



*City of Bristol
Board of Public Works*

*There will be no Zoom Access
for this Meeting.*

The regular Board of Public Works Meeting will be held on June 18, 2026, at 6:00 p.m. in the DPW Yard Conference Room, 95 Vincent P. Kelly Road, Bristol, Connecticut.

AGENDA

1. Call to Order
2. Approval of Minutes
 - a. May Draft Minutes
3. Public Participation
4. Consent Agenda
 - a. Employee Anniversaries
 - b. Division Reports
 - c. BldgComm Project Lists
 - d. Directors Report
5. Old Business
 - a. Street Ordinance Draft
6. New Business
 - a. DPW Budget Narrative 2026-27
 - b. FEMA Mapping
 - c. BPW Custodian Policy
 - d. Stafford Avenue Referral
 - e. City Yard Preliminary Design

7. Any other matter to come before said meeting
8. Adjournment

PER ORDER OF THE CHAIRPERSON
Ellen Zoppo-Sassu, Mayor

City of Bristol
Board of Public Works
Draft Meeting Minutes
For May 21, 2026
With Zoom Access

Members Present: Mayor Ellen Zoppo-Sassu
Commissioner Michael Dumas
Commissioner David Hartley
Commissioner Frank Stawski

Absent: Council Member Eric Rosengren
Council Member Greg Hahn
Council Member Steven Seymour

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

1. Call to Order

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

2. Approval of Minutes

a. April Draft Minutes

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

MOTION: made by Commissioner Dumas and seconded by Commissioner Stawski to move item # 8A on the agenda. Motion passed.

8. New Business

a. 110 Melinda Lane Mailbox Claim

David Bombard, 110 Melinda Lane, spoke regarding the check amount for the replacement of his mailbox that was damaged in a snow storm. He stated he appreciates the \$125, but He felt it should be replaced at the full price he paid for it.

Raymond Rogozinski, P.E., Director of Public Works, stated we do have an approved policy. We do hit them during the snow removal process. The policy is we provide and install a mailbox, or we offer to reimburse \$125.00. The only time we don't do that, is if there's evidence that the post has already deteriorated. It is our right of way, the area reserved for the road. We were not negligent and from my perspective, it's an allocation of resources. We understand that people go above and beyond the \$125.00, but we do have to set the limit somewhere, otherwise, more tax money goes disproportionately because someone wants a special mailbox.

Commissioner Hartley stated that we did double the reimbursement amount, but we do need a limit on this.

Raymond Rogozinski, P.E., Director of Public Works, stated once again, equity matters and there is a policy of \$125.00.

Mayor Zoppo-Sassu stated that it's hard because we have a lot of people come before us with these types of mailboxes and was one of the reasons, we felt it was time to increase the reimbursement. We appreciate when people make their homes look nice and enhance it through aesthetics, but because we are self-insured and there is a lot that goes into the

equity piece as Ray advised. We have been advised to offer a standard issue pole and mailbox, done on regular time by one of our crews or for people who want to go above and beyond the aesthetic, we are going to offer money toward the replacement of something of your choice.

MOTION: made by Commissioner Stawski and seconded by Commissioner Hartley to deny the appeal for additional payment for the mail box. Motion passed.

Raymond Rogozinski, P.E., Director of Public Works, stated that Paul Brand, from GM2 is online for an update on the Route 72 project, is an item not on the agenda but can be added.

Paul Brand, GM2 Consultant, gave a PowerPoint presentation of an update on the Route 72 project. The last update was about a year ago. At the end of January, we submitted 60% semifinal design to the department. Because the state DOT is participating on this project for the construction cost, we do have to go through a more rigorous approval process with the DOT.

Commissioner Hartley mentioned some issues regarding poles in the area that need to be addressed with Frontier.

Mayor Zoppo-Sassu stated that there are two sites now under contract with developers and asked if they were part of the new driveway configurations.

Paul Brand, GM2 Consultant, stated that Justin Malley from ECD had provided them with their latest site plans so we incorporated the driveways to match up to their plans. He stated as plans develop further, they can be modified and coordinate as needed. He stated that they will also work with the electric company for these issues as well. The DOT is handling the acquisition of right of way from the formerly Pan-Am Railroad Company.

Commissioner Stawski, asked about the carousel museum and is there a plan to put a retaining wall there for the entryway.

Paul Brand, GM2 Consultant, stated yes, they are replacing the retaining wall there, because the slope there is fairly steep, we would be using mulch behind the sidewalk, up the hill. We could add the wall in as a feature. We haven't had a conversation with the museum yet but will be.

Commissioner Stawski, asked about the delivery trucks on that road, they usually pull up on the sidewalks which is why they are all broken up. What is the plan for the trucks to make these deliveries?

Paul Brand, GM2 Consultant, stated that they are putting a new granite curb throughout the entire corridor which will help deter people from jumping that curb.

Raymond Rogozinski, P.E., Director of Public Works, stated that he would not support eliminating the curb to facilitate truck traffic especially what the property owners haven't raised that as a concern.

Commissioner Hartley asked if they could go with a heavier sidewalk, as I can see we will have cracked sidewalks in a few years.

Paul Brand, GM2 Consultant, stated that there are heavy-duty sidewalks that have a thicker section with more reinforcement in them. He stated that the gas station property stated it would be very difficult for his trucks to get in, at his area there will be a mountable concrete curb and pavers that his trucks can drive over and get into his area without crushing the sidewalk. So that is something we can see the other property's that want that.

Raymond Rogozinski, P.E., Director of Public Works stated that I don't know if that's really in the context of this presentation, Public Works can work with the designer on this. It is a good point and we will look into reinforcing sidewalks. He also noted that he wanted to make sure that the board members understand what the project is and isn't. This project is a joint venture with the DOT, meaning that there will be roadway improvements and the DOT is going to incur most of the cost of roadway improvements, but it does mean that the existing roadway width will be narrower. The intent is to streetscape the area and it is a challenge. The overhead utilities will remain overhead.

