

August 3, 2010

APPROVED MINUTES  
VERNON TOWN COUNCIL  
*SPECIAL MEETING*  
VERNON POLICE STATION  
COMMUNITY ROOM  
725 HARTFORD TURNPIKE  
VERNON, CONNECTICUT  
TUESDAY, AUGUST 3, 2010  
7:00 P.M.

Mayor Jason L. McCoy called the meeting to order at 7:00 p.m.

A.) PLEDGE OF ALLEGIANCE

B.) ROLL CALL

Present: Council Members Daniel Anderson, Bill Campbell, Daniel Champagne, Marie Herbst, James Krupinski, Brian Motola, Sean O'Shea, Harry Thomas and Michael Winkler

Absent: Council member Judy Hany, Mark Etre

Also present: Mayor Jason L. McCoy, Town Administrator John D., Ward, and Peggy Jackle, Acting Recording Secretary.

C.) CITIZENS FORUM – No one spoke. Citizen's Forum closed at 7:03 P.M.

Council Member Mark Etre entered at 7:04 p.m.

D.) PUBLIC HEARINGS - None

E) PRESENTATIONS BY THE ADMINISTRATION

**Introduction of Dr. Mary Conway, Vernon's new Superintendent of Schools.**

Mayor Jason L. McCoy introduced the new Superintendent of Schools Dr. Mary Conway who addressed the Town Council.

**Proclamations presented by Mayor Jason L. McCoy to Fire Department Members; Lt. Scott McDonald, Assistant Chief Stan Landry, Firefighter Tim Moore, Lt. Alex Wilson, Lt. Tony Muniz, Captain Steve Landry and Firefighter Jay Karliner for their volunteer efforts to build a Roof Prop to facilitate training.**

Mayor Jason L. McCoy presented proclamations to the Fire Department members present for their volunteer efforts to build a Roof Prop to facilitate training.

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**Mayor Jason L. McCoy to make a presentation to the Town Council on a variety of topics.**

Mayor Jason L. McCoy shared the following updated with the Town Council relative to various subjects as follows:

Due to the paperless policy at Town Hall, the new Ipads' are being distributed to Town Council members and he thanked Aaron Nash for his assistance in this task.

The Mayor has been working with the Public Safety Committee on the FCC Licensing.

The WPCA FY'11 budget has been adopted without an increase.

Department of Public Works has been working on the Ward, High and McLean Streets demolition projects.

Due to the new recycling, there is a 24% savings in the disposal of trash.

Spring Street Bridge will be completed on August 5<sup>th</sup>, the Phoenix Bridge bid is going out early September, the River Street Bridge is ahead of schedule and will be completed in late September.

The Vernon Animal Control has continued to work with the South Windsor and Bolton towns.

The Assessor's Office will take appeals on Vehicle taxes at anytime.

The Primary will be held on August 10<sup>th</sup> and citizens have until August 9<sup>th</sup> at Noon to register to vote in the primary. All polling places remain the same except District 3, Rockville High School; because of construction the voting will be held at Center 375 for District 3.

The new stretchers for the Fire and Ambulance Department will be arriving soon.

Town Council Members will notice agenda items pertaining to the budget transfers for the repair of roads and a vote on the non-union town employees defined benefit plan .

Council Member James Krupienski requested that additional members be added to the Design Review Committee.

F.) ACTION ON CONSENT AGENDA

Council Member Brian Motola seconded by Harry Thomas moved the Consent Agenda as presented. The following items were pulled for further discussion 2,7,10,12,13,14,15 and 16 (considered in order following New Business in Section L.). The motion passed unanimously.

- C 1. Request for Tax Refunds for Prior Years and Current Year.** (A copy of a memorandum from Terry Hjarne, Collector of Revenue, to John D. Ward, Town Administrator dated July 22, 2010 is included in the Council packet.) **Appendix A**

**PROPOSED MOTION:**

THE TOWN COUNCIL HEREBY APPROVES SIX (6) REFUNDS TOTALING \$860.55, FOR TAX REFUNDS FROM THE PRIOR YEAR, AND TWELVE (12) REFUNDS TOTALING \$830.63 FOR THE CURRENT YEAR AS OUTLINED IN THE MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE TO JOHN D. WARD, TOWN ADMINISTRATOR DATED JULY 22, 2010.

- C 3. Request the Town Council authorize Mayor Jason L. McCoy to execute a Memorandum of Understanding on behalf of the Town of Vernon Police Department and the Town of Vernon with the Connecticut Department of Public Safety for participation in the Internet Crimes Against Children Task Force.** (A copy of a memorandum from James L. Kenny, Chief of Police to Mayor Jason L. McCoy dated July 13, 2010 relative to the above subject is included for the Council's review.) **Appendix B**

**PROPOSED MOTION:**

RESOLVE THAT THE TOWN COUNCIL AUTHORIZE MAYOR JASON L. MCCOY TO EXECUTE A MEMORANDUM OF UNDERSTANDING ON BEHALF OF THE TOWN OF VERNON POLICE DEPARTMENT AND THE TOWN OF VERNON WITH THE CONNECTICUT DEPARTMENT OF PUBLIC SAFETY FOR PARTICIPATION IN THE INTERNET CRIMES AGAINST CHILDREN TASK FORCE.

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- C. 4. Request the Town Council approve Mayor Jason L. McCoy's reappointment of Paul Jonas (U), 27 Quarry Drive, Vernon, Connecticut, as a regular member of the Risk Management Advisory Committee, said term to commence on September 1, 2010 and end on August 31, 2013.** (Mr. Jonas' resume is included for Council review.)

**PROPOSED MOTION**

PURSUANT TO TOWN COUNCIL RESOLUTION DATED NOVEMBER 18, 1986 AND TOWN CHARTER CHAPTER XV, SECTION 3, THE TOWN COUNCIL APPROVES MAYOR JASON L. MCCOY'S REAPPOINTMENT OF PAUL JONAS (U), 27 QUARRY DRIVE, VERNON, AS A REGULAR MEMBER OF THE RISK MANAGEMENT ADVISORY COMMITTEE, SAID TERM TO COMMENCE ON SEPTEMBER 1, 2010 AND ENDS ON AUGUST 31, 2013.

- C. 5. Request the Town Council approve Mayor Jason L. McCoy's reappointment of George Males (D), 64 School Brook Lane, Vernon, Connecticut as a regular member of the Risk Management Advisory Committee, said term to commence on September 1, 2010 and ends on August 31, 2013.** (Mr. Males' resume is included for Council review.)

**PROPOSED MOTION**

PURSUANT TO THE TOWN COUNCIL RESOLUTION DATED NOVEMBER 18, 1986 AND TOWN CHARTER CHAPTER XV, SECTION 3, THE TOWN COUNCIL APPROVES MAYOR JASON L. MCCOY'S REAPPOINTMENT OF GEORGE MALES (D), 64 SCHOOL BROOK LANE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE RISK MANAGEMENT ADVISORY COMMITTEE, SAID TERM TO COMMENCE ON SEPTEMBER 1, 2010 AND ENDS AUGUST 31, 2013.

- C. 6. Request the Town Council approve the reappointment of William McManus (D), 15 Eastview Drive, Vernon, Connecticut, as a regular member of the Risk Management Advisory Committee, said term to commence on September 1, 2010 and ends on August 31, 2013.** (Mr. McManus' resume is included for Council review.)

**PROPOSED MOTION**

PURSUANT TO THE TOWN COUNCIL RESOLUTION DATED NOVEMBER 18, 1986 AND TOWN CHARTER CHAPTER XV, SECTION 3, THE TOWN COUNCIL APPROVES MAYOR JASON L. MCCOY'S REAPPOINTMENT OF WILLIAM MCMANUS, (D), 53215 EASTVIEW DRIVE, VERNON,

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CONNECTICUT, AS A REGULAR MEMBER OF THE RISK MANAGEMENT ADVISORY COMMITTEE, SAID TERM TO COMMENCE ON SEPTEMBER 1, 2010 AND ENDS AUGUST 31, 2013.

- C. 8. Request the Town Council approve the appointment of Kevin R. Sharp (U), 15 Davis Avenue, Vernon, Connecticut, as a regular member of the Vernon Arts Commission, said term to commence on August 4, 2010 and continues indefinitely. (A copy of Mr. Sharp's resume is included for Council review)**

**PROPOSED MOTION**

PURSUANT TO THE TOWN COUNCIL RESOLUTION DATED 9-21-1976 AMENDED ON 9-21-1982 THE TOWN COUNCIL APPROVES MAYOR JASON L. MCCOY'S APPOINTMENT OF KEVIN R. SHARP (U), 15 DAVIS AVENUE, VERNON, CONNECTICUT, AS A REGULAR MEMBER OF THE VERNON ARTS COMMISSION, SAID TERM TO COMMENCE ON AUGUST 4, 2010 AND CONTINUES INDEFINITELY.

