

AGENDA
VERNON TOWN COUNCIL
REGULAR MEETING
VIRTUAL INFO: CALL IN #1-929-205-6099
Meeting ID: 852 1545 1278 Password: 0616

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

TUESDAY, JUNE 16, 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 (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.

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.

E.) 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 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.

- 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 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.

- 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

I.) PENDING BUSINESS

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.

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.

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 2, 2020** AND THAT MINUTES OF SAID MEETING BE APPROVED.

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

Q.) ADJOURNMENT



OFFICE OF THE
FINANCE DEPARTMENT

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

Date: June 11, 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 June 16, 2020 Town Council agenda:

- #23 Request for Town Clerk related to film storage fees.
- #24 Request for Collector of Revenue related to the publication of legal notices.
- #25 Request to reconcile clerical fees (temporary staffing) during January 2020 within the Town Planner department.
- #26 Request to reconcile various accounts within the Building Inspection Department. Expenditures related to clerical fees (temporary staffing), furniture and computer hardware during the period of transition within the department during the year (Building Official and Administrative Assistant).
- #27 Request to cover increased expenditure related to the rental of space for the Youth Services department (as previously presented to Town Council).
- #28 Request to cover expenditures related to staffing of the Senior Center's fitness room. As we utilized an outside vendor, a transfer from part-time wages is required.
- #29 Request from the Police Department to replace computer hardware. Issues were identified during a routine maintenance call that require immediate replacement to support critical upgrades for continuity of service.
- #30 Request for a one-time transfer of funds allocated for asphalt products within the Department of Public Works budget. As a result of the Covid-19 pandemic, work has been postponed so to secure previously budgeted funds for planned projects a transfer is requested.

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

Budget Amendment Request

Total Amount Requested: \$361.60

Fiscal Year 2019 - 2020

Date: May 28, 2020

To: Finance Officer From (Department): Town Clerk Amendment #: 23

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:				
Town Clerk	Duplication	10115150	55510	\$ 361.60
"FROM" Subtotal:				\$ 361.60

Department	Account Description	Org Code	Object	Amount
TO:				
1 Town Clerk	Storage Fees	10115150	54462	\$ 361.60
2				
3				
4				
5				
6				
7				
"TO" Subtotal:				\$ 361.60

No. COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

1 Request to cover increased cost of film storage due to higher volume.

	1	2	3	4
Balance in account for which funds are requested:	(361.60)			
Original appropriation in account:	900.00			
Plus or minus prior amendments:				
Amount of appropriation to date:	1,261.60			

Karen C. Daigle

via email

May 28, 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

Total Amount Requested: \$70.00

Fiscal Year 2019 - 2020

Date: June 1, 2020

To: Finance Officer From (Department): Collector of Revenue Amendment #: 24

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:				
Collector of Revenue	Office Supplies	10114146	56010	\$ 70.00
"FROM" Subtotal:				\$ 70.00

Department	Account Description	Org Code	Object	Amount
TO:				
1 Collector of Revenue	Legal Notices	10114146	55410	\$ 70.00
2				
3				
4				
5				
6				
7				
"TO" Subtotal:				\$ 70.00

No. COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

1 Increased cost of public notices - required for the June 2020 Tax Notice

	1	2	3	4
Balance in account for which funds are requested:	(70.00)			
Original appropriation in account:	900.00			
Plus or minus prior amendments:				
Amount of appropriation to date:	970.00			

Terry Hjarne

via email

June 1, 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

Total Amount Requested: \$784.00

Fiscal Year 2019 - 2020

Date: June 9, 2020

To: Finance Officer

From (Department):

Town Planner / Finance

Amendment #:

25

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:				
Town Planner	Regular Wages	10150170	51010	\$ 784.00
"FROM" Subtotal:				\$ 784.00

Department	Account Description	Org Code	Object	Amount
TO:				
1 Town Planner	Clerical Fees	10150170	53010	\$ 784.00
2				
3				
4				
5				
6				
7				
"TO" Subtotal:				\$ 784.00

No.

COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

- 1 Transfer required to cover temporary help provided during January 2020.

	1	2	3	4
Balance in account for which funds are requested:	(784.00)			
Original appropriation in account:				
Plus or minus prior amendments:				
Amount of appropriation to date:	784.00			

Jeffrey O'Neill

Jeffrey A. O'Neill

June 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

Total Amount Requested: \$10,087.88

Fiscal Year 2019 - 2020

Date: June 9, 2020

To: Finance Officer From (Department): Building Inspection / Finance Amendment #: 26

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:				
Building Inspection	Regular Wages	10232187	51010	\$ 10,087.88
"FROM" Subtotal:				\$ 10,087.88

Department	Account Description	Org Code	Object	Amount
TO:				
1 Building Inspection	Clerical Fees	10232187	53010	\$ 8,820.39
2 Building Inspection	Office Furniture	10232187	57810	779.96
3 Building Inspection	Computer Hardware	10232187	57710	487.53
4				
"TO" Subtotal:				\$ 10,087.88

No COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

- 1 Transfer required to cover temporary administrative staffing provided during the period of January - March 2020
- 2 Request to balance accounts at fiscal year end; expenses incurred during transition of Building Official (2nd qtr of fiscal year).
- 3 & At Finance's direction, amendment request would be processed as part of year end reconciliation.

	1	2	3	4
Balance in account for which funds are requested:	(8,820.39)	(779.96)	(487.53)	-
Original appropriation in account:	-	-	-	-
Plus or minus prior amendments:	-	-	-	-
Amount of appropriation to date	8,820.39	779.96	487.53	-

Jeffrey O'Neill
Department Head

Jeffrey A. O'Neill
Signature

June 9, 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: \$14,612.00

Fiscal Year 2019 - 2020

Date: June 9, 2020

To: Finance Officer From (Department): Youth Services / Finance Amendment #: 27

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	Contingency	10672280	58400	\$ 14,612.00
"FROM" Subtotal:				\$ 14,612.00

Department	Account Description	Org Code	Object	Amount
TO:				
1 Youth Services	Rental	10456241	54460	\$ 14,612.00
2				
3				
4				
5				
6				
7				
"TO" Subtotal:				\$ 14,612.00

No. COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

1 Transfer required to cover agreed upon increase for rental of space.

	1	2	3	4
Balance in account for which funds are requested.	(14,612.00)			
Original appropriation in account:	12,388.00			
Plus or minus prior amendments:				
Amount of appropriation to date:	27,000.00			

Jeffrey O'Neill

Department Head

Jeffrey A. O'Neill

Signature

June 9, 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: \$3,687.50

Fiscal Year 2019 - 2020

Date: June 9, 2020To: Finance Officer From (Department): Senior Center / Finance Amendment #: 28Type 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:				
Senior Center	Part-Time Wages	10457242	51030	\$ 3,687.50
"FROM" Subtotal:				\$ 3,687.50

Department	Account Description	Org Code	Object	Amount
TO:				
1 Senior Center	Fitness Staffing	10457242	53500	\$ 3,687.50
2				
3				
4				
5				
6				
7				
"TO" Subtotal:				\$ 3,687.50

No. COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

1 Finance request to cover staffing of Fitness Room. Utilized Vendor and not Part-time Wage staffing as originally planned.

	1	2	3	4
Balance in account for which funds are requested:	(3,687.50)			
Original appropriation in account:	-			
Plus or minus prior amendments:	-			
Amount of appropriation to date:	3,687.50			

Jeffrey O'Neill

Jeffrey A. O'Neill

June 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

Total Amount Requested: \$14,202.63

Fiscal Year 2019 - 2020

Date: June 9, 2020

To: Finance Officer From (Department): Police Amendment #: 29

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:				
Police	Regular Wages	10230180	51010	\$ 14,202.63
"FROM" Subtotal:				\$ 14,202.63

Department	Account Description	Org Code	Object	Amount
TO:				
1 Police	Hardware	10230180	57710	\$ 14,202.63
2				
3				
4				
5				
6				
7				
"TO" Subtotal:				\$ 14,202.63

COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

Additional funds required for new computers, monitors and servers to service the radio system. Need for replacement was discovered upon placing a service call to the vendor and subsequent attempt to complete a software update. These units currently run the Windows 7 operating system and cannot support the update. This is an unexpected but critical request for computer hardware to continue operations. In consultation with the IT Director, the specific equipment was approved and the cost is based off of the State bid list.

