

RECEIVED
VERNON TOWN CLERK

14 APR -8 PM 2: 32

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

April 1, 2014 7:30 PM

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, Steve Wakefield, Steve Peterson, Bill Campbell, John Kopec, Michael Winkler and Ann Letendre

Absent: Council Member Kim Appleyard

Entered During Meeting:

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

C) **CITIZENS FORUM**

None

D.) **EXECUTIVE SESSION**

None

F.) **PRESENTATIONS BY THE ADMINISTRATION**

Mayor Daniel A. Champagne reports to the Town Council on a variety of subjects.

G.) **ACTION ON CONSENT AGENDA**

Mayor Champagne pulled consent agenda item # C-7. Council Member Motola, seconded by Council Member Kopec made a motion to approve Consent Agenda items as presented C1-C6, C8 and C9. Motion carried unanimously.

- C 1. Request for the approval Tax Refunds for Current Years. (A copy of a memorandum from Terry Hjarne, Collector of Revenue, to John D. Ward, Town Administrator dated March 25, 2014 is included in the Council packet.)**

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES ELEVEN (11) CURRENT YEAR TAX REFUNDS IN THE AMOUNT OF \$3,894.17, AS OUTLINED IN THE MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE TO JOHN D. WARD, TOWN ADMINISTRATOR DATED MARCH 25, 2014.

- C 2. Request the Town Council approve budget amendments # 18, 19 and 20 for fiscal year 2013-2014 as provided by Finance Officer James M. Luddecke on the budget amendment forms attached to this agenda.**

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT REQUESTS # 18, 19 and 20 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 Mayor Daniel A. Champagne's reappointment of Jon-Paul Roden, (R), 105-35 Maple Avenue, Vernon, Connecticut as a regular member of the Vernon Traffic Authority, said term to commence on April 2, 2014 and expires on February 20, 2017 .** (A copy of Mr. Roden's resume is included for Council review.)

PROPOSED MOTION:

PURSUANT TO THE VERNON TOWN CODE, ARTICLE II, SECTIONS 13-16 AND 13-17; THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF JON-PAUL RODEN, (R), 105-35 MAPLE AVENUE, VERNON, CONNECTICUT, AS A REGULAR MEMBER OF THE VERNON TRAFFIC AUTHORITY, SAID TERM TO COMMENCE ON APRIL 2, 2014 AND EXPIRES ON FEBRUARY 20, 2017.

- C 4. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Robert D. O'Gara (R), 22 Donnell Road, Vernon, Connecticut as a regular member of the Vernon Traffic Authority, said term to commence on April 2, 2014 and expires February 20, 2017.** (A copy of Mr. O'Gara's resume is included for Council review.)

PROPOSED MOTION:

PURSUANT TO THE VERNON TOWN CODE, ARTICLE II, SECTIONS 13-16 AND 13-17; THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF ROBERT D. O'GARA, (R), 22 DONNELL ROAD, VERNON, CONNECTICUT, AS A REGULAR MEMBER OF THE VERNON TRAFFIC AUTHORITY, SAID TERM TO COMMENCE ON APRIL 2, 2014 AND EXPIRES ON FEBRUARY 20, 2017.

- C 5. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Charles E. Bettinger, (R), 15 Kingsbury Avenue, Vernon, Connecticut as a regular member of the Vernon Traffic Authority, said term to commence on April 2, 2014 and expires February 20, 2017.** (A copy of Mr. Bettinger's resume is included for Council review.)

PROPOSED MOTION:

PURSUANT TO THE VERNON TOWN CODE, ARTICLE II, SECTIONS 13-16 AND 13-17; THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF CHARLES E. BETTINGER, (R), 15KINGSBURY AVENUE, VERNON, CONNECTICUT, AS A REGULAR MEMBER OF THE VERNON TRAFFIC AUTHORITY, SAID TERM TO COMMENCE ON APRIL 2, 2014 AND EXPIRES ON FEBRUARY 20, 2017.

