



TOWN OF MONROE

TOWN COUNCIL

AGENDA

Session # 2024-23

Regular Meeting - Monday, December 9, 2024 – 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/86030913456?pwd=z5EQsaOcy1eHYbyGEdvKZ0VCI6SAUD.1>

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

Meeting ID: **860 3091 3456**

Passcode: **665214**

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 November 25, 2024 (Session 2024-22).
- B. Approval of the Tax Collector's Request for Refunds, dated December 4, 2024, totaling \$4,292.08.
- C. Acceptance of the donations received for the following programs:
 - Community & Social Services: \$241.00
 - Edith Wheeler Memorial Library: \$627.51 & In-kind of 2 books, 15 DVD's, & Craft Kits

- Emergency Medical Services: \$150.00
- Food Pantry: \$2,735.00
- Project Warmth: \$805.00

IV. COMMUNICATIONS

- A. Memo from the First Selectman to the Town Council Chair dated December 5, 2024 regarding various donations.
- B. Memo from the Tax Collector to the Town Council Chair dated December 4, 2024 regarding a Request for Refunds.
- A. Memo from the First Selectman to the Town Council Chair dated December 5, 2024 regarding the Revisions to the Town of Monroe Pay Plan for the Positions in Classified Service.
- B. Letter from the First Selectman to the Town Council, Board of Finance and Legal Voters of the Town of Monroe dated December 5, 2024 regarding the recommendation of a bonding resolution for the purchase of Safety Equipment.
- C. Letter from the First Selectman to the Town Council, Board of Finance and Legal Voters of the Town of Monroe dated December 5, 2024 regarding the recommendation of a bonding resolution for the Board of Education Upgrades and Roof Replacement.
- D. Memo from the First Selectman to the Town Council Chair dated December 5, 2024 regarding Resolutions Regarding Bonding Authorizations.
- E. Memo from the First Selectman to the Town Council Chair dated December 5, 2024 regarding the Calling for a Town Meeting.

V. PUBLIC PARTICIPATION

VI. APPOINTMENTS

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

None

IX. NEW BUSINESS

- A. **Resolution #24-158:** To consider and act upon a resolution regarding the Revisions to the Town of Monroe Pay Plan for the Positions in Classified Service.
- B. **Resolution #24-159:** To consider and act upon a resolution to approve and recommend for adoption by the Town a Resolution authorizing an appropriation of \$190,000 for the purchase of safety equipment and authorizing the issuance of the town’s general obligation bonds in an amount not to exceed \$190,000 to finance the appropriation.
- C. **Resolution #24-160:** To consider and act upon a resolution to approve and recommend for adoption by the Town a Resolution authorizing an appropriation of \$1,830,000 for the Board of Education upgrades and roof replacement and authorizing the issuance of the town’s general obligation bonds in an amount not to exceed \$1,830,000 to finance the appropriation.
- D. **Resolution #24-161:** To consider and act upon a resolution regarding Calling for a Town Meeting.
- E. Proposed regular meeting dates for 2025.

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 # 2024-22

Regular Meeting – Monday, November 25, 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
Councilmember Cathy Kohut
Councilmember Jason Maur
Councilmember Sean O'Rourke
Councilmember Janice Persico
Councilmember Kevin Reid (remote)
Councilmember Dona-Lyn Wales

ABSENT: None

ALSO PRESENT: First Selectman Terrence P. Rooney

I. PLEDGE OF ALLEGIANCE

Formichella called the meeting to order at 7:02PM 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 November 12, 2024 (Session 2024-21).

IV. COMMUNICATIONS

- A.** Memo from the First Selectman to the Town Council Chair dated November 21, 2024, regarding an appointment to the Commission on Aging.
- B.** Memo from the First Selectman to the Town Council Chair dated November 21, 2024 regarding the Professional Engineering Services Agreement for the Geothermal Feasibility Study.
- C.** Letter of Opinion from the Town Attorney to the First Selectman dated November 5, 2024 regarding the Professional Engineering Services Agreement for the Geothermal Feasibility Study.
- D.** Memo from the First Selectman to the Town Council Chair dated November 21, 2024 regarding the 2025 Radio Community Service Grant Agreement.
- E.** Letter of Opinion from the Town Attorney to the First Selectman dated November 12, 2024 regarding the 2025 Radio Community Service Grant Agreement.
- F.** Memo from the First Selectman to the Town Council Chair dated November 21, 2024 regarding the WhoFi Library Room Management Software Agreement.
- G.** Letter of Opinion from the Town Attorney to the First Selectman dated November 12, 2024 regarding the WhoFi Library Room Management Software Agreement.

V. PUBLIC PARTICIPATION

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

VI. APPOINTMENTS

A. Resolution #24-154: To consider and act upon the resolution regarding the appointment of **Susan Bannay (D)** to the Commission for the Aging for a term ending July 2, 2027.

Motion by Maur to adopt **RESOLUTION #24-154: RESOLVED**, that the Monroe Town Council hereby approves the First Selectman’s appointment **Susan Bannay (D)** to the Commission for the Aging for a term ending July 2, 2027.

