

Town of Montville
Town Council
Regular Meeting Minutes
February 10, 2025, 7:00 p.m.
Montville Town Hall – Town Council Chambers

1. Call to Order
Chairperson May 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, Jaskiewicz, Lathrop, Southard, Yuchniuk, and May.
Absent was Councilor Sabilia. Also present was Mayor Leonard Bunnell, Sr.
4. Special Recognitions/Presentations – *none*
5. Alterations to the Agenda
Motion made by Councilor Lathrop, seconded by Councilor Southard to add the following item to the Agenda:

16(f) **THE TOWN OF MONTVILLE HEREBY RESOLVES** to approve and adopt the Resolution entitled “Resolution Authorizing the Execution of a Lease-Purchase Agreement to Acquire Equipment” a copy of which Resolution is attached hereto as Exhibit A; and to waive the reading of the entire resolution and to incorporate its full text into the minutes of the meeting. (Mayor Bunnell)

Discussion: None. Voice vote, 6-0, all in favor. Motion carried.
6. To Consider and Act on a Motion to Approve:
 - a. The Regular Meeting Minutes of January 13, 2025
Motion made by Councilor Southard, seconded by Councilor Caron. Discussion: None.
Voice vote, 6-0, 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 discussing ongoing litigation. Discussion to include members of the Town Council, Mayor Leonard Bunnell, Sr. and Attorney Michael Satti.
Motion made by Councilor Caron, seconded by Councilor Jaskiewicz Discussion: None. Voice vote, 6-0, all in favor. Invited parties exited Town Council Chambers for Executive Session at 7:04 p.m. Chairman May resumed the meeting at 7:40 p.m. No votes were taken during Executive Session.
 - b. To Consider and Act on a Motion to enter into Executive Session for the purpose of interviewing candidates for the Farmers Market Committee and Planning & Zoning Commission. Discussions to include members of the Town Council and Mayor Leonard Bunnell, Sr.
Motion made by Councilor Caron, seconded by Councilor Southard. Discussion: The following candidates were interviewed Chelsea Lember, Farmers Market Committee; William Pieniadz, Planning & Zoning Commission, and; Mickey Gillette, Planning & Zoning Commission. Voice vote, 4-0, all in favor. Invited parties exited Town Council Chambers for Executive Session at 7:41 p.m. Chairman May resumed the meeting at 8:16 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
Ann Gaulin, 64 Damato Drive, Oakdale, stated that binders with information regarding the recently formed Montville Animal Welfare Initiative, Inc., a 501(c)(3) non-profit

organization, were distributed to the Mayor and each of the Councilors. The binder includes the organization's Bylaws, Conflict of Resolution, Incorporation paperwork, planned fundraisers, meeting formats, etc. They are available for questions.

Councilor Lathrop expressed his appreciation to Ms. Gaulin for her hard work.

9. Communications

- a. Copy of the legal bills from Suisman Shapiro for the month of November 2024
- b. Copy of the legal bills from Halloran & Sage for the month of December 2024
- c. Uncas Health District Mobile Health Van Schedule & List of Services
- d. Copy of the Financial Operations Assessment from CliftonLarsonAllen, LLP

10. Report from the Town Attorney on Matters Referred – *none*

11. Remarks from the Mayor and/or Administrative Department Heads to include Matters Referred

Public Works Director John Carlson reported that the Department has been busy with the recent snow events. When not plowing the roads, they have been trimming the trees, repairing/replacing mailboxes, and attending training sessions for a new piece of equipment. He is investigating the possibility of renting equipment to trim the taller trees.

Road Maintenance – Roads in need of repair include the old train trestle bridge on Bridge Street, which will involve a temporary closure of the road during the summer, and Maple Avenue, for which several discussions have been held regarding the scope of the work. Councilor Caron urged him to engage in a discussion with the WPCA (Water Pollution Control Authority) regarding the funding of the road repairs, adding that the repairs are necessary due to work that was previously conducted.

