

July 15, 2008

**MINUTES
VERNON TOWN COUNCIL
REGULAR MEETING
SENIOR CENTER 2ND FLOOR, CONFERENCE ROOM
26 PARK PLACE
TUESDAY, JULY 15, 2008
7:30 P.M.**

Meeting was called to order at 7:30 PM

A) PLEDGE OF ALLEGIANCE:

ROLL CALL:

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

Absent: Mayor Jason L. McCoy

Entered During Meeting:

Also Present: Town Administrator Christopher Clark, Recording Secretary Jill Kentfield, Technical Advisor, Christopher Prue

CITIZEN'S FORUM:

Louis Nager, 37 Quail Hollow Rd – Representing the Quail Hollow Condominium Association. He would like to set up an appointment to discuss his issues with the Town Council. Deputy Mayor Wheelock will call Mr. Nager to discuss an appointment.

Steve Wakefield, 152 Brookview Drive, spoke on behalf of the Bicentennial Council who published a pictorial book, which is available at several Vernon/Rockville locations for \$20.00. Mr. Wakefield presented the Mayor's office with a copy of the book.

Marie Herbst and Polly Schaefer presented a signed copy of the Bicentennial book to Christopher Clark to thank him for his services to the Town. They also spoke about the amount of work put into gathering pictures that have never been used before for the book and thanked everyone who contributed to the efforts including Rockville Bank for their donation.

Citizens Forum closed at 7:44 PM

B) PUBLIC HEARINGS:

There were no Public Hearings

C) PRESENTATION:

There were no Presentations

D) CONSENT AGENDA ITEMS:

- C 1.** Request for Tax Refunds – Current and Prior Fiscal Year.
- C 2.** Request that the Town Council approve the revised Fair Housing Policy Statement per DECD request.
- C 3.** Request that the Town Council approve the 3% General Wage Increase for all Non-Union employees as outlined in the Personnel Rules and Regulations.
- C 4.** Request that the Town Council approve the Job Reclassification for the Human Resources Director.
- C 5.** Request that the Town Council approve the Designation of Capital and Non-Recurring Funds for the Third Floor Furnishings.

Council Member Anderson, seconded by Council Member Campbell made a motion to approve the consent agenda items as presented. Council Members Herold and Winkler pulled Item #2. Council Member Herbst pulled item #3. Agenda items 1, 4, and 5 were approved, motion carried unanimously.

NEW BUSINESS (CONSENT ITEMS)

July 15, 2008

1. **Request for Tax Refunds – Current and Prior Fiscal Year.** (A copy of the Memorandum from Carol S. Nelson, Collector of Revenue, dated July 8, 2008 to Christopher Clark, Town Administrator, is in the packet.) **Appendix A**

PROPOSED MOTION:

THE TOWN COUNCIL APPROVES FOUR (4) TAX REFUNDS FOR THE PRIOR FISCAL YEAR IN THE AMOUNT OF \$315.77 AND ONE (1) TAX REFUND FOR THE CURRENT FISCAL YEAR IN THE AMOUNT OF \$14.53 AS OUTLINED IN THE MEMORANDUM FROM THE COLLECTOR OF REVENUE DATED JULY 8, 2008 TO THE TOWN ADMINISTRATOR.

Council Member Anderson, seconded by Council Member Campbell made a motion to approve the request for tax refunds current and prior fiscal year. Motion carried unanimously.

2. **Request that the Town Council approve the revised Fair Housing Policy Statement in compliance with Affirmative Action/Civil Rights requirements for the Small Cities Program, Village Street Improvement. (SC0616301A)** (A copy of the Memorandum from Christopher Clark, Town Administrator dated July 10, 2008 is included in the packet) **Appendix B**

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE CHANGES REQUESTED BY THE DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT TO THE FAIR HOUSING POLICY STATEMENT IN COMPLIANCE WITH AFFIRMATIVE ACTION/CIVIL RIGHTS REQUIREMENTS FOR THE SMALL CITIES PROGRAM, VILLAGE STREET IMPROVEMENT. (SC0616301A)

Council Member Anderson, seconded by Council Member Campbell made a motion to approve the revised Fair Housing Policy Statement in compliance with Affirmative Action/Civil Rights requirements for the Small Cities Program, Village Street Improvement. Discussion took place. Council Member Campbell, seconded by Council member Herbst made a motion to rearrange the wording "or lawful source of income" in paragraph 3, last 5 words to "or source of lawful income". Motion carried, Council Member Anderson opposed.

3. **Request that the Town Council approve the 3% general wage increase for all Non-Union employees, as outlined in the Personnel Rules and Regulations.** (A copy of the Memorandum from Christopher Clark, Town Administrator dated June 9, 2008 is included in the packet.)

PROPOSED MOTION:

THE TOWN COUNCIL, CONSISTENT WITH THE TOWN OF VERNON PERSONNEL RULES AND REGULATIONS, SECTION 5.2, HEREBY AUTHORIZES THAT ALL NON-UNION EMPLOYEES AND PERMANENT PART TIME EMPLOYEES BE GIVEN A GENERAL WAGE INCREASE OF THREE (3.0%) PERCENT EFFECTIVE JULY 1, 2008.

Council Member Herbst, seconded by Council member Schaefer made a motion to request that the Town Council approve the 3% general wage increase for all Non-Union employees, as outlined in the Personnel Rules and Regulations. Discussion took place. Motion carried unanimously.

4. **Request that the Town Council approve the job reclassification for the Human Resources Director from Salary Group E-4 to Salary Group E-5.** (A copy of the Memorandum from Christopher Clark, Town Administrator dated July 1, 2008 is included in packet.)

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, THE JOB RECLASSIFICATION FOR THE HUMAN RESOURCES DIRECTOR FROM SALARY GROUP E-4 TO SALARY GROUP E-5 EFFECTIVE JULY 1, 2008.

July 15, 2008

Council Member Anderson, seconded by Council Member Campbell made a motion to approve the job reclassification for the Human Resources Director from Salary Group E-4 to Salary Group E-5. Motion carried unanimously.

5. **Request that the Town Council approve the designation of Capital and Non-Recurring Funds for Third Floor Furnishings.** (A copy of the Memorandum from James Luddecke, Finance Officer and Treasurer dated July 9, 2008 is included in packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY AUTHORIZES THE DESIGNATION OF AVAILABLE FUNDS IN THE RESERVE FOR CAPITAL AND NON-RECURRING ACCOUNT IN THE AMOUNT OF \$49,100.00 FOR THE TOWN HALL RENOVATIONS - FURNISHINGS THIRD FLOOR PROJECT. THIS AMOUNT, COMBINED WITH THE \$25,900.00 APPROVED IN THE CAPITAL IMPROVEMENT BUDGET WILL PROVIDE A TOTAL OF \$75,000.00.

Council Member Anderson, seconded by Council Member Campbell made a motion to approve the designation of Capital and Non-Recurring Funds for Third Floor Furnishings. Motion carried unanimously.

E) IDENTIFICATION AND ADOPTION OF ADDITIONAL AGENDA ITEMS:

Item #1: The resignation of Christopher Clark

Item #2: EPA news release dated July 15, 2008

Council Member Jackle made a motion to add the above additional agenda items, motion carried unanimously.

F) PENDING BUSINESS:

There was no pending business.

