

Town of Montville Town Council
Regular Meeting Minutes for February 13, 2017
7:00 p.m. – Town Council Chambers – Town Hall

1. Call to Order

Chairman Jaskiewicz called the meeting to order at 7:00 p.m.

2. Pledge of Allegiance followed by a moment of silence in honor of our military.

3. Roll Call

Present were Councilors Caron, May, Rogulski, Tanner, and Jaskiewicz. Absent were Councilors Longton and Pollard due to illness. Also present was Mayor Ronald McDaniel.

4. Special Recognitions/Presentations

a. Recognition of Volunteers Who Assisted in Water Rescue at Oxoboxo Lake:

Nicholas Dombrowski
Nathan and Cher Golas
Paul and Katrina Richie

Mayor McDaniel commented on this unique opportunity and thanked all of the First Responders who are present this evening to recognize their peers and the Volunteers who did fantastic job in very difficult situation.

Oakdale Fire Company Chief Gary Murphy provided a brief description of the series of events, which took place on Friday, July 29, 2016, during which Oakdale Fire Company Firefighter Dombrowski, Nathan and Cher Golas, and Paul and Katrina Richie bravely and heroically saved the driver who was trapped in his vehicle as it was quickly sinking into Oxoboxo Lake in the area of the Old Colchester Road Bridge. The driver of the vehicle is continuing to recover from the event. Firefighter Dombrowski, as a member of the Fire Company, was honored with a Lifesaving Medal and Nathan and Cher Golas and Paul and Katrina Richie, as citizens of the community, were honored with Recognition Awards. Chief Murphy commended all of the honorees for their bravery, actions, and modesty and contrasted their actions with those who were taking videos of the event as it transpired.

Mayor McDaniel concurred, stating that a hero is one who runs towards, rather than away from, danger, and expressed his pride for those in the community who take the initiative and respond to help those in need. This evening's honorees went above and beyond by not only saving the life of another being, but by placing themselves in danger in the process of doing so. He recited the Certificate that will be presented to the Volunteers on behalf of the Town and its citizens in appreciation for their rescue efforts and honoring their bravery and continued commitment to the Town.

Chief Murphy added that Firefighter Dombrowski will also be nominated to be recognized by the CT Fire Chiefs Association in September 2018. He thanked everyone for attending and invited everyone to join them at Oakdale Pizza to celebrate and honor the Volunteers.

A five-minute recess was taken at 7:15 p.m. The meeting resumed at 7:20 p.m.

b. Finance Director Terry Hart

Finance Director Hart provided a brief overview of item 16(e) regarding Human Resources, Payroll and Benefit Services. In 2004, the Town began utilizing the Munis accounting software system to process their payroll in-house due to the rising cost of ADP, the payroll service that was being utilized at that time. The Town now employs over 130 employees, who are under various Union contracts and the process has become very time consuming and cumbersome due to current regulations. The utilization of an outside payroll service company, which would automate the process and make all of these details immediately and readily available, would help streamline the process both within the Department as well as between the Department and Human Resources. It will also help ensure that the Town is in compliance with all of the current rules and regulations. While they will continue utilizing

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the same time cards and will not be instituting a swipe system at this time, employees will have electronic access to their payroll stubs, W-2 forms, and paid time off records. The Town has clearly outgrown the Munis system and the costs of an outside payroll service have since decreased. As such, she is requesting that the Town Council authorize the Mayor to enter into a contract with ADP to handle the Town's Payroll, Human Resources, and Benefit services.

In response to Councilor Rogulski, Finance Director Hart stated that a Request for Proposals (RFP) was publicly advertised and three (3) bids were received. It was determined by the Finance and Human Resource Departments that ADP, at a cost of \$15,000.00, would best serve their needs at this time. Part of the cost will be offset by the elimination of the Munis payroll module.

5. Alterations to the Agenda – *none*

6. Executive Session

- a. To Consider and Act on a Motion to enter into Executive Session for the purpose of interviewing candidates for the Planning & Zoning Commission, Economic Development Commission, and Community Center Building Committee. Discussions to include members of the Town Council and Mayor Ronald McDaniel.