Paul Brand, GM2 Consultant, reviewed the plans for the lights and utilities. The lights will be on the north side and will be breakaway light poles which is the DOT standard. As far as Landscaping, trees are difficult to find space for due to the height of the wires. We are doing retaining walls in some areas and maybe some shrubs or planters, although planters are a maintenance issue. We are looking throughout the corridor to incorporate landscaping features into the design where we can.

Raymond Rogozinski, P.E., Director of Public Works, stated that with respect to the DOT, will the DOT be contacting owners for right of way?

Paul Brand, GM2 Consultant, stated yes. Any modifications to the driveway reconstruction will be notified by the DOT.

Raymond Rogozinski, P.E., Director of Public Works, stated that we have done public information meetings, but they were really not that well attended. On the Riverside section, the DOT will contact every property owner. Where DOT is not participating is the Park Street project and it is up to us to contact them.

Paul Brand, GM2 Consultant, stated we completed final design last December for Park Street and we had to get an encroachment through District 1 and that has been more difficult than anticipated. We have gone back three times and we think we are in the final stretch. The latest comments have to do with Tulip Streets pedestrian signs and we are in the process of accommodating those comments now. We should be able to start construction this fall.

MOTION: made by Commissioner Dumas and seconded by Commissioner Hartley. to authorize the Department of Public Works to execute an amendment for GM Engineers not to exceed \$5,000.00 to update the Connecticut DOT traffic signal plan for the intersection of Park Street, Connecticut RTE 72 and Tulip Street. Said traffic signal improvements shall be incorporated in the Park Street Streetscape project. Motion passed.

MOTION: made by Commissioner Dumas and seconded by Commissioner Stawski to move up item 8C. Motion passed.

C BPW Resiliency Grant

Antonio DiCamillo, Civil Engineer with Stantec, presented an update on the climate resiliency project. He reviewed the engineering tasks, public engagement, and planning. A sediment removal plan was added for what improvements will help using data that Ray provided us with. A workshop with first responders was held as well as a community workshop to review issues residents have had. An emergency preparedness plan was created. We will also look at increasing infrastructure with potential ponds, some berms, and possibly potential property acquisitions where those properties don't have a potential solution that meet cost-benefit ratio.

Raymond Rogozinski, P.E., Director of Public Works, stated some of the changes with this study are in the project development. Bristol's quality of life is adversely affected by flooding, but since it doesn't go above the first-floor elevation, it doesn't meet FEMA criteria. We went and methodically tracked them and went back and made improvements so a lot of the smaller areas are addressed. The bigger ones we have done at least two studies and had consultants but is a challenge. When we talk about planning and zoning regulations, it should be done but it does come with a cost to the development.

Antonio DiCamillo, Civil Engineer, Stantec, agreed with Ray, there are no easy solutions, so it makes sense to help people to be able to get them do some things on their own and get them educated.

Raymond Rogozinski, P.E., Director of Public Works, stated that a section of the report should talk about flood insurance. It is an education for the community on this.

3. Public participation

None

4. Employee Recognition

Mayor Zoppo-Sassu reviewed the employee anniversaries.

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

5. Division Reports

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

6. Project Lists

Commissioner Dumas asked about Wolcott Street and the status of this.

Raymond Rogozinski, P.E., Director of Public Works, stated that if getting funded 100% by LOPSA, but VCOG has a policy that we can only have two projects in construction at a time which are Shrub Road and Down Street bridge. Once one of these are complete, it will be Wolcott Street next.

MOTION: made by Commissioner Dumas and seconded by Commissioner Stawski to accept the engineering project list as presented and place on file. Motion passed.

MOTION: made by Commissioner Dumas and seconded by Commissioner Stawski to accept the BldComm project list as presented and place on file. Motion passed.

7. Directors Report

Raymond Rogozinski, P.E., Director of Public Works, reviewed the directors report with the board. He mentioned that since last month's decision to not use Recycle Coach any longer due to the renewal fee increasing, they reached out with a price change of \$7,500 for three years and he is asking if the board wants to reconsider renewing it.

MOTION: made by Commissioner Hartley and seconded by Commissioner Stawski to reconsider and continue with the recycle coach application with the new contract price. Motion passed.

Raymond Rogozinski, P.E., Director of Public works, discussed that the retaining wall on Broad Street contract was awarded. DPW is looking for a contract amendment to WMC Engineering for the construction inspection and administrative services for \$44,716.97.

MOTION: made by Commissioner Hartley and seconded by Commissioner Dumas to support the Department of Public Works in support of a contract amendment to WMC Engineering for the construction inspection and administrative services in the amount of \$44,716.97.00. Motion passed.

He also reviewed the solar project and that they are still trying to move forward with this. A solution could be to parcel out the RCRA portion of the landfill. This would have to be approved by City Corp Council as well as a recommendation from this board. CT DEEP and EPA would get involved.

MOTION: made by Commissioner Hartley and seconded by Commissioner Stawski to support the Board of Public Works recommendation to divide and create a separate parcel for the RCRA portion of the landfill. Such approval shall be contingent upon City Corporation Council approval. Motion passed.

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

Mayor Zoppo-Sassu mentioned that it is Public Works Appreciation week and we did go down to the yard and had some recognitions throughout the course of the week and would like a picture with our citizen commissioners so we can do something with that as well.

8. New Business

b. Street Ordinance Draft

Raymond Rogozinski, P.E., Director of Public Works, reviewed the draft of the Streets policy that is being updated. There will be another revision and then finalized. It hasn't been touched since 1965 and this will restructure it to be more user friendly for residents.

Mayor Zoppo-Sassu stated that we all need to pull up the ordinances as they currently exist because some of them in my estimation, are way too extensive to be an ordinance and needs to be extracted out and formalized as policy. I think its more business friendly when up against something that requires immediate action.

d. Frederick St. Sediment Removal

Raymond Rogozinski, P.E., Director of Public Works, reviewed the plans and cost for Frederick Street the accumulated sediment under the bridge as well as the Louisiana Avenue Bridge.