	1	2	3	4
Balance in account for which funds are requested:	3,371.62			
Original appropriation in account:	23,400.00			
Plus or minus prior amendments:				
Amount of appropriation to date:	20,028.38			

Chief James Kenny

via email

June 9, 2020

Department Head

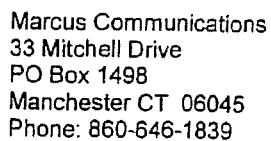
Signature

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 _____



Date	Quote #
5/14/2020	0000063685

Vernon Police Department
Ellen Morganson
725 Hartford Turnpike
Vernon CT 06066

Job

[illegible]

Budget Amendment Request

 Total Amount Requested: \$38,519.35

Fiscal Year 2019 - 2020

 Date: June 11, 2020

 To: Finance Officer From (Department): DPW Amendment #: 30

 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:				
General Maintenance	Asphalt Products	10340201	56740	\$ 38,519.35
"FROM" Subtotal:				\$ 38,519.35

Department	Account Description	Org Code	Object	Amount
TO:				
1 Capital Non Recurring	Other Town Wide Bldg & Grounds	27780470	57296	\$ 38,519.35
2				
3				
4				
5				
6				
7				
"TO" Subtotal:				\$ 38,519.35

COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

Due to the Covid- 19 Pandemic, various paving projects were put on hold - this is a request for a one time transfer to maintain funds for projects that were to be completed in FY20. Projects include crack sealing the Senior Center parking lot, paving/sidewalk repairs at and across from 19 Grove St that was damaged during the winter. All projects expected to be completed early in FY21.

	1	2	3	4
Balance in account for which funds are requested:	38,519.35			
Original appropriation in account:	45,000.00			
Plus or minus prior amendments:				
Amount of appropriation to date:	6,480.65			

Dwight Ryniewicz via email June 11, 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: _____

CONSENT #2

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

Name: Robert Mullan
Address: 51 Blue Ridge Dr.

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

Email Address: [REDACTED]

Educational Background:

BS MIS, Bentley College

Employment Experience:

VP, corporate Internal Audit (see attached)

Civic Activity:

Former 2BA member, Dover, NH 1995-2001 approx.
Troop 25 Troop Committee Secretary

Personal Data/Comments:

Political Affiliation:

Democrat

Republican

Unaffiliated

Other

I hereby request that I be considered for appointment to:

Zoning Board of Adjustment

Date: 8/5/17 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:

None, other than noted above

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 #3

**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: 860 872-4531 Work Telephone: NA
Email Address: JRMILLER@CTA.VERNON.CT

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: _____	<input type="checkbox"/> Un-Expired	<input type="checkbox"/> Expired
Term #2	From: _____	To: _____	<input type="checkbox"/> Un-Expired	<input type="checkbox"/> Expired

Joseph R. Miller
27 Tallwood Dr. Vernon, Ct 06066

b 860.872.0730

c 860.604.3927

jrfran@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

CONSENT

#4

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

Name: Gary P. Ruchin

Address: 75 Risley Road, Vernon, CT

Home Telephone: Cell 860-976-8485

Work Telephone: 860-976-1275

Email Address: gary@ruchin.net

Educational Background: See Attached

Employment Experience: See Attached

Civic Activity: See Attached

Personal Data/Comments:

Political Affiliation:

☐ Democrat

☒ Republican

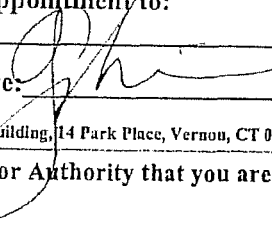
☐ Unaffiliated

☐ Other

I hereby request that I be considered for appointment to:

Town of Vernon Pension Committee

Date: 6-2-2020

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:
N/A

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

Gary P. Ruchin, CLU, ChFC, CFP®, AIF®, EA

Gary Ruchin started Ruchin & Associates, LLC in 1982 after working as an agent for a national and international insurance company. Gary graduated from ECSU Magna Cum Laude in 1974, where upon he enrolled in the University of Connecticut's MBA Program. Gary is a CLU (Chartered Life Underwriter-1982), ChFC (Chartered Financial Consultant-1985), CFP® (Certified Financial Planner-1988), a AIF® Accredited Investment Fiduciary-2013), EA – (Enrolled Agent - Enrolled to Practice Before the Internal Revenue Service-since 1996) and a Certified Insurance Consultant in the State of CT.

For over 15 years Gary was an instructor in the LUTCF program in Hartford. In addition, he served the State Chairman for LUTCF for the State Association of Life Underwriters. Gary was a member of the Advanced Planning Committee which helped design the program for the Advanced Studies in the LUTCF Program.

Gary has been an instructor the classes in the CLU, ChFC and the CFP® programs.

Gary has volunteered as the chairman of the Town of Vernon Pension Committee for the past ten years and is still the current Pension Committee Chairperson. Prior to being appointed Chair, Gary serve as a member of the Vernon Pension Committee for two years. The Vernon Pension Committee provides investment advice to the Town of Vernon in managing the Town Pension Plan for the Vernon Police and the municipal employees for the town. Prior to that, Gary served on the Vernon Planning and Zoning Committee for a little over 11 years.

Ruchin and Associates LLC started in March 1982 by Gary Ruchin. Currently, Ruchin and Associates, LLC manages approximately \$50 million in individual and corporate investment accounts (retirement accounts). Gary is an IAR with his broker-dealer Commonwealth Financial Network. He has been with Commonwealth Financial Network for 34 years. Gary is also an AIF® (Accredited Investment Fiduciary) licensed through the Fi360 organization.

Ruchin and Associates LLC provides their clients with property and casualty insurance, life and disability insurance, tax planning services, retirement planning services and investment, risk analysis of investment portfolios, and fee-based financial planning services including asset management.

Gary and his wife Susan have worked together for over 36 years at Ruchin Associates, LLC. In addition to offering investment and retirement planning services the firm also offers tax preparation services and client representation services in front of the Internal Revenue Service and the Connecticut Department of Revenue Services. Gary Ruchin currently prepares over 400 tax returns for individuals and businesses on an annual basis.

Gary's assistant is Sharon Parlapiano, who served as a paralegal for the larger Hartford

law firms for over 18 years before joining Ruchin & Associates, LLC in September 2016

Ruchin & Associates, LLC provides fee-based management asset services for his clients and Financial Planning Services. In addition, we provide review and risk analysis of individuals' retirement plans and 401(k) portfolios.

Gary has served on numerous nonprofit organizations in the community. Among them are:

- American Red Cross – Nathan Hale Branch - Past Chairman
- ECHN's Planned Giving Committee, Past Co-Chair
- Vernon (CT) Jaycees, Past President
- Rockville Rotary, Past President
- Temple Beth Hillel, South Windsor, CT - Past President & Treasurer
- Hartford Life Underwriters, Past President
- Conn. Assoc of Health Underwriters, Past State President
- Eastern CT Estate and Business Council, Director
- Past President—Hartford Chapter –SFSP & Past National Advisor & current Director

Gary is currently a member of the following organizations:

- Million Dollar Round Table - Life Member - 37+ years
- National & CT Association of Enrolled Agents
- Member National and CT N.A.T.P.
- Society of Fin. Service Professionals
- Hartford Chapter of the Financial Service Professionals-Director
- Tolland County Chamber of Commerce-Director
- Financial Services Institute
- Wolcott Lodge #60
- Past Commissioner - Vernon Planning and Zoning (1982-1991)
- Past Financial Vice-President-Connecticut Jaycees
- Past President-Rockville Rotary Club
- Rockville Rotary Charter Advisor to Rockville High School's *Interact* Club and Charter Rotaract at Manchester Community College

Honors"

- Recipient of the Paul S. Mills Scholarship in 2009
- Recipient of the Fred J. Dopheide, JD, CLU, ChFC Award-Presented by the Foundation for Financial Service Professionals
- Recipient - Bernard Kaplan Scholarship Memorial Award 1996-Hartford Life Underwriters Association

- Listed in Connecticut Magazine "Five-Star Financial Planners" for the past seven years

Misc: Life, Health, Annuity, Property & Casualty, Variable, P&C, NASD Series 6, 7, 63, 65, 26,

- Enrolled to Represent before the Internal Revenue Service
- Registered Principal – SEC, Investment Advisor Representative (IAR)
(Commonwealth Financial Network-Broker/Dealer)

CONSENT

#5

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

Name: JOHN J. Lillis
Address: 21 Indian Trail, Vernon, CT. 06066

Home Telephone: 860-875-8396 Work Telephone: None

Email Address: JJLILLIS@COMCAST.NET

Educational Background:

See Attached

Employment Experience:

See Attached

Civic Activity:

See Attached

Personal Data/Comments:

Political Affiliation:

☐ Democrat

☐ Republican

☒ Unaffiliated

☐ Other

I hereby request that I be considered for appointment to:

Date: June 5, 2020 Signature: John J. Lillis

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:

Pension Board

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

John J. Lillis, CLU, Ch.FC

21 Indian Trail

Vernon, CT 06066

860 875-8376

jllillis@comcast.net

EDUCATION

Bishop Eustace High School (College Prep)

