

**MINUTES**  
**VERNON TOWN COUNCIL REGULAR MEETING**  
**TOWN HALL – 14 PARK PLACE – 3<sup>RD</sup> FLOOR**  
**TUESDAY, MAY 17, 2022 – 7:30 PM**

RECEIVED  
VERNON TOWN CLERK  
22 MAY 24 AM 9:45

Deputy Mayor Brian Motola 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, Linda Gessay, Maryann Levesque, Brian Motola, Ariana Nieves-Matias, John O'Connell, Teri-Lynn Rogers, Jim Tedford and Michael Wendus

**Absent:** Ann Letendre

**Entered During Meeting:**

**Also Present:** Town Administrator Michael Purcaro, Recording Secretary Karen Daigle

**C.) CITIZEN CITATIONS AND AWARDS**

The following individuals were inducted on the *Volunteer Wall of Honor*, celebrating their many years of volunteer service to the Town of Vernon.

David H. Herrmann  
Mary A. Oliver  
John K. Anderson  
M. Lisa Moody

7:45 PM Recess; Reconvened at 7:58 PM

**D.) CITIZEN'S FORUM**

None

**F.) PUBLIC HEARING**

None

**G.) PRESENTATIONS BY THE ADMINISTRATION**

Mayor Daniel A. Champagne to update the Town Council on various topics.

There was no presentation or update.

**H.) ACTION ON CONSENT AGENDA**

Council Member Bush, seconded by Council Member Tedford, made a motion to move the Consent Agenda. Motion carried unanimously.

- C 1. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Susan Reudgen, (R), 61 East Street, Vernon, Connecticut as a regular member of the Inland Wetlands Regulatory Commission, said term to commence on May 18, 2022 and expires on December 31, 2024.** (A copy of Ms. Reudgen's resume is included for Council review)

**PROPOSED MOTION**

PURSUANT TO CHARTER CHAPTER VIII, SEC. 8, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF SUSAN REUDGEN, (R), 61 EAST STREET, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE INLAND WETLANDS REGULATORY COMMISSION, SAID TERM TO COMMENCE ON MAY 18, 2022 AND EXPIRES ON DECEMBER 31, 2024.

**I.) DISCUSSION ON PULLED CONSENT ITEMS**

None

**J.) PENDING BUSINESS**

None

**K.) NEW BUSINESS**

1. **Request the Town Council amend the previously approved job description of Accreditation Manager.** (See the amended job descriptions attached 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 AMENDED JOB DESCRIPTION OF ACCREDITATION MANAGER.

Council Member Bush, seconded by Council Member Levesque, made a motion to adopt the amended job description of Accreditation Manager. Assistant Town Administrator and Human Resource Director, Dawn Maselek, explained the changes. Motion carried unanimously.

2. **Request the Town Council approve budget amendment #14 relative to the GIS mapping of the Vernon Storm Water Collection Network.** (See memorandum from Dave Smith, Town Engineer to Mayor Daniel A. Champagne and Town Administrator Michael J. Purcaro dated May 11, 2022 relative to same.)

**PROPOSED MOTION**

RESOLVED, THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT #14 FOR FISCAL YEAR 2021-2022 FOR THE PURPOSE OF GIS MAPPING OF THE VERNON STORM WATER COLLECTION NETWORK BY APPRAISAL RESOURCE GROUP IN AN AMOUNT NOT TO EXCEED \$4500.00.

Council Member Bush, seconded by Council Member Tedford, proposed a resolution to approve budget amendment #14 for Fiscal Year 2021-2022 for the purpose of GIS mapping of the Vernon storm water collection network by Appraisal Resource Group in an amount not to exceed \$4,500.00. Town Administrator, Michael Purcaro, and Town Engineer, David Smith, spoke and answered questions. Discussion ensued. Motion carried unanimously.

3. **Request the Town Council approve the bid waiver for Design Services for the Kelly Road Bridge by Cardinal Engineering of Meriden.** (See memorandum dated April 1, 2022 from David Smith, Town Engineer to Daniel A. Champagne, Mayor, Michael J.

Purcaro, Town Administrator and Jeffrey A. O'Neill, Finance Officer & Treasurer relative to same.)

**PROPOSED MOTION**

THE TOWN COUNCIL, HEREBY RESOLVES IN ACCORDANCE WITH CHAPTER TWELVE (XII), SECTION NINE (9), OF THE TOWN CHARTER, THAT IT IS IN THE BEST INTEREST OF THE TOWN TO WAIVE THE SEALED BID REQUIREMENTS FOR THE COST ASSOCIATED WITH DESIGN SERVICES FOR THE KELLY ROAD BRIDGE PROJECT PROVIDED BY CARDINAL ENGINEERING OF MERIDEN IN THE AMOUNT NOT TO EXCEED \$67,000.00, AND FURTHER AUTHORIZES MAYOR DANIEL A. CHAMPAGNE OR HIS DESIGNEE TO EXECUTE ON BEHALF OF THE TOWN OF VERNON ANY INSTRUMENT (S) TO THAT EFFECT.

Council Member Bush, seconded by Council Member Tedford, proposed a resolution that it is in the best interest of the Town to waive the sealed bid requirements for the cost associated with design services for the Kelly Road bridge project provided by Cardinal Engineering of Meriden in the amount not to exceed \$67,000.00, and further authorizes Mayor Daniel Champagne or his designee to execute, on behalf of the Town of Vernon, any instrument(s) to that effect. Town Engineer, David Smith, spoke and answered questions. Discussion ensued. Motion carried unanimously.