- C. 9. Request the Town Council approve Mayor Jason L. McCoy's reappointment of Mary A. Oliver (D), 15 Dobson Commons Circle, Vernon, Connecticut to the Greater Hartford Transit District Board for a term of four years commencing on August 4, 2010 and concluding on June 30, 2014. (An updated copy of Ms. Oliver's resume has been requested.)**

**PROPOSED MOTION:**

PURSUANT TO CHAPTER 103a, SECTION 7-273c OF THE CONNECTICUT GENERAL STATUTES THE TOWN COUNCIL HEREBY APPROVES MAYOR JASON L. MCCOY'S REAPPOINTMENT OF MARY A. OLIVER (D), 15 DOBSON COMMONS CIRCLE, VERNON, CONNECTICUT TO THE GREATER HARTFORD TRANSIT DISTRICT BOARD FOR A TERM OF FOUR YEARS COMMENCING ON AUGUST 4, 2010 AND CONCLUDING ON JUNE 30, 2014.

- C. 11. Request the Town Council approve the appointment of Jon Gilluly (R), 146 South Street, Vernon, Connecticut as an alternate member of the Zoning Board of Appeals, said term shall commence on August 4, 2010 and expires June 30, 2015. (A copy of Mr. Gilluly resume is included in the Council's packet for Council review.)**

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**PROPOSED MOTION:**

PURSUANT TO CHARTER CHAPTER VIII, SECTION 6, THE TOWN COUNCIL HEREBY APPROVES MAYOR JASON L. MCCOY'S APPOINTMENT OF JON GILLULY (R), 146 SOUTH STREET, VERNON, CONNECTICUT AS AN ALTERNATE MEMBER OF THE ZONING BOARD OF APPEALS, SAID TERM SHALL COMMENCE ON AUGUST 4, 2010 AND EXPIRES JUNE 30, 2015

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G.) IDENTIFICATION AND ADOPTION OF ADDITIONAL AGENDA ITEMS - NONE

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H.) PENDING BUSINESS – NONE

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I.) NEW BUSINESS - NONE

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K.) ACTION ON ORDINANCE(S) PREVIOUSLY PRESENTED - NONE

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L.) DISCUSSION OF ADDITIONAL AGENDA ITEMS, PULLED CONSENT ITEMS FROM F) AND PULLED ITEMS FROM O) INFORMATIONAL ITEMS, ETC.

**C. 2. Request the Town Council approve budget amendments # 46 - #55 for fiscal year 2009-2010.** (Copies of the budget amendment requests are included in the Council packet.)  
**Appendix C**

**PROPOSED MOTION:**

THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT REQUESTS # 46 - #55 AS OUTLINED IN THE BUDGET AMENDMENT FORMS PROVIDED BY FINANCE OFFICER, JAMES LUDDECKE.

After a discussion, a motion was made by Council Member Brian Motola seconded by Council Member Sean O'Shea to approve amendments # 46 - # 55 for fiscal year 2009-2010. Motion passed unanimously.

**C. 7. Request the Town Council approve the reappointment of Carl Slusarczyk (R), 72 Frederick Road, Vernon, Connecticut, as a regular member of the Risk Management Advisory Committee, said term to commence on September 1, 2010 and ends on August 31, 2013.** (A copy of Mr. Slusarczyk's resume is included for Council review.)

**PROPOSED MOTION**

PURSUANT TO THE TOWN COUNCIL RESOLUTION DATED NOVEMBER 18, 1986 AND TOWN CHARTER CHAPTER XV, SECTION 3, THE TOWN COUNCIL APPROVES MAYOR JASON L. MCCOY'S REAPPOINTMENT OF CARL SLUSARCZYK (R), 72 FREDERICK ROAD, VERNON, CONNECTICUT, AS A REGULAR MEMBER OF THE RISK MANAGEMENT ADVISORY COMMITTEE, SAID TERM TO COMMENCE ON SEPTEMBER 1, 2010 AND ENDS ON AUGUST 1, 2013.

After a discussion, a motion was made by Council Member Brian Motola seconded by Council Member Sean O'Shea to approve the reappointment of Carl Slusarczyk (R), 72 Frederick Road, Vernon, Connecticut, as a regular member of the Risk Management Advisory Committee, said term to commence on September 1, 2010 and ends on August 31, 2013. Motion passed unanimously.

**C. 10. Request the Town Council approve the reappointment of Council Member Mark S. Etre, 5 Rheel Street, Vernon, Connecticut to the Greater Hartford Transit District Board of Directors.**

**PROPOSED MOTION:**

PURSUANT TO CHAPTER 103a, SECTION 7-273c OF THE CONNECTICUT GENERAL STATUTES THE TOWN COUNCIL HEREBY APPROVES MAYOR JASON L. MCCOY'S REAPPOINTMENT OF MARK S. ETRE, (R), 5 RHEEL STREET, VERNON, CONNECTICUT TO THE GREATER HARTFORD TRANSIT DISTRICT BOARD OF DIRECTORS.

After a discussion, a motion was made by Council Member Brian Motola seconded by Council Member Dan Champagne to approve the reappointment of Council Member Mark S. Etre, 5 Rheel Street, Vernon, Connecticut to the Greater Hartford Transit District Board of Directors. Motion passed with Council Member Mark Etre abstaining.

**C. 12. Request the Town Council approve the liquidation and re-appropriation of fiscal year 2008-2009 encumbrances in the amount of \$304,510.52.** (A copy of a memorandum from James M. Luddecke, Finance Officer to John D. Ward, Town Administrator dated July 30, 2010 is included for Council review accompanied by a detailed chart.) **Appendix D**

**PROPOSED MOTION:**

RESOLVED, THAT THE TOWN COUNCIL AUTHORIZES THE LIQUIDATION AND RE-APPROPRIATION OF FISCAL YEAR 2008-2009 ENCUMBRANCES IN THE AMOUNT OF

August 3, 2010

\$304,510.52 TO THE FISCAL YEAR 2009-2010 BUDGET  
AS DETAILED IN THE ATTACHED CHART.

After a discussion, a motion was made by Council Member Brian Motola seconded by Council Member Marie Herbst to authorize the Town Council to authorize the liquidation and re-appropriation of fiscal 2008-2009 encumbrances in the amount of \$ 304,510.52 to the fiscal year 2009-2010 as detailed in the attached chart. Motion passed unanimously.

- C. 13.** **Request the Town Council send to Public Hearing and Special Town Meeting “A Resolution Regarding An Additional Appropriation For Roadway Improvements In the Amount Of \$800,000.00.”** (Proposed legal notice and resolution are included for your review.) **Appendix E**

**PROPOSED MOTION:**

THE TOWN COUNCIL HEREBY SCHEDULES A PUBLIC HEARING AND SPECIAL TOWN MEETING FOR SEPTEMBER 7, 2010 SAID PUBLIC HEARING TO TAKE PLACE AT 7:10 PM AND SAID SPECIAL TOWN MEETING TO TAKE PLACE AT 7:15 PM, ON THE THIRD FLOOR, TOWN COUNCIL CHAMBERS IN THE TOWN HALL MEMORIAL BUILDING, 14 PARK PLACE, VERNON, CONNECTICUT TO HEAR COMMENT AND TAKE THE NECESSARY ACTION RELATIVE TO “A RESOLUTION REGARDING AN ADDITIONAL APPROPRIATION FOR ROADWAY IMPROVEMENTS IN THE AMOUNT OF \$800,000.00.”

After a discussion, a motion was made by Council Member Brian Motola and seconded by Council Member Mark Etre to request the Town Council send to Public Hearing and Special Town Meeting “A Resolution Regarding An Additional Appropriation For Roadway Improvements In the Amount Of \$800,000.00. Motion passed unanimously.

- C. 14.** **Request the Town Council approve the proposed amendment to the new hire/non-union employee retirement plan establishing a Defined Contribution Plan.** (A copy of a memorandum from Mayor Jason L. McCoy to the Vernon Town Council dated August 1, 2010 and a memorandum from Peter Graczykowski, Assistant Town Administrator dated July 31, 2010 to John D. Ward, Town Administrator and Mayor Jason L. McCoy are included for Council review.) **Appendix F and Appendix G**

**PROPOSED RESOLUTION #1:**

PURSUANT TO THE AUTHORITY UNDER THE VERNON TOWN CHARTER CHAPTER FOURTEEN (XIV) SECTION SIX (6), THE TOWN COUNCIL HEREBY RESOLVES THAT THE FOLLOWING AMENDMENT BE APPROVED TO THE TOWN OF VERNON PENSION PLAN, JANUARY 1, 2008



August 3, 2010

RESTATEMENT; AND FURTHER RESOLVES TO  
AUTHORIZE MAYOR JASON L. MCCOY OR HIS DESIGNEE  
TO EXECUTE ANY DOCUMENTS TO EFFECT THIS  
AMENDMENT :

PLAN AMENDMENT NUMBER ONE TO  
TOWN OF VERNON PENSION PLAN

January 1, 2008 Restatement

WHEREAS, the Town of Vernon (herein referred to the Employer) established the Town of Vernon Pension Plan (herein referred to as the Plan) for providing retirement income and other benefits for certain of its employees and their beneficiaries; and

WHEREAS, the Employer has the right to amend the Plan from time to time in accordance with Art. XVI § 16.1; and

WHEREAS, the Employer wishes to amend the Plan as restated effective January 1, 2008.