Senior Center Heating System – The Senior Center has been closed to the public due to the heating system. The temperature in the building is being maintained at 60°. The necessary part to repair the system is expected to be delivered this week.

Staffing – The Road Foreman position has been filled by an existing employee who officially started in his new position today. Another employee will be promoted to fill the vacant position.

Punch Cards – An electronic management system for the Punch Cards is being investigated to better monitor its use.

Montville Police Department Chief Willard Blanchette, III, reported that the Police Department was awarded an \$11,657.25 Grant from the Stanton K9 Foundation for K-9 Barrett, who was killed in the Line of Duty. The funds will be used to cover all of the associated costs for the purchase of K-9 Gunner, who is currently attending Patrol Dog School with his Handler, Officer Bayron Mora. In addition, Officer Daniel Witts will begin a training program with K-9 Sig, who will be cross-trained as a Patrol Dog/Firearms Detection Dog. On Wednesday, February 26, at 11:00 a.m., a Press Conference will be held at the Public Safety Building to announce the 2025/26 Rural Roads Speed Enforcement Grant.

Treasurer and Account Manager Patrick Wall reported that the Department continues to work hard in the absence of a Director. The state has approved the Town's audit extension request. Several productive meetings have been held with the Tax Collector to help streamline the process and improve the communication between the two offices. He has been busy reviewing and finalizing the 2023 Budget, which will require the Town Council's approval for post-audit adjustments this evening. The 2024 Budget, which is near

completion, and the trial balance will be referred to the Finance Committee for review and approval for the year-end transfers. The budget will then be referred to the Auditors.

Mayor Bunnell expressed his appreciation and commended Treasurer Wall on an outstanding job in the absence of a Director. Chairperson May concurred.

Mayor Bunnell also expressed his appreciation to Ms. Gaulin and the members of the Montville Animal Welfare Initiative, Inc., for creating the binder, which will be a useful resource for their education and fundraising efforts and as an advocate for the health and welfare of the community's animals. He met with the Lieutenant Governor regarding available funding opportunities; attended a pre-bid meeting for the Fishing Pier and Boat Launch, which welcomed nine (9) interested construction companies, and; attended a virtual meeting with the SCWA (Southeastern Connecticut Water Authority) Director and Senator Cathy Osten to discuss state funding for the water lines in the Manor and the Heights. He also attended the opening bids for the M-37 Medium Duty Rescue Truck; interviewed candidates for the Finance Director position, two (2) of whom will be referred to the Town Council for consideration; is continuing to meet with the department heads to review their proposed budgets; interviewed candidates and hired an individual for the Tax Assessor Clerk position; met with the Board of Education, Superintendent of Schools, and Senator Osten to review available funding opportunities, and; interviewed candidates for the WPCA Wastewater Treatment Operator.

Animal Control Facility Groundbreaking – While no official date has been set, they are hoping to schedule the Groundbreaking Ceremony in March, weather permitting. Several Councilors requested that the event be held on a weekend allowing those who work during the week to attend.

Notification App Status – The company continues to meet with the Department Heads regarding the information they would like to include in the App. There is no definite start date at this time.

12. Reports from Standing Committees

a. Town Administration/Rules of Procedure – *no report*

b. Finance

The Committee reviewed the budgets and the minor adjustments are included in this evening's Agenda for approval. He encouraged the Councilors to review the Financial Operations Assessment, stating his surprise at the amount of paperwork that was transferred between the departments and the resulting errors and oversights caused by the manual process of inputting data, including employee timecards, and lack of utilizing the electronic reporting system to its fullest extent.

c. Public Works/Solid Waste Disposal – *see Public Work Director's report under Item 11*

13. Reports from Special Committees and Liaison Councilors

a. Councilor Caron: Commission on Aging, Non-Profit Organizations, Social Services, Volunteer Firefighters' Relief Fund

Non-Profit Organizations – A letter of interest will be sent to all of the organizations regarding their mission and continued interest in serving the Town of Montville.

