

June 17, 2008

**MINUTES
VERNON TOWN COUNCIL
REGULAR MEETING
SENIOR CENTER 2ND FLOOR, CONFERENCE ROOM
26 PARK PLACE
TUESDAY, JUNE 17, 2008
7:30 P.M.**

Meeting was called to order at 7:32 PM

A) PLEDGE OF ALLEGIANCE:

ROLL CALL:

Present: Daniel Anderson, Bill Campbell, Daniel Champagne, Bill Fox, Marie Herbst, Nancy E Herold, Peggy A. Jackle, Brian R. Motola, Pauline Schaefer, Diane Wheelock, Michael A. Winkler

Absent: Mark Etre

Entered During Meeting:

Also Present: Mayor Jason L. McCoy, Town Administrator Christopher Clark, Recording Secretary Jill Kentfield, Technical Advisor, Christopher Prue

CITIZEN'S FORUM:

Louis Mager, 37 Quail Hollow, Spoke as a Representative of the Quail Hollow Condominium Association regarding his water evacuation issues. Mayor McCoy will set up a time to meet with Mr. Mager at the Mayor's office.

Citizen's forum closed at 7:38 PM

B) PUBLIC HEARINGS:

none

C) PRESENTATION:

none

D) CONSENT AGENDA ITEMS:

- C 1.** Request for Tax Refunds – Current Fiscal Year.
- C 2.** Request that the Town Council authorize Mayor Jason L. McCoy to execute the necessary paperwork in order to receive the Youth Services Bureau funds for the State Department of Education.
- C 3.** Request that the Town Council approve the Mayor's appointment of Joy Hollister as a Municipal Agent for the Elderly.
- C 4.** Request that the Town Council approve the Mayor's reappointment of William Francis as a regular member of the Board of Assessment Appeals.
- C 5.** Request that the Town Council approve the Mayor's reappointment of David S. Eddy as a member of the Building Code Board of Appeals.
- C 6.** Request that the Town Council approve the Mayor's reappointment of Raymond Jarvis as a member of the Cemetery Commission.
- C 7.** Request that the Town Council approve the Mayor's reappointment of Peter Olson as a member of the Economic Development Commission.
- C 8.** Request that the Town Council approve the Mayor's reappointment of Patricia Neal as a member of the Pension Board.
- C 9.** Request that the Town Council approve the Mayor's reappointment of Gary P. Ruchin as a member of the Pension Board.
- C 10.** Request that the Town Council approve the Mayor's reappointment of John J. Lillis, III, as a member of the Pension Board.
- C 11.** Request that the Town Council approve the Mayor's reappointment of Jeff Carlson as a member of the Permanent Municipal Building Committee.
- C 12.** Request that the Town Council approve the Mayor's reappointment of Jeff Carlson as a member of the School Building Advisory Commission.
- C 13.** Request that the Town Council approve the Mayor's reappointment of John P. Leary as a member of the School Building Advisory Commission.
- C 14.** Request that the Town Council approve the Mayor's reappointment of George F. Apel as a member of the School Building Advisory Commission.

- C 15.** Request that the Town Council approve the Mayor's reappointment of Brendan Michael McKibbin as a member of the School Building Advisory Commission.
- C 16.** Request that the Town Council approve the Mayor's reappointment of Marie G. Harris as a member of the Senior Citizens Advisory Committee.
- C 17.** Request that the Town Council approve the Mayor's reappointment of Barbara Dahlman as a member of the Senior Citizens Advisory Committee.
- C 18.** Request that the Town Council approve the Mayor's reappointment of Carole Slattery as a member of the Senior Citizens Advisory Committee.
- C 19.** Request that the Town Council approve the Community Arts Center of Vernon, Grant Application and Resolution.

Council Member Wheelock seconded by Council Member Herbst made a motion to approve the consent agenda items as presented. Motion carried unanimously.

NEW BUSINESS (CONSENT ITEMS)

1. **Request for Tax Refunds – Current Fiscal Year.** (Memorandum from Carol S. Nelson, Collector of Revenue, dated June 11, 2008 to Christopher Clark, Town Administrator, is in the packet.) **Appendix A**

PROPOSED MOTION:

THE TOWN COUNCIL APPROVES TWO TAX REFUNDS FOR THE CURRENT FISCAL YEAR IN THE AMOUNT OF \$2,158.50 AS OUTLINED IN THE MEMORANDUM FROM THE COLLECTOR OF REVENUE DATED JUNE 11, 2008 TO THE TOWN ADMINISTRATOR.

Council Member Wheelock seconded by Council Member Herbst made a motion to approve the request for tax refunds in the current fiscal year. Motion carried unanimously.

2. **Request that the Town Council authorize Mayor Jason L. McCoy to execute the necessary paperwork in order to receive the Youth Services Bureau funds from the State Department of Education.**(Included in the packet is a copy of the 2008-2009 Youth Service Bureau Grant Application and a memorandum from Alan M. Slobodien, Youth Services Director.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY AUTHORIZES MAYOR JASON L. MCCOY TO EXECUTE THE NECESSARY PAPERWORK IN ORDER TO RECEIVE THE YOUTH SERVICES BUREAU FUNDS FROM THE STATE DEPARTMENT OF EDUCATION IN AN AMOUNT OF \$23,069.00.

Council Member Wheelock seconded by Council Member Herbst made a motion to authorize Mayor Jason L. McCoy to execute the necessary paperwork to receive Youth Services Bureau funds from the State Dept. of Education. Motion carried unanimously.

3. **Request that the Town Council approve the Mayor's appointment of Joy Hollister, as an Assistant Municipal Agent for the elderly, to fill an unexpired term due to the resignation of Tamara Bojarski, for a term to expire on November 1, 2010.** (Resume is included in the packet along with a memorandum from Paula Claydon, Director of Social Services).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE MAYOR'S APPOINTMENT OF JOY HOLLISTER AS AN ASSISTANT MUNICIPAL AGENT FOR THE ELDERLY FOR A TERM TO EXPIRE ON NOVEMBER 1, 2010.

Council Member Wheelock seconded by Council Member Herbst made a motion to approve the Mayor's appointment of Joy Hollister as an Assistant Municipal Agent for the Elderly. Motion carried unanimously.

4. **Request that the Town Council approve the Mayor's reappointment of William Francis, 41 Pinnacle Road, (R) as a member of the Board of Assessment Appeals, for a term to expire on June 30, 2011.** (Resume is included in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE MAYOR'S REAPPOINTMENT OF WILLIAM FRANCIS AS A REGULAR MEMBER OF THE BOARD OF ASSESSMENT APPEALS FOR A TERM TO EXPIRE ON JUNE 30, 2011.

Council Member Wheelock seconded by Council Member Herbst made a motion to approve the Mayor's reappointment of William Francis as a member of the Board of Assessment Appeals. Motion carried unanimously.

5. **Request that the Town Council approve the Mayor's reappointment of David S. Eddy, 295 Mark Drive, Coventry, (D) as a member of the Building Code Board of Appeals, for a term to expire on June 30, 2011.** (Resume is included in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE MAYOR'S REAPPOINTMENT OF DAVID S. EDDY AS A REGULAR MEMBER OF THE BUILDING CODE BOARD OF APPEALS FOR A TERM TO EXPIRE ON JUNE 30, 2011.

Council Member Wheelock seconded by Council Member Herbst made a motion to approve the Mayor's reappointment of David S. Eddy as a member of the Building Code Board of Appeals. Motion carried unanimously.

6. **Request that the Town Council approve the Mayor's reappointment of Raymond Jarvis, 26 Union Street, Apt. 206, (L) as a member of the Cemetery Commission, for a term to expire on June 30, 2011.** (Resume is included in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE MAYOR'S REAPPOINTMENT OF RAYMOND JARVIS AS A REGULAR MEMBER OF THE CEMETERY COMMISSION FOR A TERM TO EXPIRE ON JUNE 30, 2011.

Council Member Wheelock seconded by Council Member Herbst made a motion to approve the Mayor's reappointment of Raymond Jarvis as a member of the Cemetery Commission. Motion carried unanimously.

