

**Town of Montville Town Council**  
**Regular Meeting Minutes**  
**August 14, 2023, 7:00 p.m.**  
**Montville Town Hall – Town Council Chambers**

1. Call to Order  
Chairman McNally 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 Bunnell, Caron, Mandler, May, Rix, Yuchniuk, and McNally.  
Also present was Mayor Ronald McDaniel.
4. Special Recognitions/Presentations  
Carol Howard, Good Times Motoring Club of Colchester, Connecticut, a group of automotive enthusiasts who host a monthly car cruise on the Colchester Town Green from April through September, presented a \$500.00 check each to the Montville and Colchester K-9 Units. The funds were raised during their successful Second Annual Truck/Jeep Show in June to benefit local K-9 Units. She recognized and expressed their appreciation to the sponsors of the event. She also presented an additional check for \$250.00 to the Montville Police K-9 Unit from the Howard Family.  
  
Elizabeth Quidgeon provided a brief background of wish and idea to honor Montville Police Officer Daniel Witts and the life of his partner, K-9 Barrett. Diane Dolan provided a brief background of the Painter David Holzemer. Krista Smith, Montville Resident and Founder of Harlows Heroes, a charity supporting retired K-9 Units, who photographed K-9 Barrett on multiple occasions and attended several events honoring Officers Witts and Barrett, thanked Officer Witt's for his love and dedication to K-9 Barrett and for their immeasurable impact on the community. Ms. Quidgeon, Dolan, and Smith presented a portrait of K-9 Barrett to Officer Witts and other gift items.
5. Alterations to the Agenda – *none*
6. To Consider and Act on a Motion to Approve:
  - a. The Regular Meeting Minutes of July 10, 2023
  - b. The Special Meeting Minutes of August 3, 2023Motion made by Councilor Caron, seconded by Councilor Bunnell, to approve the July 10, 2023, Regular Meeting Minutes and August 3, 2023, Special Meeting Minutes. Discussion: None. Voice vote, 7-0, 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 candidate for the Niantic River Watershed Committee and Southeastern Connecticut Water Authority. Discussions to include members of the Town Council and Mayor Ronald McDaniel.  
  
Motion made by Councilor Caron, seconded by Councilor Rix. Discussion: None. Voice vote, 7-0, all in favor. Invited parties exited Town Council Chambers for Executive Session at 7:12 p.m. Chairman McNally resumed the meeting at 7:39 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 July 2023 Financial Reports from Finance Director Barbara Griffin
  - b. Copy of the legal bills from Suisman-Shapiro for the month of June 2023
  - c. Copy of the legal bills from Halloran & Sage for the month of June 2023

- d. Copy of the Governance Communication Audit Planning Letter from Auditor Stephen Gross, Clifton Larson Allen LLP
- e. Copy of an invitation letter from Laurie Pallin, Superintendent of Schools, to the August 28 Welcome Back Convocations

In response to Councilor Mandler who questioned the encumbrances that are overspent, Chairman McNally recommended he contact the Finance Director directly.

- 10. Report from the Town Attorney on Matters Referred – *none*
- 11. Remarks from the Mayor and/or Administrative Department Heads to include Matters Referred

Montville Police Chief Wilfred Blanchette, III, acted as the Master of Ceremonies at the recent Law Enforcement Council Academy Graduation, which included Montville Police Officer Graduates Tyler Hughes and Bayron Mora-Serna. The contract with SCCOG (Southeastern Connecticut Council of Governments) for Building Official services has been executed. Former Building Official Vernon Vesey, II, continues to work for the Department as a contract employee. The Mayor is investigating the possibility of hiring an individual who would attend classes while being trained for the position. The next meeting of the Working Group for the Taxation of Federally-recognized Nations, which includes members of the legislative body, Mashantucket-Pequot and Mohegan Tribes, Attorneys representing the parties, OPM (Office of Policy and Management) Secretary, and Town of Ledyard Mayor Fred Allyn and himself, will be held in September. The goal of the Group is to provide a recommendation to the General Assembly. Meetings with offshore wind companies have been held to discuss the possibility of installing a system(s) in the Town of Montville, which is ideally located. The Cook Tower Pre-construction Meeting was held, the funding has been approved, the contract has been awarded, and construction is slated to begin shortly.

