

Minutes

Vernon Town Council- Regular Meeting

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

Vernon, Connecticut

September 18, 2018- 7:30 PM

RECEIVED  
VERNON TOWN CLERK  
18 SEP 26 AM 10:50

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

A) PLEDGE OF ALLEGIANCE

B) ROLL CALL:

Present: Council Members Steve Wakefield, Thomas DiDio, Brian Motola, Julie Clay, Mike Wendus, Laura Bush, Bill Campbell, Jim Tedford, and Ralph Zahner

Absent: Steve Peterson and Pauline Schaefer

Entered During Meeting: Ann Letendre at 7:31PM

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

Ann Letendre entered at 7:31PM

C) CITIZENS FORUM

None.

F) PRESENTATIONS BY THE ADMINISTRATION

Mayor Daniel A. Champagne made the following presentation to the Town Council:

***YSB FREE AND REDUCED SUMMER LUNCH PROGRAM-*** This program provided 4223 lunches at four locations, Park West Community Center, Henry Park, Talcott Park and one closed site at Rockville Public Library for children enrolled in their Summer Literacy Program. Lunches were prepared and delivered by Vernon Public Schools Food Services. Tri-town Hunger Action Team organized and advertised the program with the assistance of Food share. Multiple departments assisted in the success of this program; Social Services and Youth Services with the help of two resident volunteers distributed the lunches at Henry Park, Talcott Park and Park West. Parks and Recreation hosted the Henry Park site and helped by promoting the lunch program through their camps. Rockville Public Library also assisted with the distribution for the children in their closed site program. This program and the volunteers made sure that children who rely on school lunches were served a healthy lunch during the summer break. Congratulations and thank you to all involved.

***SOLARIZE VERNON UPDATE*** – Due to the overwhelming positive response to this program we are extending the deadline to October 15, 2018. Michael Purcaro, Town Administrator along with guests Jeff Boulrice, EIDB Chairman and Tim Schneider, CEO of Earthlight Technologies are here this evening to provide you with a brief update.

**2018 TAX SALE** - A total of \$160,886.45 was recovered with this round of tax sales. Attorney Adam Cohen, of Pullman and Comley LLC., represents the Town of Vernon on such matters and has done a great job recovering dollars that might otherwise be lost. Thank you to Terry Hjarne, Tax Collector and her staff for all their work on our behalf.

***SANTA'S HOUSE*** – A fundraiser was held this past weekend at the American Legion Hall on West Road. Over 150 individuals participated and over \$6000 was collected from raffles and donations. Santa's House Committee

works hard every year to raise funds to repair and paint the structure to keep it in good working order as well as work to provide cookies and other give-a-ways at the Winterfest. Thank you to the group for bringing back such a historical and popular event. Santa's House is always busy in December on weekends.

***PLEASANTVIEW BRIDGE RIBBON CUTTING*** – Last week the DOT held a Ribbon Cutting Ceremony at the Bridge. This bridge was a “pilot” project for a new DOT Program and because of its huge success will be featured at the DOT’s “Bridge Summit” meeting slated for October 1<sup>st</sup>. DOT has stated that from start to finish they received no complaints from resident of the area. Our Engineering Department did a great job of getting out the information to the neighborhoods impacted and coordinating with all public safety entities to assure coverage to the area. Thank you to the Engineering Department.

***ROCKVILLE MULTI PURPOSE TRAIL PROJECT***– the CRCOG Transportation Committee has selected to fund the 2018 LOTCIP Application submitted by the Town of Vernon - for the Rockville Multi-use Trail. This project is funded at a level of \$696,400.00, and includes the linkage between the rails to trail system and the Tolland Town line near the Shenipsit Lake Trolley Trail. Additionally, improvements will be made along Brooklyn Street in accordance with our Road Safety Audit. The trail will pass Amerbelle, cross 19 Grove Street and rejoin Route 74 in the vicinity of the Minterburn Mill, providing the missing link in the Hockanum River Linear Park System. The funds are for construction costs and the Town will need to hire a consultant to prepare the plans, specifications and bid documents. It is hoped that the project is tentatively schedule for the Spring of 2019. Stay tuned!

***COMMUNITY DAY*** – Public Works had another successful event last weekend. Over 500 people were in attendance. Many departments participated in the event: Parks and Recreation; Social Services, Senior Center and CERT to name a few. The event also raised \$567.70 for the Social Services Department’s public assistance programs. Thank you to the Public Works Department for a job well done.

***TEC COUNCIL*** – This Council was established to address the technology needs of both the Town and Board of Education in a cost-effective and efficient manner. Moving forward, the Council is being expanded to examine other shared service opportunities between the Town and Board and will be renamed to the *Shared Services Committee*. More information will be shared as recommendations are developed.