7. **Request that the Town Council approve the Mayor's reappointment of Peter Olson, 39 Tolland Avenue, (R) as a member of the Economic Development Commission, for a term to expire on June 30, 2013.** (Resume is included in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE MAYOR'S REAPPOINTMENT OF PETER OLSON AS A MEMBER OF THE ECONOMIC DEVELOPMENT COMMISSION FOR A TERM TO EXPIRE ON JUNE 30, 2013.

Council Member Wheelock seconded by Council Member Herbst made a motion to approve the Mayor's reappointment of Peter Olson as a member of the Economic Development Commission. Motion carried unanimously.

8. **Request that the Town Council approve the Mayor's reappointment of Patricia Neal, 7 Cindy Terrace, (D) as a member of the Pension Board, for a term to expire on June 30, 2011.** (Resume is included in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE MAYOR'S REAPPOINTMENT OF PATRICIA NEAL AS A MEMBER OF THE PENSION BOARD FOR A TERM TO EXPIRE ON JUNE 30, 2011.

Council Member Wheelock seconded by Council Member Herbst made a motion to approve the Mayor's reappointment of Patricia Neal as a member of the Pension Board. Motion carried unanimously.

9. **Request that the Town Council approve the Mayor's reappointment of Gary P. Ruchin, 75 Risley Road, (D) as a member of the Pension Board, for a term to expire on June 30, 2011.** (Resume is included in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE MAYOR'S REAPPOINTMENT OF GARY P. RUCHIN AS A MEMBER OF THE PENSION BOARD FOR A TERM TO EXPIRE ON JUNE 30, 2011.

Council Member Wheelock seconded by Council Member Herbst made a motion to approve the Mayor's reappointment of Gary P. Ruchin as a member of the Pension Board. Motion carried unanimously.

10. Request that the Town Council approve the Mayor's reappointment of John J. Lillis, III, 21 Indian Trail, (U) as a member of the Pension Board, for a term to expire on June 30, 2011. (Resume is included in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE MAYOR'S REAPPOINTMENT OF JOHN J. LILLIS, III, AS A MEMBER OF THE PENSION BOARD FOR A TERM TO EXPIRE ON JUNE 30, 2011.

Council Member Wheelock seconded by Council Member Herbst made a motion to approve the Mayor's reappointment of John J. Lillis as a member of the Pension Board. Motion carried unanimously.

11. Request that the Town Council approve the Mayor's reappointment of Jeff Carlson, 76 Valley Falls Road, (R) as a member of the Permanent Municipal Building Committee, for a term to expire on June 30, 2011. (Resume is included in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE MAYOR'S REAPPOINTMENT OF JEFF CARLSON AS A MEMBER OF THE PERMANENT MUNICIPAL BUILDING COMMITTEE FOR A TERM TO EXPIRE ON JUNE 30, 2011.

Council Member Wheelock seconded by Council Member Herbst made a motion to approve the Mayor's reappointment of Jeff Carlson as a member of the Permanent Municipal Building Committee. Motion carried unanimously.

12. Request that the Town Council approve the Mayor's reappointment of Jeff Carlson, 76 Valley Falls Road, (R) as a member of the School Building Advisory Commission, for a term to expire on June 30, 2010. (Resume is included in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE MAYOR'S REAPPOINTMENT OF JEFF CARLSON AS A MEMBER OF THE SCHOOL BUILDING ADVISORY COMMISSION FOR A TERM TO EXPIRE ON JUNE 30, 2010.

Council Member Wheelock seconded by Council Member Herbst made a motion to approve the Mayor's reappointment of Jeff Carlson as a member of the School Building Advisory Commission. Motion carried unanimously.

13. Request that the Town Council approve the Mayor's reappointment of John P. Leary, 26 Hany Lane, (R) as a member of the School Building Advisory Commission, for a term to expire on June 30, 2010. (Resume is included in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE MAYOR'S REAPPOINTMENT OF JOHN P. LEARY AS A MEMBER OF THE SCHOOL BUILDING ADVISORY COMMISSION FOR A TERM TO EXPIRE ON JUNE 30, 2010.

Council Member Wheelock seconded by Council Member Herbst made a motion to approve the Mayor's reappointment of John P. Leary as a member of the School Building Advisory Commission. Motion carried unanimously.

14. Request that the Town Council approve the Mayor's reappointment of George F. Apel, 76 Tallwood Drive, (R) as a member of the School Building Advisory Commission, for a term to expire on June 30, 2010. (Resume is included in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE MAYOR'S REAPPOINTMENT OF GEORGE F. APEL AS A MEMBER OF THE SCHOOL BUILDING ADVISORY COMMISSION FOR A TERM TO EXPIRE ON JUNE 30, 2010.

Council Member Wheelock seconded by Council Member Herbst made a motion to approve the Mayor's reappointment of George F. Apel as a member of the School Building Advisory Commission. Motion carried unanimously.

15. Request that the Town Council approve the Mayor's reappointment of Brendan Michael McKibbin, 12 Reed Street, (U) as a member of the School Building Advisory Commission, for a term to expire on June 30, 2010. (Resume is included in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE MAYOR'S REAPPOINTMENT OF BRENDAN MICHAEL MCKIBBIN AS A MEMBER OF THE SCHOOL BUILDING ADVISORY COMMISSION FOR A TERM TO EXPIRE ON JUNE 30, 2010.

Council Member Wheelock seconded by Council Member Herbst made a motion to approve the Mayor's reappointment of Brendan Michael McKibbin as a member of the School Building Advisory Commission. Motion carried unanimously.

16. Request that the Town Council approve the Mayor's reappointment of Marie G. Harris, 16 Brent Drive, (R) as a member of the Senior Citizens Advisory Committee, for a term to expire on June 30, 2011. (Resume is included in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE MAYOR'S REAPPOINTMENT OF MARIE G. HARRIS AS A MEMBER OF THE SENIOR CITIZENS ADVISORY COMMITTEE FOR A TERM TO EXPIRE ON JUNE 30, 2011.

Council Member Wheelock seconded by Council Member Herbst made a motion to approve the Mayor's reappointment of Marie G. Harris as a member of the Senior Citizens Advisory Committee. Motion carried unanimously.

17. Request that the Town Council approve the Mayor's reappointment of Barbara Dahlman, 325 Kelly Road, S-5, (U) as a member of the Senior Citizens Advisory Committee, for a term to expire on June 30, 2011. (Resume is included in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE MAYOR'S REAPPOINTMENT OF BARBARA DAHLMAN AS A MEMBER OF THE SENIOR CITIZENS ADVISORY COMMITTEE FOR A TERM TO EXPIRE ON JUNE 30, 2011.

Council Member Wheelock seconded by Council Member Herbst made a motion to approve the Mayor's reappointment of Marie G. Harris as a member of the Senior Citizens Advisory Committee. Motion carried unanimously.

18. Request that the Town Council approve the Mayor's reappointment of Carole Slattery, 35 Wilson Lane, (R) as a member of the Senior Citizens Advisory Committee, for a term to expire on June 30, 2011. (Resume is included in the packet).

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE MAYOR'S REAPPOINTMENT OF CAROLE SLATTERY AS A MEMBER OF THE SENIOR CITIZENS ADVISORY COMMITTEE FOR A TERM TO EXPIRE ON JUNE 30, 2011.

Council Member Wheelock seconded by Council Member Herbst made a motion to approve the Mayor's reappointment of Carole Slattery as a member of the Senior Citizens Advisory Committee. Motion carried unanimously.

19. Request that the Town Council approve the Community Arts Center of Vernon, Grant Application, Resolution and also authorize Mayor Jason L. McCoy to sign the grant application and grant award. (A memorandum from Christopher Clark, Town Administrator is included in the packet along with a copy of the grant application, Resolution and budget information.)

Appendix B

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE SUBMITTAL OF A GRANT APPLICATION TO THE OFFICE OF POLICY MANAGEMENT IN THE AMOUNT OF \$300,000.00 FOR

COMMUNITY ARTS CENTER OF VERNON AND THAT MAYOR JASON L. MCCOY IS AUTHORIZED TO SIGN THE GRANT APPLICATION AND GRANT AWARD, IN ACCORDANCE WITH THE RESOLUTION AND BUDGET.