Temple University, BS - Business Administration & Economics

American Institute, CCLA – Casualty Claim Law Associate

American College, CLU – Chartered Life Underwriter

American College, Ch.FC – Chartered Financial Consultant

International Foundation of Emp. Ben., TMP – Trustees Masters Program

Executive Programs

Dartmouth College – Corporate Financial Management

University of Pennsylvania – Pension Funds and Money Management

Harvard Law School – Advanced Trustee Studies

EMPLOYMENT

Travelers Life Insurance Company – Regional LAH Claims Manager

The Travelers Insurance Company – Group Systems Manager

The Travelers Group – National Accounts Manager and Budget Director

Cigna-Re. – Merger and Acquisition Consultant

Hampshire County – Employee Benefits Manager

Hampshire County Group Insurance Trust – Administrator

Hampshire County – Treasurer

Hampshire Council of Governments – Finance and Insurance Director

Hampshire Council of Governments – Chief Financial Officer

ASSOCIATIONS

Hampshire County Retirement System – Trustee

Hampshire County Retirement Advisory Committee – Past Chairman

Hampshire County Retirement System – Past Chairman of the Board

United Way of Hartford – Past Company Division Campaign Chairman

Boy Scouts of America – Past District Chairman

CONSENT #6

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

Name: William E Breslau
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Educational Background:
SYRACUSE UNIV BA
UConn LAW JD

Employment Experience:
FORMER VERNON TOWN ATTORNEY
PARTNER KAHAN KERENSKY + CAPOSSOLA

Civic Activity:
WELLES COUNTRY VILLAGE BOD
FORMER PRESIDENT TOL CNTY Chamber
OF COMMERCE

Personal Data/Comments:
VIETNAM ARMY VETERAN
MEMBER OF WITCHES WOOD LAKE TAX
DIST B.D.O.

Political Affiliation:
☐ Democrat ☒ Republican ☐ Unaffiliated ☐ Other

I hereby request that I be considered for appointment to:
VERNON ECON. DEV. COMM.

Date: 6/8/2020 Signature: William E Breslau

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:
CURRENT V.P. of E.D.C.

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	1/1/10 Expired	1/1/10 Expired
Term #2	From	To	1/1/10 Expired	1/1/10 Expired

CONSENT #7

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

Name: Jeffrey Cohen

Address: 27 Valley View Lane, Vernon

Home Telephone: 860-454-7779

Work Telephone: 860-687-7779

Educational Background:

Degree from University of Bridgeport, Fine Arts

Degree from the Computer Processing Institute, Business Computers

Employment Experience:

Savage Systems, The Travelers, The Illinois Tool Works, ImageWorks, LLC

Civic Activity:

Executive Committee, Tolland County Chamber of Commerce, Board of Directors, Christmas in April, Executive Director, The Connecticut Business Network

Personal Data/Comments:

Political Affiliation:

☐ Democrat

☐ Republican

☒ Unaffiliated

☐ Other

I hereby request that I be considered for appointment to:

Economic Development Commission

Date: 12/6/07

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 #8

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

Name: BRUCE KLOTER

Address: 8 FROG HOLLOW RD. ELLINGTON CT 06029

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

Employment: [REDACTED]

Educational Background: HIGH SCHOOL DIPLOMA

Employment Experience: 30 years with Swiss Laundry of Rockville.
President-owner for the past 6 years. 4th generation
of Kloter family business based in Rockville

Civic Activity: RDA Executive Roundtable, Various Committees
with visiting nurse, youth coaching

Personal Data/Comments:
MARRIED WITH 4 TEENAGE KIDS.

Political Affiliation:

☐ Democrat

☐ Republican

☒ Unaffiliated

☐ Other

I hereby request that I be considered for appointment to:

ECONOMIC DEVELOPMENT COMMISSION

Date: 1/26/17

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

#9

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

Name: James Sendrak

Address: 34 Snipsie St., Vernon, CT 06066

Home Telephone: 860 871 2126 Work Telephone: 860 871 2126

Email Address: jsendrak@comcast.net

Educational Background: State University of New York
Oswego, NY
Broadcasting - Mass Communications

Employment Experience: 25+ years Retail Merchandising, Marketing & Management
for National and Regional multi-store cooperatives

Civic Activity: Rockville Community Alliance - active member
VCM - active member

Personal Data/Comments: RDA - associate & volunteer

Married 32 yrs

Son 28 Daughter 24

Musician (rock band)

Political Affiliation:

☐ Democrat

☐ Republican

☒ Unaffiliated

☐ Other

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

Date: 12-29-09

Signature: James Sendrak

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

*

Anything related to further development and improvement of Vernon's (especially Rockville) economic development, commerce, beautification and overall perceived and real value as a community to live and work in.

WILLIAM J. MCGURK
21 Stillmeadow Lane
[REDACTED]
[REDACTED]

CONSENT

#10

Bill McGurk served as President and Chief Executive Officer of Rockville Bank from 1980, retiring in 2011. Previously he served as Vice President, Treasurer and Chief Executive Officer of the Clinton Savings Bank (Massachusetts) and Vice President of City Savings Bank of Pittsfield (Massachusetts).

Bill is a past Chairman of the Bankers Advisory Board of the Conference of State Bank Supervisors and past President of Connecticut Community Bankers Association, an Honorary Trustee of the New England College of Finance and a recipient of their McLaughlin Award. He has served as a Member of the Board of the Bank Marketing Association, New England Chapter.

Bill was an active Member of the Manchester Community College Foundation Board for over 15 years, 10 years as Treasurer and was elected Member Emeritus. He was a member of the Foundation's Investment Committee and was the Honorary Chair of *An Evening of Fine Wines* in 2002 and 2007. He currently serves as Vice Chairman of their Multi Year Capital Campaign. In 2005, Bill was nominated by Connecticut Governor Jodi Rell and confirmed by the Connecticut State Legislature as a Member of the State of Connecticut Community College Board of Trustees, leaving as Vice Chairman when that Board was disbanded. He served as Audit Chairman for the state wide system.

Bill served as an Eastern Connecticut Health Network (ECHN) Trustee from 1995 to 2011. He served as Vice-Chairman for two years and completed a two year term as Chairman of the Board in November 2007. He also served as Chairman of ElderCare Services, Woodlake at Tolland and a Member of ECHN's Medical Executive Committee.

Bill is past President and an Ambassador of the Tolland County Chamber of Commerce and has served as Auctioneer for the Biennial Tolland County Chamber of Commerce Auction. He has also served on the Board of the North Central Chamber of Commerce and Asnuntuck Community College Foundation. He has been an active member of Rotary International for many years and received his Level 7 Paul Harris Award. He is a member of the Diocese of Norwich's Finance Committee. He was appointed as a Commissioner of the Vernon Economic Development Commission in 2010 and was elected to the Board of the New England Air Museum in 2012. He serves on the Museum's Strategic Planning and Investment Committees.

Bill is a graduate of Holy Cross College, Worcester, Massachusetts, where he is a Member of the Presidents Council. He received his MBA from the University of Massachusetts. He has completed a variety of Banking and Navy educational programs including America's Community Bankers School of Finance and Management and Executive Development Programs, FHLB's Strategies for Success, and Naval War College programs in Strategy and Decision-making.

In 2004, the Rockville Downtown Association established an annual award, *The William J. McGurk Award for Volunteer Excellence*, and presented it to Bill as the first recipient. Also in 2004, the Rockville Rotary honored Bill by awarding him its *Distinguished Service Award* and the South Windsor Chamber of Commerce named him their *Businessperson of the Year*. Bill currently serves as an Ambassador for the South Windsor Chamber. Bill was honored with the *2005 Excellence Award* from the Somers Education Foundation recognizing outstanding efforts to preserve the community's commitment to educational excellence.

In 2008, the East Windsor Rotary named Bill their *Businessperson of the Year* and he was honored to serve as the Grand Marshal of the Vernon Bicentennial Parade. Bill and his wife, Mary, were also named *Citizens of the Year* by the Rockville Rotary for outstanding community service. He was also the recipient of the *District Governor's Citation* in recognition of "Service above Self" from Rotary International and the Somers Rotary Club *2009 Maurice Parker Random Acts of Kindness Award*. Hartford Magazine named Bill one of the 50 Most Influential People of 2009. He was selected a Business Leader in the "100 or more Employee Company" category in the *Connecticut Business Hall of Fame* for the Class of 2009.

Bill is a retired Captain in the U.S. Naval Reserve. He and his wife, Mary, have five children, ^{four} ~~two~~ grandchildren, and reside in Somers, Connecticut.

