

POSTED 9/13/2012
[Signature]

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

TUESDAY, SEPTEMBER 18, 2012
7:30 P.M.

RECEIVED
VERNON TOWN CLERK
12 SEP 13 PM 5:06

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

D.) EXECUTIVE SESSION

E.) PUBLIC HEARING

PUBLIC HEARING TO RECEIVE COMMENTS AND ANSWER QUESTIONS
RELATIVE TO THE DISPOSITION OF **13 MORRISON STREET, VERNON,
CONNECTICUT**. (A copy of the legal ad is included in the Council packet.)

MAYOR APEL TO OPEN THE PUBLIC HEARING

CLERK TO READ THE LEGAL NOTICE

MAYOR APEL AND TOWN COUNCIL RECEIVE
PUBLIC COMMENT

ADJOURN PUBLIC HEARING

RETURN TO REGULAR MEETING

F.) PRESENTATIONS BY THE ADMINISTRATION

Presentation of Proclamation from Mayor George F. Apel to Geraldine Strong, Daughters of the American Revolution, in honor of Constitution Week.

Mayor George F. Apel to make a presentation to the Town Council on various topics.

G.) ACTION ON CONSENT AGENDA

- C 1. Request for Tax Refunds for Prior and Current Year.** (A copy of a memorandum from Terry Hjarne, Collector of Revenue, to John D. Ward, Town Administrator September 10, 2012 is included in the Council packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES EIGHT (8) OVERPAYMENTS OF PRIOR YEAR TAXES IN THE AMOUNT OF \$4,163.56 AND FORTY-FIVE (45) OVERPAYMENTS FOR CURRENT YEAR TAXES IN THE AMOUNT OF \$7,594.69 AS OUTLINED IN THE MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE TO JOHN D. WARD, TOWN ADMINISTRATOR DATED SEPTEMBER 10, 2012.

- C 2. Request the Town Council approve the disposal of Fixed Assets for the Vernon Police Department.** (See a memorandum from James M. Luddecke, Finance Officer and Treasurer dated September 11, 2012 relative to same.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE DISPOSAL OF ONE (1) KUSTOM SIGNAL PRO LASER III RADAR UNIT FOR THE POLICE DEPARTMENT AS DISCLOSED ON THE FIXED ASSET DISPOSAL REQUEST FORM.

- C 3. Request the Town Council approve budget amendments #3-#7 for fiscal year 2012-2013 as provided by Finance Officer James M. Luddecke.** (Included for Council review is a copy of Mr. Luddecke's submission.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT REQUESTS #3-#7 FOR FISCAL YEAR 2012-2013 AS OUTLINED IN THE BUDGET AMENDMENT FORMS PROVIDED BY FINANCE OFFICER JAMES M. LUDDECKE.

- C 4. Request the Town Council approve the disposal/trade-in of a Parks and Recreation fixed asset.** (See memorandum from James M. Luddecke dated September 11, 2012 relative to same.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE DISPOSAL OF THE PARKS DEPARTMENT'S 1991 FORD TRACTOR AND ACCESSORIES, AS DISCLOSED ON THE FIXED ASSET DISPOSAL FORM, BY MEANS OF A TRADE-IN TO KAHN TRACTOR & EQUIPMENT, INC., OF NORTH FRANKLIN, CONNECTICUT, FOR A VALUE OF \$9,900.00; AND FURTHER, TO APPLY THE PROCEEDS TO THE ACQUISITION OF THE REPLACEMENT TRACTOR AND ACCESSORIES.

- C 5. Request the Town Council authorize the liquidation and re-appropriation of fiscal year 2010-2011 encumbrances.** (See memorandum dated September 11, 2012 relative to same.)

PROPOSED MOTION:

RESOLVED, THAT THE TOWN COUNCIL AUTHORIZES THE LIQUIDATION AND RE-APPROPRIATION OF FISCAL YEAR 2010-2011 ENCUMBRANCES IN THE AMOUNT OF \$154,182.54 TO THE FISCAL YEAR 2011-2012 BUDGET AS DETAILED IN THE ATTACHED TABLE.

- C 6. Request the Town Council authorizes Mayor George F. Apel to execute the necessary paperwork to make application for and receive Local Prevention Council Grant funds from ERASE in the amount of \$4,245.00.** (See project documents from YSB Director Alan Slobodien relative to same.)

