

Town of Montville  
**Town Administration/Rules & Procedures Standing Committee**  
**Regular Meeting Minutes for August 22, 2016**  
5:30 p.m. – Room 102 – Montville Town Hall

1. Call to Order  
Chairman Jaskiewicz called the meeting to order at 5:30 p.m.
2. Pledge of Allegiance
3. Roll Call (Councilors Jaskiewicz, May, and Rogulski)  
Present were Councilors Jaskiewicz and Rogulski. Absent was Councilor May.
4. Remarks from the public relating to matters on the agenda with a three-minute limit – *none*
5. Alterations to the Agenda – *none*
6. Approval of the:
  - a. Regular Meeting Minutes of Monday, July 25, 2016  
Motion made by Councilor Rogulski, seconded by Councilor Jaskiewicz. Discussion: None. Voice vote, 2-0, all in favor. Motion carried.
7. Unfinished Business
  - a. Vehicle Replacement Policy (Public Works Director Don Bourdeau)  
Public Works Director is continuing to work on the Vehicle Replacement Policy.
  - b. Review of the “Town of Montville Acceptable Use Policy” (Information Systems Director Bill O’Neill)  
The proposed Acceptable Use and Social Media Policies will be sent to the Town Attorney for review.
  - c. Review of the proposed Noise Ordinance (Lt. Leonard Bunnell and Sgt. Mark Juhola)  
Lt. Bunnell is continuing to work on the Noise Ordinance.
  - d. Review and Approve the IT Technician Job Description  
The IT Technician Job Description was approved by the Committee and will be sent to the Town Council for final approval.
  - e. Review the proposed Open Burning Ordinance (Fire Marshal Raymond Occhialini)  
Fire Marshal Occhialini will revise and restructure the Ordinance to exclude the fee.

Town Administration/Rules & Procedures Regular Meeting Minutes  
August 22, 2016

8. New Business
  - a. Animal Control MOU (Memorandum of Understanding)  
The Mayor is in the process of working with the Town of Salem to develop an MOU for the Animal Control Department.
9. Remarks from the Public with a three-minute limit – *none*
10. Remarks from the Committee Members – *none*
11. Adjournment  
The meeting adjourned at 6:30 p.m.