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VERNON TOWN CLERK

MINUTES
VERNON TOWN COUNCIL REGULAR MEETING
TOWN HALL - 14 PARK PLACE - 3rd Floor
VERNON, CONNECTICUT

14 NOV -4 PM 12: 01

October 21, 2014 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 Pauline Schaefer, Virginia Gingras, Julie Clay, Brian Motola, Kim Appleyard, Steve Wakefield, Steven Peterson, Fred Lehmann, Bill Campbell, John Kopec, Michael Winkler and Ann Letendre

Absent:

Entered During Meeting:

Also Present: Mayor Daniel A. Champagne, Town Administrator John Ward, Recording Secretary Danielle Forand

C) CITIZEN'S FORUM

Jean Merz, 144 Phoenix Street, spoke about Community Gardens and the Vernon garden club.

Closed: 7:39PM

D.) EXECUTIVE SESSION

Council Member Wakefield, seconded by Council Member Kopec made a motion to go into Executive Session.

THE TOWN COUNCIL, PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES SECTION 1-200 (2) HEREBY MOVES TO GO INTO EXECUTIVE SESSION TO DISCUSS STRATEGIES AND/OR NEGOTIATIONS WITH RESPECT TO COLLECTIVE BARGAINING RELATIVE TO THE VERNON SCHOOL ADMINISTRATORS' ASSOCIATION. THE FOLLOWING INDIVIDUALS ARE INVITED TO ATTEND: JOHN D. WARD, TOWN ADMINISTRATOR; DAWN MASELEK, ASSISTANT TOWN ADMINISTRATOR; AND JAMES M. LUDDECKE, FINANCE OFFICER.

Council Member Wakefield made a motion to add an addendum to add Town Attorney Bud O'Donnell, Director of Personnel and People Services for the Board of Education, Patty Buell, and Chairman of the Board of Education, Ann Fisher to Executive Session. Motion carried unanimously.

The Town Council hereby moves pursuant to CT General State Statue §10-153b to reject the agreement with the Vernon Board of Education and the Vernon School Administrators Association for July 1, 2015 through June 30, 2018. Motion carries to reject the contract with 11 in favor and 1 abstention. Council Member Appleyard abstained from going into executive session and voting on the motion.

Open: 7:45pm
Closed: 8:30pm

E.) PUBLIC HEARING
None

F.) PRESENTATIONS BY THE ADMINISTRATION
Mayor Daniel A. Champagne to make presentations to the Town Council on various topics.

Director of Vernon Housing Authority Jeffrey Arn, Chairman Peter Olsen and Board Member Ray Powers presented 2 checks in the amount of \$72,044.00 to the Town of Vernon.

G.) ACTION ON CONSENT AGENDA
Council Member Wakefield, seconded by Council Member Kopec made a motion to move Consent Agenda items .Motion carries unanimously.

C 1. Request for the approval Tax Refunds for Prior and Current Years. (A copy of a memorandum from Terry Hjarne, Collector of Revenue, to John D. Ward, Town Administrator dated October 10, 2014 is included in the Council packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES FIVE (5) OVERPAYMENTS FOR PRIOR YEARS TOTALING \$738.50 AND FORTY-EIGHT (48) CURRENT YEAR TAXES IN THE AMOUNT OF \$23,124.70, AS OUTLINED IN THE MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE TO JOHN D. WARD, TOWN ADMINISTRATOR DATED OCTOBER 10, 2014.

C 2. Request the Town Council approve budget amendment #66 for fiscal year 2013-2014 as provided by Finance Officer James M. Luddecke on the budget amendment forms attached to this agenda. (See amendment forms in the Council packet.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT REQUEST #66 FOR FISCAL YEAR 2013-2014 AS OUTLINED IN THE BUDGET AMENDMENT FORMS PROVIDED BY FINANCE OFFICER, JAMES M. LUDDECKE.

C 3. Request the Town Council approve budget amendment #6, #7 and #8 for fiscal year 2014-2015 as provided by Finance Officer James M. Luddecke on the budget amendment forms attached to this agenda. (See amendment forms in the Council packet.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT REQUEST #6, #7 AND #8 FOR FISCAL YEAR 2014-2015 AS PROVIDED BY FINANCE OFFICER JAMES M. LUDDECKE ON THE BUDGET AMENDMENT FORMS ATTACHED TO THIS AGENDA.

