



City of Bristol
City Council

REVISED AGENDA

Join Zoom Meeting:

<https://bristolct-gov.zoom.us/j/83756772336?pwd=LzOF7rbkwiT3ytO6avQMoKmeOssFDK.1>

Meeting ID: 837 5677 2336 Passcode: 123456
Dial by your Location: +19292056099 (New York)

The regular City Council Meeting will be held on Tuesday, June 9, 2026, at 7:00 PM. in Council Chambers 111 N Main Street, Bristol, CT 06010.

1. Call to Order
 - a. Opening Ceremonies - Presentation from Marcus Patton on behalf of the Diversity Council, and recognition of Pride Month and the Citizen's Academy.
2. Approval of Minutes
 - a. Approval of minutes of the regular City Council meeting held on May 12, 2026.
3. Public Participation
4. Announcements
5. Consent Agenda
 - a. To place on file the New Hire Report for May, 2026.
 - b. To approve Tax Refunds dated June 1, 2026.
 - c. To place on file a positive referral from the Planning Commission for a C.G.S Section 8-24 review of Stafford Avenue, Map 45, Lot 37-2.
 - d. To place on file a positive referral from the Planning Commission for a C.G.S Section 8-24 review of 81 Church Avenue, Map 43, Lot 22.
 - e. To authorize the Mayor or Acting Mayor to execute an amendment to Contract 2P24-001 in the amount of \$44,716.97 with WMC Consulting Engineers for construction

engineering and inspection services associated with the Broad Street retaining wall project.

- f. To accept funding from the Bill & Janet Brownstein Charitable Fund from the Main Street Community Foundation in the amount of \$410 to support Family Fun Day on June 27, 2026; and to refer to the Board of Finance for necessary action.
- g. To accept a grant from Bike Bus World in the amount of \$250 to purchase several tricycles for preschool-aged children; and to refer to the Board of Finance for any necessary action.
- h. To accept additional funding from Shine Early Learning in the amount of \$475 to support Bristol Parent Ambassadors working for the Bristol Early Childhood Collaborative through June 30, 2027; and to refer to the Board of Finance for any necessary action.
- i. To approve a five-year extension of the City's existing License Agreement with Eversource for property known as 780 Willis Street, Bristol, CT. The new term will be from February 1, 2024 through January 31, 2029 at no cost to the City.
- j. To approve the submission by the Parks, Recreation, Youth & Community Services Department for a DCF JRB/YDT Support and Enhancement Grant and authorize the Mayor or Acting Mayor to execute any necessary documents to effectuate said grant.
- k. To accept grant funds from Amplify's Underage Nicotine Prevention Program and authorize the Mayor or Acting Mayor to execute any necessary documents associated with the award.
- l. To approve the proposed amendment to the 2023 Neighborhood Assistance Act agreement for the Bristol Historical Society, from September 30, 2024 to September 30, 2025, to allow for the inclusion of expenses related to repair of the existing furnace system, and to forward this request to the Department of Revenue Services for action.

6. Reports and Committee Reports

- a. **Code Enforcement Committee** - To approve the Procedures Concerning the Removal of Abandoned Motor Vehicles, and to refer this matter to the Office of Corporation Counsel to effectuate this motion. These procedures will enable the Building Department and Code Enforcement to remove abandoned motor vehicles off of privately owned property in accordance with Connecticut General Statute Section 14-150a.
- b. **Code Enforcement Committee** - To refer the matter regarding citation fines to the Ordinance Committee to review increasing the Municipally-Assessed Civil Penalties the city can impose under Connecticut General Statute Section 7-148.

- c. **Code Enforcement Committee** - That the Citation Hearing Officers, who hear and decide appeals on citation tickets, each be compensated on a fixed stipend of \$208.33 per conducted hearing instead of receiving a flat fee of \$2,500 per year per hearing officer; and that this matter be referred to the Board of Finance, the Comptroller's Office and the Corporation Counsel's Office to effectuate this motion. This change in compensation for the Citation Hearing Officers shall result in cost savings in the Code Enforcement budget. This change shall be in effect for the new fiscal year commencing on July 1, 2026.
- d. **Ordinance Committee** - To introduce the following amendments to Chapter 4 Animals and Fowl, Section 4-8. Roosters – Penalty, of the Bristol Code of Ordinances; to set Tuesday, July 7, 2026 at 4:50 p.m., in Meeting Room 1-1, City Hall, First Floor, 111 North Main Street, Bristol, Connecticut for the holding of a Public Hearing by the Ordinance Committee; that the City Clerk publish notice of said Public Hearing and the proposed amendments to the Code of Ordinances as required by City Charter; and to waive the reading of the proposed amendments to the Code of Ordinances to be introduced this date.
- e. **Ordinance Committee** - To adopt amendments to Chapter 13 Licenses and Miscellaneous Business Regulations, Article IX Vape Products and Retailers, Sections 13-135 through 13-150 of the Bristol Code of Ordinances, to read as follows; that the City Clerk publish said amendments to the Code of Ordinances, and that they become effective upon the expiration of 14 days from the date of their publication in a newspaper of general circulation in the City of Bristol; and to waive the reading of said ordinance.
- f. **Ordinance Committee** - To adopt amendments to Chapter 14 Motor Vehicles and Traffic, Article IV Moving Vehicle Violations, Division 1, Sections 14-76 through 14-88 of the Bristol Code of Ordinances, to read as follows; that the City Clerk publish said amendments to the Code of Ordinances, and that they become effective upon the expiration of 14 days from the date of their publication in a newspaper of general circulation in the City of Bristol; and to waive the reading of said ordinance.

- 7. Old Business
- 8. New Business
- 9. Resignations
- 10. Appointments

- a. Board and Commission Appointments

11. Contracts

- a. To award Contract 2C26-063 Shrub Road Sidewalks to Martin Laviero Contractor, Inc., in the amount of \$2,660,140.80, and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effectuate said contract.
- b. To approve a Letter of Intent for Contract 2P26-067 Phone System Replacement to BlackHawk Data LLC in the amount of \$639,603.91, to approve contract award effective July 1, 2026, and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.
- c. To amend the motion previously adopted at the May 12, 2026 meeting to correct the contract number and name by substituting "Contract 2P26-060 CMr for Edgewood Pre-K Academy" for "Contract 2P26-051 Construction Management at Risk for the Renovation of Edgewood Pre-K Academy" so that it will read: To award Contract 2P26-060 CMr for Edgewood Pre-K Academy to D'Amato+Downes Joint Venture in the amount of \$1,655,394.88, and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effectuate said contract.
- d. To approve a resolution authorizing the Mayor of the City of Bristol to execute a lease agreement with PNC Bank, National Association on behalf of the Board of Education for data storage; and to waive the reading of said resolution.

12. Any other matter to come before said meeting

13. Adjournment

Erica Cabiya
Town & City Clerk

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The regular meeting of the City Council was held on Tuesday, May 12, 2026 in the City Hall Council Chambers, 111 North Main Street at 7:06 p.m. Present: Mayor Zoppo-Sassu; Council Members Dickau, Hahn, Kelley, Rosengren, Seymour, and Tyler.

1. CALL TO ORDER**2. APPROVAL OF MINUTES**

On motion of Council Member Dickau and seconded by Council Member Hahn, it was unanimously voted: To approve the minutes of the regular City Council meeting held on April 14, 2026.

3. PUBLIC PARTICIPATION

Erik Madsen, 70 Oak Hill Dr. – Spoke on behalf of Bristol residents that care about The Hoppers Preserve. Mr. Madsen expressed his opposition to paving the unpaved portion of Ambler Road.

Michelle Rudy, 102 Henderson St. – Representing Friends of Hoppers-Birge Pond Nature Preserve, Ms. Rudy also spoke in opposition to paving the unpaved portion of Ambler Road.

4. ANNOUNCEMENTS

Council members reported on committees, activities, and events.

5. ADOPTION OF CONSENT CALENDAR

On motion of Council Member Rosengren and seconded by Council Member Dickau, it was unanimously voted: To adopt nine items as part of the Consent Calendar.

a. New Hire Report for April 2026

Communication received from the Human Resources Department.

As part of the Consent Calendar adoption and on motion of Council Member Rosengren and seconded, it was unanimously voted: To place on file the New Hire Report for the month of April, 2026.

b. Tax Refunds in the Amount of \$43,625.48

Request presented from Tax Collector Bednaz.

As part of the Consent Calendar adoption and on motion of Council Member Rosengren and seconded, it was unanimously voted: To approve the Tax Refunds as follows –

Motor Vehicle	\$13,052.54
Real Estate	<u>+30,572.94</u>
Total	\$43,625.48

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c. Positive Referral – Ambler Road, Map 60, Lot 15

Communication received from the Bristol Planning Commission.

As part of the Consent Calendar adoption and on motion of Council Member Rosengren and seconded, it was unanimously voted: To place on file a positive referral from the Planning Commission for a C.G.S. Section 8-24 review of Ambler Road, Map 60, Lot 15 as open space.

d. MOU for Examination Process for Fire Apparatus Mechanic

Communication received from Human Resources Director Haselkamp.

As part of the Consent Calendar adoption and on motion of Council Member Rosengren and seconded, it was unanimously voted: To approve the agreement between the City of Bristol and the IAFF regarding the Charter provisions of Section 56 and applicable provision of the collective bargaining agreement as they apply to the recruitment process for Fire Apparatus Mechanic.

e. Contract 2025-011 Demolition of House – 396 Jerome Avenue

Communication received from Public Works Director Rogozinski.

As part of the Consent Calendar adoption and on motion of Council Member Rosengren and seconded, it was unanimously voted: To authorize the Mayor or Acting Mayor to execute a contract amendment to Contract 2025-011 Demolition of House at 396 Jerome Avenue, in the amount of \$31,874 with Tabacco & Sons Builders, Inc., increasing the total contract amount to \$53,874.

f. Contract 2C25-068 Brace Avenue & O'Sullivan Drive Storm Drainage

Communication received from Purchasing Agent Haynes.

As part of the Consent Calendar adoption and on motion of Council Member Rosengren and seconded, it was unanimously voted: To authorize the Mayor or Acting Mayor to execute a contract amendment to Contract 2C25-068 Brace Avenue & O'Sullivan Drive Storm Drainage with Martin Laviero Contractor Inc., in the amount of \$31,750, increasing the total contract amount from \$1,908,532.25 to \$1,940,282.25

g. Contract 2C26-043 Permanent Patching of Utility Trenches in City Streets

Communication received from Purchasing Agent Haynes.

As part of the Consent Calendar adoption and on motion of Council Member Rosengren and seconded, it was unanimously voted: To award Contract 2C26-043 Permanent Patch of Utility Trenches in City Streets to William M. Laydon Construction, LLC in the amount of \$84,655.00, and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.

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h. Contract 2C26-058 Sidewalk Repair Program

Communication received from Public Works Director Rogozinski

As part of the Consent Calendar adoption and on motion of Council Member Rosengren and seconded, it was unanimously voted: To award Contract 2C26-058 Sidewalk Repair Program to Martin Laviero Contractor, Inc. in the amount of \$240,575.00, and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.

i. Restated Cooperation Agreement between the Bristol Housing Authority and the City of Bristol

Communication received from Assistant Corporation Counsel Conlin.

As part of the Consent Calendar adoption and on motion of Council Member Rosengren and seconded, it was unanimously voted: To approve the Amended and Restated Cooperation Agreement by and between the Housing Authority of the City of Bristol and the City of Bristol as presented on this date to the City Council of the City of Bristol, and that the Mayor or Acting Mayor be authorized to execute this agreement on behalf of the City of Bristol.

6. REPORTS AND COMMITTEE REPORTS**a. Real Estate Committee**

On recommendation of the Real Estate Committee and on motion of Council Member Hahn and seconded by Council Member Rosengren, it was unanimously voted: To reject the offer from Executive Tile and Flooring LLC in the amount of \$100,000 and to reject the offer from Accurate Mechanical LLC in the amount of \$157,000 in response to the City of Bristol's RFP 2026-059 for the sale of surplus Property on 81 Church Avenue, Assessor's Map 43, Lot 22; and that the City Council direct the Purchasing Agent to reissue another RFP (Request For Proposals) placing public notices and to notify abutting property owners of the city's intention to sell city-owned property known as 81 Church Avenue Map 43, Lot 22. The asking price in the RFP shall be amended downward from \$600,000 to \$550,000.

b. Ordinance Committee

On recommendation of the Ordinance Committee and on motion of Council Member Dickau and seconded by Council Member Seymour, it was unanimously voted: To introduce the following amendments to Chapter 14 Motor Vehicles and Traffic, Article IV Moving Vehicle Violations, Division 1. Automated Traffic Enforcement Safety Devices, Sections 14-76 through 14-88 of the Bristol Code of Ordinances; to set Tuesday, June 2, 2026 at 4:40 p.m., in Meeting Room 1-1, City Hall, First Floor, 111 North Main Street, Bristol, Connecticut for the holding of a Public Hearing by the Ordinance Committee; that the City Clerk publish notice of said Public Hearing and the proposed amendments to the Code of Ordinances as required by City Charter; and to waive the reading of the proposed amendments to the Code of Ordinances to be introduced this date.

Council Member Dickau explained that creating this ordinance is a proactive step in preparation for future installation of red light cameras and speed cameras should they be installed in

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the city. Council Member Tyler commented that this ordinance was created to align with state statute.

Underscored text is proposed to be added. [Bracketed] text is proposed for deletion.

ORDINANCE AUTHORIZING THE USE OF AUTOMATED TRAFFIC ENFORCEMENT SAFETY DEVICES.

ARTICLE IV. MOVING VIOLATIONS

Division 1. Automated Traffic Enforcement Safety Devices.

Sec. 14-76. Use of automated traffic enforcement safety devices.

Pursuant to the authority granted in Public Act 116 of the 2023 session of the Connecticut General Assembly (the "Public Act"), the City of Bristol (the "City") hereby authorizes the use of Automated Traffic Enforcement Safety Devices at locations within school zones, pedestrian safety zones, and other places within the boundaries of Bristol, Connecticut, provided that the locations of such devices will be identified in a plan and as approved by the Board of Police Commissioners and submitted to and approved by the Connecticut Department of Transportation.

Sec. 14.77. Definitions.

The following words, terms, and phrases, when used in this ordinance, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Automated Traffic Enforcement Safety Device shall mean a device designed to detect and collect evidence of alleged traffic violations by recording images that capture the number plate, date, time, and location of a motor vehicle that (A) exceeds the posted speed limit by ten or more miles per hour, or (B) fails to stop such vehicle when facing a steady red signal on a traffic control signal. Automated traffic control safety devices shall be used solely for identifying violations of this ordinance.

Automated Traffic Enforcement Safety Device Operator shall mean a person who is trained and certified to operate an Automated Traffic Safety Device.

Number Plate shall mean any sign or marker furnished by the Commissioner of Motor Vehicles on which is displayed the registration number assigned to a motor vehicle by the Commissioner.

Owner shall mean any person holding title to a motor vehicle, or having the legal right to register the same.

Pedestrian Safety Zone shall mean an area designated by the Office of State Traffic Administration or the Traffic Authority of the City pursuant to Connecticut General Statutes §14-307a.

Personally Identifiable Information shall mean information created or maintained by the City or a Vendor that identifies an Owner and includes, but need not be limited to, the Owner's address, telephone number, number plate, photograph, bank account information, credit card number, debit card number, or the date, time, location, or direction of travel on a highway.

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School Zone shall mean an area designated by the Office of the State Traffic Administration or the Traffic Authority of the City pursuant to Connecticut General Statutes §14-212b.

Traffic Authority, Traffic Control Sign, and Control Signal shall all have the same meanings as provided in Connecticut General Statutes §14-297.

Vendor shall mean a person who provides services to the City under this ordinance; operates, maintains, leases, or licenses an Automated Traffic Enforcement Safety Device; or is authorized to review and assemble the recorded images captured by an Automated Traffic Enforcement Safety Device and forward such recorded images to the City.

Sec. 14.78. Vendors.

The City may enter into agreements with Vendors for the design, installation, operation, or maintenance, or any combination thereof, of Automated Traffic Enforcement Safety Devices. If a Vendor designs, installs, operates, or maintains an Automate Traffic Enforcement Safety Device, the Vendor's fees may not be contingent on the number of citations issued or fines paid pursuant to this ordinance.

Sec. 14-79. Operation and use of Automated Traffic Enforcement Safety Device.

All Automated Traffic Enforcement Safety Devices shall be operated by an Automated Traffic Enforcement Safety Device Operator, and shall be used solely for identifying violations of this ordinance.

Sec. 14-80. Violation.

(a) The Owner of a motor vehicle commits a violation of this ordinance if the person operating such motor vehicle:

- (i) Fails to stop such motor vehicle when facing a steady red signal on a Traffic Control Signal and such failure is detected by an Automated Traffic Enforcement Safety Device.

(b) For the first thirty (30) days after a location is equipped with an operational Automated Traffic Enforcement Safety Device, the Owner of a motor vehicle that allegedly violates this ordinance that is detected by such devise shall receive a written warning instead of a citation.

Sec. 14-81. Penalty for Violation.

(a) Whenever an Automated Traffic Enforcement Safety Device detects and produces recorded images of a motor vehicle allegedly committing a violation of this ordinance, a sworn member or employee of the City's Police Department shall review and approve the recorded images provided by such device. If, after such review, the member or employee determines that there are reasonable grounds to believe that a violation occurred, the Vendor or such member or employee may issue by first class mail a citation to the Owner of such motor vehicle.

(b) A citation under this ordinance shall include the following:

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- (i) The name and address of the Owner of the motor vehicle;
- (ii) The number plate of the motor vehicle;
- (iii) The violation charges;
- (iv) The location of the Automated Traffic Enforcement Safety Device and the date and time of the violation.
- (v) A copy of or information on how to view, through electronic means, the recorded images that captured the alleged violation.
- (vi) A statement or electronically generated affirmation by the member or employee who viewed the recorded images and determined that a violation occurred.
- (vii) Verification that the Automated Traffic Enforcement Safety Device was operating correctly at the time of the alleged violation and the date of the most recent calibration check performed pursuant to the Public Act.
- (viii) The amount of the fine imposed and how to pay such fine; and
- (ix) The right to contest the violation and request a hearing pursuant to Connecticut General Statutes §7-152c.

(c) A member or employee of the Police Department shall apply to the Citation Clerk for a judgment assessing monetary penalties as set forth in Section 14-82 against the Owner.

(d) In the case of an alleged violation involving a motor vehicle registered in Connecticut, the citation shall be sent by first class mail not later than thirty (30) days after the identity of the Owner is determined and shall be mailed to the address of the Owner that is in the records of the Department of Motor Vehicles. In the case of an alleged violation involving a motor vehicle registered in another jurisdiction, the citation shall be sent by first class mail not later than thirty (30) days after the identity of the Owner is determined and shall be mailed to the address of the Owner that is in the records of the official in the other jurisdiction issuing such registration.

(e) A citation shall be invalid unless mailed to an Owner not later than sixty (60) days after the alleged violation.

(f) A manual or automated records of mailing prepared by the police department shall be prima facie evidence of mailing and shall be admissible in any hearing conducted pursuant to the Connecticut General Statutes as to the facts contained in the citation.

Sec. 14-82. Fine for violation.

(a) The City shall impose a fine against the Owner of a motor vehicle that commits a violation of this ordinance.

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(b) The fine for a first violation of this ordinance shall be fifty dollars (\$50.00). The fine for each subsequent violation of this ordinance shall be seventy-five dollars (\$75.00). These fines shall be imposed against the Owner of the motor vehicle committing a violation of this ordinance.

(c) Payment of a fine and any associated fees may be made by electronic means.

(d) A reasonable fee, not to exceed fifteen dollars (\$15.00), may be imposed for the costs associated with the electronic processing of the payment of a fine.

(e) Any funds received by the City from fines imposed pursuant to this ordinance shall be used for the purposes of improving transportation mobility, investing in transportation infrastructure improvements, or paying the costs associated with the use of Automated Traffic Enforcement Safety Devices within Bristol, Connecticut.

Sec. 14-83. Appeal.

(a) Any Owner issued a fine for violating the provisions of this ordinance may, within ten (10) days of the receipt of the fine, appeal in writing to the Citation Clerk in accordance with Connecticut General Statutes §7-152c.

(b) Citation hearings shall be conducted by citation hearing officers appointed by the City Council. The City Council shall appoint one (1) more citation hearing officer, all of whom shall serve without pay, to conduct citation hearings in accordance with this subsection. Said citation hearing officers shall not be police officers or work for the City of Bristol Police Department. No person shall be appointed to the position of hearing officer unless such person is:

(i) At least eighteen (18) years of age, and

(ii) In the opinion of the City Council, a person capable of fairly administering the applicable provisions of law based on such person's background and experience, including, but not limited to, the person's education, special skill and training.

Any appointed hearing officer whose personal interests do or may give the appearance of conflict with the hearing officer's official responsibilities herein enumerated shall remove themselves from presiding over any such hearing, and in such case the City Council shall appoint a substitute hearing officer for the hearing. Any hearing officer may be removed at any time by the City Council for whatever reason the City Council deems sufficient.

(c) If the cited person does not demand a hearing, judgment shall be entered against him/her without further notice and the cited person shall be deemed to have admitted liability.

(d) The citation hearing shall be held not less than fifteen (15) days nor more than thirty (30) days from the date of the mailing of the notice wherein all testimony is to be given under oath or affirmation in a fair and appropriate forum. The decision of the citation officer shall be rendered upon the end of the hearing.

