

December 3, 2019

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VERNON TOWN CLERK

Approved Minutes

Vernon Town Council- Regular Meeting

20 JAN 13 PM 1:10

Town Hall- 14 Park Place- 3<sup>rd</sup> Floor

Vernon, Connecticut

December 3, 2019- 7:30PM

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

A) PLEDGE OF ALLEGIANCE

B) ROLL CALL:

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

Absent: None.

Entered During Meeting: None.

Also Present: Town Administrator Michael J. Purcaro, Recording Secretary Cassandra Santoro

C) CITIZENS FORUM

Michael Wendus of 91 Village Street presented Mayor Daniel Champagne with an ornament to thank him for bringing Santa House back 5 years ago.

F) PRESENTATIONS BY THE ADMINISTRATION

1. REMINDER: The Annual Winterfest Celebration is planned for Central Park this Friday, December 6, 2019 beginning at 5:30PM. The Torchlight Parade will begin at 6:15PM. The Library's Winterfest Tree Festival is also scheduled for Friday, December 6, 2019 from 4-7PM.

2. REMINDER: The Artic Splash is taking place at Valley Falls Park this Saturday, December 7, 2019 at 1PM. All are welcome!!!

3. Wreaths Across America is planned for Saturday, December 14, 2019 at Lugg Field, Grove Hill Cemetery at 12:00 Noon. Please arrive early.

4. Today the Town of Vernon was honored at the Annual Connecticut Conference of Municipalities Convention for our achievements in the area of Sustainability. The Town of Vernon received a Silver designation. Also, at the Conference five employees graduated in the Certified Municipal Official Program. Thank you to all town employees for their commitment to these programs.

5. The Fiscal Year 2020-2021 budget process has begun. Town Administrator Purcaro and Finance Officer O'Neill are meeting with Department heads to begin our second year of zero-based budgeting. Stay tuned for more information.

6. Rockville High School "RAM" Football team is playing in the Class M - Quarter Finals. The RAM Football team has a perfect record and is the number one seed in the tournament. GO RAMS!!!!!!

Mayor Daniel Champagne and Town Administrator Purcaro introduced Cemetery Superintendent Travis Clark to the Town Council. Discussion ensued.

Recess: 7:40 PM Reconvened: 7:43PM

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E) **PUBLIC HEARING**

None.

G) **ACTION ON CONSENT AGENDA:**

Council Member Wakefield, seconded by Council Member Bush made a motion to move the Consent Agenda. C1 – C15 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 November 21, 2019 included in the Council packet.)

**PROPOSED MOTION**

THE TOWN COUNCIL HEREBY APPROVES ONE (1) PRIOR YEAR TAX REFUND TOTALING \$15.42 AND ELEVEN (11) CURRENT YEAR TAX REFUNDS TOTALING \$1346.53 AS REFERENCED IN THE MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED NOVEMBER 21, 2019.

- C 2. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Thomasina C. Russell, (D), 21 Chamberlain Street, Vernon, Connecticut as an alternate member of the Vernon Board of Ethics, said term to commence December 4, 2019 and expires November 30, 2024.** (A copy of Ms. Russell's resume is included for Town Council review.)

**PROPOSED MOTION**

PURSUANT TO ORDINANCE # 173, TOWN CODE SEC. 2-91 - 2- 98; THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF THOMASINA C. RUSSELL, (D), 21 CHAMBERLAIN STREET, VERNON, CONNECTICUT AS AN ALTERNATE MEMBER OF THE VERNON BOARD OF ETHICS, SAID TERM TO COMMENCE ON DECEMBER 4, 2019 AND ENDS ON NOVEMBER 30, 2024.

- C 3. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Jason D. Seacat, (D), 118 Wildwood Road, Vernon, Connecticut as a regular member of the Conservation Commission, said term to commence January 1, 2020 and expires December 31, 2024.** (A copy of Mr. Seacat's resume is included in the Town Council packet for review.)

**PROPOSED MOTION**

PURSUANT TO TOWN OF VERNON ORDINANCE # 189 – TOWN CODE SECTION 10-91 & 10-92, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF JASON D. SEACAT, (D), 118 WILDWOOD ROAD, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE CONSERVATION COMMISSION, SAID TERM TO BEGIN JANUARY 1, 2020 AND EXPIRES ON DECEMBER 31, 2024.