MOTION: made by Commissioner Stawski and seconded by Commissioner Dumas that the Board of Public Works and acting as the Flood Erosion Board, endorse the actions as presented by the Director of Public Works and place on file. Motion passed.

e. Transfer Station Building

Raymond Rogozinski, P.E., Director of Public Works, gave a brief description of the fire at the transfer station recycling material processing building. DEEP responded to the site for an inspection and had no concerns or corrective action. The insurance will process the claim and issue a check for damage minus the deductible. The building is usable, but the metal siding is damaged.

f. Work Order Policy

Raymond Rogozinski, P.E., Director of Public Works reviewed the work order policy draft. He explained the reasoning behind it and how it can be utilized.

Mayor Zoppo-Sassu stated that the success or failure of this policy is who has access to inputting these orders. During one of the storms, I was answering phones and wrote all the issues on stickies and can see how easy it is to lose them. Who is going to input these into the system?

Raymond Rogozinski, P.E., Director of Public Works, stated the easy answer is both parties, Dispatch and the office will import them to the system. But, yes, during extreme conditions like snowstorms it somewhat breaks down. The street superintendents just want phone calls rather than entering them, but I as director want them entered so we have a record that they existed and can be tracked.

Commissioner Stawski, stated that he thought he could go online and report an issue.

Raymond Rogozinski, P.E., Director of Public Works, stated it is no longer working that way. You need to call the department.

Mayor Zoppo-Sassu stated that there are a couple of layers here and I think everything needs to entered, and I understand what happens during an active storm response. Everything should be entered because it's the only easy to look at problem areas and see trending issues as well as driver behavior. I think it's a great policy.

MOTION: made by Commissioner Dumas and seconded by Commissioner Stawski to approve the proposed Department of Public Works Policy 24.06 Work Order Management as presented. Motion passed.

g. Complete Streets Draft Policy

Raymond Rogozinski, P.E., Director of Public Works, reviewed the complete streets policy and the context behind it.

MOTION: made by Commissioner Dumas and Commissioner Stawski to accept as presented and place in file. Motion passed.

9. Old Business

None

10. Any other Matter to Come Before said Meeting

Mayor Zoppo-Sassu stated we have two finance transfers from the Public Works Department, one for \$48,000.00 from RIF other Buildings to RIF Railroad improvements, and one for \$14,991.00 for three accounts to move to commercial plows and a DPW snowplow.

MOTION: made by Commissioner Dumas and seconded by Commissioner Stawski to approve the transfers as presented. Motion passed.

11. Adjournment

MOTION: to adjourn at 7:39 p.m. made by Commissioner Stawski and seconded by Commissioner Dumas. Meeting adjourned.

Signature,

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

Employee Anniversaries

David Ceste	6 years- Fleet
Josh Corey	22 years- Solid Waste Superintendent
Carlos Dacruz	11 years- Public Works Coordinator
James DiVirgilio	11 years- Fleet Superintendent
Richard Latko	27 years- Transfer Station
Luis Lorenzo	13 years- Maintenance
Roy Politz	5 years- Solid Waste Collector
Ryan Heller	3 years- Engineering Surveyor
Ronald Girouard	2 years- Street Laborer
Lukasz Burkacki	2 years- Civil Engineer



Department of Public Works | 860.584.6125

Board of Public Works
Public Works Department Activity Report: Administration – May 2026

Public Works Monthly Metrics:	
Number of Residential Transfer Station Visitors	4,428
Number of Bulk Collections	315

Current month activities:

- PAYT reporting and debt collection continues. In May our delinquent accounts total \$6,405.75.
- Communications, press releases, social media, website maintenance and enhancements are ongoing.
- Management of Street Light repair requests and Shopping Cart ordinance compliance.
- Educational outreach for Reduce & Reuse and training for the Recycle Coach application, which currently has 6,396 users.
- My office entered 282 work orders for the month of May 2026
- Pursued 53 abandoned shopping carts, \$1,080.00 in fines were written.
- Welcome packets are now on the All-heart website <https://bristolallheart.com/welcome> these letters are sent out monthly. My office sent out zero in the month of May waiting on Assessors office for a new list.
- Assisting Solid Waste with Illegal Bulk letters and fines. 15 complaints were received in May 2026, resulting in \$324.00 in tickets.
- The 2026 Yard Waste season has begun. We have renewed 4,777 residents for 2026.
- We have renewed 69 Additional Rubbish barrels for 2026.
- Continue the Food Scrap Collection campaign started 2024. Eastern High School began food waste collection for every lunch wave. In May 125 pounds of food waste was collected. This is their 2026 project that the national honor society.
- The 2023 National honor society project is still going strong with bottle collection throughout the school weekly and they give the bottles and cans that would otherwise be thrown away to Brian's Angels.
- Plastic collection for our Trex benches is still going strong. In the month of May we have dropped of 155 pounds. The city has received 7 benches since 2019. They are located at Page Park, Library, Senior Center and Pickle Ball courts.

111 North Main Street ♦ Ground Floor ♦ 860-584-6125

- Shredding event was successful with over 1000 residents attending.

Next month activities:

- Enforcement of Illegal Bulk, Street light repair requests, welcome letters, PAYT debt collections, collecting additional barrels NOT paid for, shopping cart enforcement and monitor illegal dumping areas.
- Continue outreach to increase awareness on residents' collection day Recycle Coach app will be disabled in June 2026. Adding more "report a problem" for residents to use the website vs calling in.
- Continue work on the Department's webpage, Facebook & Instagram accounts to enhance media presence. Everything is on our website and social media for residents to fill out or have their questions answered.
- The 2026 Yard Waste Season has begun. Our office has been very busy with Yard waste, Bulk pickups and transfer station.

Administration staff or concerns: None

Administration Monthly OT Costs: \$193.86

Land Use activities for May 2026:

Zoning Commission

Special Permit and Site Plan for a 1. motor vehicle repair or service facility and 2. motor vehicle sales at 16 Andrews Street; Assessor's Map 38, Lots 61/5; I (General Industrial) zone – APPROVED WITH STIPULATIONS.

Special Permit for the Adaptive Re-use of Existing Non- Residential Building to allow 55 dwelling units at 122 Park Street; Assessor's Map 28, Lot 44; RM-5 (Mixed-Residential) zone – APPROVED WITH STIPULATIONS.

Special Permit for a Religious Organization at 360 King Street; Assessor's Map 47, Lot 5A; R-10 (Single-Family Residential) zone – APPROVED WITH STIPULATIONS.