NOW THEREFORE, the Plan is hereby amended as follows effective August 4, 2010:

- 1.) APPENDIX A, DIVISION SCHEDULE 010, for NON-UNION EMPLOYEES, Section 4.1 Participation is replaced in its entirety with the following new Section 4.1 Participation:

Employees hired on or after January 1, 1992 but before August 4, 2010 are required to participate in the Plan as a term and condition of employment. Employees hired or re-hired on or after August 4, 2010 will not be eligible to participate in the Plan.

IN WITNESS WHEREOF, the Employer has executed this Amendment this\_\_\_\_\_ day of August 2010.

Town of Vernon

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

After a discussion, a motion was made by Council Member Brian Motola and seconded by Council Member Sean O'Shea to adopt the proposed Resolution # 1 as presented. Council Members Daniel Anderson, Bill Campbell, Daniel Champagne, Mark Etre, James Krupienski, Council Member Brian Motola, Sean O'Shea and Council Member Pauline Schafer voted in favor; Council Members Marie Herbst and Michael Winkler opposed the motion. Motion passed.

August 3, 2010

**PROPOSED RESOLUTION #2:**

PURSUANT TO THE AUTHORITY UNDER THE VERNON TOWN CHARTER CHAPTER FOURTEEN (XIV) SECTION SIX (6), THE TOWN COUNCIL HEREBY RESOLVES THE FOLLOWING DEFINED CONTRIBUTION PLAN BE MADE AVAILABLE TO ALL ELIGIBLE, NON-UNION, REGULAR EMPLOYEES HIRED ON OR AFTER AUGUST 4, 2010; AND FURTHER RESOLVES TO AUTHORIZE MAYOR JASON L. MCCOY OR HIS DESIGNEE TO EXECUTE AND ISSUE ANY DOCUMENTS TO EFFECT SUCH PLAN:

DEFINED CONTRIBUTION PLAN FOR NON-UNION EMPLOYEES

1. No Employee hired prior to August 4, 2010 may participate in the Defined Contribution Plan.
2. Eligible, non-union, regular Employees hired on or after August 4, 2010 will be automatically enrolled in the Town's Defined Contribution Plan, provided Employees will have the option to opt-out of the Defined Contribution Plan.
3. The Town will contribute 4% of the Employee's base wages for all Employees who elect to participate in such Defined Contribution Plan.
4. If an Employee contributes 7.5% or more of his or her wages to such Defined Contribution Plan, the Town will contribute an additional 2% for a total contribution of 6% of the Employee's annual base wages to the Defined Contribution Plan.
5. The vesting schedule for Town contributions will have a five (5) year cliff vesting provision.
6. The Town will establish such Defined Contribution Plan as soon as administratively practicable. The Plan design may be adjusted administratively from time to time upon the recommendation from the Town Administrator.
7. The availability of the Defined Contribution Plan shall not affect any Employee who is in the employ of the Town of Vernon prior to its effective date from participating in the Town of Vernon Defined Benefit (Pension) Plan upon transfer as an eligible, non-union, regular Employee.

A motion was made by Council Member Brian Motola seconded by Council Member Mark Etre to accept the proposed Resolution # 2 as presented. A discussion took place.

Mayor Jason L. McCoy called for a five minute recess at 9:05 p.m.

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Meeting reconvened at 9: 12 p.m.

Council Member Brian Motola and seconded by Council Member Mark Etre moved to approve the proposed Resolution # 2 with the following friendly amendment:

3. The Town will contribute **3%** of the Employee's base wages for all Employees who elect to participate in such Defined Contribution Plan.
4. If an Employee contributes **6%** or more of his or her wages to such Defined Contribution Plan, the Town will contribute an additional 2% for a total contribution of **5%** of the Employee's annual base wages to the Defined Contribution Plan.

Council Members Daniel Anderson, Bill Campbell, Mark Etre, James Krupienski, Brian Motola, Sean O'Shea and Pauline Schafer voted in favor; Council Members Marie Herbst, Daniel Champagne, and Michael Winkler opposed the motion. Motion passed.

**C. 15. Request the Town Council approve the disposition of fixed asset known as DPW 1985 International Model 2674 Refuse Packer Truck.** ( A copy of a memorandum dated July 28, 2010 from Assistant Town Administrator Peter Graczykowski to Mayor Jason L. McCoy and the Vernon Town Council is included for Council review.) **Appendix H**

**PROPOSED MOTION:**

THE TOWN COUNCIL HEREBY APPROVES THE DISPOSAL OF THE ASSET KNOWN AS THE 1985 INTERNATIONAL MODEL 2674 REFUSE PACKER TRUCK, VIN#96H1A17326, VERNON VEHICLE ID # 7515; AND ITS SALE FOR SCRAP VALUE IN THE AMOUNT OF ONE THOUSAND DOLLARS (\$1,000) TO CAMEROTA TRUCK PARTS OF 245 SHAKER ROAD, ENFIELD, CONNECTICUT.

Motion was made by Council Member Brian Motola and seconded by Council Member James Krupienski to approve the disposal of the asset known as the 1985 International Model 2674 Refuse Packer Truck, VIN# 96H1A17326, Vernon Vehicle ID # 7515; and its sale for scrap value in the amount of One Thousand Dollars to Camerota Truck Parts of 245 Shaker Road, Enfield, Connecticut. A discussion took place.

Council Member Brian Motola and seconded by Council Member James Krupienski moved to approve the proposed motion with the following friendly amendment:

August 3, 2010

To approve the disposal of the asset known as the 1985 International Model 2674 Refuse Packer Truck, VIN# 96H1A17326, Vernon Vehicle ID # 7515; and its sale for scrap value from at least the three highest bidders. Motion passed unanimously.

**C. 16.** **Request an additional appropriation of \$6000.00 from the Downstream Account for Aquatic Weed Treatment.** (A copy of a memorandum from Peter Graczykowski, Assistant Town Administrator to Mayor Jason L. McCoy and the Vernon Town Council dated July 30, 2010 is included for Council review.)

**PROPOSED MOTION #1:**

THE TOWN COUNCIL MOVES TO APPROVE THE ADDITIONAL APPROPRIATION OF SIX THOUSAND DOLLARS (\$6,000) FOR AQUATIC WEEDS TREATMENT ACCOUNT FOR THE PARKS & RECREATION DEPARTMENT, TO COVER THE TREATMENT OF THE AQUATIC WEEDS AT LOWER BOLTON LAKE AND/OR ANY NEIGHBORING BODIES OF WATER IN VERNON TO WHICH THE INFESTATION MAY SPREAD.

**PROPOSED MOTION #2**

THE TOWN COUNCIL AUTHORIZES THE DESIGNATION OF AVAILABLE FUNDS IN THE DOWNSTREAM ACCOUNT, TRANSFERRING THE SUM OF SIX THOUSAND DOLLARS (\$6,000) FROM THE DOWNSTREAM ACCOUNT TO THE AQUATIC WEEDS TREATMENT ACCOUNT FOR THE PARKS & RECREATION DEPARTMENT, WHICH WAS AUTHORIZED IN THE PRIOR MOTION.

After a discussion, a motion was made by Council Member Brian Motola and seconded by Council Member Daniel Champagne to authorize the designation of available funds in the Downstream Account, transferring the sum of Six Thousand Dollars ( \$6,000) from the Downstream Account to the Aquatic Weeds Treatment Account for the Parks and Recreation Department to cover the treatment of the aquatic weeds at lower Bolton Lake and/or any neighboring bodies of water in Vernon to which the infestation may spread. Motion passed unanimously.

M.) ADOPTION OF MINUTES

**THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR MEETING OF JULY 6, 2010 AND THAT MINUTES OF SAID MEETING BE APPROVED**<sub>540</sub>

August 3, 2010

A motion was made by Council Member Brian Motola and seconded by Council Member Daniel Champagne to waive the reading of the minutes of the regular meeting on July 6, 2010 and that minutes of the said meeting be approved. After a discussion, the motion passed with Council Member Pauline Schaefer abstaining.

