

**Town of Montville Town Council
Regular Meeting Minutes
December 14, 2020, 7:00 p.m.
Town Council Chambers – Town Hall – via GoToWebinar**

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On March 14, 2020, Governor Ned Lamont issued an Executive Order 7B suspending in-person open meeting requirements, and to hold such meetings or proceedings remotely by conference call, videoconference or other technology.

Link: <https://portal.ct.gov/-/media/Office-of-the-Governor/Executive-Orders/Lamont-Executive-Orders/Executive-Order-No-7B.pdf>

For all publicly broadcasted meetings, public comment on agenda items or topics in accordance with the Town Charter may be submitted in writing in advance or by live audio via GoToWebinar.

Written comments must be emailed to the Town Clerk at townclerk@montville-ct.org at least 1 working day in advance (if the meeting is on a Monday the questions must be submitted by close of business the previous Friday).

Written comments may not be read in their entirety, but rather similar messages may be aggregated or paraphrased for submission to the Mayor and Council.

Live audio comments may be made via GoToWebinar by registering at the web address or calling from your telephone or computer mic & speakers (VoIP) noted above.

Comments will only be accepted at times designated for public comment by the Chair of the meeting. The Montville Town Council Rules of Procedure, decorum, timeliness and suitability shall be followed and enforced in the same manner as if the meeting were held in person.

1. Call to Order
Chairman 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 Leonard Bunnell, Sr., Billy Caron, Joseph Jaskiewicz, Tim May, Kathleen Pollard, and Joseph Rogulski. Absent was Councilor Colleen Rix. Also present was Mayor Ronald McDaniel.
4. Special Recognitions/Presentations – *none*
5. Alterations to the Agenda
The following amendment was made to item 7, Executive Session:
 - a. To Consider and Act on a Motion to enter into Executive Session for the purpose of interviewing candidates for the Economic Development Commission *and Planning & Zoning Commission*. Discussions to include members of the Town Council and Mayor Ronald McDaniel.

6. To Consider and Act on a Motion to Approve:
 - a. The Regular Meeting Minutes of November 9, 2020
Motion made by Councilor Jaskiewicz, seconded by Councilor Bunnell. 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 interviewing candidates for the Economic Development Commission and Planning & Zoning Commission. Discussions to include members of the Town Council and Mayor Ronald McDaniel.
Motion made by Councilor Bunnell, seconded by Councilor Pollard. Discussion: None.
Voice vote, 6-0, all in favor. Motion carried. Invited parties exited Chambers for Executive Session at 7:03 p.m. Chairman May resumed the meeting at 7:26 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 discussion of strategy and/or negotiations with respect to collective bargaining, without prejudice to the Council's right to discuss the same in private pursuant to Connecticut General Statutes §1-200(2). Discussion to include members of the Town Council, Mayor Ronald McDaniel, and Attorney Eileen Duggan.
Motion made by Councilor Caron, seconded by Councilor Pollard. Discussion: Atty. Duggan was not present. Voice vote, 6-0, all in favor. Motion carried. Invited parties exited Chambers for Executive Session at 7:28 p.m. Chairman May resumed the meeting at 8:09 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 – *none*
9. Communications
 - a. Copy of the November 2020 Financial Report from Terry Hart, Finance Director
 - b. Copy of the legal bills from Suisman-Shapiro for the month of October 2020
10. Report from the Town Attorney on Matters Referred
Mayor McDaniel reported that one of the items is on this evening's agenda and another item regarding an easement to install a standpipe in Schofield Pond for fire suppression services will be presented to the Town Council in the near future.
The Councilors confirmed their receipt of the Firemen's agreement from the Town Attorney.
11. Remarks from the Mayor and/or Administrative Department Heads to include Matters Referred
Mayor McDaniel reported that they have been actively working on the vaccine coordination and management plan and are receiving regular updates from Lawrence & Memorial and Backus Hospitals regarding the availability of ICU (Intensive Care Unit) beds and the number of intakes.
The town was awarded a \$75,320.00 STEAP (Small Town Economic Assistance Program) Grant, which is on this evening's agenda.
Following a series of interviews for a new police officer, Caleb Osunniyi will be sworn in on Tuesday, December 15; he will be entering into the Academy in early January. The Annual School District Safety and Security Plan has been completed and filed with the State. A ceremony celebrating the promotion of Office Travis Stumpf to Sergeant was held.
He is currently serving with CT DEEP (Connecticut Department of Energy & Environmental Protection) Commissioner Katie Dykes on an Organic Task Force developing a Solid Waste Management Plan for the State of Connecticut. While the Town of Montville recently entered into a ten-year contract to handle their waste, it is becoming more urgent to create a plan for the future as the MIRA Plant in Hartford is scheduled to close next year and no new trash energy