- C 4. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Andrew Halpryn, (R), 59 Rainbow Trail, Vernon, Connecticut as a regular member of the Vernon Board of Ethics, said term to commence on December 4, 2019 and expires November 30, 2024.** (A copy of Mr. Halpryn's resume is included for Council review.)

**PROPOSED MOTION**

PURSUANT TO ORDINANCE # 173, TOWN CODE SEC. 2-91 - 2- 98; THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF ANDREW HALPRYN, (R), 59 RAINBOW TRAIL, VERNON, CONNECTICUT AS AN REGULAR MEMBER OF THE BOARD OF ETHICS, SAID TERM TO COMMENCE ON DECEMBER 4, 2019 AND ENDS ON NOVEMBER 30, 2024.

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- C 5. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Michael Guminiak, (R), 19 Duncaster Lane, Vernon, Connecticut as regular member of the Inland Wetlands Regulatory Commission, said term to commence December 4, 2019 and expires on December 31, 2019.**  
(Mr. Guminiak is completing the unexpired term of Ronald Kane. A copy of Mr. Guminiak's resume is included for Council review.)

**PROPOSED MOTION**

PURSUANT TO CHARTER CHAPTER VIII, SEC. 8, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF MICHAEL GUMINIAK, (R), 19 DUNCASTER LANE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE INLAND WETLANDS REGULATORY COMMISSION, SAID TERM TO COMMENCE ON DECEMBER 4, 2019 AND EXPIRES ON DECEMBER 31, 2019.

- C 6. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of John P. Leary (R), 26 Hany Lane, Vernon, Connecticut as the Town of Vernon Citation Hearing Officer, said term to commence January 1, 2020 and expires December 31, 2020.** (A copy of Mr. Leary's resume is included for Council review.)

**PROPOSED MOTION**

PURSUANT TO ORDINANCE #215, TOWN CODE 2-5, AS AMENDED BY ORDINANCE 218 TO ENFORCE ORDINANCES 214 AND 216 THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S RE- APPOINTMENT OF JOHN P. LEARY, (R), 26 HANY LANE, VERNON, CONNECTICUT AS THE TOWN OF VERNON CITATION HEARING OFFICER, SAID NEW TERM TO COMMENCE ON JANUARY 1, 2020 AND EXPIRES DECEMBER 31, 2020.

- C 7. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Donald Scott Schubert, (R), 22 Wildwood Road, Vernon, Connecticut as a regular member of the Inland Wetlands Regulatory Commission, said term to commence on January 1, 2020 and expires December 31, 2022.** (A copy of Mr. Schubert's resume is included for Council review.)

**PROPOSED MOTION**

PURSUANT TO CHARTER CHAPTER VIII, SEC. 8, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF DONALD SCOTT SCHUBERT, (R), 22 WILDWOOD ROAD, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE INLAND WETLANDS REGULATORY COMMISSION, SAID TERM TO COMMENCE ON JANUARY 1, 2020 AND EXPIRES ON DECEMBER 31, 2022.

- C 8. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Francis Galat, (U), 631 Dart Hill Road, Vernon, Connecticut as a regular member of the Inland Wetlands Regulatory Commission, said term to commence on January 1, 2020 and expires December 31, 2022.** (A copy of Mr. Galat's resume is included for Council review.)

**PROPOSED MOTION**

PURSUANT TO CHARTER CHAPTER VIII, SEC. 8, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF FRANCIS GALAT, (U), 631 DART HILL ROAD, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE INLAND WETLANDS REGULATORY COMMISSION, SAID TERM TO COMMENCE ON JANUARY 1, 2020 AND EXPIRES ON DECEMBER 31, 2022.

- C 9. Request the Town Council approve Mayor Daniel A. Champagne's Rachel Stansel (D), 39 Reed Street, Vernon, Connecticut as a regular member of the Inland Wetlands Regulatory Commission, said**

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term to commence January 1, 2020 and expires December 31, 2022. (A copy of Ms. Stansel's resume is included for Council review.)

**PROPOSED MOTION**

PURSUANT TO CHARTER CHAPTER VIII, SEC. 8, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF RACHEL STANSEL (D), 39 REED STREET, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE INLAND WETLANDS REGULATORY COMMISSION, SAID TERM TO COMMENCE ON JANUARY 1, 2020 AND EXPIRES ON DECEMBER 31, 2022.

