

**Town of Montville**  
**Public Works/Solid Waste Standing Committee**  
**Regular Meeting Minutes**  
**June 26, 2024, 5:15 p.m.**  
**Montville Town Hall – Conference Room 102**

1. Call to Order  
Chairperson Caron called the meeting to order at 5:15 p.m.
2. Pledge of Allegiance
3. Roll Call (Councilors Caron, Lathrop, Southard)  
Present were Councilors Caron, Lathrop, and Southard. Also present were Public Works Director John Carlson and Mayor Leonard Bunnell, Sr.
4. Alterations to the Agenda  
Motion made by Councilor Lathrop, seconded by Councilor Southard, to add the following item to the Agenda under item 8, New Business:  
    8(a) Transfer Station Part-time Employee Salary Increases  
Discussion: None. Voice vote, 3-0, all in favor. Motion carried.
5. Approval of Minutes
  - a. Regular Meeting Minutes of Wednesday, May 22, 2024  
Motion made by Councilor Southard, seconded by Councilor Lathrop. Discussion:  
None. Voice vote, 3-0, all in favor. Motion carried.
6. Remarks from the Public Regarding Items on the Agenda  
Town Council Chairman Tim May recommended the Public Works Director consult with the Finance Director to include the proposed pay raise in the existing pay raise schedule for part-time employees.
7. Old Business
  - a. Raymond Hill Church – *no update*
  - b. Road Improvement Program: Drainage & Paving Schedule/Road Improvement Bond  
Public Works Director Carlson presented a preliminary list of proposed roads for improvement. He noted that, while the list includes catch basin tops, it does not include any drainage improvements. He also recommended coordinating a plan with SCWA (Southeastern Connecticut Water Authority) before investing any time and funds in the Manor. To this end, he had a conversation with the SCWA Supervisor, who suggested that the Town takes the initiative in funding the project and getting reimbursed for it. Mayor Bunnell concurred and reported that he, too, has spoken with the Town's SCWA

Representative Chuck Longton regarding the possibility of arranging a meeting with SCWA to discuss the matter.

c. Youth Services (Montville Community Center) Bathrooms

Councilor Caron stated that the Architect has proposed alternative options and requested the Public Works Director meet with the Architect to review the suggestions.

d. Allocation of COVID-19 Funds

The remaining projects include the Camp Oakdale Pavilion Repairs and Social Services Renovation.

e. Cleanup of Schofield Pond

Public Works Director Carlson reported that Montville Volunteer Fire Company Chief Ron Turner is interested in placing new Connex boxes for a smoke training facility. The area has been cleaned and the remaining ARPA (American Rescue Plan Act) Funds were returned.

f. Public Works Garage Clean-up & Breakroom – *no update*

g. Tree Clearing

One to two complaints are received weekly and are being responded to as best as possible. The Public Works truck has been repaired and another truck will be rented in the spring.

h. Road Standards – *no update*

i. Road Clean-up Policy, a.k.a. Adopt-a-Road Program

The program is running well. Public Works Director Carlson noted that the Policy does not allow non-501(c)(3) organizations to take part in the program and donate the funds to a local 501(c)(3) organization of their choice. He is working with the Finance Director to determine whether the funding for the street sweeper could derive from the Nips Funds.

j. Future Capital Projects

The price for the truck is \$3,000.00 over the approved amount and the balance will be paid through the Department's operating budget. The location of the storage shed is to be determined.

k. Large Pavilion

The Public Works Director has been consulting with contractors regarding the siding, roofing, and lighting at the Camp Oakdale Pavilion. The Councilors briefly discussed the addition of plugs to the columns.

l. Painting of Stop Bars

The painting of stop bars has been completed; additional roads in need of stop bars may be referred to the Public Works Director.

m. Boat Launch

An aquatic inspection was conducted and completed, per CT DEEP (Connecticut Department of Energy and Environmental Protection) requirements, and the report was sent to CT DEEP for review.

n. Basketball Courts – *no update*

o. War Memorial Cleanup

Motion made by Councilor Lathrop, seconded by Councilor Southard, to remove the item, War Memorial Cleanup, from future Agendas. Discussion: The project has been completed. Voice vote, 3-0, all in favor. Motion carried.

p. MS4 General Permit

Public Works Director Carlson reported that he is currently working with CGI and CLA Engineers to include the Town's drainage system in the GIS System. His goal is to track the MS4 General Permit-related projects to ensure that the Town is meeting its goals.

q. Surplus Equipment

He has received and is investigating the possibility of posting the Mohegan Fire Company Truck for sale. Other miscellaneous items, including a Golf Cart and an 8' plow, will be posted on Municibid.

r. Purchasing Policy

The Policy was approved by the Town Administration/Rules & Procedures Standing Committee during their recent meeting.

s. Trex Project – Collection and Bailing of Plastic Film

Public Works Director Carlson reported that he spoke with the Town of Stonington, which conducts a plastic bag recycling program involving the collection of bags in special containers that are weighed, transported, and deposited into a locally located tractor-trailer monthly. Credit is received by completing a NexTrex form indicating the collected amount. For the month of May, the town collected approximately 800 pounds of plastic.