PROPOSED MOTION:

THE TOWN COUNCIL AUTHORIZES MAYOR GEORGE F. APEL OR HIS DESIGNEE TO EXECUTE THE NECESSARY DOCUMENTS TO MAKE APPLICATION FOR AND RECEIVE LOCAL PREVENTION COUNCIL GRANT FUNDS FROM ERASE IN THE AMOUNT OF \$4,245.00.

- C 7. Request the Town Council approve Mayor George F. Apel's appointment of Meghan Scranton (R), 323 Woodland Road, Coventry, Connecticut (Scranton Cadillac, Buick, GMC) as a regular member of the Economic Development Commission, said term to commence on September 19, 2012 and expires on June 30, 2017.** (A copy of Ms. Scranton's resume is included for Council review.)

PROPOSED MOTION:

PURSUANT TO C.S.G. § 7-136 AND ORDINANCE NO. 15; TOWN CODE SECTION 10-81 AND 82, THE TOWN COUNCIL HEREBY APPROVES MAYOR GEORGE F. APEL'S APPOINTMENT OF MEGHAN SCRANTON, (R), 323 WOODLAND ROAD, COVENTRY, CONNECTICUT AS A REGULAR MEMBER OF THE ECONOMIC DEVELOPMENT COMMISSION FOR A TERM BEGINNING ON SEPTEMBER 19, 2012 AND ENDING JUNE 30, 2017.

H.) DISCUSSION OF PULLED CONSENT ITEMS

I.) PENDING BUSINESS

- 1. Discussion relative to monthly update from Finance Officer James M. Luddecke relative the General Fund Expenditures, Education Expenditures and Revenue report.** (A copy of same are included for Council review.)

NO PROPOSED MOTION

J.) NEW BUSINESS

1. **Request the Town Council approve the following Job Description as recommended by Assistant Town Administrator Dawn Maselek.** (A copy of one 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 HELP DESK COORDINATOR AS PRESENTED.

2. **Request for discussion by Town Council Member Marie Herbst of the legal opinion by Town Attorney Harold Cummings regarding the Data Processing Department and the formation of the TeC Council.**

NO MOTION PROPOSED - FOR DISCUSSION ONLY

3. **Request the Town Council approve \$75,000.00 in funding to secure the Amerbelle Mill property.** (See memorandum from Mayor George F. Apel to the Vernon Town Council dated September 12, 2012.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY MOVES TO AUTHORIZE THE EXPENDITURE OF SEVENTY-FIVE THOUSAND DOLLARS (\$75,000.00) TO TEMPORARILY SECURE AND WINTERIZE THE AMERBELLE MILL COMPLEX.

4. **Request the Town Council approve the Town's Commercial Center Plan as outlined in the POCD (pages 61-70) and authorize the Mayor George F. Apel to submit an Application to the State of Connecticut OPM for a Mainstreet Investment Fund Grant in the amount of \$500,000.00.** (See documents from Shaun Gately, Economic Development Coordinator relative to same.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES THE TOWN'S COMMERCIAL CENTER PLAN AS OUTLINED IN THE POCD (PAGES 61-70), AND AUTHORIZES MAYOR GEORGE F. APEL TO SUBMIT AN APPLICATION TO THE STATE OF CONNECTICUT OFFICE OF POLICY AND MANAGEMENT FOR A MAINSTREET INVESTMENT FUND GRANT IN THE AMOUNT OF \$500,000.00. THE FUNDS ARE TO BE USED IN ACCORDANCE WITH PA 11-1, (AN ACT PROMOTING ECONOMIC GROWTH AND JOB CREATION IN THE STATE, (SECTIONS 78 AND 79).

K.) INTRODUCTION OF ORDINANCES

L.) ACTION ON ORDINANCE(S) PREVIOUSLY PRESENTED

M.) IDENTIFICATION/ADOPTION OF ADDITIONAL AGENDA ITEMS

N.) DISCUSSION OF ADDITIONAL ITEMS AND INFORMATIONAL ITEMS

O.) ADOPTION OF MINUTES

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR TOWN COUNCIL MEETING AUGUST 21, 2012 AND THAT MINUTES OF SAID MEETING BE APPROVED.

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

1. Monthly Activity Report – August, 2012 from Emergency Medical Services as submitted by Jean Gauthier, Coordinator.
2. Monthly Activity Report – August, 2012 from Town Clerk's Office as submitted by Bernice K. Dixon, Town Clerk.