A motion was made by Council Member Brian Motola and seconded by Council Member Pauline Schaefer to adjourn the meeting at 9:47 p.m. Motion passed unanimously.

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N.) EXECUTIVE SESSION - NONE

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

1. Historic Preservation Grant Award letter for the Town Clerk's Office dated June 17, 2010.
2. Building Department Monthly Report for June, 2010 as submitted by the Building Official Peter Hobbs.
3. RDA List of Events as of June 24, 2010.
4. Police Department Monthly Report for June, 2010 as submitted by Captain Stephen M. Clark.
5. Senior Citizen Center Monthly Report for June, 2010 as submitted by Penny Rand, Center Director.
6. Reminder News Article "New England Disaster Training Center Open" dated July 20, 2010.
7. Youth Services Monthly Report for June 2010, as submitted by Director of Youth Services Alan Slobodien.

Received: August 13, 2010

Approved: September 7, 2010

Respectfully submitted

Peggy Jackle  
Recording Secretary

Karen C. Daigle, CCTC  
Assistant Town Clerk

August 3, 2010

Appendix A



## TOWN OF VERNON

8 PARK PLACE, VERNON, CT 06066  
Tel: (860) 870-3660  
Fax: (860) 870-3585

OFFICE OF THE  
COLLECTOR OF REVENUE

TO: John Ward, Town Administrator  
FROM: Terry Hjarne, Collector of Revenue  
DATE: July 22, 2010  
SUBJECT: Refunds for Town Council Approval

**PRIOR YEARS:**

CAB East LLC.....	194.67
Assessor's Correction – Sold Vehicle	
Crahen Christopher or Pholla.....	60.14
Assessor's Correction – Vehicle Totaled	
Chesterton Sandra S or Mark A.....	195.89
Assessor's Correction – Repossession	
Freedom Financial FBO Leighton Earl & Lois.....	24.00
Mortgage Company Paid Too Much	
Tyszka George E(2).....	17.04
Assessors Correction – Change in Class Code	
Jzyk John or Irene B (7).....	368.81
Assessor's Correction – Apply Veterans Exemption	

**CURRENT YEAR:**

Armstrong Jerry.....	89.76
Taxpayer Paid Too Much	
Atkins William H Jr.....	102.31
Assessor's Correction – Sold Vehicle	
Cyr Amy R.....	23.81
Assessor's Correction – Sold Vehicle	

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Appendix A (cont)

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Duna Catherine B or Jan .....	90.06
Assessor's Correction – Apply Veterans Exemption	
Fox Duane .....	11.71
Assessor's Correction – sent to Bolton	
George Darrell W.....	14.59
Assessor's Correction – Sold Vehicle	
Genovese Steven M .....	13.45
Assessor's Correction – Sold Vehicle	
Kelly Rosemary M.....	49.83
Taxpayer Paid Too Much	
Owens Carlton r & Rita E .....	297.80
Paid in Error by Former Owner	
Pfeifer Regina G .....	12.22
Assessor's Correction – Sold Vehicle	
Roy Jeffrey P .....	90.06
Assessor's Correction – Apply Veterans Exemption	
Worden Elizabeth G.....	35.03
Assessor's Correction – Sold Vehicle	

(6) Prior Overpayments ..... \$860.55

(12) Current Overpayments ..... \$830.63

Cc: James Luddecke TXP11021 TXC11021

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**Appendix B**

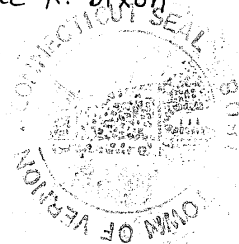
**CERTIFICATION**

I, BERNICE K. DIXON Town Clerk of the Town of VERNON, duly appointed and qualified according to law and having custody of the seal of the Town of VERNON, hereby certify that the following is a true and correct copy of a resolution duly adopted at a Regular meeting of the ~~Board of Selectmen~~ <sup>Town Council</sup> of the Town of ~~Vernon~~ held on *August 3*, 2010, and that said resolution has not been amended, rescinded or revoked and remains in full force and effect.

**RESOLVED:** That JASON L. MCCOY, the Mayor of Vernon be and herewith authorized to execute a Memorandum of Understanding on behalf of the VERNON Police Department for the Town of VERNON with the Connecticut Department of Public Safety for participation in the Internet Crimes Against Children Task Force.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Town of VERNON, this *17<sup>th</sup>* day of *August*, 2010.

*Bernice K. Dixon*  
Bernice K. Dixon  
Town Clerk





August 3, 2010

Appendix C

**Budget Amendment Request**

Total Amount Requested: \$3,985.72 Fiscal Year 2009 - 2010 Date: August 3, 2010

To: Finance Officer From (Department): Contingency Amendment #: 46

Type of Amendment (X): ☐ Additional Appropriation ☐ Pass-Through ☒ Transfer


*Request is hereby submitted for amendment(s) of budget as indicated.*

Department	Account Description	Org Code	Object	Amount
<b>FROM:</b>				
Contingency	Contingency	10672280	58400	3,985.72
<b>"FROM" Subtotal:</b>				<b>\$ 3,985.72</b>

Department	Account Description	Org Code	Object	Amount
<b>TO:</b>				
1. Fire Fighting & Administration	Other fees	10231183	53800	3,600.00
2. Building Inspection	Copier rentals	10232187	54490	204.00
3. Youth Services	Maintenance of office equipment	10456241	54330	105.91
4. Senior Center	Copier rentals	10457242	54490	75.81
<b>"TO" Subtotal:</b>				<b>\$ 3,985.72</b>

No.	COMMENTS CONCERNING BUDGET AMENDMENT REQUEST
1	Increase in members resulted in an increase in LOSAP costs as well. A portion of this amount, \$2,025.00, previously was transferred out to custodial fees.
2	Increase cost for new copier due to additional capabilities.
3	Increase cost for new copier due to additional capabilities.
4	Increase cost for new copier due to additional capabilities.

	1	2	3	4
Balance in account for which funds are requested:	(3,577.19)	(203.74)	(105.91)	(75.81)
Original appropriation in account:	8,775.00	819.00	915.00	796.00
Plus or minus prior amendments:	(2,025.00)	-	-	-
Amount of appropriation to date:	6,750.00	819.00	915.00	796.00

James M. Luddecke  July 29, 2010  
 Department Head Signature Date

At a meeting of the Town Council held on \_\_\_\_\_ the above request(s) was/were approved in the amount of: \_\_\_\_\_  
 Signature of Town Administrator: \_\_\_\_\_

August 3, 2010

Appendix C (cont)

**Budget Amendment Request**

Total Amount Requested: \$27,690.00 Fiscal Year 2009 - 2010 Date: August 3, 2010

To: Finance Officer From (Department): Audit / Treasury / Finance Administration Amendment #: 47

Type of Amendment (X): ☐ Additional Appropriation ☐ Pass-Through ☒ Transfer


Request is hereby submitted for amendment(s) of budget as indicated.

Department	Account Description	Org Code	Object	Amount
<b>FROM:</b>				
Social Security and Medicare	Social Security	10670270	52200	27,690.00
<b>"FROM" Subtotal:</b>				<b>\$ 27,690.00</b>

Department	Account Description	Org Code	Object	Amount
<b>TO:</b>				
1. Independent Audit	Accounting / Auditing fees	10114141	53030	3,785.00
2. Treasury	Banking service fees	10114142	53600	21,700.00
3. Treasury	Accounting / Auditing fees	10114142	53030	5.00
4. Finance Administration	Overtime wages.	10114140	51020	2,200.00
<b>"TO" Subtotal:</b>				<b>\$ 27,690.00</b>

No.	COMMENTS CONCERNING BUDGET AMENDMENT REQUEST
1	To cover the cost of the FY 2009 audit that exceeded the original budget.
2	Due to extremely low interest rates, an automatic charge of \$39,696.58 was placed on all town-wide accounts. We are in discussion with the bank to mitigate this cost. But for the present, an amendment is required. Any reduction to the fee will be returned to the General Fund.
3	To cover the deficit in that account.
4	To cover the deficit in the overtime account. The final two weeks of the fiscal year, along with accrued wages, exceeded our estimate.

