

Town of Montville
Town Council
Public Hearing Minutes
April 13, 2026 – 6:30 p.m.
Montville Town Hall – Town Council Chambers

1. Call to Order
Chairman May called the meeting to order at 6:30 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 (6:35 p.m.), Joseph Jaskiewicz, Tim May, Rachael Novak, Nicholas Sabilia, and Kate Southard. Absent was Councilor. Also present was Mayor Leonard Bunnell, Sr.
4. Public Hearing

TOWN OF MONTVILLE NOTICE OF ORDINANCE HEARING

The following Ordinance, copies of which may be obtained at the office of the Town Clerk during office hours, was introduced at a regular meeting of the Town Council held March 9, 2026 and a public hearing thereon and for its consideration by the Town Council will be held at Town Hall Council Chambers, April 13, 2026 at 6:30 P.M.

ORDINANCE ESTABLISHING A PERMANENT BUILDING COMMITTEE

- (a) There is hereby established a Permanent Building Committee for the Town, which committee shall have the powers and duties set forth in this Ordinance.
- (b) The purpose of the Permanent Building Committee is to ease the burden of various Town departments managing construction projects and their flow, terms, and scheduling.
- (c) The Permanent Building Committee shall be the sole building committee for the Town. All building projects in excess of one hundred thousand dollars (\$100,000.00), and all maintenance, repair, and alteration projects in excess of fifty thousand (\$50,000.000), shall be administered by the Permanent Building Committee. As needed where the Permanent Building Committee notifies the Mayor it is busy with other projects, the Town Council may establish additional building committees.
- (d) The Permanent Building Committee shall be the agent of the Town for the construction, alteration and/or additions to the buildings in the Town, including educational facilities. As such agent, the Permanent Building Committee shall have the authority to solicit requests for proposals from architects, engineers and other professionals and to interview them, and to investigate, examine and recommend sites for buildings. After approval of a project by the Town Council, the Permanent Building Committee shall have the authority, in consultation with the Mayor, to enter into contracts to engage the services of architects, engineers, and other professionals to prepare reports, preliminary plans and cost estimates; to present recommendations to other boards and commissions for the purpose of securing permits and approval of funding for building projects; to approve plans and specifications for bid, upon consultation with the Town department, board or

commission which recommended the building whose project or at whose behest such building project is being advanced; to analyze bids and make recommendations of action relative to such bids to the Town Council; to review and negotiate all necessary contracts subject to approval by the Town Council; to direct contracted services within the limits of the authorized contract; to supervise the construction and/or renovation of buildings, directly or through a project contractor, construction manager, or other authorized agent of the Town; and to approve payment of sums due for building projects to the finance director's office. The Permanent Building Committee shall obtain all necessary permits and approvals required by state statute and Town ordinance for all building projects. The Permanent Building Committee shall complete the necessary paperwork and/or applications for all grant money available or due the Town for all building projects.

- (e) The Permanent Building Committee for town projects (non-Board of Education projects) shall consist of a minimum of five (5) regular members and two (2) alternate members. A minimum of two (2) of the regular members shall be members of the Town Council. The remaining members shall be made up of town residents at large and have, where available, construction knowledge or a general knowledge of construction.
- (f) The Permanent Building Committee for Board of Education projects shall consist of a minimum of five (5) regular members and two alternate members. One (1) member shall be from the Town Council, one (1) member shall be from the Montville Board of Education, and one (1) member shall be the Board of Education Director of Facilities. The remaining members shall be made up of town residents at large and have, where available, construction knowledge or a general knowledge of construction.
- (g) The alternates and the members at large selected for the Board of Education Permanent Building Committee shall be the same members and alternates as are on the Permanent Building Committee for the town projects.”
- (h) The members of both Permanent Building Committees shall annually in July elect a Chairman and a vice-Chairman, who shall serve for a period of one (1) year. The Permanent Building Committees shall hold at least one (1) meeting per year in the month of July. Special meetings may be called by the Chairman at any time, in accordance with state law, and shall be called upon the request of any two (2) members.
- (i) The Permanent Building Committees shall keep minutes of all its meetings and shall keep an accurate record of all of its activities. The Permanent Building Committees shall provide a complete set of plans, specifications, records, drawings, maintenance requirements and warranties to the Mayor and Town Council upon completion of any project. Upon completion of any building project, the Permanent Building Committee shall vote to turn the project over to the Town.

This ordinance shall become effective thirty (30) days from the date of its adoption.