G) NEW BUSINESS:

- 1) **Request that the Town Council approve the Visiting Nurse & Health Services of Connecticut, Inc. contract agreement for fiscal year July 1, 2008 to June 30, 2009.** (A copy of the Memorandum from Christopher Clark, Town Administrator dated June 24, 2008 and copy of contract are in the packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY AUTHORIZES MAYOR JASON L. McCOY TO EXECUTE THE NECESSARY PAPERWORK IN ORDER TO ENTER INTO AGREEMENT WITH THE VISITING NURSE & HEALTH SERVICES OF CONNECTICUT, INC. FUNDS IN AN AMOUNT OF \$ 21,000.00.

Council Member Campbell, seconded by Council Member Fox made a motion to approve the Visiting Nurse & Health Services of Connecticut, Inc. contract agreement for fiscal year July 1, 2008 to June 30, 2009. Discussion took place. Motion carried unanimously.

- 2) **Request that the Town Council adopt the 2008 Capitol Region Pre-Disaster Natural Hazards Mitigation Plan, enabling the Town of Vernon to apply for FEMA hazard mitigation project grants.** (A copy of the Memorandum to Town Council from Christopher Clark, Town Administrator, dated July 7, 2008, the Capitol Region Pre-Disaster Hazard Mitigation Plan, and Vernon's Goals and Objectives are included in the packet.) **Appendix C**

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY ADOPTS THE RESOLUTION INCLUDED IN THE CORRESPONDENCE DATED JULY 7, 2008 FROM CHRISTOPHER CLARK, TOWN ADMINISTRATOR, FOR THE 2008 CAPITOL REGION PRE-DISASTER NATURAL HAZARDS MITIGATION PLAN.

Council Member Etre, seconded by Council Member Schaefer made a motion for the Town Council to adopt the 2008 Capitol Region Pre-Disaster Natural Hazards Mitigation Plan, enabling the Town of Vernon to apply for FEMA hazard mitigation project grants. Motion carried unanimously.

- 3) **Request that the Town Council hereby authorize Jason L. McCoy, Mayor; to sign the Supplemental Certified Local Government Grant Contract (#CT-08-09) and supporting documentation necessary to fund a feasibility study for the Citizen's Block Building in the amount of \$20,000.** (A copy of the Memorandum to the Town Council from Christopher Clark, Town Administrator, dated July 7, 2008, a copy of the Grant Contract and a copy of the Town Council approved Nondiscrimination Certification is included in the packet.) Town Administrator Christopher Clark to comment. **Appendix D**

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY AUTHORIZES MAYOR JASON L. MCCOY TO SIGN THE SUPPLEMENTAL CERTIFIED LOCAL GOVERNMENT CONTRACT GRANT (#CT-08-09) AND SUPPORTING DOCUMENTATION, FOR THE FUNDING OF A FEASIBILITY STUDY FOR THE CITIZEN'S BLOCK BUILDING IN THE AMOUNT OF \$20,000.

Council Member Herbst, seconded by Council Member Etre made a motion for the Town Council to authorize Jason L. McCoy, Mayor to sign the supplemental certified local government grant contract (#CT-08-09) and supporting documentation necessary to fund a feasibility study for the Citizen's Block Building in the amount of \$20,000. Discussion took place. Motion carried unanimously.

- 4) **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 a Memorandum from Christopher Clark, Town Administrator dated July 10, 2008 regarding Budget Amendment #87, are in the packet.) **Appendix E**

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES THE BUDGET AMENDMENT REQUESTS #69, #70, #71, #72, #73, #74, #75, #76, #77, #78, #79, #80, #81, #82, #83, #84, #85, #86, #87 FOR FISCAL YEAR 2007-2008 AS OUTLINED IN BUDGET AMENDMENT FORMS AS PROVIDED BY THE FINANCE OFFICER.

Council Member Schaefer, seconded by Council Member Etre made a motion for the Town Council to approve the budget amendment(s) for fiscal year 2007-2008 as proved by James Luddecke, Finance Officer. Discussion took place. A status report from those Departments negatively impacted by the increase in utility fees will be submitted to Council Members in January 2009. Finance Officer, James Luddecke will provide members with detailed information regarding amendment #82, transfer of funds to the Law Department. Motion carried, Council Member Champagne opposed.

- 5) **Request that the Town Council authorize Jason L. McCoy, Mayor, to enter into a supplemental agreement between the Town of Vernon and the State of Connecticut Department of Transportation regarding State Project No. 146-177, Federal Project No. 6146(009), Rehabilitation of Vernon Avenue Bridge.** Appendix F

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY ADOPTS THE FOLLOWING RESOLUTION AUTHORIZING JASON L. MCCOY, MAYOR TO ENTER INTO A SUPPLEMENTAL AGREEMENT BETWEEN THE TOWN OF VERNON AND THE CONNECTICUT DEPARTMENT OF TRANSPORTATION REGARDING STATE PROJECT NO. 146-177, FEDERAL PROJECT No. 6146(009), REHABILITATION OF VERNON AVENUE BRIDGE.

Council Member Anderson, seconded by Council Member Schaefer made a motion for the Town Council to authorize Jason L. McCoy, Mayor to enter into a supplemental agreement between the Town of Vernon and the State of Connecticut Department of Transportation regarding State Project No. 146-177, Federal Project No. 6146(009), rehabilitation of the Vernon Avenue bridge. Discussion took place. Town Engineer, Mr. McCarthy provided Town Council Members with a status report of the bridge projects. Per request of the Town Council, Mr. McCarthy will notify businesses on Brooklyn Street of the Vernon Avenue bridge repair road closure and detour so they can inform their delivery companies of the potential traffic situations. Mayor McCoy will provide affected residents in the area with information regarding the road closures.

- 6) **Request that the Town Council authorize Jason L. McCoy, Mayor, to enter into an agreement between the Town of Vernon and the State of Connecticut Department of Transportation regarding State Project No. 146-188, Federal Project No. 6146(010), the replacement of the West Main Street Bridge. Appendix G**

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY ADOPTS THE FOLLOWING RESOLUTION AUTHORIZING JASON L. MCCOY, MAYOR TO ENTER INTO AN AGREEMENT BETWEEN THE TOWN OF VERNON AND THE CONNECTICUT DEPARTMENT OF TRANSPORTATION REGARDING STATE PROJECT NO. 146-188, FEDERAL PROJECT NO. 6146(010), REPLACEMENT OF WEST MAIN STREET BRIDGE.

Council Member Etre, seconded by Council Member Herbst made a motion for the Town Council to authorize Jason L. McCoy, Mayor, to enter into an agreement between the Town of Vernon and the State of Connecticut, Department of Transportation regarding State Project No. 146-188 Federal Project No. 6146(010), the replacement of the West Main Street bridge. Motion carried unanimously.

- 7) **Request that the Town Council authorize Jason L. McCoy, Mayor, to enter into an agreement between the Town of Vernon and the State of Connecticut regarding the replacement of the River Street Bridge. Appendix H**

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY ADOPTS THE FOLLOWING RESOLUTION AUTHORIZING JASON L. MCCOY, MAYOR TO ENTER INTO AN AGREEMENT BETWEEN THE TOWN OF VERNON AND THE CONNECTICUT DEPARTMENT OF TRANSPORTATION REGARDING STATE PROJECT NO. 146-160, FEDERAL PROJECT NO. 6146(006), THE REPLACEMENT OF THE RIVER STREET BRIDGE.

