

**Town of Montville
Town Council
Public Hearing Minutes
June 8, 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
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. 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 May 11, 2026 and a public hearing thereon and for its consideration by the Town Council will be held at Town Hall Council Chambers, June 8, 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. The term limit for the members-at-large shall be five (5) years.
- (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. The term limit for the members-at-large shall be five (5) years.
- (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 chairperson and a vice-chairperson, 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 chairperson 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 12th day of May 2026.
Katie Haring, Montville Town Clerk

Chairman May provided a brief background of the Ordinance, stating that the goal is to establish a Permanent Building Committee to manage large Town projects.

Wills Pike, 71 Pheasant Run, Oakdale, stated that, while he supports the Ordinance, he felt that it requires some fine-tuning. The Ordinance should cite the Public Act sanctioning Building Committees by the state. The document should also articulate that, per state statutes, projects require approvals from the Board of Education and the Connecticut Department of Administrative Services, in addition to the Building Committee. Additionally, the Superintendent of Schools should be a member of the Committee. Unrelated to the Ordinance, he reported on a savings of one to two million dollars on the school HVAC project.

Dillon Troxell, 531 Route 163, Montville, stated that, while he has no strong opinion on the Ordinance, a Conflict-of-Interest clause should be included in the Ordinance.

Vincent Attwater-Young, 375 Chapel Hill, Oakdale, expressed his support for the Ordinance, stating that there are many knowledgeable residents in the town. He also commended the Superintendent and Board of Education, who responded to his questions regarding the HVAC Project.

5. Remarks from the Councilors and the Mayor

Councilor Sabilia thanked everyone for providing their comments.

Councilor Caron thanked everyone for attending the Public Hearing.

Councilor Jaskiewicz stated the need for the Committee, adding that the Town Administration/Rules & Procedures Standing Committee worked hard on the Ordinance. He also stated that the Superintendent of Schools is automatically a member of the Committee, per state statute.

Councilor May concurred, adding that the Superintendent may attend the Committee meetings.

Mayor Bunnell stated that the Ordinance was long overdue and includes a minimum value of a building for the Committee, and cited the Animal Control Facility as a good example of a project that would have benefited from such a Committee. With respect to the question regarding a Conflict-of-Interest clause, he stated that the issue is addressed in the Town's Code of Ethics Policy, which all board and commission members are required to adhere to. He also stated that the Ordinance was reviewed by the Town Attorney.

Councilor May thanked everyone for attending the Public Hearing..

6. Adjournment

Motion made by Councilor Jaskiewicz, seconded by Councilor Baker, to adjourn the meeting at 7:10 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**