Second: Kohut

Discussion: Maur stated that Susan Bannay brings a wealth of experience and a deep commitment to community service. Before retiring in 2019, she served as Dean of Students at Fairfield Ludlowe High School in Fairfield, CT. Over the past 35 years, Susan had been actively engaged in the Monroe community, contributing to initiatives like Save Our Stepney and participating in regional activities. She is also a dedicated volunteer with Meals on Wheels in Newtown and an advocate for senior services. A long-time resident of Monroe, Susan has four generations of family living in town. Her 94-year old mother, a former active participant at the senior center, has greatly benefited from its invaluable programs and support. Inspired by this personal connection, Susan is passionate about enhancing the quality of life for seniors in our community. She is eager to bring her experience, dedication, and vision to the Commission on Aging. This appointment fills the vacancy of Debbie Malewicki, whose term ended on July 2, 2024.

Motion passed 9-0:

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

Voting No: None

Absent: None

Ms. Bannay was in attendance and sworn in by First Selectman Rooney.

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 – **Formichella** stated that he did receive a request from the First Selectman requesting that a matter be referred to the subcommittee related to the water main extension request for Richmond Drive. He stated that the Department of Public Works and the First Selectman were notified of a petition from members of that street to hook up to city water. **Formichella** stated that he would refer this matter to this subcommittee to provide Town Council with a recommendation regarding the next steps for this request. **Duva** stated there was no update since the last meeting.
- C.** Town Council Committee on Legislative & Administrative Matters – **Reid** noted they met prior to the meeting and discussed three topics which have all reached consensus to come before Council. **Reid** noted the agreements were resolution 24-155 Professional Engineering Services for the Geothermal Feasibility Study, resolution 24-156 for the Radio Community Service Grant for 2025, and resolution 24-157 for the WhoFi Library Room Management Software Agreement.
- D.** Strategic Planning Committee - **Formichella** stated that he spoke with the Historical Society’s Chairwoman, Karen Cardi and they discussed organizing a meeting regarding the Beardsley property. He noted they agreed on the date of January 13, 2025 at 5:30 or 6:00pm at Town Hall to begin the initial discussions regarding the best use of the property, and the plan going forward to address concerns regarding the dilapidated state of the building on the property.
- 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:

Property Revaluation

- A new assessment notice has been mailed to property owners from Vision Government Solutions informing them of their new property assessments as result of the state-mandated 2024 Revaluation conducted through the Assessor's Office. The new assessments will first be utilized to calculate property tax bills issued in July of 2025.

Saint Jude

- The Town officially acquired the Saint Jude property. Town Hall representatives, Former First Selectman Ken Kellogg, and Father Joseph Gill joined together for this announcement. This project is an opportunity for more activities and growth of services in town sought by our citizens. First line of business is mitigating health and safety issues recognized during this purchase followed by researching options in modern energy such as geo-thermal heat and solar.

Emergency Services Update:

CERT Graduation

- I attended and spoke at the CERT graduation at the Senior Center. Our volunteers play a vital role in town and CERT aside from managing crowds at local events contribute in times of emergency.

Capital Projects

Animal shelter

- Construction began today on our new animal control facility. Our DPW department is being utilized for all site work which assisted in reducing overall costs on this project.

Community Update:

Center for Family Justice Legislative Breakfast

- As always CFJ reaches out to Monroe to attend functions. The breakfast outlined Federal funding that has been slowly reduced in past years, what funds will be removed in the upcoming year, how state funds have helped keep them operational, and the impact reduction in funds will have on their work force.

Tip a Cop

- The Monroe Police Department had their annual tip a cop fundraiser to support the Special Olympics at Jennie's Pizzeria. This is for a great cause and it was great to see everyone that came out to support.

Ribbon Cuttings

- Takumi Ramen
- Capital Spirits
- Shak's Boxing

Barnum Festival Ringmaster Dinner

- Greg Gndt was chosen as the 2025 Barnum Festival Ringmaster. Monroe hosts an event every year in celebration of the Ringmaster tradition. Congratulations Mr. Gndt.

Passing of Jodi Rell

- Former Connecticut Governor Jodi Rell passed away last week at 78 years of age. Mrs. Rell was the second female Governor in Connecticut history and served as Connecticut's 87th Governor for 7 years from 2004-2011. Condolences from Monroe to the family and friends of former Governor Rell.

Selectman Rooney asked for a moment of silence in honor of former Governor Jodi Rell.

Maur stated that there were a couple items brought to his attention by community members, one is the revaluation notice and there was confusion about what it meant for taxes. He stated it would be helpful to put out additional information to the public or have a public meeting with the Assessor. **Maur** stated the other item was the purchase of St. Jude. He stated it was brought to his attention that the church would be giving away a lot of the equipment and residents brought up concerns about why the Town was not acquiring the equipment and what that would mean for the cost to the Town.

Rooney stated there was a press release stating the process and the letters came out today. He stated there were plans

to put another letter out to confirm what would need to be done, how to handle the appeal, and so on. **Rooney** stated there would be a mill rate deduction, but that it would depend on the budget. He stated that regarding St. Jude, there was an agreement that whatever the church needed to take they would be allowed to take. **Rooney** stated Father Gill made the announcement to offer some things to the community and that was how that was negotiated.

