

February 2, 2021

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VERNON TOWN CLERK  
21 FEB 17 PM 1:16

**APPROVED MINUTES**  
**VERNON TOWN COUNCIL**  
**VIRTUAL REGULAR MEETING**

TELECONFERENCE CALL IN NUMBER: 1-929-205-6099

MEETING ID: 844 8929 2694 PASSWORD: 0202

**TUESDAY, FEBRUARY 2, 2021 – 7:30 PM**

Mayor Daniel A. Champagne called the meeting to order at 7:30 PM.

**A.) PLEDGE OF ALLEGIANCE**

Recited

**B.) ROLL CALL**

Present: Council Members Laura Bush, Bill Campbell, Julie Clay, Thomas DiDio, Linda Gessay, Ann Letendre, Maryann Levesque, Brian Motola, Pauline Schaefer, Steve Wakefield, Michael Wendus

Absent: James Tedford

Entered During Virtual Regular Meeting:

Also Present: Recording Secretary Kathleen Minor

**C.) CITIZENS FORUM**

No participants

**D.) EXECUTIVE SESSION**

None

**E.) PUBLIC HEARING**

None

**F.) PRESENTATIONS BY THE ADMINISTRATION**

Mayor Daniel A. Champagne updated the Town Council on the following topics:

1. **COVID UPDATE:** Drive-thru testing sites are open and available at St. Bernard's Church on Tuesday from 9:00 AM – 11:00 AM; and the Senior Center on Thursday from 9:00 AM – 11:00 AM. Also available are free State sponsored testing on alternating Sundays: Testing will be at Rockville High School from noon to 3PM on February 14<sup>th</sup> and 28<sup>th</sup>. Testing will also be available at Tolland High School from noon- 3PM on February 7<sup>th</sup> and 21<sup>st</sup>. The testing is performed by Sema4 Labs. Phase 1-B qualifying individuals are struggling to register through the VAMS System. The Town of Vernon has set up a call center at 860-896-4568 to assist individuals with registration for clinics and technology guidance. The hours of the call center coincide with regular Town Hall hours: M-W 8:30 -4:30 PM; Th. 8:30 – 7:00 PM and Friday from 8:30 – 1:00 PM. The Town of Vernon continues to pursue opportunities to open vaccination clinics locally as vaccine supply becomes available.
2. **BUDGET** - The FY2021-2022 budget discussions are continuing. Budget books will be delivered to the Town Council on or before March 15, 2021. The deliberation meetings will be held via ZOOM.

**G.) ACTION ON CONSENT AGENDA**

Council Member Wakefield, seconded by Council Member Bush, made a motion to move the Consent Agenda. Motion carried unanimously by roll call vote.

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- C 1. Request the Town Council approve Tax Refunds for Current years.** (See copy of a memorandum from Terry Hjarne, Collector of Revenue, to Michael J. Purcaro, Town Administrator dated January 22, 2021 included in the Council packet.)

**PROPOSED MOTION**

THE TOWN COUNCIL HEREBY APPROVES FIFTEEN (15) CURRENT YEAR TAX REFUNDS TOTALING \$16,732.79 AS REFERENCED IN THE MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED JANUARY 22, 2021.

**H.) DISCUSSION OF PULLED CONSENT ITEM(S)**

None

**I.) PENDING BUSINESS**

None

**J.) NEW BUSINESS**

- 1. Request the Town Council approve the Vernon Democratic Town Committee nomination of Jennifer Buckler to fill the vacant seat on the Vernon Board of Education vacated by Latasha Hyatt and further the nomination of Kristiana Wintress to fill the seat vacated by Michelle Arn.** (See letter dated December 30, 2020 from Elizabeth Daly, Chairman of the Vernon Democratic Town Committee to Karen Daigle, Town Clerk relative to same.)

**PROPOSED MOTION #1**

RESOLVED, THE VERNON TOWN COUNCIL HEREBY ENDORSES THE NOMINATION OF JENNIFER BUCKLER, (D), 154 IRENE DRIVE, VERNON, CONNECTICUT TO REPLACE AND COMPLETE THE TERM VACATED BY LATASHA HYATT, MS. BUCKLER'S TERM TO COMMENCE ON FEBRUARY 3, 2021 AND ENDS ON NOVEMBER 8, 2021.