(e) If the determination is made that the person cited is not liable, the matter shall be dismissed.

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(f) If the determination is made that the person cited is liable for the citation, the citation officer shall assess fines, penalties, costs, and fees in accordance with Sec. 14-82.

(g) If the cited person fails to appear at the requested citation hearing, the hearing officer may enter an assessment by default against him.

Sec. 14-84. Defenses.

The defense available to the Owner of a motor vehicle that is alleged to have committed a violation of this ordinance shall include, but are not limited to, any one or more of the following:

(a) The operator was driving an emergency vehicle in accordance with the applicable provisions of Connecticut General Statutes §14-283.

(b) The Traffic Control Signal was inoperative, which is observed on the recorded images.

(c) The violation was necessary for the operator to comply with an order or direction from a law enforcement officer, which is observable on the recorded images.

(d) The violation was necessary to allow the passage of an authorized emergency vehicle, which is observable on the recorded images.

(e) The violation took place during a period of time in which the motor vehicle had been reported as being stolen to a law enforcement unit, as defined in Connecticut General Statutes §7-294a, and had not yet been recovered prior to the time of the violation.

(f) The Automated Traffic Enforcement Safety Device was not in compliance with the calibration check required pursuant to the applicable provisions of the Public Act.

Sec. 14-85. Disclosure of personally identifiable information.

(a) No Personally Identifiable Information shall be disclosed by the City or its Vendor to any person or entity, including to any law enforcement unit, except where the disclosure is made in connection with the charging, collection, and enforcement of the fines imposed pursuant to this ordinance.

(b) No Personally Identifiable Information shall be stored or retained by the City or its Vendor unless such information is necessary for the charging, collection, and enforcement of the fines imposed pursuant to this ordinance.

(c) The City or its Vendor shall destroy all Personally identifiable Information and other data that specifically identifies a motor vehicle and relates to a violation of this ordinance not later than thirty (30) days after any fine is collected or the resolution of a hearing conducted for the alleged commission of such violation, whichever is later.

(d) Any information and other data gathered from Automated Traffic Enforcement Safety Devices shall be subject to disclosure under the Freedom of Information Act, as defined in Connecticut General Statutes §1-200, except that no Personally Identifiable Information may be disclosed.

Sec. 14-86. The Public Act.

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To the extent of applicability, the provisions in the Public Act that are necessary to further and/or effectuate this ordinance are hereby incorporated and adopted into, herein.

Sec. 14-87. Severability.

If any subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid or unconstitutional by any decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

Sec. 14-88. Repealer.

All ordinances, bylaws, orders, resolutions, or part thereof, inconsistent herewith are hereby repealed to the extent only of such inconsistency. This repealer shall not be construed to revive any ordinances bylaws, orders, resolutions, or parts thereof, heretofore repealed.

c. Ordinance Committee

On recommendation of the Ordinance Committee and on motion of Council Member Seymour and seconded by Council Member Tyler, it was unanimously voted: To adopt additions to Chapter 14 Motor Vehicles and Traffic, Article IV Moving Vehicle Violations, Division 2. School Bus Violation Enforcement, Sections 14-89 through 14-94 of the Bristol Code of Ordinances to read as follows; that the City Clerk publish said additions to the Code of Ordinances, and that they become effective upon the expiration of 14 days from the date of their publication in a newspaper of general circulation in the City of Bristol; and to waive the reading of said ordinance.

Underscored text is proposed to be added. [Bracketed] text is proposed for deletion.

ARTICLE IV. SCHOOL BUS VIOLATION ENFORCEMENT

Sec. 14-89. Definitions.

When used in this Article, the terms below shall have the following meaning:

DRIVER, MOTOR VEHICLE, NUMBER PLATE, AND OWNER: Shall have the same meanings as provided in C.G.S. §14-1.

MUNICIPAL SCHOOL BUS VIOLATION ENFORCEMENT SYSTEM: Means a system with one or more camera sensors and computers that produce: (1) Digital and recorded video images of motor vehicles being operated in violation of this Article, (2) a visual image that is viewable remotely and a recorded image of the number plate of a motor vehicle violating this Article, and (3) a recorded image that indicates the date, time, and location of the violation (hereinafter "Enforcement System"). A municipal school bus violation enforcement system installed to enforce an ordinance adopted pursuant to subsection (b) of C.G.S. §14-279c shall, to the extent practicable, record images of such motor vehicle only, and shall not record images of the occupants of such motor vehicle or of any other person or vehicles in the vicinity at the time the images are recorded.

SCHOOL BUS OR SCHOOLBUS: Shall have the same meanings as provided in C.G.S. in §14-275.

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Sec. 14-90. Contracts for installation. Operation, and/or maintenance of enforcement system.

Pursuant to C.G.S. §14-279c(n), the City may enter into an agreement with a private vendor(s) for the installation, operation, or maintenance of an Enforcement System, or any combination thereof. The City Council is authorized to execute such agreements on behalf of the City.

Pursuant to C.G.S. § 14-279a(b) Any such agreement that requires a private vendor to operate the Enforcement System shall require such vendor to report to the City and the Board of Education, not later than August first in each year thereafter in which the operation of such System continues pursuant to such agreement: (1) The total number of citations issued in the prior fiscal year for violations of this Article that were detected and recorded by the Enforcement System, and (2) the total amount of funds collected for such violations in the prior fiscal year.

Sec. 14-91. City obligations and reporting.

A. The City shall take all steps necessary to implement and effectuate this Article, including the appointment of hearing officers pursuant to C.G.S. §7-152c.

B. Pursuant to C.G.S. §14-279c(o)1, not later than October first following adoption of this Chapter, and not later than October first in each year thereafter in which this Ordinance is in effect, the City shall submit a report to the Connecticut Department of Transportation, which shall include, but need not be limited to: (a) A copy of this Ordinance; (b) the total number of citations issued for a violation of such Ordinance in the prior fiscal year; (c) the total amount of funds collected for such violations in the prior fiscal year, and (d) how the City spent such funds in the prior fiscal year.

C. Warning signs shall be posted on all school buses in which the Enforcement System is installed and operated indicating the use of such System pursuant to C.G.S. §14-279c(c)(2).

D. A digital still or video image produced by the Enforcement System to enforce this Article shall be destroyed the later of: (a) Ninety (90) days after the date of the creation of such digital, still or video image, or (b) upon payment or final disposition of all matters related to a citation issued for a violation of this Article, to which such digital still or video image pertains.

Sec. 14-92. Violations and penalties, including administrative and enforcement procedure.**A. Violations.**

The owner of a motor vehicle commits a violation of this Ordinance if the person operating such motor vehicle violates the provision of subsection (a) of C.G.S. §14-279, unless an affidavit is filed pursuant to subsection B(5) of this section.

B. Procedure following alleged violation – review of evidence file, issuance of citation, evidentiary matters for citation hearing, liability, defenses, etc.

(1) Upon receipt of an evidence file from the Enforcement System that captures an alleged violation of this Ordinance, a police officer or authorized municipal employee shall review such file. If such officer or employee has reasonable grounds to believe that such a violation occurred and such file captures the number plate, color, and type or vehicle allegedly violating this Ordinance and the date, approximate time, and location of such vehicle, such officer or employee shall issue a written warning or citation to the owner of such vehicle. Such officer or employee shall

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electronically certify a citation, and such citation shall only be issued if mailed within the time period described in subdivision (3) of this subsection.

(2) A citation issued pursuant to subdivision (1) of this subsection shall include the following:

- (a) the name and address of the owner of the motor vehicle;
- (b) the number plate of the motor vehicle;
- (c) the Ordinance allegedly violated;
- (d) the date, location, and time of the alleged violation;
- (e) a copy of or information on how to view, through electronic means, the recorded images described in subdivision (1).
- (f) a statement or electronically generated affirmation by the police officer or authorized employee who reviewed the recorded images and determined that the motor vehicle violated this Ordinance;
- (g) the fine imposed pursuant to this Ordinance and how to pay such fine;
- (h) notice of the right to contest the citation and instructions for how to request a citation hearing; and
- (i) information advising the owner of the motor vehicle of the procedure for disclaiming liability by submitting an affidavit as described in subsection B(5) of this section to the City or its designated agent.

(3) In the case of an alleged violation involving a motor vehicle registered in the State of Connecticut, the City, or its designated agent, shall send a copy of a citation to the owner of the vehicle observed in the alleged violation not later than thirty (30) days after the date of the alleged violation. In the case of an alleged violation involving a motor vehicle registered in another jurisdiction, the City, or its designated agent, shall send a copy of a citation to the address of the owner that is in the records of the official in the other jurisdiction issuing such registration not later than sixty (60) days after the alleged violation. A citation shall be sent by first-class mail.

(4) The owner of a motor vehicle shall be liable for any fine imposed pursuant to this Ordinance, unless (a) the vehicle identified by the Enforcement System is a leased or rented motor vehicle, in which case the lessee of such vehicle shall be liable for any such fine, or (b) an affidavit is filed pursuant to subsection (5) of this subsection, in which case the operator shall be liable for any such fine.

(5) Not later than thirty (30) days after the mailing of a citation pursuant to subdivision (2) of subsection B of this section, the owner of a motor vehicle pursuant to subdivision (2) of subsection B of this section, the owner of a motor vehicle may submit a notarized affidavit, executed by such owner and the operator of such vehicle at the time of the alleged violation, stating that such operator is the party who may be responsible for the alleged violation and providing the name and address of such operator. If the City, or its designated agent receives such an affidavit, the City shall mail a citation to such operator not later than thirty (30) days after receipt of the affidavit.

(6) All defenses shall be available to any person who is alleged to have committed a violation of subsection A of Section 15-109 of this Ordinance, including, but not limited to, that:

- (a) the operator was driving an emergency vehicle in accordance with the provision of subdivision (1) of subsection (b) of C.G.S. §14-283;

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(b) the violation was necessary to allow the passage of an emergency vehicle;

(c) the violation was necessary in order for the operator to comply with an order or direction from a law enforcement officer, which is observable on the recorded images;

(d) the violation was necessary to avoid injuring the person or property of another;

(e) the violation took place during a period of time in which the motor vehicle had been reported stolen to a law enforcement unit, as defined in C.G.S. §7-294a, and had not been recovered prior to the time of the violation; or

(f) the operator received a citation for a violation of C.G.S. §14-279, for the same incident.

C. Appeal of citation/requests for citation hearing, hearing officers, citation hearing proceedings, post-hearing process, and right to appeal to the superior court.

(1) In accordance with C.G. S §7-152c, any owner issued a citation for violating the provisions of this Ordinance may, within ten (10) days of the mailing date of the citation, deliver or mail an appeal, in writing, requesting a hearing to a citation hearing officer.

(2) The City Council shall appoint one (1) or more citation hearing officers, all of whom shall serve without pay, to conduct hearings in accordance with this subsection. Said citation hearing officers shall not be police officers or work for the City of Bristol Police Department. No person shall be appointed to the position of hearing officer unless such person is:

(a) at least eighteen (18) years of age and

(b) in the opinion of the City Council, a person capable of fairly administering the applicable provisions of law based on such person's background and experience, including, but not limited to, the person's education, special skills and training.

Any appointed hearing officer whose personal interests do or may give the appearance of conflict with the hearing officer's official responsibilities herein enumerated shall remove themselves from presiding over any such hearing, and in such case the City Council shall appoint a substitute hearing officer for the hearing. Any hearing officer may be removed at any time by the City Council for whatever reason the City Council deems sufficient.

(3) Any person who timely requests a hearing pursuant to subdivision (1) of this subsection shall be given written notice of the date, time, and place for a hearing. The hearing shall be held not less than fifteen (15) days, nor more than thirty (30) days from the date of the mailing of the citation, provided the hearing officer shall grant good cause shown any reasonable request by any interested party for postponement or continuance.

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(4) A person wishing to contest the person's liability shall appear at the hearing and may present evidence. A designated City official, other than the hearing officer, may present evidence on behalf of the City. If the person fails to appear, the hearing officer may enter an assessment by default against the person upon a finding of proper notice and liability under this Ordinance. The hearing officer may accept from the person copies of police reports, investigatory, and citation reports, and other official documents by mail and may determine thereby that the appearance of such person is unnecessary.

(5) A manual or automated record prepared by the police officer, authorized employee or vendor in the ordinary course of business shall be prima facie evidence of such mailing and shall be admissible in any citation hearing as to the facts contained in the citation.

(6) A certificate of facsimile or a certificate of the review of the evidence produced by the Enforcement System, sworn to by the police officer or authorized municipal employee who conducted such review, shall be prima facie evidence of the facts contained in such certificate.

(7) A digital, still or video image produced by the Enforcement System shall be sufficient evidence of a violation of this Ordinance and shall be admitted at a citation hearing proceeding without further authentication.

(8) A citation issued under this section may not be dismissed in a citation hearing solely because a recorded video or digital still image reveals images of such occupants or other persons or vehicles, as long as the operator of the Enforcement System has made reasonable efforts to comply with the provisions of C.G.S. §14-279(c)(1).

(9) The hearing officer shall conduct the hearing in the order and form and with such methods of proof as the hearing officer deems fair and appropriate. The rules regarding the admissibility of evidence shall not be strictly applied, but all testimony shall be given under oath or affirmation. The hearing officer shall announce the decision at the end of the hearing. If the hearing officer determines that the person is not liable, the hearing officer shall dismiss the matter and enter this determination in writing accordingly. If the hearing officer determines that the person is liable for the violation, the hearing officer shall forthwith enter and assess the fines, penalties, costs, or fees against the person as provided by this Ordinance.

(10) The burden of proof shall be preponderance of the evidence.

(11) If any assessment entered by the hearing officer is not paid on the date of its entry, the hearing officer shall send by first-class mail a notice of the assessment to the person found liable and shall file, not less than thirty (30) days or more than twelve (12) months after such mailing, a certified copy of the notice of assessment with the clerk of a Superior Court facility designated by the Chief Court Administrator, together with an entry fee of eight dollars. The certified copy of the notice of assessment shall constitute a record of assessment. Within such twelve-month period, assessments against the same person may be accrued and filed as one record of assessment. The clerk shall enter judgment, in the amount of such record of assessment and court costs of eight dollars, against such person in favor of the City. Notwithstanding any provision of the General Statutes, the hearing officer's assessment, when so entered as a judgment, shall have the effect of a civil money judgment and a levy of execution on such judgment may issue without further notice to such person.

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(12) A person against whom an assessment has been entered pursuant to this section is entitled to judicial review by way of appeal. An appeal shall be instituted within thirty (30) days of the mailing of notice of assessment by filing a petition to reopen assessment, together with an entry fee in an amount equal to the entry fee for a small claims case pursuant to C.G.S. §52-259, at the Superior Court facility designated by the Chief Court Administrator, which shall entitle such person to a hearing in accordance with the rules of the judge of the Superior Court.

D. Fine for violation.

The City shall impose a fine of two hundred fifty dollars (\$250.00) against the owner of a motor vehicle who commits a violation of this Ordinance.

The City shall collect such fines, with proceeds credited to the City.

Funds received by the City from such fines shall be used for the purposes of improving public safety in the City, including, but not limited to, compensating any private vendor that installs, operates, and/or maintains the City's Enforcement System

Sec. 14-93. Prohibiting against use of images and violations of ordinance.

A. No recorded image produced by the Enforcement System may be introduced as evidence in any other civil or criminal proceedings.

B. Violations of this Ordinance shall not be made part of the driving control record, as described in C.G.S. §14-111l of such owner and may not be used for any purposes in the provision of a motor vehicle insurance policy.

Sec. 14-94. Severability.

If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by any decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

d. Ordinance Committee

On recommendation of the Ordinance Committee and on motion of Council Member Tyler and seconded by Council Member Dickau, it was unanimously voted: To adopt amendments to Chapter 16 Parks and Recreation, Article I, In General, Section 16-1, Veterans Memorial Park and Boulevard of the Bristol Code of Ordinances of the City of Bristol, to read as follows; that the City Clerk publish said amendments to the Code of Ordinances, and that they become effective upon the expiration of 14 days from the date of their publication in a newspaper of general circulation in the City of Bristol; and to waive the reading of said ordinance.

Underscored text is proposed to be added. [Bracketed] text is proposed for deletion.

Sec. 16-1. Veterans Memorial Park and Boulevard.

(a) The park area between the Pequabuck River and South Street, heretofore given to the city and established as a memorial to Bristol's veterans of all wars, shall continue under the jurisdiction of the board of park commissioners. The highway, which begins at Willis Street and runs through said park shall be known as the Veterans Memorial Boulevard.

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(b) The board of park commissioners shall give special care in maintaining said park as a fitting memorial and preserving the rows of memorial oaks which border the boulevard. They shall care for the monuments and statuary now located in the park and which may, with said board's permission, be hereafter located therein.

(c) To preserve the natural and peaceful conditions and the memorial character of the park and boulevard:

(1) There shall be no parking along the curb lines of the boulevard, except on such special areas or occasions as may be designated by the board of park commissioners.

(2) The use of the boulevard by motor vehicles is hereby restricted to vehicles [bearing "passenger-type" or school bus registration plates,] including motorcycles, and operated at such reasonable speeds as shall be established, from time to time, by the board of park commissioners. School buses shall only be permitted to use the boulevard travelling to or from [Memorial Boulevard School] Bristol Arts & Innovation Magnet School on the boulevard from Main Street to the school.

(3) No motor vehicles [bearing nonpassenger type registrations, including trucks and commercial vehicles, including those trucks and commercial vehicles bearing "combination" plates] weighing, unloaded more than 10,001 pounds, with the exception of city owned vehicles bearing "municipal" plates and emergency vehicles, shall pass or travel within said Memorial Park or boulevard, [provided that such nonpassenger vehicles may continue to use the two (2) cross-over streets known as Mellen Street and East Street]. Persons making such use shall be in violation of this section and shall be subject to the penalty for infractions provided in section 1-11 of the Code of General Ordinances. Fine for violation of this section shall be ninety dollars (\$90.00).

(d) The board of park commissioners are hereby authorized and directed to provide and maintain suitable signs for the control of traffic on the parkway known as the Memorial Boulevard. (Ord. of 9-6-83; Ord. of 4-29-94; Ord. of 7-12-16)

Council members reported on other committees, activities, and events.

7. OLD BUSINESS

Mayor Zoppo-Sassu provided an overview of the process, reports, and information being gathered to make an informed decision about the potential purchase of Chippanee Golf Course.

8. NEW BUSINESS

On motion of Council Member Dickau and seconded by Council Member Hahn, it was unanimously voted: To bring a new ordinance pertaining to vape shops to the agenda.

On motion of Council Member Dickau and seconded by Council Member Tyler, it was unanimously voted: In accordance with Section 41(f) of the Charter of the City of Bristol, to waive the reading of the proposed amendments to Chapter 13, Article IX, Sections 13-135 – 13-150, Vape Products and Retailers, of the Code of Ordinances being introduced this date.

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On motion of Council Member Dickau and seconded by Council Member Seymour, it was unanimously voted: In accordance with Section 41(f) of the Charter of the City of Bristol, to introduce the following amendments to the Code of Ordinances; and that the time and place of Tuesday, June 2, 2026 at 4:45 p.m., in Meeting Room 1-1, City Hall, 111 North Main Street, Bristol, Connecticut be set for the holding of a public hearing thereon by the Ordinance Committee; and that the City Clerk publish notice of said public hearing and the proposed amendments to the Code of Ordinances as required by City Charter.

Underscored text is proposed to be added. [Bracketed] text is proposed for deletion.

Sec. 13-135. Definitions.

For the purposes of this chapter, the following words, terms and phrases shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Applicant: Any person, firm, corporation, or other entity that files an application under this chapter as a retailer.

Board of Health: Bristol-Burlington Health District.

Chief of Police: The Chief of Police of the City of Bristol, or their designee.

City Clerk: The City Clerk of the City of Bristol, or their designee.

Director of Health: The Director of Health of the Bristol-Burlington Health District.

Retailer: Any person, firm, corporation, or other entity that owns, operates, or manages any place at which vape products are sold. "Retailer" also includes any person, firm, corporation, or other entity that is required to secure a dealer's license under Connecticut General Statutes §12-287, as amended from time to time.

Sale, Sell, or Sold: Selling, giving, bartering, exchanging, delivering, or otherwise distributing tobacco products or vape products, unless the person is delivering or accepting delivery in such person's capacity as a salesperson. "Sale" or "sell" also includes any offer to sell, barter, or exchange.

Salesperson: Any person who sells vape products for a retailer.

Vape Products: Any product that employs a heating element, power source, electronic circuit or other electronic, chemical or mechanical means, regardless of shape or size, to produce a vapor that may include nicotine or cannabis and is inhaled by the user of such product. "Vape product" does not include a medicinal or therapeutic product that is A) used by a licensed health care provider to treat a patient in a health care setting, B) used by a patient, as prescribed or directed by a licensed health care provider in any setting, or C) a drug or device, as defined in the federal law, as amended from time to time.

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§ 13-136. License required.

It shall be unlawful for any person, firm, corporation, or other entity to sell vape products in the City of Bristol without first having obtained a license to do so from the City Clerk.

§ 13-137. Filing of application; filing fee.

Each applicant for a license to sell vape products shall file an application with the City Clerk and shall pay a filing fee of \$750.00. Such fee is due and payable at the time of application and is not refundable. Initial applications for licenses for existing retailers to sell vape products are due no later than September 1, 2026, and upon issuance, such license will be valid until August 31, 2027. There will be no fees for these initial applications. Fees for licenses shall be collected for the license period commencing on January 1, 2026, and all subsequent years.

