

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

TUESDAY, JULY 21, 2009
7:30 P.M.

A.) **PLEDGE OF ALLEGIANCE**

ROLL CALL

CITIZEN'S FORUM

B.) **PUBLIC HEARING**

C.) **PRESENTATION**

THE TOWN OF VERNON BICENTENNIAL COMMITTEE WILL PRESENT A COMMEMORATIVE PLAQUE TO ACCOMPANY THE BICENTENNIAL FLAG RECENTLY PRESENTED TO THE TOWN COUNCIL.

D.) **CONSENT AGENDA ITEMS**

- C 1. Request for Tax Refunds Prior Years and Current Year.** (A copy of a memorandum from Terry Hjarne, Acting Collector of Revenue, to John D. Ward, Town Administrator dated July 10, 2009 is included in the Council packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES SIX (6) TAX REFUNDS TOTALLING \$1,595.32 FOR PRIOR YEARS, AND ONE (1) TAX REFUND TOTALLING \$22.56 FOR THE CURRENT YEAR AS OUTLINED IN THE MEMORANDUM FROM TERRY HJARNE, ACTING COLLECTOR OF REVENUE TO JOHN D. WARD, TOWN ADMINISTRATOR DATED JULY 10, 2009.

- C 2. Request the Town Council approve budget amendments #51, and #53 - #64 for fiscal year 2008-2009, as provided by James Luddecke, Finance Officer.**

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENTS #51, and #53-#64, FOR FISCAL YEAR 2008-2009, AS OUTLINED IN THE BUDGET AMENDMENT FORMS PROVIDED BY THE JAMES LUDDECKE, FINANCE OFFICER.

- C 3. Request the Town Council authorize the Mayor Jason L. McCoy to sign a new lease with Tancanhoosen LLC., for the purposes of leaf composting.** (A copy of the lease and a memorandum from John D. Ward, Town Administrator to Mayor Jason L. McCoy and the Town Council Members is included in the packet.)

PROPOSED MOTION:

THE TOWN COUNCIL AUTHORIZES THE MAYOR JASON L. MCCOY TO EXECUTE THE ONE (1) YEAR LEASE FOR THE PERIOD AUGUST 1, 2009 THROUGH JULY 31, 2010, IN THE AMOUNT OF \$32,000.00 WITH FOUR (4) ONE YEAR EXTENSION OPTIONS WITH THE PAYMENT SCHEDULE GRADUATED FROM THE INITIAL TERM BY \$1,000.00 WITH EACH EXTENSION, DEPENDENT ON SUBSEQUENT FUNDING, BETWEEN TANCANHOUSEN LLC., AND THE TOWN FOR THE LEASE OF A PARCEL OF LAND LOCATED ON RESERVOIR ROAD WHICH IS UTILIZED FOR A LEAF COMPOSTING SITE.

- C 4. Request the Town Council approve the Mayor's appointment of William Francis, (R), 41 Pinnacle Road, Vernon, Connecticut 06066, as an alternate member of the Zoning Board of Appeals for a term beginning on 07-22-2009 and ending on 06-30-2012.**

PROPOSED MOTION:

PURSUANT TO THE VERNON TOWN CHARTER, CHAPTER VIII, SEC. 2 & 6; TOWN CODE SEC 10-1; AND C.G.S. §8-5 to 8-5b, THE TOWN COUNCIL HEREBY APPROVES THE MAYOR'S APPOINTMENT OF WILLIAM FRANCIS, (R), 41 PINNACLE ROAD, VERNON, CONNECTICUT 06066, AS AN ALTERNATE MEMBER OF THE ZONING BOARD OF APPEALS FOR A TERM BEGINNING ON 07-22-2009 AND ENDING ON 06-30-2012.

- C 5. Request the Town Council approve the Mayor's reappointment of Thomas A. Hazel, (U), 547 Bolton Road, Vernon, Connecticut 06066, as a regular member of the Permanent Municipal Building Committee for a term to begin on 07-01-2009 and ending on 06-30-2012, effective as of 07-22-2009.**

PROPOSED MOTION:

PURSUANT TO THE VERNON TOWN CHARTER, CHAPTER VIII, SEC. 7, THE TOWN COUNCIL HEREBY APPROVES THE MAYOR'S REAPPOINTMENT OF THOMAS A. HAZEL, (U), 547 BOLTON ROAD, VERNON, CONNECTICUT 06066, AS A REGULAR MEMBER OF THE PERMANENT MUNICIPAL BUILDING COMMITTEE FOR A TERM TO BEGIN ON 07-01-2009 AND ENDING ON 06-30-2012, EFFECTIVE AS OF 07-22-2009.

