

AGENDA  
VERNON TOWN COUNCIL  
**REGULAR MEETING**  
**VIRTUAL INFO: CALL IN #1-929-205-6099**  
**Meeting ID: 926 7957 888 Password: 0421**

~~TOWN HALL — 14 PARK PLACE — 3<sup>RD</sup> FLOOR~~  
~~VERNON, CONNECTICUT~~

**TUESDAY, APRIL 21, 2020**

7:30 P.M.

A.) PLEDGE OF ALLEGIANCE

B.) ROLL CALL

C.) CITIZENS FORUM

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D.) EXECUTIVE SESSION

E.) PUBLIC HEARING

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F.) PRESENTATIONS BY THE ADMINISTRATION

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

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G.) ACTION ON CONSENT AGENDA

- 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 April 13, 2020 included in the Council packet.)

**PROPOSED MOTION**

THE TOWN COUNCIL HEREBY APPROVES ONE (1) CURRENT YEAR TAX REFUND TOTALING \$22.19 AS REFERENCED IN THE LETTER FROM TERRY HJARNE, COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED APRIL 13, 2020.

- C 2. Request the Town Council approve budget amendments #15 and #16, 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 #15 AND #16 FOR FISCAL YEAR 2019-2020 AS PROVIDED BY JEFFREY A. O'NEILL, FINANCE OFFICER AND TREASURER, ON THE ATTACHED BUDGET AMENDMENT FORMS.

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H.) DISCUSSION OF PULLED CONSENT ITEMS

I.) PENDING BUSINESS

J.) NEW BUSINESS

- 1. Request the Town Council consider the Suspension and Modification of Tax Deadlines and Collection Efforts.** (See memorandum dated April 15, 2020 from Jeffrey A. O'Neill, Finance Officer and Treasurer to Mayor Daniel A. Champagne, Town Administrator Michael J. Purcaro and Assistant Town Administrator Dawn Maselek relative to same.)

**PROPOSED RESOLUTION**

NOW THEREFORE, Be It Resolved, That the Town Council on April 21, 2020 hereby approves participation in a Deferment Program which shall offer to eligible taxpayers, businesses, nonprofits, and residents a deferment by ninety (90) days of any taxes on real property, personal property or motor vehicles, or municipal water, sewer and electric rates, charges or assessments for such tax, rate, charge, or assessment from the time that it became due and payable. Eligible taxpayers, businesses, nonprofits, and residents are those that attest to or document significant economic impact by COVID-19, and/ or those that document they are providing relief to those significantly affected by the COVID-19 pandemic.

- 2. Request the Town Council schedule a Public Hearing on May 19, 2020 at 7:35 pm via teleconference (see call in information in the motion below) to hear comments and take the necessary action relative to the 2020 Neighborhood Assistance Act Tax Credit Program.** (See memorandum dated April 7, 2020 from Michelle Hill, Interim Director of Social Services for the Town of Vernon to Michael J. Purcaro, Town Administrator relative to same.)

### **PROPOSED MOTION**

THE TOWN COUNCIL HEREBY SCHEDULES A PUBLIC HEARING ON MAY 19, 2020 AT 7:35 PM VIA TELECONFERENCE TO HEAR COMMENT AND TAKE THE NECESSARY ACTION RELATIVE TO ***"THE NEIGHBORHOOD ASSISTANCE ACT TAX CREDIT PROGRAM"***. THOSE WISHING TO PARTICIPATE SHOULD CALL IN TO THE TELECONFERENCE AS FOLLOWS: ***Call in information: 1-929-205-6099; Meeting ID: 967 5064 0235; Password: 0519.***

3. **Request the Town Council in accordance with the requirements for the Small Cities, Community Development Block Grant Program adopt the following documents, and further declare April, 2020 Fair Housing Month.** (See a copy of the six documents listed in the resolution below in your packet for review.)

### **PROPOSED RESOLUTION #1**

RESOLVED, THE TOWN COUNCIL HEREBY WAIVES THE READING OF AND ADOPTS THE FOLLOWING ***SMALL CITIES, COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM*** DOCUMENTS:

- TOWN OF VERNON - ***AFFIRMATIVE ACTION POLICY STATEMENT***
- TOWN OF VERNON - ***AMERICANS WITH DISABILITIES ACT ADA NOTICE***
- TOWN OF VERNON - ***AMERICANS WITH DISABILITIES ACT MUNICIPAL GRIEVANCE PROCEDURE***
- TOWN OF VERNON - ***COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964***
- TOWN OF VERNON - ***FAIR HOUSING POLICY STATEMENT***
- TOWN OF VERNON - ***FAIR HOUSING RESOLUTION***

### **PROPOSED RESOLUTION #2**

RESOLVED, THE TOWN COUNCIL JOINS MAYOR DANIEL A. CHAMPAGNE IN DECLARING ***APRIL, 2020 FAIR HOUSING MONTH*** IN THE TOWN OF VERNON.

4. **Request the Town Council refer 8 Morrison Street, Vernon, CT to the Planning and Zoning Commission for an 8-24 review.** (See memorandum from Mayor Daniel A. Champagne to the Town Council dated April 15, 2020 relative to same. Also included is the property card for reference.)

**PROPOSED MOTION**

THE TOWN COUNCIL HEREBY DIRECTS THE TOWN ADMINISTRATOR TO SEEK CONNECTICUT GENERAL STATUTES § 8-24 REVIEW FROM THE TOWN OF VERNON PLANNING AND ZONING COMMISSION AS IT APPLIES TO THE DISPOSITION OF THE PROPERTY KNOWN AS **8 MORRISON STREET, PARCEL NO. 22-0050-0003A.**

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K.) INTRODUCTION OF ORDINANCES

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L.) ACTION ON ORDINANCE(S) PREVIOUSLY PRESENTED

M.) IDENTIFICATION/ADOPTION OF ADDITIONAL AGENDA ITEMS

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N.) DISCUSSION OF ADDITIONAL ITEMS AND INFORMATIONAL ITEMS

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O.) ADOPTION OF MINUTES

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR TOWN COUNCIL MEETING ON **APRIL 7, 2020** AND THAT MINUTES OF SAID MEETING BE APPROVED.

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

1. Monthly Report – March, 2020 for the Vernon Police Department as submitted by Captain John Kelley.
2. Monthly Report – March, 2020 for the Town Clerk's Office as submitted by Karen Daigle, Vernon Town Clerk.

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Q.) ADJOURNMENT



PRINT FORM

# CONSENT #1

## TOWN OF VERNON DEPARTMENT SUBMISSION FOR TOWN COUNCIL AGENDA

FROM  
DEPARTMENT/NAME

COLLECTOR OF REVENUE

PROPOSED ITEM

TAX REFUNDS

SUBJECT

TAX REFUNDS

ACTION REQUESTED

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

DATED

04/13/2020

BACKGROUND  
INFORMATIONAPPROPRIATION  
REQUIRED ?☐ NO ☐ YES

AMOUNT SOUGHT

LIST OF SUPPORTING  
DOCUMENTATIONWORDING  
PROPOSED MOTIONTHE TOWN COUNCIL HEREBY APPROVES  TAX REFUND(S) FOR CURRENT YEAR

TOTALING

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



Terry Hjarne CCMC  
Collector of Revenue

# TOWN OF VERNON

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

TO: Michael J. Purcaro, Town Administrator  
FROM: Terry Hjarne, Collector of Revenue  
DATE: April 13, 2020  
SUBJECT: Refunds for Town Council Approval

**PRIOR YEARS:**

NONE

**CURRENT YEAR: 2018 GRAND LIST**

WILLIAMS WENDYG ..... 22.19  
Taxpayer Paid Too Much

(1)Current Overpayments..... **\$22.19**

Cc: Jeff O'Neill TXP20102 TXC20102



TOWN OF VERNON  
DEPARTMENT SUBMISSION FOR  
TOWN COUNCIL AGENDA

#2

FROM  
DEPARTMENT/NAME

Finance

PROPOSED ITEM

Fiscal Year 2019-2020 Budget Amendments

SUBJECT

ACTION REQUESTED

Request the Town Council approve budget amendments #15 and #16 for fiscal year 2019-2020 as provided by Finance Officer and Treasurer Jeffrey O'Neill.

BACKGROUND  
INFORMATION

#15 – Required to cover compensated absences expenditures.

#16 – Required to cover contractual expenditures related to annual performance evaluations.

APPROPRIATION  
REQUIRED?

☐

NO

☒

YES

AMOUNT SOUGHT

\$50,883.23

LIST OF SUPPORTING  
DOCUMENTATION

Budget Amendment Request forms from Finance Officer.

WORDING  
PROPOSED MOTION

RESOLVED, THE TOWN COUNCIL, HEREBY APPROVES BUDGET AMENDMENT REQUESTS #15 AND #16 FOR FISCAL YEAR 2019 – 2020 AS OUTLINED IN THE BUDGET AMENDMENT FORMS PROVIDED BY FINANCE OFFICER AND TREASURER, JEFFREY O'NEILL.

## Budget Amendment Request

Total Amount Requested: \$50,883.23

Fiscal Year 2019 - 2020

Date: April 13, 2020

To: Finance Officer From (Department): Finance Amendment #: 15

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
<b>FROM:</b>				
Fund Balance		100	31200	\$ 50,883.23
<b>"FROM" Subtotal:</b>				<b>\$ 50,883.23</b>

Department	Account Description	Org Code	Object	Amount
<b>TO:</b>				
1 Engineering	Compensated Absence - Vacation	10341214	51081	\$ 3,809.63
2 Engineering	Compensated Absence - Sick	10341214	51080	47,073.60
3				
4				
5				
6				
7				-
8				-
				-
<b>"TO" Subtotal:</b>				<b>\$ 50,883.23</b>

No.            **COMMENTS CONCERNING BUDGET AMENDMENT REQUEST**

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

	1	2	3	4
Balance in account for which funds are requested:	(3,809.63)	(47,073.60)		
Original appropriation in account:				
Plus or minus prior amendments:				
Amount of appropriation to date:	3,809.63	47,073.60		

Jeffrey A. O'Neill  
Department Head

Jeffrey A. O'Neill  
Signature

April 13, 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: \$7,125.08

Fiscal Year 2019 - 2020

Date: April 13, 2020

To: Finance Officer From (Department):

Finance

Amendment #: 16Type 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
<b>FROM:</b>				
Contingency	Contingency	10672280	58400	\$ 7,125.08
<b>"FROM" Subtotal:</b>				<b>\$ 7,125.08</b>

Department	Account Description	Org Code	Object	Amount
<b>TO:</b>				
1 Assessment	Merit Pay	10114144	51083	\$ 1,704.35
2 Collector of Revenue	Merit Pay	10114146	51083	922.32
3 Economic Development	Merit Pay	10151171	51083	1,770.85
4 Building Inspection	Merit Pay	10232187	51083	662.28
5 Engineering	Merit Pay	10341214	51083	662.28
6 Social Services Pay	Merit Pay	10456240	51083	701.50
7 Recreation Administration	Merit Pay	10560250	51083	701.50
8				-
<b>"TO" Subtotal:</b>				<b>\$ 7,125.08</b>

No. *COMMENTS CONCERNING BUDGET AMENDMENT REQUEST*

Amendment required to cover expenditures related to contractual pay increases for employees at top step following a positive annual performance evaluation. Merit pay is not budgeted for but the Contingency budget was created for such requests.

