

January 7, 2020

APPROVED MINUTES
VERNON TOWN COUNCIL SPECIAL MEETING
TOWN HALL - 14 PARK PLACE - 3rd Floor
VERNON, CONNECTICUT

RECEIVED
VERNON TOWN CLERK
20 JAN 30 AM 10:46

January 7, 2020 - 7:30 PM

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

A) PLEDGE OF ALLEGIANCE:

B) ROLL CALL:

Present: Council Members Pauline Schaefer, Thomas DiDio, Brian Motola, Michael Wendus, Laura Bush, Bill Campbell, Jim Tedford, Ann Letendre, Maryann Levesque

Absent: Council Members Julie Clay and Steve Wakefield

Entered During Meeting: Ann Letendre

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

C.) CITIZEN'S FORUM

None

D.) EXECUTIVE SESSION

None

E.) PUBLIC HEARING

None

F.) PRESENTATIONS BY THE ADMINISTRATION

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

- Arctic Splash was held on December 7, 2019 with all proceeds for this event going to the Send-A-Kid to Camp Fund. Despite the snowy conditions, over 100 people flooded Valley Falls to join the fun. Thank you to all our sponsors and award winners. The event raised just under \$4,000.
- CERT had their Annual Dinner last month and Allan Sheridan was awarded "Member of the Year". Congratulations to the CERT Team and Mr. Sheridan.
- Winterfest was well attended with Santa the hit of the event. Thank you to 360 Credit Union and funding of the face painter. Santa's house had banner attendance throughout the holiday season.
- The Senior Center Fitness Center is now open for use, with membership growing every month. Since the new Center has opened, 1,650 new members have joined.
- An offer has been made and the Town is in the final stages of hiring a new Town Planner. More information is forthcoming.
- Year two of zero based budgeting is underway. Administration and Finance are working closely with Departments to develop the 2020-2021 Budget.

G.) ACTION ON CONSENT AGENDA

Council Member Motola, seconded by Council Member Bush, made a motion to move the Consent Agenda. Motion carried unanimously.

- C 1. Request the Town Council approve Tax Refunds for Prior and Current years.** (See copy of a memorandum from Terry Hjarne, Collector of Revenue, to Michael J. Purcaro, Town Administrator dated December 5, 2019 included in the Council packet.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES ONE (1) PRIOR YEAR TAX REFUND TOTALING \$161.64 AND SIX (6) CURRENT YEAR TAX REFUNDS TOTALING \$1239.63 AS REFERENCED IN THE MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED DECEMBER 5, 2019.

- C 2. Request the Town Council approve the Homeland Security Resolution requested by the Department of Homeland Security as presented.** (This grant was authorized at the November 19, 2019 Town Council meeting as a *motion*, Homeland Security is requiring it be a *resolution*, this agenda item makes it a resolution.)

PROPOSED RESOLUTION

BE IT RESOLVED, THE TOWN COUNCIL HEREBY AUTHORIZES MAYOR DANIEL A. CHAMPAGNE TO EXECUTE A MEMORANDUM OF AGREEMENT ON BEHALF OF THE TOWN OF VERNON, WITH THE STATE OF CONNECTICUT HOMELAND SECURITY DEPARTMENT RELATIVE TO THE FFY2019 STATE HOMELAND SECURITY GRANT PROGRAM AND FURTHER AGREES TO BE THE CUSTODIAL OWNER OF REGIONAL ASSETS.

H.) DISCUSSION OF PULLED CONSENT ITEMS

None

I.) PENDING BUSINESS

None

J.) NEW BUSINESS

1. **Request the Town Council approve the job description of Road Mason in the Department of Public Works.** (A copy of the job description is included for Council review.)

PROPOSED MOTION

THE TOWN COUNCIL, CONSISTENT WITH THE TOWN OF VERNON PERSONNEL RULES AND REGULATIONS, SECTION 4.1 (B) ENTITLED "JOB DESCRIPTIONS", HEREBY ADOPTS THE JOB DESCRIPTION OF **ROAD MASON**.

January 7, 2020

Council Member Motola, seconded by Council Member Bush, made a motion to approve the job description of Road Mason in the Department of Public Works. Assistant Town Administrator, Dawn Maselek and Interim Director of Public Works, Dwight Ryniewicz, answered questions.

7:33 PM Council Member Ann Letendre entered meeting.

Motion carried unanimously.

2. **Request the Town Council approve the job description of Deputy Fire Marshal. (See new and old job descriptions in the agenda packet for Council review.)**

PROPOSED MOTION

THE TOWN COUNCIL, CONSISTENT WITH THE TOWN OF VERNON PERSONNEL RULES AND REGULATIONS, SECTION 4.1 (B) ENTITLED "JOB DESCRIPTIONS", HEREBY ADOPTS THE JOB DESCRIPTION OF *DEPUTY FIRE MARSHAL*.

Council Member Motola, seconded by Council Member Campbell, made a motion to approve the job description of Deputy Fire Marshal. Discussion ensued. Motion carried unanimously.