Council Member Etre, seconded by Council Member Schaefer made a motion for the Town Council to authorize Jason L. McCoy, Mayor, to enter into an agreement between the Town of Vernon and the State of Connecticut, Department of Transportation regarding the replacement of the River Street bridge. Motion carried unanimously.

- 8) **Request that the Town Council authorize the Re-Designation of Capital and Non-Recurring Funds for Road Projects.**

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY AUTHORIZES THE RE-DESIGNATION OF AVAILABLE FUNDS IN THE RESERVE FOR CAPITAL AND NON-RECURRING ACCOUNT, TRANSFERRING \$53,228.00 FROM THE REPAIR/SHIM/PAVE OF GROUP #3 ROADS TO THE PROJECT CATEGORIZED AS REPAIR/SHIM/PAVE OF GROUP #1 ROADS. THIS WILL INCREASE THE GROUP #1 DESIGNATION FROM \$202,587.00 TO \$255,815.00. THE GROUP #3 PROJECT WILL BE REDUCED FROM \$294,672.00 TO \$241,444.00.

Council Member Etre, seconded by Council Member Champagne made a motion for the Town Council to authorize the Re-Designation of Capital and Non-Recurring funds for Road Projects. Discussion took place. Town Administrator Christopher Clark provided Council Members with the

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streets included in Group 1 and Group 3. Group 1 includes: Bancroft Street, Bancroft Place, Olson Drive, Mark Circle, Valerie Drive, Raul Street Extension, Dow Street. Group 3 includes: Phoenix Street and Warren Avenue. Motion carried unanimously.

- 9) **Request that the Town Council authorize both a Public Hearing and a Special Town Meeting for August 19, 2008 regarding an Additional Appropriation for Education in the amount of \$1,135,682.00.** (Copy of Notice is enclosed in the packet.) **Appendix I**

PUBLIC HEARING (7:35 P.M.)

SPECIAL TOWN MEETING (7:40 P.M.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY SCHEDULES A PUBLIC HEARING AT 7:35 PM AND A SPECIAL TOWN MEETING AT 7:40 PM ON AUGUST 19, 2008 IN VERNON SENIOR CENTER FOR THE PURPOSE OF AN ADDITIONAL APPROPRIATION IN THE AMOUNT OF \$1,135,682.00 TO THE FISCAL YEAR 2007-08 EDUCATION BUDGET 10990330-58900, TO PAY FOR EXCESS COSTS RELATED TO SPECIAL EDUCATION.

Council Member Herbst, seconded by Council Member Schaefer made a motion for the Town Council to authorize both a public hearing and a Special Town Meeting for August 19, 2008 regarding an additional appropriation for Education in the amount of \$1,135,682.00. Discussion took place. Motion carried unanimously.

- 10) **Request that the Town Council Approve the Appointment of Basil (Pete) Hobbs, as Building Official.** (A copy of the Employment Application, Resume and Certifications are included in the packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES, THE MAYORS APPOINTMENT OF BASIL (PETE) HOBBS TO THE POSITION OF BUILDING OFFICIAL, PURSUANT TO CHAPTER XI § 3(b) OF THE VERNON TOWN CHARTER, AND VESTS HIM WITH THOSE DUTIES AS SET FORTH IN CHAPTER XI § 20, WITH THE EFFECTIVE DATE OF AUGUST 19, 2008.

Council Member Fox, seconded by Council Member Etre made a motion for the Town Council to approve the appointment of Basil (Pete) Hobbs, as Building Official. Discussion took place. Motion carried unanimously.

H) INTRODUCTION OF ORDINANCES:

No ordinances.

I) ACTION ON ORDINANCES PREVIOUSLY PRESENTED:

No actions on ordinances previously presented.

J) DISCUSSION OF ADDITIONAL AGENDA ITEMS:

Item #1) The resignation of Christopher Clark **Appendix J**

Council Member Schaefer, seconded by Council Member Herbst made a motion to accept the resignation of Town Administrator, Christopher Clark. Motion carried unanimously.

Item #2) EPA news release dated July 15, 2008

A hand out was presented to Town Council Members. Town Administrator, Christopher Clark provided Town Council Members with information regarding the 2 Vernon apartments owned by Community Builders, Inc, a company that the EPA is taking enforcement against for having lead paint in their complexes. There is no indication the Park West and Terrace Drive apartments contain lead paint. No action is required of Council Members. The Town Administrator will keep Council Members informed of actions against Community Builders, Inc as they move forward.

July 15, 2008

K) ADOPTION OF MINUTES:

PROPOSED MOTION:

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR MEETING OF JUNE 17, 2008 AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Schaefer, seconded by Council Member Anderson made a motion to accept the minutes of the regular Town Council Meeting of June 17, 2008. Motion carried unanimously, Council Member Etre abstained.

L) EXECUTIVE SESSION:

No Executive Session

M) INFORMATIONAL ITEMS:

1. Minutes of the Board of Education Meeting from June 9, 2008.
2. Copy of Monthly Report for April and May 2008 from Penny Rand, Senior Center Director.
3. Copy of resignation letter from David R. Hatch, dated June 20, 2008, resigning from the Water Pollution Control Authority Board.
4. Copy of resignation letter from Charlotte Adams, dated June 16, 2008, resigning from her position as Executive Assistant, effective June 30, 2008.
5. Copy of Memorandum from Christopher Clark, Town Administrator dated June 23, 2008, temporarily promoting Leslie Campolongo to Executive Assistant, on a Part Time basis.
6. Copy of proposal to Hartford Foundation for Public Giving, from Alan Slobodien, Youth Services Director.
7. Copy of Quarterly Newsletter from the Department of Social Services.
8. Copy of revised Employee Telephone Directory.
9. Copy of Monthly Report for June 2008 from Stephen M. Clark, Captain of Police of the Vernon Police Department.
10. Copy of Ordinance #194, Extending Effective Date of All Town Ordinances.
11. Copy of Memorandum from Christopher Clark regarding 425 Talcottville Road (formerly Heartland) provided by Marina Rodriguez, Community & Economic Development Coordinator and Assistant Town Planner.

ADJOURNMENT (9:26 PM)

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

Received: July 17, 2008

Approved: August 19, 2008

Respectfully Submitted,
Jill Kentfield
Recording Secretary

James E. Krupienski
Assistant Town Clerk

July 15, 2008

Appendix A



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

TOWN OF VERNON

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

TO: Christopher Clark, Town Administrator

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

DATE: July 8, 2008

SUBJECT: Refunds for Town Council Approval

PRIOR YEARS:

Grimord, James R 26.66
Assessor's Correction – Sold Vehicle

Honda Lease Trust 40.81
Assessor's Correction – Sold Vehicle

Mirabile, Lawrence J. 208.81
Assessor's Corrections (2) – Sold Vehicles

Tedeschi, Scott A 39.49
Assessor's Correction – Sold Vehicle

CURRENT YEAR:

Bennett, John H or Marie E 14.53
Assessor's Correction – Sold Vehicle

(4) Prior Overpayments \$ 315.77
(1) Current Overpayment \$ 14.53

Grand Total \$ 330.30

July 15, 2008

Appendix B



OFFICE OF THE
TOWN ADMINISTRATOR

TOWN OF VERNON

14 PARK PLACE, VERNON, CT 06066

Tel: (860) 870-3665

Fax: (860) 870-3580

E-mail: cclark@vernon-ct.gov

TOWN OF VERNON **FAIR HOUSING POLICY STATEMENT**

It is both the policy and strong commitment of the **Town of Vernon** to promote Fair Housing opportunities in all its programs and housing development activities and to take affirmative action through education and implementation of ensure equal housing opportunities for all persons and families.