**L.) INTRODUCTION OF ORDINANCES**

None

**M.) ACTION ON ORDINANCES PREVIOUSLY PRESENTED**

None

**N.) IDENTIFICATION/ADOPTION OF ADDITIONAL AGENDA ITEMS**

None

**O.) DISCUSSION OF ADDITIONAL ITEMS AND INFORMATIONAL ITEMS**

None

**P.) ADOPTION OF MINUTES**

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR TOWN COUNCIL MEETING ON **MAY 3, 2022** AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Bush, seconded by Council Member Wendus, made a motion to waive the reading of and approve the minutes of the May 3, 2022 regular Town Council meeting. Motion to approve said minutes carried unanimously.

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE SPECIAL TOWN COUNCIL BUDGET MEETING OF **MARCH 19, 2022** AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Bush, seconded by Council Member Wendus, made a motion to waive the reading of and approve the minutes of the March 19, 2022 special Town Council budget meeting. Motion to approve said minutes carried unanimously.

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE SPECIAL TOWN COUNCIL BUDGET MEETING OF **MARCH 21, 2022** AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Bush, seconded by Council Member Rogers, made a motion to waive the reading of and approve the minutes of the March 21, 2022 special Town Council budget meeting. Motion to approve said minutes carried unanimously.

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE SPECIAL TOWN COUNCIL BUDGET MEETING OF **MARCH 24, 2022** AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Bush, seconded by Council Member Wendus, made a motion to waive the reading of and approve the minutes of the March 24, 2022 special Town Council budget meeting. Motion to approve said minutes carried unanimously.

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE SPECIAL TOWN COUNCIL BUDGET MEETING OF **MARCH 28, 2022** AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Bush, seconded by Council Member Wendus, made a motion to waive the reading of and approve the minutes of the March 28, 2022 special Town Council budget meeting. Motion to approve said minutes carried unanimously.

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE SPECIAL TOWN COUNCIL BUDGET MEETING OF **MARCH 31, 2022** AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Bush, seconded by Council Member Rogers, made a motion to waive the reading of and approve the minutes of the March 31, 2022 special Town Council budget meeting. Motion to approve said minutes carried unanimously.

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE SPECIAL TOWN COUNCIL BUDGET MEETING OF **APRIL 4, 2022** AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Bush, seconded by Council Member O'Connell, made a motion to waive the reading of and approve the minutes of the April 4, 2022 special Town Council budget meeting. Motion to approve said minutes carried unanimously.

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE SPECIAL TOWN COUNCIL MEETING OF **APRIL 26, 2022** AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Bush, seconded by Council Member Nieves-Matias, made a motion to waive the reading of and approve the minutes of the April 26, 2022 special Town Council budget meeting. Motion to approve said minutes carried unanimously.

**D.) EXECUTIVE SESSION** (Taken out of order)

8:31 PM Council Member Bush, seconded by Council Member Levesque, made the following motion to go into Executive Session. Motion carried unanimously.

THE TOWN COUNCIL PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES 1-200 (2), HEREBY MOVES TO GO INTO EXECUTIVE

SESSION TO DISCUSS PERSONNEL, AND INVITES MICHAEL J. PURCARO, TOWN ADMINISTRATOR, DAWN MASELEK, ASSISTANT TOWN ADMINISTRATOR, AND STEVEN EPPLER, FIRE CHIEF, TO ATTEND.

8:59 PM Executive Session ended. Steven Eppler left Executive Session. Council Member Bush, seconded by Council Member Levesque, re-read the above motion without Steven Eppler. Motion to go back into Executive Session carried unanimously.

9:45 PM Executive Session ended.

9 8:45 PM Council Member Bush, seconded by Council Member Wendus, made the following motion to Executive Session:

**Motion #1**

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 AND PAY SCALE OF CEMETERY SUPERINTENDENT EFFECTIVE JULY 1, 2022.

Motion carried unanimously.

Council Member Bush, seconded by Council Member Rogers, made the following motion to Executive Session:

**Motion #2**

THE TOWN COUNCIL, CONSISTENT WITH THE TOWN OF VERNON PERSONNEL RULES AND REGULATIONS, SECTION 5.0 COMPENSATION SYSTEM, HEREBY ADOPTS THE NEW PAY SCALE FOR THE POSITION OF ASSISTANT BUILDING OFFICIAL.

Motion carried unanimously.

Council Member Bush, seconded by Council Member Wendus, made the following motion to Executive Session:

**Motion #3**

THE TOWN COUNCIL, CONSISTENT WITH THE TOWN OF VERNON PERSONNEL RULES AND REGULATIONS, SECTION 5.0 COMPENSATION SYSTEM, HEREBY ADOPTS THE NEW PAY SCALE FOR THE POSITION OF CEMETERY MAINTAINER.

Motion carried unanimously.

Council Member Bush, seconded by Council Member Nieves-Matias, made the following motion to Executive Session:

**Motion #4**

THE TOWN COUNCIL, CONSISTENT WITH THE TOWN OF VERNON CHARTER, CHAPTER XIV, SECTION 3 – PERSONNEL RULES, HEREBY ADOPTS THE ADDENDUM TO THE TOWN OF VERNON PERSONNEL RULES AND REGULATIONS FOR FULL TIME EMS EMPLOYEES IN ITS ENTIRETY, AS PRESENTED.

Motion carried unanimously.

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

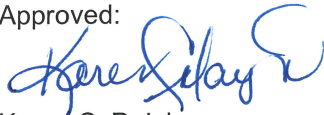
1. Monthly Report Town Clerk for April, 2022 as submitted by Karen C. Daigle, Town Clerk.

**R.) Adjourn (9:49 PM)**

Council Member Bush, seconded by Council Member Wendus, made a motion to adjourn. Motion carried unanimously.

Received:

Approved:



Karen C. Daigle  
Recording Secretary