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

TUESDAY, MARCH 15, 2016
7:30 P.M.

RECEIVED
VERNON TOWN CLERK
16 MAR 11 PM 12:09

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

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- D.) EXECUTIVE SESSION
 - E.) PUBLIC HEARING

F.) PRESENTATIONS BY THE ADMINISTRATION

Mayor Daniel A. Champagne to make a presentation to the Town Council on various topics.

G.) ACTION ON CONSENT AGENDA

- C 1. Request for the approval Tax Refunds for Current Year. (A copy of a memorandum from Terry Hjarne, Collector of Revenue, to John D. Ward, Town Administrator dated March 2, 2016 is included in the Council packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES (10) TEN CURRENT YEAR TAX REFUNDS FOR A TOTAL OF \$9473.97, AS OUTLINED IN THE MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE TO JOHN D. WARD, TOWN ADMINISTRATOR DATED MARCH 2, 2016.

- C 2. **Request the Town Council approve Mayor Daniel A. Champagne's appointment of Tara Trapp, (R), 52 East Street, Vernon, Connecticut as an alternate member of the Historic Properties Commission. Said term to commence on March 16, 2016 and expires on April 3, 2018.** (A copy of Ms. Trapp's resume is included for Council review. Ms. Trapp will be completing the unexpired term of Susan Reudgen.)

PROPOSED MOTION

PURSUANT TO ORDINANCE NO. 185 (TOWN CODE SEC. 2-122) THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF TARA TRAPP (R), 52 EAST STREET, VERNON, CONNECTICUT AS AN ALTERNATE MEMBER OF THE HISTORIC PROPERTIES COMMISSION FOR A TERM TO COMMENCE ON MARCH 16, 2016 AND EXPIRES ON APRIL 3, 2018.

- C 3. **Request the Town Council in accordance with the requirements for the Small Cities, Community Development Block Grant Program, adopt the Town of Vernon Affirmative Action Policy Statement for the Town of Vernon.** (A copy of said policy is included in the agenda packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY ADOPTS THE TOWN OF VERNON **AFFIRMATIVE ACTION POLICY STATEMENT** AND HEREBY AUTHORIZES MAYOR DANIEL A. CHAMPAGNE TO EXECUTE THIS DOCUMENT, ASSIGNING THE RESPONSIBILITY TO ACHIEVE THE SUCCESSFUL IMPLEMENTATION OF SAID GOALS AND OBJECTIVES TO JOHN D. WARD, TOWN ADMINISTRATOR.

- C 4. **Request the Town Council, in accordance with the requirements for the Small Cities, Community Development Block Grant Program, adopt the Fair Housing Resolution for the Town of Vernon.** (A copy of said policy is included in the agenda packet.)

PROPOSED RESOLUTION:

THE TOWN COUNCIL HEREBY WAIVES THE READING AND ADOPTS THE TOWN OF VERNON **FAIR HOUSING RESOLUTION** AND AUTHORIZES JOHN D. WARD, TOWN ADMINISTRATOR TO EXECUTE THE DOCUMENT ON BEHALF OF THE TOWN OF VERNON.

- C 5. **Request the Town Council, in accordance with the requirements for the Small Cities, Community Development Block Grant Program, adopt the Fair Housing Policy Statement for the Town of Vernon.** (A copy of the Policy is included in the agenda packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY WAIVES THE READING AND ADOPTS THE TOWN OF VERNON **FAIR HOUSING POLICY STATEMENT** AND FURTHER AUTHORIZES JOHN D. WARD, TOWN ADMINISTRATOR, TO EXECUTE THE DOCUMENT ON BEHALF OF THE TOWN OF VERNON.

- C 6. Request the Town Council, in accordance with the requirements for the Small Cities, Community Development Block Grant Program, adopt the Compliance with Title VI of the Civil Rights Act of 1964 document for the Town of Vernon.** (A copy of said document is included in the Council packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY WAIVES THE READING AND ADOPTS THE TOWN OF VERNON **COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964** AND AUTHORIZES JOHN D. WARD, TOWN ADMINISTRATOR TO EXECUTE THE DOCUMENT ON BEHALF OF THE TOWN OF VERNON.

