

**Town of Montville Town Council  
Regular Meeting Minutes  
June 14, 2021, 7:00 p.m.  
Hybrid Meeting via GoToWebinar and In Person**

**The Town of Montville will be utilizing a  
hybrid GoToWebinar service and In Person Attendance for this meeting.**

**Please register to attend the meeting at:**

**<https://attendee.gotowebinar.com/register/8816069361631998476>**

*After registering, you will receive a confirmation email  
containing information about joining the webinar.*

or by **telephone** or **VoIP: (213) 929-4212** at the time of the meeting

Access Code: **817-126-000**

*Applicable toll charges may apply if connecting via telephone*

or via the **GoToWebinar App** on your **smartphone** or **tablet:**

Webinar ID: **109-585-435**

**On May 20, 2021, 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. Additionally, In Person Attendance is allowed following proper masking and distancing protocols.**

**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](mailto: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, Council, Board or Commission.**

**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 Colleen Rix. Absent was Councilor Joseph Rogulski. Also present was Mayor Ronald McDaniel.
4. Special Recognitions/Presentations
  - a. 2020 ECC Boys' Basketball Division IV Champions Montville Indians  
The 2020 Boys' Basketball team was recognized for their accomplishments last season, which they were unable to do last year due to the pandemic.

Mayor McDaniel recited the proclamation as stated on the Certificate of Recognition to Coach Tim Strong and the 2020 Montville Indians Boys' Basketball Team, congratulating them for their achievements, hard work, tenacity, and dedication. He also expressed his pride for the team, which excelled regardless of the obstacles the year presented.

Coach Strong commended the players, stating that he is very proud to have been part of such a special team of players.

The Councilors congratulated the Coach and each of the team members for their accomplishments.

5. Alterations to the Agenda

Motion made by Councilor Bunnell, seconded by Councilor Pollard, to remove items 14(b) and (c) from the agenda. Discussion: None. Voice vote, 6-0, all in favor. Motion carried.

Motion made by Councilor Rix, seconded by Councilor Caron, to add the following item to the agenda:

16(h) To Consider and Act on a Motion to nominate and appoint Councilor Rix as the liaison to the Farmers Market Committee (Councilor Pollard)

Discussion: None. Voice vote, 6-0, all in favor. Motion carried.

Motion made by Councilor Caron, seconded by Councilor Rix, to add the following item:

16(i) **THE TOWN OF MONTVILLE HEREBY RESOLVES** to waive all in-kind services and fees for the 2021 Montville Carnival related to Police, Fire, and Public Works in the amount of \$5,200. (Mayor McDaniel)

Discussion: None. Voice vote, 6-0, all in favor. Motion carried.

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

a. The Regular Meeting Minutes of May 10, 2021

Motion made by Councilor Rix, seconded by Councilor Pollard. Discussion: None. Voice vote, 6-0, all in favor. Motion carried.

b. The Special Meeting Minutes of May 20, 2021 (Budget)

Motion made by Councilor Jaskiewicz, seconded by Councilor Rix. Discussion: None. Voice vote, 6-0, all in favor. Motion carried.

c. The Town Council/Housing Authority Special Joint Meeting Minutes of June 9, 2021

Motion made by Councilor Jaskiewicz, seconded by Councilor Pollard. 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 Public Safety Commission. Discussions to include members of the Town Council and Mayor Ronald McDaniel.

*The candidate opted to be interviewed in public.*

Traci Callaghan, a member of the Montville community from the age of 13, a former member of the town's Fire-Police, and an employee of the Montville Public School system, expressed her interest in serving on the Public Safety Commission. She would like to be a voice for the individual members of the community and continue to serve the town and its residents.

The Councilors thanked her for volunteering to serve on the Commission and expressed their confidence in her to be open and a voice for the residents. They also encouraged her to investigate the possibility of serving on the town's other boards and commissions.