Council Member Wakefield, seconded by Council Member Schaefer, made a motion to endorse the nomination of Jennifer Buckler (D) to replace and complete the term vacated by Latasha Hyatt, term to commence on February 3, 2021 and to end November 8, 2023. Discussion ensued. Motion carried unanimously by roll call vote. \*

**PROPOSED MOTION #2**

RESOLVED, THE VERNON TOWN COUNCIL HEREBY ENDORSES THE NOMINATION OF KRISTIANA WINTRESS, (D), 174 ELM HILL ROAD, VERNON, CONNECTICUT TO REPLACE AND COMPLETE THE TERM VACATED BY MICHELLE ARN, MS. WINTRESS' TERM TO COMMENCE ON FEBRUARY 3, 2021 AND ENDS ON NOVEMBER 8, 2023.

Council Member Wakefield, seconded by Council Levesque, made a motion to endorse the nomination of Kristiana Wintress (D) to replace and complete the term vacated by Michelle Arn, term to commence on February 3, 2021 and to end November 8, 2023. Discussion ensued. Motion carried unanimously by roll call vote. \*

- 2. Request the Town Council approve the job description for Assistant Town Clerk/Assistant Registrar of Vital Statistics for the Town Clerk's Office.** (See a copy of the job description included for Council review.)

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**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 ASSISTANT TOWN CLERK/ASSISTANT REGISTRAR OF VITAL STATISTICS FOR THE TOWN CLERK'S OFFICE.

Council Member Wakefield, seconded by Council Member Levesque made a motion to adopt the job description of Assistant Town Clerk/Assistant Registrar of Vital Statistics for the Town Clerk's office. Assistant Town Administrator Dawn Maselek and Town Clerk Karen Daigle spoke and answered questions. Discussion ensued. Motion carried unanimously by roll call vote.

3. **Request the Town Council approve meeting dates for 2021-2022 budget meetings.** See memorandum dated January 20, 2021 to Mayor Daniel A. Champagne, the Vernon Town Council and Michael J. Purcaro, Town Administrator from Diane Wheelock, Executive Assistant relative to same.)

**PROPOSED MOTION #1**

THE TOWN COUNCIL HEREBY SCHEDULES THE FOLLOWING BUDGET MEETING DATES FOR FISCAL YEAR 2021-2022 BUDGET DELIBERATIONS:

THURSDAY, MARCH 25, 2021; MONDAYS, MARCH 29, 2021; WEDNESDAY, MARCH 31, 2021; MONDAY, APRIL 5, 2021; AND THURSDAY, APRIL 8, 2021 WITH A START TIME OF 7:00 PM, AND SATURDAY, MARCH 27, 2021 WITH A START TIME OF 9:00 AM. PUBLIC HEARINGS WILL BE ON SATURDAY, MARCH 27, 2021 BEGINNING AT 9:05 AM AND THURSDAY, APRIL 8, 2021 BEGINNING AT 7:05 PM TO HEAR COMMENT AND ANSWER QUESTIONS RELATIVE TO THE 2021-2022 TOWN OF VERNON BUDGET. ALL BUDGET MEETINGS AND PUBLIC HEARINGS WILL BE HELD IN THE TOWN COUNCIL CHAMBERS, THIRD FLOOR, TOWN HALL, 14 PARK PLACE, VERNON, CONNECTICUT. DUE TO THE COVID PANDEMIC SAID MEETINGS MAY BE CONDUCTED VIA ZOOM.

Council Member Wakefield, seconded by Council Member Schaefer made a motion to schedule meeting dates for the Fiscal Year 2021-2022 budget deliberations. Discussion ensued. Council Member Wakefield and Council Member Schaefer withdrew their motions. The proposed dates will be revisited and will be an agenda item at the next regularly scheduled Town Council meeting for approval.

**PROPOSED MOTION #2**

PURSUANT TO CHARTER, CHAPTER IV "ANNUAL TOWN MEETING", THE TOWN COUNCIL HEREBY SCHEDULES, TUESDAY, APRIL 27, 2021 AS THE ANNUAL TOWN MEETING AND FINAL PUBLIC HEARING, TO HEAR COMMENT AND ANSWER QUESTIONS RELATIVE TO THE FY2021-2022 TOWN OF VERNON BUDGET. THE APRIL 27, 2021 PUBLIC HEARING AND ANNUAL TOWN MEETING WILL BE HELD AT THE ROCKVILLE HIGH SCHOOL AUDITORIUM, LOVELAND HILL ROAD, VERNON, CONNECTICUT BEGINNING AT 7:00 PM DUE

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TO THE COVID PANDEMIC SAID MEETING MAY BE CONDUCTED VIA ZOOM WITH DRIVE THRU VOTING.

