

Posted 12/17/19
[Signature]

CANCELLED
AGENDA
VERNON TOWN COUNCIL
REGULAR MEETING
TOWN HALL – 14 PARK PLACE – 3RD FLOOR
VERNON, CONNECTICUT

TUESDAY, DECEMBER 17, 2019
7:30 P.M.

Mayor Daniel A. Champagne invites everyone to enjoy some holiday cheer in his office before the meeting between 6:00 PM – 7:30PM.

RECEIVED
VERNON TOWN CLERK
DEC 17 PM 12:27

- A.) PLEDGE OF ALLEGIANCE
- B.) ROLL CALL
- C.) CITIZENS FORUM

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- D.) EXECUTIVE SESSION
 - E.) PUBLIC HEARING

F.) PRESENTATIONS BY THE ADMINISTRATION

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

G.) ACTION ON CONSENT AGENDA

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

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- H.) DISCUSSION OF PULLED CONSENT ITEMS
- I.) PENDING BUSINESS
- 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**.

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**.

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.

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 DECEMBER 23, 2019.

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.

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.

K.) INTRODUCTION OF ORDINANCES

L.) ACTION ON ORDINANCE(S) PREVIOUSLY PRESENTED

M.) IDENTIFICATION/ADOPTION OF ADDITIONAL AGENDA ITEMS

N.) DISCUSSION OF ADDITIONAL ITEMS AND INFORMATIONAL ITEMS

O.) ADOPTION OF MINUTES

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

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.

Q.) ADJOURNMENT