

**Town of Montville  
Town Council  
Organizational Meeting Minutes  
November 13, 2023, 8:00 p.m.  
Montville Town Hall – Town Council Chambers**

Organizational Business

1. Call to Order

Town Clerk Katie Haring called the meeting to order at 8:00 p.m.

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

3. Roll Call

Present were Councilors Billy Caron, Joseph Jaskiewicz, Kevin Lathrop, Tim May, Nicholas Sabilia, Kate Southard, and Robert Yuchniuk. Also present was Mayor Leonard Bunnell, Jr.

4. Oath of Officers

Town Clerk Haring welcomed and introduced Lieutenant Governor Susan Bysiewicz, who administered the Oath of Office to the newly elected Mayor and Town Councilors.

Lt. Governor Bysiewicz greeted the public and expressed her honor to be present amongst her friends and extended family members to celebrate democracy and the newly-elected officials of the Town. The event would not be possible without the veterans who served the country, allowing them to have the freedom of speech, worship, and elect their chosen leader(s). She expressed their gratitude to all of the veterans and invited them to stand up and be recognized for their sacrifice. She also thanked and invited all of the family members and spouses of the electors to stand up and be recognized for their sacrifice. She further thanked all of the candidates who had the courageously ran for office and offered a special thank you to former Probate Judge and Mayor Ronald McDaniel, with whom she and the Governor enjoyed serving. Both she and the Governor are excited to work with newly-elected Mayor Bunnell and are very proud of his past service in law enforcement. The support of Senator Cathy Osten, Representative Kevin Ryan, New London Mayor Michael Passero, and Mohegan Tribe Chief of Staff Chuck Bunnell is also expressed by their presence this evening. She invited newly-elected Mayor Bunnell and his family members to step forward as she administered the Oath of Office.

The newly elected and re-elected members of the Town Council were then invited to stand as she administered to Oath of Office.

*A short recess for photographs was taken at 8:09 p.m. The meeting resumed at 8:20 p.m.*

5. Election of Chairperson of the Town Council

Motion made by Councilor Jaskiewicz, seconded by Councilor Caron, to nominate and elect Councilor May as the Chairperson of the Town Council. There being no additional nominations, Town Clerk Haring closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

Town Clerk Haring congratulated and turned the meeting over to newly-elected Chairman May.

6. Election of Deputy Chairperson of the Town Council

Motion made by Councilor Jaskiewicz, seconded by Councilor Sabilia, to nominate and elect Councilor Caron as the Deputy Chairperson of the Town Council. There being no additional nominations, Chairman May closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

7. Formation of Standing Committees and Ad-Hoc Committee
  - a. Town Administration/Rules of Procedures

Motion made by Councilor Southard, seconded by Councilor Jaskiewicz, to nominate and appoint Councilors Jaskiewicz, Sabilia, and Yuchniuk to the Town Administration/Rules of Procedures Standing Committee. There being no additional nominations, Chairman May closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.
  - b. Finance

Motion made by Councilor Sabilia, seconded by Councilor Jaskiewicz, to nominate and appoint Councilors Jaskiewicz, Lathrop, and May to the Finance Standing Committee. There being no additional nominations, Chairman May closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.
  - c. Solid Waste Disposal/Public Works

Motion made by Councilor Sabilia, seconded by Councilor Jaskiewicz, to nominate and appoint Councilors Caron, Lathrop, and Southard to the Solid Waste Disposal/Public Works Standing Committee. There being no additional nominations, Chairman May closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.
  - d. Ad-Hoc COVID-19 Impact Study Committee

Motion made by Councilor Southard, seconded by Councilor Jaskiewicz, to nominate and appoint Councilors Caron, Jaskiewicz, and Lathrop to the Ad-Hoc COVID-19 Impact Study Committee. There being no additional nominations, Chairman May closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.
8. Appointment of Liaisons to Boards and Commissions
  - a. Board of Education

