

Posted 12/10/17  
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**AGENDA**  
**VERNON TOWN COUNCIL**  
**REGULAR MEETING**  
**TOWN HALL - 14 PARK PLACE - 3<sup>RD</sup> FLOOR**  
**VERNON, CONNECTICUT**  
  
**TUESDAY, DECEMBER 19, 2017**  
**7:30 P.M.**

RECEIVED  
 VERNON TOWN CLERK  
 17 DEC 18 AM 9:52

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

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

F.) PRESENTATIONS BY THE ADMINISTRATION

Mayor Daniel A. Champagne to present information to the Town Council on a variety of topics.

Mayor Daniel A. Champagne to present Proclamations to departing members of the Town Council Ginny Gingras and Kim Appleyard.

G.) ACTION ON CONSENT AGENDA

- C 1. Request the Town Council tax refunds for prior and current years.** (See copy of a memorandum from Terry Hjarne, Collector of Revenue to Mayor Daniel A. Champagne dated December 7, 2017 included for Council review.)

**PROPOSED MOTION**

THE TOWN COUNCIL HEREBY APPROVES THREE (3) PRIOR YEAR TAX REFUND TOTALLING \$1471.12 AND SEVENTEEN (17) CURRENT YEAR REFUNDS TOTALLING \$2166.97 AS OUTLINED IN THE MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE TO DANIEL A. CHAMPAGNE, MAYOR DATED DECEMBER 7, 2017.

- C 2. Request the Town Council approve budget amendments # 7 and #8 for fiscal year 2017-2018 as provided by Finance Officer and Treasurer James M. Luddecke on the budget amendment forms attached.** (See the budget amendment forms with explanation attached to this agenda.)

**PROPOSED MOTION**

RESOLVE, THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT REQUESTS #7 AND #8 FOR FISCAL YEAR 2017-2018 AS OUTLINED IN THE BUDGET AMENDMENT FORMS PROVIDED BY FINANCE OFFICER AND TREASURER, JAMES M. LUDDECKE.

- C 3. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Marie Mecca (D), 188 Washington Street, Vernon, Connecticut as a representative at large for the Vernon Youth Service Bureau Advisory Board. Said term to commence on December 20, 2017 and expires December 31, 2020.** (A copy of Ms. Mecca's resume is included for Council review.)

**PROPOSED MOTION**

PURSUANT TO CHARTER CHAPTER XV, SEC.3 AND TOWN COUNCIL RESOLUTION DATED AUGUST 24, 1976 THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF MARIE MECCA, (D), 188 WASHINGTON STREET, VERNON, CONNECTICUT AS A REPRESENTATIVE AT LARGE FOR THE VERNON YOUTH SERVICE BUREAU ADVISORY BOARD, SAID TERM TO COMMENCE DECEMBER 20,2017 AND EXPIRES DECEMBER 31, 2020.

- C 4. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Officer Joshua Wells, Vernon Police Department, 725 Hartford Turnpike, Vernon, Connecticut, as the representative from the Vernon Police Department to the Youth Services Advisory Board, said term to commence December 20, 2017 and expires December 31, 2020.** ( Presently Officer Wells is employed with the Town of Vernon and as such no resume is required.)

**PROPOSED MOTION**

PURSUANT TO CHARTER CHAPTER XV, SEC.3 AND TOWN COUNCIL RESOLUTION DATED AUGUST 24, 1976 THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF OFFICER JOSHUA WELLS, VERNON POLICE DEPARTMENT, 725 HARTFORD TURNPIKE, VERNON, CT AS THE VERNON POLICE DEPARTMENT REPRESENTATIVE TO THE VERNON YOUTH SERVICE BUREAU ADVISORY BOARD, SAID TERM TO COMMENCE DECEMBER 20,2017 AND EXPIRES DECEMBER 31, 2020.

- C 5. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Director John Reilly, YMCA, 375 Hartford Turnpike, Vernon, Connecticut, as a Community Social Service Representative to the Youth Services Advisory Board, said term to commence December 20, 2017 and expires December 31, 2020.** (Mr. Reilly was endorsed by the YMCA Board of Advisors and therefore no resume is required.)

**PROPOSED MOTION**

PURSUANT TO CHARTER CHAPTER XV, SEC.3 AND TOWN COUNCIL RESOLUTION DATED AUGUST 24, 1976 THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF DIRECTOR JOHN REILLY, YMCA, 375 HARTFORD TURNPIKE, VERNON, CONNECTICUT, AS A COMMUNITY SOCIAL SERVICE REPRESENTATIVE, TO THE YOUTH SERVICE BUREAU ADVISORY BOARD, SAID TERM TO COMMENCE DECEMBER 20, 2017 AND EXPIRES DECEMBER 31, 2020.