6 JUN 9 11 50 AM
JUN 11 2011
6
JUN 9 11 50 AM
CONST # 11

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

Name: WILLIAM FRANCIS

Address: 41 PINNACLE RD. VERNON, CT

Home Telephone: 860-236-6717 Work Telephone: 860-236-6717

Mail Address: FRANCIS WILLIAM E 41 Pinnacle Rd

Educational Background: UOF HARTFORD ECONOMICS STUDIES
DID NOT FINISH

Employment Experience: REAL ESTATE AGENT, BUSINESS OWNER - CLOTHING
STORES, VIDEO STORES, FURNITURE STORE, CT BANK + TRUST, SCHOOL BUS DRIVER

Civic Activity: PAST BOARDS/COMMISSIONS INCLUDE ZBA, WATER POLLUTION CONTROL,
CONSERVATION COMM. CHARTER REVISIONS COMM. BAA, JUSTICE OF THE PEACE

Personal Data/Comments: MARRIED, 2 CHILDREN

Political Affiliation:

☐ Democrat

☒ Republican

☐ Unaffiliated

☐ Other

I hereby request that I be considered for appointment to:

ZONING BOARD of APPEALS

Date: 6/29/09

Signature: WE Francis

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:

Board of Assessment APPEALS, Republican Town 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



RESUME FOR APPOINTMENT
TO A TOWN AGENCY, BOARD OR COMMISSION

CONSENT #12

Name: William Dowty

Address: 80 Wilson Lane

Home Phone:

Work Phone: 860 872 7800

Cell Phone: 860 930 7856

Email Address: will@bundyauto.com

Educational Background:

High School

College

Additional Schooling

Employment Experience:

Self Employed for the last 25 years in the construction Industry

Civic Activity:

Political

Affiliation:

☐

Democrat

☒

Republican

☐

Unaffiliated

☐

Other

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

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

Signature

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

6-26-14

CONSENT #13

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

Name: JASON HAHN

Address: 14 JANET LANE

Home Telephone: (860) 871-2118 Work Telephone: (860) 482-6718

Email Address: jason.hahn7@gmail.com

Educational Background:

B.S. - Industrial Tech. - CCSU

State of CT Licensed - P-1, F-1, EMT

Employment Experience:

The Hartford Mechanical Co. - Kreiger Ln. Glastonbury, CT
Town of Vernon - 14 Park Place

Civic Activity:

E.M.T. - Vernon Ambulance

President - Rockville CL

Firefighter - Vernon Fire

Chairman - NES School Governance

Personal Data/Comments:

Political Affiliation:

☒ Democrat

☐ Republican


☐ Unaffiliated

☐ Other

I hereby request that I be considered for appointment to:

Building Code Board of Appeals

Date: 11/18/14

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

1
CONSENT #14

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

Name: SCOTT TEDESCHI

Address: 15 ALLAN DR

Home Telephone: 860-571-9245 Work Telephone: 860-571-9245

Email Address: T3buildingremodeling@yahoo.com

Educational Background: Rockville High School
Cheney Tech
Prince Tech

Employment Experience: Owner T&S building 29 years

Civic Activity: Youth Coach
Fund Raisers

Personal Data/Comments:

Political Affiliation:

☒ Democrat

☐ Republican

☐ Unaffiliated

☐ Other

I hereby request that I be considered for appointment to:

Date: 11/19/14

Signature: Scott A. T.

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: _____ ☐ Use-Expired ☐ Expired

Term #2 From: _____ To: _____ ☐ Use-Expired ☐ Expired

CONSENT #15

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

Name: KENNETH J. BOYNTON

Address: 100-25 DOBSON ROAD, VERNON

Home Telephone: [REDACTED] Work Telephone: 860-266-9710

Business Email: KBOYNT@AOL.COM

Educational Background:

ROCKVILLE HIGH SCHOOL (1974)

Employment Experience:

30 YEARS OWNER BOYNTON CONST INC.

BUILDERS & CUSTOM HOMES, CONDOS, AGE RESTRICTEDS + COMMERCIAL.
DEVELOPER

Civic Activity:

PRESIDENT, HOME BUILDERS ASSOCIATION of CONNECTICUT (HBRA of CT)
BOARD of DIRECTORS, NATIONAL ASSOCIATION of HOME BUILDERS (NAHB)

Personal Data/Comments: PAST PRESIDENT NAEFUND (CENTRAL HOME BUILDERS ASSN)
(HBRA of CENTRAL CT)

Political Affiliation:

☐ Democrat

☐ Republican

☒ Unaffiliated

☐ Other

I hereby request that I be considered for appointment to:

BUILDING CODE BOARD of APPEALS

Date: DEC 1, 2014

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 #16

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

Name: Ronald C. Kane

Address: 15 Tobias Court, Vernon, CT 06066

Home Telephone: (860) 439-8458 Work Telephone:

Email: ron.kane@att.net

Educational Background:

B.A. Marketing Communication, Hofstra College, 1955

Employment Experience:

LIRR, NYS- MTA, NYCT Transit Police, Retired

Civic Activity:

Personal Data/Comments:

Political Affiliation:

☐ Democrat

☒ Republican

☐ Unaffiliated

☐ Other

I hereby request that I be considered for appointment to: Sr. Center Advisory Board

Date: 6/14/11

Signature: Ronald C. Kane

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



RESUME FOR APPOINTMENT
TO A TOWN AGENCY, BOARD OR COMMISSION

CONSENT #17

Name: *Maryann Hopawic*

Address: *62 Legira Dr Vernon*

Home Phone: *860 875 2380* Work Phone: *860 875 2380* Cell Phone: *860 875 2380*

Email Address: *N/A*

Educational Background:

- ☒ High School
☐ College
☐ Additional Schooling

Employment Experience:

Office manager Order dept 3M CO + Trac Vermont

Civic Activity:

Political

Affiliation:

☐

Democrat

☐

Republican

☒

Unaffiliated

☐

Other

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

<input checked="" type="checkbox"/> Advisory Board of Senior Citizens	<input type="checkbox"/> Arts Commission	<input type="checkbox"/> Board of Assessment Appeals	<input type="checkbox"/> Board of Ethics	<input type="checkbox"/> Bolton Lakes Regional Water Pollution Control Authority	<input type="checkbox"/> Capital Improvement Committee
<input type="checkbox"/> Cemetery Commission	<input type="checkbox"/> Conservation Commission	<input type="checkbox"/> Design Review Commission	<input type="checkbox"/> Drug & Alcohol Prevention Council	<input type="checkbox"/> Economic Development Commission	<input type="checkbox"/> Energy Improvement District
<input type="checkbox"/> Human Services Advisory Commission	<input type="checkbox"/> Inland Wetland Commission	<input type="checkbox"/> Local Historic Properties Commission	<input type="checkbox"/> Municipal Flood & Erosion Control Board	<input type="checkbox"/> North Central District Health Department	<input type="checkbox"/> Open Space Task Force
<input type="checkbox"/> Pension Board	<input type="checkbox"/> Permanent Municipal Building Committee	<input type="checkbox"/> Planning & Zoning Commission	<input type="checkbox"/> Risk Management Committee	<input 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: *Jan. 31, 2017*

Signature *Maryann Hopawic*

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 #18

Name: Wes Shorts

Address: 109 HANG LANE

Home Phone: 860 825 2848 Work Phone: 860 684 8234 Cell Phone: [REDACTED]

Email Address: [REDACTED]

Educational Background:

High School - MANCHESTER HIGH SCHOOL

College - UNIVERSITY OF CT - BS PHARMACY

Additional Schooling - RENSSELAER POLYTECHNIC INSTITUTE - MBA HEALTHCARE MANAGEMENT

Employment Experience:

JOHNSON MEMORIAL HOSPITAL - DIRECTOR OF PHARMACY - CURRENT

CORAM HEALTHCARE - PHARMACY MANAGER

ECTN - DIRECTOR OF PHARMACY

ROCKVILLE GENERAL - DIRECTOR OF PHARMACY / MATERIALS MANAGEMENT

Civic Activity:

HUMAN SERVICES ADVISORY COMMISSION - 10 YEARS +

FAYETTE MASONIC LODGE

SHARERS INTERNATIONAL

ST JOHN'S EPISC. CHURCH

Political

Affiliation:



Democrat



Republican



Unaffiliated



Other

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

<input checked="" 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 checked="" 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 checked="" 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: 12/27/13

Signature: Wesley D. Shorts

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

FIRST CONGREGATIONAL CHURCH OF VERNON, U.C.C.

Rev. Robin Bird, *Senior Pastor*

695 Hartford Turnpike, Vernon, Connecticut 06066

(860) 875-7580

www.firstchurchofvernon.org

NEW BUSINESS # /

May 4, 2020

Mr. Michael Purcaro, Town Administrator
Town of Vernon
14 Park Place
Vernon, CT 06066

Dear Mr. Purcaro,

On behalf of the First Congregational Church of Vernon, a non-profit organization, I am requesting reimbursement from the Town of Vernon for building permit fees paid for our recently completed bathroom/handicapped access project, as detailed below:

- | | |
|---|---------|
| • Zlotnick Construction, Inc. – Alteration Commercial | \$1,450 |
| ○ Permit Number: BP-2019-0632 | |
| • Timothy J. Ackert- Electrical Alterations | \$210 |
| ○ Permit Number: EP-2020-0018 | |
| • G&R Valley, Inc. – Plumbing Renovation | \$190 |
| ○ Permit Number: PP-2020-0022 | |
| • TOTAL | \$1,850 |

In all instances, the Contractors paid the fees and included them in the project cost.