**C 10. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of John K. Anderson, (R), 105 Maple Avenue, #40, Vernon, Connecticut as Special Constable for the Town of Vernon, said term to commence January 1, 2020 and expires December 31, 2021.** (A copy of Mr. Anderson's resume is included for Council review.)

**PROPOSED MOTION**

PURSUANT TO C.G.8. §7-92, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF JOHN K. ANDERSON, (R), 105 MAPLE AVENUE, #40, VERNON, CONNECTICUT AS A SPECIAL CONSTABLE, SAID TERM TO COMMENCE ON JANUARY 1, 2020 AND EXPIRES ON DECEMBER 31, 2021.

**C 11. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Kevin Kearney, (U), 131 Blue Ridge Drive, Vernon, Connecticut, as a regular member of the Water Pollution Control Authority, said term to commence on January 1, 2020 and expires December 31, 2022.** (A copy of Mr. Kearney's resume is included for Council review.)

**PROPOSED MOTION**

PURSUANT TO CHARTER CHAPTER VIII, SEC. 3; AND CHARTER CHAPTER XII, SEC. 4, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF KEVIN KEARNEY, (U), 131 BLUE RIDGE DRIVE, VERNON, CONNECTICUT, AS A REGULAR MEMBER OF THE WATER POLLUTION CONTROL AUTHORITY, SAID APPOINTMENT TO COMMENCE ON JANUARY 1, 2020 AND EXPIRES DECEMBER 31, 2022.

**C 12. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Andrew J. Tedford, (R), 70 Troutstream Drive, Vernon, Connecticut as a regular member of the Water Pollution Control Authority, said term to commence on January 1, 2020 and expires December 31, 2022.** (A copy of Mr. Tedford's resume is included for Council review.)

**PROPOSED MOTION**

PURSUANT TO CHARTER CHAPTER VIII, SEC. 3; AND CHARTER CHAPTER XII, SEC. 4, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF ANDREW J. TEDFORD, (R), 70 TROUTSTREAM DRIVE, VERNON, CONNECTICUT, AS A REGULAR MEMBER OF THE WATER POLLUTION CONTROL AUTHORITY, SAID REAPPOINTMENT TO COMMENCE ON JANUARY 1, 2020 AND EXPIRES DECEMBER 31, 2022.

**C 13. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Gordon F. Gibson, (R), 836 Hartford Turnpike, Vernon, Connecticut as a regular member of the Water Pollution Control Authority, said term to commence on January 1, 2020 and expires December 31, 2022.** (A copy of Mr. Gibson's resume is included for Council review.)

**PROPOSED MOTION**

PURSUANT TO CHARTER CHAPTER VIII, SEC. 3; AND CHARTER CHAPTER XII, SEC. 4, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF GORDON F.

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GIBSON, (R), 836 HARTFORD TURNPIKE, VERNON, CONNECTICUT, AS A REGULAR MEMBER OF THE WATER POLLUTION CONTROL AUTHORITY, SAID APPOINTMENT TO COMMENCE ON JANUARY 1, 2020 AND EXPIRES DECEMBER 31, 2022.

- C 14. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Daniel Robertson, (D), 3 Saddlegate Lane, Vernon, Connecticut as a regular member of the Design Review Advisory Commission, said term to commence January 1, 2020 and continues December 31, 2022.** (A copy of Mr. Robertson's resume is included for Council review.)

**PROPOSED MOTION**

PURSUANT TO ORDINANCE #268, TOWN CODE SEC. 10-105 - 10-108 THE TOWN COUNCIL APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF DANIEL ROBERTSON, (D), 3 SADDLEGATE LANE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE DESIGN REVIEW ADVISORY COMMISSION, SAID TERM TO COMMENCE JANUARY 1, 2020 AND EXPIRES ON DECEMBER 31, 2022.

- C 15. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Michael Mitchell, (U), 19 Quarry Drive, Vernon, Connecticut as a regular member of the Planning and Zoning Commission, said term to commence January 1, 2020 and expires December 31, 2022.** (A copy of Mr. Mitchell's resume is included for Council review.)

**PROPOSED MOTION**

PURSUANT TO CHARTER CHAPTER VIII, SEC. 1,6 & 11 DATED JANUARY 1, 1985; C.G.S. §8-4A&B, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF MICHAEL MITCHELL, (U), 19 QUARRY DRIVE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE PLANNING AND ZONING COMMISSION FOR A TERM TO COMMENCE ON JANUARY 1, 2020 AND EXPIRES DECEMBER 31, 2022

**H) DISCUSSION OF PULLED CONSENT ITEMS**

None.