	1	2	3	4
Balance in account for which funds are requested:	(3,785.00)	(38,356.58)	(5.00)	(2,190.97)
Original appropriation in account:	41,350.00	1,340.00	575.00	7,000.00
Plus or minus prior amendments:	-	20,400.00	-	17,300.00
Amount of appropriation to date:	41,350.00	21,740.00	575.00	24,300.00

James M. Luddecke  July 29, 2010  
 Department Head Signature Date

At a meeting of the Town Council held on \_\_\_\_\_ the above request(s) was/were approved in the amount of: \_\_\_\_\_  
 Signature of Town Administrator: \_\_\_\_\_

August 3, 2010

Appendix C (cont)

**Budget Amendment Request**

Total Amount Requested: \$913.03 Fiscal Year 2009 - 2010 Date: August 3, 2010

To: Finance Officer	From (Department): Assessment - Revaluation	Amendment #: 48
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Type of Amendment (X): ☐ Additional Appropriation ☐ Pass-Through ☒ Transfer

*Request is hereby submitted for amendment(s) of budget as indicated.*


Department	Account Description	Org Code	Object	Amount
<b>FROM:</b>				
Revaluation	Other fees	10114147	53800	913.03
<b>"FROM" Subtotal:</b>				<b>\$ 913.03</b>

Department	Account Description	Org Code	Object	Amount
<b>TO:</b>				
1. Revaluation	Printing & binding	10114147	55500	520.00
2. Revaluation	Office supplies	10114147	56010	393.03
3.				
4.				
<b>"TO" Subtotal:</b>				<b>\$ 913.03</b>

No. 1 **COMMENTS CONCERNING BUDGET AMENDMENT REQUEST**

1. Revaluation - To re-allocate funds to proper accounts. The original appropriation is to just one account, and as in past years, a distribution is made at fiscal year end to the required accounts.

	1	2	3	4
Balance in account for which funds are requested:	(520.00)	(393.03)		
Original appropriation in account:	-	-		
Plus or minus prior amendments:	-	-		
Amount of appropriation to date:	-	-	-	-

James M. Luddecke  July 29, 2010  
Department Head Signature Date

At a meeting of the Town Council held on \_\_\_\_\_ the above request(s) was/were approved in the amount of: \_\_\_\_\_

Signature of Town Administrator: \_\_\_\_\_

August 3, 2010

Appendix C (cont)

**Budget Amendment Request**

Total Amount Requested: \$70.00 Fiscal Year 2009 - 2010 Date: August 3, 2010

To: Finance Officer From (Department): Town Planner - Administration Amendment #: 49

Type of Amendment (X): ☐ Additional Appropriation ☐ Pass-Through ☒ Transfer

*Request is hereby submitted for amendment(s) of budget as indicated.*

Department	Account Description	Org Code	Object	Amount
<b>FROM:</b>				
Town Planner - Administration	Schools / Seminars	10150170	55670	70.00
<b>"FROM" Subtotal:</b>				<b>\$ 70.00</b>

Department	Account Description	Org Code	Object	Amount
<b>TO:</b>				
1. Town Planner - Administration	Conservation fee refund	10150170	58260	70.00
2.				
3.				
4.				
<b>"TO" Subtotal:</b>				<b>\$ 70.00</b>

No.	<b>COMMENTS CONCERNING BUDGET AMENDMENT REQUEST</b>
1.	To transfer funds into Conservation Fees to pay the quarterly state fee for all PZC and IWC applications that come before the Commissions.

	1	2	3	4
Balance in account for which funds are requested:	(70.00)			
Original appropriation in account:	600.00			
Plus or minus prior amendments:	828.00			
Amount of appropriation to date:	1,428.00	-	-	-

Leonard K. Tundermann

Department Head

Signature

July 29, 2010

Date

At a meeting of the Town Council held on

the above request(s) was/were approved in the amount of:

Signature of Town Administrator:

August 3, 2010

Appendix C (cont)

**Budget Amendment Request**

Total Amount Requested: \$910.00 Fiscal Year 2009 - 2010 Date: August 3, 2010

To: Finance Officer	From (Department): <u>Building Inspection</u>	Amendment #: <u>50</u>
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Type of Amendment (X): ☐ Additional Appropriation ☐ Pass-Through ☒ Transfer

*Request is hereby submitted for amendment(s) of budget as indicated.*


Department	Account Description	Org Code	Object	Amount
<b>FROM:</b>				
Building Inspection	Regular wages	10232187	51010	910.00
<b>"FROM" Subtotal:</b>				<b>\$ 910.00</b>

Department	Account Description	Org Code	Object	Amount
<b>TO:</b>				
1. Building Inspection	Permits - State education training fee	10232187	58232	706.00
2. Building Inspection	Copier rentals	10232187	54490	204.00
3.				
4.				
<b>"TO" Subtotal:</b>				<b>\$ 910.00</b>

No.	<b>COMMENTS CONCERNING BUDGET AMENDMENT REQUEST</b>
1	Funds required to pay the State Educational Training fee for the 4th quarter - 4/1/2010 to 6/30/2010.
2	To cover copier rental costs in excess of budget.

	1	2	3	4
Balance in account for which funds are requested:	(705.46)	(203.74)		
Original appropriation in account:	4,200.00	819.00	-	
Plus or minus prior amendments:	-	-	-	
Amount of appropriation to date:	4,200.00	819.00	-	-

B. Peter Hobbs  
Department Head

  
Signature

July 29, 2010  
Date

At a meeting of the Town Council held on \_\_\_\_\_ the above request(s) was/were approved in the amount of: \_\_\_\_\_

Signature of Town Administrator: \_\_\_\_\_

August 3, 2010

Appendix C (cont)

**Budget Amendment Request**

Total Amount Requested: \$4,050.00 Fiscal Year 2009 - 2010 Date: June 30, 2010

To: Finance Officer From (Department): Parks and Recreation Amendment #: **51**

Type of Amendment (X): ☐ Additional Appropriation ☐ Pass-Through ☒ Transfer

*Request is hereby submitted for amendment(s) of budget as indicated.*

Department	Account Description	Org Code	Object	Amount
<b>From:</b>				
Recreation Administration	Copy Supplies	10560250	56040	\$450.00
Parks Maintenance	Landscaping Supplies	10560254	56180	748.00
Parks Maintenance	Lumber and Wood Products	10560254	56144	2,852.00
<b>"FROM" Subtotal:</b>				<b>\$4,050.00</b>

Department	Account Description	Org Code	Object	Amount
<b>TO:</b>				
1. Parks Maintenance	Other Repair & Maintenance	10560254	54390	\$4,050.00
2.				
3.				
4.				
<b>"TO" Subtotal:</b>				<b>\$4,050.00</b>

No.	COMMENTS CONCERNING BUDGET AMENDMENT REQUEST
1.	To clear up end of fiscal year balance for unanticipated repairs to Central Park and Fox Hill Tower.

	1	2	3	4
Balance in account for which funds are requested:	\$0.25			
Original appropriation in account:	34,850.00			
Plus or minus prior amendments:	36,914.00			
Amount of appropriation to date:	\$ 71,764.00			

Bruce Dinnie  
Department Head

  
Signature

June 30, 2010  
Date

At a meeting of the Town Council held on \_\_\_\_\_

the above request(s) was/were approved in the amount of: \_\_\_\_\_

Signature of Town Administrator: \_\_\_\_\_

August 3, 2010

Appendix C (cont)

**Budget Amendment Request**

Total Amount Requested: \$37,890.00 Fiscal Year 2009 - 2010 Date: August 3, 2010

To: Finance Officer	From (Department):	Public Works	Amendment #:	52
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Type of Amendment (X): ☐ Additional Appropriation ☐ Pass-Through ☒ Transfer

Request is hereby submitted for amendment(s) of budget as indicated.

Department	Account Description	Org Code	Object	Amount
<b>FROM:</b>				
DPW - Maintenance of Governmental Building	Regular wages	10340203	51010	24,000.00
DPW - Equipment Maintenance	Regular wages	10340202	51010	790.00
DPW - Refuse Collection and Disposal	Regular wages	10340205	51010	6,200.00
DPW - Leaf Collection Program	Overtime wages	10340209	51020	6,900.00
<b>"FROM" Subtotal:</b>				<b>\$ 37,890.00</b>


Department	Account Description	Org Code	Object	Amount
<b>TO:</b>				
1. DPW - Administration	Regular wages	10340200	51010	6,580.00
2. DPW - Administration	Employee merit pay	10340200	51083	4,400.00
3. DPW - General Maintenance	Compensated absences	10340201	51080	910.00
4. DPW - Recycling	Compensated absences	10340206	51080	26,000.00
<b>"TO" Subtotal:</b>				<b>\$ 37,890.00</b>

No.                      **COMMENTS CONCERNING BUDGET AMENDMENT REQUEST**

- To cover wage adjustments reflective of collective bargaining agreements of the Supervisors and Support Staff unions.
- To cover merit pay and contract signing included in the Support Staff agreement.
- Compensated absences amounting to \$39,005.46 were paid from this department in FY 2010. Savings in other wage accounts offset most of that amount, leaving a balance and the need of the requested amount.
- Compensated absences amounting to \$37,966.45 were paid from this department in FY 2010. Savings in other wage accounts offset a portion of that amount, leaving a balance and the need of the requested amount.