Our Church has a documented history of prior fee waivers from The Town of Vernon in 2019 (roofing projects and new gas furnaces), 1996 (Breezeway addition), and 1987 (elevator).

The funds for our recent bathroom/handicapped access project came from member pledge donations, our 2018 Capital Campaign Project, a Memorial Donation, and our Restricted Funds.

Thank you for your consideration. Please don't hesitate to contact me with any questions. ~~telephone number is 860-716-0758~~

Yours truly,

Holly Boutwell, First Congregational Church of Vernon Member / Project Chairperson

Cc: ✓ Mayor Dan Champagne

Reverend Robin Bird

Terri Doyle, Board of Trustees Chairperson



TOWN OF VERNON

Building Department
55 WEST MAIN STREET, VERNON, CT 06066
Tel: (860) 870-3633 / Fax: (860) 870-3589
building@vernon-ct.gov

BUILDING PERMIT

Permit Approval Date: 12/16/2019

Expiration Date: 06/13/2020

Permit Number: BP-2019-0632

Construction Cost: \$71400

Fees Paid: \$1450.00

Type of Permit: ALTERATION - COMMERCIAL

Address of Work Location: 695 HARTFORD TPKE

Description of Work:

Full men's and ladies room remodel. Add family rest room across the hall. New doors with auto open. New windows in the bathrooms. Replace asphalt ramp with concrete ramp and side entry door. Electrician and plumbing to pull own permits

Applicant:

ZLOTNICK CONSTRUCTION INC
161 STORRS RD
MANSFIELD CENTER CT 06250-
1638

Owner:

FIRST CONG CHURCH
695 HARTFORD TPKE
VERNON CT 06066-5048

Approved By:

Steve Prattson

**CONTACT THE BUILDING DEPARTMENT AT 860 870 3633 TO SCHEDULE
REQUIRED INSPECTIONS ALLOWING A MINIMUM OF 48 HOURS NOTICE.
(Inspection requests received via email or voicemail will not be accepted). THE WORK
SHALL NOT PROCEED TO THE NEXT STAGE UNTIL THE INSPECTION PASSES.**

55 West Main Street, Vernon CT 06066

Tel: (860) 870-3633

Fax: (860) 870-3589

REQUIRED INSPECTIONS

Footings, piers and rebar before pouring of concrete
Damp proofing or water proofing and footing drains
Vapor barrier for concrete slabs (6mil poly minimum)
Temporary electric service (if needed)
Roof underlayment – ice & water and plywood seam tape
Air barrier inspection prior to water barrier installation (Tyvek, Greenwarp, etc.)
Insulation and thermal barrier on exterior walls for duct chases, showers, knee walls, etc.
Trench for water supply, gas supply and electrical with required markings in place
Rough plumbing, electrical, HVAC and structural
Gas pressure test
Above ceiling
Fireplace, chimney and stove pipe inspections including inserts
Insulation (no insulation allowed before exterior is weather tight)
Final plumbing, electrical, HVAC
Duct blast and blower door test
Swimming pool bonding and grounding
Additional inspections as specified

COMMENTS/SPECIAL CONDITIONS

- Separate permits required for other trades (Electrical / Plumbing / Mechanical)
- Work to be performed according to CT State Building Codes and submitted plans

A FINAL INSPECTION IS REQUIRED TO CLOSE ALL PERMITS

Pursuant to Town of Vernon Ordinance #282, any professional licensed or registered contractor that fails a regularly scheduled inspection due to work not being done is subject to a re-inspection fee of \$30.00.

Tel: (860) 870-3633

55 West Main Street, Vernon CT 06066

Fax: (860) 870-3589

Approved plans shall be retained on the jobsite until a final inspection is made. When a Certificate of Occupancy is required, the building **shall not be** occupied until certificate is issued and all requirements are met.

Tel: (860) 870-3633

55 West Main Street, Vernon CT 06066

Fax: (860) 870-3589



TOWN OF VERNON

Building Department
55 WEST MAIN STREET, VERNON, CT 06066
Tel: (860) 870-3633 / Fax: (860) 870-3589
building@vernon-ct.gov

ELECTRICAL PERMIT

Permit Approval Date: 01/22/2020
Expiration Date: 07/20/2020

Permit Number: EP-2020-0018
Construction Cost: \$9400
Fees Paid: \$210.00

Type of Permit: ELECTRICAL - ALTERATIONS

Address of Work Location: 695 HARTFORD TPKE

Description of Work:

Provide and install bathroom fans, provide wiring for the electronic locks including the exterior post switch, install 1500 watt hall heater with integral thermostat in each bathroom to be installed in framed wall

Applicant:
TIMOTHY J ACKERT
TIMOTHY J ACKERT
67 DEER HILL LN
COVENTRY CT 06238-1236

Owner:
FIRST CONG CHURCH
695 HARTFORD TPKE
VERNON CT 06066-5048

Approved By:
Michael Wearne
Assistant Building Official

**CONTACT THE BUILDING DEPARTMENT AT 860 870 3633 TO SCHEDULE
REQUIRED INSPECTIONS ALLOWING A MINIMUM OF 48 HOURS NOTICE.
(Inspection requests received via email or voicemail will not be accepted). THE WORK
SHALL NOT PROCEED TO THE NEXT STAGE UNTIL THE INSPECTION PASSES.**

Tel: (860) 870-3633

55 West Main Street, Vernon CT 06066

Fax: (860) 870-3589

REQUIRED INSPECTIONS

Footings, piers and rebar before pouring of concrete
Damp proofing or water proofing and footing drains
Vapor barrier for concrete slabs (6mil poly minimum)
Temporary electric service (if needed)
Roof underlayment – ice & water and plywood seam tape
Air barrier inspection prior to water barrier installation (Tyvek, Greenwarp, etc.)
Insulation and thermal barrier on exterior walls for duct chases, showers, knee walls, etc.
Trench for water Supply, gas supply and electrical with required markings in place
Rough plumbing, electrical, HVAC and structural
Gas pressure test
Above ceiling
Fireplace, chimney and stove pipe inspections including inserts
Insulation (no insulation allowed before exterior is weather tight)
Final plumbing, electrical, HVAC
~~Duct blast and blower door test~~
Swimming pool bonding and grounding
Additional inspections as specified

COMMENTS/SPECIAL CONDITIONS

1/15/2020-waiting on workmen's comp certificate-bjo

A FINAL INSPECTION IS REQUIRED TO CLOSE ALL PERMITS

Pursuant to Town of Vernon Ordinance #282, any professional licensed or registered contractor that fails a regularly scheduled inspection due to work not being done is subject to a re-inspection fee of \$30.00.

Tel: (860) 870-3633

55 West Main Street, Vernon CT 06066

Fax: (860) 870-3589

Approved plans shall be retained on the jobsite until a final inspection is made. When a Certificate of Occupancy is required, the building **shall not be** occupied until certificate is issued and all requirements are met.

Tel: (860) 870-3633

55 West Main Street, Vernon CT 06066

Fax: (860) 870-3589



TOWN OF VERNON – BUILDING DEPARTMENT

FEB 13 2020

55 West Main Street • Vernon, CT 06066
Phone: (860) 870-3633 • Fax: (860) 870-3589 • Website: www.vernon-ct.gov • Building@vernon-ct.gov

PERMIT APPLICATION

Permit Number PP-2020-0022

ADDRESS OF WORK LOCATION: 695 HARTFORD TURNPIKE

TYPE OF PERMIT: ☒ COMMERCIAL ☐ RESIDENTIAL/TWO-FAMILY ☐ MULTI FAMILY (3 OR MORE)

☐ BUILDING

- ☐ New Construction
- ☐ Addition
- ☐ Renovation
- ☐ Accessory Structure
- ☐ Deck
- ☐ Demolition
- ☐ Roofing (# Squares) _____
- ☐ Pool A/G _____ I/G _____
- ☐ Siding
- ☐ Stoves
- ☐ Other _____

☐ ELECTRICAL

- ☐ Service Change
- ☐ CRS# _____
- ☐ New Construction
- ☐ Addition
- ☐ Renovation
- ☐ Pool Wiring
- ☐ Low Voltage
- ☐ Solar
- ☐ Other _____

☒ PLUMBING

- ☐ New Construction
- ☐ Addition
- ☒ Renovation
- ☐ Fire Suppression
- ☐ Water Heater
- ☐ Fuel Tank
- ☐ Other _____

☐ HVAC

- ☐ New Construction
- ☐ Addition
- ☐ Renovation
- ☐ Central Air
- ☐ Replace/Repair
- ☐ Boiler/Furnace
- ☐ Other _____

Will there be any excavation, i.e. foundation, trenching, etc.? ☐ Yes ☐ No

☒ Public Water ☒ Sewer ☐ Well ☐ Septic

DESCRIPTION OF WORK (must be completed for all permits) PLUMBING FOR
RENOVATION OF EXISTING BATHROOMS LOWER LEVEL
NEW W/C, LAV.

