

Town of Montville Town Council  
**Organizational Meeting Minutes for November 8, 2021**  
8:00 p.m. – Town Council Chambers – Town Hall

**All persons in attendance must wear a face mask if not fully vaccinated and remain six feet from others.**

**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.**

Organizational Business

1. Call to Order  
Michelle Giroux, Assistant Town Clerk for the Town of Montville, called the meeting to order at 8:00 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, Alfred Mandler, Tim May, Thomas McNally, Colleen Rix, and Robert Yuchniuk. Also present was Mayor Ronald McDaniel.
4. Oath of Officers  
Assistant Town Clerk Giroux administered the Oath of Office to the newly and re-elected Mayor and members of the Town Council.
5. Election of Chairperson of the Town Council  
Assistant Town Clerk Giroux opened the nominations for Town Council Chairperson. Motion made by Councilor Mandler, seconded by Councilor Yuchniuk, to nominate Councilor McNally as Chairman of the Montville Town Council. There being no additional nominations, Assistant Town Clerk Giroux closed the nominations. Discussion: None. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Mandler, May, Rix, Yuchniuk, and McNally. Voting in Opposition: None. Motion carried. Councilor McNally was elected as Chairman of the Town Council.  
  
Assistant Town Clerk Giroux congratulated and turned the meeting over to newly-elected Chairman McNally.  
  
Chairman McNally thanked Assistant Town Clerk Giroux.
6. Election of Deputy Chairperson of the Town Council  
Chairman McNally opened the nominations for Town Council Deputy Chairperson. Motion made by Councilor Mandler, seconded by Councilor Caron, to nominate Councilor Rix as Deputy Chairperson of the Montville Town Council. There being no additional nominations, Chairman McNally closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried. Councilor Rix was elected as Deputy Chairman of the Town Council.

*Motion made by Councilor Rix, seconded by Councilor Caron, to take a short recess for photographs at 8:02 p.m. The meeting resumed at 8:12 p.m.*

7. Formation of Standing Committees and Ad-Hoc Committee
  - a. Town Administration/Rules of Procedures  
Chairman McNally asked for nominations for the Town Administration/Rules of Procedures Standing Committee.  
  
Motion made by Councilor Rix, seconded by Councilor May, to nominate Councilors Bunnell, Mandler, and Yuchniuk. There being no additional nominations, Chairman

McNally closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

b. Finance

Chairman McNally asked for nominations for the Finance Committee.

Motion made by Councilor Yuchniuk, seconded by Councilor Rix, to nominate Councilors Mandler, May, and McNally. There being no additional nominations, Chairman McNally closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

c. Solid Waste Disposal/Public Works

Chairman McNally asked for nominations for the Solid Waste Disposal/Public Works Standing Committee.

Motion made by Councilor Rix, seconded by Councilor May, to nominate Councilors Caron, Mandler, and McNally. There being no additional nominations, Chairman McNally closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

d. Ad-Hoc COVID-19 Impact Study Committee

Chairman McNally asked for nominations for the Ad-Hoc COVID-19 Impact Study Committee.

Motion made by Councilor Rix, seconded by Councilor May, to nominate Councilors Caron, Mandler, McNally. There being no additional nominations, Chairman McNally closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

8. Appointment of Liaisons to Boards and Commissions

a. Board of Education

Chairman McNally asked for nominations to the Board of Education.

Motion made by Councilor Mandler, seconded by Councilor Yuchniuk, to nominate Councilor Rix. There being no additional nominations, Chairman McNally closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

b. Commission on Aging

Chairman McNally asked for nominations to the Commission on Aging.

Motion made by Councilor Mandler, seconded by Councilor Rix, to nominate Councilor Caron. There being no additional nominations, Chairman McNally closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

c. Conservation Commission

Chairman McNally asked for nominations to the Conservation Commission.

Motion made by Councilor Rix, seconded by Councilor Caron, to nominate Councilor May. There being no additional nominations, Chairman McNally closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

e. Economic Development Commission

Chairman McNally asked for nominations to the Economic Development Commission.

Motion made by Councilor Rix, seconded by Councilor Caron, to nominate Councilor Yuchniuk. There being no additional nominations, Chairman McNally closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

e. Farmers Market Committee

Chairman McNally asked for nominations to the Farmers Market Committee.