- C 7. Request the Town Council, in accordance with the requirements for the Small Cities, Community Development Block Grant Program, adopt the ADA Notice for the Town of Vernon.** (A copy of said document is included in the Council packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY WAIVES THE READING AND ADOPTS THE TOWN OF VERNON **ADA NOTICE** AND AUTHORIZES JOHN D. WARD, TOWN ADMINISTRATOR TO EXECUTE SAID NOTICE, AND TO PUBLISH THIS NOTICE IN A LOCAL NEWSPAPER.

- C 8. Request the Town Council, in accordance with the requirements for the Small Cities, Community Development Block Grant Program, adopt the Municipal ADA Grievance Procedure for the Town of Vernon.** (A copy of said document is included in the Council packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY WAIVES THE READING AND ADOPTS THE TOWN OF VERNON **MUNICIPAL ADA GRIEVANCE PROCEDURE NOTICE** AND AUTHORIZES MAYOR DANIEL A. CHAMPAGNE TO SIGN THE MUNICIPAL GRIEVANCE PROCEDURE NOTICE DECLARING THE TOWN OF VERNON'S COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT.

H.) DISCUSSION OF PULLED CONSENT ITEMS

I.) PENDING BUSINESS

J.) NEW BUSINESS

1. Request the Town Council authorize Mayor Daniel A. Champagne to sign the documents related to the 2016 Summer Youth Employment & Learning Program. (See grant documents enclosed.)

PROPOSED MOTION

BE IT RESOLVED, THAT THE TOWN COUNCIL AUTHORIZES MAYOR DANIEL A. CHAMPAGNE TO EXECUTE THE NECESSARY PAPERWORK TO MAKE APPLICATION FOR RENEWAL OF THE CONTRACT WITH CAPITAL WORKFORCE PARTNERS FOR FUNDING TO OPERATE THE SUMMER YOUTH EMPLOYMENT AND LEARNING PROGRAM.

2. Request the Town Council approve the job description for the Roads/Parks Foreman in the Public Works Department as recommended by Assistant Town Administrator, Dawn Maselek. (A copy of the new 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 **ROADS/PARKS FOREMAN** IN THE DEPARTMENT OF PUBLIC WORKS AS PRESENTED.

3. Request the Town Council cancel the March 19, 2016 meeting and public hearing and schedule a new date. (See memorandum from Diane Wheelock, Executive Assistant dated March 9, 2016 to the Town Council relative to same.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY AMENDS THE SCHEDULE OF BUDGET DELIBERATION MEETING DATES AS FOLLOWS:

_____ @ _____;
_____ @ _____;

_____ @ _____ ;
 _____ @ _____ ;
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 _____ @ _____ ;
 _____ @ _____ ;
 _____ @ _____ ;
 _____ @ _____ ;

PUBLIC HEARINGS WILL BE HELD ON
 _____ @ _____ ; AND
 _____ @ _____. ALL
 BUDGET MEETINGS AND PUBLIC HEARINGS WILL BE
 HELD IN THE VERNON TOWN COUNCIL CHAMBERS,
 THIRD FLOOR, TOWN HALL, 14 PARK PLACE, VERNON,
 CONNECTICUT.

4. **Request the Town Council approve the appointment of COHNREZNICK LLP as the Town of Vernon Auditors for Fiscal Year ending June 30, 2016.**
 (See memorandum dated March 8, 2016 from James M. Luddecke, Finance Officer and Treasurer to John D. Ward, Town Administrator relative to same.)

PROPOSED MOTION

RESOLVED, THE VERNON TOWN COUNCIL HEREBY APPOINTS THE FIRM OF COHNREZNICK LLP, OF 350 CHURCH STREET, HARTFORD, CONNECTICUT, AS AUDITORS TO AUDIT THE BOOKS AND ACCOUNTS OF THE TOWN OF VERNON FOR THE FISCAL YEAR ENDING JUNE 30, 2016; AND TO AUTHORIZE THE TOWN ADMINISTRATOR TO EXECUTE CONTRACT #1027 IN THE AMOUNT OF \$58,265.00 FOR THE FISCAL YEAR 2016 AUDIT.

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 OF **MARCH 1, 2016** AND THAT MINUTES OF SAID MEETING BE APPROVED.

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

1. Monthly Report for February, 2016 for the Vernon Police Department as prepared by John Kelley, Captain.
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Q.) ADJOURNMENT