plant in the area is planned. As the result, area towns will be diverting their trash out-of-state. A final report, with legislative recommendations, is expected to be released in January 2021.

12. Reports from Standing Committees

a. Town Administration/Rules of Procedure – Councilor Jaskiewicz

Councilor Jaskiewicz reported that their items are included on this evening’s agenda; he looks forward to receiving the Town Council’s support.

b. Finance – Councilor Jaskiewicz – *no meeting*

c. Public Works/Solid Waste Disposal – Councilor Caron

Councilor Caron reported that no meeting was held. He has been communicating with the Public Works Director regarding the planned removal of the brush and millings that are currently stored on the property located across from the Camp Oakdale Pavilion. Following the removal of the millings, the area will be loomed and seeded. A tree located by the Pavilion will also be cut down. Repairs will be made to the roof of the Social Services building, which is leaking. He took a self-guided tour of the old Raymond Hill Church and encouraged the Councilors to do the same. The Public Works Department is preparing for the upcoming storm; he wished them well and thanked them for all of their efforts.

In response to Councilor Rogulski who questioned the progress/plan for the \$10 million bond for road improvements, Councilor Bunnell stated that a plan has been created. Mayor McDaniel concurred, adding that neither the roads nor the order of the roads has been amended. He did not believe that Fitch Hill Road is part of the plan; they are currently awaiting the settling of the road prior to milling and paving it, which takes approximately one year. The plan was approved by the Planning & Zoning Commission and the Town Council and is part of the public record. Councilor Caron concurred. Councilor Rogulski suggested posting the list of roads on the Public Works Department’s page of the town website.

13. Reports from Special Committees and Liaison Councilors

a. Councilor Bunnell: Public Safety Commission, Youth Services Bureau

Public Safety Commission – The following statistics were reported for the month of October:

Police Department

1,406 Calls for Service:	75 Type I Calls	Source of Calls:	158 Troop E
	15 Arrests		218 Police Department
	0 Juvenile Arrests		94 Walk-Ins
			776 Patrol Officer

Councilor Bunnell added that the number of Walk-Ins is a testament to the usefulness and benefit of the location of the Public Safety Building.

Fire Department

224 Calls for Service: 180 Medical EMS (Emergency Medical Services) Calls
134 of which required Ambulance Transport

The Montville Fire Department participated in the “Fill the Truck” Food Drive at *Stop & Shop*, Montville and the Mohegan Fire Department collected unwrapped toys at the Norwich *Walmart* to benefit the Social Services Department. Santa will be riding on the fire truck on December 12 (Chesterfield Fire Company), December 19 (Montville and Mohegan Fire Companies), and December 20 (Oakdale Fire Company).