- C 6. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Robert Kleinhans, Director of Public Works, 375 Hartford Turnpike, Vernon, Connecticut as a regular member of the Vernon Traffic Authority, said term to commence on April 2, 2014 and expires February 20, 2017.**

PROPOSED MOTION:

PURSUANT TO THE VERNON TOWN CODE, ARTICLE II, SECTIONS 13-16 AND 13-17; THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF ROBERT KLEINHANS, DIRECTOR OF PUBLIC WORKS, 375 HARTFORD TURNPIKE, VERNON, CONNECTICUT, AS A REGULAR MEMBER OF THE VERNON TRAFFIC AUTHORITY, SAID TERM TO COMMENCE ON APRIL 2, 2014 AND EXPIRES ON FEBRUARY 20, 2017.

- C 8. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of William J. Nicholson, (R), 86 Huntington Drive, Vernon, Connecticut to the Historic Properties Commission as a regular member, said term to commence on April 4, 2014 and expires on April 3, 2019. (A copy of Mr. Nicholson's resume is included for Council review.)**

PROPOSED MOTION

PURSUANT TO ORDINANCE NO. 185 (TOWN CODE SEC. 2-122) THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF WILLIAM J. NICHOLSON, (R), 86 HUNTINGTON DRIVE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE HISTORIC PROPERTIES COMMISSION FOR A TERM TO COMMENCE ON APRIL 4, 2014 AND END ON APRIL 3, 2019

- C 9. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Carol S. Nelson, (R), 419 Lady Bug Lane, Vernon, Connecticut to the Historic Properties Commission, as a regular member, said term to commence on April 4, 2014 and expires on April 3, 2019. (A copy of Ms. Nelson's resume is included for Council review.)**

PROPOSED MOTION

PURSUANT TO ORDINANCE NO. 185 (TOWN CODE SEC. 2-122) THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF CAROL S. NELSON, (R), 419 LADY BUG LANE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE HISTORIC PROPERTIES COMMISSION FOR A TERM TO COMMENCE ON APRIL 4, 2014 AND END ON APRIL 3, 2019

H.) **DISCUSSION OF PULLED CONSENT ITEMS**

None

I.) **ACTION ON CONSENT AGENDA**

None

J.) **NEW BUSINESS**

1. **Request the Town Council authorize Mayor Daniel A. Champagne to apply for and execute all documents relative to the Federal Transit Administration Section 5310 Grant Application, in the amount of \$95,000 for replacement of the Senior Center Bus.** (See documents relative to same by Paula Claydon, Director of the Vernon Senior Center.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY AUTHORIZES MAYOR DANIEL A. CHAMPAGNE TO APPLY FOR AND EXECUTE ALL DOCUMENTS RELATIVE TO THE FEDERAL TRANSIT ADMINISTRATION SECTION 5310 GRANT APPLICATION, IN THE AMOUNT OF \$95,000 FOR REPLACEMENT OF THE SENIOR CENTER BUS.

Council Member Wakefield, seconded by Council Member Kopec made a motion to authorize Mayor Daniel A. Champagne to apply for and execute all documents relative to the Federal Transit Administration Section 5310 Grant Application in the amount of \$95,000. Motion Carried Unanimously.

2. **Request the Town Council authorize Mayor Daniel A. Champagne to apply for and execute all documents for said application for the Connecticut State Library for the Historic Preservation Grant Cycle I – 2015.** (See memorandum from Bernice K. Dixon, Town Clerk dated March 11, 2014 to Mayor Daniel A. Champagne, John D. Ward, Town Administrator, Dawn R. Maselek, Assistant Town Administrator and the Vernon Town Council relative to same.)

