



TOWN OF MONROE

TOWN COUNCIL

AGENDA

Session # 2025-20

Regular Meeting - Tuesday, October 14, 2025 – 7:00 P.M.

HYBRID PUBLIC MEETING
TOWN HALL COUNCIL CHAMBERS & UTILIZING ELECTRONIC EQUIPMENT

**THIS MEETING MAY BE ACCESSED BY THE PUBLIC EITHER IN-PERSON OR ELECTRONICALLY
IN REAL-TIME AS SET FORTH HEREIN BELOW**

NOTICE: THIS MEETING WILL BE CONDUCTED IN PART VIA ELECTRONIC EQUIPMENT PURSUANT TO CONNECTICUT LAW

All participants may attend in-person or remotely as follows:

- Via computer, tablet or smartphone at this link:

<https://us06web.zoom.us/j/87353170361?pwd=maha60xwRo5lJMra2aeZl8BefzCUBo.1>

- Via phone at: 1-929-205-6099

Meeting ID: **873 5317 0361**

Passcode: **227703**

Please note:

- This meeting will be recorded and made available on the Town's website pursuant to state law.
- If you are attending remotely, please remember to mute your microphone unless you are speaking.
- Anyone participating remotely should state their name and title, if applicable, at the outset of each occasion that such a person is speaking.
- All votes taken during which any member of this body is participating remotely shall be taken by roll call, unless the vote is unanimous.
- The chat feature will not be utilized nor considered during this meeting.

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

III. CONSENT CALENDAR

- A.** Approval of the minutes of the Town Council Regular Meeting held on September 29, 2025 (Session 2025-19).
- B.** Approval of the Tax Collector's Request for Refunds, dated October 8, 2025, totaling \$11,525.00.
- C.** Acceptance of the donations received for the following programs:
- Community & Social Services: \$558.00
 - Community Emergency Response Team: \$100.00
 - Edith Wheeler Memorial Library: \$300.00 & in-kind donation of 19 books & 9

	DVDs
• Emergency Medical Services:	\$132.50
• Farmers' Market:	\$230.00
• Food Pantry:	\$2,571.00
• Monroe CT 250 Committee:	\$8.50
• Police Department:	\$50.00
• Project Warmth:	\$146.00

IV. COMMUNICATIONS

- A. Memo from the Tax Collector to the Town Council Chair dated October 8, 2025 regarding a Request for Refunds.
- B. Memo from the First Selectman to the Town Council Chair dated October 9, 2025 regarding various donations.
- C. Memo from the First Selectman to the Town Council Chair dated September 4, 2025 regarding an appointment to the Board of Ethics.

V. PUBLIC PARTICIPATION

VI. APPOINTMENTS

- A. **Resolution #25-099:** To consider and act upon the resolution regarding the appointment of **Suzanne Testani (R)** to the Board of Ethics as an alternate for a term ending January 1, 2027.

VII. ACTION ITEMS

- A. Town Council Committee on Finance, Education, Health & Public Safety Matters
- B. Town Council Committee on Planning & Zoning, Public Works and Park & Recreation Matters
- C. Town Council Committee on Legislative & Administrative Matters
- D. Strategic Planning Committee
- E. Open Space Preservation and Acquisition Committee
- F. First Selectman's Update

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

- A. Acceptance of the following donations that individually exceed \$1,500.00:
 - Food Pantry:
 - \$1,500.00 from Craig Garvey
 - Project Warmth:
 - \$2,000.00 from Newtown Savings Bank Foundation

X. PUBLIC PARTICIPATION

XI. ADJOURNMENT

GUIDELINES FOR PUBLIC PARTICIPATION

- Anyone who desires to address the Council must adhere to the following rules of participation:
- At the start of Public Participation, the Chair or Moderator shall ask all persons desiring to participate to identify yourself by name, one at a time.
 - The Chair or Moderator shall create a list of identified participants and shall, in their sole discretion, recognize each by name one at a time.
 - Upon recognition, each participant shall state their full legal name and address for the record.
 - All participants shall speak clearly in a civil, non-argumentative and respectful manner.
 - Comments shall be limited to three (3) minutes.
 - Comments shall be directed to the Council as a whole & not to any single member, individual or entity.
 - The Chair may alter these rules from time to time, in his sole discretion.