Motion made by Councilor Southard, seconded by Councilor Jaskiewicz, to nominate and appoint Councilor Jaskiewicz as the Liaison to the Board of Education. There being no additional nominations, Chairman May closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.
  - b. Commission on Aging

Motion made by Councilor Sabilia, seconded by Councilor Jaskiewicz, to nominate and appoint Councilor Caron as the Liaison to the Commission on Aging. There being no additional nominations, Chairman May closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.
  - c. Conservation Commission

Motion made by Councilor Southard, seconded by Councilor Jaskiewicz, to nominate and appoint Councilor Sabilia as the Liaison to the Conservation Commission. There being no additional nominations, Chairman May closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.
  - a. Economic Development Commission

Motion made by Councilor Sabilia, seconded by Councilor Jaskiewicz, to nominate and appoint Councilor Southard as the Liaison to the Economic Development Commission.

Motion made by Councilor Yuchniuk, seconded by Councilor Caron, to nominate and appoint Councilor Lathrop as the Liaison to the Economic Development Commission. There being no additional nominations, Chairman May closed the nominations. Discussion: None. Roll Call vote: Voting in Favor of Councilor Southard: Councilors Jaskiewicz and May. Voting in Favor of Councilor Lathrop: Councilors Caron,

Lathrop, Sabilia, Southard, and Yuchniuk. Councilor Lathrop was appointed as the Liaison to the Economic Development Commission.

e. Farmers Market Committee

Motion made by Councilor Sabilia, seconded by Councilor Caron, to nominate and appoint Councilor Southard as the Liaison to the Farmers Market Committee. There being no additional nominations, Chairman May closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

b. Library Committee

Motion made by Councilor Jaskiewicz, seconded by Councilor Sabilia, to nominate and appoint Councilor Southard as the Liaison to the Library Committee. There being no additional nominations, Chairman May closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

f. Non-Profit Organizations

Motion made by Councilor Southard, seconded by Councilor Sabilia, to nominate and appoint Councilor Caron as the Liaison to the Non-Profit Organizations. There being no additional nominations, Chairman May closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

g. Parks & Recreation Commission

Motion made by Councilor Sabilia, seconded by Councilor Jaskiewicz, to nominate and appoint Councilor Southard as the Liaison to the Parks & Recreation Commission. There being no additional nominations, Chairman May closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

i. Public Safety Commission

Motion made by Councilor Southard, seconded by Councilor Jaskiewicz, to nominate and appoint Councilor Sabilia as the Liaison to the Public Safety Commission. There being no additional nominations, Chairman May closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

j. Planning & Zoning Commission

Motion made by Councilor Sabilia to nominate and appoint Councilor Yuchniuk as the Liaison to the Planning & Zoning Commission. Councilor Yuchniuk, who recently welcomed his first grandchild, declined the nomination.

Motion made by Councilor Caron, seconded by Councilor Sabilia, to nominate and appoint Councilor Jaskiewicz as the Liaison to the Planning & Zoning Commission. There being no additional nominations, Chairman May closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

k. Social Services

Motion made by Councilor Southard, seconded by Councilor Jaskiewicz, to nominate and appoint Councilor Caron as the Liaison to Social Services. There being no additional nominations, Chairman May closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

l. Volunteer Fire Fighters' Relief Fund

Motion made by Councilor Sabilia, seconded by Councilor Southard, to nominate and appoint Councilor Caron as the Liaison to the Volunteer Fire Fighters' Relief Fund. There being no additional nominations, Chairman May closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

m. Youth Services Bureau and Advisory Board

Motion made by Councilor Southard, seconded by Councilor Sabilia, to nominate and appoint Councilor Sabilia as the Liaison to the Youth Services Bureau and Advisory

Board. There being no additional nominations, Chairman May closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

