



# TOWN OF MONROE

## TOWN COUNCIL

### MEETING MINUTES

Session # 2025-13

Regular Meeting – June 9, 2025 – 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  
Councilmember Cathy Kohut  
Councilmember Jason Maur  
Councilmember Janice Persico  
Councilmember Kevin Reid (remote)  
Councilmember Dona-Lyn Wales

**ABSENT:** Councilmember Sean O'Rourke

**ALSO PRESENT:** First Selectman Terrence P. Rooney  
Town Attorney Frank Lieto  
Public Works Director Chris Nowacki  
Public Works Assistant Director Bill Phillips  
Library Director Nicole Cignoli  
EMS Chief Craig Rosenberg

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#### I. PLEDGE OF ALLEGIANCE

**Formichella** called the meeting to order at 7:03PM and led with the Pledge of Allegiance.

#### II. ROLL CALL

**Formichella** stated every member was present in person with the exception of Council Member Sean O'Rourke who was absent.

#### III. PUBLIC HEARING

**A.** 2025 Neighborhood Act Assistance Program – Pursuant to C.G.S §12-632, the Town Council shall conduct a public hearing to receive input on proposals submitted for consideration for the 2025 Neighborhood Assistance Act Program.

**Formichella** opened the Public Hearing at 7:05pm and asked if anyone from the community would like to speak regarding applications regarding the program. **Formichella** asked one more time if anyone else online or in person wished to participate. Hearing none, **Formichella** closed Public Hearing at 7:06pm.

#### IV. CONSENT CALENDAR

**A.** Approval of the minutes of the Town Council Regular Meeting held on May 27, 2025 (Session 2025-12).

**B.** Approval of the Tax Collector's Request for Refunds, dated June 2, 2025, totaling \$1,592.34.

**C.** Acceptance of the donations received for the following programs:

- Community & Social Services: \$1,317.00
- Edith Wheeler Memorial Library: \$1,661.26 & in-kind donation of 19 books, 2

	DVDs, 2 wooden tennis racquets, cricut supplies, yarn/knitting supplies
• Emergency Medical Services:	\$1,567.50
• Farmers' Market:	\$10.00
• Food Pantry:	\$1,699.00
• Project Warmth:	\$819.00

**D. RESOLUTION #25-072: 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 Extension to Maintenance and Support Agreement # 007080-002, and any associated documents by and between Idemia Identity & Security USA LLC for the LiveScan fingerprinting systems.

**Motion by Maur**, to updated language to reflect as Idemia Identity & Security USA LLC.

**Second: Lipeles**

**Motion passed 8-0:**

Voting Yes: **Formichella, Lipeles, Duva, Kohut, Maur, Persico, Reid, Wales**

Voting No: None

Absent: O'Rourke

**E. RESOLUTION #25-073: 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 Snow Plowing/Deicing and Snow Removal Contracts and any associated documents by and between The Natures Edge for services through July 1, 2026.

**F. RESOLUTION #25-074: 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 Snow Plowing/Deicing and Snow Removal Contract and any associated documents by and between C & E Landscaping LLC for services through July 1, 2026.

**V. COMMUNICATIONS**

- A.** Memo from the First Selectman to the Town Clerk dated June 2, 2025 regarding notice of a Public Hearing for the Neighborhood Assistance Act.
- B.** Memo from the First Selectman to the Town Council Chair dated June 5, 2025 regarding the 2025 Neighborhood Assistance Act Program Applications.
- C.** Memo from the Tax Collector to the Town Council Chair dated June 2, 2025 regarding a Request for Refunds.
- D.** Memo from the First Selectman to the Town Council Chair dated June 5, 2025 regarding various donations.
- E.** Memo from the First Selectman to the Town Council Chair dated June 5, 2025 regarding the Idemia Identity & Security USA LLC Maintenance & Support Agreement.
- F.** Letter of Opinion from the Town Attorney to the First Selectman dated June 3, 2025 regarding the Idemia Identity & Security USA LLC Maintenance & Support Agreement.
- G.** Memo from the First Selectman to the Town Council Chair dated June 5, 2025 regarding the Snow Plowing/Deicing and Snow Removal Contracts.
- H.** Letter of Opinion from the Town Attorney to the First Selectman dated June 3, 2025 regarding the Snow Plowing/Deicing and Snow Removal Contracts.
- I.** Memo from the First Selectman to the Town Council Chair dated June 5, 2025 regarding the Emergency Medical Services Administrator job description.
- J.** Memo from the First Selectman to the Town Council Chair dated June 5, 2025 regarding the Department of Public Works Highway job descriptions.
- K.** Memo from the First Selectman to the Town Council Chair dated June 5, 2025 regarding the Cintas Workplace Solutions Agreement.
- L.** Letter of Opinion from the Town Attorney to the First Selectman dated June 3, 2025 regarding the Cintas Workplace Solutions Agreement.