Programs funded and administered by the **Town of Vernon** must comply with the provisions of Sections 46a -64c of the C.G.S., and with related state and federal laws and regulations that prohibit discriminatory housing practices.

The **Town of Vernon** or any sub recipient of the **Town of Vernon** will carry out an affirmative marketing program to attract prospective buyers or tenants of all majority or minority groups, without consideration of race, color, religion, sex, sexual orientation, marital status, national origin, ancestry, creed, learning disability, mental or physical disability, including but not limited to blindness, age individuals with children, or lawful source of income.

The **Town of Vernon** will continue to make a good faith effort to comply with all Federal and State laws and policies which speak to fair housing practices.

It is the policy of the **Town of Vernon** that all Housing related personnel be trained and educated in the principles of Fair Housing and Equal Opportunity so that Equal Housing Opportunity may be available to all qualified applicants.

This Fair Housing Policy Statement reaffirms our personal commitment to the principles of fair housing and equal opportunity housing practices.

The Fair Housing Officer, **Christopher Clark** or their designated representative is responsible for the enforcement and implementation of the Fair Housing Regulations/Plan and the enforcement of this policy. The Fair Housing Officer for the **Town of Vernon** may be reached at **860-870-3665**.

Complaint(s) pertaining to discrimination in any program funded by this **Town of Vernon** may be filed with the Fair Housing Officer. The Town's Grievance Procedure will be utilized in this case(s). A copy of this policy will be given annually to all **Town of Vernon** employees and they are expected to fully comply with it. In addition, a copy will be posted throughout the **Town of Vernon**.

Complaints also may be filed with the Commission on Human Rights and Opportunity, 21 Grand Street, Hartford, CT 06106.

Town of Vernon

Christopher Clark, Town Administrator

Date

July 15, 2008

Appendix C



OFFICE OF TOWN CLERK
BERNICE K. DIXON, CCTC
REGISTRAR OF VITAL STATISTICS
CLERK OF THE TOWN COUNCIL

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

TOWN OF VERNON
RESOLUTION TO ADOPT THE 2008 CAPITOL REGION PRE-DISASTER NATURAL
HAZARDS MITIGATION PLAN

WHEREAS, the Town of Vernon, in collaboration with the Capitol Region Council of Governments (CRCOG) has developed a Capitol Region Pre-Disaster Natural Hazard Mitigation Plan; and

WHEREAS, the Town of Vernon has established and prioritized goals and strategies for reducing the loss of life and property from the natural hazards that affect the region within the Capitol Region Pre-Disaster Natural Hazards Mitigation Plan; and

WHEREAS, the Federal Emergency Management Agency / Department of Homeland Security has approved the Capitol Region Pre-Disaster Natural Hazard Mitigation Plan, on condition of local adoption, enabling the Town to apply for Hazard Mitigation grant funding;

NOW, THEREFORE, BE IT RESOLVED, that the Town of Vernon Town Council hereby adopts the 2008 Capitol Region Pre-Disaster Natural Hazards Mitigation Plan.

Adopted by the Town of Vernon on July 15, 2008.

TO WHOM IT MAY CONCERN:

I, Karen C. Daigle, Assistant Town Clerk of the Town of Vernon, hereby certify that the foregoing MOTION was adopted by the Vernon Town Council at its regular meeting of July 15, 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


Karen C. Daigle
Assistant Town Clerk

Dated at Vernon, Connecticut, this 17th day of July, 2008.

July 15, 2008

Appendix D



OFFICE OF TOWN CLERK
BERNICE K. DIXON, CCTC
REGISTRAR OF VITAL STATISTICS
CLERK OF THE TOWN COUNCIL

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

TOWN OF VERNON
RESOLUTION TO SIGN THE SUPPLEMENTAL CERTIFIED LOCAL GOVERNMENT
GRANT CONTRACT (#CT-08-09)

MOTION:

THE TOWN COUNCIL HEREBY AUTHORIZES MAYOR JASON L. MCCOY TO SIGN THE SUPPLEMENTAL CERTIFIED LOCAL GOVERNMENT CONTRACT GRANT (#CT-08-09) AND SUPPORTING DOCUMENTATION, FOR THE FUNDING OF A FEASIBILITY STUDY FOR THE CITIZEN'S BLOCK BUILDING IN THE AMOUNT OF \$20,000.

Adopted by the **Town of Vernon on July 15, 2008.**

TO WHOM IT MAY CONCERN:

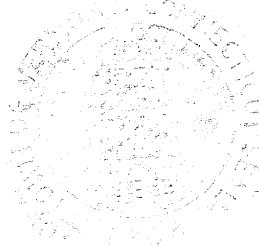
I, Karen C. Daigle, Assistant Town Clerk of the Town of Vernon, hereby certify that the foregoing MOTION was adopted by the Vernon Town Council at its regular meeting of July 15, 2008.

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

VERNON TOWN COUNCIL

Karen C. Daigle
Assistant Town Clerk

Dated at Vernon, Connecticut, this 17th day of July, 2008.



July 15, 2008

Appendix E (con't)

7/8/2008

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>					72,792,144.00
<i>Revised Budget:</i>					\$ 73,911,146.16
Balance brought forward:			\$ 214,299.82	\$ 904,702.34	\$ 1,119,002.16

July 15, 2008

Appendix E (con't)

7/8/2008

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>					72,792,144.00
<i>Revised Budget:</i>					\$ 73,536,262.89
Balance brought forward:			\$ 30,601.55	\$ 713,517.34	\$ 744,118.89

July 15, 2008

Appendix E (con't)

Budget Amendment Request

Total Amount Requested: \$ 2,000.00 Date: 6-18-08 FY 07/08

To: Finance Officer From:(Department) Police Amendment # 69

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

Department	Account Description	Org Code	Object	Amount
FROM:				
Police	Motor Vehicle Accessories	10230180	56514	2,000.00

Department	Account Description	Org Code	Object	Amount
TO:				
1. Police	Repair Motor Vehicles	10230180	54310	2,000.00
2.				
3.				
4.				

COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

- ☐ Additional Appropriation
☐ Pass-Through
☒ Transfer

Additional funds needed to cover minor repairs and painting of 2 vehicles

	1	2	3	4
Balance in account for which funds are requested:	500.00			
Original appropriation in account:	2,500.00			
Plus or minus prior amendments:	- 1,000.00			
Amount of appropriation to date:	1,500.00			

DEPARTMENT HEAD

SIGNATURE

DATE:

James L. Kenny

6-18-08

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

in the amount of \$ _____ Town Administrator: _____

July 15, 2008

Appendix E (con't)

Budget Amendment Request

Total Amount Requested: \$ 5,266.00

Fiscal Year 2007 - 2008

Date: June 27, 2008

To: Finance Officer

From(Department): Public Works Department

Amendment#: **70**

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:				
1 POLICE	WAGES	10230130	51010	1,280.00
2 POLICE	WAGES	10230130	51010	3,986.00
"FROM" Subtotal:				\$ 5,266.00

Department	Account Description	Org Code	Object	Amount
TO:				
1. Equipment Maintenance & Repair	Vehicle Parts (Police Dept)	10340202	56510	1,280.00
2. Equipment Maintenance & Repair	Vehicle Parts (Fire Dept)	10340202	56510	3,986.00
"TO" Subtotal:				\$ 5,266.00

