

City of Bristol
Board of Public Works
Approved Meeting
Minutes for April 16, 2026
With Zoom Access

Members Present: Mayor Ellen Zoppo-Sassu
Council Member Greg Hahn
Commissioner Michael Dumas
Commissioner David Hartley

Absent: Council Member Steve Seymour
Council Member Eric Rosengren
Commissioner Frank Stawski

Staff Present: Raymond Rogozinski, P.E., Director of Public Works

1. Call to Order

Mayor Zoppo-Sassu, Chair called the meeting to order at 6:00 p.m.

2. Approval of Minutes

a. March Draft Minutes

MOTION: made by Commissioner Hartley and seconded by Council Member Hahn to accept as presented and place on file.
Motion passed.

3. Public Participation

None

4. Employee Recognition

a. Employee Anniversaries

Mayor Zoppo- Sassu reviewed the anniversaries.

5. Division Reports

a. Division Reports

Council Member Hahn stated he has had lots of questions about pot holes in town from residents.

Raymond Rogozinski, P.E., Director of Public Works stated that they can call the main number and we will put in a work order and then it goes to the pot hole crew.

MOTION: made by Commissioner Dumas and seconded by Commissioner Hartley to accept as presented and place on file.
Motion passed.

6. Public Works Project Lists

a. BldgComm Project List

Mayor Zoppo-Sassu asked how much longer will the temporary boiler be at the police department.

Raymond Rogozinski, P.E., Director of Public Works, stated it will be until the end of April which is consistent with the original

timeline and will have no increase for the cost.

MOTION: made by Commissioner Dumas and seconded by Council Member Hahn to accept as presented and place on file. Motion passed.

7. Directors Report

Raymond Rogozinski, P.E, Director of Public Works, reviewed the directors report with the board.

Commissioner Dumas asked when the budget will be finalized.

Mayor Zoppo-Sassu stated that it will be adopted by the board of finance on April 28th. She explained when the state determines how much we get, they can determine the board of education budget. She stated the public works budget went well. They did accept the leasing of vehicles plan. New Barrels will be purchased with nipper funds. She stated, we don't have a spending problem, we have a revenue problem, but there are revenue streams for the future and there are some projects we are working on. The red- light traffic camera revenue has specific uses for what it can be used for and will be a lot of cooperation from police and public works working together. We have some large projects coming off the tax abatement schedule. There are lots of good things in the pipeline that will help us in the future.

Commissioner Dumas asked about what may go in at the Chic Miller site.

Mayor Zoppo-Sassu, said there are no plans proposed, but they are talking about housing or a small retail space, but nothing is final.

Council Member Hahn asked about the rehab of the Main Street Bridge with Pam Am, who got a 1.9 million grant for rehabilitation and esthetic improvements.

Raymond Rogozinski, P.E., Director of Public Works, stated that he spoke to the representative today and the grant was awarded and Pan Am did acknowledge there are preliminary plans, but nothing set as of yet.

Council Member Hahn asked about the condo meeting and if there were anything further from a public works area that can help them

Raymond Rogozinski, P.E., Director of public works stated we are going thru the options discussed and are looking to see if we can address their concerns.

Mayor Zoppo-Sassu stated this meeting had good and bad things with getting them together. There are some of them that didn't understand that by agreeing going into a condo they were restricted for access, but now understand and they feel heard. We are working on a summary of the meeting discussion for the board. The hydrant flushing and testing they pay for was one item discussed. Another was discussed for smaller condos, they asked for a pass for the transfer station to use as a group for a number of times and pay by the condo association. There was also a discussion regarding the detention pond issues that were put there before a stormwater trust, that are not maintained by us and will be discussed during that part of tonight's agenda.

Councilman Hahn asked about working with vendors to get better trash removal rates.

Mayor Zoppo-Sassu stated that Ken Valera is a valuable person to talk to, they use two vendors and they do get our tipping fee. She asked if the condo associations are having that savings passed onto them? I think Ken Valera can work with them and give them guidance on this.