- M. Memo from the First Selectman to the Town Council Chair dated June 5, 2025 regarding the Community Center Site Gym Wall Repair Contract.
- N. Letter of Opinion from the Town Attorney to the First Selectman dated June 4, 2025 regarding the Community Center Site Gym Wall Repair Contract.

**VI. PUBLIC PARTICIPATION**

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

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

**VII. APPOINTMENTS**

None

**VIII. ACTION ITEMS**

- A. Town Council Committee on Finance, Education, Health & Public Safety Matters – **Lipeles** noted they had not met for a meeting in a while.
- B. Town Council Committee on Planning & Zoning, Public Works and Park & Recreation – **Duva** stated that they had not met since the last meeting.
- C. Town Council Committee on Legislative & Administrative Matters – **Reid** noted they met prior to the meeting and discussed all items of new business and three items on consent calendar. He noted that all resolutions passed for consensus to come before Council. He noted that the discussion centered around the utilization of the former St. Jude school as a potential option for relief, however the Committee dismissed the use of the former school and will no longer be pursuing that as an option. He noted there was gratitude to the First Selectman for offering the option.
- D. Strategic Planning Committee - **Formichella** stated that since the last Town Council meeting he had attended an Ad Hoc Facilities Committee meeting.
- E. Open Space Preservation and Acquisition Committee – **Formichella** noted they have not met since the last Council meeting.
- F. First Selectman’s Update –First Selectman Rooney provided an update as follows:

**Operations:**

MetroCOG

- Update on the PURA docket. MetroCOG filed the Motion to Intervene and submitted the Notice of Intent to apply for Stakeholder Compensation. The Motion to Intervene was granted by PURA on May 27<sup>th</sup>. In addition to MetroCOG which is representing Monroe’s interest and funding this initiative; several other parties filed intervenor motions. The parties include 5 municipalities outside of MetroCOG (New Canaan, Ridgefield, Shelton, Wilton, & Westport), WestCOG, Save the Sound, the Connecticut Attorney General’s Office, the Connecticut Water Company, and the State of Connecticut Department of Public Health.

Masuk High School Intern Program

- Jonah, a student from Masuk High School who has been interning here the past year, has been a tremendous help to Town Hall. He recently had his last visit for the year and we’ve greatly appreciated his contributions and hope he’ll return next school year. It’s been a pleasure having him with us.

Law Enforcement Torch Run for Special Olympics

- The Monroe Police Department participates every year in a run through the streets in support of the Special Olympics. This year our law enforcement runners were met with open arms by many citizens cheering them on their journey of passing the torch to our neighboring towns of Trumbull and Shelton.

**Emergency Services Update:**

Monroe Volunteer Emergency Services Open House

- Over the weekend, the Monroe Volunteer Services had an Open House at our EMS facility. It was great to see everyone supporting our EMS, who is so important to Monroe. As I spoke with the different professionals I learned about new technology that allows paramedics to give blood during patient travel to the hospital which will potentially save lives. Also, I spoke in length with our EMS Administrator Lisa Pane about her fall protection program which is a proactive effort to prevent falls. Falls are a significant amount of call volume in Monroe.

### **Capital Projects:**

#### Community Center Site

- Tonight, on the council agenda is an approval for the bid of the gym wall repair. If this body approves this will be a big step in making the building viable for activities in the gym.