VIII. UNFINISHED BUSINESS

None

IX. NEW BUSINESS

- A. Resolution #24-155:** To consider and act upon a resolution regarding the Professional Engineering Services Agreement for the Geothermal Feasibility Study.

Motion by Lipeles to adopt **RESOLUTION #24-155: 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 Professional Engineering Services Agreement and any associated documents by and between Consulting Engineering Services, Inc., for the St. Jude Geothermal Feasibility Study.

Second: Wales

Discussion: Rooney stated that the Town had closed on the St. Jude property and would like to have a geothermal feasibility study of the property completed. He stated that geothermal energy can provide an alternative heating, cooling, and electricity source for the building and that the geothermal feasibility study report would identify if the current mechanical and electrical systems could support a geothermal system, any limitations of the building, and summarize the feasibility of a geothermal system application. **Rooney** stated that the Town had contacted Consulting Engineering Services, Inc. to provide these services and attached was their proposal for professional engineering services. He noted that the cost of the study was \$7,500 and would be paid from the Scope & Design Development Reserve account. **Rooney** stated the agreement had been reviewed by the Town Attorney, who provided his letter of opinion.

Motion passed 9-0:

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

Voting No: None

Absent: None

- B. Resolution #24-156:** To consider and act upon a resolution regarding the 2025 Radio Community Service Grant Agreement.

Motion by Lipeles to adopt **RESOLUTION #24-156: RESOLVED**, that the 2025 Radio Community Service Grant Agreement and Certification of Eligibility dated October 1, 2024, by and between the Corporation for the Public Broadcasting (CPB) and the Town of Monroe and WMNR-FM are hereby approved and that Terrence P. Rooney, First Selectman and Kurt Anderson, General Manager of WMNR- FM are authorized to execute the agreement on behalf of the Town of Monroe as Licensee and WMNR-FM as Grantee, respectively.

Second: Maur

Discussion: Rooney stated that WMNR was able to benefit from an annual grant from the Corporation for Public Broadcasting (CPB). He noted that the grant for 2025 is for \$102,828, which goes directly for the operation of WMNR, was not a matching grant, and was relatively unrestricted. **Rooney** stated that only \$24,023 would be required to be spent on the purchase or production of nationally syndicated programs. He noted that the station spent at least that amount on national overnight and early morning classical music programs. **Rooney** stated that the matter had been reviewed by the Town Attorney, who provided his letter of opinion.

Motion passed 9-0:

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

Voting No: None

Absent: None

C. **Resolution #24-157:** To consider and act upon a resolution regarding the WhoFi Library Room Management Software Agreement.

Motion by Lipeles to adopt **RESOLUTION #24-157: 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 Room Management Software Agreement and any associated documents by and between 1030 LLC dba WhoFi, for the Edith Wheeler Memorial Library room management system.

Second: Maur

Discussion: Rooney stated that the Edith Wheeler Memorial Library would like to utilize WhoFi for the Library's room and meeting space management and reservation system. He noted that the current provider sunset services effective October 31, 2024. WhoFi had comparable costs and services and offered room management services free until December 31, 2024. **Rooney** stated that this matter had been reviewed by the Town Attorney, who provided his opinion letter.

Motion passed 9-0:

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

Voting No: None

Absent: None

X. **PUBLIC PARTICIPATION**

None

XI. **ADJOURNMENT**

Formichella adjourned the meeting at 7:21PM.

Respectfully submitted by, Kerry McAndrew, Clerk

TO: Jonathan Formichella, Town Council , Chairman
FROM: Deborah Heim, Tax Collector
DATE: December 4, 2024
SUBJECT: Requests for Refunds

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

NAME	FULL ADDRESS	\$ AMOUNT
ACAR Leasing LTD	PO Box 1990 Fort Worth, TX 76101	247.22
Ally Financial	PO Box 71119 Charlotte, NC 28272	111.08
Campbell Brian C	248 Webb Cir Monroe, CT 06468	5.26
Financial Services Vehicle Trust	1400 City View Dr Columbus, OH 43215	57.46
Financial Services Vehicle Trust	1400 City View Dr Columbus, OH 43215	755.88
Hyundai Lease Titling Trust	3161 Michelson Dr Ste 1900 Irvine, CA 92612	336.20
Lopiano Philip A 3rd and Donna L	116 Knorr Rd Monroe, CT 06468	104.24
Nissan Infiniti LT LLC	PO Box 650214 Dallas, TX 75265	313.62
Plavnicky Edward C	136 Bug Hill Rd Monroe, CT 06468	16.94
Porsche Leasing LTD	PO Box 24329 Nashville, TN 37202	479.40
Toyota Lease Trust	525 Fellowship Rd Suite 330 Mt Laurel, NJ 08054	108.52
Toyota Lease Trust	525 Fellowship Rd Suite 330 Mt Laurel, NJ 08054	662.00
Toyota Lease Trust	525 Fellowship Rd Suite 330 Mt Laurel, NJ 08054	477.26
Toyota Lease Trust	525 Fellowship Rd Suite 330 Mt Laurel, NJ 08054	562.70
Toyota Lease Trust	525 Fellowship Rd Suite 330 Mt Laurel, NJ 08054	54.30