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

Jeffrey A. O'Neill  
Department HeadJeffrey A. O'Neill  
SignatureApril 13, 2020  
Date

At a meeting of the Town Council held on

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

Signature of Town Administrator:



# TOWN OF VERNON NEW BUSINESS #1

14 PARK PLACE, VERNON, CT 06066

Tel: (860) 870-3634

Fax: (860) 870-3587

E-mail: [joneill@vernon-ct.gov](mailto:joneill@vernon-ct.gov)

OFFICE OF THE  
FINANCE DEPARTMENT

Date: April 15, 2020

To: Mayor Daniel A. Champagne  
Michael J. Purcaro, Town Administrator  
Dawn Maselek, Assistant Town Administrator

CC: Terry Hjarne, Collector of Revenue

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

Re: Suspension and Modification of Tax Deadlines and Collection Efforts - Action Required by Town Council

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## Background

On April 1, 2020, Governor Lamont issued Executive Order No. 7S (attached) which established two programs to offer support to eligible taxpayers, businesses, nonprofits, and residents who have been economically affected by the COVID-19 pandemic. Such programs shall be known as the "Deferment Program" and the "Low Interest Rate Program."

Each municipality, as defined in section 7-148 of the general statutes, by determination of its local legislative body, or, in any town in which the legislative body is a town meeting, by a vote of the board of selectmen, shall participate in one or both programs and shall notify the Secretary of the Office of Policy and Management no later than April 25, 2020, about which program or programs it is electing to participate in.

In addition, on April 13, 2020 the Governor issued Executive Order No. 7W (attached) which offered the following: **Clarification of Time Periods.** Because interest on past due taxes and water, sewer, or electric charges are calculated by the month, not by the day, and principal is typically due on the first of the month, not the tenth, the ninety (90) day periods referred to in Executive Order No. 7S, Section 6 are amended to three (3) months, and the references to due dates and delinquency dates on or prior to March 10 are amended to April 1.

Upon review of options presented by the Governor, the Collector of Revenue and Finance Officer recommend that the Town of Vernon move forward with the "Deferment Program". Such program shall offer to eligible taxpayers, businesses, nonprofits, and residents a deferment by ninety (90) days of any taxes on real property, personal property or motor vehicles, or municipal water, sewer and electric rates, charges or assessments for such tax, rate, charge, or assessment from the time that it became due and payable. Following the ninety (90) days, the portion that remains delinquent shall be subject to interest and penalties as previously established.

For consideration at the April 21, 2020 Town Council meeting:

NOW THEREFORE, Be It Resolved, That the Town Council on April 21, 2020 hereby approves participation in a Deferment Program which shall offer to eligible taxpayers, businesses, nonprofits, and residents a deferment by ninety (90) days of any taxes on real property, personal property or motor vehicles, or municipal water, sewer and electric rates, charges or assessments for such tax, rate, charge, or assessment from the time that it became due and payable. Eligible taxpayers, businesses, nonprofits, and residents are those that attest to or document significant economic impact by COVID-19, and/ or those that document they are providing relief to those significantly affected by the COVID-19 pandemic.

**STATE OF CONNECTICUT**

**BY HIS EXCELLENCY**

**NED LAMONT**

**EXECUTIVE ORDER NO. 7S**

**PROTECTION OF PUBLIC HEALTH AND SAFETY DURING COVID-19 PANDEMIC AND  
RESPONSE – SAFE STORES, RELIEF FOR POLICYHOLDERS, TAXPAYERS, AND  
TENANTS**

**WHEREAS**, on March 10, 2020, I issued a declaration of public health and civil preparedness emergencies, proclaiming a state of emergency throughout the State of Connecticut as a result of the coronavirus disease 2019 (COVID-19) outbreak in the United States and confirmed spread in Connecticut; and

**WHEREAS**, pursuant to such declaration, I have issued seventeen (17) executive orders to suspend or modify statutes and to take other actions necessary to protect public health and safety and to mitigate the effects of the COVID-19 pandemic; and

**WHEREAS**, COVID-19 is a respiratory disease that spreads easily from person to person and may result in serious illness or death; and

**WHEREAS**, the World Health Organization has declared the COVID-19 outbreak a pandemic; and

**WHEREAS**, the risk of severe illness and death from COVID-19 appears to be higher for individuals who are 60 years of age or older and for those who have chronic health conditions; and

**WHEREAS**, to reduce the spread of COVID-19, the United States Centers for Disease Control and Prevention and the Connecticut Department of Public Health recommend implementation of community mitigation strategies to increase containment of the virus and to slow transmission of the virus, including cancellation of gatherings of ten people or more and social distancing in smaller gatherings; and

**WHEREAS**, my Executive Order No. 7N imposed certain safety restrictions and mandates on retail establishments in order to limit the spread of COVID-19 among customers, employees, and others entering such establishments; and

**WHEREAS**, there exists a compelling state interest in a consistent and easily understandable statewide approach to reducing the risk of transmission of COVID-19 among customers, staff, and other persons entering retail establishments, to limit community transmission of COVID-19 statewide, and to ensure the continuity of essential retail services and safe conduct of permitted non-essential retail services; and

**WHEREAS**, widespread financial hardship caused by the COVID-19 pandemic and necessary responses to it may prevent policyholders from timely payment of insurance premiums, and any resulting penalties, including cancellation or non-renewal of policies, create additional hardship, cause further damage to the economy, and endanger property and public health; and

**WHEREAS**, to encourage social distancing and protect public health and safety, my Executive Order 7D, dated March 16, 2020 and Executive Order 7G, dated March 19, 2020, closed bars and restaurants to all on-premise service of food and beverages; and

**WHEREAS**, many businesses may be experiencing lost revenue from the prohibition of on-premise food and beverage sales, which will hinder their ability to make timely payments to their creditors; and

**WHEREAS**, the State of Connecticut serves many elders and disabled individuals through multiple home and community based services waivers and Medicaid state plan benefits under the Medicaid program, including clients of the Department of Social Services, Department of Mental Health and Addiction Services and the Department of Developmental Services, who rely upon these home-based services to remain in their homes, avoid institutionalization and achieve maximum independence and functioning, and certain adjustments to the provision of services under these various waivers are necessary to ensure continuity of services and provide greater flexibility during COVID-19;

**WHEREAS**, the Centers for Medicare & Medicaid Services has advised the Department of Social Services that it may, on an expedited basis, and without providing a notice and comment period, take advantage of opportunities included in Appendix K to the Home and Community Based Waivers under Section 1915(c), as well as Sections 1115 (a) and 1135, of the Social Security Act, and also including, as applicable, amendments to Medicaid state plan provisions under other relevant provisions, such as sections 1915(i), 1915(k) and 1945 of the Social Security Act, in order to act quickly to address critical health needs of Medicaid beneficiaries and others in Connecticut in response to COVID-19; and

**WHEREAS**, Chapter 204 of the Connecticut General Statutes sets forth tax collection deadlines that will be difficult for residential and commercial property owners to meet in light of the significant job and economic losses experienced by Connecticut residents and businesses; and

**WHEREAS**, municipalities have sought relief on behalf of taxpayers who are struggling due to business operations being suspended or ceased, layoffs and other complications due to the COVID-19 pandemic; and

**WHEREAS**, certain municipal charters, ordinances or resolutions require critical town fiscal and budgetary decisions to be voted on by referendum or town meeting that create a risk to public health; and

**WHEREAS**, Sections 12-170aa(e) and (f) and Sections 12-129b and 12-129c of the Connecticut General Statutes require municipalities to conduct specific duties, including but not limited to processing tax relief claims that require in-person meetings and application filing requirements for taxpayers who have attained age sixty-five or over or are totally disabled; and

**WHEREAS**, Section 12-62 of the Connecticut General Statutes requires municipalities to conduct in-person inspections which will create increased risk of transmission of COVID-19; and

**WHEREAS**, Section 12-63c of the Connecticut General Statutes requires taxpayer filings based on information in Income and Expense Statements by Assessors, which were previously extended under Executive Order 7I, Section 15; and

**WHEREAS**, it will promote the public health and safety of all Connecticut residents to prohibit evictions during the public health and civil preparedness emergency; and

**WHEREAS**, the Judicial Branch has suspended all evictions and ejectment proceedings and Executive Order No. 7G suspended non-critical court operations;

**NOW, THEREFORE, I, NED LAMONT**, Governor of the State of Connecticut, by virtue of the authority vested in me by the Constitution and the laws of the State of Connecticut, do hereby **ORDER AND DIRECT**:

1. **Safe Stores Mandatory Statewide Rules, Amending Executive Order No. 7N, Sec. 3.** Effective upon the opening of each retail establishment for the first time on April 3, 2020, every retail establishment in the State of Connecticut shall take additional protective measures to reduce the risk of transmission of COVID-19 between and among customers, employees, and other persons such as delivery drivers or maintenance people. The Commissioner of Economic and Community Development, in consultation with the Commissioner of Public Health, shall issue mandatory statewide rules prescribing such additional protective measures no later than 11:59 p.m. on April 1, 2020. Such rules shall be mandatory throughout the state and shall supersede and preempt any current or future municipal order and shall supersede the requirements of Executive Order No. 7N, Sec. 3, providing that nothing in this order shall eliminate or reduce the requirements of Executive Order No. 7N, Sec. 3 regarding firearms transactions.
2. **60-Day Grace Period for Premium Payments, Policy Cancellations and Non-Renewals of Insurance Policies.** Beginning on April 1, 2020, for a period of sixty (60) calendar days ending on June 1, 2020, no insurer may, without a court order, lapse, terminate or cause to be forfeited a covered insurance policy because a covered policyholder does not pay a premium or interest or indebtedness on a premium under the policy that is due except as provided hereunder. This grace period shall apply to entities licensed or regulated by the Insurance Department including admitted and non-admitted insurance companies that provide any insurance coverage in Connecticut including, life, health, auto, property, casualty and other types of insurance as follows:
  - a. Insurers shall provide such 60-day grace period to individuals that have individual insurance policies who, as a result of the COVID-19 pandemic, were laid off, furloughed, or fired from employment or otherwise sustained a significant loss in revenue. Such individuals may be required to provide an affidavit or other statement acceptable to their insurance carrier, explaining that as a result of the COVID-19 pandemic they were laid

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off, furloughed, or fired from employment or otherwise sustained a significant loss in revenue.