Council Member Wakefield, seconded by Council Member Letendre made a motion to schedule the Annual Town Meeting and final Public Hearing relative to the FY 2021-2022 budget on Tuesday, April 27, 2021 at 7:00pm to be held at Rockville High School. Discussion ensued. Motion carried unanimously by roll call vote.

4. **Request the Town Council authorize the financing required for the Center Road Roof project and schedule a public hearing a special town meeting for same.** (See memorandum dated January 20, 2021 to Mayor Daniel A. Champagne and Town Administrator Michael J. Purcaro from Jeffrey A. O'Neill, Finance Officer and Treasurer relative to same; letter dated January 26, 2021 from Dr. Joseph Macary, Superintendent of Vernon Public Schools to Mayor Daniel A. Champagne relative to same; and finally memorandum dated January 29, 2021 from Jeffrey A. O'Neill, Finance Officer and Treasurer to Mayor Daniel A. Champagne and Town Administrator Michael J. Purcaro relative to same.)

**PROPOSED RESOLUTION #1**

RESOLVED, THE VERNON TOWN COUNCIL DOES HEREBY AUTHORIZE THE EXPENDITURE OF 100% OF PROJECT ~~REVENTUES~~ REVENUES OR \$1,500,000.00 TO COMPLETE THE CENTER ROAD SCHOOL ROOF REPLACEMENT PROJECT PENDING SPECIAL TOWN MEETING APPROVAL.

Council Member Wakefield, seconded by Council Member Gessay, proposed a resolution to authorize the expenditure of 100% of project revenues or \$1,500,000.00 to complete the Center Road School roof replacement project pending special town meeting approval. Dr. Joseph Macary, Superintendent of Vernon Public Schools. Dwight Ryniewicz, Director of Public Works and Christopher Cykley, Vice President and Project Manager of Construction Solutions Group spoke and answered questions. Discussion ensued. Motion carried unanimously by roll call vote.

**PROPOSED RESOLUTION #2**

RESOLVED, IN ACCORDANCE WITH SECTION 10-283(d) OF THE CONNECTICUT GENERAL STATUTES, THE VERNON TOWN COUNCIL DOES HEREBY AUTHORIZE THE FINANCING OF THE LOCAL SHARE OR \$471,450.00 FOR THE CENTER ROAD SCHOOL ROOF REPLACEMENT PROJECT COST, PURSUANT TO THE FUNDING REQUIREMENTS AS OUTLINED IN THE TOWN CHARTER PENDING SPECIAL TOWN MEETING APPROVAL.

Council Member Wakefield, seconded by Council Member Gessay, proposed a resolution to authorize the financing of the local share or \$471,450.00 for the Center Road School roof replacement project cost, pending special town meeting approval. Discussion ensued. Motion carried unanimously by roll call vote.

**PROPOSED MOTION**

THE TOWN COUNCIL HEREBY SCHEDULES A VIRTUAL PUBLIC HEARING TO TAKE PLACE AT 7:45 PM, AND A VIRTUAL SPECIAL TOWN MEETING TO TAKE PLACE AT 7:55 PM, ON TUESDAY, FEBRUARY 16, 2021 AT THE VERNON TOWN

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HALL VIA VIRTUAL MEANS TO HEAR COMMENTS AND TAKE THE NECESSARY ACTION REGARDING THE ADDITIONAL APPROPRIATION OF ~~\$1,500,000.00~~ **\$471,450.00** TO FUND THE CENTER ROAD SCHOOL ROOF REPLACEMENT PROJECT, SAID FUNDS TO COME FROM THE GENERAL FUND BALANCE AND TRANSFER TO THE FISCAL YEAR 2020-2021 CAPITAL IMPROVEMENTS BUDGET.

Council Member Wakefield, seconded by Council Member Gessay, made a motion to schedule a virtual Public Hearing to take place at 7:45 PM and a virtual Special Town Meeting to take place at 7:55 PM on Tuesday, February 16, 2021 to hear comments and take necessary action regarding the additional appropriation of \$471,450.00 to fund the Center Road School roof replacement project and said funds to come from the General Fund balance and transfer to the FY 2020-2021 Capital Improvements budget. Discussion ensued. Motion carried by roll call vote.