Senior & Social Services – The need for food for those in need is ongoing. He expressed his dismay with the temporary closure of the Senior Center, which plays an important role in the lives of the Town's senior population. Senator Osten joined their most recent meeting to discuss their current efforts, including conducting background checks for public and private home health aides and possible grant funding for a new van for transportation services.

- a. To Consider and Act on a Motion to accept the resignation of Michael Orbe from the Farmers Market Committee, effective immediately.

Motion made by Councilor Caron, seconded by Councilor Jaskiewicz. Discussion: None. Roll call vote, 6-0, all in favor. Voting in Favor: Councilors Caron, Jaskiewicz, Lathrop, Southard, Yuchniuk, and May. Voting in Opposition: None. Motion carried.

- b. To Consider and Act on a Motion to waive the waiting period for appointments, Rules 14C of the Town Council Rules of Procedure, for the Farmers Market Committee and Planning & Zoning Commission.

Motion made by Councilor Caron, seconded by Councilor Lathrop. Discussion: None. Voice vote, 6-0, Motion carried.

- c. To Consider and Act on a Motion to appoint Chelsea Lember to fill a vacancy on the Farmers Market Committee, with a term to expire on April 8, 2025.

Motion made by Councilor Caron, seconded by Councilor Jaskiewicz. Discussion: None. Roll call vote, 6-0, all in favor. Voting in Favor: Councilors Caron, Jaskiewicz, Lathrop, Southard, Yuchniuk, and May. Voting in Opposition: None. Motion carried.

- d. To Consider and Act on a Motion to appoint William Pieniadz as an Alternate Member of the Planning & Zoning Commission, with a term to expire on February 10, 2029.

Motion made by Councilor Caron, seconded by Councilor Jaskiewicz. Discussion: None. Roll call vote, 6-0, all in favor. Voting in Favor: Councilors Caron, Jaskiewicz, Lathrop, Southard, Yuchniuk, and May. Voting in Opposition: None. Motion carried.

- e. To Consider and Act on a Motion to appoint Mickey Gillette as an Alternate Member of the Planning & Zoning Commission, with a term to expire on February 10, 2029.

Motion made by Councilor Caron, seconded by Councilor Jaskiewicz. Discussion: None. Roll call vote, 6-0, all in favor. Voting in Favor: Councilors Caron, Jaskiewicz, Lathrop, Southard, Yuchniuk, and May. Voting in Opposition: None. Motion carried.

- f. To Consider and Act on a Motion to re-appoint Morgan Matthewson as a representative from the Parks & Recreation Commission to the Farmers Market Committee with a term to expire on March 26, 2028.

Motion made by Councilor Caron, seconded by Councilor Jaskiewicz. Discussion: None. Roll call vote, 6-0, all in favor. Voting in Favor: Councilors Caron, Jaskiewicz, Lathrop, Southard, Yuchniuk, and May. Voting in Opposition: None. Motion carried.

15. Unfinished Business – *none*

16. New Business

- a. **Resolution #2025-07. THE TOWN OF MONTVILLE HEREBY RESOLVES** to refund taxes due to overpayments and corrections in the amount of \$4,295.47 (four thousand two hundred ninety-five dollars and forty-seven cents) as requested by the Tax Collector. (Councilor May)

Motion made by Councilor Jaskiewicz, seconded by Councilor Southard. Discussion: None. Roll call vote, 6-0, all in favor. Voting in Favor: Councilors Caron, Jaskiewicz, Lathrop, Southard, Yuchniuk, and May. Voting in Opposition: None. Resolution passed.