- b. Insurers shall provide such 60-day grace period to businesses that are group policyholders, have group insurance and/or have property/casualty insurance that were required to close or significantly reduce operations or suffered significant revenue loss as a result of the COVID-19 pandemic. Such businesses may be required to provide an affidavit or other statement acceptable to their insurance carriers, explaining that as a result of the COVID-19 pandemic, they were required to close or significantly reduce their business operations or suffered a significant revenue loss.
  - c. This 60-day grace period is not automatic. To be eligible, affected policyholders must provide the information outlined above in an affidavit or other statement acceptable to their insurance carriers. Carriers shall provide instructions on how policyholders are to provide such information.
  - d. Policyholders are advised that this grace period is not a waiver or forgiveness of the premium; it is only an extension of time in which to pay premiums. Policyholders are advised that they may be subject to restrictions if they are in receipt of state or federal stimulus funding relating to COVID-19.
  - e. Individuals or businesses that do not meet the criteria for the 60-day grace period set forth above, will need to contact their insurance carrier should they wish to discuss a premium deferral.
  - f. This order does not apply to self-funded health plans.
  - g. If a carrier has already provided a policyholder with a 60-day grace period for March and April 2020 premiums, or offers to provide a 60-day grace period for that time frame and it is accepted, the carrier will be deemed to have satisfied the requirements of this Executive Order with respect to that policyholder.
  - h. This 60-day grace period shall only apply to policyholders that were in good standing with their insurance carrier on March 12, 2020, and shall only apply to premiums due after the initial premium has been made to secure coverage.
  - i. This 60-day grace period applies only to cancellation or non-renewals attributed to a failure to pay premiums during the applicable 60-day grace period. If a policy is to be cancelled or non-renewed for any other allowable reason, the cancellation or non-renewal may be made pursuant to statutory notice requirements and for legally recognized reasons.
3. **Extension of 30-Day Period of Credit for Liquor Permittees.** Section 30-48(b) of the Connecticut General Statutes and Sections 30-6-A36 and 30-6-A37a of the Regulations of Connecticut State Agencies, which permit no more than a thirty-day period of credit, from

manufacturers, wholesalers, or others specified in such statute and regulations, is modified so that the maximum period of credit shall be ninety days after the date of delivery for all permittees prohibited from engaging in on-premise sales per Executive Order No. 7D, as amended by Executive Order No. 7H. The extension of credit shall not apply to permits that were delinquent at the time Executive Order No. 7D became effective on March 16, 2020. The period of delinquency shall begin on the ninety-first day after the date of delivery. All other requirements under the above-referenced statute and regulations shall apply, except as modified to reflect the increased period of credit, and the standard thirty-day period of credit shall continue to apply to all permittees whose businesses who were not engaging in on-premise sales at the time Executive Order No. 7D became effective. The credit extension shall remain in effect for any delivery made prior to the time Executive Order No. 7D expires or is terminated, or if extended or renewed, through any period of extension or renewal.

4. **Daily Payment of Certain Taxes Changed to Weekly.** Section 12-575 (h) of the Connecticut General Statutes is modified so that the licensee authorized to operate off-track betting in Connecticut shall file with the Department of Consumer Protection: a daily electronic report of the amount of wagers collected; and, no later than 12:00 PM every Tuesday, the tax filing and payment for the week preceding.
5. **Flexibility to Amend Medicaid Waivers and State Plan.** Section 17b-8 of the Connecticut General Statutes, to the extent that it requires: the submission of proposed applications to submit waivers or make certain amendments to Medicaid waivers or the Medicaid state plan (for such amendments that would have required a waiver but for the Affordable Care Act) to the joint standing committees having cognizance of matters relating to human services and appropriations; a 30-day public notice and comment period prior to submission of the proposed amendments to said committees; the holding of a public hearing by said committees; and the approval of the applications for amendment by said committees, is modified retroactive to the declaration of public health and civil preparedness emergency on March 10, 2020, to authorize the Commissioner of Social Services, on an expedited basis, to exercise the waiver flexibilities provided in response to COVID-19 and afforded by Appendix K to the Home and Community Based Waivers under Section 1915(c), as well as Sections 1115 (a) and 1135, of the Social Security Act and also including, as applicable and in response to COVID-19, amendments to Medicaid state plan provisions under other relevant provisions, such as sections 1915(i), 1915(k) and 1945 of the Social Security Act. The suspension of the aforesaid requirements is limited solely to emergency waivers related to the COVID-19 declared public health and civil preparedness emergencies.
6. **Suspension and Modification of Tax Deadlines and Collection Efforts.** Notwithstanding any contrary provisions of Chapter 204 of the Connecticut General Statutes or of any special act, charter, home-rule ordinance, local ordinance or other local law, there shall be established two programs to offer support to eligible taxpayers, businesses, nonprofits, and residents who have been economically affected by the COVID-19 pandemic. Such programs shall be known as the "Deferment Program" and the "Low Interest Rate Program." Each



municipality, as defined in section 7-148 of the general statutes, by determination of its local legislative body, or, in any town in which the legislative body is a town meeting, by a vote of the board of selectmen, shall participate in one or both programs and shall notify the Secretary of the Office of Policy and Management no later than April 25, 2020, about which program or programs it is electing to participate in.

- a. **Deferment Program.** During the period of March 10, 2020, the date that I declared the public health and civil preparedness emergency, through and including July 1, 2020, municipalities participating in the Deferment Program shall offer to eligible taxpayers, businesses, nonprofits, and residents a deferment by ninety (90) days of any taxes on real property, personal property or motor vehicles, or municipal water, sewer and electric rates, charges or assessments for such tax, rate, charge, or assessment from the time that it became due and payable. Eligible taxpayers, businesses, nonprofits, and residents are those that attest to or document significant economic impact by COVID-19, and/or those that document they are providing relief to those significantly affected by the COVID-19 pandemic. The Secretary of the Office of Policy and Management shall issue guidance as to which taxpayers, businesses, nonprofits, and residents shall be considered eligible for the Deferment Program, but participating municipalities may, upon approval of its local legislative body, or, in any town in which the legislative body is a town meeting, by a vote of the board of selectmen, extend eligibility for the deferment program to other categories of taxpayers, businesses, nonprofits, and residents.
- b. **Low Interest Rate Program.** For municipalities participating in the Low Interest Rate Program, notwithstanding Section 12-146 of the General Statutes, (i) the delinquent portion of the principal of any taxes on real property, personal property or motor vehicles, or municipal water, sewer and electric charges or assessments or part thereof shall be subject to interest at the rate of three (3) per cent per annum for ninety days from the time when it became due and payable until the same is paid, for any such tax, rate, charge, or assessment due and payable from March 10 through and including July 1, 2020, unless such delinquent portion is subject to interest and penalties at less than three (3) per cent per annum. Following the ninety days, the portion that remains delinquent shall be subject to interest and penalties as previously established; and (ii) any portion of the principal of any taxes on real property, personal property or motor vehicles, or municipal water, sewer and electric rates, charges or assessments or part thereof that had been delinquent on or prior to March 10, shall be subject to interest at the rate of three (3) per cent per annum for ninety days from this Order, unless such delinquent portion is subject to interest and penalties at less than three (3) per cent per annum. Following the ninety (90) days, the portion that remains delinquent shall be subject to interest and penalties as previously established.
- c. **Eligibility of Landlords.** In order for a landlord, or any taxpayer that rents or leases to any commercial, residential, or institutional tenant or lessee, to be eligible for the Deferment Program, said landlord must provide documentation to the municipality that the parcel has or will suffer a significant income decline or that commensurate

forbearance was offered to their tenants or lessees. Any taxpayer that rents or leases to any commercial, residential, or institutional tenant or lessee shall only be eligible for the Low Interest Rate Program if said landlord offers commensurate forbearance to tenants or lessees, upon their request.

- d. **Escrow Payments.** Financial institutions and mortgage servicers that hold property tax payments in escrow on behalf of a borrower shall continue to remit property taxes to the municipality, so long as the borrower remains current on their mortgage or is in a forbearance or deferment program, irrespective of the borrower's eligibility for or participation in the Deferment Program or the Low Interest Rate Program.
- e. **Liens Remain Valid.** Nothing in this order affects any provision of the Connecticut General Statutes relating to continuing, recording and releasing property tax liens and the precedence and enforcement of taxes, rates, charges and assessments shall remain applicable to any deferred tax, rate, charge or assessment or installment or portion thereof.