*Candidates Joseph Glennon and Sean Hawkins were not available.*

8. Remarks from the public relating to matters on the agenda with a three-minute limit – *none*
9. Communications
  - a. Copy of the May 2021 Financial Report from Terry Hart, Finance Director
  - b. Copy of a letter from the Conservation Commission regarding the Mostowy Property
  - c. Copy of the legal bills from Suisman-Shapiro for the month of December 2020
  - d. Copy of the legal bills from Suisman-Shapiro for the month of January 2021
  - e. Copy of the legal bills from Suisman-Shapiro for the month of February 2021
  - f. Copy of the legal bills from Suisman-Shapiro for the month of March 2021
  - g. Copy of the legal bills from Suisman-Shapiro for the month of April 2021
  - h. Copy of the legal bills from Halloran & Sage for the month of February 2021

10. Report from the Town Attorney on Matters Referred – *none*

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

Mayor McDaniel reported that a Swearing-In Ceremony was held on April 26 for the promotion of Paul Barnes as the town's new Fire Marshal and Firefighters Ryan Sholes, Zach Wyatt, and Ethan Gagnon.

The town performed very well during the recent FEMA-evaluated Millstone Drill.

A relatively successful Memorial Day Parade and Ceremony was held on May 23.

He worked with Superintendent Laurie Pallin, Tyl Middle School Principal MJ Dix, Facilities Director Steve Carroll, and Parks & Recreation Director Peter Bushway to plan a safe summer camp at Tyl Middle School.

The town has joined the Emergency Broadband Benefit Program, which will allow qualifying households to receive a \$50.00/month credit. Information regarding the program, which will help bridge the digital divide, has been provided to the Department of Social Services and School system.

Funding for the expansion of the Mohegan-Pequot Bridge from two to four lanes, which has been a regional priority for nearly two decades, is in process.

The Firefighter Relief Fund held a very active meeting.

The town continues to adapt to the ever-changing COVID-19 conditions, restrictions, and Executive Orders. He is currently working with State and local leaders and health officials to establish a trusted vaccination messaging system and outreach program to the Asian Pacific American community in Montville and Norwich. He has attended webinars regarding the funding that will be received through the American Relief Plan (ARP).

Public Works Director Donald Bourdeau, Jr., HR Assistant Connie Malchiodi, and himself provided depositions regarding a lawsuit filed by one of the town's former employees.

He commended Youth Services, which provided a presentation regarding CT Youth and Gambling with four to five towns through the Youth Action Council.

The Palmer Scholarship Award has been awarded.

Both the 611 and 916 Route 163 have been sold and the new owners have begun clearing the properties.

He met with Lieutenant Dave Radford and Resident State Trooper Sergeant Albert Gosselin to discuss the placement of the two free speed signs that will be received from CT D.O.T. (Connecticut Department of Transportation). The signs, which are mobile and able to collect data, will be programmed and placed in high accident areas.

12. Reports from Standing Committees

- a. Town Administration/Rules of Procedure – Councilor Jaskiewicz  
The Committee discussed and sent the procedures for the Wall of Honor back to the Public Safety Commission with their recommendations.
- b. Finance – Councilor Jaskiewicz – *no meeting; no report*
- c. Public Works/Solid Waste Disposal – Councilor Caron – *no meeting*  
Work on Raymond Hill Road is nearly complete and work on Black Ash Road has begun. The area across from the Camp Oakdale Pavilion is being cleaned. The exterior repairs and repointing of the Old Town Hall have begun. Bids will be requested for the mold and necessary repairs to the interior of the building as well as in the mold in the interior of the old Raymond Hill Church. Public Works Director Bourdeau is investigating the purchase of a new street sweeper.

13. Reports from Special Committees and Liaison Councilors

- a. Councilor Bunnell: Public Safety Commission, Youth Services Bureau (YSB)  
Public Safety Commission – no meeting

For the month of May, the Police Department received:

1,251 Calls for Service	76 Type I Calls (requires additional investigation)
	25 Arrests

Building Department

117	Permits Issued for the month of April
125	Open Permits (new system)
2,837	Open Permits (old system)
104	Inspections Conducted
3	Certificate of Occupancies Issued
540	Identified issues of Blight
356	Abatements

The newly hired Blight Inspector began inspecting properties on June 8; they are looking forward to the abatements of more properties.

