

Draft Minutes
VERNON TOWN COUNCIL
REGULAR MEETING
TOWN HALL – 14 PARK PLACE – 3RD FLOOR
VERNON, CONNECTICUT
TUESDAY, MAY 21, 2024
7:30 P.M.

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Mayor Daniel A. Champagne called the meeting to order at 7:30 PM.

A.) PLEDGE OF ALLEGIANCE: Recited

B.) ROLL CALL:

- Present: Council Members Laurie Abernathy, Laura B. Bush, Bill Dauphin, Maryann Levesque, Brian R. Motola, John B. O’Connell, Jesse Schoolnik, Andrew J. Tedford, Jim Tedford, Michael D. Wendus, Phyllis Winkler
- Absent: Terilynn Rogers
- Entered During Meeting: None
- Also Present: Mayor Daniel A. Champagne, Town Administrator Michael Purcaro, Recording Secretary Meriline Sarkar

C.) CITIZEN CITATIONS AND AWARDS: None

D.) CITIZENS FORUM: None

E.) EXECUTIVE SESSION: None

F.) PUBLIC HEARING: None

G.) PRESENTATIONS BY THE ADMINISTRATION

Mayor Daniel A. Champagne updated the Town Council on various topics.

Reminders:

1. Memorial Day, Monday, May 27th At 10:00 AM- Parade steps off from Northeast School. Mayor reminded anyone who wishes to march please RSVP.
2. Memorial Day, Sunday, May 26th At 8:30 AM - parade at the Talcottville Congregational Church. Short walk to Mt. Hope Cemetery for a ceremony.

Upcoming Events:

1. Mayor reminded the Council Members that on the table are the invitations to the Rockville High School Graduation Ceremony, Wednesday, June 12, 2024, at 6:00 PM. The event is held at Rockville High School. Included in the packet are directions for seating of dignitaries and arrival time and location. Mayor reminded to RSVP for this event.
2. The Grand Army Of The Republic (GAR) has a ribbon cutting event scheduled for Saturday, June 15, 2024, at 1:00 PM. The event is to honor the “Plumb Brothers” exhibit that will be unveiled. Everyone welcome. The museum is located on the second floor of Town Hall.

H.) ACTION ON CONSENT AGENDA

Council Member Motola, seconded by Council Member Levesque, made a motion to move the Consent Agenda. The motion carried unanimously.

- C 1.** Request the Town Council approve the tax refunds for prior and current year taxes as outlined in the memorandum from Terry Hjarne, Collector of Revenue. (See memorandum dated May 13, 2024 to Michael J. Purcaro, Town Administrator from Terry Hjarne, Collector of Revenue relative to same.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES ONE (1) REFUND FOR PRIOR FISCAL YEAR(S) TOTALING \$99.10 AND TWO (2) CURRENT FISCAL YEAR TOTALING \$432.82 AS OUTLINED IN THE MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED MAY 13, 2024.

- C 2.** Request the Town Council approve Mayor Daniel A. Champagne's appointment of Drew Crandall, (U), 30 Lafayette Square, Suite 118, Vernon, Connecticut as a regular member of the Cultural District Advisory Board, said term to commence May 22, 2024 and expires April 19, 2026. (A copy of Mr. Crandall's resume is included for Council review.)

PROPOSED MOTION

PURSUANT TO TOWN COUNCIL RESOLUTION DATED FEBRUARY 15, 2022 ESTABLISHING A CULTURAL DISTRICT AND CULTURAL DISTRICT ADVISORY BOARD HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF DREW CRANDALL, (U) 30 LAFAYETTE SQUARE, SUITE 118, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE CULTURAL DISTRICT ADVISORY BOARD, SAID TERM TO COMMENCE ON MAY 22, 2024 AND EXPIRES ON APRIL 19, 2026.

- C 3.** Request the Town Council approve Mayor Daniel A. Champagne's appointment of Chris St. John, (D), 24 East Street, Vernon, Connecticut as a regular member of the Cultural District Advisory Board, said term to commence May 22, 2024 and expires April 19, 2026. (A copy of Mr. St. John's resume is included for Council review.)

PROPOSED MOTION

PURSUANT TO TOWN COUNCIL RESOLUTION DATED FEBRUARY 15, 2022 ESTABLISHING A CULTURAL DISTRICT AND CULTURAL DISTRICT ADVISORY BOARD HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF CHRIS ST. JOHN, (D), 24 EAST STREET, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE CULTURAL DISTRICT ADVISORY BOARD, SAID TERM TO COMMENCE ON MAY 22, 2024 AND EXPIRES ON APRIL 19, 2026.

I.) DISCUSSION OF PULLED CONSENT ITEMS: None

J.) PENDING BUSINESS: None

K.) **NEW BUSINESS**

1. **Request the Town Council approve the application for and the receipt of Community Investment Fund 2030 - Round 5 offered by the State of Connecticut Department of Economic and Community Development.** (See memorandum dated May 1, 2023 from Nichole Greco, Projects and Grants Coordinator and Shaun Gately, Director of Development Services to Michael J. Purcaro, Town Administrator relative to same.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY AUTHORIZES THE APPLICATION AND RECEIPT OF THE COMMUNITY INVESTMENT FUND 2030, ROUND 5 FUNDS IN THE AMOUNT OF \$250,000 AND FURTHER AUTHORIZES MAYOR DANIEL A. CHAMPAGNE OR HIS DESIGNEE TO EXECUTE ANY AND ALL DOCUMENTS FOR SAME.