Failure to comply with the rules or any other conduct which is disruptive to the proceedings shall result in removal from the meeting.

Second Public Participation: Anyone who desires to address the Council during Second Public Participation must adhere to the rules of Public Participation as aforesaid except that comments shall be strictly limited to unresolved matters of Unfinished Business or New Business on that day's agenda.



TOWN OF MONROE

TOWN COUNCIL

MEETING MINUTES

Session # 2025-19

Regular Meeting – Monday, September 29, 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 (remote)
Councilmember Cathy Kohut
Councilmember Jason Maur (remote)
Councilmember Janice Persico (remote)
Councilmember Kevin Reid (remote)
Councilmember Dona-Lyn Wales

ABSENT:

Councilmember Sean O'Rourke

ALSO PRESENT:

First Selectman Terrence P. Rooney

I. PLEDGE OF ALLEGIANCE

Formichella called the meeting to order at 7:01PM 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 8, 2025 (Session 2025-18).

IV. COMMUNICATIONS

- A.** Memo from the Historical Society to the Town Council Chair dated August 29, 2025 regarding the Beardsley Homestead.
- B.** Memo from the First Selectman to the Town Council Chair dated September 4, 2025 regarding an appointment to the Board of Ethics.
- C.** Memo from the WMNR General Manager to the First Selectman dated September 9, 2025 regarding the revised WMNR FY26 Budget.
- D.** Memo from the First Selectman to the Town Council Chair dated September 25, 2025 regarding the revised WMNR FY26 Budget.
- E.** Memo from the First Selectman to the Town Council Chair dated September 25, 2025 regarding the Centek Engineering, Inc., Purchasing Agreement.
- F.** Letter of Opinion from the Town Attorney to the First Selectman dated September 24, 2025 regarding the Centek Engineering, Inc., Purchasing Agreement.
- G.** Memo from the First Selectman to the Town Council Chair dated September 25, 2025 regarding the Election Systems & Software, LLC Maintenance, License and Support Services Agreement.

- H. Letter of Opinion from the Town Attorney to the First Selectman dated September 25, 2025 regarding the Election Systems & Software, LLC Maintenance, License and Support Services Agreement.
- I. Memo from the First Selectman to the Town Council Chair dated September 25, 2025 regarding the PBC Guru, LLC Library Speakers Consortium Memorandum of Understanding.
- J. Letter of Opinion from the Town Attorney to the First Selectman dated September 24, 2025 regarding the PBC Guru, LLC Library Speakers Consortium Memorandum of Understanding.
- K. Memo from the First Selectman to the Town Council Chair dated September 25, 2025 regarding the 2025 Early Voting Grant Award Agreement.
- L. Letter of Opinion from the Town Attorney to the First Selectman dated September 24, 2025 regarding the 2025 Early Voting Grant Award Agreement.

V. PUBLIC PARTICIPATION

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

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

Jason Maur, 44 Stable Ridge Road – was not speaking in his capacity as a Councilmember, but in his capacity as a resident and representative for Think Pink Monroe. He stated that Think Pink Monroe would be starting off in October and the first event would be at the Farmers Market this Friday. **Maur** stated that the Think Pink Palooza that was always on the green would be Sunday from 12p-3p and that he was formally inviting all town officials and all of Town Council. He noted there would be a corn hole tournament, food trucks, and family friendly activities. He thanked the Town of Monroe for all of their continued support.

Formichella asked if anyone in chambers or online wished to participate. Hearing none, **Formichella** closed public participation.

VI. APPOINTMENTS

- A. **Resolution #25-099:** To consider and act upon the resolution regarding the appointment of **Suzanne Testani (R)** to the Board of Ethics as an alternate for a term ending January 1, 2027. **Formichella** tabled this to the next meeting.

VII. ACTION ITEMS

- A. Town Council Committee on Finance, Education, Health & Public Safety Matters – **Lipeles** noted they had not met for a meeting.
- 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 with the exception of the appointment. He noted that all other resolutions passed for consensus to come before Council.
- D. Strategic Planning Committee - **Formichella** stated that they had not met since the last meeting and he did not have an updated on the pending items.
- 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:

Emergency Services Update:

Dennis Cassia

- On behalf of the Town of Monroe, we mourn the loss of a beloved citizen and longtime member of our Monroe Volunteer Fire Department, Dennis Cassia. Dennis and his wife Kim, have made a major impact in the lives of everyone that knew them. Dennis represented the highest level of honor and respect demonstrated in the fire service. He will be deeply missed. Our hearts and support are with Kim, his daughter Jennifer, and the entire Cassia family.

