

**Town of Montville Town Council
Regular Meeting Minutes
January 10, 2022, 7:00 p.m.**

All persons in attendance must wear a face mask if not fully vaccinated and remain six feet from others.

Comments will only be accepted at times designated for public comment by the Chair of the meeting. The Montville Town Council Rules of Procedure, decorum, timeliness and suitability shall be followed and enforced.

1. Call to Order
Chairman McNally 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 Leonard Bunnell, Sr., Billy Caron, Alfred Mandler, Tim May, Thomas McNally, Colleen Rix, and Robert Yuchniuk. Also present was Mayor Ronald McDaniel.
4. Special Recognitions/Presentations – *none*
5. Alterations to the Agenda – *none*
6. To Consider and Act on a Motion to Approve:
 - a. The Special Meeting Minutes of December 13, 2021 (Candidate Interviews)
 - b. The Regular Meeting Minutes of December 13, 2021
 - c. The Special Meeting Minutes of December 23, 2021 (Appointments to Boards/Commissions, Legal Counsel, and Engineering Contract; Landfill Solar Project)
Motion made by Councilor Caron, seconded by Councilor Bunnell, to approve the Special Meeting Minutes of December 13 and 23, 2021 and the Regular Meeting Minutes of December 13, 2021. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.
7. Executive Session
 - a. To Consider and Act on a Motion to enter into Executive Session for the purpose of interviewing a candidate for the Planning & Zoning Commission. Discussions to include members of the Town Council and Mayor Ronald McDaniel.

Motion made by Councilor Rix, seconded by Councilor May. Discussion: Candidate John F. Poole was interviewed for the Planning & Zoning Commission. Voice vote, 7-0, all in favor. Motion carried. Invited parties exited Town Council Chambers for Executive Session at 7:02 p.m. Chairman McNally resumed the meeting at 7:10 p.m. No votes were taken during Executive Session.
8. Remarks from the public relating to matters on the agenda with a three-minute limit – *none*
9. Communications
 - a. Copy of the December 2021 Financial Reports from Terry Hart, Finance Director
 - b. Copy of the legal bills from Suisman-Shapiro for the month of October 2021
 - c. Copy of the legal bills from Suisman-Shapiro for the month of November 2021
10. Report from the Town Attorney on Matters Referred – *none*
11. Remarks from the Mayor and/or Administrative Department Heads to include Matters Referred
Mayor McDaniel reported that he attended a CT DOT (Connecticut Department of Transportation) virtual Zoom meeting with Town Planner Liz Burdick to discuss a planned construction project along Route 85. The project is the result of the consistent encouragement of former Salem First Selectman Kevin Lyden and himself for the need to improve the

public's safety along Route 85 in the Chesterfield Road area. A preliminary meeting with WestRock was also held regarding the possible transfer of the Oxoboxo Lake and Dam to the Town of Montville. A written proposal from WestRock is expected and possible public access points are being investigated.

He commended the Senior and Social Services Department on organizing the successful distribution of Christmas meals and baskets.

A meeting was held with CT DECD (Connecticut Department of Economic and Community Development) regarding the approval of the Brownfield Municipal Grant for the Faria project. The Grant is a pass-through grant which will be utilized to help fund the brownfield remediation of the property.

He commended and expressed his appreciation to all of the individuals who helped organize and distribute the COVID-19 Rapid Test Kits and N95 Masks to the residents, including Chairman McNally, Councilor Yuchniuk, Fire Marshal Paul Barnes, Montville Police Department, American Legion, and the countless volunteers. Much positive feedback was received from the public.

12. Reports from Standing Committees

- a. Town Administration/Rules of Procedure – *items included on the Agenda*
- b. Finance – *items included on the Agenda*
- c. Public Works/Solid Waste Disposal – *no meeting; no report*

13. Reports from Special Committees and Liaison Councilors

- a. Councilor Bunnell: Library Committee, Parks & Recreation Commission, Volunteer Fire Fighters' Relief Fund

The Library Committee and Volunteer Fire Fighters' Relief Fund did not meet.

Councilor Bunnell reported that the Parks & Recreation Director discussed the negative effects of the pandemic on the basketball program during their last meeting. He also commended the organizers of the parade who held a successful event in which 26 units participated. The Commissioners also discussed their meeting with CLA Engineers regarding their goals and plans for the future and the use of the Mostowy property and reviewed and approved their proposed FY2022/23 budget. The Carnival Committee is continuing to secure vendors and sponsorship for this year's event.

