

Town of Montville
Town Council
Regular Meeting Minutes
January 12, 2026, 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 Brian Baker, Billy Caron, Joseph Jaskiewicz, Tim May, Rachael Novak, Nicholas Sabilia, and Kate Southard. Also present was Mayor Leonard Bunnell, Sr.
4. Special Recognitions/Presentations – *none*
5. Alterations to the Agenda
Motion made by Councilor Sabilia, seconded by Councilor Baker, to remove the following item under Item 16, New Business:
 - e. **THE TOWN OF MONTVILLE HEREBY RESOLVES** to approve and adopt the Ordinance titled “All-Terrain Vehicles Ordinance” as heard at a Public Hearing held on Monday, January 12, 2026, at 6:30 p.m. in the Town Council Chambers at Montville Town Hall. (Mayor Bunnell)

Discussion: The Ordinance will be further discussed and reviewed to address the public’s concerns. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Baker, Caron, Jaskiewicz, Novak, Sabilia, Southard, and May. Voting in Opposition: None. Motion carried.
6. To Consider and Act on a Motion to Approve:
 - a. The Regular Meeting Minutes of December 8, 2025
 - b. The Special Meeting Minutes of December 23, 2025 (FF Contract, PTA Lane)

Motion made by Councilor Caron, seconded by Councilor Southard, to approve the December 8, 2025, Town Council Regular Meeting Minutes, with the following amendment:

Page 2, Item 11:
Mayor Bunnell...Pleased with the \$12,000.00 purchase, Purchaser Sam Petrowski donated \$1,000.00 each to the Social Services Food Bank and Toy Drive....

and the December 23, 2025, Town Council Special Meeting Minutes. Discussion: None. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Baker, Caron, Jaskiewicz, Novak, Sabilia, Southard, and May. Voting in Opposition: None. Motion carried.
7. Executive Session – *none*
8. Remarks from the public relating to matters on the agenda with a three-minute limit – *none*
9. Communications
 - a. Copy of the legal bills from Suisman Shapiro for the months of August & September 2025
 - b. Copy of the legal bill from Michael E. Satti, Attorney at Law, LLC, for the months of October to December 2025
10. Report from the Town Attorney on Matters Referred – *Items included on the Agenda*

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

Montville Police Department Lieutenant David Radford reported that, while they have encountered minor issues, the construction of the Animal Control Facility is continuing to move forward. Workers completed the flooring, will install the ceiling, and have scheduled major inspections of the building. The state's inspections will be scheduled after the Certificate of Occupancy is received. The completion date is unknown, pending the results of the inspections.

Finance Director Julie Chapman reported that the Finance Committee reviewed the Town's year-to-date financials and expressed concerns regarding overtime and electricity costs. Previously vacant salaried positions will offset the overages. Halfway through the fiscal year, the overall budget is 48.3% expended. The Finance and IT Departments will begin their second phase to implement electronic purchase orders. They are also in the preliminary stages of reviewing options for electronic timekeeping. The bid for the Community Center Bathrooms is active and a non-mandatory walk-through meeting has been scheduled. The Finance Office is busy this month with the processing and mailing of W-2 and 1099 Tax Forms. In addition, the Auditors will begin their FY2025/26 Audit at the end of the month. The budget season has also begun with Departments compiling their Capital and Operating Budget requests; they will begin meeting with the Department Heads in early February to discuss their requests.

Land Use & Development Director Dennis Goderre reported that a \$250,000.00 Community Investment Grant and a CT DEEP (Connecticut Department of Energy and Environmental Protection) Grant were submitted. The design and planning teams for the Revive & Renew Routes 163/32 Project have completed their market analysis and are now creating the concept plans. Advisory Committee meetings will be scheduled for late January/early February, followed by an Outreach meeting. The online survey for the project will be closing. He hopes to complete the project in April. The Planning & Zoning Commission is updating the Town's comprehensive plan, which includes the POCD (Plan of Conservation and Development) and Zoning and Subdivision Regulation Amendments. A Public Hearing to discuss the proposed Adaptive Reuse Regulation has been scheduled. If approved, the regulation will allow them to improve the viability of properties that pose specific challenges, e.g., age, brownfield, etc., and reintroduce them to the Town's Grand List. The staff is also drafting an amendment to the Regulations to address recently passed House Bill 8002 regarding affordable housing and will be evaluating the Department's Land Use Fees with the Commission. An updated schedule for the Boat Launch/Pier Construction Project, which began this month, is expected. Once received, the schedule will be posted on a newly created project page (<https://www.townofmontville.org/department-services/planning-department/boat-launch-improvements-and-fishing-pier/>) on the Town website. He plans to provide a presentation during the next Town Council meeting regarding TIF (Town Increment Financing) Districts, a popular and important economic development tool being used by several communities.

