



TOWN OF MONROE

TOWN COUNCIL

MEETING MINUTES

Session # 2024-18

Regular Meeting – Monday, September 23, 2024 – 7:00 P.M.
Meeting conducted in Council Chambers of Town Hall
& Remotely via Zoom

PRESENT:

Chairperson Jonathan Formichella
Vice-Chairperson Enid Lipeles
Councilmember Vincent A. Duva (remote)
Councilmember Cathy Kohut
Councilmember Jason Maur
Councilmember Sean O'Rourke
Councilmember Kevin Reid (remote)
Councilmember Dona-Lyn Wales

ABSENT:

Councilmember Janice Persico

ALSO PRESENT:

First Selectman Terrence P. Rooney
Town Attorney Frank Lieto

I. PLEDGE OF ALLEGIANCE

Formichella called the meeting to order at 7:04 PM and led with the Pledge of Allegiance.

II. ROLL CALL

Formichella took the roll call as noted above.

III. CONSENT CALENDAR

- A.** Approval of the minutes of the Town Council Regular Meeting held on September 9, 2024 (Session 2024-17).
- B. Resolution #24-134: RESOLVED**, that Terrence P. Rooney, First Selectman of the Town of Monroe, is authorized to execute and deliver on behalf of the Town of Monroe, the Older Americans Act Title III Award FY2025 agreements and any associated documents by and between the Southwestern Connecticut Agency on Aging, for the Caregiver Assistance Program (Project #25-E12-38) and Monroe Programs (Project #25-B12-04).

IV. COMMUNICATIONS

- A.** Memo from the First Selectman to the Town Council Chair dated September 19, 2024 regarding the FY2025 Southwestern Connecticut Agency on Aging (SWCAA) Title III Grant Awards.
- B.** Letter of Opinion from the Town Attorney to the First Selectman dated September 19, 2024 regarding the FY2025 Southwestern Connecticut Agency on Aging (SWCAA) Title III Grant Award for Caregiver Assistance.
- C.** Letter of Opinion from the Town Attorney to the First Selectman dated September 19, 2024 regarding the FY2025 Southwestern Connecticut Agency on Aging (SWCAA) Title III Grant Award for Monroe Programs.
- D.** Memo from the First Selectman to the Town Council Chair dated September 19, 2024 regarding an appointment to the Inland Wetlands Commission.
- E.** Memo from the First Selectman to the Town Council Chair dated September 19, 2024 regarding an appointment to the Water Pollution Control Authority.

- F. Memo from the First Selectman to the Town Council Chair dated September 19, 2024 regarding an appointment to the Water Pollution Control Authority.
- G. Memo from the First Selectman to the Town Council Chair dated September 19, 2024 regarding the Police Department Detective Division Office Assistant job description update.
- H. Memo from the First Selectman to the Town Council Chair dated September 19, 2024 regarding the State of Connecticut Department of Emergency Services & Public Protection ICAC Task Force MOU.
- I. Letter of Opinion from the Town Attorney to the First Selectman dated September 19, 2024 regarding the State of Connecticut Department of Emergency Services & Public Protection ICAC Task Force MOU.
- J. Memo from the First Selectman to the Town Council Chair dated September 19, 2024 regarding the Connecticut Foodshare Agency Limited Partners Agreement.
- K. Letter of Opinion from the Town Attorney to the First Selectman dated September 19, 2024 regarding the Connecticut Foodshare Agency Limited Partners Agreement.

V. PUBLIC PARTICIPATION

Formichella asked if anyone in chambers or online wished to participate.

Jason Maur, 44 Stable Ridge Road – he noted that he was appearing as a resident and not in his capacity as a Councilmember. He stated that the Think Pink event would be kicking off in October and thanked the Town for their support. He noted that they had met with the Selectman and all of the schools and we want to formally invite the Council to all of the events, specifically the Palooza on October 6th from 12p-3p on the Town Green.

Formichella asked if anyone else in chambers or online wished to participate. Hearing none, **Formichella** closed Public Participation.

VI. APPOINTMENTS

- A. **Resolution #24-135:** To consider and act upon the resolution regarding the appointment of **Mark Zamary (R)** to the Inland Wetlands Commission for a term ending February 24, 2027.

Motion by Formichella to adopt **RESOLUTION #24-135: RESOLVED**, that the Monroe Town Council hereby approves the First Selectman’s appointment of **Mark Zamary (R)** to the Inland Wetlands Commission for a term ending February 24, 2027.

Second: Wales

Discussion: Formichella stated Mark had lived in Monroe for the past 24 years. He was currently employed as a Technology Executive with Marriott International. He noted that in his professional career, Mark had worked with business partners and vendors on a daily basis. Those experiences and knowledge would be useful in his quest to give back to the town of Monroe through volunteerism.

