

Town of Montville
Ad-Hoc Sustainable Materials Management Committee
Meeting Minutes
August 19, 2026, 6:30 p.m.
Montville Town Hall, Room 203

1. Call to Order

Chairman Baker called the meeting to order at 6:35 p.m.

2. Pledge of Allegiance

3. Roll Call

Present were Councilors Brian Baker and Nick Sabilia, Public Works Director John Carlson, Finance Director Julie Chapman, Transfer Station Foreperson Florence Turner, and Laurence Eiden. Absent was Mayor Leonard Bunnell, Sr.

4. Alterations to the Agenda – *none*

5. Approval of Minutes

a. Approval of Meeting Minutes of July 22, 2026

Motion made by Councilor Sabilia, seconded by Transfer Station Foreperson Florence Turner, to approve the July 22, 2026 Ad-Hoc Sustainable Materials Management Committee Meeting Minutes. Discussion: None. Voice vote, 5-0, all in favor. Motion carried.

6. New Business

a. Discussion regarding Phase I of Sustainable Materials Management Round 2 (SMMR2) Grant Program

WasteZero Project Manager Kristen Brown, who was virtually present, reviewed the different price point options for two (2) bag sizes (13- and 33-gallon) and Transfer Station stickers, and the resulting expenses, revenue, and potential savings for the residents and the Town, based on their previous discussions and the most current data. The benefits of engaging in a uni-based pricing program include less food scrap in household garbage, increased recycling, reduced overall waste, and overall cost savings. The average household disposes of approximately 1,500 pounds of waste per year, with the heaviest users being subsidized by the lighter users and the tax base. The program would create a fairer system in which residents pay for the services based on their usage. The Town's Transfer Station expenses, which are expected to increase, currently exceed its revenue. Based on their experience, towns experience a 40% reduction in waste, resulting in reduced tipping fees.

Discussion ensued regarding the process, which will include promoting the program through flyers and inviting residents who use the Transfer Station to participate in a Focus Group. A table will be set up at the Transfer Station for one weekend to engage the residents and explain the program. She recommended hiring a part-time Environmental Science student to help host the table (funding is included in the Grant). Each Focus Group would meet for approximately 40- to 45-minutes to discuss and respond to select questions; their responses will be used to create the final proposed make-up of the program. The Committee agreed to the following dates:

Saturday, August 29, and Sunday, August 30 – Distribution of flyers/hosting a table at the Transfer Station to encourage Transfer Station Users to participate in a Focus Group

Tuesday, September 1, Wednesday, September 2, and a Saturday, date to be determined – Focus Group meetings

Wednesday, September 23, 6:30 p.m. – Joint meeting with the Town Council to discuss the results and finalize the proposal, which will be presented to the Town Council for a vote to institute a test run of the program during the Town Council October Regular Meeting.

Scenarios for pricing options, covering 50% and 75% of the Transfer Station labor cost, were presented. The exact number of stickers sold in the past for regular and senior residents and reclaimant fees (for metal) will be provided, further solidifying the numbers.

7. Set Additional Future Meeting Times & Dates

Motion made by Transfer Station Foreman Turner, seconded by Councilor Sabilia, to set the meeting date of Wednesday, September 23, at 6:30 p.m., for a Joint Town Council and Ad-Hoc Sustainable Materials Management Committee Meeting. The meeting will be held in Montville Town Hall, Room 203. Discussion: None. Voice vote, 5-0, all in favor.

8. Public Comment (3-minute time limit) – *none*

9. Adjournment

Motion made by Transfer Station Foreman Turner, seconded by Committee Member Eiden, to adjourn the meeting at 7:47 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