, 2023. (A copy of Mr. Dowty's resume is included for Council review.)**

PROPOSED MOTION

PURSUANT TO TOWN OF VERNON CHARTER CHAPTER VIII, SECTIONS 4 AND 6; C.G.S. §29-266, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF WILLIAM DOWTY, (R), 80 WILSON LANE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE BUILDING CODE BOARD OF APPEALS, SAID TERM TO COMMENCE ON JULY 1, 2020 AND EXPIRES ON JULY 1, 2023.

- C 13. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Jason Hahn, (D), 14 Janet Lane, Vernon, Connecticut as a regular member of the Building Code Board of Appeals, said term to commence on July 1, 2020 and expires on June 30, 2023. (A copy of Mr. Hahn's resume is included for Council review.)**

PROPOSED MOTION

PURSUANT TO TOWN OF VERNON CHARTER CHAPTER VIII, SECTIONS 4 AND 6; C.G.S. §29-266, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF JASON HAHN, (D), 14 JANET LANE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE BUILDING CODE BOARD OF APPEALS, SAID TERM TO COMMENCE ON JULY 1, 2020 AND EXPIRES ON JUNE 30, 2023.

- C 14. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Scott Tedeschi, (D), 15 Allan Drive, Vernon, Connecticut as a regular member of the Building Code Board of Appeals, said term to commence on July 1, 2020 and expires on June 30, 2023. (A copy of Mr. Tedeschi's resume is included for Council review.)**

PROPOSED MOTION

PURSUANT TO TOWN OF VERNON CHARTER CHAPTER VIII, SECTIONS 4 AND 6; C.G.S. §29-266, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF SCOTT TEDESCHI, 15 ALLAN DRIVE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE BUILDING CODE BOARD OF APPEALS, SAID TERM TO COMMENCE ON JULY 1, 2020 AND EXPIRES ON JUNE 30, 2023.

- C 15. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Kenneth J. Boynton, 100-25 Dobson Road, Vernon, Connecticut as a regular member of the Building Code Board of Appeals, said term to commence on July 1, 2020 and expires June 30, 2023. (A copy of Mr. Boynton's resume is included for Council review.)**

PROPOSED MOTION

PURSUANT TO TOWN OF VERNON CHARTER CHAPTER VIII, SECTIONS 4 AND 6; C.G.S. §29-266, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF KENNETH J. BOYNTON, (U), 100-25 DOBSON ROAD, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE BUILDING CODE BOARD OF APPEALS, SAID TERM TO COMMENCE JULY 1, 2020 AND EXPIRES JUNE 30, 2023.

- C 16. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Ronald C. Kane, (R), 15 Tobias Court, Vernon, Connecticut as a regular member of the Senior Citizen Advisory Committee, said term to commence on July 1, 2020 and expires June 30, 2023. (A copy of Mr. Kane's resume is included for Council review.)**

PROPOSED MOTION

PURSUANT TO VERNON CHARTER CHAP. XV, SEC. 3; EST. 03-02-1982, THE TOWN COUNCIL APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF RONALD C. KANE, (R), 15 TOBIAS COURT, VERNON, CONNECTICUT AS A MEMBER OF THE SENIOR CITIZEN ADVISORY COMMITTEE, SAID TERM TO COMMENCE ON JULY 1, 2020 AND EXPIRES ON JUNE 30, 2023.

- C 17. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Maryann Hopowiec, (U), 62 Legion Drive, Vernon, Connecticut, as a regular member of the Senior Citizen Advisory Committee, said term to commence on July 1, 2020 and expires on June 30, 2023. (A copy of Ms. Hopowiec's resume is included for Council review.)**

PROPOSED MOTION

PURSUANT TO VERNON'S CHARTER CHAP. XV, SEC. 3; EST. 03-02-1982, THE TOWN COUNCIL APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF MARYANN HOPOWIEC, (U), 62 LEGION DRIVE, VERNON, CONNECTICUT AS A MEMBER OF THE SENIOR CITIZEN ADVISORY COMMITTEE, SAID TERM TO COMMENCE ON JULY 1, 2020 AND EXPIRES ON JUNE 30, 2023.