Youth Advisory Board's activities include:

Youth Action Council – New members Addy Concascia and Brendan Duhamel were welcomed to the Council.

Summer Program – Registrations for the 30 available spots for the Summer Program opened on May 10; the program will begin on June 29. Field trips and special activities are planned.

After-school Program – Re-registration for the 2021/22 After-school Program was held this week and new registrations will begin on June 21.

Sidewalk Stickers – Stickers have been placed at the Town Hall, Community Center, and Tyl Middle School. Additional stickers will be placed at Palmer Academy and Montville High School. Funded through a grant, the stickers have a two-year lifespan and contain a mental health message with a scannable QR code.

Ice Cream Truck – Youth Services provided an Ice Cream Truck at this year's Senior Outing.

Gambling Prevention Showcase – He commended the Youth Action Council who provided a PowerPoint presentation and facilitated a discussion regarding problem gambling and addiction to the Capital Region Education Council on May 26.

Podcast Launched – The YSB launched their first podcast, hosted by Grace Carlos, on June 4. The podcast went viral within the YSB community and positive feedback has been received. This week's bi-weekly podcast will feature an interview with the Deputy Commissioner of Corrections and Waterford Juvenile Prevention Officer.

Recreational Marijuana – Discussions between the YSB and State Officials continue regarding the mitigation of potential litigation of recreational marijuana. The YSBs are mandated to provide prevention and intervention services and programming.

Local Prevention Grant – The Local Prevention Grant, which provides funding for addiction, mental health, and suicide prevention, has been doubled to \$8,305.00,

b. Councilor Caron: Commission on Aging, Social Services

The Senior Center is looking forward to fully opening as they continue to work hard to provide aid to those in need, including helping individuals complete and submit applications for energy and rental assistance, rental rebates, and the like. They have also been busy moving items from the Social Services building to the Re-Use Room, which will serve as their interim location while the repairs on the Old Town Hall are taking place. Outreach/Social Services Assistant DeeAnn Morton is providing much-needed resources to the department and the community, having handled several serious issues during the past two weeks alone. In-person programs are scheduled to begin next week, virtual and telehealth programs will continue to be offered, and lunches to homebound individuals will continue to be delivered.

In response to Chairman May who questioned the delay in fully opening the Center, Mayor McDaniel stated that once the food pantry is moved back to its original location, the Center will be able to fully open to the public. Councilor Caron thanked the Mayor for working with the Senior & Social Services Director and commended her and her staff on a fantastic job distributing the food. The repairs to the Old Town Hall are also impeding the full opening of the Center.

c. Councilor Jaskiewicz: Board of Education (BOE)

The BOE discussed their budget and the purchasing of capital items. An additional \$400,000.00 might be returned to the town, pending the audit. The BOE is considering requesting that the additional funds be expended on capital items. He commended the schools, teachers, staff, and Board who provide various presentations and recognize individuals through their Montville Marvels program.

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

WPCA – A manhole located at Gallivan Lane and Route 32 is slated for repair.

The Conservation Commission is in the process of investigating possible funding avenues to help pay for necessary modifications to the Conservation Center.

e. Councilor Pollard: Non-Profit Organizations

No cuts were made to the funding of any of the Non-Profit Organizations.

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

Chairman May, who now serves as the liaison to the Economic Development Commission, reported that he attended their May meeting and felt that the Commissioners had several good ideas and looks forward to their future meetings

The Planning & Zoning Commission did not hold a meeting.

The Parks & Recreation Commission will be hosting their annual Carnival at the Montville Community Center this Friday, June 18, at 5:00 p.m. Bracelets will be sold for \$25.00 per day for rides and attendees may save \$5.00 per bracelet by bringing one canned good to support Montville Social Services. The *Llama Tsunami Band* will be performing on Saturday, June 19, at 7:00 p.m. The concert will be followed by a fireworks show at 9:30 p.m. The Carnival will close on Sunday, June 20, at 5:00 p.m.

g. Councilor Rogulski: Library Committee, Fire Fighters Relief Fund – none

14. Appointments and Resignations

- a. To Consider and Act on a Motion to re-appoint Michael Magliano, Sr., to the Gardner Lake Authority with a term to expire on July 13, 2024.