Public Works Director John Carlson reported that the Department is responding to several snowplowing complaints, resulting from employees taking on the new task due to the loss of experienced employees. There are currently 13 (thirteen) snowplow trucks (ten full-size and three support vehicles for smaller roads/areas) maintaining approximately 120 miles of roads. They expect to receive a delivery of salt, replenishing the salt shed. The Camp Oakdale building is now enclosed and the electrical work will begin. A bucket truck will be rented to continue trimming and cutting the dead trees along the road. The 2026 Paving Schedule, which will include drainage improvements, is being finalized. The cold weather has impeded their usual seasonal projects. They continue to work on the Town Hall HVAC issues and the bids for the replacement of Town Council Chambers stairs, as well as

streetlights, street signs, and brush trimming. They are also hoping to develop a software system that utilizes the Town's GIS System to record street signs, drainage, etc., which will help improve their communication, work more efficiently, and complete projects in a timelier manner.

Mayor Bunnell continues to attend board/commission meetings. He assisted the Social & Senior Services Department with the distribution of food baskets, hot home-cooked meals, and toy baskets with Councilors Caron and May. He thanked the many individuals and organizations for their volunteerism and donations, including the Montville Rotary, Montville Lions and Leos Clubs, Mohegan-Pequot Lions Club, all four Fire Companies (Montville, Mohegan, Oakdale, and Chesterfield), Montville Police Department, Yesteryear Auto Club, Quaker Hill Rod & Gun Club, Hillcrest Senior Community, Boy Scouts, Girl Scouts, all Schools (Murphy, Oakdale, and Mohegan Elementary Schools, Tyl Middle School, Palmer School, and Montville High School), Bob Kauffman, Citizens Bank, Charter Oak Federal Credit Union, Mohegan Elderly Housing, Mohegan Council of Government, Mohegan Tribal of Elders, Home Depot, Town Departments, Dollar General, Doherty Financial, Oxoboxo Masons, and Stop and Shop. The Bridge Street Agreement was signed and a meeting was held with the Public Works Director and Eversource to discuss the installation of a gas line to the Town Hall, which will enable them to convert the building's current boiler from fuel oil to gas.

12. Reports from Standing Committees

- a. Town Administration/Rules of Procedure – *no meeting; no report*
- b. Finance – *see Item 11, Finance Director Chapman's report*
- c. Public Works/Solid Waste Disposal – *see Item 11, Land Use and Development Director Goderre (Boat Launch/Pier Project), Finance Director Chapman (Community Center Bathrooms) and Public Works Director Carlson's reports*

The paving projects will resume with the reopening of the asphalt plants in the spring and the solar-powered trash bins were ordered. The Committee continues to work on a revised draft of the Transfer Station Fees and Policies, which they hope to complete and present to the Town Administration/Rules of Procedure, Town Council, educate the public, and implement by July. The Town was awarded a CT DEEP \$161,032.00 Sustainable Materials Management Round Two (SMMR2) Grant for the USP Food Scraps Collection Program.

13. Reports from Special Committees and Liaison Councilors

- a. Councilor Baker: Public Safety Commission – *next meeting scheduled for January 26*
- b. Councilor Caron: Commission on Aging, Non-Profit Organizations, Social Services – *next meeting scheduled for January 14; see item 11, Mayor's report*
- b. Councilor Jaskiewicz: Planning & Zoning Commission
The Planning & Zoning Commission heard and approved an application for the redevelopment of a site for mixed use on Route 32 and a CAM (Coastal Area Management) review for a single-family residence on Kitemaug Road. They also received and set a Public Hearing date for a proposed regulation regarding Adaptive Reuse. The Land Use & Development Director also discussed their upcoming projects, including updating the Town's POCD and Zoning Regulations. The Department received 19 new Zoning Permit applications, closed and issued 20 Zoning Certificates of Compliance.
- c. Councilor Novak: Economic Development Commission, Volunteer Firefighters' Relief Fund
Volunteer Firefighters' Relief Fund – *no report; no meeting*

The Economic Development Commission elected its new officers, Chairperson Mickey Gillette and Vice Chairperson Meracus Hernandez, and was tasked by the Land Use & Development Director with drafting a Mission Statement to help clarify their purpose.

