

Town of Montville
Public Works/Solid Waste Standing Committee
Regular Meeting Minutes
March 25, 2026, 5:30 p.m.
Montville Town Hall – Conference Room 102

1. Call to Order
Chairperson Baker called the meeting to order at 5:32 p.m.
2. Pledge of Allegiance
3. Roll Call (Councilors Baker, Caron, Southard)
Present were Councilors Baker, Caron, and Southard. Also present were Mayor Leonard Bunnell, Sr. (5:33 p.m.) and Public Works Foreman Jim Bunnell.
4. Alterations to the Agenda – *none*
5. Approval of Minutes
 - a. Regular Meeting Minutes of Wednesday, February 25, 2026
Motion made by Councilor Caron, seconded by Councilor Southard. Discussion: None.
Voice vote, 3-0, all in favor. Motion carried.
6. Remarks from the Public Regarding Items on the Agenda with a three-limit limit – *none*
7. Old Business
 - a. Raymond Hill Church – *no report*
 - b. Road Improvement Program: Drainage & Paving Schedule/Road Improvement Bond
 - 1) Road Schedule/Bid Status
Butlertown Road will soon be going out to bid.
 - 2) Maple Avenue Paving
The Contractor is making preparations to complete the unfinished section, loom and seed, replace the driveway aprons, and clean up their storage area at Public Works.
CLA Engineers is finalizing the paperwork for the final section to send the job to bid.
 - c. Youth Services (Montville Community Center) Bathrooms
A Value Engineering Meeting was held; changes were sent to the two (2) lowest bidders for a revised estimate. It was corrected that the project was not yet awarded. Mayor Bunnell added that the funding for the job will be sent to the Town Council for approval.
 - d. Public Works Garage Clean-up & Breakroom – *no report*
 - e. Road Clean-up Policy, a.k.a. Adopt-a-Road Program – *no report*
 - f. Future Capital Projects

Future Capital projects include the removal of the Town Hall and Community Center oil tanks, both of which will be converted to natural gas.

g. Camp Oakdale Renovations

1) Pavilion and Dog Park Master Plan

CLA Engineers is working on the plans and bid specs. A meeting was held with the Town Engineer to review the improvements to the parking lot. Test pits were conducted today to improve the drainage at the large Pavilion.

2) Camp Oakdale Parking Lots – *see item 7(g)(1)*

3) Pickleball Court Roadside Privacy Screen

The Parks & Recreation Director is working with the Parks & Recreation Commission on the privacy screen, which will have a QR Code to the Town App printed on the screen. Once received, the Public Works Department will install the screen.

4) Solar Trash Compactors

The solar trash compactors were received and will be anchored to the cement at the large Pavilion.

h. Boat Launch/Fishing Pier

Bi-weekly progress meetings continue to be held; the project is on schedule for completion by the July 1 deadline.

i. Surplus Equipment

The fire truck and mower were delivered to the auction site; they are scheduled to be auctioned in April.

j. Trex Project – Collection and Baling of Plastic Film – no report

Transfer Station Employee Flo Turner reached out to Trex, who should be sending information to the Mayor. The possibility of purchasing a butler-type building for the Transfer Station to store the baler and equipment was briefly discussed.

k. Transfer Station Regulations: Fees, including Commercial Roof Shingles & Punch Cards

Discussion ensued regarding the punch cards and stickers, which should be finalized before the end of May. Transfer Station Employee Turner recommended that updated stickers and punch cards be sold and free trash bags be distributed to ease the residents into the new program. She and the Chair will be visiting another Transfer Station to gather information and ideas.

Mayor Bunnell departed from the meeting at 5:50 p.m.

Chairperson Baker concurred, stating his hopes to implement the program on January 1 to prepare and ease the residents into the program. The Councilors agreed to schedule a Special Meeting to discuss the Transfer Station Punch Cards, Stickers, and fees.

Motion made by Councilor Southard, seconded by Councilor Caron, to schedule an April Special Meeting to discuss the Transfer Station Punch Cards and Stickers. Discussion: None. Voice vote, 3-0, all in favor. Motion carried.

l. Facility Costs

The Public Works Director has spoken with the Parks & Recreation Commission regarding the overhead costs for the large Pavilion and agreed to draft a recommended fee schedule for the Commission's review. Chairperson Baker recommended that the fee schedule include a resident and non-resident fee, with the deposit being separate from the rental fee.

m. Capital Fund Fiscal Year 2026/27

The possibility of engaging in a lease-purchase agreement for one to two trucks is being investigated. Additionally, a replacement schedule is being drafted and will be presented to the Finance Committee.

n. Animal Control Facility

The Public Works Crew is installing boards above the cages and a cinderblock wall to accommodate one of the fence openings, per the state's requirements. Discussion ensued regarding the project, including the importance of informing the Town Council regarding the change orders, the annual operating costs, the arrival of the generator, and other issues. A list of the issues will be sent to the Chair.

o. Drainage Issues:

- 1) 66 Glendale Road, Oakdale – *no report*
- 2) 494 Kitemaug Road, Uncasville – *requires looming & seeding; weather dependent*
- 3) 21 Gair Court – *no report*

p. Tipping Fees

The tipping fees are expected to increase on July 1.

q. Sidewalk Maintenance – *no report*

r. Connecticut Tire Stewardship

The Public Works Director consulted with SCRRRA (Southeastern Connecticut Regional Resources Recovery Authority) regarding the CT Tire Stewardship, which will remain as is for the town being.

s. Town Hall Furnace

A plan is being drafted to send the item to bid; the conversion to gas for the Community Center is also being investigated.

t. Cardboard Recycling – *no report*

u. CT DEEP Sustainable Materials Management Grant (SMMR2)

Chairperson Baker reported that the resolutions to accept the SMMR2 (Sustainable Materials Management Round 2) Grant Program and to establish an Ad-Hoc Sustainable Materials Management Committee were approved by the Town Council.

v. Snow removal budget, overtime, and materials

The salt shed should be filled with 500 tons of salt by year's end. The salt budget is over by approximately \$19,420.00 and \$49,000.000 for other snow-related items..

9. New Business

a. Senior Center/Social Services

The Public Works Crew is continuing to work on the Senior Center, where health department violations are also being remedied. The Social Services building is also in need of attention.

10. Remarks from the Public with a three-limit limit

Transfer Station Employee Turner questioned when the Public Works/Solid Waste Standing Committee Member would be appointed to the Ad-Hoc Sustainable Materials Management Committee.

The member will be appointed during the April Town Council Regular Meeting.

11. Remarks from the Councilors

Councilor Caron expressed his appreciation to the Public Works Crew for all of their hard work clearing the roads during the winter snowstorms and thanked them in advance for the list of items that should be addressed. He also thanked them for attending this evening's meeting and hopes to see them at future meetings.

Councilor Southard concurred, adding that those who post negative comments on social media are unaware of the "behind-the-scenes" issues. She is pleased that the Transfer Station Punch Card/Stickers will be addressed.

Chairperson Baker also thanked them for attending this evening's meeting and gave an open invitation to their future meetings. Having personally experienced plowing the roads during such heavy snowstorms, he also expressed his appreciation to the Public Works crew for all of their hard work. They will do their best to accomplish their goals and seek creative ways to finance large items.

12. Adjournment

Motion made by Councilor Southard, seconded by Councilor Caron, to adjourn the meeting at 6:44 p.m. Discussion: None. Voice vote, 3-0, all in favor. Meeting adjourned.