Motion made by Councilor Jaskiewicz, seconded by Councilor Bunnell. Discussion: None. Voice vote, 6-0, all in favor. Motion carried.

- b. To Consider and Act on a motion to waive the waiting period for appointments, Rule 14C of the Town Council Rules of Procedure, for the Public Safety Commission.

*The item was removed from the agenda.*

- c. To Consider and Act on a Motion to nominate and appoint two of the following candidates to fill a vacancy on the Public Safety Commission with terms to expire on January 10, 2023 and April 9, 2023.

Christopher A. Bruckner	Sean Hawkins	Patrick Schafter
Traci Callaghan	Stephen E. Lougee	Matthew L. Suarez
Joseph Glennon	Thomas Pedersen	Jayson Wazny

*The item was removed from the agenda.*

15. Unfinished Business – none

16. New Business

- a. **Resolution #2021-34. THE TOWN OF MONTVILLE HEREBY RESOLVES** to refund taxes due to overpayments and corrections in the amount of \$7,484.20 (seven thousand four hundred eighty-four dollars and twenty cents) as requested by the Tax Collector. (Councilor May)

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

- b. **Resolution #2021-35. THE TOWN OF MONTVILLE HEREBY RESOLVES** to increase the wages for part-time employees by 1.5%, effective July 1, 2021 as indicated on Schedule A (Mayor McDaniel)

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

- c. **Resolution #2021-36. THE TOWN OF MONTVILLE HEREBY RESOLVES** to approve the amended Purchasing Policy. (Mayor McDaniel)

Motion made by Councilor Jaskiewicz, seconded by Councilor Pollard. Discussion: Mayor McDaniel stated that contractors/suppliers that are typically utilized by the town to procure items, e.g., State Bid List, Capital Region Purchasing Council, Council of Governments Purchasing Council, etc., were added to the Purchasing Policy to ensure that the town can take advantage of the Bid Lists, which are pre-vetted, for certain purchases and can do so in a timely manner. In addition, the Federal Procurement Procedures were also added, as recommended by the Auditors. Following the Town Council's adoption of the amended Purchasing Policy, the Mayor will recommend that the WPCA do the same. The amended Policy was reviewed by the Town Attorney. Roll Call vote, 6-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Jaskiewicz, Pollard, Rix, and May. Voting in Opposition: None. Resolution passed.

- d. **Resolution #2021-37. THE TOWN OF MONTVILLE HEREBY RESOLVES** to approve the Resolution for the establishment of an Ad-Hoc COVID-19 Impact Study Committee. (Councilor Jaskiewicz)

Motion made by Councilor Jaskiewicz, seconded by Councilor Pollard. Discussion: Councilor Jaskiewicz stated that the Committee will be tasked with reviewing and

determining what the funds may be utilized for and make recommendations to the Mayor and the Town Council as such. The Mayor will send the Councilors the guidance and requests that he has received to date. Funds will be received in two payments of \$2.7 million each and must be encumbered by December 2024. Roll Call vote, 6-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Jaskiewicz, Pollard, Rix, and May. Voting in Opposition: None. Resolution passed.