- d. Councilor Sabilia: Conservation Commission, Water Pollution Control Authority, Youth Services Bureau and Advisory Board

On behalf of the Conservation Commission, he thanked the Mayor, Town Council, Public Works, Town Employees, Commissioners, and Volunteers, most especially the Girl Scout Troop 63034, for their assistance with accomplishing many of their goals, including cutting back vegetation, installing boards connecting the Blue Trail to the Fair Oaks Community Center, weeding of the gardens, and installing a boardwalk, linking the Beaver Pond Bridge to the Orange Trail. The Commission also hosted a CT Trails Day event and promoted their mission and trails at the Farmers Market events.

The Water Pollution Control Authority held an informal discussion and provided a tour of the facility.

The Youth Service Bureau (YSB) collected and met its targeted goal of 200 Gift Cards for its Annual Stocking Card Drive. The YSB was awarded a \$1,500.00 Montville Education Foundation Grant which will help fund their after-school STEM (Science, Technology, Engineering & Math) Program. The Connecticut Council of Municipalities (CCM) presented them with the 2025 Municipal Excellence Award and \$1,000.000 for their ongoing work in the realm of mental health with the “You Good Bro?” campaign; the funds will be reinvested back into the campaign. A 988 QR Code for Suicide Prevention sign at the Mohegan-Pequot Bridge was erected in early December, with the help of the Public Works Director and CT DOT (Connecticut Department of Transportation). The YSB was re-invited as a guest on Channel 3’s Great Day program. Their Annual Penny Drive, which has collected nearly \$20,000.00 for various charities and organizations since its inception, will launch on January 30. Everyone was encouraged to pick up and read their monthly *Youth Scoop* newsletter. He commended Youth Services Director Barbara Lockhart and her staff for their hard work and efforts.

- e. Councilor Southard: Board of Education, Farmers Market Committee, Library Committee, Parks & Recreation Commission

The Board of Education held a Special Meeting to approve the Montville High School and Mohegan Elementary School HVAC bids.

The Farmers Market Committee will be meeting on Wednesday, January 14.

Parks & Recreation Commission – The pickleball/tennis courts/dog park parking lot improvements are being designed by CLA Engineers, Inc. A camera will also be installed to monitor the activities in the area. The Commission is reviewing and updating the Pavilion rental rules and fees. A \$3.5 million Community Investment Grant was submitted.

Library Committee – From January 26 through March 28, the Raymond Hill Library will be hosting a Winter Boredom Buster Reading Program; participants may enter to win a raffle bag.

14. Appointments and Resignations

- a. 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, 2030.

Motion made by Councilor Jaskiewicz, seconded by Councilor Sabilia. Discussion: None. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Baker, Caron, Jaskiewicz, Novak, Sabilia, Southard, and May. Voting in Opposition: None. 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, 2030.
Motion made by Councilor Jaskiewicz, seconded by Councilor Southard. Discussion: None. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Baker, Caron, Jaskiewicz, Novak, Sabilia, Southard, and May. Voting in Opposition: None. Motion carried.
- c. To Consider and Act on a Motion to appoint Mark Meyers to fill a vacancy as an Alternate Member of the Planning & Zoning Commission with a term to expire on February 10, 2029.
Motion made by Councilor Jaskiewicz, seconded by Councilor Baker. Discussion: None. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Baker, Caron, Jaskiewicz, Novak, Sabilia, Southard, and May. Voting in Opposition: None. Motion carried.
- d. To Consider and Act on a Motion to appoint Stephen E. Lougee, John Nason, or Keith Truex to fill a vacancy on the Public Safety Commission with a term to expire on April 9, 2026.
Motion made by Councilor Jaskiewicz, seconded by Councilor Baker. Discussion: None. Voting in Favor of Stephen E. Lougee: Councilors Jaskiewicz, Novak, Sabilia, and Southard. Voting in Favor of John Nason: Councilors Caron and May. Voting in Favor of Keith Truex: Councilor Baker. Stephen E. Lougee was appointed to the Public Safety Commission.
- e. To Consider and Act on a Motion to accept the resignation of Deborah Suarez from the Commission on Aging, effective January 1, 2026.
Motion made by Councilor Jaskiewicz, seconded by Councilor Baker. Discussion: None. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Baker, Caron, Jaskiewicz, Novak, Sabilia, Southard, and May. Voting in Opposition: None. Motion carried.