7. **Allowance of Suspension of In-Person Voting Requirements for Critical and Time Sensitive Municipal Fiscal Deadlines.** Notwithstanding any contrary provision of the Connecticut General Statutes, including Title 7, or any special act, municipal charter, ordinance or resolution that conflicts with this order, the legislative body of a municipality, or in a municipality where the legislative body is a town meeting other than a representative town meeting, the board of selectmen, and the budget-making authority of said municipality if different from the legislative body or board of selectmen, by majority vote of each such body, as applicable, may authorize (i) any supplemental, additional or special appropriations under Section 7-348 of the Connecticut General Statutes or comparable provisions of any special act, municipal charter or ordinance, (ii) any tax anticipation notes to be issued under Section 7-405a of the Connecticut General Statutes or comparable provisions of any special act, municipal charter or ordinance, or (iii) municipal general obligation bonds or notes to be issued in anticipation of such bonds to be issued pursuant to Chapter 109 of the Connecticut General Statutes for capital improvement purposes, without complying with any requirements for in-person approval by electors or taxpayers, including but not limited to, annual or special town meetings requiring votes or referenda. Notwithstanding the foregoing, if the legislative body and budget-making authority, if they are separate entities, are taking any action specified in (ii) or (iii) above, or any action under (i) above, which involves an appropriation in an amount in excess of 1% of the current year's total municipal budget without complying with any in-person approval requirements normally required by statute, special act, municipal charter, ordinance or resolution, such body(ies) shall make specific findings that such actions are necessary to permit the orderly operation of the municipality and that there is a need to act immediately and during the duration of the public health and civil preparedness emergency in order to avoid endangering public health and welfare, prevent significant financial loss, or that action is otherwise necessary for the protection of persons and property within the municipality. In so acting, the legislative body and, if different from the legislative body, the budget-making

authority of the municipality, shall comply with open meeting requirements set forth in Executive Order No. 7B. All conditions precedent to any such approval, including without limitation, public notices, hearings or presentations, shall proceed in a manner as closely consistent with the applicable statutes, special acts, town charters, municipal ordinances, resolutions or procedures as possible, and in compliance with the open meeting provisions set forth in Executive Order 7B. Nothing in this order shall be construed to prohibit a municipality from conducting any in-person meeting, approval process, or referendum, provided such municipality first consults with local or state public health officials and conducts such meeting, approval process, or referendum in a way that significantly reduces the risk of transmission of COVID-19

8. **Suspension of Reapplication Filing Requirement for the Homeowners' Elderly/Disabled Circuit Breaker Tax Relief Program and for the Homeowners' Elderly/Disabled Freeze Tax Relief Program.** The biennial filing requirements under Sections 12-170aa(e) and (f) and Sections 12-129b and 12-129c of the Connecticut General Statutes for any taxpayers who were granted the benefit for the Grand List year 2017 and who is required to recertify for the Grand List year 2019, are suspended and such taxpayers shall automatically maintain their benefits for the next biennial cycle ending in Grand List year 2021.
9. **Substitution of Full Inspection Requirements Pertaining to October 1, 2020 Grand List Revaluations.** The requirement set forth under Section 12-62 of the Connecticut General Statutes pertaining to October 1, 2020 Grand List revaluations that require a full interior inspection of property, for which such interior inspection that has not yet been completed, is suspended and replaced with the alternative requirement to send a questionnaire to the owner as outlined in Section 12-62(b)(4).
10. **Extension of Deadline to File Income and Expense Statement.** The taxpayer filing deadline set forth under Section 12-63c of the Connecticut General Statutes is extended to August 15, 2020.
11. **Suspension of Non-Judicial Tax Sales.** Notwithstanding any contrary provision of the Connecticut General Statutes, including but not limited to Section 12-157 or Section 7-258, or any special act, municipal charter or ordinance that conflicts with this order, (1) no municipality nor water pollution control authority may conduct any sale pursuant to General Statutes Section 12-157 or Section 7-258, until thirty days after the end of the public health and civil preparedness emergency, including any period of renewal or extension of such emergency. Any sale for which notice had been filed prior to March 10, 2020 shall be adjourned by operation of law to a date to be determined by the tax collector. Such adjourned date shall be no earlier than thirty days after the end of the public health and civil preparedness emergency; and (2) For any sales held under Section 12-157 or Section 7-258 that were conducted prior to March 10, 2020, any six-month redemption period in General Statutes Section 12-157 shall be extended for the number of calendar days the public health and civil preparedness emergency remains in effect. The time period from March 10, 2020 to the end of the emergency shall be considered a

"holding period." Redemption interest during said holding period shall be charged at a monthly rate equivalent to three per cent per annum.

Unless otherwise specified herein, this order shall take effect immediately and shall remain in effect for the duration of the public health and civil preparedness emergency, unless earlier modified or terminated by me.

Dated at Hartford, Connecticut, this 1st day of April, 2020.

Ned Lamont

Ned Lamont  
Governor

By His Excellency's Command

Denise W. Merrill

Denise W. Merrill  
Secretary of the State



**STATE OF CONNECTICUT**

**BY HIS EXCELLENCY**

**NED LAMONT**

**EXECUTIVE ORDER NO. 7W**

**PROTECTION OF PUBLIC HEALTH AND SAFETY DURING COVID-19  
PANDEMIC AND RESPONSE – MUNICIPAL TAX RELIEF CLARIFICATIONS,  
UNEMPLOYMENT EXPERIENCE RATINGS, ADMINISTRATIVE  
REQUIREMENTS FOR LIQUOR PERMITTEES**

**WHEREAS**, on March 10, 2020, I issued a declaration of public health and civil preparedness emergencies, proclaiming a state of emergency throughout the State of Connecticut as a result of the coronavirus disease 2019 (COVID-19) outbreak in the United States and confirmed spread in Connecticut; and

**WHEREAS**, pursuant to such declaration, I have issued twenty-three (23) executive orders to suspend or modify statutes and to take other actions necessary to protect public health and safety and to mitigate the effects of the COVID-19 pandemic; and

**WHEREAS**, COVID-19 is a respiratory disease that spreads easily from person to person and may result in serious illness or death; and

**WHEREAS**, the World Health Organization has declared the COVID-19 outbreak a pandemic; and

**WHEREAS**, the risk of severe illness and death from COVID-19 appears to be higher for individuals who are 60 years of age or older and for those who have chronic health conditions; and

**WHEREAS**, to reduce the spread of COVID-19, the United States Centers for Disease Control and Prevention and the Connecticut Department of Public Health recommend implementation of community mitigation strategies to increase containment of the virus and to slow transmission of the virus, including cancellation of gatherings of ten people or more and social distancing in smaller gatherings; and

**WHEREAS**, quasi-municipal entities, including special taxing districts and participants in the Connecticut Green Bank C-Pace program have sought relief on behalf of taxpayers affected by the economic effects of the COVID-19 pandemic; and

**WHEREAS**, as a result of the dire economic effects of the necessary public health protective measures enacted in response to the COVID-19 pandemic, an unprecedented number of Connecticut residents have filed for unemployment benefits; and

**WHEREAS**, to avoid imposing an undue burden on contributing employers whose employees have had to file unemployment claims as a result of the extraordinary effects of the COVID-19 pandemic, it is necessary to relieve those employers of charges to their experience accounts; and

**WHEREAS**, provisional permits must be approved by the Liquor Control Commissioner, which is not holding meetings during this state of emergency; and

**WHEREAS**, Executive Order No. 7D provided that any location licensed for on-premise consumption of alcoholic liquor “shall only serve food or non-alcoholic beverages for off-premises consumption,” thereby preventing on-premise liquor permittees from enjoying the full benefit of their liquor permit; and

**WHEREAS**, certain statutory and regulatory provisions regarding the sale and consumption of alcoholic beverages may make required distancing and other safety measures difficult or impossible while local and state government offices have limited accessibility, or may create undue hardship to businesses during the period when they are not selling alcoholic liquor for on-premise consumption;

**NOW, THEREFORE, I, NED LAMONT**, Governor of the State of Connecticut, by virtue of the authority vested in me by the Constitution and the laws of the State of Connecticut, do hereby **ORDER AND DIRECT**:

**1. Applicability of Executive Order No. 7S, Section 6 and Quasi-Municipal Corporations and Clarification of Time Periods.**

- a. **Application to Quasi-Municipal Corporations.** The provisions of Executive Order No. 7S, Section 6 regarding tax deferral and interest-rate reduction programs to offer support to eligible taxpayers, businesses, nonprofits and residents who have been economically affected by the COVID-19 pandemic shall apply to all taxes and water, sewer, or electric charges for which a municipality, as defined in section 7-148 of the general statutes, collects for all other quasi-municipal corporations, whether created by statute, ordinance, charter, or special act, including but not limited to any town, city or borough, whether consolidated or unconsolidated, any village, school, sewer, fire, lighting, special services or special taxing districts, beach or improvement association, any regional water or resource recovery authority or any other political subdivision of the state or of any municipality having the power to make appropriations or to levy assessments or taxes (“quasi-municipal corporations”). Every quasi-municipal corporation which collects its own taxes or water, sewer, or electric charges and is located wholly within a municipality shall offer the same program or programs that the municipality offers, must accept the status of the taxpayer as determined by the municipality,

and shall not be subject to the notification requirement to the Secretary of the Office of Policy and Management under Executive Order No. 7S Section 6. Every quasi-municipal corporation which collects any taxes or water, sewer, or electric charges and is located in multiple municipalities shall make its own determination as to which program or programs it shall elect, which may be either uniform for the whole quasi-municipality or be the same as those chosen by the respective forum municipalities, and shall provide the notice to the Secretary of the Office of Policy and Management as required for municipalities under Executive Order No. 7S Section 6. The provisions of Executive Order No. 7S, Section 6 regarding tax deferral and interest-rate reduction programs to offer support to eligible taxpayers, businesses, nonprofits and residents who have been economically affected by the COVID-19 Pandemic shall apply to benefit assessments under Connecticut General Statute Section 16a-40g.