Council Member Wheelock seconded by Council Member Herbst made a motion to approve the Community Arts Center of Vernon Grant Application Resolution and authorize Mayor Jason L. McCoy to sign the grant application and grant award. Motion carried unanimously.

E) IDENTIFICATION AND ADOPTION OF ADDITIONAL AGENDA ITEMS:

New Agenda item #1: Recommendation to hire a new Fire Marshal with a hiring rate increase.

New Agenda item #2: The Mayor's appointment of Bruce P. Skivington to the Zoning Board of Appeals.

New Agenda item #3: The Mayor's appointment of Daniel P. Sullivan to the Traffic Authority.

F) PENDING BUSINESS:

1. **Request that the Town Council recertify the resolution of the governing body regarding its support for the actual application submitted for the construction of Prospect Street to the Connecticut Department of Economic and Community Development in accordance with the attached resolution.** (Included in the packet is a copy of a memorandum from Christopher Clark, Town Administrator.) **Appendix C**

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY RECERTIFIES THE RESOLUTION OF THE GOVERNING BODY REGARDING ITS SUPPORT FOR THE ACTUAL APPLICATION SUBMITTED FOR THE CONSTRUCTION OF PROSPECT STREET TO THE CONNECTICUT DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT.

Council Member Wheelock seconded by Council Member Herold made a motion to recertify the resolution of the governing body regarding its support for the application submitted for construction of Prospect Street to CT Dept of Economic Community and Development. Discussion took place, Town Administrator Christopher Clark provided an explanation of the information presented. Motion carried unanimously.

G) NEW BUSINESS:

1. **Request that the Town Council approve the cancellation of the July 1st (due to "July in the sky") and August 5th regular Town Council meetings and approve the summer schedule.** (The notice of cancellation is included in the packet along with a memorandum from Christopher Clark, Town Administrator.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE CANCELLATION OF THE JULY 1ST AND AUGUST 5TH REGULAR TOWN COUNCIL MEETINGS AND ALSO APPROVES THE SUMMER SCHEDULE.

Council Member Wheelock seconded by Council Member Schaefer made a motion to approve the cancellation of the July 1st and August 5th regular Town Council meetings and approve the summer schedule. Motion carried unanimously.

2. **Request that the Town Council finalize the conveyance of a strip of land from the Town of Vernon to the State of Connecticut, Department of Transportation, for operation and safety improvements on Route 83.** (Memorandum from Christopher Clark, Town Administrator is included in the packet along with the supporting documentation.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY MOVES TO CONVEY PROPERTY LOCATED ON ROUTE 83, TALCOTTVILLE ROAD; SAID PARCEL REFERENCED IN A MAP ENTITLED, "TOWN OF VERNON, MAP SHOWING LAND ACQUIRED FROM TOWN OF VERNON, BY THE STATE OF CONNECTICUT; DEPARTMENT OF TRANSPORTATION, OPERATION AND SAFETY IMPROVEMENTS ON ROUTE 83, SCALE: 1" =40', JANUARY 2008, BY ARTHUR W. GRUHN, P.E. – TRANSPORTATION CHIEF ENGINEER, BUREAU OF ENGINEERING AND HIGHWAY OPERATIONS, TOWN NO. 146, PROJECT NO. 146-169, SERIAL NO. 1, SHEET NO. 1 OF 1."

ALSO LET IT BE SAID THAT THE TOWN ATTORNEY AND TOWN ADMINISTRATOR BE AUTHORIZED TO COMPLETE THE NECESSARY DOCUMENTS FOR THE COMPLETION OF THE CONVEYANCE OF THE ABOVE REFERENCED PROPERTY TO THE STATE OF CONNECTICUT; DEPARTMENT OF TRANSPORTATION.

Council Member Wheelock seconded by Council Member Schaefer made a motion to finalize the conveyance of a strip of land from the Town of Vernon to the State of Connecticut Dept of Transportation for operation and safety improvements on Rte 83. Motion carried unanimously.

3. **Request that the Town Council approve the budget amendment(s) for fiscal year 2007-2008 as provided by James Luddecke, Finance Officer.** (A copy of the budget amendments and supporting documentation is in the packet.) **Appendix D**

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE BUDGET AMENDMENT REQUESTS 55-68 FOR FISCAL 2007-2008 AS OUTLINED IN BUDGET AMENDMENT FORMS AS PROVIDED BY THE FINANCE OFFICER.

Council Member Wheelock seconded by Council Member Schaefer made a motion to approve the budget amendments for fiscal year 2007-2008. Motion carried unanimously.

4. **Request that the Town Council approve the State of Connecticut, Department of Transportation, Hybrid Electric Vehicle funding, under the 2008 Connecticut Clean Fuel program for the Town's Building Department.** (A copy of the letter from the State of Connecticut, dated June 2, 2008 is in the packet along with the Resolution.) **Appendix E**

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE STATE OF CONNECTICUT, DEPARTMENT OF TRANSPORTATION, HYBRID VEHICLE FUNDING, UNDER THE 2008 CONNECTICUT CLEAN FUEL PROGRAM, IN ACCORDANCE WITH THE APPROVED RESOLUTION FOR THE TOWN OF VERNON'S BUILDING DEPARTMENT.

Council Member Wheelock seconded by Council Member Schaefer made a motion to approve the State of Connecticut, Department of Transportation, Hybrid Electric Vehicle funding, under the 2008 Connecticut Clean Fuel program for the Town's Building Department. Motion carried unanimously.

5. **Request that the Town Council approve the State of Connecticut, Department of Transportation, Hybrid Electric Vehicle funding, under the 2008 Connecticut Clean Fuel program for the Town's Police Department.** (A copy of the letter from the State of Connecticut, dated June 2, 2008 is in the packet along with the Resolution.) **Appendix F**

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE STATE OF CONNECTICUT, DEPARTMENT OF TRANSPORTATION, HYBRID VEHICLE FUNDING, UNDER THE 2008 CONNECTICUT CLEAN FUEL PROGRAM, IN ACCORDANCE WITH THE APPROVED RESOLUTION FOR THE TOWN OF VERNON'S POLICE DEPARTMENT.

Council Member Wheelock seconded by Council Member Herbst made a motion to approve the State of Connecticut, Dept of Transportation, Hybrid electric Vehicle funding under the 2008 Connecticut Clean Fuel program for the Town's Police Department. Motion carried unanimously.

H) INTRODUCTION OF ORDINANCES:

none

I) ACTION ON ORDINANCES PREVIOUSLY PRESENTED:

none

J) DISCUSSION OF ADDITIONAL AGENDA ITEMS:

1. Request to hire a new Fire Marshal with a hiring rate increase.

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES, CONSISTENT WITH THE TOWN OF VERNON PERSONNEL RULES AND REGULATIONS, SECTION 5.0 THROUGH 5.3, COMPENSATION SYSTEM, AFTER REVIEW AND APPROVAL BY THE MAYOR, THE SALARY GROUP CHANGE FOR FIRE MARSHAL FROM SALARY GROUP 3 TO SALARY GROUP 5, AND THE MAYOR'S APPOINTMENT OF RAYMOND A WALKER, ESQ. AS THE FIRE MARSHAL EFFECTIVE JUNE 18, 2008 OR OTHER DATE AS ARRANGED.

Council Member Wheelock, seconded by Council Member Herbst made a motion to hire the new Fire Marshal with a hiring rate increase. Motion carried unanimously.

2. Request to approve the Mayor's appointment of Bruce P. Skivington to the Zoning Board of Appeals due to the resignation of Basil P. Hobbs.

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE MAYOR'S APPOINTMENT OF BRUCE P. SKIVINGTON AS A REGULAR MEMBER OF THE ZONING BOARD OF APPEALS DUE TO THE RESIGNATION OF BASIL P. HOBBS FOR A TERM TO EXPIRE ON JUNE 30, 2010.

Council Member Wheelock, seconded by Council Member Schaefer made a motion to appoint Bruce P. Skivington to the Zoning Board of Appeals. Motion carried unanimously.

3. Request to approve the Mayor's appointment of Daniel P. Sullivan, 2 Foster Drive, Vernon, CT to the Traffic Authority.