- 12. Reports from Standing Committees
  - a. Town Administration/Rules of Procedure – *no report; items on agenda*
  - b. Finance – *no report; items included on agenda*
  - c. Public Works/Solid Waste Disposal

The Moxley Road Bridge Project will soon be completed and it is hoped that the paving will be completed this summer. The grant paperwork for the docks is in the process of being finalized. The Camp Oakdale Pavilion Column Project will go out to bid after a final review by the Town Engineer.

- 13. Reports from Special Committees and Liaison Councilors
  - a. Councilor Bunnell: Library Committee, Parks & Recreation Commission, Volunteer Fire Fighters' Relief Fund

Library Committee – *no meeting*; the bid process for the ramp has closed and the project should begin soon.

Volunteer Fire Fighters' Relief Fund – The following stipends and tax abatements were reported: Montville Fire Company: ten (10) stipends; Mohegan Fire Company: seven (7) stipends Chesterfield Fire Company: three (3) stipends, two (2) tax abatements from January through March), and two (2) stipends and two (2) tax abatements from April through June; Oakdale Fire Company: six (6) stipends, eight (8) tax abatements.

Parks & Recreation Commission – The Commission received several comments from multiple members of the public regarding the safety concerns of the dance room located in the Community Center. It was understood by the Commissioners that the bid process for the structural repairs and painting of the Pavilion was beginning. As of July 19, approximately 350 individuals have been using the tennis and/or pickleball courts. The proposed Montville Youth Sports MOU (Memorandum of Understanding) was tabled.

The Commissioners also discussed the name change for the Community Center, the men's softball league, and approved support for the necessary repairs to the dance room.

- b. Councilor Caron: Commission on Aging, Social Services, Non-Profit Organizations – *no meetings; no report*
- c. Councilor Mandler: Water Pollution Control Authority, Ad-Hoc Covid-19 Impact Study Committee  
Water Pollution Control Authority – The resignation of one of the Commissioners was recognized and the Stony Brook repairs were discussed.  
Ad-Hoc Covid-19 Impact Study Committee – Chairman Mandler sent out three (3) requests to non-town agencies regarding the funds that were appropriated to their organization, with an August 18 deadline.
- d. Councilor May: Conservation Commission  
Per public interest, the Commission is investigating the possibility of forming a private not-for-profit Garden Club to take care of the town's gardens. An additional 60' of bog logs have been placed along the walking trail.
- e. Councilor Rix: Board of Education, Farmers Market Committee, Planning & Zoning Commission  
Board of Education – The Montville Public School's Convocation will be held on August 28. The first day of school will be on August 30.  
Farmers Market Committee – Cruise Night will be the theme for tomorrow evening's Cruise Night at Farmers Market.  
Planning & Zoning Commission – The Commission will be holding a Public Hearing for a Zoning Regulation Text Amendment to prohibit retail and hybrid cannabis establishments.
- f. Councilor Yuchniuk: Economic Development Commission, Public Safety Commission, Youth Services Bureau and Advisory Board  
Economic Development Commission – *no report*  
Youth Services Bureau and Advisory Board – *summer break; no report*  
Public Safety Commission – The Police Department reported 880 Calls for Service and 86 Citations. The Fire Marshal reported that 48 inspections and 1 fire investigation were conducted.

Concerning the dance floor, he reported that three (3) estimates were received but, because they are not equitable and cannot be fairly compared with each other, they are in the process of requesting additional estimates. He noted that the new flooring must be laid on top of the current flooring so as not to disturb the existing floor, which contains asbestos.

14. Appointments and Resignations

- a. 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 Niantic River Watershed Committee and Southeastern Connecticut Water Authority.  
Motion made by Councilor Rix, seconded by Councilor May. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.
- b. To Consider and Act on a Motion to appoint William Pieniadz to the Southeastern Connecticut Water Authority with a term to expire on August 14, 2025.  
Motion made by Councilor Rix, seconded by Councilor Bunnell. Discussion: None. Voice vote, 7-0, all in favor. Motion carried.

- c. To Consider and Act on a Motion to appoint Nathan Hermann to fill a vacancy on the Niantic River Watershed Committee with a term to expire on February 12, 2024.  
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 accept the resignation of Brian Quinn from the Water & Sewer Commission, effective August 7, 2023.  
Motion made by Councilor Caron, seconded by Councilor Bunnell Discussion: Councilors Mandler and May expressed their regrets. Voice vote, 7-0, all in favor. Motion carried.