§ 13-138. Contents of application; information required.

The application for a license to sell vape products shall a) be in a form prescribed by the City Clerk, b) be signed and sworn by the applicant, and c) include the following information:

A. If the applicant is a natural person, then they shall provide their name, residential address, business address and date of birth. If the applicant is not a natural person, then it shall provide the names, residential addresses, business addresses and date of birth of each shareholder, director, officer, member, or partner of the applicant.

B. If the applicant is a natural person, then they shall provide two portrait photographs of themselves, at least two inches by two inches, and a complete set of their fingerprints. If the applicant is not a natural person, the application shall include two portrait photographs and a complete set of fingerprints of each shareholder, director, officer, member, or partner of the applicant. Said fingerprints shall be taken by the Chief of Police or their designee, who shall also conduct a criminal background check.

C. If the applicant is a natural person, then they shall provide a list of all criminal convictions, except minor traffic violations. If the applicant is not a natural person, then it shall provide a list of all criminal convictions, except for minor traffic violations, of each shareholder, director, officer, member, or partner of the applicant.

D. The location of the establishment where vape products are to be sold.

E. Plans for the physical layout of the establishment.

F. A list of the type of vape products to be sold.

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G. Copies of all required certificates, permits and licenses, showing proper compliance with all applicable rules, regulations, ordinances, and statutes, including zoning, building and health laws and regulations.

H. A written statement that the applicant has or will provide training to all the applicant's salespersons on the sale of vape products, including:

(1) That the sale of vape products to a person under the age of 21 years of age is illegal;

(2) What proof of age is legally acceptable; and

(3) That a sale to a person under 21 years of age can subject the retailer to a monetary fine and suspension of the license to sell vape products.

I. Such other information the City Clerk shall deem necessary to determine whether the applicant is eligible for a license under this chapter.

§ 13-139. Application; notification of denial.

Applications for licenses to sell vape products shall be submitted to the City Clerk not more than 60 days after the effective date of this chapter for an existing retailer. A new retailer shall submit an application for a license to sell vape products at least 60 days before the proposed opening of its establishment. Application and permit fees shall not be pro-rated. A copy of the application shall be simultaneously submitted to the Chief of Police and the City Clerk. Any license issued under this chapter shall be valid until the next renewal date unless suspended or revoked. Upon denial of an application, the City Clerk shall notify the applicant in writing not less than 30 days after receipt. The denial shall include the facts and specific sections of this chapter upon which the determination was made. Notification shall be sent by certified mail to the applicant's residence or place of business. Said notification shall be deemed complete seven days following the date of mailing.

§ 13-140. Issuance of license.

A. The City Clerk shall issue a license to sell vape products within 45 days following receipt of the application, provided the application complies with the provisions of this chapter and upon finding:

(1) All requirements concerning operations and facilities described in this chapter will be complied with as of the effective date of the permit.

(2) Compliance with all other statutes, codes or ordinances, including health, zoning, building, fire and safety requirements of the City and the State of Connecticut as of the effective date of the license.

(3) The applicant/retailer has not had two or more violations of any provision of the Code of Ordinances of the City of Bristol within the last 24 months.

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(4) The applicant/retailer has no outstanding violations of any provision of the Code of Ordinances of the City of Bristol.

(5) Neither the applicant, if a natural person, nor any shareholder, director, officer, member, or partner of the applicant, if the applicant is not a natural person, has been convicted of any felony.

(6) The applicant is at least 21 years of age.

B. Upon issuance, the license shall be valid for a period beginning with the date of the license until December 31 of the same year, unless sooner suspended or revoked in accordance with this chapter, or unless the retailer to whom it was issued discontinues the business. In either case, the holder of the license shall immediately return it to the City Clerk.

§ 13-141. Retailer's requirement to display license.

A retailer's license shall be visible to the public inside the retailer's establishment at all times. In the event of mutilation or destruction of such license, a duplicate copy, marked as such, shall be issued by the City Clerk, upon application accompanied by the mutilated license or, if the license has been destroyed, an affidavit signed and sworn by the retailer attesting to such fact and the circumstances of such destruction. A fee for such duplicate license shall be \$25.00.

§ 13-142. Renewal of license.

A license to sell vape products may be renewed in accordance with the following:

A. Applications for renewal shall be made at least 90 days before expiration and shall be in the form prescribed by the City Clerk and signed and sworn by the applicant.

B. Each application for renewal of a license shall be accompanied by a nonrefundable fee in the amount of at least \$750.00 or as otherwise set by the City Council. Such fee is due and payable at the time of the application for renewal.

C. The City Clerk shall renew each license upon making the findings required for issuance of the original license.

D. No license shall be renewed if:

(1) The applicant/retailer is in violation of any provision of this chapter;

(2) The applicant/retailer has any outstanding violations or fines pursuant to any Code of Ordinances of the City of Bristol provision;

(3) The applicant/retailer has two or more violations of any provision of the Code of Ordinances of the City of Bristol within the last 24 months; or

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(4) The current license of the applicant/retailer has been suspended or revoked.

E. A license shall not be transferable, including from one retailer to another retailer or from one location to another location; provided, however, that in the case of a natural person, upon the death or incapacity of the retailer who obtained the license, the establishment may continue in business for a period not to exceed 60 days to allow for an orderly transfer of the business to a successor licensee. During this period, the successor must complete all the steps required under this chapter for obtaining an initial license.

F. If renewal of the license is denied, the City Clerk shall notify the applicant/retailer in writing not less than 30 days before expiration of the license including the facts and specific section or sections of this chapter upon which this determination was made. Notification shall be sent by certified mail to the applicant/retailer's residence or place of business. Said notification shall be deemed complete seven days following the date of mailing.

§ 13-143. Sales to minors prohibited.

A. No retailer or salesperson shall sell any vape product to any person under the age of 21 years of age.

B. The retailer or salesperson selling any vape products must request and examine the identification card issued in accordance with the provisions of the Connecticut General Statutes, as amended from time to time, for anyone who appears to be under the age of 30 and verify proof of age demonstrating the recipient is at least 21 years of age before selling any vape products.

C. That a person appeared to be over the age of 21 shall not constitute a defense to a violation of this section. If a person fails to provide such proof of age, such retailer or salesperson shall not sell any vape products to the person.

§ 13-144. Signage.

"The Sale of Vape Products to Persons Under 21 is Prohibited" signs shall be legibly printed in letters at least 2 inches high and shall be posted clearly and conspicuously in every location where the products are available for purchase. Signage shall be in multiple languages, including, but not limited to, Spanish, Farsi and Hindustani, as needed to be consistent with other facility postings.

§ 13-145. Inspections.

The Chief of Police, or their designee may, from time to time, make an inspection of each retailer operating within the City for the purposes of determining compliance with the provisions of this chapter. Such inspections shall be at a reasonable time and in a reasonable manner. Inspections of a retailer's establishment shall include, but not be limited to, examination of products, records, advertising materials, signage, and the physical premises to ensure compliance with this chapter. It shall be a violation of this chapter for any person to fail or refuse to allow such inspection or to hinder such inspection in any manner.

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§ 13-146. Penalties for offenses.**A. Violations.**

(1) Any retailer who violates any of the provisions of this chapter shall be guilty of an infraction and subject to civil penalty fine, suspension, and/or revocation of the license. Each violation, and every day in which a violation occurs, shall constitute a separate and distinct infraction.

(2) In the event that a violation has occurred, the City Clerk shall have 30 days from the date of the violation to issue notice of said violation via written order to the retailer. The order shall specify the section of this chapter of which the retailer is in violation and shall specify the penalty for noncompliance. Notification shall be sent by certified mail to the applicant's residence or place of business. Said notification shall be deemed complete seven days following the date of mailing.

(3) A retailer shall be found in violation of this chapter if:

(a) The retailer or any salesperson sells vape products to any person under the age of 21 years.

(b) The retailer fails to post signage and license as required.

(c) The retailer fails to pay any fines imposed in accordance this chapter.

(d) The retailer or any salesperson sells or uses on the premises any narcotic substance or any controlled drug as defined in § 21a-242 of the Connecticut General Statutes, as amended from time to time.

(e) The retailer fails to maintain standards prescribed by the Connecticut Department of Public Health or the Bristol-Burlington Health District, or their respective successors.

(f) The retailer or any salesperson refuses to submit to the City Clerk any reports or make available any records required in investigating the establishment for the purpose of ensuring compliance with this chapter.

(g) The retailer or any salesperson fails or refuses to submit to an investigation by persons authorized by law to conduct fire, building, health, or law enforcement related inspections.

(h) The retailer or any salesperson violates state or local vape products sales and use laws.

(i) The retailer or any salesperson violates any of the provisions of this chapter, or any rules and regulations established by the City Clerk, pursuant to this chapter.

(j) The retailer or any salesperson furnishes or makes any misleading or false statements or reports in relation to this chapter, including in connection with an application for an initial or renewal license or an inspection under this chapter.

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(k) Upon suspension or revocation of a license, the retailer fails to remove all vape products from the premises.

B. Penalties.

(1) If the Chief of Police finds that a retailer is in violation of this chapter, it shall be punishable by a fine, suspension, and/or revocation of the license as follows:

(a) Upon the first violation of this chapter, the Chief of Police, or their respective designees, shall impose a fine of \$250, which shall be payable to the City of Bristol.

(b) If a second violation of this chapter is issued within a twelve-month period following the first violation, the retailer's license shall be suspended for six months by the City Clerk. Upon suspension of a license, all vape products shall be removed from the premises. Failure to remove shall constitute a separate violation for each and every day of noncompliance.

(c) If a third violation of this chapter is issued within a twenty-four-month period following the first violation, the retailer's license shall be revoked by the City

ARTICLE IV. Hearings

§ 13-147. Notification of revocation or suspension; hearing.

The City Clerk may revoke or suspend any license issued pursuant with this chapter in accordance with the following procedure:

A. The City Clerk may revoke or suspend any license issued under this chapter by notifying the retailer in writing of such revocation or suspension, and the reasons therefor, and informing the retailer of their right to request a hearing before the Vape Retailer Hearings Officer and the procedure for such hearing, including all procedural deadlines.

B. Notice of revocation or suspension shall be sent to the retailer by certified mail to the retailer's residence or place of business. Said notification shall be deemed complete seven days following the date of mailing.

C. A request for hearing must be delivered to the City Clerk within 20 days following the date of mailing of the notice of revocation or suspension.

D. A hearing shall be scheduled to commence within 60 days following the date of actual receipt by the City Clerk of the request for a hearing.

E. The City Clerk shall schedule the hearing on behalf of the Vape Retailer Hearings Officer, and shall notify the retailer by certified mail addressed to the retailer's residence and business addresses, of the date, time and place of the hearing, not less than 20 days prior to the hearing.

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F. At any hearing held under this section, the City Clerk and the retailer may present any pertinent and material written and testimonial evidence, and shall have the right to cross-examine all witnesses. Witnesses shall testify under oath or affirmation.

G. The City Clerk shall have the burden of proving the facts and circumstances that warrant the revocation or suspension of a license.

H. The Vape Retailer Hearings Officer shall render a written decision on the appeal within 20 days following the conclusion of the hearing. Said decision shall state whether the appeal is dismissed or sustained, the facts and circumstances found to support the decision, and shall state the relief ordered, if any.

I. A request for a hearing under this section shall stay any revocation or suspension until such time as a hearing has been held and a decision rendered thereon; provided, however, that if the Vape Retailer Hearings Officer finds that the public health, safety, or welfare requires emergency action and incorporates a finding to that effect in the notice of revocation or suspension, the retailer may be suspended immediately, pending a hearing thereon, which hearing shall be promptly instituted and all facts and issues promptly determined.

J. The criminal arrest for a felony, on or off the premises, of the retailer, if a natural person, or any shareholder, director, officer, member, or partner of the retailer, if the retailer is not a natural person, shall constitute an emergency requiring the immediate suspension of a license pending a hearing.

§ 13-148. Hearing on denial of license or renewal.

A. An applicant aggrieved by the denial of a license to operate an establishment that sells vape products or by the denial of renewal of such license may request, in writing, a hearing before the Vape Retailer Hearings Officer, at which hearing such person shall be afforded the opportunity to present evidence and argument on all facts or issues involved.

B. The City Clerk shall, upon receiving a request for a hearing under this section, schedule a hearing not later than 60 days from the date of actual receipt of the request and shall notify all parties of the time and place thereof.

C. The applicant shall have the burden of proving that the requirements for the issuance of a license has been met.

D. The Vape Retailer Hearings Officer shall be appointed by the City Council and shall serve without pay to conduct such appeals of revocations or suspensions or other violations in accordance with this section. Said Vape Retailer Hearings Officer shall not be a police officer or work for the City of Bristol. No person shall be appointed to the position of Vape Retailer Hearings Officer unless such person is:

(a) At least eighteen (18) years of age, and

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(b) In the opinion of the City Council, a person capable of fairly administering the applicable provisions of this ordinance based upon such person's background and experience, including, but not limited to, the person's education, special skill and training.

Any appointed hearing officer whose personal interests do or may give the appearance of conflict with the Hearings Officer official responsibilities herein enumerated shall remove themselves from presiding over any such hearing, and in such case the City Council shall appoint a substitute hearing officer for the hearing. Any Hearings Officer appointed under this section may be removed at any time by the City Council for whatever reason the City Council deems sufficient.

E. The Board of Health shall render a decision within 35 days of the date of said hearing and shall notify the applicant party and the City Clerk by certified mail.

§ 13-149. Appeal.

Any person aggrieved by any order or decision under this chapter may, within 10 days of such order or decision, appeal therefrom to the Superior Court judicial district at New Britain.

§ 13-150. Effective date.

The provisions of this section shall become effective on September 1, 2026. If any provision or portion of the foregoing is deemed by a Court of competent jurisdiction to be invalid, void, or otherwise unenforceable, the remaining provisions shall remain enforceable to the fullest extent permitted by law.

9. RESIGNATIONS

Linda Roberts Arbesman – City Cemetery Commission

On motion of Council Member Hahn and seconded by Council Member Dickau, it was unanimously voted: To accept the resignations and send letters of thanks.

10. Appointments

a. The following appointments were presented:

Fair Rent Commission

Ryan Carrier – Reappointment, representing “Landlords” – term to 5/29.

Confirming motion by Council Member Hahn.

Motion passed in voice vote.

Anthony Lozier – Appointment, representing “Tenants” – term to 5/29.

Replaced Timothy Gamache.

Confirming motion by Council Member Rosengren.

Motion passed in voice vote.

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Brian Brady – Appointment as regular member, representing “Homeowners” – term to 5/29.
 Replaced Jon Fitzgerald.
 Confirming motion by Council Member Rosengren.
 Motion passed in voice vote.

Kimberly Gendron –Appointment as alternate member, representing “Tenants”– term to 5/29.
 Replaced Camerin Crowal.
 Confirming motion by Council Member Rosengren.
 Motion passed in voice vote.

On motion of Council Member Hahn and seconded by Council Member Dickau, it was unanimously voted: To send a letter of thanks to Mr. Fitzgerald and Mr. Gamache.

Inland Wetland Commission

Greg Klimek – Reappointment – term to 5/29.
 Confirming motion by Council Member Rosengren.
 Motion passed in voice vote.

Michael Robinson – Reappointment – term to 5/29.
 Confirming motion by Council Member Hahn.
 Motion passed in voice vote.

11. CONTRACTS

a. Contract 2P26-054 Architectural Services for Roof Replacement at Bristol Central High School

Communication received from BOE Schools Project Manager Landon.

On motion of Council Member Rosengren and seconded by Council Member Seymour, it was unanimously voted: To award Contract 2P26-054 Architectural Services for Roof Replacement at Bristol Central High School to Silver, Petrucelli & Associates in the amount of \$76,700 and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effectuate said contract.

b. Contract 2P26-051 Construction Management at Risk – Renovation of Edgewood Pre-K Academy

Communication received from BOE Schools Project Manager Landon.

On motion of Council Member Seymour and seconded by Council Member Rosengren, it was unanimously voted: To award Contract 2P26-051 Construction Management at Risk for the Renovation of Edgewood Pre-K Academy to D'Amato+Downes Joint Venture in the amount of \$1,655,394.88 and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effectuate said contract.

c. Contract 2C26-057 Roadway Reconstruction/Drainage and Miscellaneous Work

Communication received from Purchasing Agent Haynes.

MAY 12, 2026

On motion of Council Member Hahn and seconded by Council Member Dickau, it was unanimously voted: To award Contract 2C26-057 Roadway Reconstruction/Drainage and Miscellaneous Work to Tabacco & Son Builders, Inc. in the amount of \$687,780.00, and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effectuate said contract.

d. Contract 2C26-056 Video Surveillance System Improvements and Expansion (Phase 1 and 2)

Communication received from Purchasing Agent Haynes.

On motion of Council Member Hahn and seconded by Council Member Dickau, it was unanimously voted: To award Contract 2C26-056 Video Surveillance System Improvements and Expansion (Phase 1 and 2) to American Total Protection in the amount of \$1,462,050.20, and to approve a Letter of Intent for Phase 3 in the amount of \$651,320.04 contingent upon City Council approval of the 2027 Capital Budget, and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.

e. Contract 2C26-055 HVAC Improvements at the Bristol Police Department

Communication received from Purchasing Agent Haynes.

On motion of Council Member Tyler and seconded by Council Member Seymour, it was unanimously voted: To award Contract 2C26-055 HVAC Improvements at the Bristol Police Department to Pro-Mech Inc. in the amount of \$4,486,000.00 and to authorize the Mayor or Acting Mayor to execute any and all documents to effect said contract.

12. GRANTS

a. 2026 Neighborhood Assistance Act Applications

Communication received from Grants Administrator Ledger.

On motion of Council Member Semour and seconded by Council Member Kelley, it was voted: To approve the organizations that applied for the 2026 Neighborhood Assistance Program and forward these applications to the CT Department of Revenue Services for consideration. The 2026 applicants are: *(Mayor Zoppo-Sassu recused herself from the vote due to a conflict of interest.)*

The Agape House Inc. - Heating & Cooling Updgrade to Day Center \$30,000
 Bristol Boys & Girls Club Association, Inc. – Energy Efficiency \$120,200
 Bristol Historical Society – Energy/Masonry Repairs \$150,000
 BristolWORKS! – Empowered to Work Program \$150,000
 The Family Center, Inc. dba ImagineNation – Imagining Healthy Futures \$111,600
 Nutmeg Symphony Orchestra – Concert Series/Educational Children’s Concerts \$64,460.

b. CDBG Annual Action Plan for Program Year 52, 2026-2027

Communication received from Grants Administrator Ledger.

MAY 12, 2026

On motion of Council Member Dickau and seconded by Council Member Rosengren, it was voted: To approve the Community Development Block Grant (CDBG) Annual Action Plan for the City of Bristol for Program Year 52, 2026-2027, as recommended by the Economic and Community Development Board, and to refer this recommendation to the Board of Finance for action.
(Council Member Tyler recused herself from the vote due to a conflict of interest.)

2026-2027 Recommended CDBG Allocations

Public Service Grants	Recommended Award
Bristol Boys & Girls Club / ImagineNation STEAM	\$20,000
BristolWORKS!	\$3,000
Grace Community Food Pantry	\$1,233
Prudence Crandall - Shelter services	\$10,000
Salvation Army Bristol Corps	\$17,100
Shepard Meadows Therapeutic Riding	\$2,000
St. Vincent DePaul Homeless Shelter	\$23,000
YWCA New Britain - SACS	\$3,000
Fair Housing	\$2,000
Total Public Service allocations Yr 52:	\$81,333
Housing Rehab Program	\$272,423
Planning & Administration	\$103,440
Support Staff	\$129,320
CDBG Allocation Total:	\$505,183
Including program income & reprogram funds:	\$44,290
Grand Total:	\$586,516

13. AMBLER ROAD

a. Acceptance of Portions of Ambler Road and Grassy Road

Communication received from Public Works Director Rogozinski.

On motion of Council Member Hahn and seconded by Council Member Seymour, it was unanimously voted: To approve and 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.

Mayor Zoppo-Sassu responded to comments made during Public Participation. Public Works Director Rogozinski and Corporation Counsel Clift explained that accepting the paved sections of

MAY 12, 2026

Ambler Road and Grassy Road is simply formalizing the acceptance of roads that the City has already been maintaining for an extended period of time.

b. Discontinuance of Unpaved Section of Ambler Road

Communication received from Public Works Director Rogozinski.

On motion of Council Member Hahn and seconded by Council Member Tyler, it was unanimously voted: To approve the discontinuance of the unpaved section of Ambler Road from the intersection of Grassy Road and Ambler Road, 660 ft to the northeast to Lot 60-15 and abutting Lots 20-221, 20-219, 20-218 and 215.

14. Executive Session

At 8:16 p.m., on motion of Council Member Rosengren and seconded by Council Member Hahn, it was unanimously voted: To convene into Executive Session to discuss items a. and b. below.

a. Present to discuss and take any action as necessary on litigation matter: Superior Court Docket Number HHB-CV-25-6097418-S, Bristol Neighborhood Development Corporation v. City of Bristol: Mayor Zoppo-Sassu; Council Members Dickau, Hahn, Kelley, Rosengren, Seymour, and Tyler; Corporation Counsel Clift; Assistant Corporation Counsels Conlin and Steeg; Tax Assessor Tom DeNoto.

b. Present to discuss and take any action as necessary on litigation matter: Superior Court Docket Number HHB-CV-25-6096931-S, Housing Authority of the City of Bristol v. City of Bristol: Mayor Zoppo-Sassu; Council Members Dickau, Hahn, Kelley, Rosengren, Seymour, and Tyler; Corporation Counsel Clift; Assistant Corporation Counsels Conlin and Steeg; Tax Assessor Tom DeNoto.