- C 6. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Terri Ouellette, LCSW, 27 Naek Road, Suite 4, Vernon, Connecticut as Hockanum Valley Community Council, Inc., representative to the Vernon Youth Service Board, said term to commence December 20, 2017 and expires December 31, 2020.** (Ms. Ouellette is the selected representative of the HVCC and therefore no resume is required, however, Ms. Ouellette has provided one for your review.)

**PROPOSED MOTION**

PURSUANT TO CHARTER CHAPTER XV, SEC.3 AND TOWN COUNCIL RESOLUTION DATED AUGUST 24, 1976 THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF TERRI OUELLETTE, LCSW, 27 NAEK ROAD, SUITE 4, VERNON, CONNECTICUT AS A COMMUNITY SOCIAL SERVICE REPRESENTATIVE TO THE VERNON YOUTH SERVICE BUREAU ADVISORY BOARD, SAID TERM TO COMMENCE DECEMBER 20, 2017 AND EXPIRES DECEMBER 31, 2020.

- C 7. Request the Town Council approve Mayor Daniel A. Champagne's appointment John Labossiere, Building Official, 55 West Main Street, Vernon, Connecticut as a Town of Vernon Special Constable, said term to commence on December 20, 2017 and expires on December 31, 2019.** (Presently, Mr. Labossiere is the Town of Vernon Building Official and no resume is required.)

**PROPOSED MOTION**

PURSUANT TO C.G.S. §7-92, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF JOHN LABOSSIERE, BUILDING OFFICIAL FOR THE TOWN OF VERNON, 55 WEST MAIN STREET, VERNON, CONNECTICUT AS A SPECIAL CONSTABLE, SAID TERM TO COMMENCE ON DECEMBER 20, 2017 AND EXPIRES ON DECEMBER 31, 2019.

- C 8. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of John K. Anderson, (R), 105 Maple Avenue #10, Vernon, Connecticut as a Town of Vernon Special Constable, said term to commence on January 1, 2018 and expires December 31, 2019.** (A copy of Mr. Anderson's resume is included for Council review.)

**PROPOSED MOTION**

PURSUANT TO C.G.S. §7-92, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF JOHN K. ANDERSON, (R), 105 MAPLE AVENUE, #10, VERNON, CONNECTICUT AS A SPECIAL CONSTABLE, SAID TERM TO COMMENCE ON JANUARY 1, 2018 AND EXPIRES ON DECEMBER 31, 2019.

- C 9. Request the Town Council approve Mayor Daniel A. Champagne's appointment Jennifer Roy, (U), 83 Phoenix Street, Vernon, Connecticut as an alternate to the Zoning Board of Appeals, said term to commence December 20, 2017 and expires December 31, 2021.** (A copy of Ms. Roy's resume is included for Council review.)

**PROPOSED MOTION**

PURSUANT TO VERNON'S CHARTER CHAPTER VIII, SEC. 2 & 6; THE TOWN COUNCIL APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF JENNIFER ROY (U), 83 PHOENIX STREET, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE ZONING BOARD OF APPEALS, SAID TERM TO BEGIN ON DECEMBER 20, 2017 AND EXPIRES DECEMBER 31, 2021.

- C 10. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Officer Michael D. Patrizz, 725 Hartford Turnpike, Vernon, Connecticut as a Fire Investigator for the Vernon Fire Marshal's Office, said term to commence immediately and will continue as long as Officer Patrizz maintains the necessary certification for same.** ( See memorandum from Raymond A. Walker, Jr., Town of Vernon Fire Marshal to Mayor Daniel A. Champagne and Town Administrator Michael J. Purcaro dated December 7, 2017 relative to same with attachments.)

**PROPOSED MOTION**

PURSUANT TO PUBLIC ACT NO. 16-157, "AN ACT CONCERNING THE AUTHORITY OF DEPUTY FIRE MARSHALS AND FIRE INSPECTORS THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF MICHAEL D. PATRIZZ, FIRE INSPECTOR FOR THE TOWN OF VERNON, SAID TERM TO COMMENCE IMMEDIATELY AND CONTINUE AS LONG AS OFFICER PATRIZZ MAINTAINS THE NECESSARY CERTIFICATION FOR SAME.

- H.) DISCUSSION OF PULLED CONSENT ITEMS
  - I.) PENDING BUSINESS
  - J.) NEW BUSINESS
1. **Request the Town Council authorize the Vernon Board of Education to apply for school construction grant for the Vernon Center Middle School Roof.** (See memorandum from Michael J. Purcaro, Town Administrator to Mayor Daniel A. Champagne dated December 15, 2017 relative to same.)