Motion made by Councilor Tanner, seconded by Councilor Rogulski, to enter into Executive Session. Discussion: The following candidates were interviewed for Boards/Commissions: Anthony C. Tufares, Planning & Zoning Commission; Walter Hewitt, Economic Development Commission, and; Matthew Lewellyn, Community Center Building Committee. Voice vote, 5-0, all in favor. Motion carried. Invited parties exited Chambers for Executive Session at 7:28 p.m. Chairman Jaskiewicz resumed the meeting at 7:46 p.m. No formal votes were taken during Executive Session.

7. To Consider and Act on a motion to approve:

- a. The Public Hearing Meeting Minutes of January 9, 2017 (Bridge Street)
Motion made by Councilor Tanner, seconded by Councilor May. Discussion: None. Roll Call vote, 5-0, all in favor. Voting in Favor: Councilors Caron, May, Rogulski, Tanner, and Jaskiewicz. Voting in Opposition: None. Motion carried.
- b. The Special Meeting Minutes of January 9, 2017 (Board/Commission Interviews)
- c. The Regular Meeting Minutes of January 9, 2017
- d. The Special Meeting Minutes of January 11, 2017 (Contract Agreements)
- e. The Special Meeting Minutes of January 30, 2017 (BOE Appointment)

Motion made by Councilor Tanner, seconded by Councilor May, to approve the above meeting minutes (items 7b-3). Discussion: None. Voice vote, 5-0, all in favor. Motion carried.

8. Remarks from the public relating to matters on the agenda with a three-minute limit

Chris Lawton, Chairman, Dog Park Committee, spoke with regards to item 16(c). The Town Council reviewed the following estimates for the materials and/or fencing for the Dog Park:

Luther Fence:	\$12,700.00 materials & installation of 9 gauge fencing
Home Depot:	\$ 7,000.00 materials (11.5 gauge fencing)
All-Time Manufacturing Co.:	\$13,000.00 materials for residential grade fencing + \$ 9,000.00 installation
All-Time Manufacturing Co.:	\$16,800.00 materials for commercial grade fencing + \$ 9,000.00 installation

Due to the cost of the fencing, it was brought to his attention that the project would need to go out to bid, but can be presented to and voted on by the Town Council to waive the bid process.

Councilors Caron and Tanner thanked him for all of his hard work.

9. Communications
 - a. Copy of the January budget report from Ms. Terry Hart, Finance Director
 - b. Copy of the legal bills from Suisman-Shapiro for the month of December 2016
10. Report from the Town Attorney on Matters Referred

The closing documents for the Public Works Facility Upgrade Project for the Fuel Station has been received and is currently under review.
11. Remarks from the Mayor and/or Administrative Department Heads to include Matters Referred

Mayor McDaniel thanked the Public Works Crew for their amazing job during the recent weather events. He attended the D.A.R.E. events at Mohegan Elementary School and Murphy School.
12. Reports from Standing Committees.
 - a. Town Administration/Rules of Procedure – Councilor Jaskiewicz

A lively meeting was held with discussions regarding dispatching, for which updated procedures will soon be reviewed, and the Narcan Policy. The Vehicle Replacement Policy was reviewed by the Public Works/Solid Waste Sub-Committee and will be returned, with minor corrections, to the Committee for final review.
 - b. Finance – Councilor Longton – *no meeting*
 - c. Public Works/Solid Waste Disposal – Councilor Caron

Discussion included the Vehicle Replacement Policy, which will be returned, with minor corrections, to the Town Administration/Rules of Procedure Committee for final review; Recycling Containers, which are scheduled to be rolled out early April, and; the Transfer Station Upgrade Project.
13. Reports from Special Committees and Liaison Councilors
 - a. Councilor Caron: Commission on Aging; Social Services; Volunteer Fire Fighters’ Relief Fund