Discussion was held. No votes were taken.

At 8:31 p.m., on motion of Council Member Hahn and seconded by Council Member Rosengren it was unanimously voted: To reconvene into Public Session.

On motion of Council Member Rosengren and seconded by Council Member Dickau, it was unanimously voted: That the litigation matter Superior Court Docket Number HHB-CV-25-6097418-S, Bristol Neighborhood Development Corporation v. City of Bristol be resolved in accordance with the attached Tax Fixing Agreement. It was further moved that the City Assessor be authorized to adjust the City's Grand List for 2023 in accordance with said Tax Fixing Agreement, and that the Mayor or Acting Mayor is authorized to execute the Agreement on behalf of the City of Bristol.

On motion of Council Member Seymour and seconded by Council Member Tyler, it was unanimously voted: That the litigation matter Superior Court Docket Number HHB-CV-25-6096931-S, Housing Authority of the City of Bristol v. City of Bristol be resolved in accordance with the attached Tax Fixing Agreement. It was further moved that the City Assessor be authorized to

MAY 12, 2026

adjust the City's Grand List for 2023 in accordance with said Tax Fixing Agreement, and that the Mayor or Acting Mayor is authorized to execute the Agreement on behalf of the City of Bristol.

15. OTHER BUSINESS – None.

16. ADJOURNMENT

At 8:33 p.m., on motion of Council Member Tyler and seconded by Council Member Dickau, it was unanimously voted: To adjourn.

ATTEST: _____
Erica Cabiya
Town & City Clerk

UNAPPROVED

NEW HIRE REPORT

5/1/2026 TO 5/31/2026

RECEIVED
2026 JUN -2 PM 4:20
TOWN AND CITY CLERK
BRISTOL, CT

Error: Subreport could not be shown.

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>CITY</u>	<u>HIRE DATE</u>	<u>SALARY</u>		<u>UNION</u>	<u>STATUS</u>	<u>DEPARTMENT</u>	<u>JOB TITLE</u>
ARDUINI	JEFFREY	BRISTOL	05/20/2026	\$29.52	PER HOUR	LOCAL 233	FT	PARK DEPARTMENT	COMMUNITY SERVICES COORDINATOR
DRISCOLL	WILLIAM	FARMINGTON	05/13/2026	\$27.81	PER HOUR	LOCAL 1338	FT	PUBLIC WORKS	MECH.HELPER/LT.EQUIP.RE PAIRER
GAGNON	PETER	BRISTOL	05/04/2026	\$26.01	PER HOUR	LOCAL 1338	FT	PUBLIC WORKS	LABORER SOLID WASTE
FIGUEROA	MILEVANNI	BRISTOL	05/13/2026	\$17.59	PER HOUR	NON-BARG	PT	PARK DEPARTMENT	LIFEGUARD
BABER	AUSTIN	BRISTOL	05/26/2026	\$17.34	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	LABORER PARK SEASONAL
BOTTO	JACOB	TERRYVILLE	05/11/2026	\$18.54	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	LABORER PARK SEASONAL
DAMATO	BENJAMIN	BRISTOL	05/19/2026	\$18.54	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	LABORER PARK SEASONAL
DINICE	BRIANNA	TERRYVILLE	05/04/2026	\$17.34	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	LABORER PARK SEASONAL
DUBE	MADISON	BRISTOL	05/18/2026	\$17.34	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	INTERN RECREATION
HAMILTON	WILLIAM	BRISTOL	05/18/2026	\$18.54	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	LABORER PARK SEASONAL
MALICK	UMAR	BRISTOL	05/26/2026	\$18.54	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	LABORER PARK SEASONAL
RIVOIRA	CARSON	BRISTOL	05/26/2026	\$18.54	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	LABORER PARK SEASONAL
RODRIGUEZ	DONOVAN	BRISTOL	05/26/2026	\$18.59	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	LIFEGUARD
ST PIERRE	ALEKSANDAR	BRISTOL	05/19/2026	\$17.34	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	LABORER PARK SEASONAL
TAILLON	JEFFREY	BRISTOL	05/29/2026	\$35.00	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	FACILITATOR
ZHUO	EDISON	PLANTSVILLE	05/11/2026	\$20.00	PER HOUR	NON-BARG	TP	PUBLIC WORKS - ENGINEERING	TEMPORARY WORKER
Total:	16								

Copy: Local #233. #1338, BPSA, Police, Fire



RECEIVED
2026 JUN -1 PM 2:42
TOWN AND CITY CLERK
BRISTOL, CT



DATE: June 1, 2026

Tax Collector's Office | 860.584.6270

TO THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

I hereby request refunds to the following tax accounts listed below for the reasons stated.

CURRENT LIST YEAR

<u>NAME</u>	<u>LIST NUMBER</u>	<u>TAX</u>	<u>INT</u>	<u>FEES</u>	<u>TOTAL</u>	
CLARK, HEATHER	2024-04-0407014	\$ 199.53			\$ 199.53	OVERPAYMENT
FITZGERALD, JANINE	2024-04-0402407	\$ 137.18	\$ 12.35		\$ 149.53	JUNKED
TOTAL		\$ 336.71	\$ 12.35	\$ -	\$ 349.06	

CURRENT LIST YEAR

<u>NAME</u>	<u>LIST NUMBER</u>	<u>TAX</u>	<u>INT</u>	<u>FEES</u>	<u>TOTAL</u>	
ARI FLEET LT LTD	2024-03-0301627	\$ 529.52			\$ 529.52	VEHICLE SOLD
ARI FLEET LT LTD	2024-03-0301634	\$ 449.15			\$ 449.15	VEHICLE SOLD
ARI FLEET LT LTD	2024-03-0301641	\$ 66.83			\$ 66.83	VEHICLE SOLD
ARI FLEET LT LTD	2024-03-0301642	\$ 94.19			\$ 94.19	VEHICLE SOLD
ARI FLEET LT LTD	2024-03-0301643	\$ 209.27			\$ 209.27	VEHICLE SOLD
ARI FLEET LT LTD	2024-03-0301645	\$ 35.05			\$ 35.05	VEHICLE SOLD
CCAP AUTO LEASE LTD	2024-03-0307907	\$ 732.62			\$ 732.62	ACTIVE DUTY EXEMPTION
CLARK, HEATHER	2024-03-0308805	\$ 51.13	\$ 6.90		\$ 58.03	TOTAL LOSS
HAMILTON, ERIN	2024-03-0319746	\$ 154.24			\$ 154.24	OVERPAYMENT
HONDA LEASE TRUST	2024-03-0320901	\$ 400.98			\$ 400.98	VEHICLE SOLD
TESLA LEASE TRUST	2024-03-0345737	\$ 453.79			\$ 453.79	VEHICLE SOLD
TESLA LEASE TRUST	2024-03-0345735	\$ 82.96			\$ 82.96	VEHICLE SOLD
VW CREDIT LEASING LTD	2024-03-0348625	\$ 115.46			\$ 115.46	VEHICLE SOLD
VW CREDIT LEASING LTD	2024-03-0348636	\$ 222.12			\$ 222.12	VEHICLE SOLD
VW CREDIT LEASING LTD	2024-03-0348644	\$ 409.84			\$ 409.84	VEHICLE SOLD
VW CREDIT LEASING LTD	2024-03-0348647	\$ 300.41			\$ 300.41	VEHICLE SOLD
TOTAL		\$ 4,307.56	\$ 6.90	\$ -	\$ 4,314.46	

PRIOR LIST YEAR

<u>NAME</u>	<u>LIST NUMBER</u>	<u>TAX</u>	<u>INT</u>	<u>FEES</u>	<u>TOTAL</u>	
NISSAN NORTH AMERICA INC	2023-03-0333717	\$ 689.68			\$ 689.68	VEHICLE SOLD
SNYDER, ANDREW	2023-03-0344536	\$ 273.49	\$ 108.08	\$ 57.23	\$ 438.80	WRONG TOWN
TRUSTY, CAMILLE	2023-03-0348071	\$ 12.68			\$ 12.68	OVERPAYMENT
TOTAL		\$ 975.85	\$ 108.08	\$ 57.23	\$ 1,141.16	

City of Bristol
111 North Main Street
Bristol, CT 06010
www.bristolct.gov

PRIOR LIST YEAR
NAME

	<u>LIST NUMBER</u>	<u>PERSONAL PROPERTY</u>			<u>TOTAL</u>	<u>REASON</u>
		<u>CITY TAX</u>	<u>INT</u>	<u>FEES</u>		
GLOBAL GARAGE FLOORING	2022-02-0200927	\$ 272.51			\$ 272.51	OVERPAYMENT
	TOTAL	\$ 272.51	\$ -	\$ -	\$ 272.51	

CURRENT LIST YEAR
NAME

	<u>LIST NUMBER</u>	<u>REAL ESTATE</u>			<u>TOTAL</u>	<u>REASON</u>
		<u>CITY TAX</u>	<u>INT</u>	<u>FEES</u>		
CORELOGIC	2024-01-0106905	\$ 1,436.40			\$ 1,436.40	VETERAN EXEMPTION
	TOTAL	\$ 1,436.40	\$ -	\$ -	\$ 1,436.40	

TOTAL ALL MOTOR VEHICLE	\$	5,804.68
TOTAL PERSONAL PROPERTY	\$	272.51
TOTAL ALL REAL ESTATE	\$	1,436.40
GRAND TOTAL ALL COLLECTIONS	\$	7,513.59

RESPECTFULLY,

Jennifer S. Cole, CCMC

JENNIFER S COLE, CCMC
DEPUTY TAX COLLECTOR
KG



RECEIVED

2026 MAY 21 PM 3:49

City of Bristol TOWN AND CITY CLERK
BRISTOL, CT

BRISTOL, CONNECTICUT 06010

Planning Commission

DATE: May 19, 2026

TO: City Council (c/o Erica Cabiya, Town and City Clerk)

FROM: Bristol Planning Commission

Re: C.G.S. 8-24 Referral:
Stafford Avenue – Map 45, Lot 37-2

The Bristol Planning Commission, at its meeting of May 18, 2026, approved the following motion with respect to the above captioned item:

*"To send a positive referral to the City Council for the C.G.S. 8-24 referral for:
Stafford Avenue — Map 45, Lot 37-2. The Planning Commission finds that the C.G.S. 8-24 referral to sell the property on Stafford Avenue, Map 45, Lot 37-2, is generally consistent with the goals and policies of the 2015 Plan of Conservation and Development (POCD), amended to April 1, 2018."*

For questions or additional information, please contact:

City Planner – Robert M. Flanagan, AICP – City of Bristol Land Use Office at 860-584-6225.

Cc: Attorney Jeffrey Steeg (via e-mail)



RECEIVED

2026 MAY 21 PM 3:49

City of Bristol TOWN AND CITY CLERK
BRISTOL, CT

BRISTOL, CONNECTICUT 06010

Planning Commission

DATE: May 19, 2026

TO: City Council (c/o Erica Cabiya, Town and City Clerk)

FROM: Bristol Planning Commission

Re: C.G.S. 8-24 Referral:
81 Church Avenue – Map 43, Lot 22

The Bristol Planning Commission, at its meeting of May 18, 2026, approved the following motion with respect to the above captioned item:

*“To send a positive referral to the City Council for the C.G.S. 8-24 referral for:
81 Church Avenue – Map 43, Lot 22. The Planning Commission finds that the C.G.S. 8-24 referral for a gas distribution easement for Eversource, is generally consistent with the goals and policies of the 2015 Plan of Conservation and Development (POCD), amended to April 1, 2018.”*

For questions or additional information, please contact:

City Planner – Robert M. Flanagan, AICP – City of Bristol Land Use Office at 860-584-6225.

Cc: Attorney Jeffrey Steeg (via e-mail)



Department of Public Works | 860.584.6125

RECEIVED
26 MAY 28 PM 4:05
TOWN AND CITY CLERK
BRISTOL, CT

MEMORANDUM

DATE: May 28, 2026

TO: Mayor Ellen Zoppo-Sassu
City Council

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

RE: **Contract Amendment 2P24-001 - Broad Street Retaining Wall (Engineering Inspection Services)**

The Board of Public Works voted at its May 21, 2026 meeting to request City Council approval of the following to procure the services of WMC Consulting Engineers, Inc. for construction engineering and inspection services related to the Broad Street retaining wall project:

Authorize the Mayor to execute an amendment to Contract 2P24-001 in the amount of \$44,716.97 with WMC Consulting Engineers for construction engineering and inspection services associated with the Broad Street retaining wall project.

The services do not include full-time inspection of the retaining wall. The referenced services will supplement the City's DPW Engineering Division staff. Additional funding is not required, sufficient funds are currently available and in place.

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



City of Bristol, Connecticut

**Early Childhood
Collaborative**

City of Bristol
111 N Main Street
Bristol, CT 06010
Tel: (860) 584-6254

RECEIVED
2026 JUN -4 PM 3:23
TOWN AND CITY CLERK
BRISTOL, CT

May 29, 2026

Erica Cabiya
Town and City Clerk
111 North Main Street
Bristol, CT 06010

To Ms. Cabiya:

I am writing regarding additional funding for the Early Childhood Collaborative, for this fiscal year.

Please place on the City Council Agenda for June 9, 2026, the following requests:

- 5f
- That the City of Bristol accept funding from the Bill & Janet Brownstein Charitable Fund from the Main Street Community Foundation for \$410 to support Family Fun Day on June 27, 2026.
 - 5g • That the City of Bristol accept a grant from Bike Bus World for \$250 to purchase several tricycles for preschool-aged children.

All funding should be referred to the Board of Finance for appropriation and any other necessary action.

Please let me know if you have questions.

Sincerely,

Donna Osuch
Bristol Early Childhood Collaborative Liaison

cc: Mayor Ellen Zoppo-Sassu



City of Bristol, Connecticut

**Early Childhood
Collaborative**

City of Bristol
111 N Main Street
Bristol, CT 06010
Tel: (860) 584-6254

RECEIVED
2026 JUN -4 PM 3:23
TOWN AND CITY CLERK
BRISTOL, CT

May 29, 2026

Erica Cabiya
Town and City Clerk
111 North Main Street
Bristol, CT 06010

To Ms. Cabiya:

I am writing regarding additional funding for the Early Childhood Collaborative, for this fiscal year.

Please place on the City Council Agenda for June 9, 2026, the following requests:

- 5f
- That the City of Bristol accept funding from the Bill & Janet Brownstein Charitable Fund from the Main Street Community Foundation for \$410 to support Family Fun Day on June 27, 2026.
 - 5g • That the City of Bristol accept a grant from Bike Bus World for \$250 to purchase several tricycles for preschool-aged children.

All funding should be referred to the Board of Finance for appropriation and any other necessary action.

Please let me know if you have questions.

Sincerely,

Donna Osuch
Bristol Early Childhood Collaborative Liaison

cc: Mayor Ellen Zoppo-Sassu



City of Bristol, Connecticut

**Early Childhood
Collaborative**

City of Bristol
111 N Main Street
Bristol, CT 06010
Tel: (860) 584-6254

RECEIVED
JUN - 2 PM 12:42
TOWN AND CITY CLERK
BRISTOL, CT

June 2, 2026

Erica Cabiya
Town and City Clerk
111 North Main Street
Bristol, CT 06010

To Ms. Cabiya:

I am writing regarding additional funding for the Early Childhood Collaborative, for this fiscal year, related to the current Shine Early Learning contract for the period of July 1, 2025 – June 30, 2027.

Please place on the City Council Agenda for June 9, 2026, the following request:

- That the City of Bristol accept additional funding from Shine Early Learning for \$475 to support Bristol Parent Ambassadors working for the Bristol Early Childhood Collaborative through June 30, 2027.

The funding should be referred to the Board of Finance for appropriation and any other necessary action.

Please let me know if you have questions.

Sincerely,

Donna Osuch
Bristol Early Childhood Collaborative Liaison

cc: Mayor Ellen Zoppo-Sassu

- b. **QE Funds:** A single payment of up to \$28,029.44 ("QE Fund Amount") shall be provided to Subcontractor, contingent on completion of all the following:
- i. Submission of a completed QE application and budget through the process established by Shine;
 - ii. Approval by Shine of proposed QE activities;
 - iii. Receipt by Shine of all required quarterly reports and documentation which the most recent were due on or before April 30, 2026;
 - iv. Full execution of the Amendment; and
 - v. Submission of an invoice by Subcontractor for the QE Fund Amount. The invoice should be submitted once all other contingencies have been completed.
- c. **Parent Ambassador/Emissary Funds**
- i. **Parent Ambassador Funds:** A single payment of Four Hundred Seventy-Five Dollars (\$475) ("Parent Ambassador Amount") shall be provided to Subcontractor, contingent on completion of all of the following:
 1. Full execution of the Amendment; and
 2. Submission of an invoice by Subcontractor for the full Parent Ambassador Amount. The invoice should be submitted once all other contingencies have been completed.
 3. Subcontractor must provide Shine with an updated signed work agreement between Subcontractor and the Parent Ambassador for Shine's records within ninety (90) days of signing the Amendment. Payment of the Parent Ambassador Amount is not contingent on receipt of such work agreements.
 - ii. **Parent Emissary Funds:** Subcontractor is not eligible for Parent Emissary Funds.
- d. **Eligible Total One Time FY26 Payment(s) for Subcontractor:**

Type	Amount
QE Fund Amount	\$28,029.44
Parent Ambassador Amount	\$475
Total	\$28,504.44

← new

5. Payment Schedule FY27

- a. Quarterly payments of up to \$82,007.36 ("FY27 LGP Quarter Amount") shall be made based on the table below.
- b. The FY27 LGP Quarter Amount shall be made up of the following components divided quarterly: (i) LGP Funding; (ii) FY27 Match Funding up to \$50,000.00

Donna Osuch

From: Jennifer St John
Sent: Monday, May 11, 2026 3:05 PM
To: Donna Osuch
Subject: FW: Congratulations Jennifer! You are a 'Pump Up the Bike Bus' Award recipient

Follow Up Flag: Flag for follow up
Flag Status: Flagged

WOOOOO HHHHOOOOOOOOOO!!!!!!!

Jennifer St. John
Early Childhood Family and Community Engagement Coordinator Bristol Early Childhood Collaborative, LGP

City of Bristol
111 North Main Street
Bristol, CT 06010
(860) 584-6264

Privileged and Confidential. If received in error, please notify me by e-mail and delete the message

-----Original Message-----

From: Bike Bus World <hello@bikebus.world>
Sent: Thursday, May 7, 2026 1:11 PM
To: Jennifer St John <JenniferStJohn@bristolct.gov>
Subject: Congratulations Jennifer! You are a 'Pump Up the Bike Bus' Award recipient

Hello Jennifer,

Thank you for submitting your application for Bike Bus World's <<https://bikebus.world/>> 'Pump up the Bike Bus' Awards! We are pleased to let you know that you have been selected to receive one of this year's awards for \$250! Attached is your official award letter from Bike Bus World's fiscal sponsor, Community Initiatives, detailing receipt of the award.

To process your award, please upload a W9 form (template attached) to the secure link below and let us know when that is complete. Your check will be sent to the address on your W9.

Secure W9 folder: egnyte.com <<https://uk01.l.antigena.com/l/9UeR9som779-prjX44jMqQYgo67fAF6aLQcYBSRgf9TiJDzhG5ful2FbWKfp1FPp28UPbQJCVHyxvfYjYWC2JF68Z8agmTQFSZbXuFupCObf5o7XojsPCs~igcGLytcYS0o4glRkfyof-5d9maoeL6SjYttzKwzuYhOpYTJA5QImjIPThf3BU5hJzUf5rqOKQAe34W2xmR>>

We can't wait to see what you do next to Pump up the Bike Bus in your community!

Happy Bike Bussing,

Sam Balto

Executive Director

Bike Bus World



Office of the Corporation Counsel | 860.584.6150

MEMORANDUM

TO: Erica Cabiya, Town & City Clerk
 FROM: Wyland Dale Clift, Corporation Counsel *WDC/NTB*
 DATE: May 27, 2026
 RE: Items for June 9, 2026 City Council Meeting

RECEIVED
 2026 MAY 27 PM 4:21
 TOWN AND CITY CLERK
 BRISTOL, CT

Erica, I have the following item for inclusion on the June 9th City Council agenda under consent:

1. To review and approve a 5 year extension of the City's existing License Agreement with Eversource for property known as 780 Willis Street, Bristol, CT. The new term will be from February 1, 2024 through January 31, 2029 at no cost to the City

Thank you.



Haleluya Haile
Specialist – CT Real Estate/ Telecom

107 Selden St
Berlin, CT 06037
Office: (860) 665-6176
Haleluya.Haile@Eversource.com

May 26, 2026

Lt. Mark Morello
Bristol Police Department
Communications Division Commander
131 North Main Street
Bristol, CT 06010

Site Address: 780 Willis St. Bristol, CT 06010
Licensor: The Connecticut Light and Power Company (CL&P)
Licensee: City of Bristol CT [Bristol Police Department]

Dear Lt. Morello:

The existing License Agreement, dated February 1, 2014, expired on January 31, 2024, and we want to know if the City of Bristol would like to continue licensing this area.