- C 18. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Wes Shorts, (R), 109 Hany Lane, Vernon, Connecticut as a regular member of the Senior Citizen Advisory Committee, said term to commence on July 1, 2020 and expires on June 30, 2023. (A copy of Mr. Short's resume is included for Council review.)**

PROPOSED MOTION

PURSUANT TO VERNON'S CHARTER CHAP. XV, SEC. 3; EST. 03-02-1982, THE TOWN COUNCIL APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF WES SHORTS, (R), 109 HANY LANE, VERNON, CONNECTICUT AS A MEMBER OF THE SENIOR CITIZEN ADVISORY COMMITTEE, SAID TERM TO COMMENCE ON JULY 1, 2020 AND EXPIRES ON JUNE 30, 2023.

H.) DISCUSSION OF PULLED CONSENT ITEMS

- C 1. Request the Town Council approve budget amendments #23, #24, #25, #26, #27, #28, #29, and #30 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 #23, #24, #25, #26, #27, #28, #29 AND #30 FOR FISCAL YEAR 2019-2020 AS PROVIDED BY JEFFREY A. O'NEILL, FINANCE OFFICER AND TREASURER, ON THE ATTACHED BUDGET AMENDMENT FORMS.

Council Member Wakefield, seconded by Council Member Schaefer made a motion to move Consent Agenda item C-1. Mayor Champagne spoke on the amendments while Finance Director Jeff O'Neill and Police Chief Kenny, answered questions. Discussion ensued. Motion carried unanimously by roll call vote.

I.) PENDING BUSINESS
None

J.) NEW BUSINESS

- 1. Request the Town Council review and consider the First Congregational Church request to waive and refund the building permit fees relative to the Church's bathroom renovation and handicapped access project. (See the letter dated May 4, 2020 to Michael J. Purcaro, Town Administrator from Holly Boutwell, First Congregational Church, Project Manager, relative to same.)**

PROPOSED MOTION

THE TOWN COUNCIL HEREBY WAIVES AND REFUNDS THE BUILDING PERMIT FEES FOR THE BATHROOM RENOVATION AND HANDICAPPED ACCESS PROJECT AT THE FIRST CONGREGATIONAL CHURCH, 695 HARTFORD TURNPIKE, VERNON, CONNECTICUT IN THE REQUESTED AMOUNT OF \$1850.00.

Council Member Wakefield, seconded by Council Member Schaefer, made a motion to waive and refund the building permit fees for the bathroom renovation and handicapped access project at the First Congregational Church, 695 Hartford Turnpike, Vernon Connecticut in the requested amount of \$1,850.00. Motion carried unanimously by roll call vote.

- 2. Request the Town Council authorize Mayor Daniel A. Champagne to enter into a formal agreement allowing the Town of Vernon to become a "sponsor" organization for the Summer Nutrition Program with the State Department of Education.** (See memorandum from Michelle Hill, Youth Services Director presenting the background information on this annual program.)

PROPOSED MOTION

BE IT RESOLVED THAT THE TOWN COUNCIL AUTHORIZES MAYOR DANIEL A. CHAMPAGNE TO ENTER INTO A FORMAL AGREEMENT ALLOWING THE TOWN OF VERNON TO BECOME A "SPONSOR" ORGANIZATION FOR THE SUMMER NUTRITION PROGRAM WITH THE STATE DEPARTMENT OF EDUCATION.

Council Member Wakefield, seconded by Council Member Bush, made a motion authorizing Mayor Daniel A. Champagne to enter into a formal agreement allowing the Town of Vernon to become a "Sponsor" organization for the Summer Nutrition Program with the State Department of Education. Youth Services Director, Michelle Hill, answered questions. 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 JUNE 2, 2020 AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Wakefield, seconded by Council Member Schaefer, made a motion to waive the reading of and approve the minutes of the June 2, 2020 regular Town Council meeting. Motion carried unanimously by voice vote.

D.) EXECUTIVE SESSION

8:19 PM Council Member Wakefield, seconded by Council Member Schaefer, 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 A PERSONNEL MATTER AND INVITES MICHAEL J.

PURCARO, TOWN ADMINISTRATOR, AND DAWN MASELEK, ASSISTANT TOWN ADMINISTRATOR TO ATTEND.

8:37 PM Executive Session #1 ended.