***RECYCLING PROGRAM*** – Administration is exploring an expanded curbside pick-up program for the recycling of textiles and metals. A separate bag will be provided to residents and will be placed alongside the regular recycling totes. Items placed in the separate bags are sold and the Town benefits from the revenue. There is zero cost to the taxpayers to participate. This will bring value and convenience to taxpayers and at no cost to the Town of Vernon. In addition, this new program will lessen the impact on landfills. More information to follow in October.

Staff are participating in a variety of statewide presentations:

**Statewide Legal and Financial Issues Workshop** – In October, Michael Purcaro is presenting with a panel of subject matter experts on current legal financial issues facing Connecticut schools and municipalities.

**Mandated Reporting Workshop** – In November, staff are presenting on Mandated Reporting at the annual convention of Boards of Education and School Superintendents. Presenters include a representative from the Vernon/Rockville State’s Attorney’s Office; a representative from DCF; Vernon Superintendent Dr. Joseph Macary; Vernon Police Lt. William Meier. The discussion will be facilitated by Vernon Town Administrator Michael Purcaro.

**HARTFORD FOUNDATION GRANT UPDATE** - As a follow up to the Hartford Foundation’s listening tour, the Town of Vernon, led by Allison Maynard, our Social Services Director, Michael Purcaro, Town Administrator, and Councilman Tom DiDio in partnership with multiple community organizations including the Vernon Community Network, Rockville Downtown Association, Vernon Volunteers Collaborative, Rockville Community Alliance, and Vernon Public Schools were invited to participate in a project to enhance communication and community engagement with our residents. The first phase of this project involves hiring a consultant who will help with writing a strategic communications and community engagement plan with the expectation that the plan will then be funded by the Hartford Foundation. More to share about this exciting initiative in future meetings.

Mayor Daniel A. Champagne presented a Proclamation to the Daughter's of the American Revolution proclaiming **September 17-23, 2018, Constitution Week** in the Town of Vernon. Susan Reudgen accepted the proclamation.

Mayor Daniel A. Champagne presented a Proclamation proclaiming **September 2018, Emergency Preparedness Month**, in the Town of Vernon. Police Chief James Kenny, Fire Chief Steve Eppler and C.E.R.T Commander Al Sheridan accepted the proclamation.

Mayor Daniel A. Champagne presented a Proclamation to John Kopec, former Board of Education and Town Council member. John Kopec accepted the proclamation.

Town Administrator, Michael J. Purcaro introduced Jeff Boulrice, Energy Improvement Development Board Chairman to speak in regards to Solarize Vernon. Jeff Boulrice introduced Tim Schneider CEO of Earthlight Technologies who also spoke on behalf of Solarize Vernon.

Bandit's Chairman Wes Shorts presented Proclamations on behalf of the Senior Citizen's Advisory Board. There were numerous recipients of the Senior Center Advisory Board proclamations.

RECESS 8:20PM

RECONVENED 8:41PM

**D) EXECUTIVE SESSION:**

THE TOWN COUNCIL, PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES §1-200, (2), CONCERNING CONTRACT NEGOTIATIONS WITH THE AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES LOCAL 818 OF COUNCIL #4 AFL-CIO, HEREBY MOVES TO GO INTO EXECUTIVE SESSION AND INVITES TOWN ADMINISTRATOR MICHAEL J. PURCARO, ASSISTANT TOWN ADMINISTRATOR DAWN MASELEK TO ATTEND.  
**PULLED**

8:44PM Council Member Wakefield, seconded by Council Member Campbell made the following motion to go into Executive Session #1. Motion carried unanimously.

THE TOWN OF VERNON, PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES §1-200 (2), CONCERNING CONTRACT NEGOTIATIONS WITH THE POLICE CIVILIAN EMPLOYEES REPRESENTED BY UNITED ELECTRICAL, RADIO AND MACHINE WORKERS OF AMERICA, U.E. 222, CONNECTICUT INDEPENDENT LABOR UNION, CILU LOCAL #47, HEREBY MOVES TO GO INTO EXECUTIVE SESSION AND INVITES TOWN ADMINISTRATOR MICHAEL J. PURCARO, ATTORNEY RYAN O'DONNELL AND ASSISTANT TOWN ADMINISTRATOR DAWN MASELEK TO ATTEND.

9:09PM Executive Session #1 ended

No action taken.

9:10PM Council Member Wakefield, seconded by Council Member Campbell 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 (2), CONCERNING PERSONNEL ISSUES, HEREBY MOVES TO GO INTO EXECUTIVE SESSION AND INVITES TOWN ADMINISTRATOR MICHAEL J. PURCARO, ASSISTANT TOWN ADMINISTRATOR DAWN MASELEK TO ATTEND.