The original License Agreement was for a period of five years, which was then followed by a 5-year extension per the letter dated January 30, 2019. CL&P is willing to extend the agreement for an additional five years under the same terms and conditions as the original License Agreement. By way of this extension letter the new term will be from February 1, 2024, through January 31, 2029.

If you wish to extend this License Agreement, please sign at the space provided below and return a copy to my attention at the email address above, along with an updated Certificate of Insurance. Additionally, please confirm, per Paragraph 5 of the original License Agreement, whether or not an additional telecommunication carrier exists on the tower.

Thank you,

Haleluya Haile

AGREE TO EXTENSION :

LICENSEE: City of Bristol

LICENSOR: The Connecticut Light and Power Company
d/b/a Eversource Energy

By:
Name: Ellen Zoppo-Sassu
Title: Mayor, City of Bristol

By:
Name: Christopher Gelinas
Title: Supervisor, Real Estate



RECEIVED

2026 JUN -3 AM 9: 15

TOWN AND CITY CLERK
BRISTOL, CT

DATE: June 2, 2026

TO: Mayor Ellen Zoppo-Sassu
City Council MembersCC: Erica Cabiya, CCTC
Josh Medeiros, Superintendent of Parks, Recreation, Youth and Community Services
Dawn Leger, Grants Administrator

FROM: Sarah Larson, Deputy Superintendent of Parks, Recreation, Youth and Community Services

ShL

RE: DCF JRB/YDT Support and Enhancement Grant

Background

A Juvenile Review Board (JRB) is a community-based diversion process for youth that may otherwise be referred to the Juvenile Court for minor violations of the law. The Bristol Youth Services Bureau under the Department of Parks, Recreation, Youth and Community Services facilitates Bristol's JRB. The Connecticut Youth Services Association receives grant funding from DCF, which it awards annually to subrecipients to enhance and support their JRB/YDT.

Project Description

Support and Enhancement Grant Funds support case management, pro social activities, and direct services, including:

- Case management hours for the JRB/YDT to increase referral capacity and success rates
- Memberships or scholarships for Pro Social activities that foster positive development such as youth development programs, classes, clubs, leagues, gyms, etc
- Transportation to support for youth and family
- Youth Employment Services
- Treatment Services
- Tutoring

Grant Request

The City of Bristol is requesting \$10,000 in JRB/YDT Support and Enhancement funds.

Requested Action

Motion to approve the submission by the Parks, Recreation, Youth & Community Services Department for a DCF JRB/YDT Support and Enhancement Grant and approve the Mayor to sign any necessary documents to effectuate said grant.



RECEIVED

2026 JUN -3 AM 9:15

TOWN AND CITY CLERK
BRISTOL, CT

DATE: June 2, 2026

TO: Mayor Ellen Zoppo-Sassu
City Council MembersCC: Erica Cabiya, CCTC
Josh Medeiros, Superintendent of Parks, Recreation, Youth and Community Services
Dawn Leger, Grants Administrator

FROM: Sarah Larson, Deputy Superintendent of Parks, Recreation, Youth and Community Services

ShL

RE: Amplify Underage Nicotine Prevention Program (UNPP) – Community Mini Grant

Background

Amplify's Underage Nicotine Prevention Program (UNPP) – Community Mini Grant is funded by the Juul Settlement Funds with support from the CT Department of Mental Health and Addiction Services (CT DMHAS) in order to advance nicotine prevention efforts in Amplify's regional communities. This grant aims to help communities build capacity and advance community-led efforts aimed at preventing underage nicotine initiation, educating on the harms of nicotine use, and enhancing access to cessation services.

Project Description

Grant Funds support at preventing underage nicotine initiation, educating on the harms of nicotine use, and enhancing access to cessation services, including:

- Conducting focus groups on youth to collect data on reducing underage nicotine use
- Disseminating information on nicotine prevention and health education
- Promoting CT based cessation resources
- Engaging in community service projects, including park and school clean-up to promote positive peer bonding
- Hosting a guest speaker series on vaping risks and nicotine addiction
- Hosting yoga, stress-management, and journaling workshops
- Hosting open gym opportunities to provide supervised recreation
- Hosting cessation support meet-ups

Grant Request

The City of Bristol is eligible to receive \$10,000 in Amplify's Underage Nicotine Prevention Program (UNPP) – Community Mini Grant.

Requested Action

Motion to accept grant funds from Amplify's Underage Nicotine Prevention Program and approve the Mayor to sign any necessary documents associated with the award.

RECEIVED

2026 JUN -3 AM 10:48

TOWN AND CITY CLERK
BRISTOL, CT

ECONOMIC & COMMUNITY DEVELOPMENT

DATE: June 3, 2026

TO: Mayor Ellen Zoppo-Sassu
City Council Members

FROM: Dawn Leger, Grants Administrator

RE: 2023 Neighborhood Assistance Act Extension Request

Background

The Neighborhood Assistance Act, administered by the CT Department of Revenue Services (DRS), encourages contributions to community organizations by providing a business tax credit for corporations that make cash contributions to such agencies. The tax credit is 60% of the contribution or 100% if the project relates to energy conservation (Conn. Gen. Sta. 12-635(3)). The municipality in which the community agencies provide services must hold a public hearing on program proposals and the governing body of the municipality must approve applications from eligible organizations.

The Bristol Historical Society received funds from the program in 2023 but was unable to expend all of the money during the project period. They are requesting an amendment to their application that would include the expenditure of \$15,000 for the repair of an existing furnace.

Requested Motion

Approval of the proposed amendment to the 2023 Neighborhood Assistance Act agreement for the Bristol Historical Society, from September 30, 2024 to September 30, 2025, to allow for the inclusion of expenses related to repair of the existing furnace system, and to forward this request to the Department of Revenue Services for action.

BRISTOL CITY COUNCIL
CODE ENFORCEMENT COMMITTEE
CHAIRPERSON, ELLEN ZOPPO-SASSU, MAYOR

JUNE 9, 2026

RECEIVED
2026 JUN -3 PM 12:29
TOWN AND CITY CLERK
BRISTOL, CT

MOTION

I HEREBY MOVE that the Procedures Concerning the Removal of Abandoned Motor Vehicles be approved by the Bristol City Council. These procedures will enable the Building Department and Code Enforcement to remove abandoned motor vehicles off of privately owned property in accordance with Connecticut General Statute Section 14-150a.

I FURTHER MOVE that this matter be referred to the Corporation Counsel's Office to effectuate this motion.

BRISTOL CITY COUNCIL
CODE ENFORCEMENT COMMITTEE
CHAIRPERSON, ELLEN ZOPPO-SASSU, MAYOR

JUNE 9, 2026

RECEIVED

2026 JUN -3 PM 12: 29

TOWN AND CITY CLERK
BRISTOL, CT

MOTION

I HEREBY MOVE that the matter regarding citation fines be referred to the Ordinance Committee to review increasing the Municipally-Assessed Civil Penalties the city can impose under Connecticut General Statute Section 7-148.

BRISTOL CITY COUNCIL
CODE ENFORCEMENT COMMITTEE
CHAIRPERSON, ELLEN ZOPPO-SASSU, MAYOR

JUNE 9, 2026

RECEIVED
2026 JUN -3 PM 12:29
TOWN AND CITY CLERK
BRISTOL, CT

MOTION

I HEREBY MOVE that the Citation Hearing Officers, who hear and decide appeals on citation tickets, each be compensated on a fixed stipend of \$208.33 per conducted hearing instead of receiving a flat fee of \$2,500 per year per hearing officer.

This change in compensation to the Citation Hearing Officers shall result in cost savings in the Code Enforcement budget. This change shall be in effect for the new fiscal year commencing on July 1, 2026.

I FURTHER MOVE that this matter be referred to the Board of Finance, the Comptroller's Office and the Corporation Counsel's Office to effectuate this motion.

BRISTOL CITY COUNCIL MEETING

JUNE 9, 2026

RECEIVED

COUNCILMAN MARK DICKAU
CHAIR, ORDINANCE COMMITTEE

2026 JUN -4 AM 11:58

TOWN AND CITY CLERK
BRISTOL, CT

**PROPOSED AMENDMENTS TO CODE OF ORDINANCES
PERTAINING TO CHAPTER 4 ANIMALS AND FOWL, SECTION 4-8.
ROOSTERS-PENALTY**

MOTION TO WAIVE READING

In accordance with Section 41(f) of the Charter of the City of Bristol, I hereby MOVE that the reading of the proposed amendments to the Code of Ordinances to be introduced this date pertaining to Section 4-8, Animals and Fowl, BE WAIVED.

MOTION TO INTRODUCE

In accordance with Section 41(f) of the Charter of the City of Bristol, the following amendments to the Code of Ordinances are hereby INTRODUCED.

I hereby MOVE that the time and place of Tuesday, July 7, 2026 at 4:50 p.m.in Meeting Room 1-1, City Hall, First Floor, 111 North Main Street, Bristol, Connecticut be set for the holding of a Public Hearing thereon by the Ordinance Committee, and that the City Clerk publish notice of said Public Hearing and the proposed amendments to the Code of Ordinances as required by City Charter.

Underscored text is proposed to be added. [Bracketed] text is proposed for deletion.

Sec. 4-8. Roosters—Penalty.

- (a) If a valid and verified noise complaint is received by the [city] Zoning Enforcement Officer, Code Enforcement Officer, Animal Control Officer or police officer regarding any rooster, the city will require [the rooster to wear a noise reduction collar, vocal constriction collar or other noise reduction device or method] removal of the rooster by the property owner.
- (b) Any person required to [place a noise reduction collar, vocal constriction collar or other noise reduction device or method on the rooster] remove the rooster who fails to do so after a ten-day period shall be guilty of an infraction and fined fifty dollars (\$50.00) for each day [any rooster is without said noise reduction collar, vocal constriction collar or other noise reduction device or method] a rooster exists on the property.
- (c) [If more than three (3) complaints are received by the city regarding the same rooster the city may require removal of that rooster.

- (d)] The provisions of this section shall not apply to roosters owned and maintained on premises owned or leased by any farm, charitable, eleemosynary or educational organization.

RECEIVED
JUN 10 4 AM 11:57
TOWN AND CITY CLERK
BRISTOL, CT

**ADOPTION OF ORDINANCE
CHAPTER 13, LICENSES AND MISCELLANEOUS BUSINESS REGULATIONS**

BRISTOL CITY COUNCIL MEETING

COUNCILMAN MARK DICKAU
CHAIR, ORDINANCE COMMITTEE

MOTION: I hereby MOVE that Chapter 13 Licenses and Miscellaneous Business Regulations, Article IX, Sections 13-135 through 13-150 Vape Products and Retailers of the Code of Ordinances of the City of Bristol, Connecticut, is hereby amended to read as follows. I FURTHER MOVE that the City Clerk publish said amendments and additions to the Code of Ordinances, and that they become effective upon the expiration of 14 days from the date of their publication in a newspaper of general circulation in the City of Bristol. (Additions are underlined and deletions are bracketed.)

Sec. 13-135. Definitions.

For the purposes of this chapter, the following words, terms and phrases shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Applicant: Any person, firm, corporation, or other entity that files an application under this chapter as a retailer.

Board of Health: Bristol-Burlington Health District.

Chief of Police: The Chief of Police of the City of Bristol, or their designee.

City Clerk: The City Clerk of the City of Bristol, or their designee.

Director of Health: The Director of Health of the Bristol-Burlington Health District.

Retailer: Any person, firm, corporation, or other entity that owns, operates, or manages any place at which vape products are sold. "Retailer" also includes any person, firm, corporation, or other entity that is required to secure a dealer's license under Connecticut General Statutes §12-287, as amended from time to time.

Sale, Sell, or Sold: Selling, giving, bartering, exchanging, delivering, or otherwise distributing tobacco products or vape products, unless the person is delivering or accepting delivery in such person's capacity as a salesperson. "Sale" or "sell" also includes any offer to sell, barter, or exchange.

Salesperson: Any person who sells vape products for a retailer.

Vape Products: Any product that employs a heating element, power source, electronic circuit or other electronic, chemical or mechanical means, regardless of shape or size, to produce a vapor that may include nicotine or cannabis and is inhaled by the user of such product. "Vape product" does not include a medicinal or therapeutic product that is A) used by a licensed health care provider to treat a patient in a health care setting, B) used by a patient, as prescribed or directed by a licensed health care provider in any setting, or C) a drug or device, as defined in the federal law, as amended from time to time.

§ 13-136. License required.

It shall be unlawful for any person, firm, corporation, or other entity to sell vape products in the City of Bristol without first having obtained a license to do so from the City Clerk.

§ 13-137. Filing of application; filing fee.

For vape product retailers in existence and operating within the City of Bristol prior to September 1, 2026 no application fee shall be due. After September 1, 2026, any and all vape product retailers in existence and operating within the City of Bristol shall file an application with the City Clerk and Chief of Police and pay a filing fee of \$250.00. Such fee is due and payable at the time of filing the application and is not refundable. Licenses to sell vape products shall be valid for one year.

§ 13-138. Contents of application; information required.

The application for a license to sell vape products shall a) be in a form prescribed by the City Clerk, b) be signed and sworn by the applicant, and c) include the following information:

A. If the applicant is a natural person, then they shall provide their name, residential address, business address and date of birth. If the applicant is not a natural person, then it shall provide the names, residential addresses, business addresses and date of birth of each shareholder, director, officer, member, or partner of the applicant.

B. If the applicant is a natural person, then they shall provide two portrait photographs of themselves, at least two inches by two inches, and a complete set of their fingerprints. If the applicant is not a natural person, the application shall include two portrait photographs and a complete set of fingerprints of each shareholder, director, officer, member, or partner of the applicant. Said fingerprints shall be taken by the Chief of Police or their designee, who shall also conduct a criminal background check.

C. If the applicant is a natural person, then they shall provide a list of all criminal convictions, except minor traffic violations. If the applicant is not a natural person, then it shall provide a list of all criminal convictions, except for minor traffic violations, of each shareholder, director, officer, member, or partner of the applicant.

D. The location of the establishment where vape products are to be sold.

E. Plans for the physical layout of the establishment.

F. A list of the type of vape products to be sold.

G. Copies of all required certificates, permits and licenses, showing proper compliance with all applicable rules, regulations, ordinances, and statutes, including zoning, building and health laws and regulations.

H. A written statement that the applicant has or will provide training to all the applicant's salespersons on the sale of vape products, including:

(1) That the sale of vape products to a person under the age of 21 years of age is illegal;

(2) What proof of age is legally acceptable; and

(3) That a sale to a person under 21 years of age can subject the retailer to a monetary fine and suspension of the license to sell vape products.

I. Such other information the City Clerk shall deem necessary to determine whether the applicant is eligible for a license under this chapter.

§ 13-139. New Applications; notification of denial.

A new vape product retailer shall submit an application for a license to sell vape products at least 60 days before the proposed opening of its establishment. Application and permit fees shall not be pro-rated. A copy of the application shall be simultaneously submitted to the Chief of Police and the City Clerk. Any license issued under this chapter shall be valid until the next renewal date unless suspended or revoked. Upon denial of an application, the City Clerk shall notify the applicant in writing not less than 30 days after receipt. The denial shall include the facts and specific sections of this chapter upon which the determination was made. Notification shall be sent by certified mail to the applicant's residence or place of business as stated in the application. Said notification shall be deemed complete seven days following the date of mailing.

§ 13-140. Issuance of license.

A. The City Clerk shall issue a license to sell vape products within 45 days following receipt of the application, provided the application complies with the provisions of this chapter and upon finding:

(1) All requirements concerning operations and facilities described in this chapter will be complied with as of the effective date of the permit.

(2) Compliance with all other statutes, codes or ordinances, including health, zoning, building, fire and safety requirements of the City and the State of Connecticut as of the effective date of the license.

(3) The applicant/retailer has not had two or more violations of any provision of the Code of Ordinances of the City of Bristol within the last 24 months.

(4) The applicant/retailer has no outstanding violations of any provision of the Code of Ordinances of the City of Bristol.

(5) Neither the applicant, if a natural person, nor any shareholder, director, officer, member, or partner of the applicant, if the applicant is not a natural person, has been convicted of any felony.

(6) The applicant is at least 21 years of age.

(7) The applicant has paid all City of Bristol taxes which are due and payable.

B. Upon issuance, the license shall be valid for a period of one year from the date of its issuance. It shall be the applicant's responsibility to renew its license each year, without prior notification by the City Clerk or any other City entity, unless sooner suspended or revoked in accordance with this chapter, or unless the retailer to whom it was issued discontinues the business. In either case, the holder of the license shall immediately return it to the City Clerk.

§ 13-141. Retailer's requirement to display license.

A retailer's license shall be visible to the public inside the retailer's establishment at all times. In the event of mutilation or destruction of such license, a duplicate copy, marked as such, shall be issued by the City Clerk, upon application accompanied by the mutilated license or, if the license has been destroyed, an affidavit signed and sworn by the retailer attesting to such fact and the circumstances of such destruction. A fee for such duplicate license shall be \$25.00.

§ 13-142. Renewal of license.

A license to sell vape products may be renewed in accordance with the following:

A. Applications for renewal shall be made at least 90 days before expiration and shall be in the form prescribed by the City Clerk and signed and sworn by the applicant.

B. Each application for renewal of a license shall be accompanied by a nonrefundable fee in the amount of at least \$250.00 or as otherwise set by the City Council. Such fee is due and payable at the time of the application for renewal.

C. The City Clerk shall renew each license upon making the findings required for issuance of the original license.

D. No license shall be renewed if:

(1) The applicant/retailer is in violation of any provision of this chapter;

(2) The applicant has supplied insufficient funds for the license fee;

(3) The applicant/retailer has any outstanding violations or fines pursuant to any Code of Ordinances of the City of Bristol provision;

(4) The applicant/retailer has any outstanding taxes due to the City of Bristol;

(5) The applicant/retailer has two or more violations of any provision of the Code of Ordinances of the City of Bristol within the last 24 months; or

(6) The current license of the applicant/retailer has been suspended or revoked.

E. A license shall not be transferable, including from one retailer to another retailer or from one location to another location; provided, however, that in the case of a natural person, upon the proven death or incapacity of the retailer who obtained the license, the establishment may continue in business for a period not to exceed 60 days to allow for an orderly transfer of the business to a successor licensee. During this period, the successor must complete all the steps required under this chapter for obtaining an initial license.

F. If renewal of the license is denied, the City Clerk shall notify the applicant/retailer in writing not less than 30 days before expiration of the license including the facts and specific section or sections of this chapter upon which this determination was made. Notification shall be sent by certified mail to the applicant/retailer's residence or place of business. Said notification shall be deemed complete seven days following the date of mailing.

§ 13-143. Sales to minors prohibited.

A. No retailer or salesperson shall sell any vape product to any person under the age of 21 years of age.

B. The retailer or salesperson selling any vape products must request and examine the identification card issued in accordance with the provisions of the Connecticut General Statutes, as amended from time to time, for anyone who appears to be under the age of 30 and verify proof of age demonstrating the recipient is at least 21 years of age before selling any vape products.

C. That a person appeared to be over the age of 21 shall not constitute a defense to a violation of this section. If a person fails to provide such proof of age, such retailer or salesperson shall not sell any vape products to the person.

§ 13-144. Signage.

"The Sale of Vape Products to Persons Under 21 is Prohibited" signs shall be legibly printed in letters at least 2 inches high and shall be posted clearly and conspicuously in every location where the products are available for purchase. Signage shall be in multiple languages, including, but not limited to, Spanish, Farsi and Hindustani, as needed, to be consistent with other facility postings.

§ 13-145. Inspections.

The Chief of Police, or their designee may, from time to time, make an inspection of each retailer operating within the City for the purposes of determining compliance with the provisions of this chapter. Such inspections shall be at a reasonable time and in a reasonable manner. Inspections of a retailer's establishment shall include, but not be limited to, examination of products, records, advertising materials, signage, and the physical premises to ensure compliance with this chapter. It shall be a violation of this chapter for any person to fail or refuse to allow such inspection or to hinder such inspection in any manner.

§ 13-146. Penalties for offenses.

A. Violations.

(1) Any retailer who violates any of the provisions of this chapter shall be guilty of an infraction and subject to civil penalty fine, suspension, and/or revocation of the license. Each violation, and every day in which a violation occurs, shall constitute a separate and distinct infraction.

(2) In the event that a violation has occurred, the City Clerk shall have 30 days from the date of the violation to issue notice of said violation via written order to the retailer. The order shall specify the section of this chapter of which the retailer is in violation and shall specify the penalty for noncompliance. Notification shall be sent by certified mail to the applicant's residence or place of business as stated in this application. Said notification shall be deemed complete seven days following the date of mailing.

(3) A retailer shall be found in violation of this chapter if:

(a) The retailer or any salesperson sells vape products to any person under the age of 21 years.

(b) The retailer fails to post signage and license as required.

(c) The retailer fails to pay any fines imposed in accordance this chapter.

(d) The retailer or any salesperson sells or uses on the premises any narcotic substance or any controlled drug as defined in § 21a-242 of the Connecticut General Statutes, as amended from time to time.

(e) The retailer fails to maintain standards prescribed by the Connecticut Department of Public Health or the Bristol-Burlington Health District, or their respective successors.

(f) The retailer or any salesperson refuses to submit to the City Clerk any reports or make available any records required in investigating the establishment for the purpose of ensuring compliance with this chapter.