Raymond Rogozinski, P.E., Director of Public Works, stated there are 2200 to 2400 total condos in town and it's not feasible.

Council Member Hahn stated maybe they can all contract with one vendor. If we can help them just get organized with some of this, but not pay for it.

Mayor Zoppo-Sassu asked about the Brace Avenue update.

Raymond Rogozinski, P.E., Director of Public Work, Stated Laverio are working their way thru it, it is a tough project.

MOTION: made by Commissioner Hartley and seconded by Council Member Hahn to accept as presented and place on file. Motion passed.

8. New Business

a. MS4 Annual Report

Raymond Rogozinski, P.E., Director of Public Works, reviewed the MS4 annual Report. The biggest deficiency we have is the wet weather outfall screening. In 2026 the main item we need to address is wet weather sampling. We have to sample 25 outfalls to identify the worst six. This is to demonstrate that our water quality is getting better and our efforts are making a difference. One of the challenges is you have to test during a qualifying storm to get a sample that fits the criteria.

MOTION: made by Commissioner Hartley and Seconded by Council Member Hahn to approve the Director of Public Works to sign the MS4 report, accept as presented and place on file. Motion passed.

Jim Schaefer, BL Companies, stated that an improvement to be more proactive should be done. We revised the cities wet weather outfall sampling plan to include a map and a schedule and to coordinate with staff to get ahead, proactively plan and look at the ten- day weather forecast. In addition, we prioritized by picking the outfalls and plotting the data to help identify areas that require dry weather sampling.

b. Vision Zero-Safe Streets

Raymond Rogozinski, P.E., Director of Public Works, reviewed the Vision Zero Safe Streets program.

Richard Donovan, Transportation Planning Director, and Anthony Lagana, Transportation Planner, NVCOG, gave an overview of the Vision Zero Action Plan with a background of what vision zero is, the goal of it and the timeline for completion.

Raymond Rogozinski, P.E., Director of Public Works stated the only concern is the target date for zero fatalities because I see the program as a continuous work in progress. Traffic patterns always change. He said he did say the date of 2060 he is more comfortable with.

MOTION: made by Council Member Hahn and seconded by Commissioner Dumas to Authorize a request to the Board of Finance to fund NVCOG's preparation of a Municipal Safety Action Plan in the amount of \$32,000, subject to modifications of NVCOG proposal (Component 1). This will include rescinding funding from Account Department of Public Works | 860.584.6125 3023015-531000-25G33 in the amount of \$32,000 and requesting a corresponding appropriation to support this effort. Motion passed.

MOTION: made by Council Member Hahn and seconded by Commissioner Dumas to Authorize the Mayor or the Director of Public Works to execute an agreement with NVCOG, contingent upon Board of Finance approval of the funding.

Richard Donovan, Transportation Planning Director, NVCOG, stated 2050 is the most common target date.

Mayor Zoppo-Sassu stated we are in an interesting position. We do emergency planning with capital region and asked if there is a lot of conversation that we should all be united in. She asked if you also communicating with your council of governments and if there is there an overall arching plan with all of these issues?

Richard Donovan, Transportation Planning Director, NVCOG stated that a notable challenges for NVCOG is we cover 4 separate urban areas and all 4 are transportation management areas (TMA's) of a population of 200,000 residents or more. We are legally required for certification reviews by urban area, which include and work carefully with the capital region and CT River Cog which cover the Hartford area where Bristol is a member as we are federally required to do so. There are a number of state wide directives for this as well.

Mayor Zoppo-Sassu sked if there are some communities that are way ahead in this process or are they all aligning this far out for dates or choosing more aggressive dates.

Richard Donovan, Transportation Planning Director, NVCOG, stated there are a lot of variation to them, 2050 is the most common target. There are cities with target of 2035, 2040 and some beyond 2060. With the state of the infrastructure the number of crashes and types we are dealing with, we felt like 2060 was the fairest target to adopt. If we are seeing significant progress faster than we expected, we can revise that date down, but there are a number of hurdles to get thru.