9:34PM Executive Session #2 ended.

No action taken.

9:35PM Council Member Wakefield, seconded by Council Member Bush made the following motion to go into Executive Session #3. Motion carried unanimously.

THE TOWN COUNCIL, PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES § 1-200 (6) (D), CONCERNING REAL ESTATE NEGOTIATIONS, HEREBY MOVES TO GO INTO EXECUTIVE SESSION AND INVITES TOWN ADMINISTRATOR MICHAEL J. PURCARO, AND SUPERINTENDENT DR. JOSEPH MACARY TO ATTEND.

9:56PM Executive Session #3 ended.

No action taken.

9:56PM Council Member Campbell, seconded by Council Member DiDio made a motion to extend curfew until Town Council meeting is complete. Motion carried unanimously.

9:57PM Council Member Wakefield, seconded by Council Member Campbell made the following motion to go into Executive Session #4. Motion carried unanimously.

THE TOWN COUNCIL, PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES § 1-200 (6) (D), CONCERNING CONTRACT NEGOTIATIONS, HEREBY MOVES TO GO INTO EXECUTIVE SESSION AND INVITES TOWN ADMINISTRATOR MICHAEL J. PURCARO, AND ECONOMIC DEVELOPMENT COORDINATOR SHAUN GATELY TO ATTEND.

10:05PM Executive Session #4 ended.

Council Member Wakefield, seconded by Campbell made a motion to approve the reduction in future assessment increases as a result of the proposed renovation of 97 Main Street, in accordance with the State Statutes Chapter 203 Sec. 12-65B. Further the Town Council authorizes Mayor Daniel A. Champagne to enter into an Agreement with Vernon Schoolhouse, LLC or assignee, in compliance with the above referenced Connecticut General Statutes, and Town Tax Abatement Guidelines. Motion carried with 9 in favor and 1 opposed, Council Member Letendre.

E) **PUBLIC HEARING (7:35 PM)**  
None.

G) **ACTION ON CONSENT AGENDA:**

Council Member Wakefield, 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 the Current Year.** (See copy of a memorandum from Terry Hjarne, Collector of Revenue, to Michael J. Purcaro, Town Administrator dated August 31, 2018 included in the Council packet.)

**PROPOSED MOTION**

THE TOWN COUNCIL HEREBY APPROVES ONE (1) PRIOR YEAR REFUND TOTALLING \$2560.66 AND SIXTY-SIX (66) CURRENT YEAR REFUNDS TOTALLING \$7499.67 AS REFERENCED IN THE LETTER FROM TERRY HJARNE, COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED AUGUST 31, 2018.

H) **DISCUSSION OF PULLED CONSENT ITEMS**  
None.

I) PENDING BUSINESS

1. Request the Town Council accept the gift of 38 Park Street. (This item was tabled at the August 21, 2018 meeting and will be considered.)

PROPOSED MOTION

**THE TOWN COUNCIL, GRATEFULLY ACCEPTS THE GIFT OF 38 PARK STREET, VERNON, CONNECTICUT AND THANKS THE DONOR FOR THEIR GENEROSITY.**

Council Member Wakefield, seconded by Council Member Bush made a motion to gratefully accept the gift of 38 Park Street, Vernon, Connecticut and thank the donor for their generosity. Motion carried unanimously.

J) NEW BUSINESS

1. **Request the Town Council to authorize the fixed asset disposals for the Vernon Police Department and Data Processing. (See memorandum from Finance Officer Jeff O'Neill dated September 12, 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 AND DATA PROCESSING DEPARTMENTS AS DISCLOSED ON THE DEPARTMENT SUBMISSION AND FIXED ASSET DISPOSAL REQUEST FORMS.**

Council Member Wakefield, seconded by Council Member Bush made a motion to approve the disposal of fixed assets for the Police and Data Processing Departments as disclosed on the department submission and fixed asset disposal request forms. Motion carried unanimously.