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE MAYOR'S APPOINTMENT OF DANIEL P. SULLIVAN AS A REGULAR MEMBER OF THE TRAFFIC AUTHORITY.

Council Member Wheelock, seconded by Council Member Campbell made a motion to appoint Daniel P. Sullivan to the Traffic Authority. Discussion took place. Motion carried unanimously.

K) ADOPTION OF MINUTES:

PROPOSED MOTION #1:

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR MEETING OF JUNE 3, 2008 AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Wheelock seconded by Council Member Schaefer made a motion to approve the minutes of the regular meeting of June 3, 2008. Motion carried unanimously.

L) EXECUTIVE SESSION:

None

M) INFORMATIONAL ITEMS:

1. Minutes of the Board of Education Meeting from May 27, 2008.
2. Letter from Thomas Wilenski of 11 McGrath Road in South Windsor addressed to William Call, Fire Chief, commending the volunteers who saved his son in a recent fire.
3. List of appointed/elected officials dated May 21, 2008 from the Town Clerk's office.
4. Memorandum from David Ignatowicz, Director of Water Pollution Control, regarding Arnie Bevins appointment to New England Interstate Water Pollution Control Commission. Also included are letters from both the Honorable Governor M. Jodi Rell and the Secretary of State; Susan Bysiewicz.
5. Memorandum from Christopher Clark, Town Administrator, to James Krupinski, Assistant Town Clerk, regarding copies of approved minutes along with minutes from the following committees: Planning and Zoning Commission (3/20/08), Inland Wetlands Commission (3/25/08), and Economic Development Committee (4/16/08).
6. Copy of Monthly Report for May 2008 from Alan M. Slobodien, Director of Youth Services.
7. Copy of Monthly report from Police Chief James Kenny for May, 2008.

Council Member Anderson recognized the William Call and members of the Fire Department for the letter received regarding the volunteers who saved Mr. Wilenski son's life during a recent fire.

Council Member Anderson recognized Arnie Bevins for his appointment to the New England Interstate Water Pollution Control Commission.

June 17, 2008

Discussion took place regarding the minutes and posting them on the website. Mayor McCoy will place this as an agenda item for discussion at the next Town Council meeting.

Council Member Winkler asked if the Mayor had any information regarding the Route 83 Health Club opening. Mayor McCoy will send a letter to Ms. Rodriguez requesting the status of the project.

ADJOURNMENT (8:03)

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

Received: June 18, 2008

Approved: July 17, 2008

Respectfully Submitted,
Jill Kentfield
Recording Secretary

James E. Krupinski

June 17, 2008

Appendix A



OFFICE OF THE
COLLECTOR OF REVENUE
CAROL S. NELSON -CCMC

NEW BUSINESS
TOWN OF VERNON

8 PARK PLACE, VERNON, CT 06066
Tel: (860) 870-3660
Fax: (860) 870-3585
E-Mail: cnelson@vernon-ct.gov

CONSENT
#1

TO: Christopher Clark, Town Administrator

FROM: Carol S. Nelson, Collector of Revenue *clh*

DATE: June 11, 2008

SUBJECT: Refunds for Town Council Approval

PRIOR YEARS:

None

CURRENT YEAR:

First American RE Tax Service fbo Keish, Gary 1269.50
Paid wrong parcel id

Talcottville Development Co LLC 889.00
Court stipulation

(2) Current Overpayments \$ 2,158.50

Grand Total \$ 2,158.50

Appendix B



OFFICE OF THE
TOWN CLERK

TOWN OF VERNON

14 PARK PLACE, VERNON, CT 06066
Tel: (860) 870-3662
Fax: (860) 870-3583
E-mail: townclerk@vernon-ct.gov

CERTIFIED RESOLUTION

Be it resolved that it is in the best interests of the **Town of Vernon** to submit a Grant Application to the State of Connecticut, Office of Policy and Management.

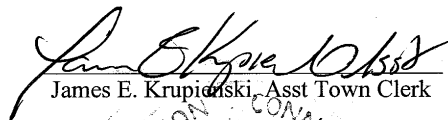
In furtherance of this resolution, **Jason L. McCoy** the **Mayor** is duly authorized to enter into and sign said contracts on behalf of the **Town of Vernon**. The **Mayor** is further authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with said contracts and to execute any amendments, rescissions, and revisions thereto.

The Town Clerk is authorized to impress the seal of the **Town of Vernon** on any such document, amendment, rescission, or revision.

MOTION:

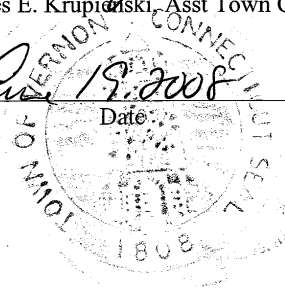
THE TOWN COUNCIL HEREBY APPROVES THE SUBMITTAL OF A GRANT APPLICATION TO THE OFFICE OF POLICY MANAGEMENT IN THE AMOUNT OF \$300,000.00 FOR COMMUNITY ARTS CENTER OF VERNON AND THAT MAYOR JASON L. MCCOY IS AUTHORIZED TO SIGN THE GRANT APPLICATION AND GRANT AWARD, IN ACCORDANCE WITH THE RESOLUTION AND BUDGET.

I, James E. Krupienski, the Assistant Town Clerk of the Town of Vernon, do hereby certify this to be a true copy of the resolution duly adopted at the Vernon Town Council meeting on June 17, 2008 and that it has not been rescinded, amended or altered in any way, and that it **remains in full force and in effect.**


James E. Krupienski, Asst Town Clerk


Date: June 19, 2008

Community Arts Center of Vernon



Appendix B (cont)



OFFICE OF THE
TOWN CLERK

TOWN OF VERNON

14 PARK PLACE, VERNON, CT 06066

Tel: (860) 870-3662

Fax: (860) 870-3583

E-mail: townclerk@vernon-ct.gov

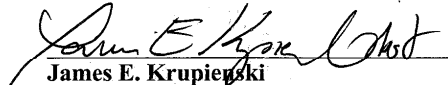
NONDISCRIMINATION CERTIFICATION

(By corporate or other business entity regarding support of nondiscrimination against persons on account of their race, color, religious creed, age, marital or civil union status, national origin, ancestry, sex, mental retardation, physical disability or sexual orientation.)

I, James E. Krupieski, Assistant Town Clerk, of the Town of Vernon, an entity lawfully organized and existing under the laws of State of Connecticut, do hereby certify that the following is a true and correct copy of a resolution adopted on the 6th day of May 2008 by the governing body of Town of Vernon, in accordance with all of its documents of governance and management and the laws of the State of Connecticut, and further certify that such resolution has not been modified, rescinded or revoked, and is, at present, in full force and effect.

RESOLVED: That the Town of Vernon hereby adopts as its policy to support the nondiscrimination agreements and warranties required under Connecticut General Statutes § 4a-60(a)(1) and § 4a-60a(a)(1), as amended in State of Connecticut Public Act 07-245 and sections 9(a)(1) and 10(a)(1) of Public Act 07-142.

WHEREFORE, the undersigned has executed this certificate this 19th day of June, 2008.


James E. Krupieski
Assistant Town Clerk

Effective June 25, 2007

Community Arts Center of Vernon
\$300,000.00

June 17, 2008

Appendix C



OFFICE OF THE
TOWN CLERK

TOWN OF VERNON

14 PARK PLACE, VERNON, CT 06066
Tel: (860) 870-3662
Fax: (860) 870-3583
E-mail: townclerk@vernon-ct.gov

TOWN OF VERNON
APPLICATION TO THE CONNECTICUT DEPARTMENT OF ECONOMIC AND
COMMUNITY DEVELOPMENT

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY RECERTIFIES THE RESOLUTION OF THE GOVERNING BODY REGARDING ITS SUPPORT FOR THE ACTUAL APPLICATION SUBMITTED FOR THE CONSTRUCTION OF PROSPECT STREET TO THE CONNECTICUT DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT.