He also spoke with SCRRRA (Southeastern Connecticut Regional Resources Recovery Authority) regarding the recycling of cardboard, who did not see any issues with the removal of cardboard from the single-stream recycling program at this time, but noted that they are currently in negotiation with contractors regarding recycling pick-ups and, because cardboard recycling is more lucrative than the other items, an issue could arise. The contract is expected to be finalized in July. He estimated that a wooden structure to

house the bailor would cost approximately \$15,000.00 to \$20,000.00 and \$14,000.00 for the bailor.

8. New Business

a. Transfer Station Part-time Employee Salary Increases

Due to difficulties with hiring summer seasonal help, the previous Public Works/Solid Waste Standing Committee agreed to raise the salary by \$1.00 over minimum wage and another dollar for the second year of employment.

**Motion made by Councilor Lathrop, seconded by Councilor Southard, to approve the proposed Transfer Station Part-time Employee Salary Increases, as presented.**

**Discussion: The item will be sent to the Finance Director to be placed on the Schedule for the Part-time Wage Increases. Voice vote, 3-0, all in favor. Motion carried.**

9. Remarks from the Public

Town Council Chairman Tim May questioned the removal of the trees and the hill at the Camp Oakdale Pavilion, the lack of communication with the Parks & Recreation Commission and community regarding the project, and the status of the three (3) CHD (Connecticut Highway Department) monuments, a.k.a., merestones, on the property. He stated that the road could have been re-aligned to improve the sight line, rather than removing the existing hill, and strongly recommended contacting the State regarding the monuments. He also questioned the funding for the project which was not presented to the Town Council for approval. With respect to the proposed road work in the Manor, he recommended that a conversation with SCWA take place and revisions be made to the Town's existing Road Standards to avoid future issues.

*Public Works Director Carlson stated that the State reviewed and approved the plans for the project and will be providing new markers. He also noted that alternative options were investigated. Mayor Bunnell added that the need to improve the sight line has been discussed since February of 2023, if not earlier. While he acknowledged the oversight of consulting and discussing the matter with the Parks & Recreation Commission, their intent was to enhance the safety of the public by improving the sightline.*

Parks & Recreation Commission Member Jon Chase stated that the property located across the street from the Camp Oakdale Pavilion was the location of an illegal solid waste landfill that was established by the previous Parks & Recreation Director with the tacit approval of the then-Mayor, resulting in large fines. He was appalled to find that the same procedural situation, or lack thereof, has, again, occurred with the obliteration of a naturally attractive area on the site. While not opposed to improving the sightline, he was shocked by the lack of communication and neglect to obtain the proper approvals from the Parks & Recreation Commission, as required by the Town Charter, citing sections of Article IV, §C404, Parks

and Recreation Commission, of the Town Charter; Article VI, §C605, Department of Public Works as well as portions of the Committee's meeting minutes and; his recollections of the conversations that had taken place regarding the project. He also stated that he has no recollection and there are no minutes reflecting that the public had any opportunity to provide input on the matter. He felt that a maintenance plan for the area, as recommended by the previous Public Works Director, should have been drafted, reviewed, and discussed by the necessary parties. He further noted the continuation of unlawful actions, including the removal of trees and hedges without posting, as statutorily required. He felt that the Town could do better and suggested they take pause, follow the process, as dictated by law, and, possibly, develop a better solution to improve the sightline before the situation worsens.

*Mayor Bunnell expressed his respect for his comments and research. He concurred that a conversation should have taken place and questioned the delayed input and statement regarding the Charter violation after the process had already begun. He stated that the Public Works Director, recognizing the safety issues, developed a plan to improve the sightline by removing the hill and utilizing funds from the TAR (Town Aid Roads) Grant. While the property is under the jurisdiction of the Parks & Recreation Commission, it is also the State right-of-way and a sightline issue. The project will improve the safety and visuals of the facility and is incomparable to the illegal dumping that occurred years ago.*

Town Council Chairman May added that the plan was approved in December 2023 by CLA Engineers and that it was neither brought to his attention that the project would include the removal of the entire hill nor was the Town Council informed that the project went out to bid.

10. Remarks from the Councilors – *none*

11. Adjournment

Motion made by Councilor Lathrop, seconded by Councilor Southard, to adjourn the meeting at 6:25 p.m. Discussion: None. Voice vote, 3-0, all in favor. Meeting Adjourned.

Respectfully Submitted by:

Agnes T. Miyuki, Recording Secretary for the Town of Montville