- b. **Resolution #2025-08. THE TOWN OF MONTVILLE HEREBY RESOLVES** to authorize the Treasurer to transfer \$.41 (forty-one cents) rounding error from account 10460-52196 – Debt – Interest, 2024 Bus Lease to account 10450-52196, Debt – Principal 2024 Bus Lease account to offset the \$0.41 (forty-one cent) overage. (Councilor May)

Motion made by Councilor Caron, seconded by Councilor Lathrop. Discussion: None. Roll call vote, 6-0, all in favor. Voting in Favor: Councilors Caron, Jaskiewicz,

Lathrop, Southard, Yuchniuk, and May. Voting in Opposition: None. Resolution passed.

- c. **Resolution #2025-09. THE TOWN OF MONTVILLE HEREBY RESOLVES** to authorize the transfer of \$812.32 (eight hundred twelve dollars thirty-two cents) from account 10480-52164, Contingency to account 10460-52111 Debt – Interest 2017 Lease purchase Debt – Interest 2017 Lease Purchase. (Councilor Jaskiewicz)
Motion made by Councilor Jaskiewicz, seconded by Councilor Caron. Discussion: None. Roll call vote, 6-0, all in favor. Voting in Favor: Councilors Caron, Jaskiewicz, Lathrop, Southard, Yuchniuk, and May. Voting in Opposition: None. Resolution passed.
- d. **Resolution #2025-10. THE TOWN OF MONTVILLE HEREBY RESOLVES** to authorize the transfer of \$720.00 (seven hundred twenty dollars) from account 10480-52164, Contingency to account 10890-52011, Public Safety Building, Building Maintenance.(Councilor May)
Motion made by Councilor Jaskiewicz, seconded by Councilor Southard. Discussion: None. Roll call vote, 6-0, all in favor. Voting in Favor: Councilors Caron, Jaskiewicz, Lathrop, Southard, Yuchniuk, and May. Voting in Opposition: None. Resolution passed.
- e. **Resolution #2025-11. THE TOWN OF MONTVILLE HEREBY RESOLVES** to authorize the transfer of \$40,000.00 (forty thousand dollars) from the Fund Balance to fund A/C repairs at the Public Safety Building (Councilor May)
Motion made by Councilor Caron, seconded by Councilor Jaskiewicz. Discussion: Councilor Caron reported that the Public Works Director received three (3) bids for the project, which includes additional work to access the system. The funding was approved by the Finance Committee. A very rough estimate of the remaining funds in the Fund Balance is pending. It was explained that the air handler is comprised of a heat coil and a separate A/C coil, which is defective. Roll call vote, 6-0, all in favor. Voting in Favor: Councilors Caron, Jaskiewicz, Lathrop, Southard, Yuchniuk, and May. Voting in Opposition: None. Resolution passed.
- f. **Resolution #2025-12. THE TOWN OF MONTVILLE HEREBY RESOLVES** to approve and adopt the Resolution entitled “Resolution Authorizing the Execution of a Lease-Purchase Agreement to Acquire Equipment” a copy of which Resolution is attached hereto as Exhibit A; and to waive the reading of the entire resolution and to incorporate its full text into the minutes of the meeting. (Mayor Bunnell)
Motion made by Councilor Caron, seconded by Councilor Jaskiewicz. Discussion: Councilor Lathrop expressed his dismay with the lack of response from the individuals he had requested information from numerous times regarding the source of the requirement. Chesterfield Fire Company Chief Keith Truex concurred that Councilor Lathrop requested the information and stated that the replacement period was *recommended*, not required, by the NFPA (National Fire Protection Association) and, while all of the Fire Company Chiefs did not formally approve the purchase, they did agree that something should be done. Roll call vote, 4-1-1. Voting in Favor: Councilors Caron, Jaskiewicz, Southard, and May. Voting in Opposition: Councilor Yuchniuk. Abstention(s): Councilor Lathrop. Resolution passed.

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

Chesterfield Fire Company Chief Truex thanked the Town Council for approving the Lease-Purchase Agreement for the M-37 Medium Duty Rescue Truck. The recommendation to replace the vehicle after twenty (20) years is available for Councilor Lathrop’s viewing.