- C 6. Request the Town Council approve the Mayor's reappointment of John P. Leary, (R), 26 Hany Lane, Vernon, Connecticut 06066, as a regular member of the Permanent Municipal Building Committee for a term to begin on 07-01-2009 and ending on 06-30-2012, effective as of 07-22-2009.**

PROPOSED MOTION:

PURSUANT TO THE VERNON TOWN CHARTER, CHAPTER VIII, SEC. 7, THE TOWN COUNCIL HEREBY APPROVES THE MAYOR'S REAPPOINTMENT OF JOHN P. LEARY, (R), 26 HANY LANE, VERNON, CONNECTICUT 06066, AS A REGULAR MEMBER OF THE PERMANENT MUNICIPAL BUILDING COMMITTEE FOR A TERM TO BEGIN ON 07-01-2009 AND ENDING ON 06-30-2012, EFFECTIVE AS OF 07-22-2009.

- C 7. Request the Town Council approve the appointment of Keith R. Lauzon, (U) 49 Brookview Drive, Vernon, Connecticut, as a regular member of the Planning and Zoning Commission for a term commencing 07-22-2009 and ending on 12-31-2009, filing the vacancy created by the resignation of Ralph Zahner.**

PROPOSED MOTION:

PURSUANT TO THE VERNON TOWN CHARTER, CHAPTER VIII, SEC. 1 & 6, AND CONNECTICUT GENERAL STATUTES SEC. 8-4a &b, THE TOWN COUNCIL HEREBY APPROVES THE MAYOR'S APPOINTMENT OF KEITH R. LAUZON (U), 49 BROOKVIEW DRIVE, VERNON, CONNECTICUT, TO ALTERNATE MEMBER OF THE PLANNING AND ZONING COMMISSION FOR A TERM COMMENCING ON 07-22-2009 AND ENDING ON 12-31-2009.

- C 8. Request the Town Council approve the Mayor Jason L. McCoy's appointments for Collector of Revenue and Director of Public Works.** (A copy of a memorandum from Mayor Jason L. McCoy to the Town Council members dated July 16, 2009 is included in the Council packet for review.)

PROPOSED MOTION:

THE TOWN COUNCIL PURSUANT TO CHAPTER X, SEC. 3 AND CHAPTER XI, SEC. 3 AND 4 OF THE VERNON TOWN CHARTER APPROVE THE MAYOR'S APPOINTMENTS OF MS. TERRY HJARNE, AS COLLECTOR OF REVENUE AND MR. ROBERT KLEINHANS, DIRECTOR OF PUBLIC WORKS, FOR THE TOWN OF VERNON.

- C 9. Request the Town Council authorize a bid waiver for the purchase of QSCEND Citizen Request Software and SMARTSEARCH Document Management Software for Town Offices.** (A copy of a memorandum from John D. Ward, Town Administrator to Mayor Jason L. McCoy and the Town Council dated 07-17-2009 is included in the packet for your review.)

PROPOSED MOTION ONE:

THE TOWN COUNCIL, IN ACCORDANCE WITH CHAPTER XII, SECTION 9, OF THE VERNON TOWN CHARTER, DETERMINES THAT IT IS IN THE BEST INTEREST OF THE TOWN TO WAIVE THE BID PROCEDURE FOR THE PURCHASE BY THE TOWN OF THE SOFTWARE SOLUTIONS – SMARTSEARCH AT THE COST OF \$31,418.00 AND QSCEND AT A COST OF \$22,700.00 - WITH PROFESSIONAL SERVICES FOR SETUP, TRAINING AND MAINTENANCE. AFTER INVESTIGATION, THESE SOLUTIONS FROM THEIR SUPPLIERS ARE FOUND TO MATCH THE SPECIFIC NEEDS AND COST REQUIREMENTS OF VERNON.

PROPOSED MOTION TWO:

THE TOWN COUNCIL APPROVES FUNDINGIN THE AMOUNT OF \$22,700.00 FOR THE PURCHASE OF QSCEND CITIZEN REQUEST SYSTEM SOFTWARE FROM THE GENERAL FUND DATA PROCESSING ACCOUNT, 10117160-57720.

- C 10. Request the Town Council waive the bid procedure and authorize Mayor Jason L. McCoy to execute the contract for inspection services for the River Street Bridge Project.** (A copy of a memorandum from John D. Ward, Town Administrator to Mayor Jason L. McCoy and the Town Council dated July 14, 2009 is included in the packet.)

PROPOSED MOTION:

THE TOWN COUNCIL IN ACCORDANCE WITH CHAPTER XII, SECTION 9, OF THE TOWN CHARTER, DETERMINES THAT IT IS IN THE BEST INTEREST OF THE TOWN TO WAIVE THE BID PROCEDURE FOR ENTERING INTO A CONTRACT WITH THE CONTRACTOR FAY, SPOFFORD & THORNDIKE.