3. **Request the Town Council approve the hourly rate increase proposed for the Per Diem Part Time Deputy Fire Marshal. (See memorandum dated December 11, 2019 from Dawn R. Maselek, Assistant Town Administrator to Michael J. Purcaro, Town Administrator relative to same.)**

PROPOSED MOTION

THE TOWN COUNCIL HEREBY INCREASES THE HOURLY RATE OF PAY FOR THE PER DIEM PART TIME DEPUTY FIRE MARSHAL FROM \$20.20 PER HOUR TO \$25.00 PER HOUR EFFECTIVE IMMEDIATELY.

Council Member Motola, seconded by Council Member Campbell, made a motion to approve the hourly rate increase proposed for the Per Diem Part Time Deputy Fire Marshal. Fire Marshal, Dan Wasilewski and Mayor Champagne spoke and answered questions. Motion carried unanimously.

4. **Request the Town Council approve a general wage increase for the Registrars of Voters. (See memorandum dated December 12, 2019 from Dawn R. Maselek, Assistant Town Administrator to Michael J. Purcaro, Town Administrator relative to same.)**

PROPOSED MOTION

THE TOWN COUNCIL, CONSISTENT WITH THE CONNECTICUT GENERAL STATUTES SECTIONS 9-194 AND 9-195, MOVES TO APPROVE THE GENERAL WAGE INCREASE OF 2% FOR THE VERNON REGISTRARS OF VOTERS EFFECTIVE RETROACTIVE TO DECEMBER 23, 2019.

Council Member Motola, seconded by Council Member Tedford, made a motion to approve a general wage increase for the Registrars of Voters. Mayor Champagne and Assistant Town Administrator, Dawn Maselek, answered questions. Motion carried unanimously.

January 7, 2020

5. **Request the Town Council reclassify the vacant position of Assistant Treasurer to Financial Analyst.** (See memorandum from Jeffrey A. O'Neill, Finance Officer & Treasurer dated December 12, 2019 to Mayor Daniel A. Champagne, Michael J. Purcaro, Town Administrator and Dawn Maselek, Assistant Town Administrator relative to same and a copy of the new job description.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES THE RECLASSIFICATION OF THE VACANT ASSISTANT TREASURER POSITION TO FINANCIAL ANALYST AS REQUESTED FOR THE FINANCE DEPARTMENT.

Council Member Motola, seconded by Council Member Campbell, made a motion to approve the reclassification of Assistant Treasurer to Financial Analyst in the Finance Department. Finance Director, Jeffrey O'Neill, and Town Administrator, Michael Purcaro, answered questions. Motion carried unanimously.

6. **Request the Town Council to approve \$150,123.92 expenditure from the endowment of the Rockville Public Library for needed capital improvements.** (See memorandum dated December 11, 2019 from Dawn R. Maselek, Assistant Town Administrator to Michael J. Purcaro, Town Administrator relative to the expenditure.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES THE TRANSFER OF FUNDS FROM THE ROCKVILLE PUBLIC LIBRARY ENDOWMENT FOR THE LIBRARY'S COMPUTER HARDWARE AND SOFTWARE UPGRADES, AND THE WIFI, PHONE AND SECURITY SYSTEM UPGRADES TOTALING \$150,123.92.

Council Member Motola, seconded by Council Member Tedford, made a motion to approve the transfer of funds from the Rockville Public Library Endowment in the amount of \$150,123.92 for computer hardware and software upgrades, the WiFi, phone and security system upgrades. Library Director, Jennifer Johnston and Town Administrator, Michael Purcaro, spoke and answered questions. Motion carried unanimously.

K.) **INTRODUCTION OF ORDINANCES**
None

L.) **ACTION ON ORDINANCES PREVIOUSLY PRESENTED**
None

M.) **IDENTIFICATION/ADOPTION OF ADDITIONAL AGENDA ITEMS**
None

N.) **DISCUSSION OF ADDITIONAL ITEMS AND INFORMATIONAL ITEMS**
None

O.) **ADOPTION OF MINUTES**

January 7, 2020

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR TOWN COUNCIL MEETING OF DECEMBER 3, 2019 AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Motola, seconded by Council Member Busch, made a motion to waive the reading of and approve the minutes of the December 3, 2019 regular Town Council meeting. Motion carried unanimously.

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

1. Monthly Report – November, 2019 for the Town Clerk's Office as submitted by Karen C. Daigle, Town Clerk.

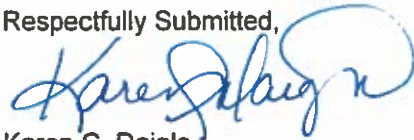
Adjourn (7:54 PM)

Council Member Motola, seconded by Council Member Schaefer, made a motion to adjourn. Motion carried unanimously.

Received: January 13, 2020

Approved: January 21, 2020

Respectfully Submitted,



Karen C. Daigle
Recording Secretary