

June 20, 2018

Approved Minutes

Vernon Town Council- Special Meeting

Town Hall- 14 Park Place- 3rd Floor

Vernon, Connecticut

June 20, 2018- 7:30PM

RECEIVED
VERNON TOWN CLERK
18 JUL 18 PM 12:29

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, Laura Bush, Bill Campbell, Jim Tedford, Pauline Schaefer, Steve Peterson and Ralph Zahner

Absent: Julie Clay, Mike Wendus and Ann Letendre

Entered During Meeting: None

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

C) CITIZENS FORUM

None

D) EXECUTIVE SESSION:

7:31PM Council Member Wakefield, seconded by Council Member Schaefer made the following motion to go into Executive Session. Motion carried unanimously.

THE TOWN COUNCIL, PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES § 1-200, (6) (E), AND PURSUANT TO CONNECTICUT GENERAL STATUTES § 1-210, (b) (7), CONCERNING THE ACQUISITION OF THE PROPERTY KNOWN AS THE ROCKVILLE PUBLIC LIBRARY INC., HEREBY MOVES TO GO INTO EXECUTIVE SESSION AND INVITES TOWN ADMINISTRATOR MICHAEL J. PURCARO, ASSISTANT TOWN ADMINISTRATOR DAWN MASELEK AND ASSISTANT TOWN ATTORNEY MARTIN BURKE TO ATTEND.

8:12PM Executive Session ended.

Action to be taken under New Business Number 2.

E) PUBLIC HEARING:

None

F) PRESENTATIONS BY THE ADMINISTRATION

- The class of 2018 Graduation at Rockville High School was held June 19th and earlier this month the Vernon Regional Adult Education graduated a class of seniors- Congratulations to the students and their families.
- CERT held their Annual Graduation Ceremony as well this month- in addition a special K9 video and program. The event was well attended and the presentation was well received. Thank you to all the CERT Volunteers for all they do for the community.
- Lake Street School Students visited the Mayor's Office and participated in a mock town council meeting where they were presented with a variety of facts and situations.
- Maple Street School had a Career Day on June 7th.
- Solarize Vernon is continuing to raise awareness to our community and partners relative to the programs available regarding discounted solar energy.

June 20, 2018

- This week the Ground-Breaking Ceremony for new development of Route 83- Trail Run took place.
- Vernon R.O.C.K.S Coalition had an Awards Luncheon at Angelinos Restaurant Wednesday June 20. Lieutenant William Meier of the Vernon Police Department was awarded with Coalition Member of the Year Award- Congratulations Lieutenant Meier.
- Vernon participated in the statewide Emergency Planning and Preparedness Initiative Wednesday June 20. Emergency Management Director Michael Purcaro and his team work with the State of Connecticut counterparts during the Initiative. And Michael Purcaro introduced 4 new employees to functions of the Emergency Operations Center.
- Capital Regional Council of Governments Annual Meeting held earlier this week – Mayor Daniel A. Champagne accepted an Award on behalf of the Town Vernon for the Towns Regional Collaborative work with the Tolland County Emergency Dispatch.
- Vernon Fireworks are being held Tuesday July 10, 2018- Rain date will be held the following day Wednesday July 11, 2018.
- Mayors Concert Series Flyer was distributed- All concerts held at Henry Park and in the case of inclement weather they will move indoors at 26 Park Street, Vernon, CT.
- Next Town Council Meeting will be held on July 17, 2018. Reminder: Summer Town Council Schedule is in effect- 1 Meeting per month will be held during the months of: July, August and September.
- Carnival dates July 25th- 28th.

G) ACTION ON CONSENT AGENDA:

Council Member Wakefield, seconded by Council Member Bush made a motion to move the Consent Agenda. Council Member DiDio pulled C-3. Motion to move C-1 and C-2 carried unanimously.

C 1. Request the Town Council approve Tax Refunds for the Current Year. (See copy of a memorandum from Terry Hjarne, Collector of Revenue, to Michael J. Purcaro, Town Administrator dated June 7, 2018 included in the Council packet.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES TWENTY-NINE (29) CURRENT YEAR REFUNDS TOTALLING \$9712.86 AS REFERENCED IN THE LETTER FROM TERRY HJARNE, COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED JUNE 7, 2018.

