



*City of Bristol
Board of Finance*

INFORMATION TO ACCESS THIS MEETING

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gov.zoom.us/j/83403921047?pwd=WkZhN052YlVXTFRhM3RjMnd2VmtTUT09](https://bristolct.gov.zoom.us/j/83403921047?pwd=WkZhN052YlVXTFRhM3RjMnd2VmtTUT09)

Meeting ID: 834 0392 1047
Passcode: 12345

A special Board of Finance Meeting will be held on Tuesday, June 9, 2026, at 6:40 PM. in City Hall Council Chambers, 111 North Main Street, Bristol, Connecticut.

1. Call to Order
2. Public Works:
 - a. Increase the appropriation for the Shrub Road/Jerome Ave sidewalks and to take any action as necessary.
3. Adjournment

PER ORDER OF THE CHAIRPERSON
David Maikowski



**CITY OF BRISTOL
BOARD OF FINANCE AGENDA REQUEST FORM**

To: Board of Finance Commissioners

From: Public Works
(Requesting Department)

Date: June 8, 2026
(Submission Date)

For the June 9, 2026 Board of Finance Meeting Agenda
(Date of Meeting)

This request is for:
(Please check the type of request and list in whole dollar amounts)

- ☒ Additional Appropriation \$ 1,227,200
- ☐ Transfer from Contingency \$ _____
- ☐ Transfer(s) \$ _____
- ☐ Grant \$ _____
- ☐ Carry-over(s) \$ _____
- ☐ Other

Approval:

This request was approved by the Board of Public Works Chairman
(governing Board of your department)

(date)

(Department Head's signature)

Board of Finance Agenda Request Form

All requests to appear on the Board of Finance meeting agenda for consideration must be submitted to Jodi McGrane in the Comptroller's Office by 10:00 a.m. Monday of the preceding week of the meeting. Board of Finance Meetings are held on the fourth Tuesday of each month at 5:30 p.m. in the Council Chambers.

1. Reason for request:

Funding to construct sidewalks on the north side of Shrub Road (Cricket Hill Rd to Jerome Ave) and a portion of east side of Jerome Ave (Shrub Rd to Stevens St). The additional appropriation will be reimbursed with State LotCip funds. No City funding is required.

See attached memo dated June 2, 2026. Note project bids includes an allowance of \$200,000 for traffic control and the requested funding includes a provision for incidentals and contingencies in the amount of \$263,200 and \$263,200 respectively.

Additional Appropriation(s) and/or Appropriation(s) complete the following:

Account	Account Name	Amount
3023015-432435- 24G10	LOTICIP Revenue - Shrub / Jerome	\$1,227,200
3023015-570300- 24G10	Improvements – Other Shrub / Jerome	\$1,227,200



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: June 2, 2026

TO: Board of Finance
Mayor Ellen Zoppo-Sassu
Board of Public Works

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

RE: **Shrub Road Sidewalks Construction**

The Department of Public Works is installing concrete sidewalks on the north side of Shrub Road (4,530 LF) from Cricket Hill Road to Jerome Avenue and on the east side of Jerome Avenue (360 LF) from Shrub Road to Stevens Street. The plans were prepared by AI Engineers in accordance with Connecticut Department of Transportation (CTDOT) standards. A link to the plans is provided below.

<https://www.bristolct.gov/DocumentCenter/View/50117/Full-Set>

A contract addendum has been issued indicating that the existing curb line is to remain "as is," except in areas where the roadway width is less than 24 feet. In addition to the sidewalks, the project includes retaining walls east of Seymour Park and along Jerome Avenue, a pedestrian bridge across the brook west of Seymour Park, roadway curbing, loam and seeding, tree removal, driveway apron replacement, and storm drainage improvements. No work is proposed on the south side of Shrub Road.

The City has received State LOTCIP funding for the construction of the sidewalks. In accordance with LOTCIP requirements, the City funded AI Engineers' design costs of \$130,000, while the full construction cost, including engineering inspection services, will be funded through State LOTCIP funds. The City will incur no construction costs.

Pursuant to CTDOT requirements, the construction cost estimate prepared by AI Engineers is based on CTDOT unit prices and totals \$3,163,200. Bids for the project are scheduled to be received on June 8, 2026. Following the bid opening, DPW will request any additional appropriation (if necessary) to cover the bid amount plus a 20 percent contingency, less the current appropriation of \$1,936,000.

DPW has often found that engineer's estimates based on CTDOT unit prices exceed the costs typically bid by local contractors. Regardless of the final bid amount, all construction costs will be funded through State

LOTICIP funds. The purpose of the requested Board of Finance action is to establish a City account through which expenditures can be processed and subsequently reimbursed by State LOTICIP funds.

Please feel free to contact me at 860-584-6113 regarding any questions or concerns.