	1	2	3	4
Balance in account for which funds are requested:	(6,571.78)	(4,400.00)	(33,566.40)	(35,121.60)
Original appropriation in account:	549,266.00	4,000.00	-	-
Plus or minus prior amendments:	5,550.00	-	-	-
Amount of appropriation to date:	554,816.00	4,000.00	-	-

Robert Kleinhans  
**Department Head**

  
**Signature**

July 29, 2010  
**Date**

At a meeting of the Town Council held on \_\_\_\_\_ the above request(s) was/were approved in the amount of: \_\_\_\_\_

Signature of Town Administrator: \_\_\_\_\_

August 3, 2010

Appendix C (cont)

**Budget Amendment Request**

Total Amount Requested: \$6,600.00 Fiscal Year 2009 - 2010 Date: August 3, 2010

To: Finance Officer From (Department): Municipal Insurance Amendment #: 53

Type of Amendment (X): ☐ Additional Appropriation ☐ Pass-Through ☒ Transfer

*Request is hereby submitted for amendment(s) of budget as indicated.*

Department	Account Description	Org Code	Object	Amount
<b>FROM:</b>				
Contingency	Contingency	10672280	58400	6,600.00
<b>"FROM" Subtotal:</b>				<b>\$ 6,600.00</b>

Department	Account Description	Org Code	Object	Amount
<b>TO:</b>				
1. Municipal Insurance	Claims / Settlements	10671278	55281	6,600.00
2.				
3.				
4.				
<b>"TO" Subtotal:</b>				<b>\$ 6,600.00</b>

No.	<b>COMMENTS CONCERNING BUDGET AMENDMENT REQUEST</b>
1.	Deficit in account due to resolution of a disputed claim raised by Quail Hollow against the Town of Vernon in regard to Town oversight of the construction of Quail Hollow. The Town Council, at their May 4, 2010 meeting approved a payment of \$16,840.00. This amendment, along with balances in other insurance accounts will cover the resolution.

	1	2	3	4
Balance in account for which funds are requested:	(16,480.00)			
Original appropriation in account:	-	-	-	-
Plus or minus prior amendments:	-	-	-	-
Amount of appropriation to date:	-	-	-	-

James M. Luddecke  July 29, 2010  
 Department Head Signature Date

At a meeting of the Town Council held on \_\_\_\_\_ the above request(s) was/were approved in the amount of: \_\_\_\_\_  
 Signature of Town Administrator: \_\_\_\_\_



August 3, 2010

Appendix C (cont)

**Budget Amendment Request**

Total Amount Requested: \$87,400.00 Fiscal Year 2009 - 2010 Date: August 3, 2010

To: Finance Officer From (Department): Town Clerk Amendment #: 54

Type of Amendment (X): ☐ Additional Appropriation ☒ Pass-Through ☒ Transfer

*Request is hereby submitted for amendment(s) of budget as indicated.*

Department	Account Description	Org Code	Object	Amount
<b>FROM:</b>				
Fund Balance		100	31200	75,000.00
Social Security and Medicare	Social Security	10670270	52200	12,400.00
<b>"FROM" Subtotal:</b>				<b>\$ 87,400.00</b>

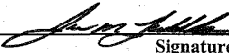
Department	Account Description	Org Code	Object	Amount
<b>TO:</b>				
1. Town Clerk	Farmland preservation	10115150	58257	87,400.00
2.				
3.				
4.				
<b>"TO" Subtotal:</b>				<b>\$ 87,400.00</b>

No. 1 **COMMENTS CONCERNING BUDGET AMENDMENT REQUEST**

During fiscal year 2009-2010, the Town Clerk has retained \$26.00 per document recording in accordance with the Farmland and Historic Preservation Act. The law stipulates that this fee is to be remitted to the State Treasurer. The amount, \$87,400.00, combined with a prior appropriation of \$75,860.00, represents collections for the period July - June, 2010. A total of \$163,260.00.

This request is a "Pass-Through".

	1	2	3	4
Balance in account for which funds are requested:	(87,400.00)			
Original appropriation in account:	-			
Plus or minus prior amendments:	75,860.00		-	-
Amount of appropriation to date:	75,860.00	-	-	-

James M. Luddecke  July 28, 2010  
 Department Head Signature Date

At a meeting of the Town Council held on \_\_\_\_\_ the above request(s) was/were approved in the amount of: \_\_\_\_\_

Signature of Town Administrator: \_\_\_\_\_

August 3, 2010

Appendix C (cont)

**Budget Amendment Request**

Total Amount Requested: \$63,668.00 Fiscal Year 2009 - 2010 Date: August 3, 2010

To: Finance Officer	From (Department):	Education	Amendment #:	55
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Type of Amendment (X): ☐ Additional Appropriation ☒ Pass-Through ☐ Transfer

*Request is hereby submitted for amendment(s) of budget as indicated.*

Department	Account Description	Org Code	Object	Amount
<b>FROM:</b>				
Fund Balance		100	31200	63,668.00
<b>"FROM" Subtotal:</b>				<b>\$ 63,668.00</b>

Department	Account Description	Org Code	Object	Amount
<b>TO:</b>				
1. Education	Education	10990330	58900	63,668.00
2.				
3.				
4.				
<b>"TO" Subtotal:</b>				<b>\$ 63,668.00</b>

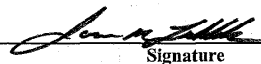
No. **COMMENTS CONCERNING BUDGET AMENDMENT REQUEST**

1 To appropriate the reimbursement from the School Use Activity fund for actual custodial overtime wage expenditures and utility costs.  
A corresponding deposit of \$60,000.00 has been made to the General Fund.

2 An overpayment from the Adult Education account to the General Fund occurred in the amount of \$3,668.00. This amendment serves as a reimbursement.

	1	2	3	4
Balance in account for which funds are requested:	526,870.00			
Original appropriation in account:	45,835,932.00			
Plus or minus "pending" / prior amendments:	806,262.00			
Amount of appropriation to date:	46,642,194.00			

James M. Luddecke  
Department Head

  
Signature

July 29, 2010  
Date

At a meeting of the Town Council held on \_\_\_\_\_ the above request(s) was/were approved in the amount of: \_\_\_\_\_

Signature of Town Administrator: \_\_\_\_\_

August 3, 2010

Appendix D

July 30, 2010

	PO #	Department	Description	Org #	Object #	Amount
A.	20093495	Town Council	Copier rentals	10110110	54490	\$ 220.98
B.	20091338	Administration	Copier rentals	10112120	54490	1,200.00
C.	20091657	Administration	Telephone - Wireless	10112120	55315	1,088.33
D.	20095342	Administration	Computer - Hardware	10112120	57710	3,600.00
E.	20095002	Administration	Grants - Civil War Museum	10112120	58710	1,031.00
F.	20095209	Registration	Conference fees / Member.	10113130	55650	135.00
G.	20095210	Registration	Schools / seminars	10113130	55670	140.00
H.	20095212	Registration	Office furnishings	10113130	57810	419.00
I.	20095344	Finance Administration	Storage fees	10114140	54462	10,200.00
J.	20095348	Finance Administration	Conference fees / Member.	10114140	55650	430.00
K.	20095350	Finance Administration	Office furnishings	10114140	57810	17,840.00
L.	20095351	Independent Audit	Other fees	10114141	53800	3,200.00
M.	20095352	Treasury	Other fees	10114142	53600	1,200.00
N.	20095353	Treasury	Banking service fees	10114142	53600	12,000.00
O.	20095354	Treasury	Banking service fees	10114142	53600	4,665.00
P.	20095316	Purchasing	Paper for checks; purchasing	10114143	56030	1,161.97
Q.	20095359	Assessment	Other fees	10114144	53800	6,200.00
R.	20095360	Assessment	Other fees	10114144	53800	11,800.00
S.	20094489	Collector of Revenue	Data processing fees	10114146	53040	4,080.08
T.	20095361	Revaluation	Other fees	10114147	53800	33,300.00
U.	20095362	Town Clerk	Records retention	10115150	55515	1,200.00
V.	20095363	Town Clerk	Other printing	10115150	55590	3,000.00
W.	20095225	Town Clerk	Conference fees / Member.	10115150	55650	170.00
X.	20095227	Town Clerk	Schools / seminars	10115150	55670	701.00
Y.	20095364	Data Processing	Storage of records	10117160	55510	6,000.00
Z.	20095309	Data Processing	Training	10117160	55674	7,050.00
AA	20095365	Data Processing	Training	10117160	55674	1,725.00
BB	20095366	Data Processing	Computer hardware	10117160	57710	2,016.42
CC	20095367	Data Processing	Computer hardware	10117160	57710	8,400.00
DD	20095369	Data Processing	Computer hardware	10117160	57710	12,890.00
EE	20095368	Data Processing	Computer software	10117160	57720	5,200.00
FF	20095370	Data Processing	Computer software	10117160	57720	15,769.80
GG	20095371	Data Processing	Computer software	10117160	57720	2,164.59
HH	20095371	Town Planner	Subscriptions / manuals	10150170	55660	630.00
II	20095237	Town Planner	Office supplies	10150170	56010	615.26
JJ	20095238	Town Planner	Books	10150170	56400	350.00
Balance to be Brought Forward:						\$ 181,793.43

