

Town of Montville
Ad-Hoc Sustainable Materials Management Committee
Meeting Minutes
June 24, 2026, 6:30 p.m.
Montville Town Hall – Mayor’s Conference Room

1. Call to Order
Chairman Baker called the meeting to order at 6:39 p.m.
2. Pledge of Allegiance
3. Roll Call
Present were Councilors Brian Baker and Nick Sabilia, Public Works Director John Carlson, Transfer Station Foreperson, and Laurence Eiden. Also present were Mayor Leonard Bunnell, Sr. Absent was Finance Director Julie Chapman.
4. Alterations to the Agenda – *none*
5. Approval of:
 - a. The Special Meeting Minutes of June 11, 2026
Motion made by Councilor Sabilia, seconded by Committee Member Turner, to approve the June 11, 2026, Ad-Hoc Sustainable Materials Management Committee Special Meeting Minutes. Discussion: None. Voice vote, 6-0, all in favor. Motion carried.
6. New Business
 - a. Overview of the UBP Concept with Kristen Brown, WasteZero
Chairman Baker reported that the CT DEEP (Connecticut Department of Energy & Environmental Protection) contract has been executed, and they are awaiting the finalization of the WasteZero contract. In lieu of Project Manager Kristen Brown, Connecticut Program Coordinator Tory McBrien-Vranken provided a brief recap of the SMMR2 (Sustainable Materials Management Round 2) Grant Program. The Program is divided into three (3) phases:
Phase I includes the research and design of the program.
Phase II includes the promotion, public outreach, and education of the program. The bulk of the funding is expended during this phase for promotional materials.
Phase III includes the implementation of the program.
Chairman Baker stated that his goal is to complete Phase I by September 1, Phase II by December 31, and to initiate the program on January 1, 2027.

Preliminary models were presented. The final model will be provided after a more current and detailed budget report that includes the population, annual trash tonnage, tipping fee, and sticker revenue amounts are provided. The Program will provide a new revenue stream

through the selling of the bags and reduce waste, resulting in a budget surplus that may be reinvested in related programs. Possible options included selling one and/or two sizes of bags and maintaining the sticker fee or offering the stickers free of charge. A true pay-as-you-go program offers a free sticker with the Town's taxes funding the Transfer Station's operating costs, and aligning the cost of the bags with the tipping fees.

The Committee briefly discussed the type of public engagement and outreach efforts, e.g., public meetings, focus groups, or hiring an individual to speak with and educate the public regarding the waste crisis at the Transfer Station. The Committee agreed on the importance of communicating with the residents and gaining their feedback throughout the process by hosting (hybrid) focus group meetings. Suggestions included engaging SCRRRA (Southeastern Connecticut Regional Resource Authority) to provide presentations regarding food scraps and composting, holding public education events at the Town Hall (rather than the Transfer Station), meeting with the Conservation Commission, providing a presentation at the Senior Center, hosting a booth at the Farmers Market event(s), engaging the students, community groups, and organizations, including the Boy Scouts and Lions Club. The public outreach should be framed around their design model, educating the public about their reasoning and the importance of reducing waste to gain support for the concept. The sessions might also be divided into two, with the initial, informative session aimed at receiving feedback and a second session introducing the design model. Councilor Sabalia concurred and recommended starting with an awareness campaign addressing the waste crisis. The possibility of engaging in a field trip to other towns, including Stonington and Woodbury, which have successfully implemented the program, was also raised. Possible locations to sell the bags were also discussed.

Chairman Baker will send the Town's recently revised Transfer Station Regulations and board/commission meeting information to WasteZero. The final WasteZero Contract will be sent to the Mayor. Project Manager Brown will connect with the Finance Director to obtain the budgetary numbers and prepare and present an in-depth, up-to-date model at their next meeting.

7. Set Additional Future Meeting Times & Dates

The Committee's next meeting will be on Wednesday, July 22, at 6:30 p.m.

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

9. Adjournment

Motion made by Committee Member Turner, seconded by Committee Member Eiden, to adjourn the meeting at 7:48 p.m. Discussion: None. Voice vote, 5-0, all in favor. Meeting adjourned.

Respectfully Submitted by: Agnes T. Miyuki, Recording Secretary for the Town of Montville