### **Community Update:**

#### Walk a Mile in Her Shoes

- The annual Walk a Mile in her shoes event, put on by the Center of Family Justice was held on May 31<sup>st</sup>. I was not in attendance; however, Detective Stacey Cascante of the Monroe Police Department was given an award for her continued support of the fundraiser walk. Thank you to the Police Department for their continued support of the Center for Family Justice, who does so much for Monroe.

#### Monroe Chamber of Commerce Golf Tournament

- I had the pleasure of attending the annual Chamber of Commerce Golf Tournament at Whitney Farms. The Chamber plays an important role in supporting our town, and I was glad to be part of this meaningful event.

#### Pride

- The annual pride flag raising was conducted on Saturday. I attended after leaving the EMS event and saw many happy faces celebrating the day. Thank you, Councilwoman Persico for being Master of Ceremonies and Councilman Jason Maur for donating his DJ skills. State Representative Tony Scott and Superintendent Kobza spoke on the great community we have in Monroe.

#### Commendation

- Over the weekend Aiden Tiberio received the honor of Eagle Scout, which many aspire but few attain.

#### Barnum Festival

- I attended the Barnum Festival celebration in Stevenson. Great music, activities and fun for all. The car show was well attended and I spoke on behalf of my childhood memories of the Barnum Festival and Ring Master ceremonies in Bridgeport. The Barnum Festival represents the celebration of P.T. Barnum the original influencer, showman, and founder of the Ringling Brothers, Barnum, and Bailey Circus.

### **State Legislation:**

#### HB5002

- This legislation is in the Governors hands after it passed through the Connecticut House of Representatives and the Senate. This Bill has been rejected by many State Representatives and Senators, regardless of affiliation. Senators Perillo and Senator Wilcox along with State Representative Scott have voted no against this bill. Although their efforts made a significant impact on the final version, I recommend this council read this bill to understand the large potential impact it will have on Monroe. If approved by the Governor, commercial properties will be able to develop housing without our town planning and zoning oversight.

**Kohut** inquired if Council should have a consensus of opposition and send a letter from the Town Council to the Governor's Office. **Formichella** stated that it had not been done in the past but referred the matter to the Planning & Zoning, Public Works and Park & Recreation sub-committee to discuss a potential plan forward. **Maur** stated in the past there have been letters sent, based off commission recommendation. **Formichella** stated that the subcommittee would discuss the matter, reach out to the Planning & Zoning Administrator, Town Attorney, State Representatives, and Senators who could provide a holistic view

point of the bills impact to the Town of Monroe before the Governor decided to assign or veto. **Rooney** stated the Governor had ten days to act on the bill and we were a few days into that. He stated that under normal circumstance moving this matter to subcommittee may be prudent, but in this situation the bill would be decided on prior to those meetings. **Lieto** stated that it would be difficult to gather and incorporate the opinions of other boards, commissions, and administrators into the opinion. **Formichella** stated that he was unaware how many members read the bill and would recommend the subcommittee meet this week and then hold a special Town Council meeting shortly after subcommittee to discuss any type of action or letter.

**IX. UNFINISHED BUSINESS**

None

**X. NEW BUSINESS**

- A. Resolution #25-075:** To consider and act upon a resolution regarding the 2025 Neighborhood Assistance Act Program Applications.

**Motion by Lipeles** to adopt **RESOLUTION #25-075: RESOLVED**, that the 2025 Neighborhood Assistance Act Program applications from the Community & Social Services department for the Project Warmth and Food Pantry Programs and from Monroe EMS for the Community Fall Prevention Programs are hereby approved.

**Second: Kohut**

**Discussion: Rooney** stated the Town of Monroe was participating in the 2025 Neighborhood Assistance Act (“NAA”) Program, which benefits municipal agencies and community non-profit organizations through a state tax credit. He stated that applications were received from the Community & Social Services department for the Project Warmth and Food Pantry programs and from Monroe EMS for Community Fall Prevention Programs. As required by the NAA program, a public hearing was required as a condition precedent to Town Council approval.

**Motion passed 8-0:**

Voting Yes: **Formichella, Lipeles, Duva, Kohut, Maur, Persico, Reid, Wales**

Voting No: None

Absent: O’Rourke

- B. Resolution #25-076:** To consider and act upon a resolution regarding the Emergency Medical Services Administrator job description.