(g) The retailer or any salesperson fails or refuses to submit to an investigation by persons authorized by law to conduct fire, building, health, or law enforcement related inspections.

(h) The retailer or any salesperson violates state or local vape products sales and use laws.

(i) The retailer or any salesperson violates any of the provisions of this chapter, or any rules and regulations established by the City Clerk, pursuant to this chapter.

(j) The retailer or any salesperson furnishes or makes any misleading or false statements or reports in relation to this chapter, including in connection with an application for an initial or renewal license or an inspection under this chapter.

(k) Upon suspension or revocation of a license, the retailer fails to remove all vape products from the premises.

B. Penalties.

(1) If the Chief of Police finds that a retailer is in violation of this chapter, it shall be punishable by a fine, suspension, and/or revocation of the license as follows:

(a) Upon the first violation of this chapter, the Chief of Police, or their respective designees, shall impose a fine of \$250, which shall be payable to the City of Bristol.

(b) If a second violation of this chapter is issued within a twelve-month period following the first violation, the retailer's license shall be suspended for six months by the City Clerk. Upon suspension of a license, all vape products shall be removed from the premises. Failure to remove shall constitute a separate violation for each and every day of noncompliance.

(c) If a third violation of this chapter is issued within a twenty-four-month period following the first violation, the retailer's license shall be revoked by the City

ARTICLE IV. Hearings

§ 13-147. Notification of revocation or suspension; hearing.

The City Clerk may revoke or suspend any license issued pursuant with this chapter in accordance with the following procedure:

A. The City Clerk may revoke or suspend any license issued under this chapter by notifying the retailer in writing of such revocation or suspension, and the reasons therefor, and informing the retailer of their right to request a hearing before the Vape Retailer Hearings Officer and the procedure for such hearing, including all procedural deadlines.

B. Notice of revocation or suspension shall be sent to the retailer by certified mail to the retailer's residence or place of business as stated in this application. Said notification shall be deemed complete seven days following the date of mailing.

C. A request for hearing must be delivered to the City Clerk within 20 days following the date of mailing of the notice of revocation or suspension.

D. A hearing shall be scheduled to commence within 60 days following the date of actual receipt by the City Clerk of the request for a hearing.

E. The City Clerk shall schedule the hearing on behalf of the Vape Retailer Hearings Officer, and shall notify the retailer by certified mail addressed to the retailer's residence and business addresses as stated in this application, of the date, time and place of the hearing, not less than 20 days prior to the hearing.

F. At any hearing held under this section, the City Clerk and the retailer may present any pertinent and material written and testimonial evidence, and shall have the right to cross-examine all witnesses. Witnesses shall testify under oath or affirmation.

G. The City Clerk shall have the burden of proving the facts and circumstances that warrant the revocation or suspension of a license.

H. The Vape Retailer Hearings Officer shall render a written decision on the appeal within 20 days following the conclusion of the hearing. Said decision shall state whether the appeal is dismissed or sustained, the facts and circumstances found to support the decision, and shall state the relief ordered, if any.

I. A request for a hearing under this section shall stay any revocation or suspension until such time as a hearing has been held and a decision rendered thereon; provided, however, that if the Vape Retailer Hearings Officer finds that the public health, safety, or welfare requires emergency action and incorporates a finding to that effect in the notice of revocation or suspension, the retailer may be suspended immediately, pending a hearing thereon, which hearing shall be promptly instituted and all facts and issues promptly determined.

J. The criminal arrest for a felony, on or off the premises, of the retailer, if a natural person, or any shareholder, director, officer, member, or partner of the retailer, if the retailer is not a natural person, shall constitute an emergency requiring the immediate suspension of a license pending a hearing.

§ 13-148. Hearing on denial of license or renewal.

A. An applicant aggrieved by the denial of a license to operate an establishment that sells vape products or by the denial of renewal of such license may request, in writing, a hearing before the Vape Retailer Hearings Officer, at which hearing such person shall be afforded the opportunity to present evidence and argument on all facts or issues involved.

B. The City Clerk shall, upon receiving a request for a hearing under this section, schedule a hearing not later than 60 days from the date of actual receipt of the request and shall notify all parties of the time and place thereof.

C. The applicant shall have the burden of proving that the requirements for the issuance of a license has been met.

D. The Vape Retailer Hearings Officer shall be appointed by the City Council and shall serve without pay to conduct such appeals of revocations or suspensions or other violations

in accordance with this section. Said Vape Retailer Hearings Officer shall not be a police officer or work for the City of Bristol. No person shall be appointed to the position of Vape Retailer Hearings Officer unless such person is:

- _____ (a) At least eighteen (18) years of age, and
- _____ (b) In the opinion of the City Council, a person capable of fairly administering the applicable provisions of this ordinance based upon such person's background and experience, including, but not limited to, the person's education, special skill and training.

_____ Any appointed hearing officer whose personal interests do or may give the appearance of conflict with the Hearings Officer official responsibilities herein enumerated shall remove themselves from presiding over any such hearing, and in such case the City Council shall appoint a substitute hearing officer for the hearing. Any Hearings Officer appointed under this section may be removed at any time by the City Council for whatever reason the City Council deems sufficient.

E. The Vape Retailer Hearings Officer shall render a decision within 35 days of the date of said hearing and shall notify the applicant party and the City Clerk by certified mail.

§ 13-149. Appeal.

Any person aggrieved by any order or decision under this chapter may, within 10 days of such order or decision, appeal therefrom to the Superior Court judicial district at New Britain.

§ 13-150. Effective date.

The provisions of this section shall become effective on September 1, 2026. If any provision or portion of the foregoing is deemed by a Court of competent jurisdiction to be invalid, void, or otherwise unenforceable, the remaining provisions shall remain enforceable to the fullest extent permitted by law.

**ADOPTION OF ORDINANCE
CHAPTER 14, MOTOR VEHICLES AND TRAFFIC, ARTICLE IV, MOVING
VEHICLE VIOLATIONS, DIVISION 1, SECTION 14-76 – 14-88**

BRISTOL CITY COUNCIL MEETING

JUNE 9, 2026

COUNCILMAN MARK DICKAU
CHAIR, ORDINANCE COMMITTEE

TOWN AND CITY CLERK
BRISTOL, CT
JUN 14 2026 PM 4:07

RECEIVED

MOTION: I hereby MOVE that Chapter 14 Motor Vehicles and Traffic, Article IV, Moving Vehicle Violations, Division 1, Section 14-76 – 14-88 section of the Code of Ordinances of the City of Bristol, Connecticut, is hereby amended to read as follows. I FURTHER MOVE that the City Clerk publish said amendments and additions to the Code of Ordinances, and that they become effective upon the expiration of 14 days from the date of their publication in a newspaper of general circulation in the City of Bristol. (Additions are underlined and deletions are bracketed.)

**ORDINANCE AUTHORIZING THE USE OF AUTOMATED TRAFFIC
ENFORCEMENT SAFETY DEVICES.**

ARTICLE IV. MOVING VIOLATIONS

Division 1. Automated Traffic Enforcement Safety Devices.

Sec. 14-76. Use of automated traffic enforcement safety devices.

Pursuant to the authority granted in Public Act 116 of the 2023 session of the Connecticut General Assembly (the "Public Act"), the City of Bristol (the "City") hereby authorizes the use of Automated Traffic Enforcement Safety Devices at locations within school zones, pedestrian safety zones, and other places within the boundaries of Bristol, Connecticut, provided that the locations of such devices will be identified in a plan and as approved by the Board of Police Commissioners and submitted to and approved by the Connecticut Department of Transportation.

Sec. 14.77. Definitions.

The following words, terms, and phrases, when used in this ordinance, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Automated Traffic Enforcement Safety Device shall mean a device designed to detect and collect evidence of alleged traffic violations by recording images that capture the number plate, date, time, and location of a motor vehicle that (A) exceeds the posted speed limit by ten or more miles per hour, or (B) fails to stop

such vehicle when facing a steady red signal on a traffic control signal. Automated traffic control safety devices shall be used solely for identifying violations of this ordinance.

Automated Traffic Enforcement Safety Device Operator shall mean a person who is trained and certified to operate an Automated Traffic Safety Device.

Number Plate shall mean any sign or marker furnished by the Commissioner of Motor Vehicles on which is displayed the registration number assigned to a motor vehicle by the Commissioner.

Owner shall mean any person holding title to a motor vehicle, or having the legal right to register the same.

Pedestrian Safety Zone shall mean an area designated by the Office of State Traffic Administration or the Traffic Authority of the City pursuant to Connecticut General Statutes §14-307a.

Personally Identifiable Information shall mean information created or maintained by the City or a Vendor that identifies an Owner and includes, but need not be limited to, the Owner's address, telephone number, number plate, photograph, bank account information, credit card number, debit card number, or the date, time, location, or direction of travel on a highway.

School Zone shall mean an area designated by the Office of the State Traffic Administration or the Traffic Authority of the City pursuant to Connecticut General Statutes §14-212b.

Traffic Authority, Traffic Control Sign, and Control Signal shall all have the same meanings as provided in Connecticut General Statutes §14-297.

Vendor shall mean a person who provides services to the City under this ordinance; operates, maintains, leases, or licenses an Automated Traffic Enforcement Safety Device; or is authorized to review and assemble the recorded images captured by an Automated Traffic Enforcement Safety Device and forward such recorded images to the City.

Sec. 14.78. Vendors.

The City may enter into agreements with Vendors for the design, installation, operation, or maintenance, or any combination thereof, of Automated Traffic Enforcement Safety Devices. If a Vendor designs, installs, operates, or maintains an Automate Traffic Enforcement Safety Device, the Vendor's fees may not be

contingent on the number of citations issued or fines paid pursuant to this ordinance.

Sec. 14-79. Operation and use of Automated Traffic Enforcement Safety Device.

All Automated Traffic Enforcement Safety Devices shall be operated by an Automated Traffic Enforcement Safety Device Operator, and shall be used solely for identifying violations of this ordinance.

Sec. 14-80. Violation.

(a) The Owner of a motor vehicle commits a violation of this ordinance if the person operating such motor vehicle:

(i) Fails to stop such motor vehicle when facing a steady red signal on a Traffic Control Signal and such failure is detected by an Automated Traffic Enforcement Safety Device.

(b) For the first thirty (30) days after a location is equipped with an operational Automated Traffic Enforcement Safety Device, the Owner of a motor vehicle that allegedly violates this ordinance that is detected by such device shall receive a written warning instead of a citation.

Sec. 14-81. Penalty for Violation.

(a) Whenever an Automated Traffic Enforcement Safety Device detects and produces recorded images of a motor vehicle allegedly committing a violation of this ordinance, a sworn member or employee of the City's Police Department shall review and approve the recorded images provided by such device. If, after such review, the member or employee determines that there are reasonable grounds to believe that a violation occurred, the Vendor or such member or employee may issue by first class mail a citation to the Owner of such motor vehicle.

(b) A citation under this ordinance shall include the following:

(i) The name and address of the Owner of the motor vehicle;

(ii) The number plate of the motor vehicle;

(iii) The violation charges;

- (iv) The location of the Automated Traffic Enforcement Safety Device and the date and time of the violation.
- (v) A copy of or information on how to view, through electronic means, the recorded images that captured the alleged violation.
- (vi) A statement or electronically generated affirmation by the member or employee who viewed the recorded images and determined that a violation occurred.
- (vii) Verification that the Automated Traffic Enforcement Safety Device was operating correctly at the time of the alleged violation and the date of the most recent calibration check performed pursuant to the Public Act.
- (viii) The amount of the fine imposed and how to pay such fine; and
- (ix) The right to contest the violation and request a hearing pursuant to Connecticut General Statutes §7-152c.

(c) A member or employee of the Police Department shall apply to the Citation Clerk for a judgment assessing monetary penalties as set forth in Section 14-82 against the Owner.

(d) In the case of an alleged violation involving a motor vehicle registered in Connecticut, the citation shall be sent by first class mail not later than thirty (30) days after the identity of the Owner is determined and shall be mailed to the address of the Owner that is in the records of the Department of Motor Vehicles. In the case of an alleged violation involving a motor vehicle registered in another jurisdiction, the citation shall be sent by first class mail not later than thirty (30) days after the identity of the Owner is determined and shall be mailed to the address of the Owner that is in the records of the official in the other jurisdiction issuing such registration.

(e) A citation shall be invalid unless mailed to an Owner not later than sixty (60) days after the alleged violation.

(f) A manual or automated records of mailing prepared by the police department shall be prima facie evidence of mailing and shall be admissible in any hearing conducted pursuant to the Connecticut General Statutes as to the facts contained in the citation.

Sec. 14-82. Fine for violation.

(a) The City shall impose a fine against the Owner of a motor vehicle that commits a violation of this ordinance.

(b) The fine for a first violation of this ordinance shall be fifty dollars (\$50.00). The fine for each subsequent violation of this ordinance shall be seventy-five dollars (\$75.00). These fines shall be imposed against the Owner of the motor vehicle committing a violation of this ordinance.

(c) Payment of a fine and any associated fees may be made by electronic means.

(d) A reasonable fee, not to exceed fifteen dollars (\$15.00), may be imposed for the costs associated with the electronic processing of the payment of a fine.

(e) Any funds received by the City from fines imposed pursuant to this ordinance shall be used for the purposes of improving transportation mobility, investing in transportation infrastructure improvements, or paying the costs associated with the use of Automated Traffic Enforcement Safety Devices within Bristol, Connecticut.

Sec. 14-83. Appeal.

(a) Any Owner issued a fine for violating the provisions of this ordinance may, within ten (10) days of the receipt of the fine, appeal in writing to the Citation Clerk in accordance with Connecticut General Statutes §7-152c.

(b) Citation hearings shall be conducted by citation hearing officers appointed by the City Council. The City Council shall appoint one (1) more citation hearing officer, all of whom shall serve without pay, to conduct citation hearings in accordance with this subsection. Said citation hearing officers shall not be police officers or work for the City of Bristol Police Department. No person shall be appointed to the position of hearing officer unless such person is:

(a) At least eighteen (18) years of age, and

(b) In the opinion of the City Council, a person capable of fairly administering the applicable provisions of law based on such person's background and experience, including, but not limited to, the person's education, special skill and training.

Any appointed hearing officer whose personal interests do or may give the appearance of conflict with the hearing officer's official responsibilities herein enumerated shall remove themselves from presiding over any such hearing, and in such case the City Council shall appoint a substitute hearing officer for the

hearing. Any hearing officer may be removed at any time by the City Council for whatever reason the City Council deems sufficient.

(c) If the cited person does not demand a hearing, judgment shall be entered against him/her without further notice and the cited person shall be deemed to have admitted liability.

(d) The citation hearing shall be held not less than fifteen (15) days nor more than thirty (30) days from the date of the mailing of the notice wherein all testimony is to be given under oath or affirmation in a fair and appropriate forum. The decision of the citation officer shall be rendered upon the end of the hearing.

(e) If the determination is made that the person cited is not liable, the matter shall be dismissed.

(f) If the determination is made that the person cited is liable for the citation, the citation officer shall assess fines, penalties, costs, and fees in accordance with Sec. 14-82.

(g) If the cited person fails to appear at the requested citation hearing, the hearing officer may enter an assessment by default against him.

Sec. 14-84. Defenses.

The defense available to the Owner of a motor vehicle that is alleged to have committed a violation of this ordinance shall include, but are not limited to, any one or more of the following:

(a) The operator was driving an emergency vehicle in accordance with the applicable provisions of Connecticut General Statutes §14-283.

(b) The Traffic Control Signal was inoperative, which is observed on the recorded images.

(c) The violation was necessary for the operator to comply with an order or direction from a law enforcement officer, which is observable on the recorded images.

(d) The violation was necessary to allow the passage of an authorized emergency vehicle, which is observable on the recorded images.

(e) The violation took place during a period of time in which the motor vehicle had been reported as being stolen to a law enforcement unit, as defined in

Connecticut General Statutes §7-294a, and had not yet been recovered prior to the time of the violation.

(f) The Automated Traffic Enforcement Safety Device was not in compliance with the calibration check required pursuant to the applicable provisions of the Public Act.

Sec. 14-85. Disclosure of personally identifiable information.

(a) No Personally Identifiable Information shall be disclosed by the City or its Vendor to any person or entity, including to any law enforcement unit, except where the disclosure is made in connection with the charging, collection, and enforcement of the fines imposed pursuant to this ordinance.

(b) No Personally Identifiable Information shall be stored or retained by the City or its Vendor unless such information is necessary for the charging, collection, and enforcement of the fines imposed pursuant to this ordinance.

(c) The City or its Vendor shall destroy all Personally identifiable Information and other data that specifically identifies a motor vehicle and relates to a violation of this ordinance not later than thirty (30) days after any fine is collected or the resolution of a hearing conducted for the alleged commission of such violation, whichever is later.

d) Any information and other data gathered from Automated Traffic Enforcement Safety Devices shall be subject to disclosure under the Freedom of Information Act, as defined in Connecticut General Statutes §1-200, except that no Personally Identifiable Information may be disclosed.

Sec. 14-86. The Public Act.

To the extent of applicability, the provisions in the Public Act that are necessary to further and/or effectuate this ordinance are hereby incorporated and adopted into, herein.

Sec. 14-87. Severability.

If any subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid or unconstitutional by any decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

Sec. 14-88. Repealer.

All ordinances, bylaws, orders, resolutions, or part thereof, inconsistent herewith are hereby repealed to the extent only of such inconsistency. This repealer shall not be construed to revive any ordinances bylaws, orders, resolutions, or parts thereof, heretofore repealed.

JUNE 2026 APPOINTMENTS (AS OF 6/4/26)

Resignations:

Maria Simmons – Board of Education

Continuing Vacancies:

Retirement Board

1 regular position as citizen representative to replace W. Veits, term to 7/28

NEW APPOINTMENTS FOR JUNE:

Commission for Persons w/Disabilities

Reappoint Diane Salmoiraghi (R), term to 6/29

Reappoint Gloria Ewings (D), term to 6/29

Reappoint Deborah Reed (D), term to 6/29

Fair Rent Commission

Appoint Kimberly Ploszaj (R) as an alternate representing “Homeowners” to replace B. Brady, term to 5/29

Board of Finance

Reappoint David Maikowski (R), term to 6/30

Reappoint Marie O’Brien (D), term to 6/30

Bristol Historic District Commission

Appoint Jodie Maro (D) as an alternate to replace K. Elder, term to 8/29

Board of Park Commissioners

Appoint Stacey Rudnick (D) to replace R. Parenti, term to 12/28

Zoning Commission

Reappoint Richard Goodwin (D), term to 6/29

Reappoint Sara Mangiafico (R), term to 6/29

Reappoint Peter Caruso (R) alternate member, term to 6/29



Purchasing Department | Tel. 860.584.6195

MEMORANDUM

(Revised)

To: Erica Cabiya, City Clerk
Cc: Office of Corporation Counsel
Mayor Ellen Zoppo-Sassu
Raymond Rogozinski, Public Works Director
From: Nancy P. Haynes, Purchasing Agent
Date: June 8, 2026

RECEIVED
2026 JUN -8 PM 3:27
TOWN AND CITY CLERK
BRISTOL, CT

Re: Contract 2C26-063 Shrub Road Sidewalks

The Purchasing Department received bids for work related to the installation of sidewalks on Shrub Road, funded through a LOTCIP (Local Transportation Capital Improvement Program) grant. The lowest responsive and responsible bidder was **Martin Laviero Contractor, Inc.**; the firm's qualifications have been sufficiently and successfully reviewed by Purchasing and Public Works staff.

I therefore respectfully request that you include the following motion on the agenda for the June 9, 2026 meeting of the City Council:

To award **Contract 2C26-063 Shrub Road Sidewalks** to **Martin Laviero Contractor, Inc.**, in the amount of **\$2,660,140.80**, and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.

Thank you for consideration of this request.

City of Bristol
111 North Main Street
Bristol, CT 06010
www.bristolct.gov



Purchasing Department | Tel. 860.584.6195

MEMORANDUM

To: Erica Cabiya, City Clerk
 Cc: Office of Corporation Counsel
 Mayor Ellen Zoppo-Sassu
 Raymond Rogozinski, Public Works Director
 From: Nancy P. Haynes, Purchasing Agent
 Date: June 3, 2026

RECEIVED
 2026 JUN -3 PM 2:51
 TOWN AND CITY CLERK
 BRISTOL, CT

Re: Contract 2C26-063 Shrub Road Sidewalks

The Purchasing Department is receiving bids on Monday, June 8, 2026 for the Shrub Road sidewalk project. Construction is 100% funded by a LOTCIP (Local Transportation Capital Improvement Program) grant. The work involves the installation of sidewalks on the north side of Shrub Road, sidewalks on the east side of Jerome Ave, several retaining walls, a pedestrian bridge and associated work. The purpose of this request is for discussion and possible award of contract 2C26-063 pending receipt of qualified bids.

I therefore respectfully request that you include the item on the agenda, with details of the contract award and amount to be provided after bid opening and evaluation.

Thank you for consideration of this request.

City of Bristol
 111 North Main Street
 Bristol, CT 06010
www.bristolct.gov



Purchasing Department | Tel. 860.584.6195

RECEIVED
JUL -3 PM 3:25
CITY CLERK
BRISTOL, CT

MEMORANDUM

To: Erica Cabiya, City Clerk
Cc: Office of Corporation Counsel
Mayor Ellen Zoppo-Sassu
Eric Evans, IT Director
From: Nancy P. Haynes, Purchasing Agent
Date: June 3, 2026

Nancy P. Haynes

Re: Contract 2P26-067 Phone System Replacement

The Purchasing Department received proposals for work related to the replacement of the current phone system for the City and Board of Education. Funds for the project are in the 2027 Capital Improvement budget. The firm selected was **BlackHawk Data LLC**; the firm's qualifications have been sufficiently and successfully reviewed by Purchasing and City/BOE IT staff.