The Commission on Aging is planning to host a fundraising event in conjunction with Youth Services in the near future. The Mohegan Tribe has generously donated tickets for the Mohegan Sun’s upcoming Eric Church Concert to benefit Senior and Social Services. The Re-Use Room has finalized its move to the Old V&A/Social Services Building. The Department of Social Services continues to seek donations of non-perishable goods and monetary donations.
 - b. Councilor Jaskiewicz: Board of Education (BOE)

Recording Secretary Gloria Gathers has resigned as the BOE’s Recording Secretary after 12 years of service. The Board approved an April trip to Germany for approximately 12 high school students.
 - c. Councilor Longton: Library – *not present*
 - d. Councilor May: Water Pollution Control Authority (WPCA); Youth Services Bureau and Advisory Board

The installation of 1,800 linear feet of pipelining under Maple Avenue and Route 32 has been successfully completed. Possibly the first time for such an installation to occur, representatives from California, South Carolina, and Florida were present to witness the process. On behalf of the WPCA, Councilor May thanked Lt. Leonard Bunnell and the Montville Police Department for providing their services and protecting and providing safety in the area. Mayor McDaniel added that the project prevented the blocking of Route 32 and detouring traffic for up to ten (10) days.

No meeting was held for the Youth Services Bureau and Advisory Board.
 - e. Councilor Rogulski: Economic Development Commission, Planning & Zoning Commission – *no meetings*
 - f. Councilor Pollard: Non-Profit Organizations – *not present*

- g. Councilor Tanner: Parks & Recreation Commission; Public Safety Commission
The Parks & Recreation Commission elected their new Officers as follows: Ryan Hartman, Chairman; Karen Perkins, Vice Chairman; Matthew Beaupre, Secretary. The Department is working with Youth Services and the Senior Center to publish the programs booklet for the Town for an affordable price and may be seeking the Town's help to fund the postage costs. This year's Summer Concert will feature entertainment by *Kick* on July 22nd and *Malaena* on August 5th. The newly appointed Commissioners are getting acclimated, asking many questions, and becoming involved.
The Public Safety Commission has approved the Narcan and Civilian Complaint Policies. Both Policies will be sent to the Town Administration/Rules of Procedure Committee for review.

14. Appointments and Resignations

- a. To Consider and Act on a Motion to accept the resignation of Ms. Dianne Williams from the Economic Development Commission effective January 9, 2017.
Motion made by Councilor Tanner, seconded by Councilor May. Discussion: Councilors Tanner and Rogulski expressed their regrets. Roll Call vote, 5-0, all in favor. Voting in Favor: Councilors Caron, May, Rogulski, Tanner, and Jaskiewicz. Voting in Opposition: None. Motion carried.
- b. To Consider and Act on a Motion to re-appoint Ms. Jessica LeClair to the Conservation Commission with a term to expire April 13, 2019.
Motion made by Councilor May, seconded by Councilor Tanner. Discussion: None. Roll Call vote, 5-0, all in favor. Voting in Favor: Councilors Caron, May, Rogulski, Tanner, and Jaskiewicz. Voting in Opposition: None. Motion carried.
- c. To Consider and Act on a Motion to re-appoint Mr. William A. Wrobel to the Gardner Lake Authority with a term to expire April 14, 2020.
Motion made by Councilor Tanner, seconded by Councilor Rogulski. Discussion: None. Roll Call vote, 5-0, all in favor. Voting in Favor: Councilors Caron, May, Rogulski, Tanner, and Jaskiewicz. Voting in Opposition: None. Motion carried.
- d. To Consider and Act on a Motion to re-appoint Mr. Vincent James Roemmele to the Housing Authority with a term to expire April 30, 2022.
Motion made by Councilor Tanner, seconded by Councilor Rogulski. Discussion: None. Roll Call vote, 5-0, all in favor. Voting in Favor: Councilors Caron, May, Rogulski, Tanner, and Jaskiewicz. Voting in Opposition: None. Motion carried.
- e. To Consider and Act on a Motion to waive the waiting period for appointments, Rule 14C of the Town Council Rules of Procedure, to the Community Center Building Committee.
Motion made by Councilor Tanner, seconded by Councilor Caron. Discussion: Chairman Jaskiewicz stated that Ms. Abutin has been regularly attending and actively participating in the meetings. Roll Call vote, 5-0, all in favor. Voting in Favor: Councilors Caron, May, Rogulski, Tanner, and Jaskiewicz. Voting in Opposition: None. Motion carried.
- f. To Consider and Act on a Motion to appoint Ms. Ellen Abutin to the Community Center Building Committee.
Motion made by Councilor Longton, seconded by Councilor Rogulski. Discussion: Councilor Tanner stated that, judging by amount of research she has already conducted, she would be a great addition to the Committee. Roll Call vote, 5-0, all in favor. Voting in Favor: Councilors Caron, May, Rogulski, Tanner, and Jaskiewicz. Voting in Opposition: None. Motion carried.

