

Town of Montville  
**Town Administration/Rules & Procedures Standing Committee**  
**Special Meeting Minutes for Monday, December 14, 2015**  
6:00 p.m. – Room 102 – Montville Town Hall

1. Call to Order  
Councilor Jaskiewicz called the meeting to order at 6:02 p.m.
2. Pledge of Allegiance
3. Roll Call (Councilors Jaskiewicz, May, and Rogulski)  
Present were Councilors Jaskiewicz, May, and Rogulski.
4. Remarks from the public relating to matters on the agenda with a three-minute limit – *none*
5. Approval of the:
  - a. Regular Meeting Minutes of September 28, 2015  
Motion made by Councilor May, seconded by Councilor Jaskiewicz. Discussion: None.  
Voice vote, 3-0, all in favor. Motion carried.
6. New Business
  - a. Election of Committee Chairperson  
Motion made by Councilor May, seconded by Councilor Rogulski, to nominate Councilor Jaskiewicz as Chairperson of the Town Administration/Rules & Procedures Standing Committee. Discussion: None. Voice vote, 3-0, all in favor. Motion carried.
  - b. Approval of Meeting Dates for 2016 as follows: January 25, February 22, March 28, April 25, May 23, June 27, July 25, August 22, September 26, October 24, November 28, and December 26  
Motion made by Councilor Jaskiewicz, seconded by Councilor May. Discussion: Meetings are held on the fourth Monday of every month. Voice vote, 3-0, all in favor. Motion carried.
7. Remarks from the Public with a three-minute limit – *none*
8. Remarks from the Committee Members  
Councilor Jaskiewicz stated that he would review and ensure that all corresponding documents for any outstanding items are distributed to the Councilors for discussion at their Regular Meeting in January. The December Regular Meeting will be cancelled.
9. Adjournment  
Motion made by Councilor Rogulski, seconded by Councilor Jaskiewicz, to adjourn the meeting at 6:08 p.m. Voice vote, 3-0, all in favor. Meeting adjourned.

Respectfully Submitted by: Agnes Miyuki, Recording Secretary for the Town of Montville