August 3, 2010

Appendix D (cont)

July 30, 2010

	PO #	Department	Description	Org #	Object #	Amount
		<b>Balance Carried Forward:</b>				<b>\$181,793.43</b>
KK	20090066	Police	Computer maintenance	10230180	54480	3,971.50
LL	20093941	Police	Telephone - Wireless	10230180	55310	1,574.89
MM	20095248	Traffic Authority	Rental of equipment	10230182	54450	8,710.00
NN	20090475	DPW - Administration	Telephone - Wireless	10340200	55310	850.21
OO	20095372	DPW - Administration	Other equipment & mach.	10340200	57590	6,000.00
PP	20095373	DPW - Maint. of Buildings	Other buildings & grounds	10340203	57280	6,200.00
QQ	20095261	Engineering	Office supplies	10341214	56010	406.00
RR	20090086	Youth Services	Maintenance of office equip.	10456241	54330	134.32
SS	20090087	Youth Services	Rental of building	10456241	54460	400.00
TT	20090089	Senior Center	Copier rentals	10457242	54490	180.00
UU	20094322	Parks Maintenance	Machinery & equipment	10560254	56250	274.17
VV	20095157	Arts Commission	Advertising	10562260	55400	695.00
WW	20095339	Pension	Pension - Police	10670271	52911	47,735.00
XX	20095377	Debt Service - Principal	Lease purchases	10883292	59170	9,586.00
YY	20095377	Debt Service - Interest	Lease purchases	10883294	59270	36,000.00
		<b>TOTAL:</b>				<b>\$304,510.52</b>

**Comments:**

- A. For copier rental fees.
- B. For copier rental fees.
- C. To offset costs for wireless telephones.
- D. Replace computers. Encumbrance needs to be liquidated and re-appropriated.
- E. A grant for the Civil War Museum. A payment was issued in the prior year, but the check was voided. A new purchase order is required.
- F. For Registrars training and memberships.
- G. Same as F.
- H. Furnishings as need for the Registrars and voting areas.
- I. To continue digital storage of town records. In order for the Town to complete the replication and indexing of three years of records, (which can be moved from current space), this encumbrance and the current year appropriation are needed to fund the project.
- J. Training for financial software.
- K. For the replacement of office furnishings associated with renovations to take place in the summer and fall of 2010. These furnishings would include work stations/partitions consistent with the overall design. In an attempt to be prudent and to avoid additional appropriations, we are exercising the use of any source of available funding. Preliminary median estimates are \$47,500, but we certainly are determined to reduce that amount. The major consideration is that when this project is done, it is done correctly and does not have to be reconstructed, thereby duplicating costs.
- L. For the continued implementation plan concerning GASB 45 and Other Post Employment Benefits. The Town, inclusive of schools, needs to identify all liabilities in this area and disclose in the financial report as of July 1, 2009 and July 1, 2010.

Appendix D (cont)

July 30, 2010

- M. Same as L.
- N. There are "soft cost" bank fees that we have been incurring due low interest rates on our cash flow available balances for the past three years; and the initiation of new banking services. Presently, the current budget appropriation is not adequate to cover current needs, and this encumbrance will supplement the cost.
- O. Same as N.
- P. For blank and encoded paper utilized for printing all town and school checks; purchase orders; tax reports; and notifications.
- Q. Appraisal services for Assessment Department.
- R. Training funds for software upgrade and for other town departments.
- S. For the Collector of Revenue – printing bills and software maintenance.
- T. To carry forward revaluation funds.
- U. Town Clerk – Vitals and restoration of records.
- V. Records retention.
- W. Town Clerk memberships and training.
- X. Same as W.
- Y. Same as I.
- Z. Same as J.
- AA. Same as J.
- BB. For computer replacements.
- CC. Same as BB.
- DD. For check and document printer replacement(s).
- EE. Same as I and Smart Search enhancements.
- FF. Funding for Building Department GEOTMS software and fees.
- GG. To supplement service costs for wireless phones and replacements.
- HH. Town Planner membership to Connecticut Association of Conservation.
- II. Town Planner books and supplies.
- JJ. Same as II.
- KK. For Police Verizon network.
- LL. Police wireless telephones.
- MM. Traffic Authority – for the painting and marking of crosswalks and parking lots.
- NN. For Public Works wireless telephones.
- OO. For automated time clock at DPW that will interface with payroll.
- PP. Same as K.
- QQ. Engineering – Office supplies
- RR. Youth Services for copier rental.
- SS. Youth Services to supplement rent payment.
- TT. Senior Center – copier rental.
- UU. Parks Maintenance – repair of mowers.
- VV. Arts Commission – Advertising for events during the year.
- WW. Pension – To offset employer costs for the coming fiscal year.
- XX. Funding to be used to pay off aerial fire truck lease.
- YY. Same as XX.

If there are any questions, please contact me.

Appendix E

**LEGAL NOTICE - TOWN OF VERNON  
PUBLIC HEARING AND SPECIAL TOWN MEETING  
SEPTEMBER 7, 2010**

This is to give Notice that on August 3, 2010, in accordance with Chapter XII Section 10F of the Vernon Town Charter, the Vernon Town Council scheduled a Public Hearing and Special Town Meeting to be held September 7, 2010, at the third floor Town Council Chambers in the Town Hall Memorial Building, 14 Park Place, Vernon, Connecticut, to hear comments and take the necessary action relative to the following Resolution recommended by the Mayor:

**RESOLUTION REGARDING AN ADDITIONAL APPROPRIATION  
FOR ROADWAY IMPROVEMENTS IN THE AMOUNT OF \$800,000.00**

WHEREAS, in a continuing effort to improve the roadways in the Town of Vernon, and as a complement to the current public bond improvement program, the Department of Public Works has identified roads to repair, reclaim shim, chip and micro-pave, categorized as Groups # I and # II - Skinner Road area; and Groups # III and # IV - Merline Road area.

WHEREAS, Group # I consists of the roads: Barbara Road; Neil Road; Gerald Drive; John; Hany; Edith; and Donnel. The estimated cost for this group of roads is \$340,560.00.

WHEREAS, Group # II consists of the roads: Wellwood Circle; Lawler; Hayes; Werner; Wolcott; George; Faith; Olive; Brimwood; Leona; and Bruce. The estimated cost for this group of roads is \$138,012.00.

WHEREAS, Group # III consists of the roads: Discovery, Duncaster; Wilshire; and Seneca. The estimated cost for this group of roads is \$219,120.00.

WHEREAS, Group # IV consists of the roads: Crest; Patricia; Claire; Forestview; Castlewood; Marjorie; Vernwood; Howard Oakmoor; Vinetta; and Walker Terrace. The estimated cost for this group of roads is \$176,958.00.

WHEREAS, pricing may fluctuate due to conditions and the economy, a ten percent contingency of \$87,465.00 is included in the total estimated cost.

WHEREAS, the estimated costs of this project is \$962,115.00, and is to be included in the six-year capital improvement plan. The funding of \$800,000.00 is recommended to come from undesignated fund balance, as of June 30, 2010. The balance of the estimated cost, \$162,115.00, is to be derived from grants and other designated sources. If a funding shortfall occurs, the project appropriation will be restricted to available funds, and the road projects will be adjusted accordingly. Work on any of the identified road projects may only commence when funding for that portion of the project is fully designated in relation to the estimated cost.

NOW THEREFORE, Be It Resolved: That the Town Council hereby approves an additional appropriation from the General Fund balance in the amount of **\$800,000.00** to the fiscal year 2009-2010 Capital Improvement budget, account 10780290-57340, to fund the improvement of the roadways identified as Groups # I, # II, # III, and # IV.

Said Public Hearing will take place at 7:10 p.m., and said Special Town Meeting will take place at 7:15 p.m., concerning the above Resolution.

The Town Council By: Bernice K. Dixon, Clerk of the Town Council

Dated at Vernon, Connecticut, this 24th day of August, 2010.