9. Appointment of a Town Council Member to the Water Pollution Control Authority. Motion made by Councilor Sabilia, seconded by Councilor Southard, to nominate and appoint Councilor Lathrop as a voting member of the Water Pollution Control Authority. There being no additional nominations, Chairman May closed the nominations. Discussion: Chairman May noted that Councilor Lathrop will be resigning as a Member of the Authority. Voice vote, 7-0, all in favor. Motion carried.
10. Remarks from the public relating to matters on the agenda with a three-minute limit – *none*
11. New Business
  - a. To Consider and Act on a Motion to approve the Regular Meeting Minutes of Monday, October 11, 2023. Motion made by Councilor Jaskiewicz, seconded by Councilor Yuchniuk. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.
  - b. **Resolution #2023-118. THE TOWN OF MONTVILLE HEREBY RESOLVES** to refund taxes due to overpayments and corrections in the amount of \$3,540.12 (three thousand five hundred forty dollars and twelve cents) as requested by the Tax Collector. (Mayor Bunnell) Motion made by Councilor Jaskiewicz, seconded by Councilor Caron. Discussion: None. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Caron, Jaskiewicz, Lathrop, Sabilia, Southard, Yuchniuk, and May. Voting in Opposition: None.
  - c. **Resolution #2023-119. THE TOWN OF MONTVILLE HEREBY RESOLVES** to set the 2024 regular monthly meeting dates of the Town Council on the second Monday of every month, excluding holidays that will be scheduled on the Wednesday of that week. The scheduled meeting dates are as follows: January 8, February 12, March 11, April 8, May 13, June 10, July 8, August 12, September 9, October 16 (Wednesday), November 13 (Wednesday), and December 9. All meetings will be held at 7:00 p.m. in the Town Council Chambers. (Mayor Bunnell) Motion made by Councilor Jaskiewicz, seconded by Councilor Southard. Discussion: None. Voice vote, 7-0, all in favor.
  - d. **Resolution #2023-120. THE TOWN OF MONTVILLE HEREBY RESOLVES** to appoint Agnes Miyuki as the Town Council Minutes Clerk for the term of November 13, 2023 through November 10, 2025. (Mayor Bunnell) Motion made by Councilor Jaskiewicz, seconded by Councilor Sabilia. Discussion: None. Voice vote, 7-0, all in favor.
  - e. **Resolution #2023-121. THE TOWN OF MONTVILLE HEREBY RESOLVES** to close Town offices at 12:00 p.m. on Wednesday, November 22, 2023 in observance of the Thanksgiving Holiday for non-essential personnel and to award four (4) hours paid time off for Essential Personnel who must remain on the job to be used by the end of the calendar year. (Mayor Bunnell) Motion made by Councilor Yuchniuk, seconded by Councilor Sabilia. Discussion: It was unknown when the change from two (2) to four (4) hours took place. Voice vote, 7-0, all in favor.
  - f. **THE TOWN OF MONTVILLE HEREBY RESOLVES** to adopt the Town Council Rules & Procedure. (Mayor Bunnell) Motion made by Councilor Sabilia, seconded by Councilor Southard. Discussion: Mayor Bunnell explained that the Town Council is required to adopt the Rules &

Procedures at the beginning of each term; no changes were made to the document. He encouraged all of the members to review the document. Chairman May concurred. Voice vote, 7-0, all in favor.

- g. **THE TOWN OF MONTVILLE HEREBY RESOLVES** to approve and adopt the Master Agreement between the State of Connecticut and the Town of Montville regarding the Installation of Fire Suppression Standpipe Systems on Bridges at Various Locations. (Mayor Bunnell)

Motion made by Councilor Southard, seconded by Councilor Jaskiewicz. Discussion: Mayor Bunnell explained that the Agreement, which was reviewed by the Public Safety Commission, is required and must be acted upon by the Town Council with 60 (sixty) days of the submitted letter, dated October 23, 2023. The Agreement is in regards to the Town's responsibility to maintain and/or remove the existing standpipes located on the highways. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Caron, Jaskiewicz, Lathrop, Sabilia, Southard, Yuchniuk, and May. Voting in Opposition: None.