Adopted by the **Town of Vernon on June 17, 2008**

TO WHOM IT MAY CONCERN:

I, James E. Krupinski, Assistant Town Clerk of Vernon, hereby certify that the foregoing MOTION was adopted by the Vernon Town Council at its regular meeting of June 17, 2008.

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

VERNON TOWN COUNCIL

James Krupinski
Assistant Town Clerk

Dated at Vernon, Connecticut, this 19th day of June, 2008.

June 17, 2008

Appendix C (cont)



OFFICE OF THE
TOWN CLERK

TOWN OF VERNON

14 PARK PLACE, VERNON, CT 06066
Tel: (860) 870-3662
Fax: (860) 870-3583
E-mail: townclerk@vernon-ct.gov

TOWN OF VERNON
APPLICATION TO THE CONNECTICUT DEPARTMENT OF ECONOMIC AND
COMMUNITY DEVELOPMENT

MOTION:

THE TOWN COUNCIL HEREBY AUTHORIZES ADMINISTRATION TO SUBMIT AN APPLICATION TO THE STATE OF CONNECTICUT DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT FOR FUNDS UNDER THE SMALL CITIES PROGRAM FOR THE PROSPECT STREET RECONSTRUCTION, SAID SUBMISSION TO BE MADE AS SOON AS PRACTICABLE.

Adopted by the **Town of Vernon on May 20, 2008**

TO WHOM IT MAY CONCERN:

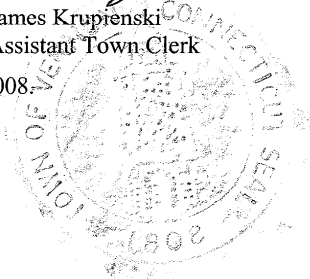
I, James E. Krupinski, Assistant Town Clerk of Vernon, hereby certify that the foregoing MOTION was adopted by the Vernon Town Council at its regular meeting of May 20, 2008.

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

VERNON TOWN COUNCIL

James Krupinski
Assistant Town Clerk

Dated at Vernon, Connecticut, this 22nd day of May, 2008.



June 17, 2008

Appendix C (cont)

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT
STATE OF CONNECTICUT
(AN EQUAL OPPORTUNITY EMPLOYER)
CERTIFIED RESOLUTION OF THE GOVERNING BODY

I, Bernice K. Dixon, Town Clerk, certify that below is a true and correct copy of a
(Name of Official) (Title of Official)

resolution duly adopted by Town of Vernon
(Name of the Applicant)

at a meeting of its Town Council
(Governing Body)

duly convened on May 20, 2008 and which has not been rescinded or modified in
(Meeting Date)
any way whatsoever and is at present in full force and effect.

May 27, 2008
(Date)

Bernice K. Dixon
(Signature and Title of Official)

SEAL

WHEREAS, pursuant to Chapter 127c and Part VI of Chapter 130 of Connecticut General,
(State Statutory Reference)

the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects; and **WHEREAS**, it is desirable and in the public interest that the Town of Vernon make an application to the State for
(Applicant)

\$ 500,000.00 in order to undertake the Reconstruction of Prospect Street
(Name and Phase of Project)

Loan Program and to execute an Assistance Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE

Town Council
(Governing Body)

1. That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by
Chapter 127c and Part VI of Chapter 130 of Connecticut General
(State Statutory Reference)

2. That the filing of an application for State financial assistance by
Town of Vernon
(Applicant)

in an amount not to exceed \$ 500,000.00 is hereby approved and that

Jason L. McCoy, Mayor
(Title and Name of Authorized Official)

Revised 08/27/07

Appendix D

6/12/2008

ADDITIONAL APPROPRIATIONS FROM GENERAL FUND BALANCE
FISCAL YEAR 2007 - 2008

Page 3

Appendix D (cont)

6/12/2008

TOWN OF VERNON

ADDITIONAL APPROPRIATIONS FROM GENERAL FUND BALANCE
FISCAL YEAR 2007 - 2008

Date	Description	#	Pass Through	Additional Appropriation	Total
1/22/08	Building Inspection - Forms; engineering; & legal notices	20	-	5,500.00	5,500.00
	Elections - To cover excess costs	21	6,954.00	3,354.00	10,308.00
	Registrars - Tables, chairs, and carriers for elections	22	-	2,000.00	2,000.00
	Fire Department - Expedition vehicle / ATV slide in unit	23	-	40,800.00	40,800.00
	Engineering - Hand held GPS unit	24	-	5,585.00	5,585.00
	Adult Education Building - Security cameras	25	-	4,500.00	4,500.00
	Executive & Administration - CCM fee	26	-	10,024.00	10,024.00
	Pension - Town contribution	27	-	110,000.00	110,000.00
03/04/08	Police - Electronic speed monitoring units (3)	28	13,385.00	-	13,385.00
	Elections - Election supply carriers (8)	29	7,000.00	-	7,000.00
	Town Clerk - Farmland preservation reimbursement	30	70,876.00		70,876.00
05/06/08	Youth Services - KIDSAFE CT program	31	6,250.00	-	6,250.00
04/01/08	Primary - Payroll and custodial fees	34	-	1,392.00	1,392.00
04/22/08	Referendum - Fiscal year 2008/09 budget	37	-	8,030.00	8,030.00
05/06/08	Recycling - Collection containers for office paper	46	10,000.00	-	10,000.00
	Recreation - Instructors; sporting goods; benches; CT water refund	47	11,753.27	-	11,753.27
	Recreation - R.E.K. After School Program; Field trips	48	47,932.00		47,932.00
	Recreation - Trips to baseball game / Ski program	49	9,548.00		9,548.00
Totals to Date:			\$ 214,299.82	\$ 904,702.34	\$ 1,119,002.16
<i>Original Budget:</i>					<i>72,792,144.00</i>
<i>Revised Budget:</i>					<i>\$ 73,911,146.16</i>
Balance brought forward:			\$ 214,299.82	\$ 904,702.34	\$ 1,119,002.16

Appendix D (cont)

6/12/2008

TOWN OF VERNON

ADDITIONAL APPROPRIATIONS FROM GENERAL FUND BALANCE
FISCAL YEAR 2007 - 2008

Date	Description	#	Pass Through	Additional Appropriation	Total
11/20/07	Capital Improvements - DPW pavement roller & trailer	1	\$ -	20,000.00	\$ 20,000.00
12/11/07	Capital Improvements - DPW skid steer loader	3	-	25,000.00	25,000.00
	Capital Improvements - DPW 12-ton trailer	3	-	18,560.00	18,560.00
	Capital Improvements - Police electrical protective system	6	-	31,048.00	
	Capital Improvements - Police Expedition and cruiser	7	-	60,647.34	
	Capital Improvements - Parks basketball standards	8	-	5,200.00	
	Capital Improvements - Parks outdoor grills	8	-	2,650.00	
12/18/07	Capital Improvements - Police records mgt. software	9	-	\$ 24,725.00	
01/08/08	Capital Improvements - Roadway improve. Group # 1	4	-	202,587.00	202,587.00
	Capital Improvements - Parks rotary mower; auger; grinder	10	-	17,700.00	
	Capital Improvements - Parks (1) dump truck; (2) PU trucks	10	-	53,000.00	
	Recreation - Fees collected for special events / refunds	12	16,434.00	-	16,434.00
	Recreation - Donation for Fox Hill Tower supervisor	12	1,300.00	-	1,300.00
	Parks - special events	13	2,624.76	-	2,624.76
	Recreation Programs - refunds	13	8,742.79	-	8,742.79
	Aquatics - Fee collected for swim team coaches	13	1,500.00	-	1,500.00
	Unemployment compensation	15	-	12,000.00	12,000.00
	Capital Improvements - Vernon Avenue bridge	18	-	30,400.00	30,400.00
01/22/08	Capital Improvement Education - Repair Central Adm. Building	16	-	200,000.00	200,000.00
	DPW Recycling - Leaf grinding at compost site	19	-	10,000.00	10,000.00
Totals to Date:			\$ 30,601.55	\$ 713,517.34	\$ 744,118.89
<i>Original Budget:</i>					<i>72,792,144.00</i>
<i>Revised Budget:</i>					<i>\$ 73,536,262.89</i>
Balance brought forward:			\$ 30,601.55	\$ 713,517.34	\$ 744,118.89