TOTAL \$ 4,292.08



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: December 5, 2024

To: Jonathan Formichella, Town Council Chair

From: Terrence P. Rooney, First Selectman *TR*

cc: Lisa Pane, EMS Administrator
Kim Cassia, Director of Community & Social Services
Nicole Cignoli, Library Director

Subject: Donations

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

DONATIONS Individually Under \$1,500

Donor	Bicentennial Committee	Community & Social Services	Community Emergency Response Team	Edith Wheeler Memorial Library	Emergency Medical Services	Farmers' Market	Fire Department	Food Pantry	Parks & Recreation	Police Department	Project Warmth
Wayne Bufferd					\$ 100.00						
Walter & Pamela Pirog					\$ 50.00			\$ 100.00			
Friends of the Library- Adult Programming				\$ 150.00							
Friends of the Library- Children's Programming				\$ 477.51							
Ines Posada								\$ 20.00			
Robert & Noreen Raus								\$ 50.00			
Monroe Democratic Committee - Cash								\$ 360.00			
Mary T. Ahlers								\$ 100.00			
Paul McNamara SR.								\$ 200.00			
Stop & Shop Bloomin' 4 Good Program								\$ 75.00			
Paula & Carl Haggstrom								\$ 200.00			
Francis & Helen Degnan								\$ 100.00			
Good Shepard Lutheran Church								\$ 125.00			
David & Virginia Pettigrew								\$ 100.00			
Minu Kragler		\$ 50.00						\$ 25.00			
Whitney Farms Men Golf								\$ 330.00			
Judith A. DiMartino								\$ 25.00			
Elaine & Edward Kristie								\$ 25.00			
Monroe Police Department Food Drive-Cash								\$ 100.00			
Judith A. Davis								\$ 500.00			
Lady Martha Chapter #103 OES								\$ 300.00			
Catherine Belanger		\$ 10.00									
June Winger		\$ 20.00									
Chair Yoga Attendees-Cash		\$ 110.00									
Willfried Kragler-Transportation Bus		\$ 20.00									
Cash Transportation Car		\$ 20.00									
Cash Transportation Bus		\$ 11.00									
Jefferson Hupp Araujo											\$ 100.00
Monroe Congregational Church											\$ 705.00
	\$ -	\$ 241.00	\$ -	\$ 627.51	\$ 150.00	\$ -	\$ -	\$ 2,735.00	\$ -	\$ -	\$ 805.00

IN-KIND DONATIONS

Anonymous											2 books, 15 DVD's and craft kits to be used for prizes in Children's Department
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Totals for All Donations Individually Under \$1,500

Community & Social Services: \$ 241.00
 Edith Wheeler Memorial Library: \$ 627.51 in-kind donations listed above
 Emergency Medical Services: \$ 150.00
 Food Pantry: \$ 2,735.00
 Project Warmth: \$ 805.00
Totals Donations Individually Under \$1,500 \$ 4,558.51

DONATIONS Individually \$1,500 or Greater



TOWN OF MONROE

OFFICE OF THE FIRST SELECTMAN

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

Date: December 5, 2024

To: Jonathan Formichella, Town Council Chair

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

cc: Craig Hirsch, HR Director

Subject: Resolution Regarding Revisions to the Town of Monroe Pay Plan for the Positions in Classified Service

As you know, the Town maintains a Pay Plan for individuals in the Classified Service as defined in our Charter.

In September, Governor Lamont announced that Connecticut's minimum wage will increase to \$16.35 per hour effective January 1, 2025. This change is pursuant to Public Act 19-4 which created an annual adjustment to the minimum wage, based upon the federal employment cost index. The State has advised that this index increased by 4.2% over the twelve-month period ending on June 30, 2024, resulting in the \$0.66 increase to the state's minimum wage that will become effective on January 1, 2025.

Accordingly, our HR Director has submitted a proposed revision to the Pay Plan, which is attached for your review and consideration.

I respectfully request that you approve the following resolution at your next meeting:

RESOLUTION #24-158: RESOLVED, that Pursuant to Town Charter Chapter X, Section 3, the Pay Plan for the Positions in the Classified Service, to become effective January 1, 2025, is hereby amended as presented by the First Selectman.

Thank you.



TOWN OF MONROE

PAY PLAN FOR THE POSITIONS IN CLASSIFIED SERVICE

Approved by Town Council: Resolution #23-130

Effective January 1, 2024

Full Time Unaffiliated Employees in Classified Service (Annualized)