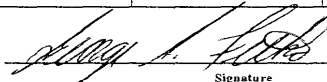
COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

--

	1	2	3	4
Balance in account for which funds are requested:	-1280.00	-3986.00		
Original appropriation in account:	18000.00	4000.00		
Plus or minus prior amendments:	0.00	0.00		
Amount of appropriation to date:	0.00	0.00	-	-

George A. Fetko

Director of Public Works



Signature

6/27/2008

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: _____

July 15, 2008

Appendix E (con't)

Budget Amendment Request

Total Amount Requested: \$ 925.00 Date: 4/27/08 FY 2007-08

To: Finance Officer From: (Department) Fire Department Amendment # 71

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

Department	Account Description	Org Code	Object	Amount
FROM: Fire Dept				
	Fire Dept Fees	10231183	53050	322.00
	Internet Acct.	"	55340	571.00
	Telephone line		55310	32.00

Department	Account Description	Org Code	Object	Amount
TO: Fire Dept.				
	Utility Serv. Hdy	10231183	54135	925.00
1.				
2.				
3.				
4.				

COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

- ☐ Additional Appropriation
☐ Pass-Through
☒ Transfer

To cover rate increase

	1	2	3	4
Balance in account for which funds are requested:	2,498.00			
Original appropriation in account:	509,700			
Plus or minus prior amendments:	<1,350>			
Amount of appropriation to date:	508,350			

DEPARTMENT HEAD

William Call

SIGNATURE

Robert Kelly

DATE:

4/27/08

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

in the amount of \$ _____ Town Administrator: _____

July 15, 2008

Appendix E (con't)

Budget Amendment Request

Total Amount Requested: \$ 3047.00 Date: 6/27/08 FY 2007-08

To: Finance Officer	From: (Department) <u>Fire Dept.</u>	Amendment # <u>72</u>
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Request is hereby submitted for amendment(s) of budget as indicated.

Department	Account Description	Org Code	Object	Amount
FROM: Fire Dept				
	1) Public Relations	10231183	55420	100.00
	1) Conf. Fees & Mem.	"	55650	290.00
	1) Subscript. & Manuals	"	55660	450.00
	1) Schools & Seminars	"	55670	2207.00

Department	Account Description	Org Code	Object	Amount
TO:				
1. <u>Fire Dept.</u>	<u>Utility Serv. Hdy</u>	<u>10231183</u>	<u>54135</u>	<u>3047.00</u>
2.				
3.				
4.				

COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

- ☐ Additional Appropriation
☐ Pass-Through
☒ Transfer

To cover rate increases

	1	2	3	4
Balance in account for which funds are requested:	<u>2,498.00</u>			
Original appropriation in account:	<u>509,700</u>			
Plus or minus prior amendments:	<u><1,350></u>			
Amount of appropriation to date:	<u>508,350</u>			

DEPARTMENT HEAD

SIGNATURE

DATE:

Robert E Kelley-William Call

6/27/08

At a meeting of the Town Council held on _____, the above request(s) was/were approved in the amount of \$ _____ Town Administrator: _____

July 15, 2008

Appendix E (con't)

Budget Amendment Request

Total Amount Requested: \$ 206,00 Date: 6/27/08 FY 2007-2008

To: Finance Officer	From: (Department) <u>Fire Dept</u>	Amendment # 73
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Request is hereby submitted for amendment(s) of budget as indicated.

Department	Account Description	Org Code	Object	Amount
FROM: Fire Dept				
	Office Supplies	10231183	56010	13,00
	Custodial Supplies	"	56130	53,00
	Hand tools	"	56160	29,00
	Medical Supplies	"	56184	111,00

Department	Account Description	Org Code	Object	Amount
TO:				
1. <u>Fire Dept.</u>	<u>Utility Serv. Hdy</u>	<u>10231183</u>	<u>54135</u>	<u>206,00</u>
2.				
3.				
4.				

COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

- ☐ Additional Appropriation
☐ Pass-Through
☒ Transfer

To Cover Rate Increases

	1	2	3	4
Balance in account for which funds are requested:	<u>2,498</u>			
Original appropriation in account:	<u>509,700</u>			
Plus or minus prior amendments:	<u>(1,350)</u>			
Amount of appropriation to date:	<u>508,350</u>			

DEPARTMENT HEAD

William C. O'Neil

SIGNATURE

Robert E. Kelley

DATE:

6/27/08

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

in the amount of \$ _____ Town Administrator: _____

July 15, 2008

Appendix E (con't)

Budget Amendment Request

Total Amount Requested: \$ 674.00 Date: 6/27/08 FY 2007-08

To: Finance Officer From: (Department) Fire Department Amendment # 74

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

Department	Account Description	Org Code	Object	Amount
FROM: <u>Fire Dept.</u>		<u>10231183</u>		
	<u>Food</u>	<u>10231183</u>	<u>56300</u>	<u>215.00</u>
	<u>Clothing & Uniforms</u>	<u>"</u>	<u>56500</u>	<u>124.00</u>
	<u>Batteries & Flares</u>	<u>"</u>	<u>56930</u>	<u>132.00</u>
	<u>Computer Hdw</u>	<u>"</u>	<u>57710</u>	<u>203.00</u>

Department	Account Description	Org Code	Object	Amount
TO: <u>Fire Dept.</u>				
1.	<u>Utility Serv-Hdy</u>	<u>10231183</u>	<u>54135</u>	<u>674.00</u>
2.				
3.				
4.				

COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

- ☐ Additional Appropriation
☐ Pass-Through
☒ Transfer

To cover Rate Increase

	1	2	3	4
Balance in account for which funds are requested:	<u>2,498</u>			
Original appropriation in account:	<u>509,700</u>			
Plus or minus prior amendments:	<u>(1,350)</u>			
Amount of appropriation to date:	<u>508,350</u>			

DEPARTMENT HEAD

William Cole

SIGNATURE

Robert Kelley

DATE:

6/27/08

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

in the amount of \$ _____ Town Administrator: _____

July 15, 2008

Appendix E (con't)

Budget Amendment Request

Total Amount Requested: \$ 3300.00 Date: 6/10/08 FY 2007-08

To: Finance Officer From: (Department) Fire Department Amendment # 75

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

Department	Account Description	Org Code	Object	Amount
FROM:				
<u>Fire Dept.</u>	<u>Batteries & Flares</u>	<u>10231183</u>	<u>56930</u>	<u>2000.00</u>
	<u>Comm. Supplies</u>	<u>"</u>	<u>56170</u>	<u>1300.00</u>

Department	Account Description	Org Code	Object	Amount
TO:				
<u>1. Fire Dept</u>	<u>Radios</u>	<u>10231183</u>	<u>57130</u>	<u>3300.00</u>
<u>2.</u>				
<u>3.</u>				
<u>4.</u>				

COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

- ☐ Additional Appropriation
☐ Pass-Through
☒ Transfer

*To purchase radio equipment
for new vehicle*

	1	2	3	4
Balance in account for which funds are requested:	<u>1244.70</u>			
Original appropriation in account:	<u>5000.00</u>			
Plus or minus prior amendments:	<u>3565.00</u>			
Amount of appropriation to date:	<u>8565.00</u>			

DEPARTMENT HEAD

SIGNATURE

DATE:

William Call 6-11-08

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

in the amount of \$ _____ Town Administrator: _____

July 15, 2008

Appendix E (con't)

Budget Amendment Request

Total Amount Requested: \$10,949.00 Fiscal Year 2007 - 2008 Date: June 30, 2008

To: Finance Officer From (Department): Fire Department / Emergency Management Amendment #: 76

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	Vehicle insurance	10671278	55220	8,000.00
Fire Marshal	Part-time wages	10232185	51030	2,949.00
"FROM" Subtotal:				\$ 10,949.00

Department	Account Description	Org Code	Object	Amount
TO:				
1. Fire Department	Utility Service - Hydrants	10231183	54135	8,000.00
2. Emergency Management	Telephone - Wireless	10232189	55315	2,028.00
3. Emergency Management	Office supplies	10232187	56010	163.00
4. Emergency Management	Emergency management equipment	10232189	57875	758.00
"TO" Subtotal:				\$ 10,949.00

No. *COMMENTS CONCERNING BUDGET AMENDMENT REQUEST*

1. To cover rate increases in hydrant fees.
2. To cover AT&T mobility fees.
3. To cover supplies for fiscal year.
4. To cover E.M. equipment.

	1	2	3	4
Balance in account for which funds are requested:	2,498.00	926.38	(106.37)	1.01
Original appropriation in account:	509,700.00	4,500.00	1,100.00	3,500.00
Plus or minus prior amendments:	(1,350.00)	50.94	-	151.00
Amount of appropriation to date:	508,350.00	4,550.94	1,100.00	3,651.00

James M. Luddecke  
 Department Head Signature
 July 15, 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: _____

July 15, 2008

Appendix E (con't)

Budget Amendment Request

Total Amount Requested: \$ 12,062.00

Fiscal Year 2007 - 2008

Date: June 27, 2008

To: Finance Officer

From(Department): Public Works Department

Amendment#: 77

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:				
1. Equipment Maint. & Repair	Regular Wages	10340202	51010	4,676.00
2. "	Part-time Wages	10340202	51030	4,596.00
3. Refuse Collection & Disposal	Regular Wages	10340205	51010	2,790.00
"FROM" Subtotal:				\$ 12,062.00

Department	Account Description	Org Code	Object	Amount
TO:				
1. General Maintenance	Overtime	10340201	51020	4,676.00
2. Public Works Administration	Overtime	10340200	51020	4,596.00
3. General Government Buildings	Overtime	10340203	51020	2,790.00
"TO" Subtotal:				\$ 12,062.00

COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

Due to the Leaf Program being re-established causing a deficit in all the Overtime Accounts

	1	2	3	4
Balance in account for which funds are requested:	-4676.00	-4596.00	-2790.00	
Original appropriation in account:	5000.00	7500.00	8400.00	
Plus or minus prior amendments:	0.00	0.00	0.00	
Amount of appropriation to date:	0.00	0.00	0.00	

George A. Fetko

Director of Public Works

Signature

6/27/2008

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:

July 15, 2008

Appendix E (con't)

Budget Amendment Request

Total Amount Requested: \$ 21,895.00

Fiscal Year 2007 - 2008

Date: June 27, 2008

To: Finance Officer

From (Department): Public Works Department

Amendment#: **78**

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:				
1. General Maintenance	Other Repair & Maintenance	10340201	54390	2,775.00
1. "	Rental of Equipment	10340201	54450	882.00
2. Equipment Maintenance & Repair	Vehicle Repairs (Police Dept)	10340202	54310	238.00
3. General Government Buildings	Natural Gas	10340203	54120	18,000.00
"FROM" Subtotal:				\$ 21,895.00

Department	Account Description	Org Code	Object	Amount
TO:				
1. General Maintenance	Temporary Help	10340201	53800	3,657. ⁰⁰ 2,775.00
2. Equipment Maintenance & Repair	Vehicle Parts (Police Dept)	10340202	56510	238.00
3. General Government Buildings	Heating Fuel	10340203	56520	18,000.00
"TO" Subtotal:				\$ 21,013.00

\$21,895.00

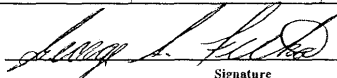
COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

1. Due to the Leaf Program being re-established.
2. Due to Deficit in Account.
3. Due to increase in Diesel Fuel.

	1	2	3	4
Balance in account for which funds are requested:	-2775.00	-238.00	0.00	
Original appropriation in account:	6527.00	18000.00	41800.00	
Plus or minus prior amendments:	0.00	0.00	0.00	
Amount of appropriation to date:	0.00	0.00	0.00	-

George A. Fetko

Director of Public Works



Signature

6/27/2008

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: _____

July 15, 2008

Appendix E (con't)

Budget Amendment Request

Total Amount Requested: \$ 360.00 Date: 6-25-08 FY 2007-2008

To: Finance Officer From: (Department) Engineering Dept Amendment # 79

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

Department	Account Description	Org Code	Object	Amount
FROM:				
<u>Engineering</u>	<u>Office Supplies</u>	<u>10341214</u>	<u>56010</u>	<u>360.00</u>

Department	Account Description	Org Code	Object	Amount
TO:				
<u>1. Engineering</u>	<u>Data Processing Hardware</u>	<u>10341214</u>	<u>57710</u>	<u>360.00</u>
<u>2.</u>				
<u>3.</u>				
<u>4.</u>				

COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

- ☐ Additional Appropriation
☐ Pass-Through
☐ Transfer

To purchase a printer for the office

	1	2	3	4
Balance in account for which funds are requested:	<u>-0</u>			
Original appropriation in account:	<u>-0-</u>			
Plus or minus prior amendments:	<u>-0-</u>			
Amount of appropriation to date:	<u>-0-</u>			

DEPARTMENT HEAD

SIGNATURE

DATE:

Robert J. McCarthy

6/26/08

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

in the amount of \$ _____ Town Administrator: _____

July 15, 2008

Appendix E (con't)

Budget Amendment Request

Total Amount Requested: \$714.97 Fiscal Year 2007 - 2008 Date: July 15, 2008

To: Finance Officer From (Department): Social Services / HVCC / Youth Services Amendment #: 80

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:				
Social Services Administration	Office supplies	10456240	56010	410.97
Social Services Administration	Wages - Regular	10456240	51010	194.00
Social Services Administration	Wages - Regular	10456240	51010	110.00
"FROM" Subtotal:				\$ 714.97

Department	Account Description	Org Code	Object	Amount
TO:				
1. Social Services Administration	Other office equipment	10456240	57829	410.97
2. Hockanum Valley Community Council	Grants - Human services	10456222	58700	194.00
3. Youth Services	Maintenance of office equipment	10456241	54330	110.00
4.				
"TO" Subtotal:				\$ 714.97

No. COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

- 1 Transfer of funds to cover purchase of shredder.
- 2 The Social Services Block Grant (SSBG) was increased during the fiscal year; and \$193.50 represents the portion allocated to Hockanum Valley Community Council.
- 3 Budget for copier service was short by \$110.00.