I.) PENDING BUSINESS

- 1. **Request the Town Council per Charter Chapter 10, Section One, consider the compensation for the Chief Executive Officer.** (See memorandum from John D. Ward, Town Administrator to the Vernon Town Council dated September 11, 2014 and various other financial documents for the Council to review.) (This item is returning from the September 16, 2014 meeting for further discussion and action. See memorandum dated October 9, 2014 from John D. Ward, Town Administrator to the Vernon Town Council and attached spreadsheet.)

PROPOSED RESOLUTION:

THE MAYOR'S ANNUAL STIPEND WILL BE INCREASED EVERY TWO YEARS BY A PERCENTAGE EQUAL TO THE AVERAGE OF THE GENERAL WAGE INCREASE AWARDED TO THE TOWN OF VERNON NON-UNION EMPLOYEES FOR THAT TWO-YEAR PERIOD. SAID INCREASE TO TAKE EFFECT IN DECEMBER OF 2015 AND EVERY TWO YEARS THEREAFTER.

Council Member Motola, seconded by Council Member Peterson made a motion to increase the Mayor's annual stipend every two years by percentage equal to the average of the general wage increase awarded to the Town Of Vernon Non-Union employees for that two-year period. Said increase to take effect in December of 2015 and every two-year thereafter. Mayor left the table. Discussion took place. Motion carries with 7 in favor and 5 opposed.

H.) DISCUSSION OF PULLED CONSENT ITEMS

J.) NEW BUSINESS

- 1. **Request the Town Council approve the commitment of funds in the Education Capital and Non-Recurring Expenditure Account in the amount of \$20,000.00.** (See letter from Dr. Mary P. Conway, Superintendent of School dated September 24, 2014 to Mayor Daniel A. Champagne and the memorandum from James M. Luddecke, Finance Officer dated October 1, 2014 to John D. Ward, Town Administrator relative to same.)

PROPOSED MOTION

THE TOWN COUNCIL AUTHORIZES THE COMMITMENT OF AVAILABLE FUNDS IN THE EDUCATION RESERVE FOR CAPITAL AND NON-RECURRING EXPENDITURE ACCOUNT IN THE AMOUNT OF \$20,000.00 FOR DUCTWORK MODIFICATIONS IN THE LIBRARY MEDIA CENTER AT ROCKVILLE HIGH SCHOOL.

Council Member Wakefield, seconded by Council Member Kopec made a motion to authorize the commitment of available funds in the education reserve for capital and non-recurring expenditure account in the amount of \$20,000.00 for ductwork modifications in the library media center at Rockville High School. Discussion took place. Motion carries unanimously.

- 2. **Request the Town Council authorize Mayor Daniel A. Champagne to execute the necessary paperwork to make application for and receive**

Local Prevention Council Grant funds in the amount of \$4245.00. (See memorandum from Alan Slobodien included in the Council packet.)

PROPOSED MOTION

BE IT RESOLVED THAT THE TOWN COUNCIL AUTHORIZES MAYOR CHAMPAGNE TO EXECUTE THE NECESSARY PAPERWORK TO MAKE APPLICATION FOR AND RECEIVE LOCAL PREVENTION COUNCIL GRANT FUNDS IN THE AMOUNT OF \$4245.00.

Council Member Wakefield, seconded by Council Member Kopec made a motion to authorize Mayor Champagne to execute the necessary paperwork to make application for and receive local prevention council grant funds in the amount of \$4,245.00. Youth Services Director Alan Slobodien was present. Discussion took place, Motion carries unanimously.

3. **Update and discussion regarding Year to Date Revenue and Expenditures report from Finance Officer James M. Luddecke for Fiscal Year 2014-2015.** (Please see YTD provided in the Council packet.)