- b. Councilor Caron: Commission on Aging, Social Services, Non-Profit Organizations

Councilor Caron thanked all of the Home Depot volunteers who packaged the boxes and the town's volunteers who delivered the homebound meals to those in need over the holidays. In addition, over 400 bags of toys were distributed to the town's children in need. He also thanked the Councilors and members of the community who helped organize and distribute the COVID-19 Rapid Test Kits and N95 Masks to the residents. The Social Services Department continues to work hard on outreach and providing energy assistance and food to those in need. Discussions regarding repairing the cupola and the pending opening of the Senior and Social Services Department are continuing. He expressed his appreciation to the Mayor and the Emergency Management Department for ordering PPE (Personal Protective Equipment) for the departments.

A letter has been mailed to the Non-Profit Organizations to inform them that he has been appointed as their liaison.

- c. Councilor Mandler: Water Pollution Control Authority – *no meeting; no report*
- d. Councilor May: Conservation Commission

Councilor May reported that the Commission is continuing to review and groom the trails. He expressed his appreciation to the Public Works crew who trimmed the dead

trees at the Conservation Center property. A Volunteer Day is being planned for the near future.

- e. Councilor Rix: Board of Education (BOE), Farmers Market Committee, Planning & Zoning Commission

The BOE and Farmers Market Committee held no meetings in the month of December and she was unable to attend the Planning & Zoning Commission due to illness.

- f. Councilor Yuchniuk: Economic Development Commission, Public Safety Commission, Youth Services Bureau and Advisory Board

Economic Development Commission – *no updates*

The Public Safety Commission welcomed their newest member, William Bauer, who will surely be an asset to the Commission and the town. Councilor Yuchniuk commended the Police Department for raising over \$14,000.00 for two families supporting a child with cancer. Lt. Dave Radford has nominated several officers for the Lifesaving Award for their successful actions during three (3) recent incidents, including a motor vehicle accident and a structure fire involving the extrication of a child.

The Youth Services Bureau is continuing its efforts to acquire a vehicle to transport the middle school children to the Youth Center for their after-school program from the BOE. The item is expected to be included on the BOE's next regular meeting agenda.

14. Appointments and Resignations

- a. To Consider and Act on a Motion to appoint Raymond Occhialini to fill a vacancy on the Inland Wetlands Commission with a term to expire on November 14, 2022.

Motion made by Councilor Caron, seconded by Councilor Rix. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

- b. To Consider and Act on a Motion to re-appoint Mickey Gillette to the Economic Development Commission with a term to expire on February 12, 2026.

Motion made by Councilor Rix, seconded by Councilor Caron. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

- c. To Consider and Act on a Motion to re-appoint Sheelagh Lapinski to the Economic Development Commission with a term to expire on February 12, 2026.

Motion made by Councilor Caron, seconded by Councilor May. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

15. Unfinished Business – *none*

16. New Business

- a. **Resolution #2022-01. THE TOWN OF MONTVILLE HEREBY RESOLVES** to refund taxes due to overpayments and corrections in the amount of \$8,532.51 (eight thousand five hundred thirty-two dollars and fifty-one cents) as requested by the Tax Collector. (Councilor McNally)

Motion made by Councilor May, seconded by Councilor Rix. Discussion: None. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Mandler, May, Rix, Yuchniuk, and McNally. Voting in Opposition: None. Resolution passed.

- b. **Resolution #2022-02. THE TOWN OF MONTVILLE HEREBY RESOLVES** to approve the Town of Montville 2021 Plan of Conservation and Development. (Councilor McNally)

Motion made by Councilor Rix, seconded by Councilor Caron. Discussion: The Councilors commended the Town Planner for her hard work drafting the document. Councilor May expressed his appreciation to the Town Planner for providing a brief

presentation to the Conservation Commission regarding the document. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Mandler, May, Rix, Yuchniuk, and McNally. Voting in Opposition: None. Resolution passed.

- c. **Resolution #2022-03. THE TOWN OF MONTVILLE HEREBY RESOLVES** to approve the wages for part-time employees as indicated on Schedule A. (Councilor McNally)

Motion made by Councilor May, seconded by Councilor Rix. Discussion: The proposed wages will ensure that the town meets the State's minimum wage requirement. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Mandler, May, Rix, Yuchniuk, and McNally. Voting in Opposition: None. Resolution passed.

- d. **Resolution #2022-04. THE TOWN OF MONTVILLE HEREBY RESOLVES** to approve the Private Duty Fire Watch rates as indicated on Schedule B. (Councilor McNally)

Motion made by Councilor Rix, seconded by Councilor May. Discussion: None. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Mandler, May, Rix, Yuchniuk, and McNally. Voting in Opposition: None. Resolution passed.