- b. Clarification of Time Periods.** Because interest on past due taxes and water, sewer, or electric charges are calculated by the month, not by the day, and principal is typically due on the first of the month, not the tenth, the ninety (90) day periods referred to in Executive Order No. 7S, Section 6 are amended to three (3) months, and the references to due dates and delinquency dates on or prior to March 10 are amended to April 1.
- 2. No Increased Experience Rating Based on COVID-19 Unemployment Claims.** Section 31-225a(c)(1) of the Connecticut General Statutes is modified to additionally provide, “(L) No base period contributing employer's account shall be charged with respect to benefits paid to a claimant due to partial or total unemployment that the Commissioner of Labor or his designee determines are attributable to COVID-19, including but not limited to benefits paid to a claimant who, through no fault of his or her own, becomes either partially or fully unemployed during the public health and civil preparedness emergency declared on March 10, 2020, and any period of extension or renewal.” The Commissioner of Labor may issue any implementing orders that he deems necessary to effectuate this order.
- 3. Coil Cleaning Requirements Modified.** Section 30-6-A23(b) of the Regulations of Connecticut State Agencies is modified so that premises that normally are permitted to sell beer or wine for on-premises consumption need not clean beer or wine pipe lines on a weekly basis while the premise is closed pursuant to Executive Order No. 7D, unless growlers for off-premise consumption are sold pursuant to Executive Orders No. 7G or 7T. Any premise not cleaning lines on a weekly basis shall not begin serving draught beer or wine after Executive Order No. 7D is lifted until a coil and line cleaning occurs and is recorded on the premise's cleaning card.

4. **Delivery Signature Requirement Suspended.** Sections 30-16(e)(3), 30-18(b), 30-18a(b), 30-19f(c), 30-37q, and 30-93a of the Connecticut General Statutes are modified so that a consumer need not sign upon receipt of alcoholic beverages for delivery or curbside pick-up, provided that the age of the consumer receiving the alcoholic beverages is verified to be age twenty-one or older and the consumer is not intoxicated. The Commissioner of Consumer Protection may issue any implementing orders or guidance that she deems necessary to effectuate the purposes of this order.
5. **Return of Permit Not Necessary for Temporary Closures Pursuant to Executive Order No. 7D.** Section 30-6-A6 of the Regulations of Connecticut State Agencies is modified to waive the requirement that permittees must notify the Department of Consumer Protection of business closures for sixty days or less if said closure is a result of Executive Order No. 7D. Section 30-6-A6 is further modified to waive the requirement that a permittee return the permit to the Department of Consumer Protection if the business is closed for more than 60 days if said closure is a result of Executive Order No. 7D so long as the business intends to reopen following the termination of Executive Order No. 7D.
6. **Ninety-day Provisional Permits.** Section 30-35b of the Connecticut General Statutes is modified to authorize the Commissioner of Consumer Protection, or her designee, to review and approve the issuance of provisional permits, the renewal of such permits and any follow-up review, which would otherwise have been reviewed and approved by the Liquor Control Commission. Any such decisions shall be made public by posting them on the Commission's web site and including them on the agenda for the next regularly scheduled meeting of the Liquor Control Commission. The Commissioner of Consumer Protection may issue any implementing orders and guidance that she deems necessary to implement this order.
7. **Renewal Date of On-Premise Liquor Permits to Be Extended.** Section 30-14(a) of the Connecticut General Statutes and Section 30-6-A3 of the Regulations of Connecticut State Agencies are modified to provide that all on-premise liquor permits in active status when Executive Order No. 7D went into effect on March 16, 2020 shall be extended by four months, including any business whose permit expired between March 16 and the effective date of this Order. The Commissioner of Consumer Protection may issue any implementing orders and guidance that she deems necessary to implement this order.
8. **Permit Need Not Be Recorded with Town Clerk.** Section 30-53 of the Connecticut General Statutes and Section 30-6-A7 of the Regulations of



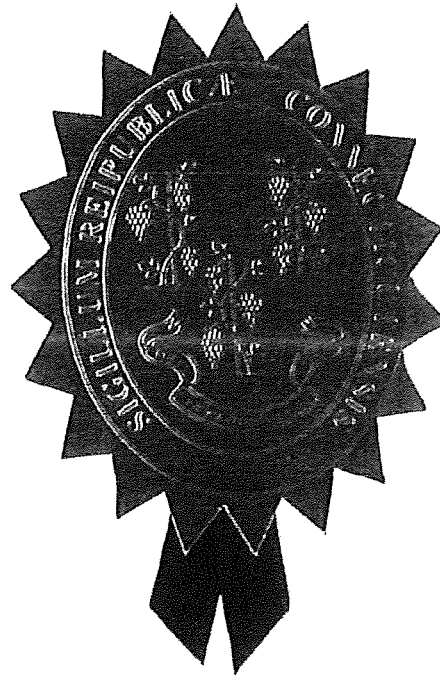
Connecticut State Agencies are suspended in all towns where the town clerk's office is closed or so reduced in hours that it makes it unreasonable to have the permit recorded. Permits shall be recorded as soon as the relevant town clerk's office is reopened and staffed for routine business.

Unless otherwise specified herein, this order shall take effect immediately and shall remain in effect for the duration of the public health and civil preparedness emergency, unless earlier modified or terminated by me.

Dated at Hartford, Connecticut, this 9th day of April, 2020.



Ned Lamont  
Governor



By His Excellency's Command



Denise W. Merrill  
Secretary of the State



# TOWN OF VERNON

NEW BUSINESS #2  
TOWN OF VERNON, CT 06066  
Tel: (860) 870-3661  
Fax: (860) 870-3564

Date: April 7, 2020

To: Michael Purcaro, Town Administrator

From: Michelle Hill, Interim Director, Social Services

Re: Neighborhood Assistance Act Applications

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

JOURNAL INQUIRER  
AD INSERTION ORDER

Salesperson: ALIDA PELLETIER

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

Acct #: 7365

Ad #: 179133

Status: New

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

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

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

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

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

PUBLIC NOTICE

LEGAL NOTICE 2020 Neighborhood Assistance Act-  
Town of Vernon

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

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

Journal Inquirer  
April 16, 2020



# TOWN OF VERNON

OFFICE OF THE MAYOR

14 Park Place • Vernon, CT 06066

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

www.Vernon-CT.g

NEW BUSINESS #3

Daniel A. Champagne  
Mayor

Michael J. Purcaro  
Town Administrator

Dawn R. Maselek  
Assistant Town Administrator

## Town Of Vernon AFFIRMATIVE ACTION POLICY STATEMENT

As Mayor of the Town of Vernon, I recognize the need for Affirmative Action and I pledge my commitment to undertake positive actions to overcome the present effects of past practices or barriers to equal employment opportunity and to achieve the full and fair participation of minorities, women, people with disabilities, older persons, and all other protected groups found to be underutilized in the Town of Vernon's work force or affected by policies having an adverse impact. In the spirit of Executive Order 11, signed by Governor Ella Grasso November 21, 1975, and Executive Order 9, signed by Governor William A. O'Neill on January 3, 1984, I further state that this Town of Vernon will comply with the anti-discrimination provisions of the state and federal laws and regulations listed at the end of this section.

I recognize the hiring difficulties experienced by minorities, people with disabilities and by many older persons and, where appropriate, I have set goals to overcome the present effects of past discrimination, if any, to achieve the full and fair utilization of such persons in the work force. I further pledge that the Town of Vernon will affirmatively provide services and programs in a fair and impartial manner.

Where adverse impact is identified, the Town of Vernon will: (1) review its personnel policies and procedures to ensure that barriers, which unnecessarily exclude protected classes and practices, which have an illegal discriminatory impact, are identified and eliminated; (2) explore alternative approaches to employ minorities and members of protected classes; (3) administer all terms, conditions, privileges and benefits of the employment process in an equitable manner; and (4) establish procedures for the extra effort that may be necessary to ensure that the recruitment and hiring of protected group members reflect their availability in the job market.

It is the policy of the Town of Vernon to provide equal employment opportunities without consideration of race, color, religion, age, sex, marital status, national origin, genetic information, past/present history of mental disability, ancestry, mental retardation, learning or physical disabilities including but, not limited to blindness, sexual orientation, political belief or criminal record, unless the provisions of Section 46a-60(b), 46a-80(b) and 46a-81(b) of the Connecticut General Statutes are controlling or there is a bonafide occupational qualification excluding persons in one of the above protected groups. This policy applies to all aspects of the employer/employee relationship including, but not limited to, recruitment, hiring, referrals, classifying, advertising, training, upgrading, promotion, benefits, compensation, discipline, layoff and terminations.

The Town of Vernon will implement, monitor and enforce this Affirmative Action Policy Statement in conjunction with the applicable federal and state laws, regulations and executive orders listed below: 13<sup>th</sup>, 14<sup>th</sup> and 15<sup>th</sup> Amendments of the United States Constitution, Civil Rights Act of 1866, 1870, 1871, Equal Pay Act of 1963, Title VI and VII of the 1964 United States Civil Rights Act, presidential Executive Orders 11246, amended by 11375, (Nondiscrimination under federal contracts), Act 1 Section 1 and 20 of the Connecticut Constitution, Governor Grasso's Executive Order Number 11, Governor O'Neill Executive Order Number 9, the Connecticut Fair Employment Practices Law (46a-63-64). Discrimination against Criminal Offenders (46a-80). Connecticut General Statutes, Connecticut Code of Fair Accommodations Law (46-63-64), definition of Blind (46a-51 (1), definition of Physically Disabled (46a-51 (15), definition of Mentally Retarded (46a-51 (13), cooperation with the Commission of Human Rights and Opportunities (46a-77), Sexual Harassment (46-60-(a) Connecticut Credit Discrimination Law (360436 through 439), Title I of the State and the Local Fiscal Assistance Act of 1972 and the Americans with Disabilities Act of 1992.

This policy statement will be given annually to all Town of Vernon employees and will also be posted throughout the Town of Vernon. I also expect each supplier, union, consultant and other entity (s) with which we do business to comply with all applicable State and Federal Equal Opportunity laws and regulations. The Town of Vernon will not knowingly do business with any entity debarred from participation in any federal or state program or found to be in violation of any state or federal anti-discrimination law.

I have assigned the responsibility to achieve the successful implementation of our goals and objectives to Michael J. Purcaro, Town Administrator, (860) 870-3665, mpurcaro@vernon-ct.gov.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Daniel A. Champagne, Mayor

THIS STATEMENT IS AVAILABLE IN LARGE PRINT OR ON AUDIO TAPE FROM THE ADA-504 COORDINATOR  
STEVEN PRATTSON, BUILDING OFFICIAL, 55 WEST MAIN STREET, 860-870-870-3651.