Fair Market Value (Labor + Material) \$ 9,000 Fees: \$ 190 (Permit) \$ _____ (Z) \$ _____ (PR)
\$ _____ (CO/CA) \$ _____ (DF)

Property Owner: FIRST CONGR. CHURCH

Mailing Address: 695 Hartford Tpke Town: Vernon State: CT Zip: 06066

E-Mail: _____ Phone Number: _____

Applicant: G&R VALLEY, INC

Lic.# 204081 Type: P1 Exp: 10/2020

Mailing Address: 350 CITADEL RD

Town: SOUTH WINDSOR State: CT Zip: 06074

E-Mail: TRODRIGUER@ERV, INC.COM 860-883-1999

Phone Number: 860-289-6896

Certification: I hereby certify that: ☐ I am the owner of record of the named property, or: ☒ that the proposed work is authorized by the owner of record and/or I have been authorized to make this application as an authorized agent, and we agree to conform to all applicable codes, laws, regulations and ordinances. All information contained within is true and accurate to the best of my knowledge and belief. No work shall start until the applicant has received the signed approved permit.

☒ Contractor

☐ Applicant

☐ Owner

Signature of Owner/Authorized Agent

Printed Name of Signatory

Date

TLV



TOWN OF VERNON
DEPARTMENT SUBCOMMITTEE
TOWN COUNCIL AGENDA

#2

FROM
DEPARTMENT/NAME

Youth Services

PROPOSED ITEM

Summer Nutrition Program

SUBJECT

Mayor's Signature

ACTION REQUESTED

Be it resolved that the town council authorizes Mayor 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.

BACKGROUND
INFORMATION

* Please see attached

APPROPRIATION
REQUIRED ?

☒ NO ☐ YES

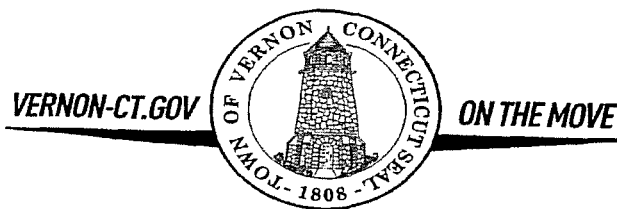
AMOUNT SOUGHT

LIST OF SUPPORTING
DOCUMENTATION

Summer Food Service Program Application

WORDING
PROPOSED MOTION

Be it resolved that the town council authorizes Mayor 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.



Michelle Hill
Director, Youth Services Bureau

TOWN OF VERNON

9 ELM STREET VERNON, CT 06066
Tel: (860) 870-3555
E-mail: mhill@vernon-ct.gov

Background Information:

The Town of Vernon qualifies to offer a free summer food service program to youth 18 years and younger funded via the federal government and overseen by the State Department of Education. The State Department of Education will reimburse the town \$4.0875 /lunch served and \$2.33 /breakfast served. The town will not incur any costs for this program as existing personnel will be utilized to operate the program. The YSB will have overall management responsibility for the program. Due to the Covid -19 pandemic the distribution of meals will continue to operate in the same manner as during the virtual portion of the 2019-2020 school year. Two days worth of meals including two breakfasts and two lunches for each child will be distributed at the Vernon Center Middle School on Mondays, Wednesdays, and Fridays in a drive through pick up manner between 9:00am and 11:00am.

Per federal regulations, the Town Council must authorize the Mayor to enter into a contractual agreement with the State Department of Education to operate the program. I anticipate the program will serve between 400-500 youth/day from July 1st to August 21st.

Summer Food Service Program Contract for Vended Meals

Purpose and Authority

This agreement is made and entered into by and between:

Sponsor: Vernon Youth Services

and Vendor: Vernon Public Schools Food & Nutrition

The Vendor agrees to furnish meals as ordered by the Sponsor for the period of:

July 1, 2020 to August 21, 2020

Based on the following:

Location	Estimated Servings per Day	Estimated Number of Serving Days	Unit Price	Meal Service	Distribution Times
Vernon Center Middle School (prep & service)	350 Breakfast 350 Lunch	6 serving days per week (Mon-Sat)	\$3.50 Lunch \$2.10 Break	Breakfast & Lunch	9:00 – 11:00 AM (M, W, F only)

The Vendor agrees to prepare and deliver cold, unitized meals including milk on a daily basis to the location(s) prior to the start of the timeframes indicated above. The meals furnished shall meet or exceed Summer Food Service Program (SFSP) meal pattern requirements as specified under Title 7, Part 225 of the Code of Federal Regulations. Sponsor will claim the meals for SFSP reimbursement.

COVID-19 Nationwide Waivers

The United States Department of Agriculture (USDA) has approved several nationwide waivers for the 2020 Summer Food Service Program amid the COVID-10 pandemic. The sponsor & vendor agree to adhere to all nationwide waivers as set forth by the USDA and Connecticut State Department of Education as they relate to meals, distribution, and claims.

Meal Charges and Billing

The price of the meal has been mutually agreed upon by the Vendor and Sponsor. The unit prices submitted are based on the cycle menu attached hereto and incorporated into this Agreement. **The Vendor is permitted to make reasonable menu substitutions without notice to the Sponsor due to availability or changes in price, so long as the substitution meets the SFSP meal pattern.**

The Vendor shall be paid by the Sponsor in a timely fashion for all meals delivered in accordance with this contract and SFSP regulations. Neither the United States Department of Agriculture (USDA) nor the State Agency assumes any liability for meals, including payment differences between the number of meals delivered by the Vendor and the number of meals served by the Sponsor that are eligible for reimbursement. Once delivered from the Vendor to the Sponsor, any leftover meals are the responsibility of the Sponsor.

The Sponsor shall have the option to cancel this Agreement if the Federal government withdraws funds to support the SFSP. It is further understood that, in the event of cancellation of this Agreement, the Sponsor shall be responsible for meals that have already been assembled and delivered in accordance with this Agreement.

Food Safety

The Vendor agrees to prepare, package, and deliver meals in containers in a manner that meets or exceeds local public health standards including, but not limited to, Time and Temperature Control for Safety (TCS) foods, state and local health certification at the meal preparation facility, and health sanitation requirements. Once delivered, the Sponsor is responsible for maintaining the temperature control of TCS foods.

Ordering and Delivery Specifications

Notification of any changes in approved sites will be made by the Sponsor not less than 7 days prior to the day delivery of the meals are to begin or end. The Sponsor reserves the right to increase or decrease the number of meals ordered by 1:00pm the previous day. Less notice may be provided if mutually agreed upon between the parties of this Agreement at the time notice is given.

The Vendor shall attach a ticket with each delivery specifying the date and quantity of meals by type that are provided. The delivery ticket must also state the menu for the day so each site can ensure the proper meals are being delivered. The Sponsor or Sponsor's representative must sign each delivery ticket, keep a copy, and document any discrepancies. The Vendor shall submit itemized invoices to the Sponsor monthly which specify the quantity of meals by type delivered during the preceding month.

Record Keeping

The Vendor agrees to maintain all records (supported by invoices, menus, production records, receipts, etc) that the Sponsor needs to meet its responsibilities under Title 7, Part 225 of the Code of Federal Regulations. These records shall be available for inspection and audit by representatives of the Sponsor, the State of Connecticut of Public Health, the State Agency, U.S. Department of Agriculture, and the U.S. General Accounting Office at any reasonable time and place for up to three years from the date of receipt of final payment or until final resolution of any audits or investigations. The

Vendor shall comply with the appropriate bonding requirements, as set forth in subsections 225.15(m)(5) through (m)(7) of Title 7 of the Code of Federal Regulations.

This Agreement may be terminated by either party upon thirty (30) days written notification. This agreement is only valid for the original term, dates indicated above. This Agreement is hereby executed by the following parties as of the date indicated below:

Acceptance of Agreement

Sponsor Representative's Signature	Vendor Representative's Signature
Printed Name of Sponsor Representative	Printed Name of Vendor Representative
Title	Title
Date	Date

Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the **USDA Program Discrimination Complaint Form**, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

1. mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
2. fax: (202) 690-7442;
3. email: program.intake@usda.gov.

This institution is an equal opportunity provider.

Summer Food Service Program Contract for Vended Meals

Purpose and Authority

This agreement is made and entered into by and between:

Sponsor: Vernon Youth Services and

Vendor: Vernon Public Schools Food & Nutrition

The Vendor agrees to furnish meals as ordered by the Sponsor for the period of:
June 17, 2019 to August 23, 2019

Based on the following:

Lunch Location	Estimated Servings per Day	Estimated Number of Serving Days	Unit Price	Meal Service	Times
Henry Park	125	5 days per week	\$3.50	Lunch	11:45am-12:30pm
Park West Apartments	33	5 Days per week	\$3.50	Lunch	11:45am-12:30pm
Rockville Library	75	2 Days per week	\$3.50	Lunch	12:00pm-1:00pm
Talcott Park	44	5 Days per week	\$3.50	Lunch	11:45am-12:30pm
Center Road School	75	4 Days per week	\$2.10	Breakfast	8:00am – 8:40am

The Vendor agrees to prepare and deliver cold, unitized meals including milk on a daily basis to the location(s) prior to the start of the timeframes indicated above. The meals furnished shall meet or exceed Summer Food Service Program (SFSP) meal pattern requirements as specified under Title 7, Part 225 of the Code of Federal Regulations. Sponsor will claim the meals for SFSP reimbursement.