- e. **Resolution #2022-05. THE TOWN OF MONTVILLE HEREBY RESOLVES** to Wage and Employment Requirements for part-time dispatchers as indicated on Schedule C. (Councilor McNally)

Motion made by Councilor Rix, seconded by Councilor May. Discussion: Chairman McNally explained that the dispatchers' proposed increases were made at the request of the Fire Marshal. The following date/amount will be removed from the Schedule: July 1, 2023, \$25.49. Councilor Bunnell expressed his support for the increase, stating that the increase should help them maintain and hire qualified employees for the position(s). Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Mandler, May, Rix, Yuchniuk, and McNally. Voting in Opposition: None. Resolution passed.

- f. **Resolution #2022-06. THE TOWN OF MONTVILLE HEREBY RESOLVES** to transfer \$9,200 to Fire Equipment (10880-53086) from Contingency (10480-52164) for foam. (Councilor McNally)

Motion made by Councilor May, seconded by Councilor Rix. Discussion: Chairman McNally reported that the funding for the equipment was originally being considered by the Ad-Hoc COVID-19 Impact Study Committee for ARPA (American Rescue Plan Act) Funding. Unfortunately, it was determined that the item would not qualify. Mayor McDaniel reported that, under the revised guidelines, the item now qualifies for ARPA Funding. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Mandler, May, Rix, Yuchniuk, and McNally. Voting in Opposition: None. Resolution passed.

- g. **Resolution #2022-07. THE TOWN OF MONTVILLE HEREBY RESOLVES** to review and approve the position description for the Information Technology (IT) Administrative Assistant, as recommended by the Town Administration/Rules & Procedures Standing Committee. (Councilor Yuchniuk)

Motion made by Councilor Rix, seconded by Councilor Caron. Discussion: Councilor May stated that the funding for the position has been approved. Councilor Yuchniuk expressed his hesitation with the hiring of an additional employee for the department. Chairman McNally felt that the town should investigate sharing their services with the other departments in the town, including the WPCA (Water Pollution Control Authority) and the BOE. While expressing his overall opposition to hiring new employees, Councilor Bunnell recalled their previous discussions with the Information Services Director regarding the department's need to hire an additional employee to help them

provide the programs and fulfill the needs of the town in a timelier manner. It was noted by the Mayor and Councilors Bunnell and May that the resolution is to approve the position description; the position can exist without being funded. Councilor Yuchniuk added that the revisions to the position description that were requested by the Town Administration/Rules & Procedures Standing Committee are reflected in the final document. Roll Call vote, 5-2, all in favor. Voting in Favor: Councilors Bunnell, Caron, May, Rix, and Yuchniuk. Voting in Opposition: Councilors Mandler and McNally. Resolution passed.

17. Remarks from the Public with a three-minute limit – *none*

18. Remarks from the Councilors and the Mayor

Mayor McDaniel reiterated his appreciation to all of the individuals who organized and distributed the COVID-19 Rapid Test Kits and N95 Masks.

Councilor Bunnell wished everyone a Happy New Year and expressed his hopes for a better year. He commended the quick actions of the police officers' during the recent incidents and credited their training and the town's selection process.

Councilor Caron thanked the members of the community for attending this evening's meeting. He also thanked the Mayor, Fire Marshal, and all of the employees, his colleagues, and volunteers for organizing the successful distribution of test kits and masks. The Ad-Hoc Covid Impact Study Committee is committed to supporting the town and its needs. To this end, he hopes that they will be able to secure additional test kits and masks for their residents.

Councilor May echoed the previous comments, adding that he has received positive feedback from the distribution of the test kits and masks. He hopes that the Committee will be able to receive additional test kits and masks, especially for those working in the health and education fields.

Councilor McNally also commended Fire Marshal Barnes in organizing a successful distribution plan. He also thanked all of the individuals who helped distribute the test kits and masks, citing the positive feedback he has received.

Councilor Rix also thanked all of the volunteers for helping them distribute the test kits and masks and the citizens for their patience as they waited to receive the items. She thanked the community for helping promote the event.

Councilor Yuchniuk stated that the negative feedback that was received regarding the event is not a reflection of the Mayor or the Town Council. The comments were primarily related to items that were out of their control, i.e., lack of sufficient supplies. He commended those who distributed the items to the public. He also hopes that the town will be able to acquire additional test kits and masks for their residents and expressed his appreciation to the volunteers, employees, and members of the American Legion for their time and support.

Councilor Mandler concurred, adding that the Fire Marshal organized a very well-orchestrated process. He expressed his joy with being able to take part in the event and the community's positive attitudes.

19. Adjournment

Motion made by Councilor Caron, seconded by Councilor May, to adjourn the meeting at 7:42 p.m. Discussion: None. Voice vote, 7-0, all in favor. Meeting adjourned.

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

AN AUDIO RECORD OF THE MEETING CAN BE FOUND ON THE TOWN'S WEBSITE LOCATED UNDER RESOURCES – MEETING RECORDINGS