# TOWN OF VERNON

## OFFICE OF THE MAYOR

14 Park Place • Vernon, CT 06066

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

[www.Vernon-CT.gov](http://www.Vernon-CT.gov)

**Daniel A. Champagne**  
*Mayor*

**Michael J. Purcaro**  
*Town Administrator*

**Dawn R. Maselek**  
*Assistant Town Administrator*

### Town of Vernon AMERICANS WITH DISABILITIES ACT ADA NOTICE

The **Town of Vernon** does not discriminate on the basis of disability in admission to, access to, or operations of its programs, services, or activities. The **Town of Vernon** does not discriminate on the basis of disability in its hiring or employment practices.

This notice is provided as required by Title II of the Americans with Disabilities Act of 1990. Questions, concerns, complaints, or requests for additional information regarding the ADA may be forwarded to the **Town of Vernon's** designated ADA Compliance Coordinator.

**Name:** Steven Prattson  
**Title:** ADA Compliance Coordinator, Building Official  
**Office Address:** 55 West Main Street  
**Phone Number:** (860) 870-3651 **Fax:** (860) 870-3589  
**Email Address:** [steveprattson@vernon-ct.gov](mailto:steveprattson@vernon-ct.gov)  
**Days/Hours Available:** 8:30 am to 4:30 pm (Mon., Tues., Wed.)  
8:30 am to 7:00 pm (Thurs.)  
8:30 am to 1:00 pm (Fri.)

Individuals who need auxiliary aids for effective communication in programs and services of the **Town of Vernon** are invited to make their needs and preferences known to the ADA Compliance Coordinator.

This notice is available in large print, on audio tape, and in Braille, from the ADA Compliance Coordinator.

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**Michael J. Purcaro**  
Town Administrator

---

Date



# TOWN OF VERNON

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## Town of Vernon Americans with Disabilities Act MUNICIPAL GRIEVANCE PROCEDURE

**Daniel A. Champagne**  
*Mayor*

**Michael J. Purcaro**  
*Town Administrator*

**Dawn R. Maselek**  
*Assistant Town Administrator*

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act. It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in employment practices and policies or the provision of services, activities, programs, or benefits by the **Town of Vernon**.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint will be made available for persons with disabilities upon request.

The complaint should be submitted by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to:

**Steven Prattson, ADA Compliance Coordinator**  
**(860) 870-3651**  
**55 West Main Street, Vernon CT 06066**

Within 15 calendar days after receipt of the complaint, the ADA Coordinator will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the ADA Coordinator will respond in writing, and, where appropriate, in a format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the position of ADA Coordinator and offer options for substantive resolution of the complaint.

If the response by **Steven Prattson, ADA Coordinator** does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision of the ADA Coordinator within 15 calendar days after receipt of the response to the Mayor or his designee.

Within 15 calendar days after receipt of the appeal, the Mayor or his designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the Mayor or his designee will respond in writing, and where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by **Steven Prattson, ADA Coordinator**, appeals to the Mayor or his designee, and responses from the ADA coordinator and the Mayor or his designee will be kept by the Town of Vernon for at least three years.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Daniel A. Champagne, Mayor



# TOWN OF VERNON

## OFFICE OF THE MAYOR

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**Daniel A. Champagne**  
*Mayor*

**Michael J. Purcaro**  
*Town Administrator*

**Dawn R. Maselek**  
*Assistant Town Administrator*

## **Town Of Vernon Compliance with Title VI of the Civil Rights Act Of 1964**

The **Town of Vernon** does not discriminate in the provision of services, the administration of its programs, or contractual agreements. The **Town of Vernon** seeks to fully carry out its responsibilities under the Title VI Regulations.

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the grounds of race, color or national origin in programs and activities receiving Federal financial assistance. Title VI provides that no person shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any programs covered by the Regulations.

This policy is effectuated through the methods of administration outlined in the **Town of Vernon's Fair Housing Plan** and is fully implemented to ensure compliance by the **Town of Vernon**, as the recipient, and by sub- recipients. The cooperation of all personnel is required.

\_\_\_\_\_  
Michael J. Purcaro  
Town Administrator

\_\_\_\_\_  
Date





# TOWN OF VERNON

## OFFICE OF THE MAYOR

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**Daniel A. Champagne**  
*Mayor*

**Michael J. Purcaro**  
*Town Administrator*

**Dawn R. Maselek**  
*Assistant Town Administrator*

## Fair Housing Policy Statement

It is the policy of the **Town of Vernon** to promote fair housing opportunities and to encourage racial and economic integration in all its programs and housing development activities.

Programs funded and administered by the **Town of Vernon** must comply with the provisions of Section 46a-64c of the C.G.S., and with related state and federal laws and regulations that prohibit discriminatory housing practices.

The **Town of Vernon** or any of sub-recipient of the **Town of Vernon** will carry out an affirmative marketing program to attract prospective buyers or tenants of all majority or minority groups, without consideration of race, color, religion, sex, national origin, ancestry, creed, sexual orientation, gender identity or expression, marital status, lawful source of income, disability, age or because the individual has children in all programs and housing development activities funded or administered by the **Town of Vernon**.

The municipality's Town Administrator is responsible for the enforcement and implementation of this policy. The Town Administrator may be reached at (860)870-6500 or [mpurcaro@vernon-ct.gov](mailto:mpurcaro@vernon-ct.gov).

Complaints pertaining to discrimination in any program funded or administered by the **Town of Vernon** may be filed with the Administration Department. The municipality's Grievance Procedure will be utilized in these cases.

Complaints may also be filed with the Commission on Human Rights and Opportunities, Special Enforcement Unit, 21 Grand Street, Hartford, CT 06106, Telephone (860) 541-3403 within 180 days of the alleged violation by submitting a notarized complaint and/or the Boston Regional Office of FHEO, U.S. Department of Housing and Urban Development, Thomas P. O'Neill, Jr. Federal Building, 10 Causeway Street, Room 321, Boston, MA 02222-1092, Telephone (617) 994-8300 or 1-800-827-5005, TTY (617) 565-5453. A complaint may be filed with HUD within one year after an alleged violation. Additionally, an individual may file suit, at his/her expense, in Federal District Court or State Court within two years of an alleged violation. If the individual cannot afford an attorney, the Court may appoint one. A suit can be brought even after filing a complaint, if the complaining party has not signed a conciliation agreement and an Administrative Law Judge has not started a hearing. A court may award actual and punitive damages and attorney's fees and costs.

A copy of this policy statement will be given annually to all **Town of Vernon** employees and they are expected to fully comply with it. In addition, a copy will be posted throughout the **Town of Vernon**.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Daniel A. Champagne  
Mayor of Vernon

THIS STATEMENT IS AVAILABLE IN LARGE PRINT OR ON AUDIO TAPE by contacting ADA Coordinator, Steven Prattson, Building Official 55 West Main Street 860-870-3651.



# TOWN OF VERNON

## OFFICE OF THE MAYOR

14 Park Place • Vernon, CT 06066

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

www.Vernon-CT.gov

### FAIR HOUSING RESOLUTION TOWN OF VERNON

**Daniel A. Champagne**  
*Mayor*

**Michael J. Purcaro**  
*Town Administrator*

**Dawn R. Maselek**  
*Assistant Town Administrator*

Whereas, All persons are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and

Whereas, Federal fair housing laws require that all individuals, regardless of race, color, religion, sex, handicap, familial status or national origin, be given equal access to all housing-related opportunities, including rental and homeownership opportunities, and be allowed to make free choices regarding housing location; and

Whereas, Connecticut fair housing laws require that all individuals, regardless of race, creed, color, national origin, ancestry, sex, marital status, age, lawful source of income, familial status, learning disability, physical or mental disability, sexual orientation, or gender identity or expression be given equal access to all housing-related opportunities, including rental and home ownership opportunities, and be allowed to make free choices regarding housing location; and

Whereas, The **Town of Vernon** is committed to upholding these laws, and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice.

**NOW THEREFORE, BE IT RESOLVED**, That the **Town of Vernon** hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase, obtain financing and enjoy all other housing-related services of their choice on a non-discriminatory basis as provided by state and federal law; and

**BE IT FURTHER RESOLVED**, That the chief executive officer of the **Town of Vernon** or his/her designated representative is responsible for responding to and assisting any person who alleges to be the victim of an illegal discriminatory housing practice in the **Town of Vernon** and for advising such person of the right to file a complaint with the State of Connecticut Commission on Human Rights and Opportunities (CHRO) or the U.S. Department of Housing and Urban Development (HUD) or to seek assistance from the CT Fair Housing Center, legal services, or other fair housing organizations to protect his or her right to equal housing opportunities.

Adopted by the Town of Vernon on \_\_\_\_\_

\_\_\_\_\_  
Michael J. Purcaro, Town Administrator

Town Seal



# TOWN OF VERNON

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14 PARK PLACE, VERNON, CT 06066

Tel: (860) 870-3600

Fax: (860) 870-3580

## **TOWN COUNCIL RESOLUTION DECLARING "APRIL – 2020 FAIR HOUSING MONTH"**

**WHEREAS,** Citizens and elected officials at all levels of government have committed themselves to guarantee the right of every American to equal housing opportunity by passing laws and instituting programs to see that abuses of Fair Housing principles are noticed and corrected; and

**WHEREAS,** The Town of Vernon, the U.S. Department of Housing and Urban Development, and the State of Connecticut work to reduce and eliminate illegal housing discrimination through educational and legal means; and

**WHEREAS,** April, 2020 marks the 52<sup>ND</sup> Anniversary of the institution of laws and regulations which protect citizens from such discrimination.

**NOW, THEREFORE,** I, Mayor Daniel A. Champagne, together with the Vernon Town Council do hereby proclaim,

## **APRIL 2020 FAIR HOUSING MONTH**



# TOWN OF VERNON

## OFFICE OF THE MAYOR

14 Park Place • Vernon, CT 06066

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

**NEW BUSINESS**

#4

Daniel A. Champagne  
Mayor

Michael J. Purcaro  
Town Administrator

Dawn R. Maselek  
Assistant Town Administrator

TO: Vernon Town Council

FROM: Daniel A. Champagne, Mayor

DATE: April 15, 2020

RE: 8-24 Referral – *8 Morrison Street ( Vacant Lot - Parcel #22-0050-0003A)*

It is requested that the potential sale of the town-owned property known as *8 Morrison Street, Parcel No. 22-0050-0003A* be forwarded to the Planning and Zoning Commission for an 8-24 referral.