Mayor Zoppo-Sassu, stated that in order to leverage resources and get the best information from a community engagement standpoint, because we are in ordinance to do a red- light ordinance and are using the same crash data from UConn and because there is this shared use of data, if we do public presentations we could align those priorities, it's a nice pairing. If we bill it and talk about red-light camera it's a better audience for you, and as this moves along, we are going to be on parallel paths and its shared goals.

Richard Donovan, Transportation Planning Director, NVCOG, stated one of the reasons our goal is so far out is because when we adopted that goal the state had yet to pass legislation allowing for automated enforcement. No one has gotten close to zero without automated enforcement. We can't put this plan together without having a meaningful conversation about the red-light camera program.

Mayor Zoppo-Sassu asked as we now emerge from this process with a safety action plan, what else can we do with it? Can we attach it to future applications when we expand red light or speed?

Richard Donovan, Transportation Planning Director, NVCOG, stated this is the goal, and the reason we do these, is it makes you more compelling in a competitive funding environment for federal and state. These are all becoming points in these programs now. Not only will it give you a list of the projects we suggest you go after funding opportunities for, part of our responsibilities is to help you with that. It also gives you the data, the public engagement to demonstrate you have gone in front of residents and it gives you a comprehensive strategy. It is a well-organized, well planned out to get towards zero to help with grant applications.

Mayor Zoppo-Sassu asked what the timeframe is for this.

Richard Donovan, Transportation Planning Director, NVCOG stated Within 12 months. The hardest part is getting the public notice done. Because of the amount of public notice, we want to do, we would want a lot of time in front of residents before we do concept development.

Mayor Zoppo-Sassu, asked what type of public engagement qualifies for this.

Richard Donovan, Transportation Planning Director, NVCOG, stated we will present a final plan for public notice, at the mum festival and council chambers. We will put boards with maps and have people put pins or notes on it and ask people to share ideas. We have a complete street's guide book we can bring and ask for comments. We can work together with Ray and the team to make it happen. Its important to get in front of as many people as possible.

Raymond Rogozinski, P.E., Director of Public Works, stated the study with the original grant is for state and local roads. I do think that the data is to identify the state roads and advocate for the state to fix them.

Richard Donovan, Transportation Planning Director NVCOG, stated we have the same radar systems police departments use and get real time traffic counts, type of vehicle and speeds. There is a data platform called streetlight which uses vehicles. Right now, it is every Honda, Toyota manufactured vehicle. We can get lots of real time data from it and eliminates a person counting in person. Many of these projects will be on state roads. We are able to do all the required data and give you a package effectively ready to go for project development.

c. Storm Water Trust Annual Report

Mayor Zoppo-Sassu, stated this is the annual report that shows where we are spending time and resources. I want to talk about Chimney Crest Condos and the catch basin after we the discussion.

Commissioner Dumas asked if the history has been good or fluctuates with the market.

Raymond Rogozinski, P.E., Director of Public Works stated it has been good.

Mayor Zoppo-Sassu stated with seeing the balance and what the typical disbursements are for maintenance expenditures, I would like to entertain a motion to add Chimney Crest detention pond that is located in the south east corner of Redstone Hill Road and Village St. She stated that thru no fault of the condo association, it wasn't eligible for storm water trust as we didn't have one then. Its not overly large complex and we do discharge to it.

MOTION: made by Commissioner Hartley and Council Member Hahn to include the Chimney Crest developments in the storm water trust and appropriate the proper expenses to perform required yearly inspections and maintenance from the storm water trust fund. The Director of Public Works to notify the condo board we are taking on that responsibility. Motion passed.

MOTION: made by Commissioner Hartley and seconded by Council Member Hahn to amend the previous motion to be send to city council and refer for informational purpose to storm water trust. Motion passed.