Position	Minimum	Midpoint	Maximum	Longevity	
Admin. Asst (First Selectman Office)	\$50,863	\$59,193	\$67,524	Years of Service	
Community & Economic Development Dir	\$86,924	\$110,540	\$123,644	5 - 9	\$ 100.00
Community Health Educator	\$49,623	\$57,750	\$65,878		
Asst Director of Municipal Finance	\$95,075	\$111,322	\$128,704	10 - 14	\$ 225.00
Finance Director (Municipal & BOE)	\$112,721	\$144,535	\$180,272	15 - 19	\$ 350.00
Health Director	\$93,296	\$111,040	\$128,783	20 - 24	\$ 450.00
Human Resource Director	\$92,583	\$114,738	\$136,893		
Library Director	\$78,668	\$93,298	\$107,927		
Office & Communications Asst (FS Office)	\$40,040	\$48,230	\$54,600		
Parks & Recreation Director	\$71,750	\$91,114	\$108,162		
Police Captain	\$89,803	\$111,669	\$133,535		
Police Chief	\$104,251	\$127,967	\$151,681		
Public Works Director	\$98,070	\$121,202	\$144,332		

Part Time Unaffiliated Employees in Classified Service (Hourly Rate)

Position	Minimum	Midpoint	Maximum
Land Fill Attendant	\$15.69	\$17.50	\$20.50
Custodian I	\$15.69	\$17.50	\$20.50
Tax Collector Lockbox	\$15.69	\$17.50	\$20.50
Animal Control	\$15.69	\$17.50	\$20.50
Driver	\$15.69	\$17.50	\$20.50
Library Circulation	\$15.69	\$17.50	\$20.50
Custodian II	\$15.69	\$17.50	\$20.50
Tax Collector Clerk	\$15.69	\$17.50	\$20.50
Office Admin I	\$15.69	\$17.50	\$20.50
Office Admin II	\$16.50	\$19.50	\$22.50
Parks & Recreation Admin Assistant	\$16.50	\$19.50	\$22.50
Deputy Fire Marshal	\$16.50	\$19.50	\$22.50
Police Dispatch	\$18.50	\$23.00	\$28.00
Library Reference	\$18.00	\$22.50	\$27.50

Special Projects Coordinator	\$18.00	\$22.50	\$27.50
Bookkeeper	\$20.00	\$24.00	\$29.00
Human Resource Assistant	\$21.75	\$27.00	\$32.00
Snow Plower	\$21.75	\$27.00	\$32.00
Police Special Officer	\$22.00	\$27.50	\$33.00
Police Civilian Accreditation Assistant	\$22.00	\$27.50	\$33.00
EMS Admin	\$27.50	\$33.75	\$40.25
Health Inspector	\$30.00	\$40.00	\$50.00
Public Health Emergency Preparedness Coor	\$30.00	\$40.00	\$50.00
Nurse	\$35.00	\$45.00	\$55.00

Stipends

Position	Stipend
Emergency Management Deputy Director / CERT Coordinator	\$2,500
Emergency Management Deputy Director	\$3,500
Emergency Management Director	\$7,000

Affiliated Employees in Classified Service

Pay Plan shall incorporate the relevant provisions of the following Collective Bargaining Agreements:

1. Monroe Chapter 136-1, Local 136, IFPTE (Clerical)
2. Connecticut Association of Labor Unions (Highway)
3. Local 818 of Council #4, AFSCME, AFL-CIO (Supervisors)
4. Fraternal Order of Police, FOP (Police)



TOWN OF MONROE

PAY PLAN FOR THE POSITIONS IN CLASSIFIED SERVICE

Approved by Town Council: Resolution #24-[pending]

Effective January 1, 2025

Full Time Unaffiliated Employees in Classified Service (Annualized)

Position	Minimum	Midpoint	Maximum	Longevity	
Admin. Asst (First Selectman Office)	\$58,492	\$68,072	\$77,652	Years of Service	
Community & Economic Development Dir	\$90,400	\$114,961	\$128,589	5 - 9	\$ 100.00
Asst Director of Municipal Finance	\$97,927	\$114,661	\$132,565	10 - 14	\$ 225.00
Finance Director (Municipal & BOE)	\$114,975	\$147,425	\$183,877	15 - 19	\$ 350.00
Health Director	\$96,094	\$114,371	\$132,646	20 - 24	\$ 450.00
Human Resource Director	\$95,360	\$118,180	\$139,630		
Library Director	\$81,028	\$96,096	\$111,164		
Office & Communications Asst (FS Office)	\$42,042	\$50,641	\$57,330		
Parks & Recreation Director	\$76,772	\$95,669	\$112,488		
Police Captain	\$98,783	\$122,835	\$146,888		
Police Chief	\$114,676	\$140,763	\$166,849		
Public Works Director	\$99,050	\$122,414	\$145,775		

Part Time Unaffiliated Employees in Classified Service (Hourly Rate)

Position	Minimum	Midpoint	Maximum
Land Fill Attendant	\$16.35	\$18.00	\$21.00
Custodian I	\$16.35	\$18.00	\$21.00
Tax Collector Lockbox	\$16.35	\$18.00	\$21.00
Animal Control	\$16.35	\$18.00	\$21.00
Driver	\$16.35	\$18.00	\$21.00
Library Circulation	\$16.35	\$18.00	\$21.00
Custodian II	\$16.35	\$18.00	\$21.00
Tax Collector Clerk	\$16.35	\$18.00	\$21.00
Office Admin I	\$16.35	\$18.00	\$21.00
Office Admin II	\$17.00	\$20.00	\$23.00
Parks & Recreation Admin Assistant	\$17.00	\$20.00	\$22.00
Deputy Fire Marshal	\$17.00	\$20.00	\$23.00
Police Dispatch	\$18.50	\$23.00	\$28.00
Library Reference	\$18.50	\$23.00	\$28.00