Formichella stated that his inspiration was his parents who have been involved with boards and commissions in the town that they live in. He stated that some of Mark’s interests are home improvements, volleyball, other sports and spending time with family and friends. He was eager to contribute his time as a member of the Inland Wetlands Commission. This appointment fills the vacancy created by the late Keith Romano.

Motion passed 8-0:

Voting Yes: **Formichella, Lipeles, Duva, Kohut, Maur, O’Rourke, Reid, Wales**

Voting No: None

Absent: Persico

- B. **Resolution #24-136:** To consider and act upon the resolution regarding the appointment of **Nicole Lieto (R)** to the Water Pollution Control Authority for a term ending June 30, 2027.

Motion by Formichella to adopt **RESOLUTION #24-136: RESOLVED**, that the Monroe Town Council hereby approves the First Selectman’s appointment of **Nicole Lieto (R)** to the Water Pollution Control Authority for a term ending June 30, 2027.

Second: Lipeles

Discussion: Formichella stated that Nicole (Nikki) has lived in Monroe her entire life, had served on various boards and commissions, and was been a valuable member and volunteer in the community. He noted that she served on the Board of Health as well as the Youth Commission, and had also served as

Vice President of the Parents and Teachers organization. Nikki has three daughters two of which are in high school and one in college.

This appointment fills a long-standing vacancy on the Water Pollution Control Authority.

Motion passed 8-0:

Voting Yes: **Formichella, Lipeles, Duva, Kohut, Maur, O'Rourke, Reid, Wales**

Voting No: None

Absent: Persico

- C. **Resolution #24-137:** To consider and act upon the resolution regarding the appointment of **Liz Moretti (R)** to the Water Pollution Control Authority for a term ending June 30, 2026.

Motion by Formichella to adopt **RESOLUTION #24-137: RESOLVED**, that the Monroe Town Council hereby approves the First Selectman's appointment of **Liz Moretti (R)** to the Water Pollution Control Authority for a term ending June 30, 2026.

Second: Lipeles

Discussion: Formichella stated that Liz has been a long-time resident of Monroe and has two daughters and was active in the community. He noted that she had been involved in youth sports and served on the board of the Parents and Teachers Organizations. **Formichella** stated that she had served on the Board of Health as well as the Youth Commission and that this appointment fills a long-standing vacancy on the Water Pollution Control Authority.

Motion passed 8-0:

Voting Yes: **Formichella, Lipeles, Duva, Kohut, Maur, O'Rourke, Reid, Wales**

Voting No: None

Absent: Persico

VII. ACTION ITEMS

- A. Town Council Committee on Finance, Education, Health & Public Safety Matters – **Lipeles** noted they had not met since the last Council meeting.
- B. Town Council Committee on Planning & Zoning, Public Works and Park & Recreation – **Duva** stated there was no update.
- C. Town Council Committee on Legislative & Administrative Matters – **Reid** noted they met prior to the meeting and discussed four matters including the Older Americans Act Title III, the Police Department Office Assistant Job Description, the State of Connecticut Department of Emergency Services & Public Protection ICAC Task Force MOU, and the Connecticut Foodshare Agency Limited Partners agreement, which all reached consensus to go before Council.
- D. Strategic Planning Committee - **Formichella** stated he previously informed Council that last Monday, September 16th heard from a portion of the building plan analysis. He noted that the next portion of the plan would be discussed on October 21st and the report was on the Board of Education Website. **Formichella** stated that he believed there would be an advisory position from Council and the Board of Finance for the advisory committee. **Formichella** encouraged members to review the facility study.
- E. Open Space Preservation and Acquisition Committee – **O' Rourke** noted they have not met since the last Council meeting.
- F. First Selectman's Update –First Selectman Rooney provided an update as follows:

Operations Update:

Masuk High School Partnership

- Jonah, a Masuk High School student, will be shadowing me a few times a month for the school year. I look forward to showing him the ins and outs of Town Hall and the Town.

CIRMA

- We received a check for \$25,692.00 from our insurer, Connecticut Interlocal Risk Management Agency (CIRMA) who provides critical and stable protections in risk management and insurance services within the Connecticut Public Sector. It is a service program under CCM, Connecticut Conference of Municipalities.

Emergency Services Update:

9/11 Ceremony

- A ceremony was held at the Monroe firehouse on Shelton Road in remembrance of the day. Those of us who experienced that tragic day will never forget. We carry the responsibility to those born after 9/11 as a reminder of not only what our country has endured, but our ability to rise up from the ashes and become a stronger more vigilant America.

9/11 Motorcycle Ride

- I was honored to attend and speak at the 23rd annual CT United Ride on September 8, 2024. Each year, the CT United Ride, which is Connecticut's largest annual 9/11 tribute, has riders and spectators totaling over 20,000 people. The motorcade route came through Monroe's Main Street and continued on to Trumbull. Thank you for all of those who participated and continue to support the ride.

