

**Town of Montville
Sustainable CT
Committee
Meeting Minutes
October 12, 2022, 3:00 p.m. Room 203 – Town Hall**

Town of Montville has lifted the mask mandate effective Monday, February 28, 2022 throughout Town facilities in coordination with our schools. Although the mask mandate has been lifted, Uncas Health strongly recommends that all individuals, both vaccinated and unvaccinated, continue to wear masks indoors.

1. **Call to Order.** Colleen Bezanson opened the meeting at 3:05 pm
2. **Pledge of Allegiance:** All rose and said pledge of allegiance.
3. **Roll Call.** Present were Colleen Bezanson (Assistant Planner), Barbara Lockhart (Youth Services Director), Peter Bushway (Parks and Recreation Director) and Kathie Doherty-Peck (Senior & Social Services Director). Wills Pike (Board of Education Chairman) and Mayor Ron McDaniel were absent.
4. **New Business:**
 - a. Discussion of Presentation by Maria Matos, Executive Director of LEAD (Latinos for Educational Advocacy and Diversity) and MOSIAC and future collaboration. Barbara Lockhart once again thanked Peter Bushway for organizing the meeting with Ms. Matos and her team. The Committee agreed that the work done by MOSIAC would be beneficial to the town. Barbara Lockhart also suggested that a formal announcement be made of a partnership with MOSIAC.
 - b. Discussion on Action Item 1: Inclusive and Equitable Community Impacts
 1. Update on discussion with Jessica LeClair of Sustainable CT from Barbara Lockhart. Barbara Lockhart indicated that she had a meeting with Jessica LeClair from Sustainable CT and that they would be working on determining what actions the Town has possibly already taken that could meet the requirements of Action item 1, including working with MOSIAC. She would be looking at the questions in the Equity Toolkit.
 2. Discussion of Town Hall Open House. The Committee discussed different options of how to have an open house with translators. One idea was to use a tour group method. This method would have small groups of people brought around to the different offices at different times during the day. Another idea was to do a video presentation for each office. This could be translated into different languages and put on the Town website. The final one was having the open house after hours or on a weekend. Discussion was held on the use of overtime. In addition to the open house the Committee discussed a yearly welcome kit that could be sent out with the tax bills and/or put in the digital backpacks. Additional information on the Town Hall departments could also be added to the Community Booklet. The cost of the addition would have to be looked into.
 3. Discussion about translation services. Kathy Doherty-Peck reminded the Committee about the phone-in pin system that TVCCA has for translations. Discussion was held about using a QR code to access translation services.

Discussion was held regarding the use of translators at the Casino. It was indicated that they have a shortage and may not be able to spare any.

5. Old Business

- a. Discussion of ongoing projects and proposed projects from various departments or commissions that meet action item criteria. Kathy Doherty-Peck indicated that she will work with Mayor on the tablets survey for senior and social services. The Committee will further discuss what events they would want to have translated and put into the Latina newspaper that MOSIAC has for the area. Peter Bushway indicated that he would talk to Ms. Matos about having more ethnic food trucks at the food truck festival and the Farmers Market.

6. Other Business:

- a. Approval of Minutes from meeting of 9/14/2022. Motion by Peter Bushway seconded by Kathy Doherty-Peck to approve the minutes of 9/14/2022. Voice Vote. All in Favor – Motion Carried
- b. Approval of Minutes from the meeting of 9/28/2022- Motion by Peter Bushway seconded by Kathy Doherty-Peck to approve the minutes of 9/28/2022. Voice Vote. All in Favor – Motion Carried

7. **Correspondence:** None

8. **Remarks from the Public.** None

9. **Adjournment.** Motion by Peter Bushway seconded by Kathy Doherty-Peck to adjourn. Voice Vote. All in Favor – Meeting adjourned at 4:05 pm