Meal Charges and Billing

The price of the meal has been mutually agreed upon by the Vendor and Sponsor. The unit prices submitted are based on the cycle menu attached hereto and incorporated into this Agreement.

The Vendor shall be paid by the Sponsor in a timely fashion for all meals delivered in accordance with this contract and SFSP regulations. Neither the United States Department of Agriculture (USDA) nor the State Agency assumes any liability for meals, including payment differences between the number of meals delivered by the Vendor and the number of meals served by the Sponsor that are eligible for reimbursement. Once delivered from the Vendor to the Sponsor, any leftover meals are the responsibility of the Sponsor.

The Sponsor shall have the option to cancel this Agreement if the Federal government withdraws funds to support the SFSP. It is further understood that, in the event of cancellation of this Agreement, the Sponsor shall be responsible for meals that have already been assembled and delivered in accordance with this Agreement.

Food Safety

The Vendor agrees to prepare, package, and deliver meals in containers that meet or exceed local public health standards including, but not limited to, Time and Temperature Control for Safety (TCS) foods, state and local health certification at the meal preparation facility, and health sanitation requirements. Once delivered, the Sponsor is responsible for maintaining the temperature control of TCS foods.

The Vendor shall attach a Time & Temp log to each meal delivery for consistent record keeping during transport and holding of the cold meals. The temperature of TCS foods must be taken and recorded every 2 hours at minimum.

Ordering and Delivery Specifications

Notification of any changes in approved sites will be made by the Sponsor not less than 7 days prior to the day delivery of the meals are to begin or end. The Sponsor reserves the right to increase or decrease the number of meals ordered by 1:00pm the previous day. Less notice may be provided if mutually agreed upon between the parties of this Agreement at the time notice is given.

The Vendor shall attach a ticket with each delivery specifying the date and quantity of meals by type that are provided. The delivery ticket must also state the menu for the day so each site can ensure the proper meals are being delivered. The Sponsor or Sponsor's representative must sign each delivery ticket, keep a copy, and document any discrepancies. The Vendor shall submit itemized invoices to the Sponsor monthly which specify the quantity of meals by type delivered during the preceding month.

Record Keeping

The Vendor agrees to maintain all records (supported by invoices, menus, production records, receipts, etc) that the Sponsor needs to meet its responsibilities under Title 7, Part 225 of the Code of Federal Regulations. These records shall be available for inspection and audit by representatives of the Sponsor, the State of Connecticut of Public Health, the State Agency, U.S. Department of Agriculture, and the U.S. General Accounting Office at any reasonable time and place for up to three years from the date of receipt of final payment or until final resolution of any audits or investigations. The Vendor shall comply with the appropriate bonding requirements, as set forth in subsections 225.15(m)(5) through (m)(7) of Title 7 of the Code of Federal Regulations.

This Agreement may be terminated by either party upon thirty (30) days written notification. This agreement is only valid for the original term, dates indicated above. This Agreement is hereby executed by the following parties as of the date indicated below:

Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

1. mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
2. fax: (202) 690-7442;
3. email: program.intake@usda.gov.

This institution is an equal opportunity provider.

APPROVED
TOWN ADMINISTRATOR

MAY 13 2019
Acceptance of Agreement

Michael Purcaro



Elizabeth Fisher

Sponsor Representative's Signature	Vendor Representative's Signature
Michael Purcaro	Elizabeth Fisher
Printed Name of Sponsor Representative	Printed Name of Vendor Representative
Town Administrator, Vernon	Food Service Director, VPS 5/14/19
Title	Date

Summer Food Service Program (SFSP) Free Meals Policy Statement for NONPRICING Programs

Agreement number: 14651S

Federal regulations require the following statement of assurance from each sponsor in order to be determined eligible to participate in the SFSP. This letter must be signed and returned **prior** to your program opening date.

The (name of sponsor) Town of Vernon
hereby assures the Connecticut State Department of Education that, in accordance with U.S. Department of Agriculture (USDA) regulations for the SFSP 7 CFR 225.6(c)(4)(i), all children will be served the same meal, all meals are free, and there will be no discrimination in the course of the food service.

Signature: _____

Signature of Authorized Representative (as it appears on ED-099 Agreement)

Title: Mayor

Date: _____

This form must be returned as part of the annual application process. Questions may be directed to Caroline Cooke, Summer Meals Associate Education Consultant, at caroline.cooke@ct.gov, Connecticut State Department of Education, Child Nutrition Programs, 450 Columbus Boulevard, Suite 504, Hartford, CT 06103-1841.

SFSP Free Meals Policy Statement for NONPRICING Programs

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Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

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- (3) email: program.intake@usda.gov.

This institution is an equal opportunity provider.

For information on the SFSP, visit the Connecticut State Department of Education's SFSP website. This form is available at <https://portal.ct.gov/-/media/SDE/Nutrition/SFSP/FreeSFSPnonpricing.doc>.

Summer Food Service Program (SFSP) Training Certification Letter

Agreement number: 14651S

Training Sessions for All SFSP Sponsor and Site Personnel

Federal regulations require the following statement of assurance from each sponsor to be eligible for the second operating and administrative advances.

The Town Of Vernon hereby assures the Connecticut State
Name of Sponsor

Department of Education that it has held training sessions for its own personnel, including site personnel, with regard to SFSP duties and responsibilities. The training session for administrative personnel was held on 6/19/2020 and for site personnel on 6/23/2020.
Date *Date*

Personnel representing all sites were in attendance at the site personnel session.

Signature: _____
Authorized Representative (as indicated on ED-099 Agreement)

Title: Mayor Date: _____

Include this form with your SFSP application. Questions may be directed to Caroline Cooke, Summer Meals Associate Education Consultant, at caroline.cooke@ct.gov.

SFSP Training Certification Letter

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Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

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For more information on the SFSP, visit the Connecticut State Department of Education's SFSP website. This form is available at <https://portal.ct.gov/-/media/SDE/Nutrition/SFSP/TrainingLetterSFSP.doc>.

Summer Food Service Program (SFSP) Visit Certification Letter

Agreement number: 14651S

Food Service Sites Visited

Federal regulations require the following statement of assurance from each sponsor to be determined eligible to participate in the SFSP. This letter must be signed and returned **prior** to your program opening date.

The Town of Vernon hereby assures the Connecticut State
Name of Sponsor

Department of Education that all new sites or sites identified as having operational concerns during the previous Summer Meals season have been visited and have the capability and facilities for the meal service planned for the number of children anticipated to be served in the current year.

Signature: _____
Authorized Representative (as indicated on ED-099 Agreement)

Title: Mayor Date: _____

Include this form with your SFSP application. Questions may be directed to Caroline Cooke, Summer Meals Associate Education Consultant, at caroline.cooke@ct.gov.

SFSP Sample Visit Certification Letter

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

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For more information on the SFSP, visit the Connecticut State Department of Education's SFSP website. This form is available at <https://portal.ct.gov/-/media/SDE/Nutrition/SFSP/VisitLetterSFSP.doc>.

RECEIVED BY EMAIL

RECEIVED
VERNON TOWN CLERK

20 JUN 11 PM 2:10

MINUTES
VERNON TOWN COUNCIL
VIRTUAL REGULAR MEETING
TELECONFERENCE CALL IN NUMBER: 1-929-205-6099
MEETING ID: 831 1307 6432 PASSWORD: 0602
TUESDAY, JUNE 2, 2020 - 7:30PM

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

A.) PLEDGE OF ALLEGIANCE

B.) ROLL CALL

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

Absent:

Entered During Virtual Regular Meeting:

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

C.) CITIZEN'S FORUM

None

D.) EXECUTIVE SESSION

None

E.) PUBLIC HEARINGS

None

F.) PRESENTATIONS BY THE ADMINISTRATION

Mayor Champagne presented the following to the Town Council:

- Due to COVID-19, July in the Sky fireworks and the Summer Days Carnival is cancelled for 2020.
- A video of remembrance from this past Memorial Day is posted on the Town of Vernon website and will air on the Community Voice Channel during calendar segment and intermittently during the regular programming for the month of June. Many thanks to everyone who worked on the video.
- Mayor Champagne thanked everyone who participated at the recent Town of Vernon regional American Red Cross Blood Drive - over 60 pints were collected.