Appendix D (cont)

TOWN OF VERNON
FISCAL YEAR 2006 - 2007
TRANSFER FROM CONTINGENCY FOR PAYROLL ADJUSTMENTS

Department	Org Code	Object	Description	Amount
Executive and Administrative	10112120	51010	Regular wages	\$ 4,717.00
Executive and Administrative	10112120	51030	Part-time wages	8,602.00
Executive and Administrative	10112120	51020	Overtime wages	5,280.00
Finance Administration	10114140	51010	Regular wages	-
Finance Administration	10114140	51020	Overtime wages	3,772.00
Assessment	10114144	51010	Regular wages	7,926.00
Assessment	10114144	51020	Overtime wages	1,471.00
Collector of Revenue	10114146	51010	Regular wages	6,930.00
Town Clerk	10115150	51010	Regular wages	-
Town Planner	10150170	51010	Regular wages	5,000.00
Police	10230180	51010	Regular wages	-
Fire Fighting Administration	10231183	51089	Losap wages	2,544.00
Fire Marshal	10232185	51010	Regular wages	-
Building Inspection	10232187	51010	Regular wages	-
Emergency Management	10232189	51030	Part-time wages	132.00
Animal Control	10233188	51010	Regular wages	2,621.00
Animal Control	10233188	51020	Overtime wages	7,400.00
DPW - Administration	10340200	51010	Regular wages	-
DPW - Administration	10340200	51020	Overtime wages	4,130.00
Engineering	10341214	51010	Regular wages	-
Social Services Administration	10456240	51010	Regular wages	-
Youth Services	10456241	51010	Regular wages	985.00
Youth Services	10456241	51030	Part-time wages	100.00
Senior Center	10457242	51030	Part-time wages	3,050.00
Recreation - Administration	10560250	51010	Regular wages	7,210.00
Recreation - Parks Maintenance	10560254	51020	Overtime wages	8,200.00
TOTAL GENERAL FUND:				\$ 80,070.00

June 17, 2008

Appendix D (cont)

Budget Amendment Request

Total Amount Requested: \$26,580.00 Fiscal Year 2007 - 2008 Date: June 17, 2008

To: Finance Officer From (Department): Contingency Amendment #: 56

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
FROM:				
Contingency	Contingency	10672280	58400	26,580.00
				"FROM" Subtotal: \$ 26,580.00


Department	Account Description	Org Code	Object	Amount
TO:				
1. Executive & Administrative	Compensated Absences	10112120	51080	5,739.00
2. Finance	Compensated Absences	10114140	51080	13,709.00
3. Fire Marshal	Compensated Absences	10232185	51080	7,132.00
4.				
				"TO" Subtotal: \$ 26,580.00

No. *COMMENTS CONCERNING BUDGET AMENDMENT REQUEST*

1 To fund the payment of compensated absences during the fiscal year. Vacancies supported the available balance in contingency. During the year, compensated absences in the amount of \$500,471.03 were paid. A determined effort was made to limit the amount needed from fund balance to cover this expense, by leaving positions vacant and savings in other areas. But this leaves operations vulnerable when prolonged. Future budgeting for compensated absences is the proper response in the long-run. For the past seven years, the annual average expense was \$338,685. The current year budget was \$127,587.00.

	1	2	3	4
Balance in account for which funds are requested:	(5,738.82)	(13,708.45)	(7,131.73)	
Original appropriation in account:	-	-	-	
Plus or minus prior amendments:	-	-	-	
Amount of appropriation to date:	-	-	-	

James M. Luddecke
Department Head


Signature

June 11, 2008
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: _____

June 17, 2008

Appendix D (cont)

Budget Amendment Request

Total Amount Requested: \$70,080.00 Fiscal Year 2007 - 2008 Date: June 17, 2008

To: Finance Officer From (Department): Building Inspection Amendment #: 57

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
FROM:				
Designation for Compensated Absences		100	30240	70,080.00
"FROM" Subtotal:				\$ 70,080.00

Department	Account Description	Org Code	Object	Amount
TO:				
1. Building Inspection	Compensated Absences - Sick	10232187	51080	49,122.00
2. Building Inspection	Compensated Absences - Vacation	10232187	51081	20,958.00
3.				
4.				
"TO" Subtotal:				\$ 70,080.00

COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

1 To fund the payment of compensated absences during the fiscal year. There were four (4) retirements / terminations in the Building Department, and the total amount paid was \$99,637.51. Vacancies will cover approximately \$29,557.51 of this amount.

The Town has reserved \$322,000.00 for compensated absences. After the fiscal year has ended, any available balances in other payroll accounts will be identified to replenish this reserve, and submitted to the Town Council for approval.

	1	2	3	4
Balance in account for which funds are requested:	(78,679.51)	(20,958.00)	-	
Original appropriation in account:	-	-	-	
Plus or minus prior amendments:	-	-	-	
Amount of appropriation to date:	-	-	-	

James M. Luddecke
Department Head


Signature

June 11, 2008
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: _____

June 17, 2008

Appendix D (cont)

Budget Amendment Request

Total Amount Requested: \$84,930.00 Fiscal Year 2007 - 2008 Date: June 17, 2008

To: Finance Officer From (Department): Engineering Amendment #: 58

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
FROM:				
Designation for Compensated Absences		100	30240	70,930.00
Group Insurance	Medical insurance	10670272	52180	14,000.00
"FROM" Subtotal:				\$ 84,930.00

Department	Account Description	Org Code	Object	Amount
TO:				
1. Engineering	Compensated Absences - Sick	10341214	51080	60,540.00
2. Engineering	Compensated Absences - Vacation	10341214	51081	24,390.00
3.				
4.				
"TO" Subtotal:				\$ 84,930.00

No.

COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

1 To fund the payment of compensated absences during the fiscal year. There were two (2) retirements / terminations in the Engineering Department, and the total amount paid was \$128,427.25. Vacancies will cover approximately \$43,497.25 of this amount.

The Town has reserved \$322,000.00 for compensated absences. After the fiscal year has ended, any available balances in other payroll accounts will be identified to replenish this reserve, and submitted to the Town Council for approval.

	1	2	3	4
Balance in account for which funds are requested:	(104,038.20)	(24,389.05)	-	
Original appropriation in account:	-	-	-	
Plus or minus prior amendments:	-	-	-	
Amount of appropriation to date:	-	-	-	

James M. Luddecke
Department Head


Signature

June 11, 2008
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: _____

June 17, 2008

Appendix D (cont)

Budget Amendment Request

Total Amount Requested: \$103,374.00 Fiscal Year 2007 - 2008 Date: June 17, 2008

To: Finance Officer From (Department): Finance Amendment #: 59

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
FROM:				
Designation for Compensated Absences		100	30240	70,990.00
Group Insurance	Medical insurance	10670272	52180	32,384.00
"FROM" Subtotal:				\$ 103,374.00

Department	Account Description	Org Code	Object	Amount
TO:				
1. DPW - Administration	Compensated Absences	10340200	51080	32,851.00
2. DPW - General Maintenance	Compensated Absences	10340201	51080	35,714.00
3. Assessment	Compensated Absences	10114144	51080	34,809.00
4.				
"TO" Subtotal:				\$ 103,374.00

No. **COMMENTS CONCERNING BUDGET AMENDMENT REQUEST**

1 To fund the payment of compensated absences during the fiscal year. There was one (1) retirement in DPW - Administration; two (2) retirements / terminations in DPW - General Maintenance; and one retirement in Assessment.

The Town has reserved \$322,000.00 for compensated absences. After the fiscal year has ended, any available balances in other payroll accounts will be identified to replenish this reserve, and submitted to the Town Council for approval.