Motion made by Councilor Yuchniuk, seconded by Councilor Caron, to nominate Councilor Rix. There being no additional nominations, Chairman McNally closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

- f. Library Committee  
Chairman McNally asked for nominations to the Library Committee.  
Motion made by Councilor Mandler, seconded by Councilor Rix, to nominate Councilor Bunnell. There being no additional nominations, Chairman McNally nominations.  
Discussion: None. Voice vote, 7-0, all in favor. Motion carried.
  - g. Non-Profit Organizations  
Chairman McNally asked for nominations to the Non-Profit Organizations.  
Motion made by Councilor Rix, seconded by Councilor Yuchniuk, to nominate Councilor Caron. There being no additional nominations, Chairman McNally closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.
  - h. Parks & Recreation Commission  
Chairman McNally asked for nominations to the Board of Education.  
Motion made by Councilor Yuchniuk, seconded by Councilor Rix, to nominate Councilor Bunnell. There being no additional nominations, Chairman McNally closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.
  - i. Public Safety Commission  
Chairman McNally asked for nominations to the Public Safety Commission.  
Motion made by Councilor Rix, seconded by Councilor Caron, to nominate Councilor Yuchniuk. There being no additional nominations, Chairman McNally closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.
  - j. Planning & Zoning Commission  
Chairman McNally asked for nominations to the Planning & Zoning Commission.  
Motion made by Councilor Yuchniuk, seconded by Councilor Caron, to nominate Councilor Rix. There being no additional nominations, Chairman McNally closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.
  - k. Social Services  
Chairman McNally asked for nominations to the Social Services.  
Motion made by Councilor Rix, seconded by Councilor May, to nominate Councilor Caron. There being no additional nominations, Chairman McNally closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.
  - l. Volunteer Fire Fighters' Relief Fund  
Chairman McNally asked for nominations to the Volunteer Fire Fighters' Relief Fund.  
Motion made by Councilor Rix, seconded by Councilor Mandler, to nominate Councilor Bunnell. There being no additional nominations, Chairman McNally closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.
  - m. Youth Services Bureau and Advisory Board  
Chairman McNally asked for nominations to the Youth Services Bureau and Advisory Board.  
Motion made by councilor Mandler, seconded by Councilor Rix, to nominate Councilor Yuchniuk. There being no additional nominations, Chairman McNally closed the nominations. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.
9. Appointment of a Town Council member to the Water Pollution Control Authority.  
Chairman McNally asked for nominations to the Water Pollution Control Authority.  
Motion made by Councilor May to nominate Councilor McNally, who respectfully declined the nomination.  
Motion made by Councilor Yuchniuk, seconded by Councilor Rix, to nominate Councilor Mandler. Discussion: None. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

**Addition to the Agenda:**

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

- 11(m) **THE TOWN OF MONTVILLE HEREBY RESOLVES** to opt out of Public Act 21-29, Reduced Parking Requirements. (Chairman McNally)

Voice vote, 7-0, all in favor. Motion carried.

10. Remarks from the public relating to matters on the agenda with a three-minute limit – *none*

11. New Business

- a. To Consider and Act on a Motion to approve the Special Meeting Minutes of Tuesday, October 5, 2021. (ARPA Funds)

Motion made by Councilor Caron, seconded by Councilor Rix. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

- b. To Consider and Act on a Motion to approve the Regular Meeting Minutes of Wednesday, October 13, 2021.

Motion made by Councilor May, seconded by Councilor Bunnell. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

- c. To Consider and Act on a Motion to approve the Special Meeting Minutes of Wednesday, October 19, 2021. (2021 Municipal Brownfield Grant Program)

Motion made by Councilor Bunnell, seconded by Councilor May. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

- d. **Resolution #2021-58. THE TOWN OF MONTVILLE HEREBY RESOLVES** to refund taxes due to overpayments and corrections in the amount of \$9,852.18 (nine thousand eight hundred fifty-two dollars and eighteen cents) as requested by the Tax Collector. (Mayor McDaniel)

Motion made by Councilor May, seconded by Councilor Bunnell. Discussion: None. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Mandler, May, Rix, Yuchniuk, and McNally. Voting in Opposition: None. Resolution passed.

- e. **Resolution #2021-59. THE TOWN OF MONTVILLE HEREBY RESOLVES** to set the 2022 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 10, February 14, March 14, April 11, May 9, June 13, July 11, August 8, September 12, October 12 (Wednesday), November 14, and December 12. All meetings will be held at 7:00 p.m. in the Town Council Chambers. (Mayor McDaniel)

Motion made by Councilor May, seconded by Councilor Bunnell. Discussion: None. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Mandler, May, Rix, Yuchniuk, and McNally. Voting in Opposition: None. Resolution passed.