Dated at Montville, Connecticut this 10th day of March 2026.

Katie Haring, Montville Town Clerk

Mayor Bunnell expressed his support for the Ordinance which will allow the Town to form a committee composed of knowledgeable individuals to review and make decisions in the best interest of the Town. Several departments, including the BOE, reviewed the language and their respective suggestions received consideration. The Ordinance is a positive direction for the Town and will avoid any unnecessary and unexpected issues.

Chairman May asked if any members of the public would like to speak regarding the proposed Ordinance.

Dianne Vumbak, Superintendent of Schools, requested that the Town Council consider adding the Superintendent of Schools and Director of Finance and Operations to the BOE Building Committee, stating that, oftentimes, the State Department of Administration Services will only communicate with the Superintendent of Schools regarding such matters. It is also important to include the BOE Director of Finance and Operations, who handles the finances. She is pleased with the inclusion of the BOE Director of Facilities. She expressed her availability for questions.

Councilor Caron entered the meeting at 6:35 p.m.

Carol Burgess, 28 New Hampshire Lane, expressed her agreeance with Superintendent of Schools Vumbak. She also requested clarification of item (d), which states that “After approval of a project by the Town Council, the Permanent Building Committee shall have the authority, in consultation with the Mayor, to...approve payment of sums due for building projects to the finance director’s office.” She felt that the Town Council, as the Town’s legislative body, should have the final authority on how the taxpayers’ funds are expended.

Chairman May recited a written comment received by:

Deane Terry, 82E Pires Drive, stated his support for the Ordinance, stating, that, based on his recent experience as the Clerk of the Works for the K-9 Barrett Animal Control Facility, a Building Committee, consisting of experienced individuals, would be in the best interest of the Town and help avoid possible costly errors and/or omissions. He recommended it include such individuals as a Building Official, Civil Engineer, and General, Electrical, Plumbing, and Mechanical Contractors.

Al Mandler, 3 Leisure Drive, stated that he agrees and disagrees with the proposed Ordinance which, he felt, should include the appointment and removal process, set a term limit, and state the members’ qualifications. He also stated that the Ordinance includes items that directly contradict the Town Charter and expressed his dismay with the lack of opportunity for the residents to provide their feedback prior to this evening’s Public Hearing.

Chairman May asked three times if any members of the public would like to speak regarding the proposed Ordinance. There being none, the Public Hearing was closed.

5. Remarks from the Councilors and the Mayor

Councilor Jaskiewicz thanked the public for their comments, some of which he supported and all of which will be considered.

Councilor Sabilia also expressed his appreciation for the public’s comments, adding that the purpose of a Public Hearing is to receive and consider the residents’ feedback.

Councilor Novak also thanked the public for speaking this evening and expressed her agreeance with some of their suggestions.

Councilor Baker echoed the Councilors and expressed his support of the much-needed and important Ordinance that will allow them to form a Committee comprised of experienced and knowledgeable members to oversee large construction projects. The public’s comments and suggestions will be considered.

Councilor Southard concurred, reiterating the importance of maintaining oversight, given the past and recent issues.

Chairman May also concurred. He added that one of their goals is to conduct a careful review of the Town's expenditure of funds, especially with the upcoming large, long-term projects, citing the Animal Control Facility and BOE HVAC Project as examples of the costly issues that were overlooked due to the lack of oversight. The Town is required to comply with state and federal stipulations, which may significantly affect the final cost of a project.

Mayor Bunnell is agreeable to re-review the Ordinance and consider the public's comments. The need for the Ordinance was introduced approximately one-year ago, was carefully thought-out, drafted and reviewed; he welcomed the public to attend the Town Administration/Rules & Procedures Standing Committee Meetings during which its members review such documents before sending it to the Town Council for consideration. Other responses to comments, included:

- removal procedures – outlined in the Town Charter
- lack of term limits – excluded as large-scale projects may take several years
- membership – it is under the purview of the Town Council to ensure that the Committee's members include individuals with the related experience to ensure a project's success
- Town Council approval for all fiscally related items – see item d: “After approval of a project *by the Town Council*,... to analyze bids and make recommendations of action relative to such bids *to the Town Council*; to review and negotiate all necessary contracts subject to approval *by the Town Council*;...”
- BOE Building Committee Members – members of the public are welcome to attend the Committee's meetings

6. Adjournment

Motion made by Councilor Jaskiewicz, seconded by Councilor Sabilia, to adjourn the meeting at 6:52 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