Discussion on: Application #2462 – Site Plan for a 152,000 s.f. mixed use development at 100 and 130 North Main Street; Map 30, Lot 5 and Map 26 Lot 7; BD (Downtown Business) zone; Carrier Construction Incorporated, applicant – UPDATE PROVIDED TO THE COMMISSION ON THE WRAP-UP OF PHASE 2.

Corporation Counsel Memo dated April 22, 2026: City Council Request to the Zoning Commission: Review of Vape Shops – DISCUSSION CONTINUED TO THE JUNE 8, 2026 ZONING COMMISSION MEETING UNDER NEW BUSINESS.

Inland Wetlands & Watercourses Agency

Wetlands application for the development of a Wholesale or Distribution Facility consisting of two buildings totaling 20,000 s.f., inclusive of an onsite training facility at 236 Business Park Drive; Assessor's Map 3, Lot 8 – APPROVED WITH STIPULATIONS.

Wetlands application for a 475 sq. ft. addition to an existing structure; excavate foundation, backfill, frame structure, and grading within the upland review area at 34 Donovan Court; Assessor's Map 8, Lot 14 – APPROVED WITH STIPULATIONS.

Continued discussion of remediation work associated with Disc Golf Hole #16 at Page Park, 641 & 649 King Street; Assessor's Map 37, Lots 134 & 135 – REMEDIATION WORK REVIEWED WITH AGENCY.

Historic District Commission

Request for a Certificate of Appropriateness for the installation of roof-mounted solar (16 panels) at 156 Stearns Street; Assessor's Map 25A, Lot 219 – APPROVED.

Zoning Board of Appeals

Request for a variance from Article III, Section 10.2.5.B. to reduce the required front yard setback line for a rear lot from 60' ft. to 40.5 ft. for the construction of a single-family home with an accessory dwelling unit at 176 Southdown Drive; Map 58, Lot 16-1H; R-25 (Single-Family Residential) zone – APPROVED.

Pursuant to C.G.S. 14-321: 1. Request for a Certificate of Approval for the sale of gasoline; 2. Request for the removal of the 1966 zoning buffer requirement of 60' feet at 1462 Farmington Avenue; Assessor's Map 46, Lot 75-8; BG (General Business) zone – REQUESTS #1 & #2 APPROVED.

Aquifer Protection Agency

The Agency did not meet in May.

Planning Commission

Site Plan for the development of a Wholesale or Distribution Facility consisting of two buildings totaling 20,000 s.f., inclusive of an on-site training facility at 236 Business Park Drive; Assessor's Map 3, Lot 8; IP-1 (Industrial Park) zone; South East Bristol Properties, LLC, applicant/owner – APPROVED WITH STIPULATIONS.

Revision to an Approved Site Plan for the addition of 29 parking spaces at 175 Century Drive; Assessor's Map 4, Lot 15; IP-1 (Industrial Park) zone; 175 Century Drive, LLC, owner – APPROVED WITH STIPULATIONS.

Revision to an Approved Site Plan to build a 20,670 s.f. addition to an existing 20,000 s.f. building at 425 Lake Avenue; Assessor's Map 3, Lot 5A; I (General Industrial) zone – APPROVED WITH STIPULATIONS.

Change of Zone from BG (General Business) zone to I (General Industrial) zone at Lot 34+33A East Main Street; Assessor's Map 41, Lot 34+33A – POSITIVE REFERRAL SENT TO THE ZONING COMMISSION.

Pursuant to Article IV, Section 17.1.4.C. - Referral to the Planning Commission for a review of recommendations associated with P.A. No. 25-01 (H.B.8002): An Act Concerning Housing Growth with the following revisions to the Bristol Zoning Regulations: 1. Recommendation #49 – Zoning Text Amendments – POSITIVE REFERRAL SENT TO THE ZONING COMMISSION.

Pursuant to Article IV, Section 17.1.4.C. - Referral to the Planning Commission for a review of recommendations associated with P.A. No. 25-01 (H.B.8002): An Act Concerning Housing Growth with the following revisions to the Bristol Zoning Regulations: 1. Recommendation #50 – Zoning Map and Parking Amendments – POSITIVE REFERRAL SENT TO THE ZONING COMMISSION.

C.G.S. 8-24 Referral:

Stafford Avenue — Map 45, Lot 37-2 – POSITIVE REFERRAL SENT TO THE CITY COUNCIL.

C.G.S. 8-24 Referral:

81 Church Avenue — Map 43, Lot 22 – POSITIVE REFERRAL SENT TO THE CITY COUNCIL.

FY 2026-2027 Capital Budget – APPROVED

Land Use staff or concerns:

Monthly overtime costs (Board/Commission Secretaries) at meetings: \$1380.23

Facilities – May 2026

Building Maintenance current month (May 2026) activities:

- Facilities Staff broke down, transported and re-assembled a surplus cable weight machine from 81 Church Avenue to Chippens Hill Middle School to be used within their existing weight room
- Facilities Manager Oakes attending weekly project status meetings with Orlando Annulli & Sons, Department of Aging, Bristol-Burlington Health Department (BBHD), Phase Zero Design and Public Works Staff each Wednesday
- Facilities Staff provided support to Human Resources Staff relating to large volume Bristol Fire Department testing over several days at City Hall
- Manager Oakes working in conjunction with Bristol Police Staff on future placement of (3) Skydio Drone Stations and AXON Dedrone Tower System at City Hall, Fire House #4 & Fire House #5 (work includes conducting site visits with vendors, installing power and data conduits to rooftops or ground mount pad locations, dedicated electrical circuits/disconnects and mobilization processes to complete installations successfully)
- Site visit conducted at Fire House #2 with newly promoted Bristol Fire House Captain Dellaventura on 5/6 to go over existing building & site conditions, potential improvements and exterior grounds enhancements
- Accurate Commercial Door completed the replacement of an exterior door/frame/hardware at the Police Complex Parking Garage
- Manager Oakes and Bristol Fire Chief Hart addressing final punch-list tasks with W.J. Mountford and Silver-Petrucelli in regard to new Fire House #3 (163 Church Avenue)
- Purchasing Agent Nancy Haynes and Manager Oakes held a showing of former Fire House #3 (81 Church Avenue) for potential buyers on 5/19
- Manager Oakes met with Arts & Culture Commission Chairman Walter Lewandoski to review areas of City Hall where future art frames will be installed to showcase local Bristol student's artwork from all Board of Education grade levels
- IT Staff reclaimed data server rack and Avigilon control box and site access card readers from 81 Church Avenue (Avigilon system will be repurposed at Manross Library when site access is installed later this year)
- Collection of redeemable beverage containers from Bristol Eastern High School for Veteran Strong office staff
- Manager Oakes and IT Staff completed a site survey assessment of City Hall infrastructure physical security and City-wide cybersecurity assessment with Department of Homeland Security Cybersecurity & Infrastructure Security Staff on 5/21
- Oakland LLC retained to completed replacement of a cracked spill bucket at Police Complex standby generator underground storage tank to comply with CT DEEP Notice of Violation
- Facilities Staff began 1st Floor painting within the Bristol Police Complex (funding in place via the FY25-26 City Building Project Account)
- Facilities Staff provided traffic control support for Forestville Duck Race, Hope Street Cinco de Mayo event and in advance of, during and after Memorial Day activities and parades
- Provided staffing support for Shredding Recycling event at Bristol Eastern High School on 5/30
- Manager Oakes attended SustainableCT Equity Training Series and E-Bike zoom webinar that will assist in maintaining the City of Bristol SustainableCT Certification, which will be up for renewal in April 2027

Building Maintenance next month (June 2026) activities:

- Continue daily worksite coordination and communication with Annulli & Sons renovation at Beals Community Center with Probate Court, Senior Center and BBHD Staff
- Synergy Fire to replace dry sprinkler system air compressor at Beals Community Center on 6/2 which failed due to surpassing normal life expectancy
- Facilities Staff to support 6/4 Bristol Police Department Blood Drive hosted at City Hall
- Finalize Bristol Police Skydio Drone Station locations, which includes an electrical contractor installing dedicated electrical and data line conduits per Building Code
- Facilities Staff to continue with painting at the Bristol Police Complex

- Initiate Bristol Police Complex HVAC Upgrade project with winning bidder, ProMech Inc. of Bloomfield, CT
- Facilities Staff to clear out/store Land Use and Building Department records currently located in the vacant space of Ground Level at City Hall which will be used for a designated Early Voting space for Registrar of Voters Office (additional electrical outlets and data drops will be required to support ROV operations)

Building Maintenance Staff or Concerns:

- Anticipate moderate to elevated levels of Vacation/Miscellaneous time off during June to avoid loss of FY25-26 personal time off that expires on 6/30
- Lack of a Library Senior Maintenance Technician has added and shifted additional duties to Public Works Maintenance Staff to keep both Libraries operationally sound
- Traffic Control Technician ending employment with the City on 9/29 which has caused overtime operations until a permanent replacement is hired, as existing contract relies on Building Maintenance staff in the absence of this position
- Temporary Custodian currently at Police Complex to cover for regular Custodian who is on extended medical leave

Building Maintenance OT Costs: \$2,058.45

Staffing coverage for after-hour maintenance service calls (Police Complex 911 Server Room overheating, Manross Library security system activation/response, Police Complex south lobby door not securing properly, sewage line back-up at Police Complex, City Hall security system activation/response), overtime staffing at Police Complex due to time off taken by Temporary Custodian, assist Public Work Engineering Division with signage/traffic signal lighting requests as required, overtime staffing at Police Complex for Memorial Day holiday, temporary Custodian staffing at Main Library due to extended employee medical leave, support Shredding Recycling Event at Bristol Eastern High School, continued HVAC filter and belt replacements at Main Library

Streets May 2026 Report

Streets current month activities:

- Continued with roadside maintenance of City properties, including litter and yard sign removal. This work will be on going throughout the seasons
Installed driveway aprons for engineering on new paved roads
- Serviced trees, including pruning, removals, and testing
 - **Tree take downs**- Evergreen, Bayberry, Shrub Rd, Page Park-3, Rockwell Park, Lake Ave-2
- **Major Roads Engineering**- Acorn, Jeffery and Redwood CB tops. Continuing working on Senior Center parking lot job for drainage, utilities and rough grade.
- **Permanent Patch for Engineering**- N/A
- Stump Removals/ Loam
- Swept for Tilcon while they work for spring paving
- Put Flags up downtown for Memorial Day which will stay up till Labor Day
- Assisted with the duck race dumping the ducks into the river
- Removed the Parks Department with hanging their Downtown Live Banner on the pedestrian bridge over Rt. 72
- Continuing small road repair
- Addressing street signs
- Curb repair
- Vactor Work
- Cleaned out culverts throughout the city
- **Milling and Paving** – N/A
- Driveway Aprons
- Loam Feeder
- Patched Potholes
- Street Sweeping
- Storm Drainage
 - **Completed Basin Repairs/Sinkholes**- Ivy Drive, Jennings Rd, Hill St and Michael Rd
- **Winter Operations-OFF SEASON**
- Salt deliveries
- Addressing mailbox work orders
- Continued making asphalt on our Bagela asphalt plant to pave/patch any asphalt related issues throughout the winter

Streets next month activities:

- Continue with roadside maintenance
 - Street Sweeping
 - Potholes
 - Curb repair
 - Loam
 - Tree removal
 - Tree trimming
 - Mowing
 - Driveway aprons
 - Milling and Paving
 - Catch basin repair
- Preparing for winter operations including plowing as well as snow removal-**OFF SEASON**
- Tilcon opening for asphalt
- Continue making salt brine-**OFF SEASON**
- Continuing Senior Center parking lot
- Permanent Patch List
- Milling and paving

- Winter Operations- **OFF SEASON**
 - Plowed and treated roads
 - Service Requests
 - Mailbox installations
- Continue addressing street road name signage replacement
 - Installing new poles and or signage
 - Look into printing other road signage of other Departments
 - Fixing and installing signs for Police Department
- Maintenance of city properties
 - Litter clean up
 - Lawn Maintenance
 - Bridge clean up
- Continue tree take downs, trimming and stump grinding
- Continue to address seasonal maintenance activities, including preparation of seasonal operation equipment
- Assist other public work programs and departments as required

Streets staff or concerns:

Street Division is currently addressing service requests from the general public with our maintenance programs. We have been managing these requests throughout designated areas.