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

THE TOWN COUNCIL PURSUANT TO THE NEGOTIATED COLLECTIVE BARGAINING AGREEMENT BETWEEN THE *TOWN OF VERNON* AND *THE POLICE CIVILIAN EMPLOYEES REPRESENTED BY UNITED ELECTRICAL, RADIO AND MACHINE WORKERS OF AMERICAN, U.E. 222, CONNECTICUT INDEPENDENT LABOR UNION, CILU LOCAL #4*, EFFECTIVE JULY 1, 2020 THROUGH JUNE 30, 2023, APPROVES AND AUTHORIZES MICHAEL J. PURCARO, TOWN ADMINISTRATOR TO SIGN SAID AGREEMENT AS PRESENTED.

Motion carried with 10 in favor and 1 abstention, Council Member DiDio.

8:38 PM Council Member Wakefield, seconded by Council Member Schaefer, 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.

8:41 PM Executive Session #1 ended.

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

THE TOWN COUNCIL PURSUANT TO THE NEGOTIATED COLLECTIVE BARGAINING AGREEMENT BETWEEN THE *TOWN OF VERNON* AND *THE PROFESSIONAL EMPLOYEES REPRESENTED BY LOCAL 818 OF COUNCIL 4, AFSCME, AFL-CIO*, EFFECTIVE JULY 1, 2019 THROUGH JUNE 30, 2022, APPROVES AND AUTHORIZES MICHAEL J. PURCARO, TOWN ADMINISTRATOR TO SIGN SAID AGREEMENT AS PRESENTED.

Motion carried with 10 in favor and 1 abstention, Council Member DiDio.

P.) INFORMATIONAL ITEMS, PETITIONS, COMMUNICATIONS, CORRESPONDENCE,
REPORTS, ETC. NOT REQUIRING ACTION
None

Adjourn (9:00 PM)

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

Received:

Approved:

Respectfully Submitted,

Karen C. Daigle
Recording Secretary



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
May 2020

PATROL DIVISION

Activity	May 2020	May 2019	2020 Year to Date
Calls for Service	1,131	1,734	6,515
Arrests	50	88	378
Traffic Stops	18	344	800
DUI Arrests	7	15	60
Domestic Violence	32	20	138
Traffic Accidents	47	53	247
Narcan Incidents/Vials Used	0/0	4/5	8/10
Prescription Drug Disposal	37 lbs./oz.	53.0 lbs./oz.	307.6 lbs./oz.

SIGNIFICANT CASES

May was the first month an officer has not administered Narcan since we started carrying it in October 2016.

On 5/16/2020 Officers were dispatched to 37 Park St. in an attempt to locate a male involved in a domestic dispute in Milford. The first officer on scene found the male in a parked pickup truck in front of the residence. The male immediately grabbed two knives and held one of them to his throat. He threatened that he would kill himself before going to jail. Additional officers arrived on scene and established a perimeter. Negotiations continued for approximately 4 hours. During that time, numerous bystanders gathered to watch. The male eventually volunteered to exit the truck. He complained that his back hurt and he was physically and emotionally exhausted. Officers helped the man out of the truck and into a waiting ambulance. He was transported to Rockville General Hospital for assistance.

DETECTIVE DIVISION

The Detective Division currently has 37 open cases. Detectives made 2 arrests.

Cases	Crime	Cases	Crime
3	"Cold Case" Homicide	1	Untimely/Suspicious Death
2	"Cold Case" missing persons	2	Child Abuse
1	Burglary	1	Threatening
3	Suspicious Situations	1	Robbery
5	Fraud	8	Background Investigation
7	Larcenies	2	Cell phones analyzed
2	Sex Offender Registry Violation	1	Weapons Violation

SIGNIFICANT CASES

On Wednesday, May 27, 2020, police arrested Angelo Alleano Jr., age 47, of 14 Gerald Drive, Vernon. Alleano was charged under a "John Doe" warrant signed in 2010 for a series of four sexual assaults in Manchester and Vernon. The arrest was the product of a joint investigation between Manchester and Vernon Police along with the State of Connecticut Division of Scientific Services, Forensic Biology and DNA section, and the Tolland and Hartford State's Attorneys. Between 2001 and 2008, Manchester and Vernon Police investigated a series of residential burglaries where the suspect sexually assaulted his victims. Police determined the four incidents were related and committed by the same suspect based on a DNA profile obtained at each crime scene. Because the identity of the suspect was unknown, police applied for a "John Doe" warrant that was signed in 2010 which identifies the suspect based on forensic evidence left at the scenes. Investigators recently used new ancestry technology to attempt to identify the "John Doe" who committed these sexual assaults. Police worked with the State of Connecticut Forensic Lab and a genealogy service to analyze the evidence. Based on this work, police have identified and charged Alleano as the person allegedly responsible for these crimes. Alleano is being charged with: 4 counts of Sexual Assault 1st Degree and 3 counts of Burglary 2nd Degree. His bond was set at \$5 million cash/surety.