15. Unfinished Business

- a. **Resolution #2026-01. THE TOWN OF MONTVILLE HEREBY RESOLVES** to review and approve the Memorandum of Understanding between the Town of Montville and the Montville Fire Fighters Union Local No. 3386, International Association of Fire Fighters (IAFF) and Montville Association of Management Employees (MAME) Local 818 of Council 4, AFSCME, AFL-CIO. (Mayor Bunnell)
Motion made by Councilor Jaskiewicz, seconded by Councilor Sabilia. Discussion: Mayor Bunnell stated that the Memorandum of Understanding includes a \$125 per week stipend for additional duties conducted by the Deputy Fire Marshal outside his role, including Emergency Management. The stipend is retroactive and totals \$750.00. The Town Attorney drafted a formula to accommodate future situations. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Baker, Caron, Jaskiewicz, Novak, Sabilia, Southard, and May. Voting in Opposition: None. Resolution passed.

16. New Business

- a. **Resolution #2026-02. THE TOWN OF MONTVILLE HEREBY RESOLVES** to refund taxes due to overpayments and corrections in the amount of \$2,422.53 (two thousand four hundred twenty-two dollars and fifty-three cents) as requested by the Tax Collector. (Councilor May)
Motion made by Councilor Jaskiewicz, seconded by Councilor Southard. Discussion: None. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Baker, Caron, Jaskiewicz, Novak, Sabilia, Southard, and May. Voting in Opposition: None. Resolution passed.
- b. **Resolution #2026-03. THE TOWN OF MONTVILLE HEREBY RESOLVES** to approve and adopt the Ordinance titled “AN ORDINANCE REGARDING THE

CONVEYANCE OF REAL PROPERTY LOCATED AT ROUTE 82, PARCEL ID #058-027-000” as heard at a Public Hearing held on Monday, January 12, 2026, at 5:30 p.m. in the Town Council Chambers at Montville Town Hall. (Mayor Bunnell)

Motion made by Councilor Jaskiewicz, seconded by Councilor Baker. Discussion: Mayor Bunnell stated that the Planning & Zoning Commission presented a favorable §8-24 Review, with the condition that the property be offered to the abutting property owners. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Baker, Caron, Jaskiewicz, Novak, Sabilia, Southard, and May. Voting in Opposition: None. Resolution passed.

- c. **Resolution #2026-04. THE TOWN OF MONTVILLE HEREBY RESOLVES** to approve and adopt the Ordinance titled “AN ORDINANCE REGARDING THE CONVEYANCE OF REAL PROPERTY LOCATED AT GAY HILL ROAD, PARCEL ID #077-039-000” as heard at a Public Hearing held on Monday, January 12, 2026, at 5:45 p.m. in the Town Council Chambers at Montville Town Hall. (Mayor Bunnell)

Motion made by Councilor Jaskiewicz, seconded by Councilor Sabilia. Discussion: Mayor Bunnell stated that the Planning & Zoning Commission presented a favorable §8-24 Review, with the condition that the property be offered to the abutting property owners. Councilor May added that the Town has been seeking to unload and return such small parcels of land into the Town’s tax rolls. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Baker, Caron, Jaskiewicz, Novak, Sabilia, Southard, and May. Voting in Opposition: None. Resolution passed.

- d. **Resolution #2026-05. THE TOWN OF MONTVILLE HEREBY RESOLVES** to approve and adopt the Ordinance titled “AN ORDINANCE REGARDING THE CONVEYANCE OF REAL PROPERTY LOCATED AT 20 BRIDGE STREET” as heard at a Public Hearing held on Monday, January 12, 2026, at 6:00 p.m. in the Town Council Chambers at Montville Town Hall. (Mayor Bunnell)

Motion made by Councilor Jaskiewicz, seconded by Councilor Southard. Discussion: Mayor Bunnell stated that the Planning & Zoning Commission presented a favorable §8-24 Review, with the condition that parcels of 8, 14, 20, and 22 be combined, creating one lot, and an easement be granted to the Town of Montville for future access, per the Land Use & Development’s November 17, 2025, Staff Report. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Baker, Caron, Jaskiewicz, Novak, Sabilia, Southard, and May. Voting in Opposition: None. Resolution passed.

- e. **THE TOWN OF MONTVILLE HEREBY RESOLVES** to approve and adopt the Ordinance titled “All-Terrain Vehicles Ordinance” as heard at a Public Hearing held on Monday, January 12, 2026, at 6:30 p.m. in the Town Council Chambers at Montville Town Hall. (Mayor Bunnell)

Item was removed from the Agenda.