15. Unfinished Business – *none*

16. New Business

- a. **THE TOWN OF MONTVILLE HEREBY RESOLVES** to review and approve the revised Position Description for the Social Services Specialist, as recommended by the Town Administration/Rules & Procedures Standing Committee. (Councilor Yuchniuk)  
Motion made by Councilor Yuchniuk, seconded by Councilor Bunnell. Discussion: Chairman McNally proposed the following suggestions:

**SUPERVISION EXERCISED:** ~~None~~ *Volunteers*

*The Mayor and the Councilors agreed that the supervision of the volunteers should remain under the Director as the position is not a leadership position.*

Define the Town of Montville in the following section:

**QUALIFICATIONS:** Any combination of experience and training, deemed sufficient by the *Town of Montville*, may be accepted in lieu of minimum educational qualifications.

*Discussion ensued regarding to whom the “Town of Montville” refers. Human Resource Director Maria D’Amelia explained that, per the Town Attorney, it was recommended that a broad term be used.*

Motion made by Councilor McNally, seconded by Councilor Yuchniuk, to amend the motion as follows:

**THE TOWN OF MONTVILLE HEREBY RESOLVES** to review and approve the revised Position Description for the Social Services Specialist, as recommended by the Town Administration/Rules & Procedures Standing Committee, with the following amendment:

**QUALIFICATIONS:** Any combination of experience and training, deemed sufficient by the ~~Town of Montville~~ *Mayor and/or Department Head*, may be accepted in lieu of minimum educational qualifications.

Discussion: Councilor Bunnell reiterated that the verbiage was recommended by the Town Attorney. Councilor Mandler stated the importance of defining the position to avoid any future legal issues. Chairman McNally stated that the Position Descriptions that are proposed this evening are the only position descriptions that state the “Town of Montville”, rather than the “Mayor” and/or “Department Head”. Councilor Caron requested to move the motion. Roll Call vote, 5-2. Voting in Favor: Councilors Caron, Mandler, Rix, Yuchniuk, and McNally. Voting in Opposition: Bunnell and May. Motion amended.

**Resolution #2023-79. THE TOWN OF MONTVILLE HEREBY RESOLVES** to review and approve the revised Position Description for the Social Services Specialist, as recommended by the Town Administration/Rules & Procedures Standing Committee, with the following amendment:

**QUALIFICATIONS:** Any combination of experience and training, deemed sufficient by the ~~Town of Montville~~ *Mayor and/or Department Head*, may be accepted in lieu of minimum educational qualifications.

Discussion: Chairman McNally will contact the Town Attorney to confirm that the amended verbiage is acceptable. 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.

- b. **Resolution #2023-80. THE TOWN OF MONTVILLE HEREBY RESOLVES** to review and approve the revised Position Description for the Zoning/Wetlands Officer, as recommended by the Town Administration/Rules & Procedures Standing Committee, with the following amendment:

**QUALIFICATIONS:** Any combination of experience and training, deemed sufficient by the ~~Town of Montville~~ *Mayor and/or Department Head*, may be accepted in lieu of minimum educational qualifications. (Councilor Yuchniuk)

Motion made by Councilor Rix, seconded by Councilor Bunnell. Discussion: The Councilors agreed to amend and vote on the amended resolution, per their previous discussion. 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.

- c. **Resolution #2023-81. THE TOWN OF MONTVILLE HEREBY RESOLVES** that Mayor Ronald McDaniel be and hereby is authorized to execute a contract for 420 units of foot care for seniors totaling \$11,999.40 (Eleven thousand nine hundred ninety-nine dollars and forty cents) between the Town of Montville and the Senior Resources Agency on Aging, Inc., and further, to approve the Mayor to execute any and all documents that may be necessary. (Mayor Ronald McDaniel)

Motion made by Councilor May, seconded by Councilor Bunnell. Discussion: Councilor Caron stated that the Senior and Social Services Director has been working hard to acquire this and the following grants for the seniors and veterans of the town. It was noted that one unit is the equivalent of one patient visit. 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.