Special Projects Coordinator	\$18.50	\$23.00	\$28.00
Bookkeeper	\$21.00	\$25.00	\$30.00
Human Resource Assistant	\$21.75	\$27.00	\$32.00
Snow Plower	\$21.75	\$27.00	\$32.00
Police Special Officer	\$22.00	\$27.50	\$33.00
Police Civilian Accreditation Assistant	\$22.00	\$27.50	\$33.00
EMS Admin	\$27.50	\$33.75	\$40.25
Health Inspector	\$35.00	\$45.00	\$55.00
Public Health Emergency Preparedness Coor	\$35.00	\$45.00	\$55.00
Nurse	\$40.00	\$50.00	\$60.00

Stipends

Position	Stipend
Emergency Management Deputy Director / CERT Coordinator	\$2,500
Emergency Management Deputy Director	\$3,500
Emergency Management Director	\$7,000

Affiliated Employees in Classified Service

Pay Plan shall incorporate the relevant provisions of the following Collective Bargaining Agreements:

1. Monroe Chapter 136-1, Local 136, IFPTE (Clerical)
2. Connecticut Association of Labor Unions (Highway)
3. Local 818 of Council #4, AFSCME, AFL-CIO (Supervisors)
4. Fraternal Order of Police, FOP (Police)



TOWN OF MONROE

OFFICE OF THE FIRST SELECTMAN

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

Date: December 5, 2024

To: Jonathan Formichella, Town Council Chair

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

cc: Ron Bunovsky, Director of Finance

Subject: Resolutions Regarding Authorizations for Bonding

In related correspondence dated today to the Town Council, Board of Finance, and Legal Voters of the Town of Monroe, I communicated my recommendation to adopt certain resolutions for bonding authorizations.

I ask that you place the following resolutions on the agenda of your next meeting for consideration and adoption. I further recommend that the Town Council consider, for each resolution, a motion to waive the reading of the entitled resolution and that its full text be incorporated into the minutes of the meeting.

RESOLUTION #24-159: RESOLVED, that the resolution entitled, "RESOLUTION AUTHORIZING AN APPROPRIATION OF \$190,000 FOR THE PURCHASE OF SAFETY EQUIPMENT AND AUTHORIZING THE ISSUANCE OF THE TOWN'S GENERAL OBLIGATION BONDS IN AN AMOUNT NOT TO EXCEED \$190,000 TO FINANCE THE APPROPRIATION," a copy of which is available at this meeting and was included in the packet of meeting materials, is hereby approved and recommended for adoption by the Town.

RESOLUTION #24-160: RESOLVED, that the resolution entitled, "RESOLUTION AUTHORIZING AN APPROPRIATION OF \$1,830,000 FOR BOARD OF EDUCATION UPGRADES AND A ROOF REPLACEMENT AND AUTHORIZING THE ISSUANCE OF THE TOWN'S GENERAL OBLIGATION BONDS IN AN AMOUNT NOT TO EXCEED \$1,830,000 TO FINANCE THE APPROPRIATION," a copy of which is available at this meeting and was included in the packet of meeting materials, is hereby approved and recommended for adoption by the Town.

Thank you.



TOWN OF MONROE

OFFICE OF THE FIRST SELECTMAN

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

Terrence P. Rooney
First Selectman
trooney@monroect.gov

December 5, 2024

To the Town Council, Board of Finance and Legal Voters of the Town of Monroe:

Pursuant to Chapter IX of the Town Charter, I recommend the adoption of the bond resolution attached hereto and entitled:

"RESOLUTION AUTHORIZING AN APPROPRIATION OF \$190,000 FOR THE PURCHASE OF SAFETY EQUIPMENT AND AUTHORIZING THE ISSUANCE OF THE TOWN'S GENERAL OBLIGATION BONDS IN AN AMOUNT NOT TO EXCEED \$190,000 TO FINANCE THE APPROPRIATION."

Sincerely,


Terrence P. Rooney
First Selectman



TOWN OF MONROE

RESOLUTION AUTHORIZING AN APPROPRIATION OF \$190,000 FOR THE PURCHASE OF SAFETY EQUIPMENT AND AUTHORIZING THE ISSUANCE OF THE TOWN'S GENERAL OBLIGATION BONDS IN AN AMOUNT NOT TO EXCEED \$190,000 TO FINANCE THE APPROPRIATION

RESOLVED:

(i) that the sum of \$190,000 be appropriated, which amends an appropriation that was approved pursuant to the Town's Annual Budget Referendum on May 7, 2024 regarding implementation of the Fiscal Year 2025 Budget, for the costs to purchase safety equipment including, but not limited to, portable radios for Emergency Medical Services and a vehicle replacement for the Stevenson Volunteer Fire Department in the Town of Monroe, Connecticut (the "Town"), and to pay the costs of all temporary and permanent financing (the "Project") and to meet said appropriation and in lieu of a tax therefor, bonds of the Town be issued pursuant to Chapter 109 of the Connecticut General Statutes, as amended, or any other provision of law thereto enabling, in the amount of \$190,000 or so much thereof as may be necessary after deducting grants or other sources of funds appropriated and available therefor, which bonds shall be general obligations of the Town to which its full faith and credit is pledged; and

