

Town of Montville
Public Works/Solid Waste Standing Committee
Regular Meeting Minutes
March 26, 2025, 5:15 p.m.
Montville Town Hall – Conference Room 102

1. Call to Order
Chairperson Caron called the meeting to order at 5:19 p.m.
2. Pledge of Allegiance
3. Roll Call (Councilors Caron, Lathrop, Southard)
Present were Councilors Caron and Southard. Absent was Councilor Lathrop. Also present were Mayor Leonard Bunnell and Public Works Director John Carlson.
4. Approval of Minutes
 - a. Regular Meeting Minutes of Wednesday, February 26, 2025
Motion made by Councilor Southard, seconded by Councilor Caron. Discussion: None.
Voice vote, 2-0, all in favor. Motion carried.
5. Remarks from the Public Regarding Items on the Agenda with a three-limit limit – *none*
Chairperson Caron welcomed and introduced Town Engineer Kyle Haubert, P.E., Principal, CLA Engineers, Inc., who provided a brief background of his experience in engineering, planning, designing, inspecting, and providing administrative services for various projects. CLA Engineers, Inc., located in Norwich, has been providing engineering services to the Town for numerous years. A resident of New London, he is also often available on-demand. As the Point of Contact for the Town, he is working with the Public Works Department on various projects, including the Oakdale Storage Shed, Boat Pier and Dock, and Road Improvement Program, and is in discussions with the Parks & Recreation Chairperson to create a concept/master plan for the Camp Oakdale Large Pavilion.
6. Old Business
 - a. Raymond Hill Church
Mayor Bunnell reported that a request was submitted to Senator Cathy Osten to appropriate a state bond grant to fund the assessment of the Church.
 - b. Road Improvement Program: Drainage & Paving Schedule/Road Improvement Bond
 - 1) Road Schedule/Bid Status
A request has been submitted to the Finance Director to determine the remaining funds of the previous Road Improvement Bond.

Staffing is available through CLA Engineering to develop and monitor the bid process and inspect the projects, as necessary. They are working together to inspect the Town roads and determine the scope of the job. The roads that are more trafficked will be given priority. The following roads are slated for repair and/or paving:

Old Colchester Road, between Hunters Run and Black Ash Road
Bridge Street Bridge
Butlertown Road
Guttermann Road
Beechwood Road
Maple Avenue
Massapeag Side Road
Derry Hill Road

Extensive discussion ensued regarding the issues on Maple Avenue, including the crown and manhole covers. The dynamics of the road have changed due to the multiple major projects that have been conducted over the years.

- c. Youth Services (Montville Community Center) Bathrooms – *no update*
- d. Clean-up of Schofield Pond – *no update*
- e. Public Works Garage Clean-up & Breakroom
The Public Works Director will be requesting funding from the Town Council for asbestos removal in the breakroom.
- f. Tree Clearing
The bucket truck has been rented and several trees on Raymond Hill Road, Simpson Lane, Fort Shantok Road, and Chesterfield Road have been cut. Priority is being given to trees that are dead or those for which complaints have been received.
- g. Road Standards
The Town Engineer will review and provide recommendations to the Town's Regulations and Form(s) regarding road work conducted by outside companies. Chairperson Caron emphasized the importance of enforcing the Regulations, citing issues in which the Town is repairing and repaving roads that are left improperly paved, partially due to the settling of the roads. Mayor Bunnell stated that the form should include a section for signatures authorizing the completion of the work and the Regulations should clearly state the details and cost(s) of bonds. The Town may also hold the bond for a duration of time following the completion of the job.

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

The Public Works Department continues to pick up litter on the roads whenever possible. It is hoped that once the weather warms, organizations will begin taking part in the program.

i. Future Capital Projects – *no update*

j. Camp Oakdale Pavilion

The item will be renamed “Camp Oakdale Renovations”.

Streetlights will be installed on the new poles that were installed along the driveway between the softball and football fields. Each pole is also equipped with a conduit for cameras.

Additional space in the closet will be created for the Farmer’s Market events.

k. Boat Launch

They are in the process of negotiating with the contractor. Funding for the project through the Town’s LoCIP (Local Capital Improvement Program) Funds was approved by the Finance Standing Committee and will be on the April Town Council Agenda for final approval. The parking lot and the area between the railroad tracks and the docks will be paved, better defining the road; lighting and cameras will also be installed.

l. Basketball Courts

The footings for the hoops at Desjardins Park were installed. Once the weather warms, the lines will be painted. It was noted that the lines on Desjardins Courts, which will only include lines, will not look as nice as the Camp Oakdale Courts, which will be painted green with lines. An estimate will be obtained to paint the Desjardins Courts green with white lines to match the Camp Oakdale Courts.

The chipping of the pickleball courts at the poles is in the process of being repaired.

m. MS4 General Permit

The MS4 General Permit has been signed; The item will be removed from the agenda.

n. Surplus Equipment

A brief discussion ensued regarding the surplus equipment, including the possibility of utilizing one of the fire company’s M-37 Rescue Truck for Public Works.

o. Trex Project – Collection and Bailing of Plastic Film – *no update*

p. Maple Avenue Paving – *see item 6(g)*

q. Public Safety Building A/C Repair

The A/C units have been ordered.

- r. Transfer Station Fees, including Commercial Roof Shingles – *no update*
Discussion ensued regarding the benefits of purchasing a scale, which will help offset their costs and may generate revenue.
 - s. PTA Lane Sale – *no discussion; the item will be removed from the Agenda*
 - t. Application for Permit to Work on Town Roads – *see item 6(g)*
7. New Business
- a. Status of Painting of Soccer Field Building & Bathrooms
An estimate to paint the two Camp Oakdale Bathrooms and Soccer Field Building and Bathrooms will be requested.
 - b. Camp Oakdale Building
Discussion ensued regarding the increased cost for the (steel) building, resulting in a decision to decrease the size of the building from 100' x 40' to 80 x 40', reducing the price, renegotiating a price with the lowest bidder, and signing off on the project.
8. Remarks from the Public with a three-limit limit – *none*
9. Remarks from the Councilors – *none*
10. Adjournment
Motion made by Councilor Southard, seconded by Councilor Caron, to adjourn the meeting at 6:31 p.m. Discussion: None. Voice vote, 2-0, all in favor. Meeting adjourned.

Respectfully Submitted by:

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