	1	2	3	4
Balance in account for which funds are requested:		(193.50)	(1,115.00)	
Original appropriation in account:	-	138,304.00	1,420.00	
Plus or minus prior amendments:	-	-	25.00	
Amount of appropriation to date:	-	138,304.00	1,445.00	-

James M. Luddecke
Department Head


Signature

June 30, 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: _____

July 15, 2008

Appendix E (con't)

Budget Amendment Request

Total Amount Requested: \$12,700.00 Fiscal Year 2007 - 2008 Date: July 15, 2008

To: Finance Officer From (Department): Executive and Administration / Finance / Building Insp. Amendment #: 81

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:				
Social Security	Social security	10670270	52200	12,700.00
"FROM" Subtotal:				\$ 12,700.00

Department	Account Description	Org Code	Object	Amount
TO:				
1. Executive and Administration	Wages	10112120	51083	4,560.00
2. Finance	Wages - Overtime	10114140	51020	5,790.00
3. Building Inspection	Wages - Regular	10232187	51010	2,170.00
4. Youth Services	Wages - Part-time	10456241	51030	180.00
"TO" Subtotal:				\$ 12,700.00

No. COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

1. To cover employee merit pay issued during the year and accrued wages.
2. To cover accrued wages at the end of the year; and overtime required to close fiscal year and start the new year.
3. Retro pay for acting Building Inspector.
4. To cover accrued wages for part-time employees.

	1	2	3	4
Balance in account for which funds are requested:	(3,000.00)	(5,715.39)	(1,603.05)	594.43
Original appropriation in account:	-	5,500.00	269,698.00	15,040.00
Plus or minus prior amendments:	-	3,772.00	-	(2,150.00)
Amount of appropriation to date:	-	9,272.00	269,698.00	12,890.00

James M. Luddecke
Department Head


Signature

June 30, 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: _____

July 15, 2008

Appendix E (con't)

Budget Amendment Request

Total Amount Requested: \$1,326.00 Fiscal Year 2007 - 2008 Date: July 15, 2008

To: Finance Officer From (Department): Registrars - Registrars / Primary Amendment #: 83

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:				
Registration	Part-time wages	10113130	51030	826.00
Referendum	Poll workers' fees	10113133	53012	500.00
"FROM" Subtotal:				\$ 1,326.00

Department	Account Description	Org Code	Object	Amount
TO:				
1. Registration	Copier rentals	10113130	54490	367.00
2. Registration	Canvass supplies	10113130	56014	167.00
3. Primary	Office supplies	10113132	56010	292.00
4. Primary	Communication rentals	10113132	55320	500.00
"TO" Subtotal:				\$ 1,326.00

- No. COMMENTS CONCERNING BUDGET AMENDMENT REQUEST
1. To cover final costs of copier usage.
 2. To cover end of year costs for canvassing supplies.
 3. To cover final costs allocated to Primary supplies.
 4. To cover communication rental for Primary. Original budget was \$600.00, but costs incurred amounted to \$1,099.20.

	1	2	3	4
Balance in account for which funds are requested:	(57.37)	93.79	(14.96)	600.00
Original appropriation in account:	3,000.00	1,700.00	200.00	600.00
Plus or minus prior amendments:	210.08	226.78	-	-
Amount of appropriation to date:	3,210.08	1,926.78	200.00	600.00

 Judith A. Beaudreau / Patricia Noblet
Department Head

 Signature

June 30, 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: _____

July 15, 2008

Appendix E (con't)

Budget Amendment Request

Total Amount Requested: \$5,345.00 Fiscal Year 2007 - 2008 Date: July 15, 2008

To: Finance Officer From (Department): Assessment - Revaluation & Recreation Amendment #: 84

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:				
Revaluation	Other fees	10114147	53800	5,195.00
Aquatics	Part-time wages	10560252	51030	150.00
"FROM" Subtotal:				\$ 5,345.00

Department	Account Description	Org Code	Object	Amount
TO:				
1. Revaluation	Automotive fuel	10114147	56260	200.00
2. Revaluation	Computer hardware	10114147	57710	4,995.00
3. Parks Maintenance	Communication rentals	10560254	55320	100.00
4. Parks Maintenance	Training	10560254	55674	50.00
"TO" Subtotal:				\$ 5,345.00

No. COMMENTS CONCERNING BUDGET AMENDMENT REQUEST

1. Revaluation - To re-allocate funds to proper accounts.
3. To cover end-of-the year costs.
4. To cover end-of-the year costs.

	1	2	3	4
Balance in account for which funds are requested:	(199.41)	(4,995.00)	(100.00)	(50.00)
Original appropriation in account:	-	-	500.00	800.00
Plus or minus prior amendments:	-	-	-	-
Amount of appropriation to date:	-	-	500.00	800.00

James M. Luddecke
Department Head


Signature

June 30, 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: _____

July 15, 2008

Appendix E (con't)

Budget Amendment Request

Total Amount Requested: \$49,366.00 Fiscal Year **2007 - 2008** Date: July 15, 2008

To: Finance Officer From (Department): Parks and Recreation Amendment #: 86

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	46,461.00
Parks Maintenance	Wages - Overtime	10560254	51020	1,331.00
Parks Maintenance	Guardrails and fencing	10560254	56185	1,473.00
Parks Maintenance	Gravel/sand/salt	10560254	56181	101.00
"FROM" Subtotal:				\$ 49,366.00

Department	Account Description	Org Code	Object	Amount
TO:				
1. Recreation - Programs	Part-time wages	10560251	51030	19,688.00
2. Recreation - Programs	Instructor fees	10560251	53410	23,715.00
3. Recreation - Programs	Recreation refunds	10560251	58240	3,058.00
4. Recreation - Parks Maintenance	Other repairs	10560254	54390	2,905.00
"TO" Subtotal:				\$ 49,366.00

- No. *COMMENTS CONCERNING BUDGET AMENDMENT REQUEST*
- 1 Summer Camp wages are offset by fees collected. Enrollment #'s up and school dismissed one week early.
 - 2 REK program offset by fees collected.
 - 3 Refund of revenues collected for programs.
 - 4 Unexpected expenses with tree work and Valley Falls restrooms.

	1	2	3	4
Balance in account for which funds are requested:	(19,183.00)	(23,714.33)	(3,058.00)	1,948.50
Original appropriation in account:	101,150.00	74,450.00	-	34,600.00
Plus or minus prior amendments:	-	52,008.63	10,742.79	6,000.00
Amount of appropriation to date:	101,150.00	126,458.63	10,742.79	40,600.00

Bruce Dinnie
Department Head

Bruce Dinnie
Signature

June 30, 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: _____

July 15, 2008

Appendix F



OFFICE OF TOWN CLERK
BERNICE K. DIXON, CCTC
REGISTRAR OF VITAL STATISTICS
CLERK OF THE TOWN COUNCIL

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

TOWN OF VERNON
RESOLUTION TO AUTHORIZE JASON L. MCCOY, MAYOR, TO ENTER INTO A
SUPPLEMENTAL AGREEMENT BETWEEN THE TOWN OF VERNON AND THE STATE OF
CONNECTICUT DEPARTMENT OF TRANSPORTATION REGARDING STATE PROJECT
NO. 146-177, FEDERAL PROJECT NO. 6146(009), REHABILITATION OF VERNON AVENUE
BRIDGE

MOTION:

**THE TOWN COUNCIL HEREBY ADOPTS THE FOLLOWING RESOLUTION
AUTHORIZING JASON L. MCCOY, MAYOR TO ENTER INTO A
SUPPLEMENTAL AGREEMENT BETWEEN THE TOWN OF VERNON AND
THE CONNECTICUT DEPARTMENT OF TRANSPORTATION REGARDING
STATE PROJECT NO. 146-177, FEDERAL PROJECT NO. 6146(009),
REHABILITATION OF VERNON AVENUE BRIDGE.**

Adopted by the **Town of Vernon on July 15, 2008.**

TO WHOM IT MAY CONCERN:

I, Karen C. Daigle, Assistant Town Clerk of the Town of Vernon, hereby certify that the foregoing MOTION was adopted by the Vernon Town Council at its regular meeting of July 15, 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

Karen C. Daigle
Assistant Town Clerk

Dated at Vernon, Connecticut, this 17th day of July, 2008.