15. Unfinished Business – *none*

16. New Business

- a. **Resolution #2017-08. THE TOWN OF MONTVILLE HEREBY RESOLVES** to refund taxes due to overpayments and corrections in the amount of \$4,007.75 (four thousand seven dollars and seventy-five cents) as requested by the Tax Collector. (Councilor Jaskiewicz)
Motion made by Councilor May, seconded by Councilor Tanner. Discussion: None. Roll Call vote, 5-0, all in favor. Voting in Favor: Councilors Caron, May, Rogulski, Tanner, and Jaskiewicz. Voting in Opposition: None. Resolution passed.
- b. **Resolution #2017-08A.** To Consider and Act on a Motion to appoint the audit firm Mahoney Sabol for the 2017, 18 and 19 fiscal years. (Mayor McDaniel)
Motion made by Councilor Tanner, seconded by Councilor May. Discussion: Finance Director Hart stated that an RFP was sent out and two (2) bids were received, one of which was considerably less in price, but, being located in Maine, was disqualified. Mahoney Sabol has been the Town's Audit Firm for the past three to four years and has agreed to reduce their price by \$2,000.00 for each of the respective years. Roll Call vote, 5-0, all in favor. Voting in Favor: Councilors Caron, May, Rogulski, Tanner, and Jaskiewicz. Voting in Opposition: None. Motion carried.
- c. **Resolution #2017-09. THE TOWN OF MONTVILLE HEREBY RESOLVES** to waive the sealed bid requirement in Section 708(a) of the Town Charter for the installation of fencing at the dog park as it is in the best interest of the Town. (Mayor McDaniel)
Motion made by Councilor May, seconded by Councilor Tanner. Discussion: Councilors Rogulski, Tanner, and Caron spoke in favor of the Resolution. The Councilors thanked Chairman Lawton and the Dog Park Committee for all of their hard work and commended them on a great job. Roll Call vote, 5-0, all in favor. Voting in Favor: Councilors Caron, May, Rogulski, Tanner, and Jaskiewicz. Voting in Opposition: None. Resolution passed.
- d. To Consider and Act on a Motion to introduce and set the date of March 13, 2017 at 6:30 p.m. for a public hearing regarding the Ordinance No. 2007-002 titled "An Ordinance Regarding Land Use Application Processing Fees". The public hearing will be held in the Town Council Chambers at Montville Town Hall. (Councilor Jaskiewicz)
Motion made by Councilor Tanner, seconded by Councilor May. Discussion: Chairman Jaskiewicz stated that Town Planner Vlaun consulted with both the Mayor and himself regarding the fee updates. The increase in fees will cover the publication costs for the Public Notices. The fee updates will be further discussed and presented by Town Planner Vlaun at the Public Hearing. Councilor Caron requested that the costs be confirmed and verified. Mayor McDaniel added that the fee changes would also align the Town with that of other towns. Roll Call vote, 5-0, all in favor. Voting in Favor: Councilors Caron, May, Rogulski, Tanner, and Jaskiewicz. Voting in Opposition: None. Motion carried.
- e. **Resolution #2017-10. THE TOWN OF MONTVILLE HEREBY RESOLVES** to authorize the Mayor to enter into an agreement with ADP for providing HR, Payroll and Benefit services.
Motion made by Councilor Longton, seconded by Councilor Rogulski. Discussion: In response to Councilor Rogulski, Finance Director Hart noted that the Board of Education conducts their payroll in-house and utilizes a different accounting software. Roll Call vote, 5-0, all in favor. Voting in Favor: Councilors Caron, May, Rogulski, Tanner, and Jaskiewicz. Voting in Opposition: None. Resolution passed.