2. **Request the Town Council authorize the transfer of fiscal year 2017-2018 funds in the Education budget to the Education Capital Non-Recurring Expenditure Account in the amount of \$171,346.19. (See memorandum from Dr. Joseph P. Macary, Superintendent of Schools dated September 6, 2018 to Mayor Daniel A. Champagne relative to same.)**

PROPOSED MOTION

**THE TOWN COUNCIL HEREBY AUTHORIZES THE TRANSFER OF AVAILABLE FUNDS, IN THE AMOUNT OF \$171,346.19 FROM THE BOARD OF EDUCATION FISCAL YEAR 2017-2018 GENERAL FUND BUDGET TO THE EDUCATION RESERVE FOR CAPITAL AND NON-RECURRING EXPENDITURES ACCOUNT, AS REQUESTED BY THE BOARD OF EDUCATION AND PURSUANT WITH THE RESOLUTION SO ESTABLISHED FOR THE EDUCATION RESERVE FOR CAPITAL AND NON-RECURRING EXPENDITURES ACCOUNT.**

Council Member Wakefield, seconded by Council Member Bush made a motion to approve the transfer of available funds, in the amount of \$171,346.19 from the Board of Education Fiscal Year 2017-2018 General Fund Budget to the Education Reserve for the Capital and Non-Recurring Expenditures Account, as requested by the Board of Education and Pursuant with the Resolution so established for the Education Reserve for Capital and Non-Recurring Expenditures Account. Discussion ensued. Superintendent Dr. Joseph Macary spoke. Motion carried unanimously.

3. **Request the Town Council approve the resolution required by the 2018 Community Development Block Grant (CDBG) Program, acknowledging cooperation with the Towns of Ellington and Stafford.** (See memorandum dated September 5, 2018 from Michael J. Purcaro, Town Administrator to the Vernon Town Council and Mayor Daniel A. Champagne relative to same.)

**PROPOSED RESOLUTION**

RESOLVE, THE TOWN COUNCIL HEREBY APPROVES THE RESOLUTION ENTITLED, "A RESOLUTION FOR JOINT COMMUNITY APPLICATION – COOPERATION AGREEMENT FOR THE CONNECTICUT SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM"

Council Member Wakefield, seconded by Council Member Bush made a motion to approve the resolution entitled "A Resolution for Joint Community Application- Cooperation Agreement for the Connecticut Small Cities Community Development Block Grant Program." Motion carried unanimously.

4. **Request the Town Council approve the resolution required to apply for the 2018 Community Development Block Grant (CDBG) Program.** (See memorandum dated September 4, 2018 from Michael J. Purcaro, Town Administrator to the Vernon Town Council and Mayor Daniel A. Champagne relative to same.)

**PROPOSED RESOLUTION**

WHEREAS, Federal monies are available under the Connecticut Small Cities Community Development Block Grant Program, administered by the State of Connecticut, Department of Housing pursuant to Public Law 93-383, as amended; and

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of Housing is authorized to disburse such Federal monies to local municipalities; and

WHEREAS, it is desirable and in the public interest that the TOWN OF VERNON make application to the State for \$500,000 in order to undertake a Small Cities Community Development Program and to execute an Assistance Agreement therefore, should one be offered.

NOW, THEREFORE, BE IT RESOLVED BY THE VERNON TOWN COUNCIL,

1. That it is cognizant of the conditions and prerequisites for State Assistance imposed by Part VI of Chapter 130 of the Connecticut General Statutes; and,
2. That the filing of an application by the TOWN OF VERNON in an amount not to exceed \$500,000 is hereby approved, and that the MAYOR OF VERNON is hereby authorized and directed to file such application with the Commissioner of the Department of Housing, to provide such additional information, to execute such other documents as may be required by the Commissioner, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an Agreement is offered, to execute any amendments, rescissions, and revisions thereto, and to act as the authorized representative of the TOWN OF VERNON

Council Member Wakefield, seconded by Council Member Bush proposed the above resolution as written. Motion carried unanimously.

5. **Request the Town Council adopt the following job descriptions for the Rockville Public Library.** (Job descriptions to arrive separately via email.)

**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 FOLLOWING JOB DESCRIPTIONS OF PT LIBRARIAN, HEAD OF CHILDREN'S AND TEEN

LIBRARIAN, PT LIBRARIAN ASSISTANT, PT TECHNICAL SERVICES ASSISTANT, HEAD OF CIRCULATION & TECHNOLOGY AND PT FACILITIES ASSISTANT FOR THE ROCKVILLE PUBLIC LIBRARY.

Council Member Wakefield, seconded by Council Member Zahner made a motion to adopt the job descriptions of PT Librarian, Head of Children's and Teen Librarian, PT Librarian Assistant, PT Technical Services Assistant, Head of Circulation and Technology and PT Facilities Assistant for the Rockville Public Library. Discussion ensued. Assistant Town Administrator, Dawn Maselek and Town Administrator Michael J. Purcaro spoke. 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 AUGUST 21, 2018 AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Wakefield, seconded by Council Member Bush made a motion to waive the reading of and approve the Town Council Meeting Minutes of August 21, 2018. Motion carried with 9 in favor and 1 abstention, Council Member Zahner.

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

None.

**Q) ADJOURNMENT (10:17pm):**

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

Received:

Approved:

Respectfully submitted,

Cassandra Minor  
Recording Secretary.