Community Update:

Center for Family Justice Speaking of Women

- I attended the annual Speaking of Women event hosted by the Center for Family Justice. It was an honor to attend and introduce Deb Greenwood, the President of CFJ.

Rotary Club Golf Tournament

- Thank you to former First Selectman Ken Kellogg for putting together a great event. The donations raised from this event always go to a good cause.

Constitution Week

- The United States Constitution embodies the fundamental principles by which our country is governed. For the week of September 17th through the 23rd, we honored the United States Constitution and the rights it gave all Americans as individuals. As we recognized the 237th anniversary of the framing of the Constitution, we encouraged everyone to take time out of their busy schedules to reflect on one of the most important documents written in American history.

Ribbon Cuttings

- Medical Arts Pharmacy
- Retro Spin Shop
- Millie Jo's on Main

Fishing Derby

- American Legion held their annual Children's Fishing Derby this weekend. I was unable to attend; however, the weather was outstanding and it was a beautiful day for fishing.

VIII. UNFINISHED BUSINESS

None

IX. NEW BUSINESS

- A. Resolution #25-103:** To consider and act upon a resolution regarding the revised FY26 Budget for WMNR. **Motion by Lipeles** to adopt **RESOLUTION #25-103: RESOLVED**, that the revised FY26 Budget for WMNR is hereby approved as presented.

Second: Wales

Discussion: Rooney stated that the FY2026 WMNR budget was approved by this Town Council on May 27, 2025 and by the Board of Finance on July 17, 2025, however WMNR approved a revised budget on September 2, 2025. He stated that Kurt Anderson informed him that, since 1994, WMNR had received Federal funds as an annual grant from the Corporation for Public Broadcasting (CPB) and that in FY2025 WMNR received \$102,828 from CPB, which was in WMNR's FY2026 budget. On July 18, 2025, forward Federal funding for CPB was rescinded and no funding was included in the regular Federal FY2026 appropriation. **Rooney** stated that the budget revision adjusts for the funding loss and that these funds had supported WMNR's broadcast of classical music with no news.

Motion passed 8-0:

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

Voting No: None

Absent: O' Rourke

- B. Resolution #25-104:** To consider and act upon a resolution regarding the Centek Engineering, Inc., Purchasing Agreement.

Motion by Lipeles to adopt **RESOLUTION #25-104: 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 Purchasing Agreement and any associated documents by and between Centek Engineering, Inc, for the structural analysis for WMNR antennas.

Second: Kohut

Discussion: Rooney stated that WMNR had notified him that they needed to find a new site for the transmitting and receiving antennas, as well as the small transmitter. He stated that WMNR had identified a possible location on an existing tower at the University of New Haven in West Haven. **Rooney** stated

that Daniel Rosemark, who has been the attorney used by the Town for the Chalk Hill cell tower and other WMNR tower leases, had recommended that a structural analysis be done on the University's tower and the proposed WMNR antenna. **Rooney** stated that Daniel Rosenmark recommended that WMNR utilize the engineering firm Centek Engineering in Branford for the structural analysis. He stated that this matter had been reviewed by our 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

- C. **Resolution #25-105:** To consider and act upon a resolution regarding the Election Systems & Software, LLC Maintenance, License and Support Services Agreement.

Motion by Lipeles to adopt **RESOLUTION #25-105: RESOLVED**, that Debra Dutches and Katherine Briggs, Registrar of Voters for the Town of Monroe, be jointly authorized to execute and deliver on behalf of the Town of Monroe, the Agreement between the Town and Election Systems & Software as presented ("Agreement"); and,

FURTHER RESOLVED, that Debra Dutches and Katherine Briggs, Registrar of Voters for the Town of Monroe, be further jointly authorized to execute and deliver on behalf of the Town of Monroe, any further agreements and or instruments which may be necessary to achieve the intent of the Agreement, including without limitation, any such agreements or instruments regarding the service, repair, or maintenance of the voting tabulator machines.

