

Town of Montville
Town Administration/Rules & Procedures Standing Committee
Regular Meeting Minutes
November 24, 2025, 5:00 p.m.
Montville Town Hall Room 203

1. Call to Order

Chairman Jaskiewicz called the meeting to order at 5:00 p.m.

2. Pledge of Allegiance

3. Roll Call

Present were Chairman Joe Jaskiewicz, Councilor Nick Sabilia and Councilor Rachel Novak. Also present were Mayor Leonard G. Bunnell, Sr., Chief Bill Blanchette and Tax Collector David Greaves

4. Remarks from the Public relating to matters on the agenda with a three-minute limit – Brian Baker stated that pursuing an Ordinance to Establish a Permanent Building Committee is a great idea

5. To Consider and Act on a Motion to Approve:

- a. Motion made by Chairman Jaskiewicz to approve the Special Meeting Minutes of September 25, 2025, seconded by Councilor Sabilia 2-0, all in favor. Motion carried

6. Unfinished Business: *None*

7. New Business:

- a. Election of Officers – Chairman Jaskiewicz would like to remain as Chairman for the TA/R&P Standing Committee; Councilor Sabilia made motion and Councilor Novak accepted, all in favor 3-0
- b. Approval of the Meeting Dates for 2026: January 26, February 23, March 23, April 27, May 26 (Tuesday), June 22, July 27, August 24, September 28, October 26, November 23, December 28, 2026; no move, all in favor 3-0
Chairman Jaskiewicz would like to add item ‘g’ to the agenda
- c. All-terrain Vehicle Ordinance – Chief Blanchette led off discussion with the need for a comprehensive solution to the problem with language similar to that of other towns such as New London and Waterford, for when they are ticketed. Chairman Jaskiewicz weighed in to say that they aren’t registered and they don’t have any headlights. Chief mentioned that the PD gets numerous complaints and calls nightly. Mayor Bunnell said to start the ordinance process and Chief said that there is more work to be done regarding the penalty but he will touch base with the Mayor. Motion was made to send to Council – All in favor 3-0
- d. Ordinance Establishing a Permanent Building Committee – Chairman Jaskiewicz agreed that this was a great idea and that two members should be from Council, a member from the Board of Education as well as member who is familiar with building requirements. Mayor Bunnell said the Building Committee would be consistent across all town projects and a Board of Ed member could sit in on BOE projects. Chairman Jaskiewicz made a motion to send to Town Council. All in favor 3-0
- e. Tax Collector Administrative Fees – Tax Collector David Greaves recommended that due to the increase in postage and four-thousand pieces of mail going out approximately four times per year for tax delinquency notices, he recommended that the town impose administrative fees to cover the expenses. Chairman Jaskiewicz made a motion to send to Town Council. All in favor 3-0
- f. Dispatcher Memorandum of Understanding – Mayor Bunnell led off with stating that the MOU

had been under review for the past few weeks in a fair effort to put a dent in over time costs. Chief Blanchette said there are eight dispatchers that work twelve-hour shifts. A couple of them may be on extended leave for various reasons. The contract language was kept in the MOU but Appendix 'C' gives the first right of refusal to the part timers so this MOU will eliminate that and the first right of refusal will go back to the full-timers. Councilor Novak inquired whether there were any openings and Chief Blanchette said that they are full. He has thought of bringing on a couple of part-timers but he believes the only way this would really work is to bring in those who are already trained and certified. With this pay rate we should be able to bring them in.

- g. Policy and Procedures – Motion was made that the TA/R&P gives favorable review of the proposed amendment to the Town Council Rules of Procedures set forth and recommends that the Town Council consider and adopt the amendment at its December 8, 2025 meeting. Motion to send to Town Council – All in favor 3-0

8. Remarks from the Public with a three-minute limit - *None*

9. **Remarks from Counselors** – Chairman Jaskiewicz welcomed Councilor Novak for joining TA/RP. He was also grateful to have Chief Blanchette and David Greaves, Tax Collector attend the meeting to speak on their subject matters.

10. Adjournment 5:29 pm

Cindy J. Breton, Executive Assistant to Mayor, Leonard G. Bunnell, Sr.