C 2. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of James M. Luddecke, Town of Vernon Treasurer, said term to commence on July 1, 2018 and expires on June 30, 2024. (Mr. Luddecke is our present Treasurer. No resume is necessary.)

PROPOSED MOTION

THE TOWN COUNCIL, CONSISTENT WITH CHAPTER IX, SECTION TWO OF THE TOWN CHARTER, ENTITLED "OFFICERS AND BOARDS APPOINTED BY THE TOWN COUNCIL, HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF JAMES M. LUDDECKE, 14 PARK PLACE, VERNON, CONNECTICUT AS TOWN TREASURER, SAID TERM TO BEGIN ON JULY 1, 2018 AND EXPIRE ON JUNE 30, 2024

H) DISCUSSION OF PULLED CONSENT ITEMS

C 3. Request the Town Council approve budget amendments #29, #30, #31, #32, #33 and #34 for fiscal year 2017-2018 as provided by Finance Officer Jeff O'Neill on the budget amendment forms attached.

PROPOSED MOTION

RESOLVED, THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT REQUESTS #29, #30, #31, #32, #33 AND #34 FOR FISCAL YEAR 2017-2018 AS PROVIDED BY FINANCE OFFICER JEFF O'NEILL ON THE BUDGET AMENDMENT FORMS ATTACHED.

Council Member Wakefield, seconded by Council Member Bush made a motion to approve Budget Amendment Requests #29, #30, #31, #32, #33 and #34 for fiscal year 2017-2018 as provided by Finance Officer Jeff O'Neill. Discussion ensued. Motion carried unanimously.

I) PENDING BUSINESS

None.

J) NEW BUSINESS

1. **Request the Town Council to authorize the fixed asset disposals for the IT Department, Finance Department and Police Department.** (See memorandum from Finance Officer Jeff O'Neill dated June 11, 2018 to Michael J. Purcaro, Town Administrator relative to same.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE DISPOSAL OF FIXED ASSETS FOR THE POLICE DEPARTMENT, IT DEPARTMENT AND FINANCE DEPARTMENT AS DISCLOSED ON THE FIXED ASSET DISPOSAL REQUEST FORMS.

Council Member Wakefield, seconded by Council Member Peterson made a motion to approve the disposal of fixed assets for the Police Department, IT Department and Finance Department as disclosed on the Fixed Asset Disposal Request forms. Motion carried unanimously.

2. **Discussion and potential action after Executive Session on matters relating to the Rockville Public Library.**

PROPOSED MOTION/RESOLUTION:

THE TOWN COUNCIL HEREBY APPROVES THE FOLLOWING DOCUMENTS AS PRESENTED:

- (1) THE TRANSFER AGREEMENT BETWEEN THE ROCKVILLE PUBLIC LIBRARY AND THE TOWN OF VERNON,
- (2) A RESOLUTION PROVIDING FOR THE ACQUISITION OF THE ROCKVILLE PUBLIC LIBRARY BY THE TOWN OF VERNON, ACQUIRING ALL THE LIBRARY'S ASSETS AND ASSUMING ALL OF THE LIBRARY'S LIABILITIES, AND ESTABLISHING A MUNICIPAL LIBRARY, AND
- (3) THE UPDATED MEMORANDUM OF UNDERSTANDING BETWEEN THE ROCKVILLE PUBLIC LIBRARY, A CONNECTICUT CORPORATION, AND THE TOWN OF VERNON, A MUNICIPALITY OF THE STATE OF CONNECTICUT.

June 20, 2018

AND FURTHER AUTHORIZES, MAYOR DANIEL A. CHAMPAGNE TO SIGN ANY AND ALL DOCUMENTS NECESSARY RELATIVE TO THE SAME.