**I) PENDING BUSINESS**

None.

**J) NEW BUSINESS**

- 1. Request the Town Council approve the job description of Lead Foreman 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 LEAD FOREMAN.

Council Member Wakefield, seconded by Council Member Bush made a motion to adopt the job description of Lead Foreman. Discussion ensued. Dawn Maselek, Assistant Town Administrator spoke and answered questions. Motion carried with 10 in favor and 1 abstention Council Member Levesque.

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2. Request the Town Council approve the job description of Building Department Coordinator for the Building Department. (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 BUILDING DEPARTMENT COORDINATOR.

Council Member Wakefield, seconded by Council Member Bush made a motion to adopt the job description of Building Department Coordinator. Council Member Wakefield, seconded by Council Member Bush made an amendment to reflect the job description is Building Department Specialist. Discussion ensued. Dawn Maselek, Assistant Town Administrator and Steve Prattson, Building Official spoke and answered questions. Motion, as amended, carried unanimously.

3. Request the Town Council approve the asset disposal requests from Data Processing and Water Pollution Control. (See memorandum dated November 26, 2019 from Jeffrey O'Neill, Finance Officer and Treasurer to Michael J. Purcaro, Town Administrator relative to same.)

**PROPOSED MOTION**

THE TOWN COUNCIL HEREBY APPROVES THE DISPOSAL OF FIXED ASSETS FOR THE DATA PROCESSING AND WATER POLLUTION CONTROL DEPARTMENTS AS DISCLOSED ON THE FIXED ASSET INFORMATION FORMS.

Council Member Wakefield, seconded by Council Member Bush made a motion to approve the disposal of fixed assets for the Data Processing and Water Pollution Control Department as disclosed on the fixed asset information forms. Discussion ensued. Robert Grasis, Director of Water Pollution Control spoke and answered questions. Motion carried unanimously.

**D) EXECUTIVE SESSION:**

7:59 PM Council Member Wakefield, seconded by Council Member Bush made the following motion to go into Executive Session #1. Motion carried unanimously.

THE TOWN COUNCIL, PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES §1-200 (6) (D), HEREBY GOES INTO EXECUTIVE SESSION TO CONTRACT NEGOTIATIONS, AND INVITES MICHAEL J. PURCARO, TOWN ADMINISTRATOR, TO ATTEND.

8:08 PM Council Member Wakefield exited Executive Session.

8:30 PM Executive Session #1 ended. No action taken.

8:31 PM Council Member Motola, seconded by Council Member Tedford made the following motion to go into Executive Session #2. Motion carried unanimously.

THE TOWN COUNCIL PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES 1-200 (6) (A), HEREBY MOVES TO GO INTO EXECUTIVE SESSION TO DISCUSS A PERSONNEL MATTER AND INVITES TOWN ADMINISTRATOR MICHAEL J. PURCARO AND ASSISTANT TOWN ADMINISTRATOR DAWN MASELEK TO ATTEND.

8:31PM Council Member Wakefield returned to Executive Session.

8:50 PM Executive Session #2 ended. No action taken.

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K) **INTRODUCTION OF ORDINANCES**

None.

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

None.

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

None.

N) **DISCUSSION OF ADDITIONAL ITEMS AND INFORMATION ITEMS**

None.

O) **ADOPTION OF MINUTES:**

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR TOWN COUNCIL MEETING ON NOVEMBER 19, 2019 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 Town Council Meeting minutes of November 19, 2019. Motion carried unanimously of members present.

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE SPECIAL TOWN COUNCIL MEETING ON NOVEMBER 12, 2019 AND THAT MINUTES OF SAID MEETING BE APPROVED.

8:51 PM Council Member Bush returned to the Town Council Meeting.

Council Member Wakefield, seconded by Council Member Schaefer made a motion to waive the reading of and approve the Special Town Council Meeting minutes of November 12, 2019. Motion carried unanimously.

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

1. Approved 2020 FOIA Dates for the Vernon Town Council.
2. Approved 2019-2021 Rules of Procedures for the Vernon Town Council.

Q) **ADJOURNMENT (8:52pm):**

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

Received: December 10, 2019  
Approved: January 3, 2020

Respectfully submitted,



Cassandra Santoro  
Recording Secretary