TRAINING DIVISION

Training:

May 4 Collect Recert 4hrs - Patrizz
May 19 Collect Recert 4hrs - Smith
May 21 Collect Recert 4hrs - Flanigan

FTO & New Hires.

We hired a lateral transfer officer, Jonathan Santos. He was sworn in on Monday May 11, 2020. He did two weeks of training with in house instructors. Santos started field training (FTO) with Ofc Gunnoud on Monday May 25, 2020. We are planning a 14 week FTO.

An application process for Entry Level Police Officer was closed January 1st and Oral Board interviews were held the first week of February. A list of 17 candidates was developed and the Detective Division completed backgrounds on those candidates. Three Officers were hired from that list, Alyson Perez, Michael Pino and

Cameron Batchelor. The three were sworn in June 1, 2020 with an academy start date of June 12, 2020. This academy will start online and eventually become a commuter academy.

We have three potential lateral applicants in the process with one of them, Cara Momnie, having been given a conditional offer.

A new application process was opened in March 2020 and closing June 15, 2020.

A new testing/application process has been started for Dispatchers. The process closed at the end of April. Multitasking testing will be held June 1-3 for 20 potential candidates.

K-9 Training

Sembersky & Condon May 12 & 26

Capitol Region Emergency Services Team: Training:

No Training in May due to COVID

ANIMAL CONTROL

	May(calls for service)	Year to Date (calls for service)
Vernon	53	150
Cruelty	2	5
Dog Bite	4	6
Exotics	0	0
Impound Cat	1	7
Impound Dog	2	16
Livestock	3	3
Missing	2	3
Nuisance/Barking	4	9
Roaming	7	42
Sick Wildlife	2	24
Wildlife	13	31
General Complaints	13	31
Bolton/Coventry	4	16
Cruelty	0	0
Dog Bite	1	2
Exotics	0	0
Impound Cat	0	1
Impound Dog	0	1
Livestock	0	1
Missing	0	0
Nuisance/Barking	0	1
Roaming	1	6
Sick Wildlife	0	1
Wildlife	0	0
General Complaints	2	3



TOWN OF VERNON

#2

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 June 2020**

DATE: July 13, 2020

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

Total vital statistics processed for the month were 22 birth certificates, 19 marriage licenses and 26 death certificates. Attested copies of the certificates were issued to residency towns as well as to the State of Connecticut Department of Revenue Services. A total of 212 vital statistics requests were processed and sold for the month, which consisted of 76 birth, 82 death, 24 marriage, 21 burial permits and 9 cremation permits, for a total amount of \$3,762.00.

There were 11 sporting licenses processed, as Town Clerk's Office was closed for these services.

The monthly total of land record documents recorded and processed was 364. Included in this total were 63 property transfers of title. \$48,459.71 in State Conveyance Tax was collected and forwarded to the State of Connecticut Department of Revenue Services, while \$16,229.24 was collected in Town Conveyance Tax and retained by the Town, consisting of a large, commercial transfer.

A total of 473 dog license was sold.

In addition, 7 notary transactions, 7 trade names, 2 liquor permits, 8 maps and 2 Veteran discharges were filed, recorded and processed.

Approximately **281 (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 May, Karen Daigle participated in several conference calls with Town Clerks Assoc. and Secretary of State's Office regarding the Presidential Preference Primary and COVID-19.
- Town Hall remained closed to the public but the Town Clerk's Office was open for limited services, as required by the State of Connecticut.
- Town Clerk, Karen Daigle, swore in 3 Vernon Police officers.
- Regular Town Council Meetings were held via teleconference on June 2nd and June 16th.
- All dog license renewals (approx. 1,750) will be done through the mail this year.