Animal Control Officer

Montville: 8 Impounded, 30 to date for 2020	Salem: 0 Impounded, 6 to date
81 Complaints, 337 to date for 2020	3 Complaints, 21 to date

Building Department

111 Permits Issued
538 Blight incidents investigated, 349 of which have been abated

The Youth Services Bureau, in conjunction with the Montville Police Department, hosted a Food Drive at the Montville *Stop & Shop*. They are looking forward to taking advantage of the aforementioned STEAP Grant which will be utilized to upgrade the building's HVAC (Heating, Ventilation, and Air Conditioning) system and the installation of a new floor in the gymnasium. 63 pounds of unused drugs were received during their October Drug Take-Back event. Approximately 60 children participated in the Halloween Trick or Trunk event. 50 Coast Guard Cadets have signed up for the Pen Pal Program. Approximately \$1,400.00 was raised during their recent Basket Raffle Extravaganza. The Youth Action Committee will be hosting their annual Stocking Drive; those wishing to donate \$5.00 Gift Cards are encouraged to do so by December 18. The Juvenile Review Board is in the process of reviewing 11 cases.

b. Councilor Caron: Commission on Aging, Social Services

Councilor Caron expressed his gratitude to the Director of Senior & Social Services Kathie Doherty-Peck, the staff, volunteers, residents, and the town's organizations and businesses for their hard work and generous donations, including a \$5,000.00 donation by an anonymous organization. Hundreds of bags of toys were distributed to children and families in need over the past weekend and, yesterday, approximately 700 boxes of food were delivered. He is heartfelt by the negative effects of the economy and the number of people in need in the town. He challenged everyone to take heed of those who are supporting those in need and those who are in need.

c. Councilor Jaskiewicz: Board of Education (BOE)

Councilor Jaskiewicz reported that, following an extensive discussion, the BOE agreed to maintain the three (3) snow days in the school schedule. Following the usage of the three (3) snow days, the schools will engage in remote learning. The schools will continue with the hybrid model for the time being. The BOE has also been working on upgrading their communication systems to allow the office and all of the rooms to communicate with each other, increasing the security of the school. A presentation regarding distance learning, including its pros and cons, was provided to the BOE.

d. Councilor May: Water Pollution Control Authority (WPCA), Conservation Commission

Councilor May reported that the WPCA received a check from the State for the nitrogen credits and commended the WPCA on their efforts to reduce the effluent. The WPCA discussed and is investigating the repair/replacement of the Cook Road Water Tower; the item will be introduced to the Town Council in the near future.

The Conservation Commission, which has not been able to achieve a quorum for the past seven (7) months, is actively seeking additional members to serve on the Commission.

e. Councilor Pollard: Non-Profit Organizations

Councilor Pollard reported on the New London Homeless Hospitality Center (nlhhc.org) and the accomplishments they have made during the past year. The Center is seeking donations of winter outerwear, housewares, coffee, and gifts for children for those who were formerly homeless and are still struggling. Gifts should be labeled in support of housing and dropped off at 325 Huntington Street, New London.

f. Councilor Rix: Economic Development Commission, Parks & Recreation Commission, Planning & Zoning Commission

Chairman May recited Councilor Rix's report for the Parks & Recreation Commission. In lieu of the 2020 Holiday Parade, the Commission and 43 local small businesses are hosting a Holiday Polar Bear Scavenger Hunt in which participants record the bears' names on the Scavenger Hunt sheet. Additional information is available on the town website. Karate, Dance, and Basketball registrations will begin in January.

g. Councilor Rogulski: Library Committee, Fire Fighters Relief Fund – *no report*

14. Appointments and Resignations

- a. To Consider and Act on a Motion to re-appoint Jon Chase to the Parks & Recreation Commission with a term to expire on January 9, 2025.
Motion made by Councilor Jaskiewicz, seconded by Councilor Rogulski. Discussion: None. Voice vote, 6-0, all in favor. Motion carried.
- b. To Consider and Act on a Motion to re-appoint Mickey Gillette to the Public Safety Commission with a term to expire on January 9, 2024.
Motion made by Councilor Jaskiewicz, seconded by Councilor Pollard. Discussion: None. Voice vote, 6-0, all in favor. Motion carried.
- c. To Consider and Act on a Motion to re-appoint Anthony Siragusa to the Water & Sewer Commission with a term to expire on January 14, 2025.
Motion made by Councilor Bunnell, seconded by Councilor Rogulski. Discussion: None. Voice vote, 6-0, all in favor. Motion carried.
- d. To Consider and Act on a motion to appoint Gary Murphy to the Public Safety Commission, effective January 10, 2021, with a term to expire on January 10, 2024.
Motion made by Councilor Jaskiewicz, seconded by Councilor Bunnell. Discussion: None. Voice vote, 6-0, all in favor. Motion carried.