I therefore respectfully request that you include the following motion on the agenda for the next meeting of the City Council:

To approve a Letter of Intent for **2P26-067 Phone System Replacement to BlackHawk Data LLC**, in the amount of **\$639,603.91**, and to approve contract award effective July 1, 2026, and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.

Thank you for consideration of this request.



Purchasing Department | Tel. 860.584.6195

MEMORANDUM

To: Erica Cabiya, City Clerk
 Cc: Office of Corporation Counsel
 Mayor Ellen Zoppo-Sassu
 From: Nancy P. Haynes, Purchasing Agent
 Date: June 1, 2026

Nancy P. Haynes

RECEIVED
 2026 JUN - 1 AM 11:58
 TOWN AND CITY CLERK
 BRISTOL, CT

Re: Contract 2P26-060 CMr for Edgewood Pre-K Academy

At the May 12, 2026 City Council Meeting, the following resolution was passed by the City Council:

Resolved, to engage with D'Amato Downes Joint Venture contract 2P26-051, Construction Management at Risk relative to the renovation of the Edgewood Pre-K Academy, in the amount of \$1,655,394.88 and to authorize the Mayor or Acting Mayor to execute any documents necessary.

Unfortunately, the wrong contract number was referenced, and upon advice from the Corporation Counsel, I am resubmitting the resolution with the correct contract number. I therefore respectfully request that you include the following motion on the agenda for the next meeting of the City Council:

To award **2P26-060 CMr for Edgewood Pre-K Academy** to D'Amato + Downes Joint Venture, in the amount of **\$1,655,394.88**, and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.

Thank you for consideration of this request.

City of Bristol
 111 North Main Street
 Bristol, CT 06010
www.bristolct.gov



May 29, 2026

Dear Customer:

Attached is your financing Documentation Package. Please ensure all forms are completed and signed.

Our goal is to help you complete your transaction as quickly as possible, so please follow these guidelines for the fastest processing:

1. The Documentation Package must be signed by an authorized signer as outlined below:

Business Type:	Authorized Signers:
Sole Proprietorship	Owner
Partnership	Partner
Limited Liability Company	Manager or Member
Corporation	President or other authorized corporate officer

2. If you are a sole proprietor, a copy of the signer's driver's license is required.
3. A Certificate of Insurance is required under the contract. Please see the Insurance Requirements form included for assistance in having your agent provide a correct Certificate of Insurance.
4. Depending on the date that you accept your equipment, your first invoice will be due 30 days after Commencement.
5. If you are tax exempt, please provide a copy of your Tax Exemption Certificate. If you are claiming a reseller sales tax exemption, please provide a copy of your reseller license or reseller exemption certificate. The Certificate or License must be completed, signed, dated and made out to:

PNC Bank, National Association
995 Dalton Avenue
Cincinnati, OH 45203

6. Above documentation can be emailed to Techfinance@leaserv.com.
7. Payment remittance via the Automated Clearing House (ACH) method is our preferred way of doing business. Please complete the attached ACH form which will expedite the payment process and improve your payment experience.

Important Information About Procedures for Opening a New Account (Your Lease). To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify, and record information that identifies each person who opens an account (your lease). What this means for you: When you open an account (your lease), we will ask for your name, address, date of birth, and other information that will allow us to identify you. We may also ask to see your driver's license or other identifying documents.

Based on the USA PATRIOT Act and other "know your customer" and anti-money laundering rules and regulations, if this transaction requires funding to anyone other than your equipment vendor, you may be asked to deliver certifications of beneficial owners and this may delay funding until received.

Thank you for choosing PNC Equipment Finance, LLC for your financing needs. We appreciate your business. If I can be of assistance please contact Brandon Lynch at Brandon.Lynch@purestorage.com.

If you have questions or need information on your contract in the future, you can call our customer service team at 800-559-2755 or email them at customercare@leaserv.com.

Sincerely,

Burnetta Ham-Davis
Sales Support Representative

RECEIVED
2026 JUN -2 PM 12:43
TOWN AND CITY CLERK
BRISTOL, CT

Installment Payment Agreement

Installment Payment Agreement #99009170-2

Customer Information

Full Legal Name: City of Bristol, Connecticut				
Street Address: 111 North Main Street	County:	City: Bristol	State: CT	Zip: 06010
Contact Person:	Telephone:	Fax:		

Licensor/Vendor Information

Full Legal Name: Total Communications, Inc.				
Street Address: 333 Burnham Street	City: East Hartford	State: CT	Zip: 06108	
Contact Person: Josh Rappaport	Telephone: (860)622-4125	Fax:		

Description of Products

See Schedule A

Payment Schedule

Term: 25 Months*	Rental Payment (plus applicable taxes): (3) Payments of \$40,625.27 (annual/arrears) (first payment due 30 days after commencement date)	Commencement Date:	Total Amount Due: \$121,875.81
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*Unless Customer has separately paid Licensor the sales taxes relating to the Products or established to the satisfaction of Licensor that such taxes are not payable, then the Payments have been calculated to include the financed cost of sales taxes as estimated on the date hereof; however, in the event that the estimation is determined to be incorrect, the payment amounts set out above shall be prospectively adjusted, upward or downward, to reflect the actual tax liability and associated financing costs.

Terms and Conditions

Initially capitalized terms not defined in the text hereof shall have the meanings set forth below:

"Agreements": This Installment Payment Agreement ("IPA") and the Licensor Agreement.

"Equipment": The equipment described on **Schedule A** attached hereto and made a part hereof.

"IPA Credit Support Agreement": any contract, instrument, guaranty or other agreement pursuant to which a third party agrees to undertake and perform the obligations of the Customer upon a default hereunder.

"Licensor/Vendor Agreement": Any equipment, software licensing, reseller, enrollment, server, cloud, and/or services agreement relating to the Products or the obligations of Licensor/Vendor with respect thereto, including all exhibits, schedules and amendments thereto.

"Software": Support, education, maintenance, consulting, or other services provided or to be provided by Licensor/Vendor pursuant to Licensor/Vendor Agreement(s).

"Products": (a) Software, (b) Equipment, and/or (c) services relating to (a) and/or (b), or services otherwise financed under this IPA or provided pursuant to a Licensor/Vendor Agreement.

1. INSTALLMENT PAYMENT SCHEDULE: (a) For value received, Customer promises to pay to the order of PNC Bank, National Association ("Payee") (together with its successors and assigns and/or any subsequent holder hereof are collectively referred to as the "Holder" of this IPA), the Total Amount Due as set forth above, in the number of installments and payment amounts set forth above (such amounts are collectively referred to as the "Payments" and each as a "Payment"). Customer acknowledges and agrees that Payee, at its sole discretion, may transfer or assign this IPA to another entity or entities ("Holder"), and upon Customer's receipt of written instruction from Payee, Customer will make all Payments due hereunder to said Holder. The first Payment is due on the Commencement Date set forth above, and each remaining Payment is due on the same day of each payment period thereafter for the term of the IPA. Customer further promises to pay all applicable excise,

sales, use, property or any other tax or assessment allocable to, assessed on, or imposed on the Licensor Agreement, this IPA or any Payment, except for taxes imposed or measured by the Holder's overall net income (collectively, "Taxes"). Unless otherwise stated, Taxes are not included in the Payments and shall be invoiced separately. If any Payment due hereunder is not received within ten days of its due date, Customer shall pay a late charge equal to 5% of the amount in arrears. Customer may prepay Payments under this IPA at any time but shall not be entitled to any discount or rebate therefor. Customer hereby waives acceptance, grace, demand, presentment for payment, notice of non-payment, protest and notice of protest, notice of dishonor, notice of intent to accelerate, notice of acceleration and diligence in collecting and bringing of suit. Customer hereby directs Payee to pay on Customer's behalf any outstanding amounts due to Licensor that are directly related to the Products (excluding, unless otherwise agreed, any Taxes) ("Financed Cost") and hereby acknowledges that Payee's payment, depending upon interest rates and other related financing considerations as between Licensor and Payee, may be greater than or less than the Financed Cost owed by Customer to Licensor, but such payment shall fully discharge the Financed Cost owed by Customer to Licensor.

(b) Notwithstanding any other provision of this IPA, the obligations of Customer, including its obligation to pay Payments and any other amounts hereunder due in any budget year, shall constitute a current expense of Customer for such budget year, and shall not constitute indebtedness of Customer within the meaning of the Constitution and laws of the state of Customer's organization (the "State"). This IPA does not constitute a pledge of the full faith or taxing power of Customer. Upon appropriation of Payments for a budget year, the Payments for such budget year shall be a binding obligation of Customer, provided that such obligation shall not include a pledge of the taxing power of Customer.

(c) If sufficient funds are not appropriated to make all Payments required under this IPA in a budget period, this IPA shall terminate at the end of the budget year for which funds have been appropriated, and Customer shall not be obligated to make Payments under this IPA beyond such budget year, and all of Customer's right, title and interest in and to the Products shall terminate as of the end of such budget year. If such a nonappropriation (an "Event of Nonappropriation") occurs, Customer shall, no later than the end of the budget year for which funds have been appropriated, (i) discontinue use of all financed Products and deliver such Products to a location in the continental United States specified by Holder, freight and insurance prepaid by Customer, and in the condition in which it is

required to be maintained hereunder, and (ii) discontinue use of all Software and uninstall all Software. Customer shall execute and deliver to Holder such documents as Holder may request to evidence the termination of Customer's interest in the Products and passage of title to the Products to Holder; provided, however, in the event that the Customer does not appropriate sufficient funds in a budget year to wholly fulfill its obligations to make the Payments that are due and payable, which Event of Nonappropriation must be in whole and not in part, Customer shall exhaust all administrative remedies in order to obtain, maintain and properly request and pursue funds from which Payments may be made, including making provisions for such payments to the extent necessary in each budget submitted for the purpose of obtaining funds, using its bona fide best efforts to have such portion of the budget approved. Customer shall notify Holder in writing within seven (7) days after the occurrence of an Event of Nonappropriation, but failure to provide such notice shall not operate to extend the term of this IPA. If Customer fails to deliver the Products to Holder as required by this paragraph, the termination shall nevertheless be effective, but Customer shall be responsible for the payment of damages in an amount equal to the amount of the Payments that would thereafter have come due if this IPA had not been terminated and which are attributable to the number of days after which Customer fails to deliver the Products to Holder and for any other loss suffered by Holder as a result of Customer's failure to deliver the Products.

2. **CUSTOMER REPRESENTATIONS:** Customer represents and warrants to the Holder hereof that: (a) the Customer is an entity duly organized, validly existing and in good standing under applicable state law; (b) this IPA is a genuine, legal, valid and binding obligation of Customer, enforceable against Customer in accordance with its terms, subject to applicable bankruptcy and other similar laws affecting creditors' rights generally, and the execution, delivery and performance of this IPA will not violate or create a default under any law (including any applicable usury law), agreement, regulation, judgment, order, instrument, mediation or settlement agreement or arrangement, consent decree, or charter document binding on Customer or its property; (c) this IPA has been duly authorized, executed and delivered by Customer; (d) each signatory of this IPA on behalf of the Customer has the authority to bind Customer to this IPA; (e) Customer has read and accepted the terms and conditions of the Licensors Agreement and this IPA and upon Payee's payment to Licensor; all conditions to Customer's obligations to make the Payments shall be satisfied; and (f) the financial statements and other information, if any, furnished to Payee or Holder are and will be materially true and correct and prepared in accordance with generally accepted accounting principles consistently applied.

3. **DEFAULTS; REMEDIES:** A "Default" under this IPA shall be deemed to occur if Customer or any guarantor or surety of any obligation of Customer to Holder ("**Obligor**") shall do any of the following: (i) fails to pay when due any sums due under this IPA or any IPA Credit Support Agreement; (ii) breaches any representation or warranty or fails to perform any obligation in either of the Agreements or in the IPA Credit Support Agreement; (iii) misstates, or shall fail to state a material fact in any of the statements or other documents or information submitted at any time heretofore or hereafter by Customer or Obligor to Holder; (iv) materially breaches or terminates either of the Agreements or the IPA Credit Support Agreement; (v) defaults under a material agreement with Holder; (vi) becomes insolvent or bankrupt, makes an assignment for the benefit of creditors, a trustee or receiver is appointed for Customer or Obligor (or for a substantial part of either's assets), or bankruptcy, reorganization or insolvency proceedings shall be instituted by or against Customer or Obligor; (vii) conveys, sells, transfers (including, without limitation, any transfer resulting from a division of Customer or Obligor into two or more entities), or assigns substantially all of Customer's or Obligor's assets or ceases doing business as a going concern, or ceases to be a good standing or files a statement of intent to dissolve, or abandons use of any or all of the Software; (viii) consolidates with, merges with or into, conveys or leases all or substantially all of its assets to any person(s), engages in any other form of reorganization, (including by sale or exchange of all or a controlling interest in the outstanding shares of Customer or Obligor), or there is a change in the legal structure of Customer or Obligor, in each case which results, in the opinion of Holder, in a material adverse change in Customer's or Obligor's ability to perform its obligations under either of the Agreements or under the IPA Credit Support Agreement; or (ix) the commencement of any foreclosure or forfeiture proceeding, execution or attachment against any collateral securing the obligations of such Obligor to Holder. An Event of Nonappropriation shall not constitute a Default. In the event of a Default, Customer and Obligor acknowledge and agree that Holder may (whether or not such rights are contemplated in the Licensors Agreement): (a) declare immediately due and payable and recover (as liquidated damages and not as a penalty) all unpaid Payments and other sums due and owing under this IPA to the end of the then-current budget year of Customer; (b) pursue all rights, if any, provided under the Licensors Agreement; (c) terminate or cause Licensor, upon notification of default by Holder, to terminate all of Customer's rights to use the Software and related services financed under this IPA, for which actions Customer agrees to defend, indemnify, hold harmless and/or release Licensor

and Holder, even if Holder is negligent in determining such Default; and (d) pursue any other rights or remedies available at law or in equity. In the event Holder institutes any action for the collection of Payments, Customer agrees to pay, in addition to the amounts due above, all costs and expenses of such action, including reasonable attorneys' fees. All remedies are cumulative and not exclusive. Customer acknowledges that no party shall be required to license, lease, transfer or use any Software in mitigation of any damages, costs, claims or expenses resulting from Customer's Default.

4. **WAIVER; NOTICES:** No delay or omission on the part of Holder in exercising any right or remedy hereunder shall operate as a waiver of such right or remedy, or of any other right or remedy under this IPA or under any other document or instrument executed or delivered in connection with this IPA. Each notice or other communication required or permitted to be given or delivered hereunder shall be in writing and shall be sent or delivered to the Customer or Holder at the respective address set forth below, or, if such Holder is not Payee, at the last address designed by such Holder to Customer and shall become effective when delivered, or if mailed, when deposited in the United States mail with proper postage prepaid for registered or certified mail, return receipt requested.

To Customer: City of Bristol, Connecticut
111 North Main Street
Bristol, CT 06010

To Holder: PNC Bank, National Association
995 Dalton Avenue
Cincinnati, Ohio 45203

5. **LIMITATION OF LIABILITY:** This IPA has been executed and delivered to finance Customer's payment obligations to Licensor/Vendor relative to the Products. The use of the Products by Customer is subject to the terms of the applicable Licensor/Vendor Agreement. In the event that the Products do not perform as warranted or in the event of any other dispute or default under the Licensor/Vendor Agreement, Customer shall be entitled to pursue against Licensor/Vendor all of the Customer's rights and remedies arising under the applicable Licensor/Vendor Agreement. **HOLDER MAKES NO WARRANTIES, EXPRESS OR IMPLIED, CONCERNING THE PRODUCTS, INCLUDING, WITHOUT LIMITATION, ANY WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE, OF MERCHANTABILITY, OR AGAINST INFRINGEMENT. CUSTOMER HEREBY WAIVES ANY CLAIM (INCLUDING ANY CLAIM BASED ON STRICT OR ABSOLUTE LIABILITY IN TORT) THAT IT MAY HAVE AGAINST HOLDER FOR ANY LOSS, DAMAGE (INCLUDING, WITHOUT LIMITATION, LOSS OF PROFITS, LOSS OF DATA OR INDIRECT, SPECIAL, PUNITIVE, INCIDENTAL OR CONSEQUENTIAL DAMAGE) OR EXPENSE CAUSED BY THE PRODUCTS OR ANY SERVICES COVERED BY THE LICENSOR/VENDOR AGREEMENT EVEN IF HOLDER HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGE, LOSS, EXPENSE OR COST. CUSTOMER ACKNOWLEDGES THAT HOLDER DID NOT SELECT, MANUFACTURER, DISTRIBUTE OR LICENSE THE PRODUCTS COVERED BY THE LICENSOR/VENDOR AGREEMENT AND THAT THE CUSTOMER HAS MADE THE SELECTION OF SUCH PRODUCTS BASED UPON ITS OWN JUDGMENT AND EXPRESSLY DISCLAIMS ANY RELIANCE ON STATEMENTS MADE BY HOLDER OR ITS AGENTS.**

6. **JURISDICTION:** THIS IPA SHALL BE GOVERNED IN ALL RESPECTS BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE (WITHOUT REGARD TO CHOICE OF LAW PRINCIPLES). CUSTOMER HEREBY IRREVOCABLY CONSENTS TO THE EXCLUSIVE JURISDICTION OF ANY STATE OR FEDERAL COURT WITHIN THE STATE. EACH PARTY WAIVES TO THE FULLEST EXTENT PERMITTED BY LAW THE DEFENSE OF AN INCONVENIENT FORUM TO THE MAINTENANCE OF AN ACTION IN SUCH COURTS AND ANY RIGHT TO A TRIAL BY JURY IN CONNECTION WITH THIS IPA.

7. **TAXES:** Payments do not include Taxes (unless specifically financed under this IPA). Customer shall comply with all applicable laws, regulations and orders relating to this IPA. Customer shall, upon invoice, reimburse Holder for all applicable fees, taxes and governmental charges, (including, without limitation, interest and penalties of any nature), imposed upon or relating to any Product, the Licensor/Vendor Agreement or the Payments due hereunder. Customer shall promptly notify Holder of any and all tax and similar returns and reports required to be filed with respect to this IPA and the Payments and furnish all information required for Holder to affect such filings, which filings shall also be at Customer's expense. If requested by Holder in writing, Customer shall at its expense pay directly all Taxes when due and effect such filings when due with the appropriate authorities. Any fees, Taxes or other charges paid by Holder upon failure of Customer to make any such filings or payments shall at Holder's option become immediately due from Customer to Holder.

8. INDEMNITY: To the extent permitted by applicable law, Customer hereby assumes liability for, and agrees to indemnify and defend Holder against, any and all liabilities, losses, damages, claims and expenses (including reasonable attorney fees but excluding incidental and consequential damages), relating to or arising out of the Licensors/Vendor Agreement or any Product, including without limitation the design, licensing, ownership, installation, financing, possession, use and operation of the Products. Customer shall give Holder prompt notice of any occurrence, event or condition for which Holder may be entitled to indemnification hereunder. The indemnification contained herein shall survive the expiration or other termination of the term of this IPA.

9. CUSTOMER ASSIGNMENT: CUSTOMER MAY NOT ASSIGN ITS RIGHTS OR OBLIGATIONS UNDER THIS IPA OR GRANT ANY INTEREST IN OR PERMIT ANY LIEN OR ENCUMBRANCE UPON THIS IPA OR THE PRODUCTS WITHOUT HOLDER'S PRIOR WRITTEN CONSENT. In the event Customer makes any assignment, transfer, grant or permit (to which Holder has consented), Customer shall not thereby be relieved of its duties and obligations hereunder, for which it shall remain fully responsible and liable (independent of the obligations of any third party).

10. CUSTOMER'S OBLIGATIONS: Customer agrees that upon receipt of the Equipment, it will inspect it and verify by telephone or in writing such information as Payee may require. Notwithstanding any other rights or provisions set forth in any Licensors/Vendor Agreement, Customer agrees that Customer's obligations to pay amounts due under this IPA are absolute and unconditional and shall not be subject to any defense, setoff, or counterclaim that it may have against Licensors/Vendor (or Payee or any prior Holder), regardless of whether or not (a) Licensors/Vendor has breached any warranty or other covenant under the Licensors/Vendor Agreement, (b) the licenses granted under the Licensors/Vendor Agreements and/or any maintenance, support or other services provided thereunder have been revoked or otherwise terminated for any reason whatsoever, (c) the Licensors/Vendor Agreement has expired or been terminated for any reason whatsoever, (d) the Licensors/Vendor Agreement permits termination for convenience, the suspension of rights, and/or the application of credits applicable to a Vendor/Licensor pursuant to a Licensors/Vendor Agreement. Accordingly, in the event of any breach or default under the Licensors/Vendor Agreement, Customer's sole remedy shall be against Licensors/Vendor under the Licensors/Vendor Agreement and Customer shall have no right to withhold or otherwise not to make any Payment required hereunder.