- e. To Consider and Act on a Motion to nominate and appoint three members to serve on the Ad-Hoc COVID-19 Impact Study Committee. (Councilor Jaskiewicz)  
Motion made by Councilor Bunnell, seconded by Councilor Rix, to nominate and appoint Councilors Caron, Jaskiewicz, and Pollard. Discussion: Councilors Caron and May stated that, though only three of the Councilors will be appointed to serve on the Committee, the recommendations of all Councilors would be sought. Roll Call vote, 6-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Jaskiewicz, Pollard, Rix, and May. Voting in Opposition: None. Resolution passed.
- f. **Resolution #2021-38. THE TOWN OF MONTVILLE HEREBY RESOLVES** to authorize Mayor Ronald McDaniel to enter into an inter-local agreement with the City of Norwich for the Local Transportation Capital Improvement Program. (Mayor McDaniel)  
Motion made by Councilor Jaskiewicz, seconded by Councilor Pollard. Discussion: Mayor McDaniel stated that the State will be allocating funds for local road projects through the Local Transportation Capital Improvement Program, which is run through the Connecticut Council of Governments (CCOG). As such, projects are applied for and approved through the CCOG. The projects are funded at a rate of 100% of the construction costs while the preparation of the solicitation for the grant and the engineering costs are the responsibility of the town. The towns of Norwich and Montville have been discussing a joint project involving the total rehabilitation, resurfacing, drainage, and sidewalk improvements for old Norwich Road between Holly Hill (five-corners area) and Route 82. Letters of support have been submitted by the local Senators and Mohegan Tribe. The total cost of the project was last estimated at \$2.8 million. The town's share of the engineering costs is estimated at \$140,000.00. A written agreement with Norwich is in the process of being drafted and will be vetted by the Town Attorney. Roll Call vote, 6-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Jaskiewicz, Pollard, Rix, and May. Voting in Opposition: None. Resolution passed.
- g. **Resolution #2021-39. THE TOWN OF MONTVILLE HEREBY RESOLVES** to authorize Mayor Ronald McDaniel to apply for and accept a grant from the Affordable Housing Plan Technical Assistance Program 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 grant will provide funding for technical assistance to draft an Affordable Housing Plan, which is required for all towns and will become part of the town's Plan of Conservation and Development. Roll Call vote, 6-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Jaskiewicz, Pollard, Rix, and May. Voting in Opposition: None. Resolution passed.
- h. To Consider and Act on a Motion to nominate and appoint Councilor Rix as the liaison to the Farmers Market Committee (Councilor Pollard)  
Motion made by Councilor Pollard, seconded by Councilor Jaskiewicz. Discussion: Councilor Pollard stated that, due to growing personal obligations, she wished to step down as the liaison for the Committee and Councilor Rix has graciously accepted the

role. Roll Call vote, 6-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Jaskiewicz, Pollard, Rix, and May. Voting in Opposition: None. Resolution passed.

- i. **THE TOWN OF MONTVILLE HEREBY RESOLVES** to waive all in-kind services and fees for the 2021 Montville Carnival related to Police, Fire, and Public Works in the amount of \$5,200. (Mayor McDaniel)

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

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

Matthew Suarez, 18 Cranberry Drive, thanked the Town Council for holding in-person meetings, adding that there was some confusion regarding whether the meeting was in-person and suggested eliminating the paragraphs regarding the Executive Order.

18. Remarks from the Councilors and the Mayor

Councilor Pollard thanked Councilor Rix for her willingness to serve as the liaison to the Farmer's Market Committee and her fellow Councilors.

Councilor Rix congratulated the graduates, especially her son, and wished all the kids a great last week of school.

Councilor Bunnell expressed his appreciation to all of the experienced candidates who applied to serve on the Public Safety Commission.

Councilors Bunnell, Jaskiewicz, and Caron wished everyone a Happy Fourth of July.

Councilors Pollard, Rix, and Caron thanked everyone for attending this evening's meeting.

Mayor McDaniel and Councilors Jaskiewicz, May, and Pollard wished Councilor Rix congratulations on her son's high school graduation.

Mayor McDaniel appreciated Mr. Suarez' comments, adding that, while he has made attempts to advertise that in-person meetings are being held, the disclaimer on the agendas is required, per FOIA (Freedom of Information Act).

Chairman May felt that a fruitful Joint Meeting was held with the Housing Authority and hopes to schedule another meeting to further discuss the issues.

19. Adjournment

Motion made by Councilor Rix, seconded by Councilor Pollard to adjourn the meeting at 8:04 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**