(ii) that the First Selectman and the Treasurer be authorized to issue and sell such bonds and to determine the amount, date, date of maturity, interest rate, form and other details of such bonds, pursuant to Chapter 109 of the Connecticut General Statutes, as amended, or any other provision of law thereto enabling; and

(iii) that the First Selectman and the Treasurer shall sign the bonds by either manual or facsimile signatures and that the law firm of Pullman & Comley, LLC is designated as bond counsel to approve the legality of the bonds; and

(iv) that the First Selectman and the Treasurer be authorized to issue and sell temporary notes of the Town in an amount not to exceed \$190,000 in anticipation of the receipt of the proceeds from the sale of such bonds and to determine the amount, date, date of maturity, interest rate, form and other details of such notes, pursuant to Chapter 109 of the Connecticut General Statutes, as amended, or any other provision of law thereto enabling, provided that the proceeds from the sale of such notes shall be used for said purpose; and

(v) that the First Selectman, the Treasurer, or either of them, is authorized to designate a bank or trust company to be the certifying bank, registrar, transfer agent and paying agent of the bonds; to sell the bonds and notes at public or private sale or negotiation; to deliver the bonds

and notes; to perform and comply with all requirements of the Internal Revenue Code of 1986, as amended, and to perform all other acts and execute such documents which are necessary or appropriate to issue the bonds and notes including, but not limited to, the execution and delivery of a bond purchase agreement, tax compliance agreement and bond insurance agreement; and

(vi) that the First Selectman, Treasurer and Director of Finance or any one of them are hereby authorized, on behalf of the Town, to enter into agreements or otherwise covenant for the benefit of bondholders as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this resolution, including agreements to provide information on an annual or other periodic basis to nationally recognized municipal securities information repositories or state based information repositories (the "Repositories") and to provide notices to the Repositories of material events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended; and

(vii) that the Town reasonably expects to incur expenditures (the "Expenditures") in connection with the capital project for which a general functional description is provided above. The Town reasonably expects to reimburse itself for the cost of the Expenditures with the proceeds of bonds, notes or other obligations of the Town described above. The maximum principal amount of such debt is not expected to exceed \$190,000. This declaration of official intent is a declaration of official intent made pursuant to Treasury Regulation Section 1.150-2.



TOWN OF MONROE

OFFICE OF THE FIRST SELECTMAN

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

Terrence P. Rooney
First Selectman
trooney@monroect.gov

December 5, 2024

To the Town Council, Board of Finance and Legal Voters of the Town of Monroe:

Pursuant to Chapter IX of the Town Charter, I recommend the adoption of the bond resolution attached hereto and entitled:

“RESOLUTION AUTHORIZING AN APPROPRIATION OF \$1,830,000 FOR BOARD OF EDUCATION UPGRADES AND A ROOF REPLACEMENT AND AUTHORIZING THE ISSUANCE OF THE TOWN’S GENERAL OBLIGATION BONDS IN AN AMOUNT NOT TO EXCEED \$1,830,000 TO FINANCE THE APPROPRIATION.”

Sincerely,


Terrence P. Rooney
First Selectman



TOWN OF MONROE

RESOLUTION AUTHORIZING AN APPROPRIATION OF \$1,830,000 FOR BOARD OF EDUCATION UPGRADES AND A ROOF REPLACEMENT AND AUTHORIZING THE ISSUANCE OF THE TOWN'S GENERAL OBLIGATION BONDS IN AN AMOUNT NOT TO EXCEED \$1,830,000 TO FINANCE THE APPROPRIATION

RESOLVED:

(i) that the sum of \$1,830,000 be appropriated, which amends an appropriation that was approved pursuant to the Town's Annual Budget Referendum on May 7, 2024 regarding implementation of the Fiscal Year 2025 Budget, for costs associated with various upgrades for the Board of Education in the Town of Monroe (the "Town"), including, but not limited to, carpet replacements at Masuk High School and Jockey Hollow Middle School, and a roof replacement at Jockey Hollow Middle School, such costs to include, but not be limited to, design, planning, disposal, acquisition and construction, materials, furniture, fixtures and equipment, architectural and engineering fees, inspection and installation, and to pay the costs of all temporary and permanent financing (the "Project") and to meet said appropriation and in lieu of a tax therefor, bonds of the Town be issued pursuant to Chapter 109 of the Connecticut General Statutes, as amended, or any other provision of law thereto enabling, in the amount of \$1,830,000 or so much thereof as may be necessary after deducting grants or other sources of funds appropriated and available therefor, which bonds shall be general obligations of the Town to which its full faith and credit is pledged; and

(ii) that the First Selectman and the Treasurer be authorized to issue and sell such bonds and to determine the amount, date, date of maturity, interest rate, form and other details of such bonds, pursuant to Chapter 109 of the Connecticut General Statutes, as amended, or any other provision of law thereto enabling; and