Thank you in advance for your assistance with this matter.

### PROPOSED MOTION:

THE TOWN COUNCIL HEREBY DIRECTS THE TOWN ADMINISTRATOR TO SEEK CONNECTICUT GENERAL STATUTES §8-24 REVIEW FROM THE TOWN OF VERNON PLANNING AND ZONING COMMISSION AS IT APPLIES TO THE DISPOSITION OF THE PROPERTY KNOWN AS *8 MORRISON STREET, PARCEL NO. 22-0050-0003A*.

Parent Parcel Number  
CENSUS TRACT: 530200

Property Address  
MORRISON ST 08

Neighborhood  
11800 EXEMPT COMMERCIAL

Property Class  
901 BAAX Municipal

TAXING DISTRICT INFORMATION  
Jurisdiction 146 VERNON CT

Area  
146

Routing Number 3309

06/13/2016 POULIOS ROBERT S \$0  
07/08/1980 NA Bk/Pg: 2453, 153 \$0  
Bk/Pg: 385, 225

EXEMPT

VALUATION RECORD									
2013	10/01/2011	10/01/2016	10/01/2016	10/01/2016	2018 ASMT				
Reason for Change	2011 REVAL	2016 Reval	2016 Reval	2018 ASMT					
VALUATION	L 36800	8100	8100	8100					
Market	P 9580	9220	9220	0					
	T 46380	17320	17320	8100					
VALUATION	L 25760	5670	5670	5670					
70% Assessed/Use	P 6710	6460	6460	0					
	T 32470	12130	12130	5670					

Site Description

Topography:  
Rolling

Public Utilities:  
Water, Sewer, Gas, Electric

Street or Road:  
Paved

Neighborhood:

Zoning:  
PND

Legal Acres:  
0.1600

Land Type	Rating	Measured	Table	Prod. Factor	Base	Adjusted	Extended	Influence	Value
	Soil ID	Acreage	Depth	-or- Depth Factor	Rate	Rate	Value	Factor	
	Actual	Effective	Effective	-or- Square Feet					
	Frontage	Frontage	Depth						

Legal Acres:  
0.1800

7: VALUE CHANGE FOR 10/01/2017  
-2017-0019 09/11/2017  
USE DEMO

Permit Number	FilingDate	Est. Cost	Field Visit
Type	Est. Sqft		
33751	06/18/2002	600	
Roof	06/27/2002	0	

Supplemental Cards  
TRUE TAX VALUE  
8100

Supplemental Cards  
TOTAL LAND VALUE  
8100

UNAPPROVED MINUTES

**MINUTES**  
**VERNON TOWN COUNCIL**  
**VIRTUAL REGULAR MEETING**  
TELECONFERENCE CALL IN NUMBER: 1-929-205-6099  
MEETING ID: 560-918-769 PASSWORD: 0407  
**TUESDAY, APRIL 7, 2020 - 7:30PM**

RECEIVED  
VERNON TOWN CLERK  
20 APR 16 PM 1:22

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

**A.) PLEDGE OF ALLEGIANCE**

**B.) ROLL CALL**

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

Absent:

Entered During Meeting:

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

**C.) CITIZEN'S FORUM**

None

**F.) PRESENTATIONS BY THE ADMINISTRATION**

- The Town of Vernon website, as well as the Vernon Police Department Facebook page are continually being updated regarding COVID-19
- Town employees are working an alternating work schedule. All town offices are closed except by appointment.
- Shaun Gately, Economic Development Coordinator, has recently been appointed to the Sustainable Connecticut Municipal Certification Committee

**D.) EXECUTIVE SESSION**

None

**E.) PUBLIC HEARING (7:35PM)**

PUBLIC HEARING TO RECEIVE COMMENTS AND QUESTIONS REGARDING THE PROPOSED ORDINANCE ENTITLED "***AN ORDINANCE NO. \_\_\_\_ AN ORDINANCE RESTRICTING ACTIVITIES ON TOWN-OWNED PROPERTY AND SCHOOL GROUNDS***"  
(A copy of the Ordinance has been included in the Council packet.)

7:35PM Mayor Daniel A. Champagne called the Public Hearing to order to receive comments and questions

Clerk read the legal notice into the record

No comments from the public were made

7:37PM Mayor Daniel A. Champagne adjourned the Public Hearing

7:37PM Returned to the Virtual Regular Meeting

**F.) PRESENTATIONS BY THE ADMINISTRATION (continued)**

- Lynn Horka received the Connecticut Library Association's Library Support Staff Person of the Year Award.
- The Public Works Department participated in the 36<sup>th</sup> annual Snow Plow Safety Rodeo sponsored by CIRMA and CASHO. Prizes were awarded to Colton Garrison (1<sup>st</sup> place - class 3 dump truck driver and Best in Show) and Tim Moriarty (1<sup>st</sup> place - class 4 dump truck driver)

**G.) ACTION ON CONSENT AGENDA**

Council Member Wakefield, seconded by Council Member Bush made a motion to move the Consent Agenda. Council Member Campbell pulled item C-1. Motion carried to approve C-2, C-3, C-4 and C-5 unanimously by roll call vote.

**C-2 Request the Town Council approve Tax Abatements of town-owned properties.**

(See memorandum from Terry Hjarne, Collector of Revenue dated March 26, 2020 to Michael J. Purcaro, Town Administrator relative to same.)

**PROPOSED MOTION**

THE TOWN COUNCIL PURSUANT TO CONNECTICUT STATE STATUTE 12-81 MOVES TO ABATE THE TAXES FOR 19 PARK STREET UNIQUE ID #40-0107-00007, AND 38 PARK STREET UNIQUE ID #40-0108-00007 AS PRESENTED IN THE MEMORANDUM DATED MARCH 26, 2020.

**C-3 Request the Town Council approve the placement of properties totaling \$81,473.33 on the Suspense Tax Ledger.** (See memorandum from Terry Hjarne, Collector of Revenue dated March 26, 2020 to Michael J. Purcaro, Town Administrator relative to same.)**PROPOSED MOTION**

BY THE AUTHORITY GRANTED IN CONNECTICUT STATE STATUTE SECTION 12-165, ENTITLED "MUNICIPAL SUSPENSE TAX BOOK", THE TOWN COUNCIL APPROVES THE PLACEMENT OF PROPERTIES TOTALING \$81,473.33 CONTAINED ON THE SUSPENSE TAX LEDGER REPORT AS PROVIDED BY TERRY HJARNE, COLLECTOR OF REVENUE DATED MARCH 26, 2020.

**C-4 Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Melissa S. Saucier, (U), 84 Frederic Road, Vernon, Connecticut as a regular member of the Historic Properties Commission, said term to commence on April 4, 2020 and expires on April 3, 2025.** (See Ms. Saucier's resume attached.)**PROPOSED MOTION**

PURSUANT TO ORDINANCE NO. 185 (TOWN CODE SEC. 2-122) THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF MELISSA S. SAUCIER, (U), 84 FREDERIC ROAD, VERNON CONNECTICUT AS A REGULAR MEMBER OF THE HISTORIC PROPERTIES COMMISSION FOR A TERM TO COMMENCE ON APRIL 4, 2020 AND EXPIRES APRIL 3, 2025.

**C-5 Request the Town Council approve budget amendments #13 and #14, 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 #13 AND #14 FOR FISCAL YEAR 2019-2020 AS PROVIDED BY JEFFREY A. O'NEILL, FINANCE OFFICER AND TREASURER, ON THE ATTACHED BUDGET AMENDMENT FORMS.

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

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

**PROPOSED MOTION**

THE TOWN COUNCIL HEREBY APPROVES TWO (2) PRIOR YEAR TAX REFUNDS TOTALING \$1270.54 AND NINE (9) CURRENT YEAR TAX REFUNDS TOTALING \$5940.12 AS REFERENCED IN THE LETTER FROM TERRY HJARNE, COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED MARCH 26, 2020.

Council Member Wakefield, seconded by Council Member Bush made a motion to move Consent Agenda item C-1. Finance Officer and Treasurer, Jeffrey O'Neill, answered questions. Discussion ensued. Motion carried unanimously by roll call vote.

**I.) PENDING BUSINESS**

None

**J.) NEW BUSINESS**

- 1. Request the Town Council approves the disposal of assets for the Information Technology Department.** (See memorandum dated April 2, 2020 from Jeffrey A. O'Neill, Finance Officer and Treasurer to Michael J. Purcaro, Town Administrator relative to same.)

THE TOWN COUNCIL HEREBY APPROVES THE DISPOSAL OF FIXED ASSETS FOR THE INFORMATION TECHNOLOGY DEPARTMENT AS DISCLOSED ON THE REQUEST FOR DISPOSAL OF FIXED ASSETS FORM.

Council Member Wakefield, seconded by Council Member Levesque made a motion to approve the disposal of assets for the Information Technology Department. Mayor Champagne answered questions. Motion carried unanimously by roll call vote.

**K.) INTRODUCTION OF ORDINANCES**

**Ordinance entitled "Ordinance No. \_\_\_\_\_, An Ordinance Restricting Activities on Town-owned Property and School Grounds."** (A number will be assigned once the Ordinance has passed Town Council vote.) (The Ordinance as amended is included for Council review.)

**PROPOSED MOTION**



THE TOWN COUNCIL, CONSISTENT WITH CHAPTER V, SECTIONS 4&6 OF THE VERNON TOWN CHARTER, HEREBY MOVES TO APPROVE THE ORDINANCE ENTITLED "ORDINANCE NO.\_\_\_\_ (number to be assigned later), AN ORDINANCE RESTRICTING ACTIVITIES ON TOWN-OWNED PROPERTY AND SCHOOL GROUNDS."

Council Member Wakefield, seconded by Council Member Bush made a motion to approve the Ordinance entitled "Ordinance No.\_\_\_\_ (number to be assigned later), an Ordinance Restricting Activities on Town-owned Property and School Grounds". Mayor Champagne answered questions. Discussion ensued. Motion carried unanimously by roll call vote.