May OT Totals: \$1,048.88 Streets

Solid Waste May 2026 Report

Solid Waste current month activities:

- Continued illegal bulk inspection and enforcement activities. We sent 15 letters to residents for illegal bulk and cleaned up 3 stops. Residents cleaned up 11 stops, with 1 still pending.
- Continued curbside bulk collection, we collected 315 scheduled pick-ups.
- Continued the on-site management of barrels at the Transfer Station, disassembling, cleaning and reusing barrels.
- We currently have 4,777 new or renewed yard waste participants.
- Continued cleaning up areas with high amounts of litter.
- Continued curbside yard waste collection, collecting 443 tons for the month.
- Finished curbside leaf bag collection, collecting 111 tons for the season.
- Worked Saturday overtime to make up for Memorial Day curbside collections.
- Delivered barrels for Memorial Day event and Duck Race.
- Received new Litter Truck R-20.
- Continue mowing the landfill.

Solid Waste next month activities

- Continue illegal bulk inspection and enforcement activities.
- Continued the on-site management of barrels at the Transfer Station, disassembling, cleaning and reusing barrels
- Patrol known dumping areas for illegally dumped items.
- Continue cleaning up areas with high amounts of litter.
- Finish curbside spring leaf bag collection.
- Continue curbside yard waste collection.
- Continue mowing of the landfill.
- Start brush cutting and weed whacking high vegetation on the landfill.
- Work Saturday overtime to make up for June 19th curbside collections.
- Deliver event barrels to Federal Hill Green for St Joseph's event.

Solid Waste staff or concerns:

- Manage Solid Waste Division staffing levels.
- Manage Division vehicle equipment needs.
- Continue to cross train Division employees.

<u>OT Costs/Revenue Generated:</u>	
Solid Waste OT =	\$571.84
Transfer Station OT =	\$5,264.27
TS Revenue (PAYT) =	\$27,951.15
Residential Permits =	\$4,690.00
Commercial Permits =	\$50.00
Yard Waste Revenue =	\$40,070.00
Iron Liberty Recycling =	\$4,742.97
Aluminum Liberty Rec =	\$0.00
Batteries Liberty Rec =	\$217.93
Electronics NewTech =	\$974.76
Compost Sale =	\$0.00
Bulk Pick-Up Revenue =	\$0.00
Book Box =	\$0.00
Misc. Revenue, Lost YW Sticker =	\$10.00
Border Street =	\$235.00
Illegal Bulk Fines =	\$0.00
Clothing Recycling =	\$0.00
Additional Barrel Sale =	\$3,100.00
Damaged barrel =	\$0.00
Special Pick up – 2 nd =	\$1,375.00
<u>Rubbish Barrels</u>	
New Applications =	8
Retrieved =	3
Replacement Barrels =	40
Renewed =	12

Fleet Maintenance Current Activities:

Streets Div.

1. **C17** – (2024 Skidsteer) Installed front and rear strobe lights to work safely in the roadways.
2. **C31** – (2012 backhoe) Coolant leak diagnosed as a loose line from a previous warranty repair. Tilt wheel cylinder replaced. Machine was also serviced while in shop.
3. **S7** – (2020 pickup truck) New front brakes and rotors were installed. Trailer plug was replaced due to heavy corrosion.
4. **S33** – (2021 mason dump) Rebuilt damaged snow plow from winter ops. Repairs consisted of new headgear or off truck frame and mount. New cross bar section for a frame. 2 new headlights. Repairs were costly totaling around \$4,000.
5. **S15** – (2016 6 wheeled dump truck) Truck was in need of 1 dump cylinder and 2 side dump cylinders to be replaced. Fleet determined it to be cheaper to have rebuilt. Truck is at a local vendor being repaired. Scheduled to return by early June.
6. **S32** – (2021 10 wheeled dump) Front drivers side lower fender replaced due to incident from winter ops. Cab air ride actuator replaced with new. ABS sensor for front drivers side wheel replaced as well from incident.
7. **C6** – (2011 backhoe) Leaking dip cylinder for hoe rebuilt. Leaking claw cylinder for front bucket rebuilt. Fleet mechanic fabricated a new battery holder / box for side of machine. This saved us a cost of \$7,000 to replace with new.
8. **C32 & C7** – (roadside sweepers) Water pumps, spray nozzles & actuator valves for the water systems replaced.
9. **S8** – (2019 mason dump) Heater controller blender door actuator replaced with new. Upon evaluation, new power steering lines were installed due to old ones rotting out from not being washed.
10. **C3** – (2007 front loader) Non working city horns were replaced. Wiper motor transmission was replaced with new. Leaking hydraulic valve body repaired with new rubber o rings. Unit was also serviced while in shop.

Solid Waste Div:

1. **R24** – (2000 roll off) Leaking exhaust repaired with new flex pipe. Rear drivers side brake canister replaced due to blow by. Wiring for rear brake lights repaired due to corroded wires.
2. **R5** – (2014 automated rubbish truck) Faulty lift arm proxy sensor and wiring replaced.
3. **R14** – (2019 automated rubbish truck) DEF douser valve and sensor replaced due to corrosion from DEF. Front power steering lines replaced. Truck was serviced.
4. **R35** – (2004 rear loader) Bad engine oil leak repaired by replacing head cover gasket. Drivers side window actuator replaced from being worn out.
5. **R11** – (2017 automated rubbish truck) Arm function controller module and sensor replaced.

6. **R16** – (2012 automated rubbish truck) All parts for packer guides and rails have arrived. Repairs are currently being made and truck is scheduled to be back in service by early June.
7. **R12** – (2011 rear loader) Fuel leak was diagnosed with a faulty fuel pump on engine side. Repairs are currently being made and is scheduled to be back in service early June.

Engineering Div:

1. **E7** – (2016 Ford Explorer) New brakes and rotors all around.
2. Units E3, E4 & E6 (retired police cars) were all replace with DAS vehicles. This saves the city over \$50,000 by using this program.