MOTION: made by Commissioner Hartley and seconded by Commissioner Dumas to accept as presented and place on file. Motion passed.

d. Fleet Replacement Plan

Raymond Rogozinski, P.E., Director of Public Works, stated that based on a review with the board of finance, they came up with a ten- year capital plan. He reviewed the plan with the board.

MOTION: made by Commissioner Dumas and Council Member Hahn to accept as presented with an endorsement of the fleet replacement plan and place on file. Motion passed.

e. Ambler Road and Grassy Road Acceptance

Mayor Zoppo-Sassu, stated that this is a timely item due to the proposed development of the Hoppers- Birge Pond Reserve. At the City Council meeting there was a vote to rest six acres of the 12 acres as open space and use capital land reserve funds to do that. This is the time to address the long- standing issues of Ambler and Grassy Road because of the development happening and we can leverage with what the developer is able and willing to do. We have been providing services on Grassy and Ambler forever. The council reps in district 2 are going to have one on one conversations with the residents and there have been previous motions made.

Raymond Rogozinski, P.E., Director of Public Works, stated he 100% agrees with this plan and the driver for it is the developments.

MOTION: made by Commissioner Hartley and seconded by Commissioner Dumas to refer a request to the City Council to formally accept portions of Ambler Road and Grassy Road, extending from the intersection of Ambler Road and Crescent Drive to the paved terminus of Grassy Road (approximately 1,480 feet). Acceptance will be limited to the paved portion of the existing roadway, which will be classified as a city street, and is not intended to otherwise increase existing property encumbrance. This approval will also formalize the Department's responsibility to provide roadway maintenance, solid waste collection, and snow removal and treatment services for the roadway. Motion passed.

Mayor Zoppo-Sassu, stated they are offering to make some improvements to the road as well and to abandon the unpaved section which will go to city council.

MOTION: made by Commissioner Hartley and seconded by Council Member Hahn to Refer a request to City Council to abandoned the unpaved section of Ambler Road from the intersection of Grassy Road and Ambler Road 660 ft to the north east to lot 60-15 and abutting lots 20-221, 20-219, 20-218 and 215. Motion passed.

9. Old Business

a. Bus Shelters

Mayor Zoppo-Sassu stated that we have permission to remove the bus shelter at Mt. Laurel Housing authority, but not permission for the Huntington Woods one. We have not secured permission as to where they will go. We have suggestions to put at Walmart and Chilis, and in front of Michael Jewelers on Route 6. I talked to Bristol Commons, and he wanted bus transportation data usage and a picture of the shelter before he would sign off on it.

Raymond Rogozinski, P.E., Director of Public Works stated that staff to make a motion to proceed with the bus shelters.

MOTION: made by Commissioner Dumas and seconded by Council Member Hahn to authorize public works and/or the Mayor to proceed with the execution of the three bus shelters to include moving to new locations. Motion passed.

10. Any other matter to come before said meeting

Mayor Zoppo-Sassu brought up a request from homeowners of a refund of yard waste barrel they renewed in February. They are moving out of town and the new owners on Nursey Circle will be using a lawn service. I had Cathy look through the website today and there was discussion of the deposit given, but these barrels pre-date that. I would like to ask for a motion to refund Mr. Colapietro a refund of \$277.96 and to pick up the barrels.

MOTION: made by Commissioner Hartley and seconded by Commissioner Dumas to refund \$277.96 for the return of the barrels. Motion passed.

Council Member Hahn asked if we should entertain having a policy on this for the future.

Mayor Zoppo-Sassu stated that this exposed that we have a policy in place for people that have made deposits, but for these long-time users, we need to say its non-refundable or make a policy that says this is the process for asking for a refund.

11. Adjournment

MOTION: made by Council Member Hahn and seconded by Commissioner Dumas to adjourn at 7:36 p.m.

Signature,

Raymond A. Rogozinski, P.E.
Director of Public Works