17. Remarks from the Public with a three-minute limit

Tony Siragusa, 39 Hillcrest Drive, Uncasville, noted that items 7(b) to (e) were grouped together and approved by a voice vote rather than a roll call, saving time. He felt that other items on the agenda, e.g., appointments and resignations, should also be approved by voice vote. With regards to the proposed Land Use fee changes, he agreed that the costs have been costing the Town money and the publications of the Public Notices are required by Legislation.

Chris Lawton, Chairman, Dog Park Committee, thanked the Councilors for their support and Finance Director Hart, Town Clerk Lisa Terry, Parks & Recreation Director Peter Bushway, Public Works Director Don Bourdeau for all of their help and provided a brief update of the Dog Park. At the suggestion of Public Works Director Bourdeau, he has met with the State to ensure that there are/will be no issues regarding the establishment of the Dog Park on Route 163. He will be meeting with the Zoning Department to ensure that all regulations will be met. He is hoping to hold the groundbreaking in the Spring, as planned, and the Dog Park be established by the end of Summer 2017, depending upon the completion of the fencing. Having first approached the Town Council in April 2014, he stated that he is very proud of the Committee, their hard work, dedication, and progress. The Councilors, likewise, thanked him for a job well done.

Terry Hart, Finance Director, thanked the Councilors for approving the utilization of ADP, which will be a great help to both the Finance Department and Mayor's office.

18. Remarks from the Councilors and the Mayor

Councilor Rogulski congratulated New England Patriots' Tom Brady, the "best quarterback ever". He also sent his thoughts to the Officer involved in the shooting at Chesterfield Lodge and commented on the large outpouring of support for the Police Department.

Councilor Caron requested that the Mayor pass on his appreciation to the Public Works Employees for doing a great job with the Town's sidewalks and roads. He suggested that the Councilors draft and send a letter to their Legislators regarding the Governor's Proposed Budget, which includes cuts to the Pequot, Pilot, and ECS (Educational Cost Sharing) Funds.

Councilor May echoed Councilor Caron's comments regarding the streets and sidewalks, especially in comparison to neighboring towns, as well as his suggestion regarding sending a letter to their Legislators. He also suggested that the Town invite their Legislators to a Town Meeting where the residents can voice their concerns and have their questions answered.

Councilor Tanner congratulated the Firefighter and Volunteers who were honored this evening. She also thanked Public Works Director Bourdeau and the Public Works Crew for their hard work and efforts and expressed her thoughts to the two officers who were injured in the recent Chesterfield Lodge shooting.

Chairman Jaskiewicz reminded everyone that the BOE will be reporting on their budget tomorrow, February 14, 2017 at 6:00 p.m. He, too, sent his well wishes to the two officers.

Mayor McDaniel concurred with all of the Councilors' comments. While the Town will try to schedule a Public Forum with the Legislators, it is very difficult to do so due to scheduling issues. As such, he strongly encouraged each and every individual in the Town to contact their Legislators and voice their concerns and dismay. It is incumbent upon the residents to inform them of their needs. The Town is fortunate in that their two Senators are members of the Appropriations Committee. He noted that this is the only place in the Country where a sovereign entity can take land off of the Town's tax rolls and not be reimbursed by the State, as required by Statute. Currently, 19% of the Town's property is not taxable.

19. Adjournment

Motion made by Councilor May, seconded by Councilor Tanner, to adjourn the meeting at 8:26 p.m. Discussion: None. Voice vote, 5-0, all in favor. Meeting adjourned.

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