## 12. Communications

- a. A copy of the October 2023 Budget Report from Finance Director Barbara Griffin
- b. Copy of the legal bills from Halloran & Sage for the month of September 2023
- c. Copy of the legal bills from Suisman-Shapiro for the month of September 2023

## 13. Reports from the Town Attorney on matters referred – *none*

## 14. Reports from the Mayor and/or Administrative Department Heads

Mayor Bunnell reported on his recent attendance to the Veterans Day Ceremony at Town Hall, the American Legion Luminaries event, three (3) Youth Football Superbowl events at Camp Oakdale. He also met with former Mayor McDaniel to ensure a smooth transition.

Land Use and Development Director Liz Burdick introduced herself to the Councilors. She reported that the Planning & Zoning Commission is continuing to review the applications that were presented to them the previous month – a one-lot residential re-subdivision, site plan application for a dredging materials processing facility on Depot Road, and a site plan application for the Animal Control Facility.

## 15. Reports from Standing Committees (n/a)

## 16. Reports from Special Committees and Liaison Committees (n/a)

## 17. Appointments and Resignations from Boards and Commissions

- a. To Consider and Act on a Motion to accept the resignation of Nicholas Sabilia from the Conservation Commission, effective immediately.  
Motion made by Councilor Jaskiewicz, seconded by Councilor Caron. Discussion: None. Voice vote, 7-0, all in favor.
- b. To Consider and Act on a Motion to accept the resignation of Joseph Jaskiewicz from the Housing Authority, effective immediately.  
Motion made by Councilor Southard, seconded by Councilor Sabilia. Discussion: None. Voice vote, 7-0, all in favor.
- c. To Consider and Act on a Motion to accept the resignation of Kevin Lathrop from the Water & Sewer Commission, effective immediately.  
Motion made by Councilor Jaskiewicz, seconded by Councilor Southard. Discussion: None. Voice vote, 7-0, all in favor.
- d. To Consider and Act on a Motion to accept the resignation of Kate Southard from the Parks & Recreation Commission, effective immediately.

Motion made by Councilor Jaskiewicz, seconded by Councilor Sabilia. Discussion: None. Voice vote, 7-0, all in favor.

- e. To Consider and Act on a Motion to re-appoint Louis Ziegler to the Commission on Aging with a term to expire on December 14, 2026.

Motion made by Councilor Jaskiewicz, seconded by Councilor Southard. Discussion: None. Voice vote, 7-0, all in favor.

- 18. Executive Session – *none*

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

- 20. Remarks from the Councilors and the Mayor

Councilor Lathrop thanked the Councilors for his appointments and looks forward to working with them and serving the residents of the Town of Montville as best he can.

Councilor Yuchniuk thanked everyone for voting on Election Day and looks forward to all of the great things they will accomplish this term.

Councilor Jaskiewicz also thanked everyone for voting and their support. He also looks forward to working together with his colleagues and the residents.

Councilor Sabilia concurred with the previous comments and expressed his excitement to serve and further improve the town in which he has resided his whole life.

Councilor Southard also echoed the previous comments. She thanked everyone for voting and looks forward to working with her fellow Councilors and accomplishing many exciting things.

Councilor Caron welcomed all of the new Councilors and thanked all of the voters. He also looks forward to working together for the residents of their town.

Chairman May expressed his honor and appreciation to the Councilors for electing him to serve as their Chair. He congratulated and encouraged his fellow Councilors to listen to the residents and do what they feel is best for them, regardless of their party affiliation. He believed they have a good team and looks forward to getting things done with them.

Mayor Bunnell thanked everyone for electing him to serve as their Mayor. He promised to make his best efforts, treat everyone as fairly as possible, and represent everyone to the best of his ability. He welcomed newly-elected Councilors Lathrop, Sabilia, and Southard to the Town Council, adding that the experience would be as rewarding as they allow. He wished everyone a Happy and Safe Thanksgiving and reminded and encouraged everyone to attend the Holiday Parade on December 3. He hopes to increase the residents' awareness of the many town events which, in turn, will pull the town together.

- 21. Adjournment

Motion made by Councilor Caron, seconded by Councilor Jaskiewicz, to adjourn the meeting at 8:54 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**