	1	2	3	4
Balance in account for which funds are requested:	(35,713.88)	(32,850.72)	(34,808.20)	
Original appropriation in account:	-	-	-	
Plus or minus prior amendments:	-	-	-	
Amount of appropriation to date:	-	-	-	

James M. Luddecke
Department Head


Signature

June 11, 2008
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: _____

June 17, 2008

Appendix D (cont)

Budget Amendment Request

Total Amount Requested: \$64,600.00 Fiscal Year 2007 - 2008 Date: June 17, 2008

To: Finance Officer From (Department): Police Amendment #: **60**

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
FROM:				
Fund Balance		100	31200	64,600.00
				"FROM" Subtotal: \$ 64,600.00

Department	Account Description	Org Code	Object	Amount
TO:				
1. Police	Special services pay	10230180	51050	60,000.00
2. FICA	Social security	10670270	52200	3,730.00
3. FICA	Medicare	10670270	52210	870.00
4.				
				"TO" Subtotal: \$ 64,600.00

No. **COMMENTS CONCERNING BUDGET AMENDMENT REQUEST**

- 1 This is a pass-through entry as private contractors pay for special services.
Revenue collected to date amounts to \$87,288.93
2. FICA costs related to police special services.

	1	2	3	4
Balance in account for which funds are requested:	(54,730.24)	34,319.09	6,070.36	
Original appropriation in account:	210,000.00	728,000.00	170,000.00	
Plus or minus prior amendments:	(200,000.00)	-	-	
Amount of appropriation to date:	10,000.00	728,000.00	170,000.00	-

James M. Luddecke
Department Head


Signature

June 11, 2008
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: _____

June 17, 2008

Appendix D (cont)

Budget Amendment Request

Total Amount Requested: \$33,866.00 Fiscal Year 2007 - 2008 Date: June 17, 2008

To: Finance Officer From (Department): Finance Amendment #: **61**

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
FROM:				
Police	Regular wages	10230180	51010	32,846.00
Group insurance	Medical insurance	10670272	52180	1,020.00
"FROM" Subtotal:				\$ 33,866.00

Department	Account Description	Org Code	Object	Amount
TO:				
1. School Crossing Guards	Part-time wages	10230181	51030	3,300.00
2. Registrars	Part-time wages	10113130	51030	5,386.00
3. Snow Removal	Overtime wages	10340204	51020	24,160.00
4. Group Insurance	Medical waiver	10670272	51137	1,020.00
"TO" Subtotal:				\$ 33,866.00

No. COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

1. To provide funding to finish the school year. If this estimate is high, the funds will be returned to fund balance.
2. To provide funding for Registrar salary increase as approved by Town Council earlier in the fiscal year.
3. To cover costs of snow removal overtime.
4. To cover increase in medical waiver participation.

	1	2	3	4
Balance in account for which funds are requested:	3,710.70	(2,585.47)	(24,158.52)	(1,019.13)
Original appropriation in account:	61,098.00	60,840.00	90,000.00	28,518.00
Plus or minus prior amendments:	-	-	-	-
Amount of appropriation to date:	61,098.00	60,840.00	90,000.00	28,518.00

James M. Luddecke
Department Head


Signature

June 11, 2008
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: _____

June 17, 2008

Appendix D (cont)

Budget Amendment Request

Total Amount Requested: \$ 1,700.00 Date: 6-10-08 FY 07/08

To: Finance Officer	From:(Department) Police	Amendment # 62
---------------------	--------------------------	----------------

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

Department	Account Description	Org Code	Object	Amount
FROM:				
Police	Conference Fees/Memberships	10230180	55650	1,700.00

Department	Account Description	Org Code	Object	Amount
TO:				
1. Police	Computer Supplies	10230180	56050	1,700.00
2.				
3.				
4.				

COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

- ☐ Additional Appropriation
☐ Pass-Through
☒ Transfer

Need for computer supplies exceeded budgeted amount.

	1	2	3	4
Balance in account for which funds are requested:	296.85			
Original appropriation in account:	4,500.00			
Plus or minus prior amendments:	+2,800.00			
Amount of appropriation to date:	7,300.00			

DEPARTMENT HEAD

James L. Kenny

SIGNATURE

DATE:

6-10-08

At a meeting of the Town Council held on _____, the above request(s) was/were approved

in the amount of \$ _____ Town Administrator: _____

June 17, 2008

Appendix D (cont)

Budget Amendment Request

Total Amount Requested: \$1,000.00 Fiscal Year 2007 - 2008 Date: June 10, 2008

To: Finance Officer From (Department): Vernon Arts Commission Amendment #: **63**

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
From:				
Arts Commission	Performers Fees	10562260	53420	\$1,000.00
"FROM" Subtotal:				

Department	Account Description	Org Code	Object	Amount
TO:				
1. Art Commission	Advertising	10562260	55400	\$1,000.00
2.				
3.				
4.				
"TO" Subtotal:				

No.	COMMENTS CONCERNING BUDGET AMENDMENT REQUEST
1.	Increases in cost of advertising.
2.	
3.	
4.	

	1	2	3	4
Balance in account for which funds are requested:	\$215.40			
Original appropriation in account:	300.00			
Plus or minus prior amendments:	240.00			
Amount of appropriation to date:	\$ 540.00			

Irma Carter
Department Head


Signature

June 3, 2008
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: _____

June 17, 2008

Appendix D (cont)

Budget Amendment Request

Total Amount Requested: \$7,122.16 Fiscal Year 2007 - 2008 Date: June 6, 2008

To: Finance Officer From (Department): Parks and Recreation Amendment #: 64

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
FROM:				
General Fund				\$7,122.16
"FROM" Subtotal:				\$ 7,122.16

Department	Account Description	Org Code	Object	Amount
TO:				
1. Maintenance	Over-Time	10560254	51020	938.16
2. Maintenance	Other Rentals	10560254	54492	3,484.00
3. Programs	Refunds	10560251	58240	2,000.00
4. Programs	Other Fees	10560251	53800	700.00
"TO" Subtotal:				\$ 7,122.16

COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

- 1 Fees collected for special events for maintenance over-time. Mother's Day Dash.
- 2 Fees collected from leagues for portable toilets and Valley Falls Summer Camp 2007.
- 3 Fees collected for programs followed by refunds.
- 4 Fees Collected from Lifeguard Training and Babysitting Training from American Red Cross.

	1	2	3	4
Balance in account for which funds are requested:	(1,841.86)	(2,183.75)	(1,689.75)	591.50
Original appropriation in account:	16,000.00	4,850.00	-	3,300.00
Plus or minus prior amendments:	804.76	-	8,742.79	-
Amount of appropriation to date:	16,804.76	4,850.00	8,742.79	3,300.00

Bruce Dinnie
Department Head


Signature

June 6, 2008
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: _____

June 17, 2008

Appendix D (cont)

Budget Amendment Request

Total Amount Requested: \$14,827.00 Fiscal Year 2007 - 2008 Date: June 6, 2008

To: Finance Officer From (Department): Parks and Recreation Amendment #: 65

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
FROM:				
General Fund				\$7,827.00
Programs	Officials	10560251	53430	1,000.00
Maintenance	Landscaping Supplies	10560254	56180	3,000.00
Maintenance	Asphalt Products	10560254	56740	3,000.00
"FROM" Subtotal:				\$ 14,827.00

Department	Account Description	Org Code	Object	Amount
TO:				
1. Administration	Medical Supplies	10560250	56184	1,000.00
2. Programs	Sporting Goods	10560251	56610	2,627.00
3. Administration	Custodial	10560250	53090	5,200.00
4. Maintenance	Other Repair & Maintenance	10560254	54390	6,000.00
"TO" Subtotal:				\$ 14,827.00

COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

- 1 Medical supplies needed for programs.
- 2 Fees collected from Softball Leagues for softballs.
- 3 Fees collected from rentals and use of facilities.
- 4 Unexpected expenditures and repair to park facilities.