PROPOSED RESOLUTION:

RESOLVED, THE TOWN COUNCIL HEREBY EMPOWERS MAYOR DANIEL A. CHAMPAGNE TO EXECUTE AND DELIVER IN THE NAME OF AND ON BEHALF OF THE TOWN OF VERNON A CONTRACT WITH THE CONNECTICUT STATE LIBRARY FOR AN

HISTORIC DOCUMENT PRESERVATION GRANT IN THE AMOUNT OF \$7500.00.

Council Member Wakefield, seconded by Council Member Kopec made a motion to empower Mayor Daniel A. Champagne to execute and deliver in the name of and on behalf of the Town of Vernon a contract with the Connecticut State Library for an historic document preservation grant in the amount of \$7,500. Motion carried unanimously.

3. **Request the Town Council authorize Mayor Daniel A. Champagne to sign any and all documents relative to the Letter of Agreement between the Town of Vernon and the American Red Cross (ARC) relative to operation of our regional designated shelter at Vernon Center Middle School.** (See Letter of Agreement attached to this agenda for Council review.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY AUTHORIZES MAYOR DANIEL A. CHAMPAGNE TO SIGN ANY AND ALL DOCUMENTS RELATIVE TO THE LETTER OF AGREEMENT BETWEEN THE TOWN OF VERNON AND THE AMERICAN RED CROSS (ARC) RELATIVE TO THE OPERATION OF OUR REGIONAL DESIGNATED SHELTER AT VERNON CENTER MIDDLE SCHOOL.

Council Member Wakefield, seconded by Council Member Kopec made a motion to authorize Mayor Daniel A. Champagne to sign any and all documents relative to the letter of agreement between the Town of Vernon and the American Red Cross relative to the operation of our regional designated shelter at Vernon Center Middle School. Motion carried unanimously.

4. **Request the Town Council approve the Board of Education's request to designate \$50,000 for Engineering Costs pertaining to the Safe Routes to School Project - Skinner Road School.** (See letter dated March 13, 2014 from Dr. Mary P. Conway, Superintendent of Schools to Mayor Daniel A. Champagne.)

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 \$50,000.00 FOR ENGINEERING COSTS PERTAINING TO THE ***SAFE ROUTES TO SCHOOL PROJECT - SKINNER ROAD 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 \$50,000.00 for engineering costs pertaining to the safe routes to school project-skinner road school. Motion carried unanimously.

- 5. **Request the Town Council approve the revised Job Description of Town Planner as presented by Assistant Town Administrator Dawn Maselek.** (A copy of the job descriptions (old and new) are 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 REVISED JOB DESCRIPTION OF **TOWN PLANNER** AS PRESENTED.

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

- 6. **Request the Town Council approve the extended boundaries for the "July in the Sky" in Henry Park, Downtown Rockville and at Northeast School.** (See memorandum from Bruce Dinnie, Director of Parks and Recreation dated March 26, 2014 as well as a map of the area to be adopted.)

PROPOSED MOTION

THE VERNON TOWN COUNCIL HEREBY ACCEPTS THE NEW BOUNDARIES, AS PRESENTED, EXTENDING THE "JULY IN THE SKY" FIREWORKS SPECIAL EVENT AREA.

Council Member Wakefield, seconded by Council Member Kopec made a motion to accept the new boundaries as presented, extending the "July in the Sky" fireworks special event area." Direct or Parks and Recreation, Bruce Dinnie was present. Discussion took place. 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 INFORMATIONAL ITEMS**
None

O.) **ADOPTION OF MINUTES**
Council Member Wakefield, seconded by Council Member Schaefer made a motion to waive the reading of and approve the minutes of the March 18, 2014 regular Town Council meeting. Motion carries unanimously.

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

1. Monthly Report for February, 2014, Vernon Police Department as submitted by Captain Stephen M. Clark.
2. Monthly Report for February, 2014, Building Department as submitted by Harry Dan Boyko, Building Official.

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

Adjourned: 8:10PM

Received:

Approved:

Respectfully Submitted,

Danielle Forand
Recording Secretary