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

- Due to the 100% turnout at the Town of Vernon sponsored regional American Red Cross blood drive held on May 29th, based on the overwhelming success a second blood drive has been scheduled for June 26, 2020 at the Vernon Senior Center at 135 Bolton Road at the request of the American Red Cross.

- The weekly COVID-19 walk-up testing continues every Tuesday at St Bernard Church and the drive-thru testing continues every Thursday at the Vernon Senior Center. There have been 315 tests administered to date, not including June 2, 2020. Additional announcements regarding potential testing expansion are forthcoming.
- The Local Recovery and Reopening Advisory Committee held a second meeting this past week receiving overall positive feedback regarding the one page permitting process that allows the land use departments to help businesses get up and running while ensuring compliance with the current guidance. As a result of the discussion, Administration has committed to follow up with the State regarding feedback from businesses who have employees that receive unemployment benefits and choose to not return to work.
- The Parks and Recreation summer camps will not be opening based on the current public health guidance.
- The two public pools will remain closed this summer based on the current public health guidance. Beaches and parks will remain open, however additional restrictions will be required for the beaches that will be shared with the community.
- The Joint Coordination Center continues to receive calls from our residents. In addition to providing information regarding town services, a database is being created to provide the community creative and alternative solutions and resources for parents/guardians for our youth, as well as possible resources initiated by a community group focusing on helping senior citizens in the community.
- The CERT team, as a result of the Mayor's Declaration of Public Health and Civil Preparedness Emergency in March, and the subsequent activation order through the Commissioner of Homeland Security, has been deployed to the Town of Enfield to help with a mask distribution on Thursday June 4, 2020.
- The Vernon Public Schools has donated 3000 gallons of unused diesel fuel to the Town of Vernon Public Works department for usage, which demonstrates the collaborative partnership and shared services within the Town of Vernon,

G.) ACTION ON CONSENT AGENDA

Council Member Wakefield, seconded by Council Member Bush made a motion to move the Consent Agenda. Council Member DiDio pulled item C-2. Motion carried to approve items C-1, C-3 and C-4 unanimously by roll call vote.

- C-1 Request the Town Council approve Tax Refunds for Current year.** (See copy of a memorandum from Terry Hjarne, Collector of Revenue, to Michael J. Purcaro, Town Administrator dated May 26, 2020 included in the Council packet.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES SEVEN (7) CURRENT YEAR TAX REFUND TOTALING \$2445.18 AS REFERENCED IN THE LETTER FROM TERRY HJARNE, COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED MAY 26, 2020.

- C-3 Request the Town Council approve Mayor Daniel A. Champagne's appointment of Ellen Eybel (U), 63 East Street, Rockville, Connecticut as a regular member of the Vernon Housing Authority Board, said term to commence on June 3, 2020 and expires on February 28, 2022.** (A copy of Ms. Eybel's resume is included for Council review.)

PROPOSED MOTION

PURSUANT TO CHAPTER 8, SECTION 5 OF THE VERNON TOWN CHARTER THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF ELLEN EYBEL, (U), 63 EAST STREET, ROCKVILLE, CONNECTICUT AS A REGULAR MEMBER OF THE VERNON HOUSING AUTHORITY BOARD, SAID TERM TO COMMENCE ON JUNE 3, 2020 AND EXPIRES ON FEBRUARY 28, 2022.

- C-4 **Request the Town Council approve Mayor Daniel A. Champagne's appointment of Susan V. Bannon, (I), 9 Hillside Manor Avenue, Vernon, Connecticut as a regular member of the Vernon Housing Authority Board, said term to commence on June 3, 2020 and expires on February 28, 2023.** (A copy of Ms. Bannon's resume is included for Council review.)

PROPOSED MOTION

PURSUANT TO CHAPTER 8, SECTION 5 OF THE VERNON TOWN CHARTER THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF SUSAN V. BANNON, (I), 9 HILLSIDE MANOR AVENUE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE VERNON HOUSING AUTHORITY BOARD, SAID TERM TO COMMENCE ON JUNE 3, 2020 AND EXPIRES ON FEBRUARY 28, 2023.

- H.) **DISCUSSION OF PULLED CONSENT ITEM(S)**

- C-2 **Request the Town Council approve budget amendments #19, #20, #21 and #22, 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 #19, #20, #21 AND #22 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 Bush made a motion to move Consent Agenda item C-2. Public Works Director Dwight Ryniewicz and Mayor Champagne answered questions. Discussion ensued. Motion carried unanimously by roll call vote.

- I.) **PENDING BUSINESS**
None

- J.) **NEW BUSINESS**

1. **Request the Town Council authorize the Bond Authorization request from Jeffrey A. O'Neill, Finance Officer and Treasurer.** (See memorandum dated May 28, 2020 to Mayor Daniel A. Champagne, Town Administrator Michael J. Purcaro

and Assistant Town Administrator Dawn Maselek from Finance Officer and Treasurer Jeffrey A. O'Neill relative to same.)

PROPOSED RESOLUTION

NOW THEREFORE, BE IT RESOLVED, THAT THE TOWN COUNCIL ON JUNE 2, 2020 HEREBY AUTHORIZES THE ISSUANCE OF NOT EXCEEDING \$21,000,000 REFUNDING BONDS FOR PAYMENT IN WHOLE OR IN PART OF THE OUTSTANDING PRINCIPAL OF AND INTEREST AND ANY CALL PREMIUM ON THE TOWN'S \$3,755,000 GENERAL OBLIGATION BONDS, ISSUE OF 2011, \$34,685,000 GENERAL OBLIGATION REFUNDING BONDS, ISSUE OF 2012, AND \$6,130,000 GENERAL OBLIGATION BONDS, ISSUE OF 2015, AND RELATED COSTS.

Council Member Wakefield, seconded by Council Member Levesque made a motion to authorize the issuance of not exceeding \$21,000,000 refunding bonds for payment in whole or in part of the outstanding principal of and interest and any call premium on the town's \$3,755,000 general obligation bonds, issue of 2011, \$34,685,000 general obligation refunding bonds, issue of 2012 and \$6,130,000 general obligation bonds, issue of 2015, and related costs. Finance Officer and Treasurer, Jeffrey O'Neill spoke and answered questions. Discussion ensued. Motion carried unanimously by roll call vote.

2. **Request the Town Council authorizes a general wage increase of one percent (1%) effective July 1, 2020.** (See memorandum dated June 2, 2020 from Mayor Daniel A. Champagne to the Vernon Town Council relative to same.)

PROPOSED MOTION

THE TOWN COUNCIL CONSISTENT WITH THE TOWN OF VERNON PERSONNEL RULES AND REGULATIONS, SECTIONS 3.7, 3.19 AND 5.3 (B) (3), HEREBY AUTHORIZES THAT ALL NON-UNION FULL TIME, PERMANENT PART TIME AND PART TIME EMPLOYEES BE GIVEN A GENERAL WAGE INCREASE OF ONE PERCENT (1.0%), EFFECTIVE JULY 1, 2020.

Council Member Wakefield, seconded by Council Member Levesque, made a motion to authorize that all non-union full-time, permanent part time and part time employees be given a general wage increase of one percent (1.0%) effective July 1, 2020. Assistant Town Administrator Dawn Maselek answered questions. Discussion ensued. Motion carried by roll call vote with one abstention (Wendus).

3. **Request the Town Council endorse the establishment of the Gene Pitney Memorial Park to be located at 19 Grove Street.**

PROPOSED MOTION

THE TOWN COUNCIL HEREBY ENDORSES THE ESTABLISHMENT OF "GENE PITNEY MEMORIAL PARK", AT 19 GROVE STREET.

Council Member Wakefield, seconded by Council Member Schaefer made a motion to endorse the establishment of "Gene Pitney Memorial Park" at 19 Grove Street. Mayor Champagne spoke. Motion carried unanimously by roll call vote.

- K.) **INTRODUCTION OF ORDINANCES**
None
- L.) **ACTION ON ORDINANCE(S) PREVIOUSLY PRESENTED**
None
- M.) **IDENTIFICATION/ADOPTION OF ADDITIONAL AGENDA ITEMS**
None
- N.) **DISCUSSION OF ADDITIONAL ITEMS AND INFORMATIONAL ITEMS**
None
- O.) **ADOPTION OF MINUTES**

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE VIRTUAL REGULAR TOWN COUNCIL MEETING ON **MAY 19, 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 virtual regular Town Council meeting held on May 19, 2020. Motion carried unanimously by voice vote.

- P.) **INFORMATIONAL ITEMS, PETITIONS, COMMUNICATIONS, CORRESPONDENCE, REPORTS, ETC. NOT REQUIRING ACTION**
1. Monthly Report for April 2020, Town Clerk's Office, as submitted by Karen C. Daigle, Vernon Town Clerk.
 2. Monthly Report for April 2020, Police Department, as submitted by Captain John Kelley, Vernon Police Department.

Q.) **ADJOURN (8:11PM)**

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

Received:

Approved:

Respectfully Submitted.

Kathleen Minor
Recording Secretary