(iii) that the First Selectman and the Treasurer shall sign the bonds by either manual or facsimile signatures and that the law firm of Pullman & Comley, LLC is designated as bond counsel to approve the legality of the bonds; and

(iv) that the First Selectman and the Treasurer be authorized to issue and sell temporary notes of the Town in an amount not to exceed \$1,830,000 in anticipation of the receipt of the proceeds from the sale of such bonds and to determine the amount, date, date of maturity, interest rate, form and other details of such notes, pursuant to Chapter 109 of the Connecticut General Statutes, as amended, or any other provision of law thereto enabling, provided that the proceeds from the sale of such notes shall be used for said purpose; and

(v) that the First Selectman, the Treasurer, or either of them, is authorized to designate a bank or trust company to be the certifying bank, registrar, transfer agent and paying agent of the bonds; to sell the bonds and notes at public or private sale or negotiation; to deliver the bonds and notes; to perform and comply with all requirements of the Internal Revenue Code of 1986, as amended, and to perform all other acts and execute such documents which are necessary or appropriate to issue the bonds and notes including, but not limited to, the execution and delivery of a bond purchase agreement, tax compliance agreement and bond insurance agreement; and

(vi) that the First Selectman, Treasurer and Director of Finance or any one of them are hereby authorized, on behalf of the Town, to enter into agreements or otherwise covenant for the benefit of bondholders as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this resolution, including agreements to provide information on an annual or other periodic basis to nationally recognized municipal securities information repositories or state based information repositories (the "Repositories") and to provide notices to the Repositories of material events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended; and

(vii) that the Town reasonably expects to incur expenditures (the "Expenditures") in connection with the capital project for which a general functional description is provided above. The Town reasonably expects to reimburse itself for the cost of the Expenditures with the proceeds of bonds, notes or other obligations of the Town described above. The maximum principal amount of such debt is not expected to exceed \$1,830,000. This declaration of official intent is a declaration of official intent made pursuant to Treasury Regulation Section 1.150-2.



TOWN OF MONROE

OFFICE OF THE FIRST SELECTMAN

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

Date: December 5, 2024

To: Jonathan Formichella, Town Council Chair

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

cc: Ron Bunovsky, Finance Director
Vida Stone, Town Clerk
Deb Dutches, Registrar of Voters
Katherine Briggs, Registrar of Voters
Frank Lieto, Town Attorney
Frank Dutches, Town Treasurer

Subject: Resolution Calling for a Town Meeting

As you are aware, the Town Charter requires that the Town Council call a Town Meeting for any resolutions calling for the issuance on bonds.

After further consultation with you, I ask that you place the attached resolution on the agenda of your next meeting for consideration and adoption.

Thank you.



TOWN COUNCIL RESOLUTION #24-161 CALLING FOR A TOWN MEETING

RESOLVED, That pursuant to Chapter IX, Section 1 of the Charter of the Town of Monroe, and contingent upon Board of Finance approval, the Town Council hereby calls a Town Meeting, to be warned and held on January 21, 2025, at 6:00 PM in the Monroe Town Council Chambers of the Monroe Town Hall to consider an act upon each of the following entitled resolutions individually, and that the Town Clerk cause notice of such meeting to be posted and published in accordance with law:

1. RESOLUTION AUTHORIZING AN APPROPRIATION OF \$190,000 FOR THE PURCHASE OF SAFETY EQUIPMENT AND AUTHORIZING THE ISSUANCE OF THE TOWN'S GENERAL OBLIGATION BONDS IN AN AMOUNT NOT TO EXCEED \$190,000 TO FINANCE THE APPROPRIATION.
2. RESOLUTION AUTHORIZING AN APPROPRIATION OF \$1,830,000 FOR BOARD OF EDUCATION UPGRADES AND A ROOF REPLACEMENT AND AUTHORIZING THE ISSUANCE OF THE TOWN'S GENERAL OBLIGATION BONDS IN AN AMOUNT NOT TO EXCEED \$1,830,000 TO FINANCE THE APPROPRIATION.



TOWN OF MONROE

TOWN COUNCIL

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

Date: December 5, 2024
To: Vida Stone, Town Clerk
From: Town Council Chairman
Cc: Terrence P. Rooney, First Selectman
Subject: Regular Meeting Dates for 2025

The Monroe Town Council will meet on the following dates for 2025 at 7:00 p.m.

Monday	January 6, 2025	Monday	July 14, 2025
Tuesday	January 21, 2025		
Monday	February 10, 2025	Monday	August 11, 2025
Monday	February 24, 2025		
Monday	March 10, 2025	Monday	September 8, 2025
Monday	March 24, 2025	Monday	September 29, 2025
Monday	April 14, 2025	Tuesday	October 14, 2025
Monday	April 28, 2025	Monday	October 27, 2025
Monday	May 12, 2025	Monday	November 10, 2025
Tuesday	May 27, 2025	Monday	November 24, 2025
Monday	June 9, 2025	Monday	December 8, 2025
Monday	June 23, 2025		
Monday	January 12, 2026		
Monday	January 26, 2026		

These meetings meet accessibility requirements for the disabled. Those needing assistance please contact the First Selectman's Office as soon as possible.