- d. **Resolution #2023-82. THE TOWN OF MONTVILLE HEREBY RESOLVES** that Mayor Ronald McDaniel be and hereby is authorized to execute a contract for 1,620 units of medical transportation service for seniors totaling \$24,526.80 (Twenty-four thousand five hundred twenty-six dollars and eighty cents) between the Town of Montville and the Senior Resources Agency on Aging, Inc., and further, to approve the Mayor to execute any and all documents that may be necessary. (Mayor Ronald McDaniel)

Motion made by Councilor May, 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.

- e. **Resolution #2023-83. THE TOWN OF MONTVILLE HEREBY RESOLVES** that Mayor Ronald McDaniel be and hereby is authorized to execute a contract for 3,744 units of mental health counseling service for seniors totaling \$22,464 (Twenty-two thousand four hundred sixty-four dollars) between the Town of Montville and the Senior Resources Agency on Aging, Inc., and further, to approve the Mayor to execute any and all documents that may be necessary. (Mayor Ronald McDaniel)

Motion made by Councilor Rix, seconded by Councilor May. Discussion: Councilor Caron reported that, thanks to the Ad-Hoc Covid-19 Impact Study Committee and the Town Council, the funds are being well used to help the town's seniors and veterans.

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 #2023-84. THE TOWN OF MONTVILLE HEREBY RESOLVES** that Mayor Ronald McDaniel be and hereby is authorized to execute a contract for support for the homemaker program for seniors totaling \$18,200.00 (Eighteen thousand two hundred dollars) between the Town of Montville and the Senior Resources Agency on Aging, Inc., and further, to approve the Mayor to execute any and all documents that may be necessary. (Mayor Ronald 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.

- g. **Resolution #2023-85. THE TOWN OF MONTVILLE HEREBY RESOLVES** to adopt the 2022 Hazard Mitigation and Climate Adaptation Plan as developed by the Southeastern Connecticut Council of Governments and approved by FEMA. (Mayor Ronald McDaniel)

**WHEREAS**, the Town of Montville has historically experienced severe damage from natural hazards and it continues to be vulnerable to the effects of those natural hazards profiled in the plan (e.g. flooding, extreme heat, droughts, severe storms such as thunderstorms and winter storms, dam failures, wildfires, and earthquakes) resulting in loss of property and life, economic hardship, and threats to public health and safety; and

**WHEREAS**, the Montville Town Council approved the previous versions of the Hazard Mitigation Plan in 2005, 2012, and 2018; and

**WHEREAS**, Southeastern Connecticut Council of Governments, of whom the Town of Montville is a member, has determined that climate change is affecting the frequency and severity of some hazards and therefore elected to expand the Hazard Mitigation Plan Update to become a Hazard Mitigation and Climate Adaptation Plan Update; and

**WHEREAS**, committee meetings were held and public input was sought in 2022 regarding the development and review of the Hazard Mitigation and Climate Adaptation Plan Update; and

**WHEREAS**, the Plan specifically addresses hazard mitigation and climate adaptation strategies and Plan maintenance procedures for the Town of Montville; and

**WHEREAS**, the Plan recommends several hazard mitigation actions that will provide mitigation for specific natural hazards that impact the Town of Montville, with the effect of protecting people and property from loss associated with those hazards while adapting to the effects of climate change; and

**WHEREAS**, Southeastern Connecticut Council of Governments has developed and received conditional approval from the Federal Emergency Management Agency (FEMA) for its Hazard Mitigation and Climate Adaptation Plan Update under the requirements of 44 CFR 201.6; and

**WHEREAS**, adoption of this Plan will make the Town of Montville eligible for funding to alleviate the impacts of future hazards; now therefore be it

**RESOLVED** by the Town Council:

1. The Plan is hereby adopted as an official plan of the Town of Montville;
2. The respective officials identified in the mitigation strategy of the Plan are hereby directed to pursue implementation of the recommended actions assigned to them;

3. Future revisions and Plan maintenance required by 44 CFR 201.6 and FEMA are hereby adopted as a part of this resolution for a period of five (5) years from the date of this resolution.
4. An annual report on the progress of the implementation elements of the Plan shall be presented to the Town Council.