11. LOCATION; MAINTENANCE; INSTALLATION; INSURANCE: (a) Customer agrees to maintain title to the Products in the name of Customer, free and clear of all liens and encumbrances, except for liens in favor of Holder. Customer shall terminate, release, subordinate, and/or modify any and all prior interests and/or liens to the satisfaction of Payee (or Holder, if applicable) so that Payee (or Holder, if applicable) shall be entitled to a first priority security interest as set forth in Section 13 hereof.

(b) Customer shall maintain records showing the location of each item of Equipment. Customer shall report each location to Holder upon request. Customer is responsible for installing and keeping the Equipment in good working order. Customer shall not make any alterations, additions or improvements to the Equipment which detracts from its economic value or functional utility.

(c) If the Equipment is damaged or lost, Customer agrees to continue making scheduled Payments unless Payee has received the Casualty Value pursuant to Section 12. Customer agrees to keep the Equipment insured against loss during the Term and to have Holder named as loss payee and to obtain a general public liability insurance policy, in both cases in such coverage amounts as Holder may specify from time to time, from anyone who is acceptable to Holder. All such policies shall specify that they may not be terminated without 30 days prior written notice to Holder. Customer agrees to provide certificates of insurance acceptable to Holder, before the Term begins, and upon request during the Term. If at any time Customer fails to deliver to a valid certificate of insurance reflecting such insurance as being in effect, then Holder will have the right, but not the obligation, to have such insurance placed for the Term at Customer's expense; and if so placed, Holder will add to the Payments and Customer will pay Holder the costs of obtaining such insurance and any customary charges or fees (which may include a profit).

12. RISK OF LOSS. Customer assumes and shall bear the entire risk of loss, theft, damage and destruction of the Products from any cause whatsoever, and no loss, theft, damage or destruction of the Products shall relieve Customer of the obligation to make Payments or any other obligation under this IPA. Customer shall promptly notify Holder in writing of such loss, theft, damage or destruction. If damage of any kind occurs to any Product, Customer, at Holder's option, shall at Customer's expense (a) place the Product in good repair, condition or working order, or (b) if the Product cannot be repaired or is lost, stolen or suffers a constructive loss under an insurance policy covering the Equipment, pay to Holder the "Casualty Value." The Casualty Value will be equal to the total of (i) accrued and unpaid amounts then due and owing, and (ii) the

Pure Municipal IPA (Non-Annuity)
V20250820

remaining Payments discounted to present value at 3%, in both cases as of the date the Casualty Value is received by Holder.

13. SECURITY: As security for the payment as and when due of the indebtedness of Customer to Payee (or Holder, if applicable) hereunder (and under any renewals, extensions and modifications thereof) and under any other agreement or instrument, both now in existence and hereafter created (as the same may be renewed, extended or modified), and the performance as and when due of all other obligations of Customer to Payee (or Holder, if applicable), both now in existence and hereafter created (as the same may be renewed, extended or modified), Customer hereby grants to Payee (or Holder, if applicable) a first priority (purchase money, where applicable) security interest in all Equipment and other goods, all Software and other intangibles, all Products, and all other property which is described on **Schedule A** attached hereto, whether now owned or existing or hereafter acquired or arising, all replacements, substitutions, attachments, accessions, upgrades, parts and additions to such property, all supporting obligations pertaining to the foregoing, and all proceeds of the foregoing (cash and non-cash), including, without limitation, insurance proceeds. Customer agrees that with respect to the Products, Payee (or Holder, if applicable) shall have all of the rights and remedies of a secured party under the State Uniform Commercial Code ("UCC"). Customer hereby authorizes Payee (or Holder, if applicable) to file UCC statements describing the Products. Without Payee's (or Holder's, if applicable) prior written consent, Customer agrees not to file any corrective or termination statements or partial releases with respect to any UCC statements filed by Payee (or Holder, if applicable) pursuant to the IPA.

14. MISCELLANEOUS: This IPA shall constitute the complete and exclusive agreement of Customer and Holder with respect to the payment of the amounts owing hereunder. No term or provision of this IPA may be amended, waived, discharged or terminated except by a written instrument signed by Customer and Holder. Customer agrees, however, that Payee is authorized, without notice to Customer, to insert the Commencement Date, and to supply missing information or to correct obvious errors in this IPA. Except as otherwise expressly provided under this IPA, none of the terms and conditions of the Licensors/Vendor Agreement shall control the interpretation or enforcement of this IPA. Customer agrees to provide Holder copies of Customer's balance sheet, income statement and other financial reports as Holder may reasonably request.

15. IMPORTANT INFORMATION ABOUT PHONE CALLS: By providing telephone number(s) to Payee, now or at any later time, Customer authorizes Payee and its affiliates and designees to contact Customer regarding Customer account(s) with Payee or its affiliates, whether such accounts are Customer's individual accounts or business accounts for which Customer is a contact, at such numbers using any means, including but not limited to placing calls using an automated dialing system to cell, VoIP or other wireless phone number, or leaving prerecorded messages or sending text messages, even if charges may be incurred for the calls or text messages. Customer consents that any phone call with Payee may be monitored or recorded by Payee.

16. ANTI-MONEY LAUNDERING/INTERNATIONAL TRADE COMPLIANCE: Customer represents and warrants to Payee, as of the date of this IPA, the date of each advance of proceeds under the IPA, the date of any renewal, extension or modification of this IPA, and at all times until the IPA has been terminated and all amounts thereunder have been indefeasibly paid in full, that: (a) no Covered Entity (i) is a Sanctioned Person; (ii) has any of its assets in a Sanctioned Country or in the possession, custody or control of a Sanctioned Person; or (iii) does business in or with, or derives any of its operating income from investments in or transactions with, any Sanctioned Country or Sanctioned Person in violation of any law, regulation, order or directive enforced by any Compliance Authority; (b) the proceeds of the IPA will not be used to fund any operations in, finance any investments or activities in, or, make payments to, a Sanctioned Country or Sanctioned Person in violation of any law, regulation, order or directive enforced by any Compliance Authority; (c) the funds used to repay the IPA are not derived from any unlawful activity; and (d) each Covered Entity is in compliance with, and no Covered Entity engages in any dealings or transactions prohibited by, any laws of the United States, including but not limited to any Anti-Terrorism Laws. Customer covenants and agrees that it shall immediately notify Holder in writing upon the occurrence of a Reportable Compliance Event. Notwithstanding anything to the contrary herein or in any of the other documents associated with this IPA, the collateral securing any debt, liabilities or other obligations of any Obligor to the Holder shall not include any Embargoed Property, but only to the extent and for so long as such collateral is or remains Embargoed Property.

As used herein, "Anti-Terrorism Laws" means any laws relating to terrorism, trade sanctions programs and embargoes, import/export licensing, money laundering, or bribery, all as amended, supplemented or replaced from time to time; "Compliance Authority" means each and all of the (a) U.S. Treasury Department/Office of Foreign Assets Control, (b) U.S. Treasury Department/Financial Crimes Enforcement Network, (c) U.S. State

Department/Directorate of Defense Trade Controls, (d) U.S. Commerce Department/Bureau of Industry and Security, (e) U.S. Internal Revenue Service, (f) U.S. Justice Department, and (g) U.S. Securities and Exchange Commission; **"Covered Entity"** means the Customer, its affiliates and subsidiaries and direct and indirect owners, and all guarantors; **"Embargoed Property"** means any property (a) in which a Sanctioned Person holds an interest; (b) beneficially owned, directly or indirectly, by a Sanctioned Person; (c) that is due to or from a Sanctioned Person; (d) that is located in a Sanctioned Country; or (e) that would otherwise cause any actual or possible violation by the Holder of any applicable Anti-Terrorism Law if the Lender were to obtain an encumbrance on, lien on, pledge of or security interest in such property or provide services in consideration of such property; **"Reportable Compliance Event"** means that any Covered Entity becomes a Sanctioned Person, or is indicted, arraigned, investigated or custodially detained, or receives an inquiry from regulatory or law enforcement officials, in connection with any Anti-Terrorism Law or any predicate crime to any Anti-Terrorism Law, or self-discovers facts or circumstances implicating any aspect of its operations with the actual or possible violation of any Anti-Terrorism Law; **"Sanctioned Country"** means a country subject to a sanctions program maintained by the United States government; and **"Sanctioned Person"** means any individual person, group, regime, entity or thing listed or otherwise recognized as a specially designated, prohibited, sanctioned or debarred person or entity, or subject to any limitations or prohibitions (including but not limited to the blocking of property or rejection of transactions), under any order or directive of any Compliance Authority or otherwise subject to, or specially designated under, any sanctions program maintained by any Compliance Authority.

17. USA OF INFORMATION DERIVED FROM CUSTOMER: Customer consents to the use by Payee (and any designated agent or assignee or Holder, if applicable) of information about Customer that is either publicly available or that has been provided by Customer to Payee (or Holder, if applicable) in connection with the execution of this IPA and/or the Licensor/Vendor Agreement. Nothing herein is intended to provide rights in contravention of the PPACA, HIPPA, or protections afforded to confidentiality or privacy restrictions in the Licensor/Vendor Agreement. Neither the Payee nor a designated agent

nor an assignee (nor Holder, if applicable) will use data or information of the Customer derived from the Licensor/Vendor Agreement or otherwise derived from related documentation for any purpose other than the purposes of fulfilling duties and responsibilities under this IPA.

18. USA PATRIOT ACT NOTICE: To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify and record information that identifies each customer that opens an account. What this means: when the Customer opens an account, Payee will ask for the business name, business address, taxpayer identifying number and other information that will allow the Payee to identify Customer, such as organizational documents. For some businesses and organizations, Payee may also need to ask for identifying information and documentation relating to certain individuals associated with the business or organization.

19. ELECTRONIC SIGNATURES AND RECORDS: Notwithstanding any other provision herein, the Customer agrees that this IPA, any amendments thereto, and any other information, notice, signature card, agreement or authorization related thereto (each, a **"Communication"**) may, at Payee's option, be in the form of an electronic record. Any Communication may, at Payee's option, be signed or executed using electronic signatures. For the avoidance of doubt, the authorization under this paragraph may include, without limitation, use or acceptance by Payee of a manually-signed, paper Communication which has been converted into electronic form (such as a scanned into PDF format) for transmission, delivery and/or retention.

20. [ADDENDUM: The parties hereto agree that this IPA is hereby amended pursuant to the terms set forth in the Addendum set forth in **Schedule B** attached hereto.]

IN WITNESS WHEREOF, Customer has executed this IPA as of the date set forth below.

Payee: PNC Bank, National Association

Customer: City of Bristol, Connecticut

Signature X	Signature X
Print Name	Print Name
Title	Title
Date	Date

Installment Payment Agreement #99009170-2

Quantity	Description of Software/Equipment/Services
36	FA-X20R3-22TB 1 Month Evergreen Gold Subscription, NBD Delivery, 24/7 Support
1	PS-FLASHARRAY-FF-RENEWAL-UPGRADE
36	FA-X20R3-22TB 1 Month Evergreen Gold Subscription, NBD Delivery, 24/7 Support
1	PS-FLASHARRAY-FF-RENEWAL-UPGRADE

Addendum

Reference is made to the Installment Payment Agreement dated as of May 29, 2026 ("IPA") by and between the above customer ("Customer") and the above payee or payee's successor or assignee ("Payee" or "Holder"). This Addendum amends and modifies the terms and conditions of the Agreement and is hereby made a part of the IPA. Unless otherwise defined herein, capitalized terms defined in the IPA shall have the same meaning when used herein.

NOW, THEREFORE, as part of the valuable consideration to induce the execution of the IPA, Customer and Payee (or Holder, if applicable) hereby agree to amend the IPA as follows:

[1. Payee (or Holder, if applicable) shall not issue, sell or publicly underwrite fractionalized interests without the knowledge and express written approval or authorization of Customer, as required by [statutory provision]]

[2. The IPA shall not be effective until a fiscal officer's certificate has been signed and attached to the IPA.]

[3. If and to the extent that any provision of the IPA related to an indemnity or a risk of loss in favor of Lessor imposes any pecuniary obligation on Customer, other than the obligation to make Payments due during the current fiscal [term] [year] from money duly appropriated for that purpose and certified as available or in the process of collection by Customer's fiscal officer, that pecuniary obligation is subject to the appropriation of sufficient funds for that purpose by Customer's governing body and the certification by Customer's fiscal officer that those funds are available or in the process of collection.]

[4. During the term of the IPA, Payee (or Holder, if applicable) shall have title to the [Products] [Equipment] for purposes of securing the obligations of Payee (or Holder, if applicable) under the IPA. However, for federal income tax purposes and State ad valorem tax purposes, for purposes of Section 1 of the IPA and for purposes of the Uniform Commercial Code, Customer and Payee (or Holder, if applicable) shall treat this IPA as a conditional sales agreement. Customer shall be deemed to have exercised its option to purchase the [Products] [Equipment] under this IPA, and title to the [Products] [Equipment] shall pass to Customer without any further act or notice on its part, upon the payment in full by Customer of all Payments for the initial term and all renewal terms contemplated under the IPA as they shall have come due in accordance with Payment Schedule to the IPA, so long as there shall be no Event of Default in existence at such time.]

[5. In lieu of any indemnification or hold harmless provisions herein, as between Payee (or Holder, if applicable) and Customer, and to the extent permitted by law, Customer shall bear the risk of loss for, shall pay directly, and shall defend against any and all claims, liabilities, proceedings, actions, expenses, damages or losses arising under or related to any investigation or other proceeding (including any threatened investigation or litigation or other proceedings whether or not Payee or Holder is a party thereto) as such pertains to any matters set forth in this IPA, or related term sheet, or transactions contemplated hereby or thereby, including without limitation reasonable attorneys' fees and disbursements of Payee's internal and external counsel, except that Customer shall not bear the risk of loss of, nor pay for any claims, liabilities, proceedings, actions, expenses, damages or losses that arise directly from the gross negligence or willful misconduct of Payee or Holder, as determined by a final non-appealable judgment of a court. As part of Customer's risk of loss, Customer may be asked to provide Payee (or Holder, if applicable) with adequate property and/or liability coverage listing Payee (or Holder, if applicable) as an additional insured and/or loss payee, as part of Customer's existing insurance coverage. Customer's obligations under this paragraph shall survive any termination of this IPA.]

IN WITNESS WHEREOF, Customer has executed this Addendum as of the date set forth below.

Payee: PNC Bank, National Association

Customer: City of Bristol, Connecticut

Signature X	Signature X
Print Name	Print Name
Title	Title
Date	Date

Certificate of Incumbency

The undersigned, duly elected and acting as **Secretary or Clerk of City of Bristol, Connecticut ("Customer")** hereby certifies:

1. That he/she has the power and authority to execute this Certificate of Incumbency on behalf of Customer;
2. That the following named person(s) are authorized representatives of the Customer in the capacity set forth opposite each of their names and that each of their signatures is genuine and correct; and
3. That, as of the date hereof, the following named person(s) each have proper corporate power and authority to execute and deliver any installment payment agreement (the "IPA") between Customer and PNC Bank, National Association, and any other related documents.
4. That attached hereto as Exhibit A is a true and accurate copy of the resolution of the Governing Body of Customer dated as of _____, 20__ approving the acquisition and financing of the property as described in the IPA. The resolution is in full force and effect, have not been in any respect modified, revoked or rescinded and reflect all action taken by Customer in connection with the approval of the financing contemplated by the IPA.

Customer Representatives

Name (print)	Title	Signature:

NOTE: THE SECRETARY/CLERK OF THE CUSTOMER MUST SIGN THIS CERTIFICATE AUTHORIZING THE SIGNER TO SIGN.

I hereby attest that this information is true and correct as of this ____ day of _____, 20__.

Customer: City of Bristol, Connecticut

Signature of Secretary/Clerk

X

Print Name

Title

RESOLUTION

Customer: City of Bristol, Connecticut

Principal Amount Expected to Be Financed: \$116,790.08

WHEREAS, the Customer is a political subdivision of the State in which the Customer is located (the "State") and is duly organized and existing pursuant to the Constitution and laws of the State;

WHEREAS, pursuant to applicable law, the governing body of the Customer ("Governing Body") is authorized to purchase, acquire and lease personal property for the benefit of the Customer and to enter into contracts with respect thereto necessary to the functions or operations of the Customer;

WHEREAS, the Customer desires to purchase, acquire, finance and lease certain property with a cost not to exceed the amount set forth above constituting personal property necessary for the Customer to perform essential governmental functions (the "Products");

WHEREAS, the Customer has taken the necessary steps, including those relating to any applicable legal bidding requirements, to arrange for the acquisition of the Equipment; and

WHEREAS, the Customer proposes to enter into that certain Installment Purchase Agreement (the "Agreement"), with PNC Bank, National Association, the form of which has been available for review by the governing body of the Customer prior to this meeting.

NOW, THEREFORE, Be It Ordained by the Governing Body of the Customer:

Section 1. Either one of the _____ OR _____ (each an "Authorized Representative") acting on behalf of the Customer, is hereby authorized to negotiate, enter into, execute, and deliver the IPA. Each Authorized Representative acting on behalf of the Customer is hereby authorized to negotiate, enter into, execute, and deliver such other documents relating to the IPA as the Authorized Representative deems necessary and appropriate in connection with the foregoing. All other related contracts and agreements necessary and incidental to the IPA are hereby authorized.

Section 2. By a written instrument signed by any Authorized Representative, said Authorized Representative may designate specifically identified officers or employees of the Customer to execute and deliver agreements and documents relating to the IPA on behalf of the Customer.

Section 3. The aggregate original principal amount of the IPA shall not exceed the amount stated above and shall bear interest as set forth in the IPA and the IPA shall contain such options to prepay or purchase by the Customer as set forth therein.

Section 4. The Customer's obligations under the IPA shall be subject to annual appropriation or renewal by the Governing Body as set forth in IPA and the Customer's obligations under the IPA shall not constitute general obligations of the Customer or indebtedness under the Constitution or laws of the State.

Section 5. This resolution shall take effect immediately upon its adoption and approval.

ADOPTED AND APPROVED on this _____, 20__.

The undersigned Secretary/Clerk of the above-named Customer hereby certifies and attests that the undersigned has access to the official records of the Governing Body of the Customer, that the foregoing resolutions were duly adopted by said Governing Body of the Customer at a meeting of said Governing Body and that such resolutions have not been amended or altered and are in full force and effect on the date stated below.

_____[SEAL]

Name: _____

Title: _____

Date: _____

A. CUSTOMER INFORMATION:

Customer Name(s) City of Bristol, Connecticut	Customer Number 99009170
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This Authorization For Automatic Withdrawal ("Authorization") given by Obligor authorizes Financier to withdraw funds from and/or to debit the account referenced below or in the attached voided check ("Account") in the amount of the monthly charges which may include, in addition to regular monthly payments, interim rent, taxes or other fees incurred from time to time on the above referenced Agreement together with any other agreements between Obligor and Financier entered into after the date of this Authorization (individually and collectively, the "Agreements"). This withdrawal will be made monthly on the due date specified in the Agreement. This Authorization will remain in full force until Obligor has notified Financier in writing at least 30 days in advance of its decision to terminate or suspend this Authorization or until all amounts due under the Agreement are paid in full. Obligor further acknowledges and agrees that suspension or termination of this Authorization will not relieve the Obligor or its guarantors of its obligation to make payments to Financier. Suspension or termination of this Agreement will constitute an automatic default on the Agreement or any other financing agreements with the Financier in the event this Authorization was a credit approval requirement.

Obligor agrees to maintain a balance in the Account sufficient to cover such monthly amounts. In the event any withdrawal made under this Authorization is not paid upon presentation, Financier reserves the right to cancel this Authorization and require Obligor to remit all payments and other sums due and payable under the terms of the Agreement directly to Financier. Obligor acknowledges and agrees that all payments due under the terms of the Agreement are the responsibility of Obligor. If any payment is not made due to the temporary suspension of service or cancellation or because of insufficient funds in the Account, Financier may at its discretion attempt to process the payment again and Obligor agrees to additional fees, which will be initiated as a separate transaction from the payment. If Financier is unable to process payments under this Authorization, Obligor shall be required to make the payment manually on time. If this is not done, late charges (as defined in the Agreement) shall apply.

Obligor agrees not to dispute these scheduled transactions with its bank provided the transactions correspond to the terms indicated in this Authorization.

Signature below indicates that Obligor has verified and confirmed that all of the information provided above is correct. A copy of a voided check or an executed letter from your bank providing your account name, account number and ABA number is attached to this Authorization.

ATTACH VOIDED CHECK HERE

**A voided check from your checking account must be included in this application
(Do not use a deposit ticket or temporary check)**

Customer: City of Bristol, Connecticut

Signature

X

Print Name

Title

Date

Customer Information

Loan # 99009170-2

Please provide the following information. By providing such information, you will enable us to ensure prompt payment of your vendor and the correct processing of your loan transaction.

Thank you.

Borrower Information

Full Business Legal Name: City of Bristol, Connecticut		Federal Tax ID Number: 06-6001866	
Invoices should be directed to:		Attention:	
Address	City:	State:	Zip:

Preferred Method of Payment: (Please check)

Is a Purchase Order Number required on Invoices? ☐ YES ☐ NO Purchase Order # _____

☐ Monthly Invoice (Mail)

Invoices should be directed to:	Attention:
Address	City/State/Zip:

☐ Monthly Invoice (Email)

Billing Contact:	Email:
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Contact Information

In order to verify receipt of equipment and review terms and conditions of the loan, please provide contact information for one or more staff that can assist in this process.

Contact 1:	Phone:
Email:	
Contact 2:	Phone:
Email:	

I hereby attest the above information is accurate.

Signature X	Date
Email:	