15. Unfinished Business – *none*

16. New Business

- a. **Resolution #2020-66. THE TOWN OF MONTVILLE HEREBY RESOLVES TO** refund taxes due to overpayments and corrections in the amount of \$3,529.36 (three thousand five hundred twenty-nine dollars and thirty-six cents) as requested by the Tax Collector. (Councilor May)
Motion made by Councilor Jaskiewicz, seconded by Councilor Rogulski. Discussion: None. Roll Call vote, 6-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Jaskiewicz, Pollard, Rogulski, and May. Voting in Opposition: None. Resolution passed.
- b. **Resolution #2020-67. THE TOWN OF MONTVILLE HEREBY RESOLVES TO** review and approve the Social Media Policy, as recommended by the Town Administration/Rules & Procedures Standing Committee. (Councilor Jaskiewicz)
Motion made by Councilor Jaskiewicz, seconded by Councilor Rogulski. Discussion: Councilor Jaskiewicz stated that the Policy may be amended, as necessary. Councilor Rogulski added that the document is a well-written fluid document. Information Systems Director Bill O’Neill was present to answer questions, of which there were none. Roll Call vote, 6-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Jaskiewicz, Pollard, Rogulski, and May. Voting in Opposition: None. Resolution passed.
- c. **Resolution #2020-68. THE TOWN OF MONTVILLE HEREBY RESOLVES TO** review and approve the position description for the Part-time Blight Officer, as recommended by the Town Administration/Rules & Procedures Standing Committee. (Councilor Jaskiewicz)
Motion made by Councilor Jaskiewicz, seconded by Councilor Pollard. Discussion: Councilor Jaskiewicz reported that the funding for the position is included in the Building Department’s budget and, based on the numerous reported/investigated blight incidents, it is a much-needed position. Councilor Bunnell commended Building Official Vernon Vesey II for his hard work and efforts reviewing, issuing, and investigating building permits and blight complaints. In speaking with the Building Official, he learned that those blight complaints that were resolved within two weeks were not recorded due to the amount of time required to do so. In addition, since 2006, when he was hired to the position, he aimed to survey the entire town and has only been able to review three-quarters of the town to date. The position would be overseen by the Building Official. Councilor Rogulski voiced

his support for the position. Councilor Caron, who has had some experience with the Blight Officers in neighboring towns, encouraged them to hire an experienced individual that is familiar with the codes and regulations. Chairman May added that there are currently 174 active building permit applications, a record number, according to the Building Official. Roll Call vote, 6-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Jaskiewicz, Pollard, Rogulski, and May. Voting in Opposition: None. Resolution passed.

- d. **Resolution #2020-69. THE TOWN OF MONTVILLE HEREBY RESOLVES** to set the 2021 regular monthly meeting dates of the Town Council on the second Monday of every month, excluding holidays that will be scheduled on the Wednesday of that week. The scheduled meeting dates are as follows: January 11, February 8, March 8, April 12, May 10, June 14, July 12, August 9, September 13, October 13 (Wednesday), November 8, and December 13. All meetings will be held at 7:00 p.m. in the Town Council Chambers. (Councilor May)

Motion made by Councilor Rogulski, seconded by Councilor Pollard. Discussion: None. Roll Call vote, 6-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Jaskiewicz, Pollard, Rogulski, and May. Voting in Opposition: None. Resolution passed.