- f. **Resolution #2026-06. THE TOWN OF MONTVILLE HEREBY RESOLVES** to overturn Resolution No. 2023-87, passed by the Town Council on August 18, 2023, returning the designation of “Community Center” to the Fair Oaks building and revising the signage to read “Montville Community Center at Fair Oaks. Home of Montville Youth Services and Montville Parks and Recreation Annex.” (Mayor Bunnell)

Motion made by Councilor Jaskiewicz, seconded by Councilor Southard. Discussion: Mayor Bunnell provided a brief history of the signage and designation, stating that the Town Council approved the use of the former Fair Oaks School as a Community Center in 2003. Its use as a Community Center was further confirmed by the Community Center Building Committee and the receipt of a STEAP (Small Towns Economic Assistance Program) Grant for the building’s renovations, transforming it from the Fair

Oaks School to a Community Center (Resolution #2010-11). Following a motor vehicle accident that resulted in damage to the signage, the Town Council voted to remove the designation of the building as a Community Center on the new sign, per an existing Ordinance. The revised signage will honor both the Fair Oaks name and acknowledge the building as a Community Center. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Baker, Caron, Jaskiewicz, Sabilia, Southard, and May. Voting in Opposition: None. Abstention(s): Councilor Novak. Resolution passed.

- g. **Resolution #2026-07. THE TOWN OF MONTVILLE HEREBY RESOLVES** to authorize Mayor Leonard Bunnell to make application to the Department of Housing Technical Assistance Grant in the amount of \$125,000.00 (One Hundred Twenty-Five Thousand Dollars) to fund the development of the housing portions of "Montville 2040: Our Next Generation," the Town's new Comprehensive Plan, comprised of a new Plan of Conservation and Development, zoning regulations, zoning map (revisions as applicable), and subdivision regulations, with the goal to finalize these elements over the coming 24 months. (Councilor Jaskiewicz)

Motion made by Councilor Jaskiewicz, seconded by Councilor Sabilia. Discussion: None. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Baker, Caron, Jaskiewicz, Novak, Sabilia, Southard, and May. Voting in Opposition: None. Resolution passed.

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

Linda Tomaszek, P.O. Box 407, Montville, stated that, upon visiting the Connecticut Big List site of unclaimed properties (<https://ctbiglist.gov>), she was appalled to discover the number of unclaimed funds by the Town of Montville and Montville Board of Education, some of which date back to 2011. She was also surprised that the funds were excluded from the Town's recent Audit, leading her to question the Auditors' auditing procedures.

Stephen Lougee, 61 Lochdale Drive, expressed his appreciation to the Town Council for appointing him to serve as a member of the Public Safety Commission; he looks forward to serving on the Commission.

18. Remarks from the Councilors and the Mayor

Mayor Bunnell was pleased with the public's attendance and comments provided at the Public Hearing regarding All-Terrain Vehicles. He expressed his support for the Ordinance and thanked the Police Chief and Lieutenant for their hard work and efforts. He looks forward to their future discussions regarding the Ordinance.

Councilor Southard echoed the Mayor's comments and is pleased that the document will be reviewed and amended, making it favorable for all.

Councilor Jaskiewicz concurred. He thanked everyone for attending the Public Hearing and for their civility and respect, which is representative of the town.

Councilor Novak also thanked everyone for attending this evening's meeting. She reported that she attended the CCM's Newly Elected Officials Workshop, which she found very interesting and educational, and met many new people. She looks forward to attending future conferences, educational workshops, and webinars to continue the learning process.

Councilor Baker stated his agreement with many of the comments voiced at this evening's Public Hearing regarding All-Terrain Vehicles. He, too, was pleased with the respectfulness of the speakers, which positively reflects on the community and its members. He thanked everyone for attending the meeting and wished them all to be safe.

Councilor Sabilia thanked everyone for attending and echoed his colleague's comments. Based on the public's comments and concerns, he agreed that the Ordinance requires additional review.

Chairperson May commented on a good meeting and was pleased to hear about all of the Town's positive activities and public involvement. He thanked everyone for their support, hard work, and efforts.

Councilor Caron echoed everyone's comments and thanked everyone for attending this evening's meeting and providing their comments in a respectful manner; all of their comments will be considered. He concurred with Councilor Novak's experience at the CCM Conference, which he had attended in the past. He also commended and thanked Councilor Baker who jumped right into Public Works/Solid Waste Standing Committee.

19. Adjournment

Motion made by Councilor Jaskiewicz, seconded by Councilor Baker. to adjourn the meeting at 7:58 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