Motion made by Councilor Rix, seconded by Councilor Mandler. Discussion: Mayor McDaniel stated that the Resolution authorizes the town to have access to government grants, including those offered by FEMA (Federal Emergency Management Agency). 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 #2023-86. THE TOWN OF MONTVILLE HEREBY RESOLVES** to authorize Mayor Ronald McDaniel to execute the Agreement Between the Town of East Lyme and the Town of Montville Concerning Private Duty Assignments. (Mayor Ronald McDaniel)

Motion made by Councilor Caron, seconded by Councilor Bunnell. Discussion: Mayor McDaniel stated that the resolution is an addition to the Mutual Aid Program to allow the towns to supplement their staffing for construction projects. The town currently holds a similar agreement with the Town of Colchester. In response to Councilor Mandler, Mayor McDaniel confirmed that the Town of Montville would be prioritized. In response to Councilor May regarding whether the wear and tear costs are covered in the Agreement, Chief Blanchette stated that the hourly rate includes all of the costs related to the service. It was noted that the Town of East Lyme's Board of Selectmen approved the Agreement during their August 2 Regular Meeting. 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. **Resolution #2023-87. THE TOWN OF MONTVILLE HEREBY RESOLVES** to replace a sign at 836 Chesterfield Road, Oakdale, with either Fair Oak's Home of Montville Youth Service Bureau and Parks & Recreation Annex. (Councilor McNally)

Motion made by Councilor Rix, seconded by Councilor Mandler. Discussion: Extensive discussion ensued regarding the naming of the building, which houses the Youth Service Bureau and, as such, is locked and secured for the safety of the youth. Councilor Bunnell stated that an existing Ordinance that was drafted when the building was changed over from a school to a town building refers to the building as the Montville Community Center. Chairman McNally stated that the Ordinance that was presented to them identifies the building as "Fair Oaks" and, per the Town Attorney, the name "Fair Oaks" must remain in the name of the building unless the Ordinance is amended. In such case, Councilor Bunnell proposed the name, "Montville Community Center at Fair Oaks, Home of Montville Youth Service Bureau and Parks & Recreation Annex". Councilor Rix felt that, because the building is not a true community center, it should not be included in the name. Councilor Mandler agreed, adding that he brought the resolution to the Town Council to eliminate the confusion. The building is secured and is neither open nor accessible to the public to protect the town's youth. Councilor May requested that the building, which is used as a voting place, be renamed following the November elections to avoid confusion. Councilor Bunnell also reminded the Councilors that the funding to renovate the building was received on the premise that the building would be built out as a community center. Councilor Yuchniuk concurred with Councilors Mandler and Rix and proposed the name, "Fair Oaks Facility", "Fair Oaks Building", "Fair Oaks Center", or simply "Fair Oaks". Roll Call vote, 7-0, all in favor. Voting in Favor: Councilors Caron, Mandler, Rix, and McNally. Voting in Opposition: Councilor Bunnell, May, and Yuchniuk. Resolution passed.

- j. **Resolution #2023-88. THE TOWN OF MONTVILLE HEREBY RESOLVES** to acknowledge receipt of the Governance Communication Audit Planning Letter from Auditor Stephen Gross of Clifton Larson Allen LLP. (Councilor McNally)  
Motion made by Councilor May, 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.

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

18. Remarks from the Councilors and the Mayor

Councilor Mandler thanked everyone for their attention this evening and expressed his hopes to keep moving forward.

Councilor Rix stated that she was very moved by this evening's presentations. She felt that the ongoing outpouring of support from the community was a true testament to Officer Witts and K-9 Barrett.

Chairman McNally concurred.

Councilor May also concurred and was impressed and touched that the citizens took it upon themselves to honor them and raise funds for the K-9 Units.

Councilor Caron agreed with the Councilors.

Councilor Bunnell thanked the Good Times Motoring Club of Colchester, Connecticut, for their time, effort, and donation as well as Ms. Quidgin, Smith, and Knowland for their efforts and for honoring K-9 Barrett. He also thanked Officer Witts and K-9 Barrett, who has made a great impact on the town in the, relatively, short period of time they have been/were serving the community.

Mayor McDaniel echoed the comments and thanked the Councilors for passing the items on the agenda.

19. Adjournment

Motion made by Councilor Mandler, seconded by Councilor Rix, to adjourn the meeting at 8:25 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**