Council Member Wakefield, seconded by Council Member Schaefer made the following motion to approve the following Documents as presented:

(1) The Transfer Agreement between the Rockville Public Library and the Town of Vernon, (2) a resolution providing for the acquisition of the Rockville Public Library by the Town of Vernon, acquiring all the Library's assets and assuming all of the Library's liabilities, and establishing a Municipal Library, and (3) the Updated Memorandum of Understanding between the Rockville Public Library, a Connecticut Corporation, and the Town of Vernon, a Municipality of the State of Connecticut. And further authorizes, Mayor Daniel A. Champagne to sign any and all documents necessary relative to the same. Motion carried unanimously.

3. Request the Town Council refer the property known as 38 Park Street, Vernon, Connecticut (Parcel ID # 40010800007) to the Vernon Planning and Zoning Commission for an 8-24 referral. (See memorandum from Mayor Daniel A. Champagne to the Vernon Town Council dated June 15, 2018 relative to same.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY REFERS THE PROPERTY KNOWN AS 38 PARK STREET, VERNON, CONNECTICUT, (PARCEL ID#40010800007) TO THE VERNON PLANNING AND ZONING COMMISSION FOR AN 8-24 REFERRAL.

Council Member Wakefield, seconded by Council Member Bush made a motion to refer the property known as 38 Park Street, Vernon, Connecticut, (Parcel ID#40010800007) to the Vernon Planning and Zoning Commission for an 8-24 Referral. Discussion ended. Motion carried unanimously.

4. Request the Town Council refer the property known as Regan Road, Vernon, Connecticut (Parcel ID#0800240003B) to the Vernon Planning and Zoning Commission for an 8-24 referral. (See memorandum from Mayor Daniel A. Champagne to the Vernon Town Council dated June 15, 2018 relative to same.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY REFERS THE PROPERTY KNOWN AS REGAN ROAD, VERNON, CONNECTICUT, (PARCEL ID#0800240003B) TO THE VERNON PLANNING AND ZONING COMMISSION FOR AN 8-24 REFERRAL AS REQUESTED.

Council Member Wakefield, seconded by Council Member Tedford made a motion to refer the property known as Regan Road, Vernon, Connecticut, (Parcel ID#0800240003B) to the Vernon Planning and Zoning Commission for an 8-24 Referral. Discussion ensued. Motion carried unanimously.

5. Request the Town Council authorizes a general wage increase one percent (1%) effective July 2, 2018 for all non-union employees and permanent part-time non-union employees. (See memorandum from Mayor Daniel A. Champagne to the Vernon Town Council dated June 15, 2018 relative to same.)

June 20, 2018

PROPOSED MOTION

THE TOWN COUNCIL CONSISTENT WITH THE TOWN OF VERNON PERSONNEL RULES AND REGULATIONS, SECTION 3.7, 3.19 AND 5.3 (B)(3), HEREBY AUTHORIZES THAT ALL NON-UNION EMPLOYEES AND PERMANENT PART-TIME NON-UNION EMPLOYEES BE GIVEN A GENERAL WAGE INCREASE OF ONE PERCENT (1%), EFFECTIVE JULY 2, 2018.

Council Member Wakefield, seconded by Council Member Peterson made a motion to authorize that all Non-Union Employees and Permanent Part-Time Non-Union Employees be given a General Wage Increase of One Percent (1%), effective July 2, 2018. Discussion ensued. Motion carried unanimously.

- 6. Request the Town Council adopt the job description of *Part-time Kitchen Services Coordinator*, at the *Vernon Senior Center*.** (A copy of the job description is attached 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 PART TIME KITCHEN SERVICES COORDINATOR, AT THE VERNON SENIOR CENTER

Council Member Wakefield, seconded by Council Member Bush made a motion to adopt the job description of Part Time Kitchen Services Coordinator, at the Vernon Senior Center. Motion carried unanimously.

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 OF JUNE 5 , 2018 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 on June 5, 2018 Meeting. Motion carried unanimously.

June 20, 2018

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

1. Monthly Report - Town Clerk's Office for the month of May, 2018 as submitted by the Town Clerk Karen C. Daigle.
2. Monthly Report - Vernon Police Department for the month of May 2018 as submitted by John Kelley, Captain of Police.

Q) ADJOURNMENT (8:32pm):

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

Received: June 27, 2018

Approved: July 17, 2018

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Cassandra Minor". The signature is written in a cursive, flowing style.

Cassandra Minor
Recording Secretary.