Second: Wales

Discussion: Rooney stated that In January of this year, the Town and the State entered into an agreement for new tabulators under the State of Connecticut Electronic Voting Equipment Lease Agreement. He noted that on May 19, 2025, Governor Lamont signed a law that grants the Connecticut Secretary of the State the authority to transfer ownership of any such voting tabulator or voting tabulator accessory to the officials in one or more municipalities. He noted that Election Systems & Software, LLC had provided their Systems & Software Maintenance, License, and Support Services Agreement for the Town's consideration and that the agreement had been reviewed by our 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

- D. **Resolution #25-106:** To consider and act upon a resolution regarding the PBC Guru, LLC Library Speakers Consortium Memorandum of Understanding.

Motion by Lipeles to adopt **RESOLUTION #25-106: 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 Memorandum of Understanding and any associated documents by and between PBC Guru LLC, for online author/speaker programs.

Second: Wales

Discussion: Rooney stated that in 2022, Library Director Nicole Cignoli had recommended the utilization of a Library Speakers Consortium through an agreement with PBC Guru LLC. He stated that since then, the Town had benefitted from discounted pricing for online author/speaking programs. **Rooney** stated that attached for review and consideration, was the renewal of the MOU from 2022. He noted that the Friends of the Library graciously pay for the program and that this matter had been reviewed by our 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

- E. **Resolution #25-107:** To consider and act upon a resolution regarding the 2025 Early Voting Grant Award Agreement.

Motion by Lipeles to adopt **RESOLUTION #25-107: RESOLVED**, that Terrence P. Rooney, First Selectman for the Town of Monroe is authorized to execute and deliver on behalf of the Town of Monroe, any associated documents by and between the Secretary of State, for the State Early Voting Grant Agreement.

Second: Kohut

Discussion: Rooney stated that the Town of Monroe had been awarded the Secretary of State Early Voting Grant in the amount of \$12,306.47 for FY26. He noted that the grant could be utilized for costs directly tied to the changes necessary to implement early voting including fire-proof, lockable file cabinets for ballot storage, one additional laptop, a postcard mailing to the town informing them of EV location change, advertising/signage and early voting worker pay. **Rooney** stated that this had been reviewed by our Town Attorney who provided his letter of opinion.

Maur noted that in L&A he inquired the estimated cost of early voting and confirmed that the grant would cover the entirety of the cost.

Motion passed 8-0:

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

Voting No: None

Absent: O' Rourke

X. PUBLIC PARTICIPATION

None

XI. ADJOURNMENT

Formichella adjourned the meeting at 7:17PM.

Respectfully submitted by, Kerry McAndrew, Clerk

TO: Jonathan Formichella, Town Council , Chairman
 FROM: Deborah Heim, Tax Collector
 DATE: October 8, 2025
 SUBJECT: Requests for Refunds

The following is a list of refunds submitted for Town Council's approval.