- f. **Resolution #2021-60. THE TOWN OF MONTVILLE HEREBY RESOLVES** to appoint Agnes Miyuki as the Town Council Minutes Clerk for the term of November 8, 2021 through November 13, 2023. (Mayor McDaniel)

Motion made by Councilor Rix, seconded by Councilor Caron, Discussion: None. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Mandler, May, Rix, Yuchniuk, and McNally. Voting in Opposition: None. Resolution passed.

- g. **Resolution #2021-61. THE TOWN OF MONTVILLE HEREBY RESOLVES** to authorize Mayor Ronald McDaniel to enter into an Agreement to Provide Technical Assistance for the preparation and adoption of an Affordable Housing Plan as required

by CGS 8-30j with the Southeastern Connecticut Council of Governments. (Mayor McDaniel)

Motion made by Councilor May, seconded by Councilor Bunnell. Discussion: Mayor McDaniel explained that, per State Statutes, the municipality is required to submit an Affordable Housing Plan by June 2022. Due to the former Town Planner's sudden illness, the town did not submit its grant request to the Southeastern Connecticut Council of Governments (SCCOG) prior to the deadline date. As a result, the town allocated part of its ARPA (American Rescue Plan Act) Funds to retain the services of SCCOG, which has drafted the Affordable Housing Plan for other municipalities, for technical assistance. The cost of the expenditure is just under \$10,000.00. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Mandler, May, Rix, Yuchniuk, and McNally. Voting in Opposition: None. Resolution passed.

- h. **Resolution #2021-62. THE TOWN OF MONTVILLE HEREBY RESOLVES** to authorize Mayor Ronald McDaniel to enter into an Agreement with TitanGen for Solar Procurement Services for a potential solar project at the Montville Transfer Station and execute any and all documents thereto. (Mayor McDaniel)

Motion made by Councilor May, seconded by Councilor Bunnell. Discussion: Titan Energy, the town's energy consultant through the Connecticut Council of Municipalities (CCM) has instituted a new program for virtual net metering for municipalities. The program would allow the town to site a solar field that is hooked into a grid, rather than the facilities it serves. The system could provide electricity for up to five (5) facilities. The Service is a no-risk, no-cost opportunity for the town. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Mandler, May, Rix, Yuchniuk, and McNally. Voting in Opposition: None. Resolution passed.

- i. **THE TOWN OF MONTVILLE HEREBY RESOLVES** to close Town offices at 2:00 p.m. on Wednesday, November 24, 2021 in observance of the Thanksgiving Holiday for non-essential personnel and to award two-and-a-half (2.5) hours paid time off for Essential Personnel who must remain on the job to be used by the end of the calendar year. (Councilor May)

Motion made by Councilor May, seconded by Councilor Bunnell.

Motion made by Councilor Rix, seconded by Councilor Caron, to amend the motion as follows:

**Resolution #2021-63. THE TOWN OF MONTVILLE HEREBY RESOLVES** to close Town offices *two (2) hours early at 2:00 p.m.* on Wednesday, November 24, 2021 in observance of the Thanksgiving Holiday for non-essential personnel and to award two ~~and a half (2.5)~~ hours paid time off for Essential Personnel who must remain on the job to be used by the end of the calendar year. (Councilor May)

Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Mandler, May, Rix, Yuchniuk, and McNally. Voting in Opposition: None. Resolution passed.

- j. **Resolution #2021-64. THE TOWN OF MONTVILLE HEREBY RESOLVES** to waive the sealed bid requirement in Section 708(a) of the Town Charter when utilizing the CREC (Capital Region Education Council) contract for said purchase requirements. (Mayor McDaniel)

Motion made by Councilor Rix, seconded by Councilor Mandler. Discussion: Mayor McDaniel stated that the Town Council must approve the addition of each of the purchasing consortiums listed in the town's Purchasing Policy. Each of the purchasing consortiums acquires the necessary number of bids and vets the vendors. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Mandler, May, Rix, Yuchniuk, and McNally. Voting in Opposition: None. Resolution passed.