**L.) ACTION ON ORDINANCE(S) PREVIOUSLY PRESENTED**

None

**M.) IDENTIFICATION/ADOPTION OF ADDITIONAL AGENDA ITEMS**

None

**N.) DISCUSSION OF ADDITIONAL ITEMS AND INFORMATIONAL ITEMS**

None

**O.) ADOPTION OF MINUTES**

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR TOWN COUNCIL MEETING ON **MARCH 17, 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 regular Town Council meeting held on March 17, 2020. Motion carried unanimously with roll call vote.

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

None

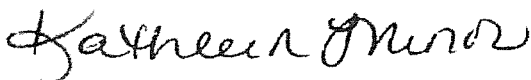
**Q.) ADJOURN (7:55PM)**

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

Received:

Approved:

Respectfully Submitted.



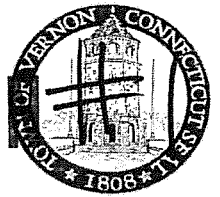
Kathleen Minor  
Recording Secretary



# TOWN OF VERNON

## DEPARTMENT OF POLICE

725 HARTFORD TURNPIKE  
VERNON, CONNECTICUT 06066



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

John Kelley  
Captain of Police

### Police Department Monthly Report March 2020

#### PATROL DIVISION

Activity	March 2020	March 2019	2020 Year to Date
Calls for Service	1,228	1,730	4,397
Arrests	60	115	275
Traffic Stops	132	325	778
DUI Arrests	15	14	52
Domestic Violence	22	12	71
Traffic Accidents	52	61	171
Narcotics Incidents/Vials Used	2/2	4/6	8/10
Prescription Drug Disposal	59.6 lbs./oz.	92.14 lbs./oz.	233.6 lbs./oz.

#### SIGNIFICANT CASES

On 3/1/20 at 9:29 PM an officer attempted to make a motor vehicle stop on a vehicle that failed to maintain its lane and struck the curb on Route 30 near the police department. The operator of the vehicle, Magaly Perez-Ramos (age 49) of Paterson NJ refused to provide her driver's license and attempted to flee the scene. Perez-Ramos drove into the back parking lot of the police department and stopped. Officers ordered Perez-Ramos to get out of the vehicle. She refused and had to be removed by officers. Perez-Ramos fought with the officers and kicked an officer twice. She was taken into custody and charged with the following:

- Disobeying an officers signal
- D.U.I.
- Failure to drive in proper lane
- Possession less than ½ ounce of marijuana
- Simple trespass
- Interfering with an officer
- Assaulting an officer

On 3/22/20 at 6:37 PM officers were dispatched to a disorderly complaint at Sleeping Giant Apartments, 1238 Hartford Turnpike. As an officer approached the scene he saw a vehicle attempting to flee and stopped it. The vehicle was driven by Torell Crump (age 22) of 9 Oak St. Vernon. A passenger was identified as Miguel Rivera (age 22) of 53 School St. Vernon. While the officer was talking to Crump he could see drug paraphernalia in plain view inside the car. Crump and Rivera were removed from the car and searched. Crump had a spring assisted knife concealed in his waistband. A search of the car found marijuana, a scale, additional knives and a loaded .357 Magnum pistol. Both men were arrested.

Crump was charged with the following:

- Possession of a weapon in a motor vehicle (5 counts)
- Carrying a dangerous weapon
- Criminal possession of a firearm (Crump is a convicted felon)
- Possession of more than .5 ounce of marijuana
- Possession of marijuana with intent to sell
- Possession of drug paraphernalia
- Possession of more than .5 ounce of marijuana within 1500 feet of a school zone
- Possession of marijuana with intent to sell within 1500 feet of a school zone

Rivera was charged with the following:

- Possession of a weapon in a motor vehicle
- Possession of less than .5 ounce of marijuana

### DETECTIVE DIVISION

The Detective Division currently has 30 open cases. Detectives made 2 arrests.

Cases	Crime	Cases	Crime
3	"Cold Case" Homicide	1	Cold Case" Home Invasion/Sex. Ass.
2	"Cold Case" missing persons	2	Child Abuse
1	Burglary	1	Threatening
6	Suspicious Situations	2	Robberies
4	Fraud	7	Background Investigation
2	Larcenies	5	Cell phones analyzed

### SIGNIFICANT CASES

On March 11, 2020 at approximately 21:00 hours, members of the Vernon Police Department Detective Division, along with members of the Patrol Division executed a State of Connecticut Search and Seizure Warrant at 95 Hockanum Blvd. #4803, Vernon, CT 06066. This search warrant was part of an ongoing investigation related to allegations that Abhi BHANDARI (DOB 1-21-1976) sexually assaulted a 14 year old Manchester resident.

During the search of BHANDARI's residence, BHANDARI arrived home driving his Tesla. He was taken into custody without incident and the search warrant for the vehicle was executed.

BHANDARI was charged with:

- Sex assault 2<sup>nd</sup>
- Sex assault 4
- Illegal sexual conduct with a victim under the age of 16
- Risk of injury
- Enticing a minor by computer

He was able to post bond later that night.

On March 11, 2020, Hiram McGirt was taken into custody by the US Marshals Service and the Vernon Police due to an active felony arrest warrant out of the Commonwealth of Massachusetts for assault related offenses. The accused was brought to the Vernon Police Department where he was formally charged with violation of C.G.S. 54-170 Fugitive from Justice. A bond of \$50,000.00 was set.

On 03/18/20 the Shell gas and convenience store located at 1302 Hartford Tpke. was robbed at gunpoint by a Hispanic male wearing a purple hooded sweatshirt. This case is still under investigation with multiple gas and convenience stores in surrounding towns being victimized by the same suspect. Information has been shared amongst agencies in order to identify the suspect.

On 3/25/20 the Shell Quick Mart located at 520 Talcottville road was burglarized during the overnight hours. This case is still under investigation. Leads have been developed and it appears the suspect burglarized surrounding towns as well.

### **TRAINING DIVISION**

#### **Training:**

Mar 2	Collect recert – Guilmette 4 hrs.
Mar 4	Collect Recert – Vogt 4 hrs.
Mar 4	Everbridge training – Marra, Nadeau, Buchanan, O’Sullivan & Weiss 2 hrs.
Mar 4	Matron Training – Nadeau, Buchanan, & Weiss
Mar 5	Collect Recert – Condon 4 hrs.
Mar 5	Collect Recert – Dumond 4 hrs.
Mar 10	Glock Armorer Training – Thiel, King, Tedford, & Trantalis 8 hrs.

All training after March 10<sup>th</sup> has been cancelled or postponed due to the COVID-19 with the exception of online training to include Collect Recert and Sexual Harassment training.

#### **FTO & New Hires.**

An application process for Entry Level Police Officer was closed January 1<sup>st</sup> and Oral Board interviews were held the first week of February. A list of 17 candidates was developed and the Detective Division is completing backgrounds on those candidates. We have two potential lateral applicants in the process. I have asked for seats in the New Britain Police Academy starting May 1, 2020 and for 3 Seats in the POSTC Academy starting June 12, 2020. Both Academies are scheduled to be commuter Academies. A new application process was opened in March 2020 for seats in the September POSTC Academy

A new testing/application process has been started for Dispatchers. The process closed at the end of March and Oral boards and Multi-tasking test will be scheduled as soon as possible.

#### **K-9 Training**

Sembersky & Condon March 3

#### **Capitol Region Emergency Services Team: Training:**

King, Patrizz & Trantalis March 4 & 5  
King March 6

# ANIMAL CONTROL

	March (calls for service)	Year to Date (calls for service)
Vernon	37	58
Cruelty	1	3
Dog Bite	1	2
Exotics	0	0
Impound Cat	1	3
Impound Dog	7	10
Livestock	0	0
Missing	0	1
Nuisance/Barking	1	4
Roaming	7	25
Sick Wildlife	8	16
Wildlife	6	12
General Complaints	5	19
Bolton/Coventry	1	11
Cruelty	0	0
Dog Bite	0	1
Exotics	0	0
Impound Cat	0	1
Impound Dog	0	1
Livestock	0	1
Missing	0	0
Nuisance/Barking	0	1
Roaming	1	4
Sick Wildlife	0	1
Wildlife	0	0
General Complaints	0	1



# TOWN OF INFORMATION #2

14 PARK PLACE, VERNON, CT 06066

Tel: (860) 870-3662

Fax: (860) 870-3623

E-mail: [townclerk@vernon-ct.gov](mailto:townclerk@vernon-ct.gov)

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

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

FROM: Karen C. Daigle, Town Clerk

RE: **Monthly Report for March 2020**

DATE: April 9, 2020

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

Total vital statistics processed for the month were 22 birth certificates, 7 marriage licenses and 33 death certificates. Attested copies of the certificates were issued to residency towns as well as to the State of Connecticut Department of Revenue Services. A total of 227 vital statistics requests were processed and sold for the month, which consisted of 89 birth, 86 death, 29 marriage, 17 burial permits and 6 cremation permits, for a total amount of \$4,185.00.

There were 26 sporting licenses processed.

The monthly total of land record documents recorded and processed was 284. Included in this total were 54 property transfers of title. \$38,681.56 in State Conveyance Tax was collected and forwarded to the State of Connecticut Department of Revenue Services, while \$12,262.19 was collected in Town Conveyance Tax and retained by the Town.

A total of 8 dog licenses were sold.

In addition, 14 notary transactions, 1 trade name, 4 liquor permits, 3 maps and 2 Veteran discharges were filed, recorded and processed.

Approximately **425 (limited public access due to COVID-19)** sign in customers were assisted in addition to numerous email requests and telephone calls (especially from people looking for information from our department, as well as other town departments).

## Monthly Highlights:

- In March, Karen Daigle participated in several conference calls with Administration regarding COVID-19.
- In March, Karen Daigle participated in several conference calls with the Secretary of State's Office and Registrar of Voters regarding the Presidential Preference Primary and COVID-19.
- On March 19<sup>th</sup>, Town Hall was closed to the public but the Town Clerk's Office remained open for limited services, as required by the State of Connecticut.
- Regular Town Council Meetings were held on Mar 3<sup>rd</sup> and March 17<sup>th</sup>; Special Town Meeting held Mar 25<sup>th</sup> via teleconference and drive-thru voting; Karen Daigle called into Town Clerk and Town Council Budget Meetings.