NAME	FULL ADDRESS		\$ AMOUNT
Abbott Lynn	307 Webb Cir	Monroe, CT 06468	70.54
ACAR Leasing LTD	PO Box 1990	Fort Worth, TX 76101	584.96
ACAR Leasing LTD	PO Box 1990	Fort Worth, TX 76101	323.78
ACAR Leasing LTD	PO Box 1990	Fort Worth, TX 76101	119.76
ACAR Leasing LTD	PO Box 1990	Fort Worth, TX 76101	50.72
ACAR Leasing LTD	PO Box 1990	Fort Worth, TX 76101	497.96
Basso Clara	2 Cherry Tree Ln	Foxboro, MA	44.82
Corelogic Centralized Refunds	PO Box 9222	Coppell, TX 75019	1,662.21
Derubeis Paul A	340 Leste Rd	Myrtle Beach, SC 29588	30.44
Ferrara Ellen	150 Cook Hill Rd Apt 4107	Cheshire, CT 06410	182.52
Financial Services Vehicle Trust	1400 City View Dr	Columbus, OH 43215	687.80
Honda Lease Trust	11675 Great Oaks Way Suite 200	Alpharetta, GA 30022	276.94
Hyundai Lease Titling Trust	3161 Michelson Dr Ste 1900	Irvine, CA 92612	401.21
Laudato Tracy & Riccardo	564 Wheeler Rd	Monroe, CT 06468	15.62
Nissan Infiniti LT LLC	PO Box 650214	Dallas, TX 75265	421.46
Nissan Infiniti LT LLC	PO Box 650214	Dallas, TX 75265	509.16
Nissan Infiniti LT LLC	PO Box 650214	Dallas, TX 75265	222.24
Piccolo Loren C	37 Hidden Knolls Cir	Monroe, CT 06468	11.64
Poisson Jody	37 Hattertown Rd	Monroe, CT 06468	5.10
Toyota Lease Trust	525 Fellowship Rd Suite 330	Mt Laurel, NJ 08054	620.70
Toyota Lease Trust	525 Fellowship Rd Suite 330	Mt Laurel, NJ 08054	441.18
Toyota Lease Trust	525 Fellowship Rd Suite 330	Mt Laurel, NJ 08054	826.06
Toyota Lease Trust	525 Fellowship Rd Suite 330	Mt Laurel, NJ 08054	293.58
USB Leasing LT	1850 Osborn Ave	Oshkosh, WI 54902	618.36
VCFS Auto Leasing Co	1800 Volvo PI	Mahwah, NJ 07430	460.32
VCFS Auto Leasing Co	1800 Volvo PI	Mahwah, NJ 07430	797.44
VCFS Auto Leasing Co	1800 Volvo PI	Mahwah, NJ 07430	877.86
VW Credit Leasing LTD	1401 Franklin Blvd	Libertyville, IL 60048	201.76
VW Credit Leasing LTD	1401 Franklin Blvd	Libertyville, IL 60048	268.86
TOTAL \$			11,525.00



Deborah E Heim
 Tax Collector

For the Town Council



TOWN OF MONROE

OFFICE OF THE FIRST SELECTMAN

7 Fan Hill Road
Monroe, CT 06468
Phone: 203-452-2821
www.monroect.gov

Date: October 9, 2025

To: Jonathan Formichella, Town Council Chair

From: Terrence P. Rooney, First Selectman *T.P.R.*

cc: Kim Cassia, Director of Community & Social Services
Nicole Cignoli, Library Director & CT 250 Committee Chair
Kelly Plunkett, Farmer's Market
Lisa Pane, EMS Administrator
Keith White, Police Chief
David York, CERT Director

Subject: Donations

The attached donations were received for various Town programs. I ask that you accept these donations at your next meeting.



TOWN OF MONROE

OFFICE OF THE FIRST SELECTMAN

7 Fan Hill Road
Monroe, CT 06468
Phone: 203-452-2821
www.monroect.gov

Date: September 4, 2025
To: Jonathan Formichella, Town Council Chair
From: Terrence P. Rooney, First Selectman *T.P.R.*
cc: Vida Stone, Monroe Republican Town Vacancy Committee Chair
Subject: **Appointment to the Board of Ethics**

Pursuant to Chapter IV, §2 of the Town Charter, I hereby make the following appointment subject to the approval of the Town Council:

Suzanne Testani (R) to Board of Ethics as an alternate for a term ending January 1, 2027.

Ms. Testani is a resident of the Town of Monroe. Before retiring, Suzanne worked as a Program Coordinator for the Town of Greenwich. She held several elected positions while living in the Town of Trumbull, serving on Town Council for eight years as Vice-Chair. She was also elected to the Board of Education where she served for 3.5 years, two of which were as Vice-Chair. Suzanne also served for three years as Vice-Chair on Trumbull's Recreation Board.

Some of Suzanne's interests are horse ownership and the outdoors. She enjoys spending time with her family and volunteering in her church and community. She is also passionate about fitness and nutrition.

With Suzanne's extensive background in a variety of areas, she will be a valuable member of the Board of Ethics as well as the Town of Monroe.

This appointment replaces a vacant position.

I ask that you place the following resolution on the agenda of your next meeting for consideration and adoption:

RESOLUTION #25-099: RESOLVED, that the Monroe Town Council hereby approves the First Selectman's appointment of **Suzanne Testani (R)** to the Board of Ethics as an alternate for a term ending January 1, 2027.

Thank you.