**Motion by Lipeles** to adopt **RESOLUTION #25-076: RESOLVED**, that the Town Council hereby approves the EMS Administrator job description and authorizes the First Selectman to implement as soon as practical.

**Second: Maur**

**Discussion: Rooney** stated that Craig Rosenberg, Chief of EMS, requested that the EMS Administrator position be changed from part-time to full-time, based on the needs of the EMS department. He stated that the full-time position was approved in the FY25/26 budget.

**Motion passed 8-0:**

Voting Yes: **Formichella, Lipeles, Duva, Kohut, Maur, Persico, Reid, Wales**

Voting No: None

Absent: O’Rourke

- C. Resolution #25-077:** To consider and act upon a resolution regarding the Department of Public Works Highway job descriptions.

**Motion by Lipeles** to adopt **RESOLUTION #25-077: RESOLVED**, that the Town Council hereby approves the Department of Public Works Highway job descriptions and authorizes the First Selectman to implement as soon as practical.

**Second: Maur**

**Discussion: Rooney** stated that the Public Works job descriptions were being updated per the new Highway Union Collective Bargaining Agreement (CBA). He noted that the position of Parks Crew Leader

was new and the positions of Parks Maintainer, Maintainer II, Maintainer III and Maintainer IV had updated titles and minor adjustments. **Rooney** stated that the changes would be effective July 1, 2025 per the CBA.

**Motion passed 8-0:**

Voting Yes: **Formichella, Lipeles, Duva, Kohut, Maur, Persico, Reid, Wales**  
Voting No: None  
Absent: O'Rourke

- D. Resolution #25-078:** To consider and act upon a resolution regarding the Cintas Workplace Solutions Agreement.

**Motion by Lipeles** to adopt **RESOLUTION #25-078: 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 Facilities Solutions Agreement and any associated documents by and between Cintas for services at the Town Hall, Library, and Parks & Recreation facilities.

**BE IT FURTHER RESOLVED**, that the Town Council waives §4.3 of the Town's Purchasing Policy with respect to this matter.

**Second: Maur**

**Discussion: Rooney** stated that during the budget preparation process, Cintas the vendor that currently provides the Town with floor mats/carpets advised the Town that they were able to provide the Town with no increase pricing, for a five-year term, as a Participating Public Agency pursuant to a Master Agreement with the University of Nebraska. He stated that Cintas had provided a single workplace solutions agreement that encompasses the Town Hall/PD, Edith Wheeler Memorial Library and Parks & Recreation facilities. **Rooney** stated that the Town Attorney had reviewed the agreement and provided his letter of opinion. **Kohut** inquired if this would include the Community Center Site. **Nowacki** stated that if necessary, we could utilize the contract and pricing.

**Motion passed 8-0:**

Voting Yes: **Formichella, Lipeles, Duva, Kohut, Maur, Persico, Reid, Wales**  
Voting No: None  
Absent: O'Rourke

- E. Resolution #25-079:** To consider and act upon a resolution regarding the Community Center Site Gym Wall Repair Contract.

**Motion by Lipeles** to adopt **RESOLUTION #25-079: 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 Community Center Site Gym Wall Repair Contract and any associated documents by and between Titan Enterprises for the Gym Wall Repair.

**Second: Maur**

**Discussion: Rooney** stated that earlier this year, the Town issued a Request for Proposals ("RFP") for the Community Center Site Gym Wall Repair Contract. He stated that four (4) bids were received, one of which was determined to be acceptable by our Public Works Assistant Director. **Rooney** stated that through the RFP process we saw a significant savings from the original projections. He stated that this matter was reviewed by the Town Attorney who provided his letter of opinion.

**Motion passed 8-0:**

Voting Yes: **Formichella, Lipeles, Duva, Kohut, Maur, Persico, Reid, Wales**  
Voting No: None  
Absent: O'Rourke

**XI. PUBLIC PARTICIPATION**

None

**XII. ADJOURNMENT**

**Formichella** adjourned the meeting at 7:33PM.

*Respectfully submitted by, Kerry McAndrew, Clerk*