Fleet Maintenance Next Month's Activities:

- Continue scheduled service to our Fleet vehicles.
- Continue scheduled services to our other divisions as well as our P.D.
- Continue to keep Streets & Solid Waste Ops. Running strong.
- Samsura units are to be replaced with Geotab (T-Mobile) units.
- Working on small equipment for mowing season.
- Looking into more used vehicles.
- Setting up our auction items.
- Looking into replacing older snowplows.

Fleet Maintenance Staff or Concerns:

- 1 Mechanics helper position was filled.
- 1 Mechanics helper due to start June 8th. Fleet will be back to full staff.
- Overtime expenditures and totals: **\$1,331.76**



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: June 4, 2026

TO: Raymond Rogozinski P.E., Public Works Director

FROM: David Oakes, Public Works Facilities & Energy Manager

RE: City Building Project List Updates

Beals Center – Café & Card Room Upgrades \$38,000

Department of Aging Director Jason Krueger informed Manager Oakes that upgrades to the Café and Card Room are pending Bristol-Burlington Health Department office shifts and adjustments within the Beals Community Center.

Orlando Annulli & Sons mobilized to the site in April 2026 to begin renovation activities for the future home of BBHD at the Beals Center. Demolition work is currently nearing completion and electrical, plumbing and HVAC work has already commenced. AO & Sons, BBHD, Colliers Engineering & City Staff meet weekly regarding project details and progress for onsite renovation activities at the former BOE BECC area. Project schedule estimate has work completion in full by January 2027.

Main Library Site Access System Upgrades \$25,000

Manross Library Site Access System Installation \$25,000

Manager Oakes and Information Technology Staff met with Department of Homeland Security Cybersecurity & Infrastructure Security Agency (DHS CISA) Staff on May 21st to conduct site surveys for cyber and physical infrastructure current conditions and to identify any operational gaps that can be addressed immediately and others that would require time and funding. A site walk at City Hall was conducted for physical infrastructure and data room security.

Although site surveys for the Libraries and Parking Garages was not conducted due to time constraints, the DHS CISA Representatives were able to provide some best practices and standard operational policies to accurately position camera locations. This information will be used to finalize bids for the Libraries site access and security camera installation upgrades. FY26-27 funding was secured for security camera installations at Municipal Parking Garages.

Police Complex Doors/Frames & Locks Replacement \$50,000

Work continues to address remaining doorways in the Parking Garage that are exterior and prone to weather exposure and deterioration.

To date, complete door and frame replacements (including ancillary hardware) have been completed on the 4th level Parking Garage double door-set, 3rd level Parking Garage North & South Stairwell, replacement of a continuous hinge on the 1st level north exterior door of the Police Complex and window tinting to enhance



Department of Public Works | 860.584.6125

Officer safety/operational security at the South Employee entrance. Total costs to date are \$25,829 and the remaining \$24,171 will address several other deteriorated exterior doors and then for interior doors that are crucial to Bristol Police site security (front lobby doors, exterior basement garage, southern employee entrance).

Police Complex Office Carpeting & Interior Painting \$20,000

Building Maintenance 2nd shift Staff completed wall repairs in the 2nd Floor Training Room and interior painting was completed on March 28th. Overtime and materials cost for the Training Room painting totaled \$1,707.20. \$18,292.80 remains to complete 1st Floor interior painting

Building Maintenance Staff began to complete 1st Floor interior hallway painting on May 15th. To date, \$3,404.06 in overtime labor and \$595.92 in paint costs have been incurred. The length of the project will be extended slightly due to staffing availability on Friday evenings and Saturdays.

PUBLIC WORKS BOARD CITY BUILDING PROJECT LIST - JUNE 2026

Funding Year	Location	Project Name	Contractor Name	Current Budget	Construction Estimated % Complete	Schedule/ Completion Date	Comments/Recommendations	Original Budget
FY23-24	Beals Center	Café & Card Room Upgrades	TBD	\$38,000.00	0%	TBD	Pending BBHD Renovation within Beals Center	\$38,000.00
FY25-26	Main Library	Site Access System Upgrades	TBD	\$25,000.00	0%	TBD	Developing bid scope with IT Dept & Library Staff	\$25,000.00
FY25-26	Manross Library	Site Access System Installation	TBD	\$25,000.00	0%	TBD	Developing bid scope with IT Dept & Library Staff	\$25,000.00
FY25-26	Police Complex	Door/Frame & Lock Replacements	Accurate Commercial Door	\$24,171.00	55%	TBD	Parking Garage Stairwells Doors being addressed currently	\$50,000.00
FY25-26	Police Complex	Office Carpeting & Interior Painting	TBD	\$14,292.82	30%	TBD	DPW Staff completing 1st floor hallways currently	\$20,000.00

\$126,463.82

Available as of July 2025	\$110,616.63
FY25-26 Funding	\$140,000.00
Spent 2025-2026	\$73,340.14
Less Committed Contracts	\$9,429.19
Less Committed Projects	\$88,000.00
Net Available	\$79,847.30

MEMORANDUM

DATE: June 10, 2026

TO: Mayor Ellen Zoppo-Sassu
Board of Public Works

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

RE: BPW June 18, 2026 Meeting – Director’s Report

Please find attached a summary report of the Department’s activities, issues, and concerns for the June 18, 2026 Board of Public Works meeting.

1. **Staffing:** DPW Admin: Fully staffed. DPW Solid Waste: Two vacancies, one driver collector and one scale operator. It is anticipated that the positions will be filled with internal candidates, and two solid waste laborers will be needed. DPW Fleet: Fully staffed; two mechanic helpers started in May. DPW Engineering: Civil Engineer, Project Manager, Inspector and Traffic Signal Tech positions are vacant. The Highway Inspector is going on medical leave for approximately 6 weeks. Engineering intern assisting Department. DPW is investigating hiring a part-time engineer and increasing the hours of existing part-time DPW Admin staff to increase support for the DPW Engineering Division and DPW Land Use. Assistant City Planner position is vacant.
2. **PD Complex Boiler:** Contract awarded to Pro-Mech Inc. to install a new boiler at a contract amount of \$4,486,000. The contractor is still in the equipment buyout phase and has not submitted a project schedule to date.