July 15, 2008

Appendix G



OFFICE OF TOWN CLERK
BERNICE K. DIXON, CCTC
REGISTRAR OF VITAL STATISTICS
CLERK OF THE TOWN COUNCIL

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

TOWN OF VERNON

**RESOLUTION TO AUTHORIZE JASON L. MCCOY, MAYOR, TO ENTER INTO AN
AGREEMENT BETWEEN THE TOWN OF VERNON AND THE STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION REGARDING STATE PROJECT NO. 146-188,
FEDERAL PROJECT NO. 6146(010), THE REPLACEMENT OF THE WEST MAIN STREET
BRIDGE**

MOTION:

**THE TOWN COUNCIL HEREBY ADOPTS THE FOLLOWING RESOLUTION
AUTHORIZING JASON L. MCCOY, MAYOR TO ENTER INTO AN
AGREEMENT BETWEEN THE TOWN OF VERNON AND THE CONNECTICUT
DEPARTMENT OF TRANSPORTATION REGARDING STATE PROJECT NO.
146-188, FEDERAL PROJECT No. 6146(010), REPLACEMENT OF WEST MAIN
STREET BRIDGE.**

Adopted by the **Town of Vernon on July 15, 2008.**

TO WHOM IT MAY CONCERN:

I, Karen C. Daigle, Assistant Town Clerk of the Town of Vernon, hereby certify that the foregoing MOTION was adopted by the Vernon Town Council at its regular meeting of July 15, 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

Karen C. Daigle
Assistant Town Clerk

Dated at Vernon, Connecticut, this 17th day of July, 2008.

July 15, 2008

Appendix H



OFFICE OF TOWN CLERK
BERNICE K. DIXON, CCTC
REGISTRAR OF VITAL STATISTICS
CLERK OF THE TOWN COUNCIL

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

TOWN OF VERNON

**RESOLUTION TO AUTHORIZE JASON L. MCCOY, MAYOR, TO ENTER INTO AN
AGREEMENT BETWEEN THE TOWN OF VERNON AND THE STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION REGARDING STATE PROJECT NO. 146-160,
FEDERAL PROJECT NO. 6146(006), THE REPLACEMENT OF THE RIVER STREET
BRIDGE**

MOTION:

**THE TOWN COUNCIL HEREBY ADOPTS THE FOLLOWING RESOLUTION
AUTHORIZING JASON L. MCCOY, MAYOR TO ENTER INTO AN
AGREEMENT BETWEEN THE TOWN OF VERNON AND THE CONNECTICUT
DEPARTMENT OF TRANSPORTATION REGARDING STATE PROJECT NO.
146-160, FEDERAL PROJECT NO. 6146(006), THE REPLACEMENT OF THE
RIVER STREET BRIDGE.**

Adopted by the **Town of Vernon on July 15, 2008.**

TO WHOM IT MAY CONCERN:

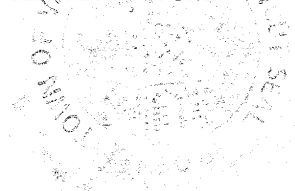
I, Karen C. Daigle, Assistant Town Clerk of the Town of Vernon, hereby certify that the foregoing MOTION was adopted by the Vernon Town Council at its regular meeting of July 15, 2008.

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

VERNON TOWN COUNCIL

Karen C. Daigle
Assistant Town Clerk

Dated at Vernon, Connecticut, this 17th day of July, 2008.



July 15, 2008

Appendix H (con't)



OFFICE OF TOWN CLERK
BERNICE K. DIXON, CCTC
REGISTRAR OF VITAL STATISTICS
CLERK OF THE TOWN COUNCIL

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

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.)

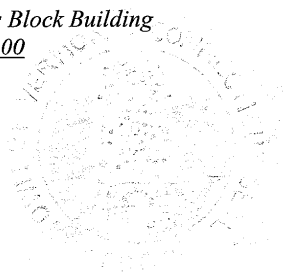
I, **Karen C. Daigle, Assistant Town Clerk, of the Town of Vernon**, an entity lawfully organized and existing under the laws of **the State of Connecticut**, do hereby certify that the following is a true and correct copy of a resolution adopted on the **15th day of July, 2008** by the governing body of **the 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 **17th** day of **July, 2008**.


Karen C. Daigle
Assistant Town Clerk

Citizen's Block Building
\$20,000.00



July 15, 2008

Appendix I



OFFICE OF THE
TOWN CLERK

TOWN OF VERNON

*Posted
7/15/2008
TAC*

14 PARK PLACE, VERNON, CT 06066

Tel: (860) 870-3662

Fax: (860) 870-3623

E-mail: townclerk@vernon-ct.gov

RECEIVED
VERNON TOWN CLERK
2008 JUL 31 P 4:46

LEGAL NOTICE
TOWN OF VERNON
PUBLIC HEARING
AND
SPECIAL TOWN MEETING
AUGUST 19, 2008

This is to give Notice that on July 15, 2008 in accordance with Chapter XII Section 10(f) of the Vernon Town Charter, the Vernon Town Council scheduled a Public Hearing and Special Town Meeting to be held August 19, 2008 at the third floor Town Council Chambers in the Town Hall Memorial Building, 14 Park Place, Vernon, Connecticut, (previously planned to be held in the Vernon Senior Center, 2nd floor, 26 Park Place) to hear comments and take the necessary action relative to the following Resolution recommended by the Mayor:

**RESOLUTION REGARDING AN ADDITIONAL APPROPRIATION
FOR EDUCATION IN THE AMOUNT OF \$1,135,682.00**

WHEREAS, the Town of Vernon is to receive from the State of Connecticut \$1,078,892.00 as partial reimbursement for fiscal year 2007-2008 special education and placement expenditures as follows: \$401,911.00 from a Special Education Agency Placement grant; \$505,656.00 from a Special Education Excess Cost grant; and \$171,325.00 from a Regular Education Agency Placement grant; all pursuant to Section 10-76(g) of the General Statutes; and

WHEREAS, with reference to the General Statutes, the funds should be returned to the Education budget if not previously appropriated.

WHEREAS, the State Department of Education underpaid the Town of Vernon in the 2006-2007 special education grants by \$56,790.00 and have added that amount to the 2007-2008 Education Cost Sharing grant. As done in previous years, the \$56,790.00 will be added to the current year special education grants of \$1,078,892.00 for a total appropriation of **\$1,135,682.00**.

NOW THEREFORE, Be It Resolved: That the Town Council hereby approves an additional appropriation in an amount not to exceed **\$1,135,682.00** to the fiscal year 2007-2008 Education budget, account 10990330 - 58900, to pay for excess costs related to Special Education.

Said Public Hearing will take place at 7:35 p.m., and said Special Town Meeting will take place at 7:40 p.m., concerning the above Resolution.

The Town Council
Bernice K. Dixon, CCTC
Clerk of the Town Council

Dated at Vernon, Connecticut, this 31st day of July, 2008