Council Member Motola, seconded by Council Member Bush, made a motion to authorize the application and receipt of the Community Investment Fund 2030, Round 5 Funds in the amount of \$250,000 and further authorizes Mayor Daniel A. Champagne or his designee to execute any and all documents for same.

Nicole Greco, Projects and Grants Coordinator, spoke and answered questions. Discussion ensued.

The motion carried unanimously.

2. **Request the Town Council approve the Asset Disposals for the Vernon Public Works Department.** (See memorandum dated May 6, 2024 from Eric Jensen, Vehicle and Equipment Supervisor to Michael J. Purcaro, Town Administrator and John W. Kleinhans, Finance Officer and Treasurer relative to same.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES THE DISPOSAL OF ASSETS FOR THE VERNON DEPARTMENT OF PUBLIC WORKS AS DISCLOSED ON THE REQUEST FOR DISPOSAL OF FIXED ASSET FORMS.

Council Member Motola, seconded by Council Member Jim Tedford, made a motion to approve the disposal of assets for the Vernon Department of Public Works as disclosed on the request for disposal of fixed asset forms.

Eric Jensen, Vehicle and Equipment Supervisor, and Mayor Daniel A. Champagne spoke and answered question. Discussion ensued.

The motion carried unanimously.

3. **Request the Town Council approve the purchase of the Lazer E-Series Mower from Rockville Equipment in the amount not to exceed \$15,710.00 for the Cemetery Department.** (See memorandum dated May 6, 2024 from Kevin Bowman, Superintendent Vernon Cemeteries to Michael J. Purcaro, Town Administrator relative to same.)

PROPOSED MOTION

THE TOWN COUNCIL HEREBY APPROVES THE PURCHASE OF A LAZER E-SERIES MOWER FROM ROCKVILLE EQUIPMENT IN THE AMOUNT NOT TO EXCEED \$15,710.00 FOR THE VERNON CEMETERY DEPARTMENT.

Council Member Motola, seconded by Council Member Levesque, made a motion to approve the purchase of a Lazer E-Series Mower from Rockville Equipment in the amount not to exceed \$15,710.00 for the Vernon Cemetery Department.

Mayor Daniel A. Champagne, spoke and answered questions. Discussion ensued.

The motion carried unanimously.

4. **Request the Town Council adopt the job description of Accountant.** (See new and old job description attached as well as pay scale for same.)

PROPOSED MOTION

THE TOWN COUNCIL, CONSISTENT WITH THE TOWN OF VERNON PERSONNEL RULES AND REGULATIONS, SECTION 4.1 (B) ENTITLED "JOB DESCRIPTIONS", HEREBY ADOPTS THE JOB DESCRIPTION OF ACCOUNTANT.

Council Member Motola, seconded by Council Member Levesque, made a motion to adopt the job description of Accountant, consistent with the Town of Vernon Personnel Rules And Regulations, Section 4.1 (B) Entitled "Job Descriptions."

Mayor Daniel A. Champagne and Dawn Maselek, Assistant Town Administrator, spoke and answered questions. Discussion ensued.

The motion carried unanimously.

5. **Discussion and update of our current postage system as well as an alternative offering.**

PROPOSED MOTION

THE TOWN COUNCIL HEREBY ENDORSES THE NINETY-DAY (90) TRIAL PERIOD WITH CORPORATE MAILING SERVICES FOR BOARD OF EDUCATION AND TOWN OF VERNON MAIL SERVICES.

Council Member Motola, seconded by Council Member Jim Tedford, made a motion to endorse the ninety-day (90) trial period with Corporate Mailing Services for Board of Education and Town of Vernon mail services.

Mayor Daniel A. Champagne, and Diane Wheelock, Executive Assistant, spoke and answered questions. Discussion ensued.

The motion carried unanimously.

L.) **INTRODUCTION OF ORDINANCES:** None

- M.) **ACTION ON ORDINANCE (S) PREVIOUSLY PRESENTED:** None
- N.) **IDENTIFICATION/ADOPTION OF ADDITIONAL AGENDA ITEMS:** None
- O.) **DISCUSSION OF ADDITIONAL ITEMS AND INFORMATIONAL ITEMS:** None
- P.) **ADOPTION OF MINUTES**

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE SPECIAL TOWN COUNCIL MEETING OF **APRIL 23, 2024** AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Motola, seconded by Council Member Bush, made a motion to waive the reading and approve the minutes of the Special Town Council meeting on **APRIL 23, 2024**.

One abstention, Council Member Winkler. The motion carried.

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

1. Monthly Report - April, 2024 for the Vernon Town Clerk as submitted by Karen C. Daigle, Town Clerk.

- R.) **ADJOURNMENT (8:01 PM)**

Council Member Motola, seconded by Council Member Levesque, made motion to adjourn at 8:01 PM. The motion carried unanimously.

Respectfully submitted,

Meriline Sarkar
Recording Secretary