*ReminderNews Thursday, September 2, 2010*

August 3, 2010

Appendix F



OFFICE OF THE  
TOWN CLERK

## TOWN OF VERNON

14 PARK PLACE, VERNON, CT 06066  
Tel: (860) 870-3662  
Fax: (860) 870-3580  
E-mail: townclerk@vernon-ct.gov

### RESOLUTION AMENDING THE TOWN OF VERNON PENSION PLAN

PURSUANT TO THE AUTHORITY UNDER THE VERNON TOWN CHARTER CHAPTER FOURTEEN (XIV) SECTION SIX (6), THE TOWN COUNCIL HEREBY RESOLVES THAT THE FOLLOWING AMENDMENT BE APPROVED TO THE TOWN OF VERNON PENSION PLAN, JANUARY 1, 2008 RESTATEMENT; AND FURTHER RESOLVES TO AUTHORIZE MAYOR JASON L. MCCOY OR HIS DESIGNEE TO EXECUTE ANY DOCUMENTS TO EFFECT THIS AMENDMENT :

#### PLAN AMENDMENT NUMBER ONE TO TOWN OF VERNON PENSION PLAN

January 1, 2008 Restatement

WHEREAS, the Town of Vernon (herein referred to the Employer) established the Town of Vernon Pension Plan (herein referred to as the Plan) for providing retirement income and other benefits for certain of its employees and their beneficiaries; and

WHEREAS, the Employer has the right to amend the Plan from time to time in accordance with Art. XVI § 16.1; and

WHEREAS, the Employer wishes to amend the Plan as restated effective January 1, 2008.

NOW THEREFORE, the Plan is hereby amended as follows effective August 4, 2010:

- 1.) APPENDIX A, DIVISION SCHEDULE 010, for NON-UNION EMPLOYEES, Section 4.1 Participation is replaced in its entirety with the following new Section 4.1 Participation:

Employees hired on or after January 1, 1992 but before August 4, 2010 are required to participate in the Plan as a term and condition of employment. Employees hired or rehired on or after August 4, 2010 will not be eligible to participate in the Plan.

IN WITNESS WHEREOF, the Employer has executed this Amendment this 3<sup>rd</sup> day of August 2010.

Town of Vernon

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Adopted by the Town of Vernon on August 3, 2010.

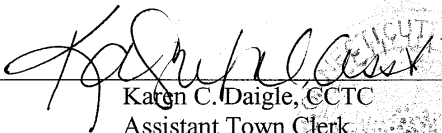
August 3, 2010

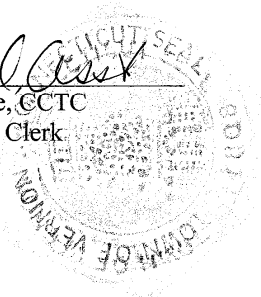
**Appendix E (cont)**

TO WHOM IT MAY CONCERN:

I, Karen C. Daigle, Assistant Town Clerk of the Town of Vernon, do hereby certify that the foregoing RESOLUTION was adopted by the Vernon Town Council at its special meeting of August 3, 2010.

I FURTHER CERTIFY that said action has not been modified nor rescinded, and that it remains in full force and effect.

  
\_\_\_\_\_  
Karen C. Daigle, CTC  
Assistant Town Clerk



Dated at Vernon, Connecticut, this 4<sup>th</sup> day of August, 2010.



August 3, 2010

Appendix G



## TOWN OF VERNON

14 PARK PLACE, VERNON, CT 06066

Tel: (860) 870-3662

Fax: (860) 870-3580

E-mail: townclerk@vernon-ct.gov

OFFICE OF THE  
TOWN CLERK

### **RESOLUTION RELATED TO DEFINED CONTRIBUTION PLAN**

PURSUANT TO THE AUTHORITY UNDER THE VERNON TOWN CHARTER CHAPTER FOURTEEN (XIV) SECTION SIX (6), THE TOWN COUNCIL HEREBY RESOLVES THE FOLLOWING DEFINED CONTRIBUTION PLAN BE MADE AVAILABLE TO ALL ELIGIBLE, NON-UNION, REGULAR EMPLOYEES HIRED ON OR AFTER AUGUST 4, 2010; AND FURTHER RESOLVES TO AUTHORIZE MAYOR JASON L. MCCOY OR HIS DESIGNEE TO EXECUTE AND ISSUE ANY DOCUMENTS TO EFFECT SUCH PLAN:

#### **DEFINED CONTRIBUTION PLAN FOR NON-UNION EMPLOYEES**

1. No Employee hired prior to August 4, 2010 may participate in the Defined Contribution Plan.
2. Eligible, non-union, regular Employees hired on or after August 4, 2010 will be automatically enrolled in the Town's Defined Contribution Plan, provided Employees will have the option to opt-out of the Defined Contribution Plan.
3. The Town will contribute three per cent (3%) of the Employee's base wages for all Employees who elect to participate in such Defined Contribution Plan.
4. If an Employee contributes six per cent (6%) or more of his or her wages to such Defined Contribution Plan, the Town will contribute an additional two per cent (2%) for a total contribution of five per cent (5%) of the Employee's annual base wages to the Defined Contribution Plan.
5. The vesting schedule for Town contributions will have a five (5) year cliff vesting provision.
6. The Town will establish such Defined Contribution Plan as soon as administratively practicable. The Plan design may be adjusted administratively from time to time upon the recommendation from the Town Administrator. Items one (1) through five (5) shall not be changed without the Town Council's approval.
7. The availability of the Defined Contribution Plan shall not affect any Employee who is in the employ of the Town of Vernon prior to its effective date from participating in the Town of Vernon Defined Benefit (Pension) Plan upon transfer as an eligible, non-union, regular Employee.

Adopted by the **Town of Vernon on August 3, 2010.**

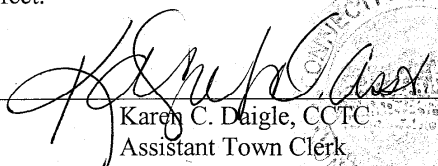
#### **TO WHOM IT MAY CONCERN:**

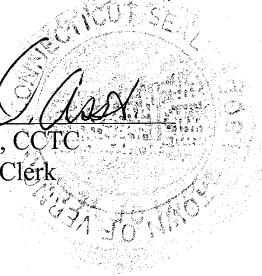
I, Karen C. Daigle, Assistant Town Clerk of the Town of Vernon, do hereby certify that the foregoing RESOLUTION was adopted by the Vernon Town Council at its special meeting of August 3, 2010.

August 3, 2010

**Appendix G (cont)**

I FURTHER CERTIFY that said action has not been modified nor rescinded, and that it remains in full force and effect.

  
Karen C. Daigle, CCTC  
Assistant Town Clerk



Dated at Vernon, Connecticut, this 4<sup>th</sup> day of August, 2010.

August 3, 2010

Appendix H

TOWN OF VERNON  
FIXED ASSET INFORMATION FORM

DATE OF TRANSACTION TBD

A. DEPARTMENT Submitting Information Public Works Fleet maintenance

Location: Property # \_\_\_\_\_ Floor # \_\_\_\_\_  
Building # 375 Room # \_\_\_\_\_  
Account # \_\_\_\_\_

B. CURRENT ASSET NUMBER (If one Exists) 86013281

C. NATURE OF TRANSACTION: (Check One)

(2) Addition \_\_\_\_\_ (6) Change \_\_\_\_\_  
(3) Transfer-Complete \_\_\_\_\_ (7) Retirement-Partial \_\_\_\_\_  
(4) Transfer-Partial \_\_\_\_\_ (8) Retirement-Complete ☒  
(5) Adjustment \_\_\_\_\_

If TRANSFER, indicate location codes for department receiving items transferred:

Property # \_\_\_\_\_ Floor # \_\_\_\_\_  
Building # \_\_\_\_\_ Room # \_\_\_\_\_  
Account # \_\_\_\_\_ Department \_\_\_\_\_

If this is an ADJUSTMENT or CHANGE to previously submitted data, indicate on applicable line(s) in Sections D and E the necessary revision(s).

D. If NEW, give detailed description of item, i.e., dimensions, type of material such as walnut or steel, upholstered, color, how many drawers in file, etc.

E. VENDOR Nutmeg International

MANUFACTURER 1985 IH 2674 (Unit #7515)

MODEL # 2674 SERIAL # 1HT2VXAT9GHA17326

ACQUISITION DATE Jan 1, 1985 USEFUL LIFE (Years) 15-20 years

ORIGINAL COST (Indicate if donated, and give value) \$ 87,000.00

F. COMMENTS Truck is in very poor condition - Engine failure

FOR FINANCE DEPARTMENT ONLY

Date Received \_\_\_\_\_ Purchase Order # \_\_\_\_\_  
Date Recorded \_\_\_\_\_ Check # and Date \_\_\_\_\_  
Initials \_\_\_\_\_ Expenditure Account # \_\_\_\_\_  
Asset # Assigned \_\_\_\_\_

WHITE - Finance      YELLOW - Reply      PINK - Department