Town of Montville
Town Administration/Rules & Procedures Standing Committee
Regular Meeting Minutes
October 26, 2026, 5:00 p.m.
Montville Town Hall – Room 203

1. Call to Order
   Chairman Jaskiewicz called the meeting to order at 5:00 p.m.

2. Pledge of Allegiance

3. Roll Call (Councilors Jaskiewicz, Novak, and Sabilia)
   Present were Councilors Jaskiewicz and Novak. Absent was Councilor Sabilia. Also present were Mayor Leonard Bunnell, Sr., and Finance Director Julie Chapman.

4. Alterations to the Agenda – *none*

5. Remarks from the Public relating to matters on the agenda with a three-minute limit – *none*

6. Approval of:
a. The Regular Meeting Minutes of June 22, 2026
   Motion made by Councilor Novak, seconded by Councilor Jaskiewicz. Discussion: None. Voice vote, 2-0, all in favor. Motion carried.

7. Unfinished Business – *none*

8. New Business
   a. Purchasing Policy
      Finance Director Chapman discussed the proposed amendments to the existing Purchasing Policy, including increasing the sealed bid to $35,000.00 to align with the State's requirements, as established on October 1, 2025; re-organization/formatting of the Policy for clarification purposes; removal of references to the paper process; and adding suspended or debarred vendors, as required by the Auditors.

      Motion made by Councilor Novak, seconded by Councilor Jaskiewicz, to send the amended Purchasing Policy to the Town Council for review and approval. Discussion: None. Voice vote, 2-0, all in favor. Motion carried.

9. Remarks from the Public with a three-minute limit – *none*

10. Remarks from the Councilors – *none*

11. Adjournment
    The meeting adjourned at 5:10 p.m.