- e. **Resolution #2020-70. THE TOWN OF MONTVILLE HEREBY RESOLVES** to approve the Town of Montville Bid Specification for the Mohegan Volunteer Fire Company. (Councilor Bunnell)

Motion made by Councilor Jaskiewicz, seconded by Councilor Bunnell. Discussion: Councilor Bunnell stated that, in accordance with Resolution 2018-41 regarding the Fire Departments' Truck Purchasing Policy, the proposed Bid Specification is being submitted for approval. The Bid Sheet satisfies all of the necessary requirements and was reviewed and approved by the Public Safety Commission in October. He commended the Fire Chiefs for their hard work and urged the Councilors to approve the Resolution. Councilor Rogulski reviewed the document and, upon receiving explanations regarding the reasoning behind their selections, felt that the specifications for the bid were well-thought out and, while some of the additional features might appear costly, they are minimal when taking into consideration their usefulness. He expressed his appreciation for their consideration of the firefighters' and taxpayers' safety and fiduciary responsibilities. Roll Call vote, 6-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Jaskiewicz, Pollard, Rogulski, and May. Voting in Opposition: None. Resolution passed.

- f. **Resolution #2020-71. THE TOWN OF MONTVILLE HEREBY RESOLVES** to consider and act on a motion to introduce and set the date for a public hearing on an ordinance titled "Ordinance Authorizing the Conveyance of a Non-Exclusive Easement on a Parcel of Land Northerly of the Intersection of Salt Box Circle and Salt Box Lane owned by the Town of Montville" on Monday, January 11, 2021 at 6:30 p.m. The Public Hearing will be held at Montville Town Hall in the Town Council Chambers. (Mayor McDaniel)

Motion made by Councilor Jaskiewicz, seconded by Councilor Bunnell. Discussion: Mayor McDaniel stated that the Ordinance pertains to a recent request by a property owner for an easement to obtain access to a rear lot located on Salt Box Lane to install a driveway and utilities. The easement does not require a §8-24 Review by the Planning & Zoning Commission and, aside from the associated legal costs, there is no cost to the town. Roll Call vote, 6-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Jaskiewicz, Pollard, Rogulski, and May. Voting in Opposition: None. Resolution passed.

- g. **Resolution #2020-72. THE TOWN OF MONTVILLE HEREBY RESOLVES** to approve the 2020 holiday bonuses for Town employees on Schedule A (McDaniel)

Motion made by Councilor Jaskiewicz, seconded by Councilor Pollard. Discussion: None. Roll Call vote, 6-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Jaskiewicz, Pollard, Rogulski, and May. Voting in Opposition: None. Resolution passed.

- h. **Resolution #2020-73. THE TOWN OF MONTVILLE HEREBY RESOLVES** to authorize Mayor Ronald McDaniel to execute an application for financial assistance for improvements to the Montville Community Center from the Connecticut Department of Economic Development and execute any and all documents related thereto. (Mayor McDaniel)

Motion made by Councilor Jaskiewicz, seconded by Councilor Pollard. Discussion: Mayor McDaniel stated that the Resolution is related to the \$75,320.00 STEAP Grant that was awarded to the town for improvements to the Montville Community Center, including the gymnasium floor and HVAC. The project requires a \$10,000.00 commitment from the town. Roll Call vote, 6-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Jaskiewicz, Pollard, Rogulski, and May. Voting in Opposition: None. Resolution passed.

- i. **Resolution #2020-74. THE TOWN OF MONTVILLE HEREBY RESOLVES** to establish a line for Everbridge (10810-54028) in the Emergency Management budget and fund it in the amount of \$12,000 from General Fund Balance. (McDaniel)

Motion made by Councilor Jaskiewicz, seconded by Councilor Pollard. Discussion: Mayor McDaniel stated that the Resolution will establish a specific line item in the budget for the service. Roll Call vote, 6-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Jaskiewicz, Pollard, Rogulski, and May. Voting in Opposition: None. Resolution passed.