**K.) INTRODUCTION OF ORDINANCES**

1. Request the Town Council send proposed **NEW** ordinance ***"AN ORDINANCE ENTITLED "ORDINANCE NO. \_\_\_\_, TOWN OF VERNON ENERGY IMPROVEMENT DISTRICT AND ENERGY IMPROVEMENT DISTRICT BOARD", AND THE REPEAL OF OLD "ORDINANCE #292, "AN ORDINANCE ESTABLISHING AN ENERGY IMPROVEMENT DISTRICT AND ENERGY IMPROVEMENT DISTRICT BOARD",*** to public hearing. (See **red-lined old** Ordinance #292 and the **NEW** "Ordinance No. \_\_\_\_, AN ORDINANCE ENTITLED TOWN OF VERNON ENERGY IMPROVEMENT DISTRICT AND ENERGY IMPROVEMENT DISTRICT BOARD" included for Council review.)

**PROPOSED MOTION:**

THE TOWN COUNCIL, CONSISTENT WITH CHAPTER V, SECTIONS FIVE AND SIX OF THE VERNON TOWN CHARTER, ENTITLED "PUBLIC HEARING ON AND PUBLICATION OF ORDINANCES", HEREBY SCHEDULES A PUBLIC HEARING REGARDING THE **"REPEAL"** OF ***"ORDINANCE #292, AN ORDINANCE ESTABLISHING AN ENERGY IMPROVEMENT DISTRICT AND ENERGY IMPROVEMENT DISTRICT BOARD",*** AND THE **"NEW"** ***"ORDINANCE NO. \_\_\_\_, AN ORDINANCE ENTITLED TOWN OF VERNON ENERGY IMPROVEMENT DISTRICT AND ENERGY IMPROVEMENT DISTRICT BOARD".*** SAID PUBLIC HEARING TO BE HELD ON TUESDAY, FEBRUARY 16, 2021 AT 7:35 PM HELD VIA ZOOM (ZOOM INFORMATION WILL BE PUBLISHED WITH THE FEBRUARY 16, 2021 AGENDA AND PUBLISHED IN THE LEGAL NOTICE) TO HEAR COMMENTS AND TAKE NECESSARY ACTION RELATIVE TO SAME.

Council Member Wakefield, seconded by Council Member Levesque proposed a motion to schedule a public hearing to hear comments and take necessary action relative to the repeal of ordinance #292 entitled "AN ORDINANCE ESTABLISHING AN ENERGY IMPROVEMENT DISTRICT AND ENERGY IMPROVEMENT DISTRICT BOARD" and the new ordinance entitled "ORDINANCE NO. \_\_\_\_, TOWN OF VERNON ENERGY IMPROVEMENT DISTRICT AND ENERGY IMPROVEMENT DISTRICT BOARD" on Tuesday, February 16, 2021 at 7:35 PM to be held via Zoom. Mayor Champagne commented. Motion carried unanimously by roll call vote.

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**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**

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR TOWN COUNCIL MEETING ON **JANUARY 19, 2021** AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Wakefield, seconded by Council Member Schaefer, made a motion to waive the reading of the minutes from the January 19, 2021 regular meeting and accept them as amended. Motion carried unanimously by voice vote.

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

None

Council Member Wakefield made a comment regarding the vaccine clinics being organized by the Town of Vernon staff and partners.

**Q.) ADJOURN (8:24PM)**

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

Received: February 9, 2021

Approved: February 16, 2021

Respectfully Submitted.



Kathleen Minor  
Recording Secretary

**\* CLERK NOTE:**

At the May 18, 2021 Town Council meeting, the minutes of this February 2, 2021 meeting were amended as follows:

THE TOWN COUNCIL WAIVES THE READING OF THE AMENDED MINUTES OF THE REGULAR TOWN COUNCIL MEETING ON FEBRUARY 2, 2021 AND THAT THE AMENDED MINUTES BE APPROVED. (THE END YEAR FOR THE TERMS FOR BOTH NEW BOARD OF EDUCATION MEMBERS SHOULD BE 2021.) Motion carried unanimously by roll call vote.