- k. **Resolution #2021-65. THE TOWN OF MONTVILLE HEREBY RESOLVES** to adopt the Town Council Rules & Procedure. (Councilor McNally)  
 Motion made by Councilor Caron, seconded by Councilor Rix. Discussion: None.  
 Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Mandler, May, Rix, Yuchniuk, and McNally. Voting in Opposition: None. Resolution passed.
- l. To Consider and Act on a Motion to issue a Request for Proposal (RFP) for the Town Attorney. (Councilor McNally)  
 Motion made by Councilor Rix, seconded by Councilor Mandler. Discussion: None.  
 Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Mandler, May, Rix, Yuchniuk, and McNally. Voting in Opposition: None. Resolution passed.
- m. **Resolution #2021-66. THE TOWN OF MONTVILLE HEREBY RESOLVES** to opt out of Public Act 21-29, Reduced Parking Requirements. (Chairman McNally)  
 Motion made by Councilor Rix, seconded by Councilor Mandler. Discussion: Based on the town's minimal transit-oriented developments, the Planning & Zoning Commission voted to recommend that the town opt out of Public Act 21-29, which requires municipalities to limit the number of parking spaces required for housing units. Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Bunnell, Caron, Mandler, May, Rix, Yuchniuk, and McNally. Voting in Opposition: None. Resolution passed.
12. Communications  
 a. A copy of the October 2021 budget report from Ms. Terry Hart, Finance Director
13. Reports from the Town Attorney on matters referred – *none*
14. Reports from the Mayor and/or Administrative Department Heads  
 Mayor McDaniel reported that the town is continuing to work on the MS4 (Municipal Separate Storm Sewer System) requirements and the Town Attorney is in the process of drafting the ordinance to be approved by the Town Council.  
 A very successful Veteran's event and Trick or Trunk event were held. A very well-attended Tantaquidgeon Museum's 90th Anniversary Celebration was held this past weekend.  
 He announced the hiring of seCTer (Southeastern Connecticut Enterprise Region) Executive Director Paul Whitescarver, a former commanding officer of the Naval Submarine Base in Groton; he looks forward to working with him. He also congratulated Montville resident Rodney Butler on his re-election as the Chairman of the Mashantucket Pequot Tribal Nation.
15. Reports from Standing Committees (n/a)
16. Reports from Special Committees and Liaison Committees (n/a)
17. Appointments and Resignations from Boards and Commissions  
 a. To Consider and Act on a Motion to re-appoint David Turner to the Niantic River Watershed Commission with a term to expire on December 14, 2025.  
 Motion made by Councilor May, seconded by Councilor Rix. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.
- b. To Consider and Act on a Motion to accept the resignation of Robert Yuchniuk from the Public Safety Commission, effective immediately.  
 Motion made by Councilor Rix, seconded by Councilor Mandler. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.
- c. To Consider and Act on a Motion to re-appoint Joan Paskewich as an Alternate Member of the Board of Assessment Appeals with a term to expire on November 13, 2023.

Motion made by Councilor May, seconded by Councilor Rix. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

- d. To Consider and Act on a Motion to re-appoint Sean Furlow as an Alternate Member of the Board of Assessment Appeals with a term to expire on November 13, 2023.

Motion made by Councilor Rix, seconded by Councilor May. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

18. Executive Session – *none*

19. Remarks from the Public with a three-minute limit – *none*

20. Remarks from the Councilors and the Mayor

Mayor McDaniel and the Councilors congratulated the newly elected and re-elected Councilors with who they look forward to working over the next two years.

Mayor McDaniel reported that the town will soon be presented with some very opportune years during which the town will receive additional funding, including a FEMA (Federal Emergency Management Agency) reimbursement for Storm Ida and various grants.

Councilor Bunnell looks forward to a harmonious relationship with all of the Councilors over the next two years; he is confident that they will be able to accomplish many things by working together.

Councilor Caron congratulated Councilor Rix, in particular, who received the highest number of votes. He also relayed a message from the American Legion who inquired about the Councilors' attendance to their upcoming Luminary Lighting event on November 11.

Chairman McNally acknowledged and thanked former Councilors Joseph Jaskiewicz, Kathleen Pollard, and Joseph Rogulski for their service to the town.

Councilor Rix thanked everyone for attending the meeting and confirmed that the town's Veteran's Day Memorial event will be held on Thursday, November 11 at 11:00 a.m.

Councilor Yuchniuk thanked the citizens of Montville for allowing a newcomer to serve them on the Town Council. He looks forward to accomplishing many positive things for the town.

Councilor Mandler thanked everyone for providing him with the opportunity to serve the town. He hopes to make a positive imprint on the town and looks forward to working together with all of the Councilors and seeking their guidance.

21. Adjournment

Motion made by Councilor Rix, seconded by Councilor Caron, to adjourn the meeting at 8:38 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**