Major Disaster Declaration Approved

- On September 20th it was announced that President Biden approved Governor Lamont's request for a major disaster declaration. This means that federal funding is going to be made available from FEMA. Please click the link to begin applying for assistance <https://www.disasterassistance.gov/>.

Northbrook Condo Fire

- There was a fire at Northbrook Condo on Saturday, September 14, 2024. Thank you to our EMS, Police, and Fire teams for acting fast and keeping everyone safe. Special thank you to Kim Cassia for assisting with social services needs that were needed from this event.

Community Update:

Center for family Justice Speaking of Women

- I attended and introduced Deb Greenwood at the Speaking of Women Event for Center for Family Justice. This is an annual and important event for CFJ. Since being elected, I have learned more about what the Center for Family Justice does and I find it to be very inspiring.

Ribbon Cuttings

- Nonna's Pizza & Pasta

Grants:

Southwestern Connecticut Agency on Aging Grant

- We officially received funding of \$7,209.49 in Caregiver Assistance and \$18,386.18 for Programs.

VIII. UNFINISHED BUSINESS

None

IX. NEW BUSINESS

- A. Resolution #24-138:** To consider and act upon a resolution regarding the Police Department Detective Division Office Assistant job description update.

Motion by Lipeles to adopt **RESOLUTION #24-138 RESOLVED**, that the Town Council hereby approves the new job description and renaming and authorizes the First Selectman to implement as soon as practical.

Second: Maur

Discussion: Rooney stated that the Director of Human Resources had requested that the Office Assistant job description be updated and renamed since the most current description was from 1997 and outdated. **Rooney** noted that these changes would better reflect the current role and responsibilities of the position and that the new job description was approved by the clerical union.

Motion passed 8-0:

Voting Yes: **Formichella, Lipeles, Duva, Kohut, Maur, O'Rourke, Reid, Wales**

Voting No: None

Absent: Persico

- B. Resolution #24-139:** To consider and act upon a resolution regarding the State of Connecticut Department of Emergency Services & Public Protection ICAC Task Force MOU.

Motion by Lipeles to adopt **RESOLUTION #24-139: RESOLVED**, that Terrence P. Rooney, First Selectman of the Town of Monroe, is authorized to execute and deliver on behalf of the Town of Monroe, the Internet

Crimes Against Children Task Force MOU and any associated documents by and between the State of Connecticut Department of Emergency Services & Public Protection for the ICAC Task Force.

Second: Wales

Discussion: Rooney stated that as in previous years, the Monroe Police Department had entered into a Memorandum of Understanding with the State of Connecticut Department of Emergency Services and Public Protection task force for Internet Crimes Against Children (ICAC). He stated that the goal of the MOU was to promote efficiency in operations and provide guidelines necessary to ensure standardization in policies and procedures among Task Force participants. **Rooney** stated that Chief White had provided a copy of the most recent Memorandum of Understanding and that the matter was reviewed by the Town Attorney, who provided his letter of opinion.

Motion passed 8-0:

Voting Yes: **Formichella, Lipeles, Duva, Kohut, Maur, O'Rourke, Reid, Wales**

Voting No: None

Absent: Persico

- C. Resolution #24-140:** To consider and act upon a resolution regarding the Connecticut Foodshare Agency Limited Partners Agreement.

Motion by Lipeles to adopt **RESOLUTION #24-140: RESOLVED**, that Terrence P. Rooney, First Selectman of the Town of Monroe, is authorized to execute and deliver on behalf of the Town of Monroe, the Limited Partners Agency Agreement, and any associated documents by and between the Connecticut Foodshare, for food distribution.

Second: Kohut

Discussion: Rooney stated that the Connecticut Foodshare had provided us with their updated standard Limited Partners Agency Agreement which ensures that the Town agrees to all terms and conditions regarding the receipt, use, and distribution of products. He noted that our Director of Community and Social Services had advised him that Connecticut Foodshare requested the update since there was a change in our leadership. **Rooney** stated that the Town Attorney reviewed the documents and provided his letter of opinion.

Motion passed 8-0:

Voting Yes: **Formichella, Lipeles, Duva, Kohut, Maur, O'Rourke, Reid, Wales**

Voting No: None

Absent: Persico

- D. St. Jude Discussion** (Executive Session Anticipated)

Motion by Formichella to enter executive session at 7:24 PM to discuss the St. Jude Purchasing Agreement, inviting the Town Attorney and First Selectman.

Second: Kohut

Discussion: None

Motion passed 8-0:

Voting Yes: **Formichella, Lipeles, Duva, Kohut, Maur, O'Rourke, Reid, Wales**

Voting No: None

Absent: Persico

Executive Session ended at 8:08 PM and no votes were taken.

X. PUBLIC PARTICIPATION

None

XI. ADJOURNMENT

Formichella adjourned the meeting at 8:09 PM.

Respectfully submitted by, Kerry McAndrew, Clerk