NO PROPOSED MOTION

4. **Request the Town Council approve the disposal or sale of public works vehicles and the disposal of computers and equipment from various departments.** (See memorandum from James M. Luddecke, Finance Officer relative to same.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES THE DISPOSAL OR SALE AT PUBLIC SURPLUS AUCTION OF PUBLIC WORKS VEHICLES AS DISCLOSED ON THE FIXED ASSET DISPOSAL REQUEST FORM; AND FURTHERMORE APPROVES THE DISPOSAL OF COMPUTERS AND OTHER EQUIPMENT FROM THE DEPARTMENTS OF ASSESSMENT, ADMINISTRATION, BUILDING INSPECTION AND FIRE MARSHAL, AS DISCLOSED ON THE FIXED ASSET DISPOSAL REQUEST FORMS.

Council Member Wakefield, seconded by Council Member Kopec made a motion to approve the disposal or sale at Public Surplus Auction of Public Works vehicles as disclosed on the fixed asset disposal request form; and furthermore approves the disposal of computers and other equipment from the departments of assessment, Administration building inspection and Fire Marshal, as disclosed on the fixed asset disposal request forms. Director of Public Works, Bob Kleinhans was present. Discussion took place. Motion carries unanimously.

5. **Request the Town Council approve the Job Description of Town Engineer as recommended by Assistant Town Administrator Dawn Maselek.** (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 **TOWN ENGINEER**.

Council Member Wakefield, seconded by Council Member Kopec made a motion to adopt the job description of Town Engineer. Assistant Town Administrator, Dawn Maselek was present. Discussion took place. Motion carries unanimously.

K.) INTRODUCTION TO ORDINANCES

L.) ACTION ON ORDINANCE(S) PREVIOUSLY PRESENTED

M.) IDENTIFICATION/ADOPTION OF ADDITIONAL AGENDA ITEMS

Council Member Motola seconded by Council Member Wakefield made a motion to add an additional agenda item. Motion carries with 11 in favor and 1 opposed.

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY AGREES TO REDUCE THE RECORDED FINES AGAINST THE REAL PROPERTY KNOWN AS 181 EAST MAIN STREET IN FROM TWENTY ONE THOUSAND DOLLARS TO SEVEN THOUSAND DOLLARS IF ALL CITIATIONS ON THE PROPERTY ARE DEEMED TO HAVE BEEN RESOLVED BY THE ZONING EFORCEMENT OFFICER. THE TOWN COUNCIL AUTHORIZES THE TOWN ADMINISTRATOR TO SIGN ANY AND ALL NECESSARY AGREEMENTS AND TO RELEASE THE LIENS UPON PAYMENT.

Council Member Wakefield, seconded by Council Member Kopec made a motion to agree to reduce the recorded fines against the real property known as 181 East Main Street in from Twenty one thousand dollars to seven thousand dollars if all citations on the property are deemed to have been resolved by the zoning enforcement officer. The Town Council authorizes the Town Administrator to sign any and all necessary agreements and to release the liens upon payment. Town Attorney Beth Foran was present. Discussion took place. Motion carries with 9 in favor and 3 opposed.

N.) DISCUSSION OF ADDITIONAL ITEMS AND INFORMATIONAL ITEMS

O.) ADOPTION OF MINUTES

Council Member Wakefield, seconded by Council Member Kopec made a motion to waive the reading of and approve the minutes of the Regular Town Council Meeting of September 17, 2014. Motion carried unanimously.

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

1. Monthly Report – July, 2014 from the Building Department as submitted by Glen LeConche, Building Official.
2. Monthly Report – August, 2014 from the Vernon Police Department as submitted by Stephen M. Clark, Captain.
3. Monthly Report – September, 2014 from the Town Clerk's Office, as submitted by Bernice K. Dixon, Town Clerk.

4. Monthly Report – September, 2014 from Emergency Medical Services, as submitted by Jean Gauthier, EMS Coordinator.
5. Invitation dated October 8, 2014 to all Board's Commissions and Committees from John D. Ward, Town Administrator to participate in a presentation regarding ***“Standard Process and Policies for Board's Commission and Committees.”***
6. Monthly Report – September, 2014 from the Vernon Police Department as submitted by Stephen M. Clark, Captain.

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

Adjourned: 9:40 PM

Received:

Approved:

Respectfully Submitted,

Danielle Forand
Recording Secretary