- C 11. Request the Town Council authorize both a Public Hearing and Special Town Meeting for August 18, 2009 regarding an Additional Appropriation for Education in an amount not to exceed \$932,644.00 to the fiscal year 2008-2009 Education Budget, Account 10990330-58900. to pay for excess costs related to Special Education.** (A copy of said legal notice and resolution are in the packet for Town Council review.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY SCHEDULES A PUBLIC HEARING AND SPECIAL TOWN MEETING FOR AUGUST 18, 2009 AT 7:35 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 EDUCATION IN THE AMOUNT OF \$932,644.00."

- C 12. Request the Town Council authorize the re-designation of available funds in the Reserve for Capital and Non-Recurring Expenditures Account, transferring \$250,000.00 from the Phoenix Street Bridge Replacement to the Main Street Bridge Replacement Project.** (A copy of a memorandum from James M. Luddecke, Finance Officer and Treasurer to John D. Ward, Town Administrator dated July 15, 2009 is included in the packet for your review.)

PROPOSED MOTION:

THE TOWN COUNCIL AUTHORIZES THE RE-DESIGNATION OF AVAILABLE FUNDS IN THE RESERVE FOR CAPITAL AND NON-RECURRING EXPENDITURES ACCOUNT, TRANSFERRING \$250,000.00 FROM THE PHOENIX STREET BRIDGE REPLACEMENT TO THE MAIN STREET BRIDGE REPLACEMENT.

- C 13. Request the Town Council authorizes the Vernon Local Historic Properties Commission to charge a fifty (\$50.00) application fee.** (A copy of a memorandum from John D. Ward, Town Administrator to Mayor Jason L. McCoy and the Town Council members dated July 16, 2009 is included in the packet.)

PROPOSED MOTION:

THE TOWN COUNCIL AUTHORIZES THE VERNON LOCAL HISTORIC PROPERTIES COMMISSION TO CHARGE A FIFTY DOLLAR (\$50.00) APPLICATION FEE, ALL CHECKS TO BE MADE PAYABLE TO THE TOWN OF VERNON, COLLECTOR OF REVENUE.

- C 14. Request the Town Council authorize the utilization of the CCM Reverse Auction Program for a one year period.** (A copy of a memorandum from John D. Ward, Town Administrator to Mayor Jason L. McCoy and the Town Council dated July 15, 2009 is included in the packet.)

PROPOSED RESOLUTION:

THE TOWN COUNCIL, HEREBY RESOLVES IN ACCORDANCE WITH CHAPTER XII, SECTION 9, OF THE TOWN CHARTER, THAT IT IS IN THE BEST INTEREST OF THE TOWN TO: (1) WAIVE THE TRADITIONAL SEALED BID REQUIREMENTS FOR THE PURCHASE OF MATERIALS, SUPPLIES, EQUIPMENT AND SERVICES AND AUTHORIZES THE USE OF A SEALED BID REVERSE AUCTION PROGRAM ADMINISTERED BY THE CONNECTICUT CONFERENCE OF MUNICIPALITIES, LLC, FOR THE INITIAL DURATION OF TWELVE (12) MONTHS, FROM JULY 22, 2009 TO JULY 21, 2010; AND (2) AUTHORIZE THE TOWN ADMINISTRATOR AS THE MAYOR'S DESIGNEE TO EXECUTE ON BEHALF OF THE TOWN OF VERNON ANY AGREEMENT (S) TO THAT EFFECT.

- C 15. Request the Town Council authorize the use of CRRA funding for a portion of the Optical Fiber Structure and authorize the Mayor to apply for a grant for same.** (A copy of a memorandum from John D. Ward, Town Administrator to Mayor Jason L. McCoy and the Town Council dated July 20, 2009 is included for your review.)

PROPOSED MOTION ONE:

THE TOWN COUNCIL AUTHORIZES THE RE-DESIGNATION OF AVAILABLE FUNDS IN THE RESERVE FOR CAPITAL AND NON-RECURRING EXPENDITURES ACCOUNT, TRANSFERRING \$200,000 FROM THE CRRA SETTLEMENT PROCEEDS TO A DESIGNATION FOR OPTICAL FIBER INFRASTRUCTURE.

PROPOSED MOTION TWO:

THE TOWN COUNCIL AUTHORIZES MAYOR JASON L. MCCOY OR HIS DESIGNEE TO APPLY FOR A BTOP GRANT ON BEHALF OF VERNON INDIVIDUALLY OR JOINTLY WITH PARTICIPATING NEIGHBORING MUNICIPALITIES PURSUANT TO THE AMERICAN REINVESTMENT AND RECOVERY ACT UTILIZING A MATCH OF \$200,000 FROM VERNON.