**PROPOSED RESOLUTION #1**

RESOLVED, THE VERNON TOWN COUNCIL AUTHORIZES THE VERNON BOARD OF EDUCATION TO APPLY TO THE COMMISSIONER OF EDUCATION AND TO ACCEPT OR REJECT A GRANT FOR A ROOFING PROJECT AT VERNON CENTER MIDDLE SCHOOL, 777 HARTFORD TURNPIKE, VERNON, CT.

**PROPOSED RESOLUTION #2**

RESOLVED, THE SCHOOL ROOF REPLACEMENT BUILDING COMMITTEE IS HEREBY ESTABLISHED AS THE BUILDING COMMITTEE WITH REGARD TO THE ROOF REPLACEMENT AT VERNON CENTER MIDDLE SCHOOL. THE COMMITTEE WILL CONSIST OF THE DIRECTOR OF PUBLIC WORKS OF THE TOWN OF VERNON AND THE SUPERVISOR OF SCHOOL FACILITIES AND SPECIAL PROJECTS OF THE VERNON BOARD OF EDUCATION.

**PROPOSED RESOLUTION #3**

RESOLVED, THE VERNON TOWN COUNCIL HEREBY AUTHORIZES AT LEAST THE PREPARATION OF SCHEMATIC DRAWINGS AND OUTLINE SPECIFICATIONS FOR THE ROOFING PROJECT AT VERNON CENTER MIDDLE SCHOOL.

2. **Request the Town Council consistent with the Town of Vernon Personnel Rules and Regulations approves the job descriptions for Program & Prevention Coordinator and Building Maintainer I as presented.** (See memorandum from Dawn Maselek, Assistant Town Administrator to the Town Council relative to same.)

**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 DESCRIPTIONS OF ***PREVENTION & PROGRAM COORDINATOR*** AND ***BUILDING MAINTAINER I*** AS PRESENTED.

3. **Request the Town Council approved the adoption of the introduced FICA Alternative Retirement Plan.** (See memorandum from Michael J. Purcaro, Town Administrator to Mayor Daniel A. Champagne dated December 15, 2017 relative to same.)

**PROPOSED MOTION**

RESOLVED, THE VERNON TOWN COUNCIL HEREBY APPROVES THE PARTICIPATION IN THE FICA ALTERNATIVE RETIREMENT PLAN AS PRESENTED FOR ELIGIBLE EMPLOYEES.

4. **Request the Town Council approve the Memorandum of Agreement on behalf of the Town of Vernon with the State of Connecticut Homeland Security Department relative to the FFY2017 State Homeland Security Grant Program and agrees to be the custodial owner of the regional assets.** (See memorandum dated December 11, 2017 from Michael J. Purcaro, Town Administrator to Mayor Daniel A. Champagne and the Vernon Town Council relative to same.)

**PROPOSED MOTION**

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 FFY2017 STATE HOMELAND SECURITY GRANT PROGRAM AND FURTHER AGREES TO BE THE CUSTODIAL OWNER OF REGIONAL ASSETS.

5. **Request the Town Council approve the appointment of Allison Maynard as Director of Social Services for the Town of Vernon.** (See memorandum dated December 15, 2017 from Mayor Daniel A. Champagne to the Vernon Town Council relative to same.)

**PROPOSED MOTION**

THE TOWN COUNCIL, PURSUANT TO CHAPTER X, SEC. 3 AND CHAPTER XI, SEC 1, 3 AND 15 OF THE VERNON TOWN CHARTER, APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF ALLISON MAYNARD AS DIRECTOR OF SOCIAL SERVICES FOR THE TOWN OF VERNON.

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K.) INTRODUCTION OF ORDINANCES

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L.) ACTION ON ORDINANCE(S) PREVIOUSLY PRESENTED

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M.) IDENTIFICATION/ADOPTION OF ADDITIONAL AGENDA ITEMS

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N.) DISCUSSION OF ADDITIONAL ITEMS AND INFORMATIONAL ITEMS

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O.) ADOPTION OF MINUTES

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR TOWN COUNCIL MEETING OF DECEMBER 5, 2017 AND THAT MINUTES OF SAID MEETING BE APPROVED.

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

1. Monthly Report for November, 2017 for the Town Clerk as submitted by Bernice K. Dixon, Town Clerk.
2. Informational Item: Agenda for the December 12, 2017 *Department Leadership Meeting* with all department heads, Mayor Daniel A. Champagne, Town Administrator Michael J. Purcaro and Assistant Town Administrator Dawn Maselek.
3. Invitation: Retirement Party for Jim and Diane Luddecke, January 19, 2018 at the Adams Mill, 165 Adams Street, Manchester, Connecticut.

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Q.) ADJOURNMENT

***ALL ARE INVITED TO JOIN MAYOR DANIEL A. CHAMPAGNE FOR THE ANNUAL TOWN COUNCIL HOLIDAY PARTY DIRECTLY FOLLOWING THE TOWN COUNCIL MEETING !***