18. Remarks from the Councilors and the Mayor

Councilor Lathrop expressed his appreciation to Ms. Gaulin for all of her efforts for the town and its animals, Montville Police Chief Blanchette for continuing to keep the roads safe and his continued work, and the public for attending their meeting, stating the importance of being involved and aware of what is happening in their town.

Mayor Bunnell stated that the Town's Fire Departments Truck Purchasing Policy is currently being reviewed by the Public Safety Commission. He thanked the Fire Companies, EMS, Police Department, Public Works Department, and public for all of their efforts as they struggled through the inclement weather.

Councilor Southard thanked everyone for attending the meeting.

Councilor Jaskiewicz also thanked everyone for attending the meeting and, especially, Ms. Gaulin for her hard work and efforts.

Councilor Caron concurred with Councilor Lathrop. He also commended the Public Works Department for maintaining the roads during the recent storm events and First Responders for working with the Department to ensure the safety of the residents. He congratulated Montville Police Chief Blanchette for being awarded the Grant. He also thanked the candidates for their willingness to take the time to serve on the Town's Boards and Commissions.

Councilor May was pleased with the growing community involvement. He hopes to present a flat or near-flat budget increase for FY2025/26 as they strive to live within their means and review their needs vs. their wants.

19. Adjournment

Motion made by Councilor Jaskiewicz, seconded by Councilor Lathrop. to adjourn the meeting at 9:34 p.m. Discussion: None. Voice vote, 6-0, 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

EXHIBIT A

Resolution Authorizing the Execution of a Lease-Purchase Agreement to Acquire Equipment

WHEREAS, the Town of Montville, Connecticut (the “Town”), desires to enter into a lease purchase financing for the acquisition of a Medium Duty Rescue Truck from US Fire Apparatus pursuant to a proposal from US Fire Apparatus dated 28 January, 2025 in the amount of \$611,653.36 (the “Equipment”); and

WHEREAS, the Town desires to acquire the Equipment and enter into a lease purchase agreement with a financial lending institution to be determined (the “Lessor”) to finance the acquisition of such Equipment.

NOW THEREFORE, BE IT RESOLVED,

1. Than (i) the Mayor and the Director of Finance are hereby authorized to receive and review a proposal or proposals for the lease purchase financing of the Equipment, and make an award to the Lessor as the Mayor and the Director of Finance determine to be in the best interests of the Town, and (ii) the Mayor is hereby authorized to enter into a lease purchase agreement (the “Lease”) by and between the Town and the Lessor for the lease of the Equipment for a period of no more than ten (10) years, in such form and having such terms and details as determined by the Mayor and the Director of Finance, subject to the following limitation. The amount to be financed under the Lease shall be no greater than \$611,653.36 and payable in installments of principal and interest, the frequency of which to be determined by the Mayor and Director of Finance. At the conclusion of the term of the Lease, provided all the payments required under the Lease, including payments of rent, have been made, the Lessor’s interest in the Equipment shall terminate. Payments in respect of the Lease shall be subject to annual appropriations of the Town. The Lease shall include a “non-appropriation of funds” clause allowing for termination in the event that sufficient funds are not appropriated to make payments of rent and other amounts each fiscal year.
2. That the Mayor and the Director of Finance are hereby authorized to make such representations and covenants and to execute and deliver such contracts, financing statements, affidavits, agreements and documents, including but not limited to, an escrow agreement and a tax regulatory agreement, as are determined by the Mayor and the Director of Finance to be necessary or desirable to evidence and secure the Town’s obligations pursuant to the Lease, to ensure the interest paid on the Lease is exempt from taxation under the Internal Revenue Code of 1986, as amended (the “Code”), and to finance the purchase of the Equipment, and that the execution of such contracts, financing statements, affidavits, agreements and documents shall be conclusive evidence of such determination.