PROPOSED MOTION THREE:

THE TOWN COUNCIL AUTHORIZES MAYOR JASON L. MCCOY TO ENTER INTO AN INTRA-TOWN AGREEMENT TO ESTABLISH AND SHARE FIBER LINKAGES WITH OTHER MUNICIPALITIES.

- C 16. Request the Town Council redesignate Capital and Non-recurring funds for the prepayment of leases.** (A copy of a memorandum from James M. Luddecke, Finance Officer to John D. Ward, Town Administrator dated July 15, 2009 and a memorandum from John D. Ward, Town Administrator to Mayor Jason L. McCoy and the Town Council dated July 19, 2009 are included in your packet.)

PROPOSED MOTION:

THE TOWN COUNCIL AUTHORIZES THE RE-DESIGNATION OF AVAILABLE FUNDS IN THE RESERVE FOR CAPITAL AND NON-RECURRING EXPENDITURES ACCOUNT, TRANSFERRING \$510,000.00 FROM THE INTERMODAL TRANSPORTATION CENTER LOCAL MATCH DESIGNATION; AND \$189,425.00 FROM THE 55 WEST MAIN STREET TOP FLOOR RENOVATION DESIGNATION AND \$1,872.95 FROM AVAILABLE FUNDS TO A DESIGNATION OF \$701,297.95 FOR THE PREPAYMENT OF LEASES.

E.) **identification of additional agenda items**

F.) PENDING BUSINESS

G.) NEW BUSINESS

1. **Request the Town Council waive the Bid Process for the purposes of hiring the consulting firm of Planimetrics of Avon.** (A copy of a memorandum from John D. Ward, Town Administrator to Mayor Jason L. McCoy and the Town Council regarding same is included for your review.)

PROPOSED MOTION:

THE TOWN COUNCIL IN ACCORDANCE WITH CHAPTER XII, SECTION 9, OF THE TOWN CHARTER, DETERMINES THAT IT IS IN THE BEST INTEREST OF THE TOWN TO WAIVE THE SEALED BID PROCEDURE FOR ENTERING INTO A CONTRACT WITH THE FIRM PLANIMETERICS OF AVON, CT, AND AUTHORIZES PLANNING & ZONING COMMISSION CHAIR LESTER FINKLE AND/OR THE TOWN ADMINISTRATOR TO ENTER INTO NEGOTIATIONS FOR A ONE-YEAR CONTRACT FOR A SUM NOT TO EXCEED THE AMOUNT APPROPRIATED.

H.) INTRODUCTION OF ORDINANCES

I.) ACTION ON ORDINANCES PREVIOUSLY PRESENTED

J.) DISCUSSION OF ADDITIONAL AGENDA ITEMS

K.) ADOPTION OF MINUTES

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR MEETING OF JUNE 16, 2009 AND THAT MINUTES OF SAID MEETING BE APPROVED.

L.) **EXECUTIVE SESSION**

SESSION ONE:

THE TOWN COUNCIL, PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES § 1-200(6) (D) HEREBY MOVES TO GO INTO EXECUTIVE SESSION REGARDING REAL ESTATE ACQUISITION AND INVITES JOHN D. WARD, TOWN ADMINISTRATOR, JAMES LUDDECKE, FINANCE OFFICER AND TOWN ATTORNEY HAROLD CUMMINGS TO ATTEND.

SESSION TWO:

THE TOWN COUNCIL, PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES § 1-200(6) (D) HEREBY MOVES TO GO INTO EXECUTIVE SESSION REGARDING REAL ESTATE TRANSACTIONS AND INVITES JOHN D. WARD, TOWN ADMINISTRATOR, JAMES LUDDECKE, FINANCE OFFICE AND TOWN ATTORNEY HAROLD CUMMINGS TO ATTEND.

M.) **INFORMATIONAL ITEMS**

1. Town Clerk Monthly Report for June, 2009 as submitted by Bernice Dixon, Town Clerk.
2. Ambulance Report for June, 2009 as submitted by Coordinator Jean Gauthier.
3. Monthly Senior Center reports for May and June 2009 from Penny Rand, Director
4. Monthly Building Department Activity Report for May 2009, from B. Peter Hobbs, Building Official.
5. Invitation to attend the 50th Anniversary Celebration of The Vernon Housing Authority on July 31, 2009.

- 6.** Municipal Building Committee Minutes dated June 24, 2009, and Annual Inspection of Town Buildings Report, dated June 25, 2009.
- 7.** Monthly Building Department Activity Report for June 2009, from B. Peter Hobbs, Building Official.
- 8.** Invitation to the 10th Annual Connecticut Veterans Day Parade.