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

Mohegan Fire Company Chief Corey Gaetano, 16 Lena Drive, thanked the Councilors for approving the Town of Montville Bid Specification for the Mohegan Volunteer Fire Company, which faced some delays due to the COVID-19 pandemic.

Gary Murphy, 55-F Laurel Point Drive, thanked the Councilors for appointing him to the Public Safety Commission. As a strong supporter of the town's Volunteer Fire Companies, he is looking forward to serving on the Commission. In response to his question regarding the possibility of utilizing some of the millings that are slated for removal at Camp Oakdale to fill part of the Fire Company's parking lot, Mayor McDaniel stated that they will investigate the possibility of donating the millings. He wished everyone a Merry Christmas.

18. Remarks from the Councilors and the Mayor

Councilor Bunnell is pleased with the approval of the Mohegan Volunteer Fire Company's Bid Specification and wished everyone a Merry Christmas and Happy Holidays. He thanked the Police, Fire, and Public Works Departments in advance of the storm and wished them all to be safe.

Councilor Jaskiewicz wished everyone a Happy Holidays and good health and safety. He thanked the Councilors for their support on the two items on the agenda and the members of the Town Administration Rules & Procedures Standing Committee for their hard work and input.

On behalf of Councilor Rix, Councilor Rogulski wished everyone a Merry Christmas. He thanked the Public Works Department for installing the annual holiday decorations and apologized to the staff regarding their oversight for not including the early departure for the Christmas holiday on the Agenda. He wished everyone a happy and safe holiday season.

Councilor Pollard concurred with her fellow colleagues' comments. She wished everyone a happy and healthy Christmas and a Happy New Year and thanked everyone for their hard work.

Councilor Caron expressed his appreciation to the Mohegan Fire Company Chief for all of his hard work on the bid specifications for the new engine. He also thanked his fellow Councilors and urged everyone to keep those in need in mind. He wished everyone a Happy Holiday. In response to Councilor Rogulski, he stated his belief that the early Christmas Eve departure was selected by the Mayor as the employees' annual floating holiday.

Mayor McDaniel confirmed that it is the floating holiday. He informed the Councilors that the Town of Salem is interested in renewing their current Animal Control Officer Agreement, which expires in July 2021. The arrangement has been positive and exemplifies the types of

things neighboring communities can accomplish together. He commented on the progress they continue to make for the town together by engaging in intelligent discussions. He wished everyone a Merry Christmas and safe holiday season. A vaccination plan for the first responders and town employees will be provided, per the Department of Public Health (DPH), Center for Disease Control (CDC), and local health department regulations.

Chairman May commented on the Council's accomplishments this year and thanked the Councilors for being prepared for their meetings and for all of their hard work. He wished everyone a very Merry Christmas, Happy New Year, Happy Holidays, and to be warm and safe.

19. Adjournment

Motion made by Councilor Caron, seconded by Councilor Pollard, to adjourn the meeting at 9:05 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 – FORM REPOSITORY – MEETING RECORDINGS**

Schedule A

Non-Union Employees

INDIVIDUAL

MALCHIODI	CONSTANCE	INDV	08/01/2011	180.00
MCFEE	DANA	REGISTRARS	11/01/2015	50.00
MARQUAND	ROBIN	REGISTRARS	01/09/2019	50.00
HART	THERESA	INDV	04/14/2008	240.00
MACDANIEL	RONALD	ELCT	11/14/2011	180.00

**PART TIME
 OVER 780
 HRS**

BROWN	TINA	PT	1150.00	50.00
ZETTEGREN	ANDREW	PT	780.25	50.00
DEFORD	BRIAN	PT	865.00	50.00

**RECORDING
 CLERKS**

MIYUKI	AGNES	PT		50.00
GATHERS	GLORIA	PT		50.00
SPANG	SUSAN	PT		50.00

TOTAL

1000.00