	1	2	3	4
Balance in account for which funds are requested:	(495.32)	(3,101.84)	(3,954.75)	(6,509.00)
Original appropriation in account:	800.00	7,500.00	15,100.00	34,600.00
Plus or minus prior amendments:	-	1,844.00	1,300.00	-
Amount of appropriation to date:	800.00	9,344.00	16,400.00	34,600.00

Bruce Dinnie

Department Head

Signature

June 6, 2008

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:

June 17, 2008

Appendix D (cont)

Budget Amendment Request

Total Amount Requested: \$19,320.00 Fiscal Year 2007 - 2008 Date: June 17, 2008

To: Finance Officer From (Department): Finance Amendment #: **66**

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
FROM:				
Fund Balance		100	31200	19,320.00
				"FROM" Subtotal: \$ 19,320.00

Department	Account Description	Org Code	Object	Amount
TO:				
1. Unemployment Compensation	Unemployment compensation	10670273	52500	12,000.00
2. Planning	Other fees	10150170	53800	7,320.00
3.				
4.				
				"TO" Subtotal: \$ 19,320.00

- No. **COMMENTS CONCERNING BUDGET AMENDMENT REQUEST**
1. The Town of Vernon is self-insured for Unemployment Compensation. FY 2008 activity in this account has already exceeded the original budget, with revisions, and as these payments are four (4) months in arrears, this request is an estimate of incurred costs through June 30, 2008.
 2. This is a "pass through", as these fees are reimbursable per planning and zoning regulations.

	1	2	3	4
Balance in account for which funds are requested:	-	(7,320.00)		
Original appropriation in account:	9,540.00	-		
Plus or minus prior amendments:	12,731.87	974.25		
Amount of appropriation to date:	22,271.87	974.25	-	-

James M. Luddecke
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: _____

June 17, 2008

Appendix D (cont)

Budget Amendment Request

Total Amount Requested: \$6,145.00 Fiscal Year 2007 - 2008 Date: June 17, 2008

To: Finance Officer From (Department): Executive and Administration Amendment #: 67

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
FROM:				
Municipal Insurance	Agency fee	10671278	55270	6,145.00
"FROM" Subtotal:				\$ 6,145.00

Department	Account Description	Org Code	Object	Amount
TO:				
1. Executive and Administration	Tele-communication repairs	10112120	54334	4,150.00
2. Building Inspection	Other fees	10232187	53800	100.00
3. Building Inspection	Office supplies	10232187	56010	565.00
4. Municipal Insurance	Hypertension - Medical	10671278	52692	1,330.00
"TO" Subtotal:				\$ 6,145.00

No. *COMMENTS CONCERNING BUDGET AMENDMENT REQUEST*

- Costs exceeded budget for repairs to tele-communication lines during the fiscal year.
- This is precautionary, as this department has had a good deal of turnover, and if other accounts within this budget cannot supplement any incurred costs, this request will provide the needed funds.
-
- Prescription costs for hypertension exceeded the original budget.

	1	2	3	4
Balance in account for which funds are requested:	(4,150.00)	8.00	(92.81)	(1,329.55)
Original appropriation in account:	4,000.00	550.00	1,300.00	3,500.00
Plus or minus prior amendments:	-	520.00	-	-
Amount of appropriation to date:	4,000.00	1,070.00	1,300.00	3,500.00

James M. Luddecke
Department Head


Signature

June 11, 2008
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: _____

June 17, 2008

Appendix D (cont)

Budget Amendment Request

Total Amount Requested: \$3,325.00 Fiscal Year 2007 - 2008 Date: June 17, 2008

To: Finance Officer From (Department): Finance Amendment #: 68

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
FROM:				
Municipal Insurance	Agency fee	10671278	55270	3,325.00
"FROM" Subtotal:				\$ 3,325.00

Department	Account Description	Org Code	Object	Amount
TO:				
1. Purchasing	Accounting Fees	10114143	53030	3,325.00
2.				
3.				
4.				
"TO" Subtotal:				\$ 3,325.00

- No. *COMMENTS CONCERNING BUDGET AMENDMENT REQUEST*
- To provide funding for professional services pertaining to the appraisal of Town's infrastructure for property accounting and GASB 34 compliance purposes. The final report has been completed. This account is also used for the annual appraisal and accounting of our fixed assets.

	1	2	3	4
Balance in account for which funds are requested:	3,435.00			
Original appropriation in account:	6,275.00			
Plus or minus prior amendments:	5,400.00			
Amount of appropriation to date:	11,675.00			

James M. Luddecke
Department Head


Signature

June 11, 2008
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: _____

Appendix E



OFFICE OF THE
TOWN CLERK

TOWN OF VERNON

14 PARK PLACE, VERNON, CT 06066

Tel: (860) 870-3662

Fax: (860) 870-3583

E-mail: town.clerk@ci.vernon.ct.us

CERTIFIED RESOLUTION HYBRID VEHICLES

I, **Bernice Dixon**, the Town Clerk of the **Town of Vernon**, do hereby certify that in accordance with the Charter of the **Town of Vernon**, **Jason L. McCoy**, as Mayor of the **Town of Vernon**, is authorized and directed to execute and deliver any and all documents on behalf of the Town of Vernon and to do and perform all acts and things which he deems necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.

Furthermore, on **June 17, 2008**, the Town Council authorizes Mayor **Jason L. McCoy** to enter into an agreement with the Connecticut Department of Transportation for the Connecticut Clean Fuel Program Agreement.

The undersigned further certifies that **Jason L. McCoy** now holds the office of Mayor and that he had held that office since **November 12, 2007**.

The undersigned has executed this certificate this **24th** day of **June 2008**.

Jason L. McCoy, Mayor

Bernice K. Dixon

Bernice K. Dixon, Town Clerk

MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE STATE OF CONNECTICUT, DEPARTMENT OF TRANSPORTATION, HYBRID VEHICLE FUNDING, UNDER THE 2008 CONNECTICUT CLEAN FUEL PROGRAM, IN ACCORDANCE WITH THE APPROVED RESOLUTION FOR THE TOWN OF VERNON'S BUILDING DEPARTMENT.

I, **Bernice K. Dixon**, the Town Clerk of the Town of Vernon, do hereby certify this to be a true copy of the resolution duly adopted at the **Vernon Town Council meeting on June 17, 2008** and that it has not been rescinded, amended or altered in any way, and that it **remains in full force and in effect**.

Bernice K. Dixon

Town Clerk

June 24, 2008

Date

Appendix F



OFFICE OF THE
TOWN CLERK

TOWN OF VERNON

14 PARK PLACE, VERNON, CT 06066

Tel: (860) 870-3662

Fax: (860) 870-3583

E-mail: town.clerk@ci.vernon.ct.us

CERTIFIED RESOLUTION HYBRID VEHICLES

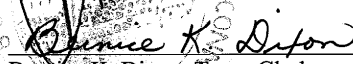
I, **Bernice Dixon**, the Town Clerk of the **Town of Vernon**, do hereby certify that in accordance with the Charter of the **Town of Vernon**, **Jason L. McCoy**, as Mayor of the **Town of Vernon**, is authorized and directed to execute and deliver any and all documents on behalf of the Town of Vernon and to do and perform all acts and things which he deems necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.

Furthermore, on **June 17, 2008**, the Town Council authorizes Mayor **Jason L. McCoy** to enter into an agreement with the Connecticut Department of Transportation for the Connecticut Clean Fuel Program Agreement.

The undersigned further certifies that **Jason L. McCoy** now holds the office of Mayor and that he has held that office since **November 12, 2007**.

The undersigned has executed this certificate this **24th** day of **June 2008**.

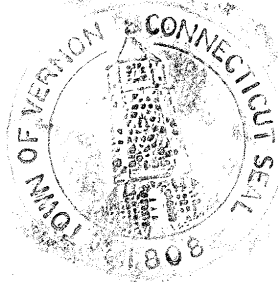

Jason L. McCoy, Mayor

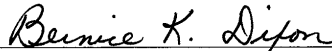

Bernice K. Dixon, Town Clerk

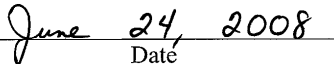
MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE STATE OF CONNECTICUT, DEPARTMENT OF TRANSPORTATION, HYBRID VEHICLE FUNDING, UNDER THE 2008 CONNECTICUT CLEAN FUEL PROGRAM, IN ACCORDANCE WITH THE APPROVED RESOLUTION FOR THE TOWN OF VERNON'S POLICE DEPARTMENT.

I, **Bernice K. Dixon**, the Town Clerk of the Town of Vernon, do hereby certify this to be a true copy of the resolution duly adopted at the **Vernon Town Council meeting on June 17, 2008** and that it has not been rescinded, amended or altered in any way, and that it **remains in full force and in effect**.




Town Clerk


Date