As previously indicated, the bid contract with Pro-Tech does NOT include the installation of a new switchgear. The switchgear replacement was removed from the bid via addendum due to information from Eversource that the existing transformer located within the building must be relocated outside the building. The switchgear replacement is not required to support the HVAC replacement; therefore, the boiler replacement will proceed.

The FY2026-27 \$200,000 appropriation will be in place 7/1/26, DPW preparing an RFP for parking garage structural improvements.

3. **Shrub Road Sidewalks:** The Shrub Road Sidewalk project was awarded to Laverio Construction in the amount of \$3,334,432. Interviews to procure engineering inspection services are scheduled. All construction costs, including inspection services, are covered by LOTCIP funds. No cost to City. Trees posted for removal: 38; no protest received (no hearings required). The City cut down two large pine trees east of the Environmental Learning Center due to hazardous condition. One tree was cut by DPW, and one 36-inch-diameter pine was cut by a vendor for \$3,200.
4. **Spring/Fall Paving:** DPW annual spring paving program complete. Fall scheduled for September, 2026. Roadway pavement marking currently being installed.
5. **CT DOT Paving of Pine St (CT Route 72):** DOT paving of Pine St is scheduled to be completed at the beginning of July.
6. **Street Light Repairs:** There are currently 17 streetlight locations known by DPW to be out of service. Of these locations, 12 are for individual lights. However, due to an Eversource underground issue, multiple (5) lights are out on Enterprise Drive.
 - a. 6 street lights (in addition to 5 lights on Enterprise Drive) have been referred to Eversource (no power).
 - b. Shock Electric is scheduled to inspect and repair 6 street lights (if power is available) on 6/23/26.

Report attached.

7. **Broad St Retaining Wall:** Bid has been awarded to Dayton Construction in the amount of \$1,966,610. The project budget is \$2,100,000. Construction start date is scheduled for September due to precast wall fabrication time. During construction, Broad Street will be one-way heading west from Central to Todd. WMC will provide inspection services. Inspection services will not be full-time and will be supplemented by DPW engineering staff.
8. **Hickory St:** Hazardous tree removed from the Hickory St (paper street) right-of-way for \$2,600.
9. **N. Main St Streetscape:** Paving remains scheduled for the week of 6/14/26. An electrical manhole will not be reset (lowered) prior to paving. DPW will pave the manhole area once the manhole is lowered. North Main St paving is scheduled for fall 2026. RRFB installation is scheduled for 6/21/26.
10. **Chippenwood Detention Pond:** DPW will provide one-time cleaning/maintenance of the detention pond. Cleaning is in response to the City's discharge of roadway stormwater into the pond.
11. **Transfer Station Fire of 4/29/26:** As previously indicated, building use was restored on 5/5/26. Building siding, secondary members, and potential roof damage were identified. The City's insurance company has issued an initial payment (estimated repair cost: \$115,631 - \$50,000 deductible) of \$54,180. The recoverable depreciation is \$11,451; however, the City will not receive the full recoverable depreciation unless the building is fully restored, requiring the City expenditure of the \$50,000 deductible. The insurance company's estimated repair cost of \$115,631 does not include roof repair costs. Video of roof damage forwarded to the insurance carrier with a request to revise the repair cost. DPW is pursuing cost recovery, coordinating with the agent, and preparing bids. Required report filed with CT DEEP.
12. **Transfer Station Calibration:** The yearly calibration confirming the accuracy of the scale was completed on 6/1/26 and posted on the DPW website.
13. **Roadway Millings & Contract Spoils:** DPW obtained roadway milling from the spring paving operations at no cost. The millings are stored at DPW's Peacedale site and are arranging to provide a portion of the milling to Tobacco & Sons, D'Amato Construction and Laverio Construction (contractors that have on-call City contracts). DPW is also arranging to have DPW



Department of Public Works | 860.584.6125

precast concrete spoils, primarily concrete catch basin tops delivered to D'Amato's crusher operation at 120 Terryville Ave. In adding to new material DPW will deliver the precast concrete at from DPW's Peacedale site to D'Amato's facility. DPW had previously investigated crushing the material at DPW but did not pursue the operation due to the cost of \$45,000.

14. **Roadway Sightline:** Sightline issues often become a concern during the summer period. DPW Policy addressing sightline vegetation concerns on private property, within the road right-of-way, and at intersections attached.
15. **BHD City Acceptance:** Quaker Lane and Davis Drive have been accepted as City streets. As of 5/21/26, DPW will maintain the roads.
16. **Chic Miller Building Structure Steel:** DPW investigated re-use of the last bldg. on the Chic Miller site. The refenced building is 60 ft by 160 ft and 18 ft high. DPW contacted the bldg. owner to request if the building can be dismantled for DPW reassemble at the Department's Vincent P Kelley Road Operation Facility. In response the request the property owner was agreeable at the cost of \$25,000. The \$25,000 including assemble and the building but did not include engineering to ensure compliance with building codes or reassemble. DPW research indicated the value of the building is estimated at approx. \$50,000, there the Department did not pursue acquisition. The cost of engineering and reassemble would have offset any benefit and equaled the cost of a new building. Note that this was for the structure steel portion of a building only the total cost of a new building far exceeds \$50,000.
17. **Railroad Crossing Matthews St:** Bid to replace the at-grade rail crossing on Matthews St west of Clark Street prepared scheduled to be issued (approx. cost \$200,000).
18. **Hope St Parking Garage Elevator:** Problems with the elevator persist. The elevator malfunctioned again on 6/5/26. The elevator technician adjusted the level sensor in the hoistway and replaced (2) blown fuses. The elevator is currently operational.
19. **CT DOT Route 6 Intersection Project:** 10 DOT traffic signals are scheduled to be upgraded with new equipment and replacement of the existing computerized traffic signal system. Work will include new pedestrian controls, sidewalks, and ramps. Construction is expected in fall 2027.

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



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: January 8, 2026

TO: Mayor Ellen Zoppo-Sassu
Board of Public Works

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

RE: DPW's Spring & Fall 2026 Pavement Resurfacing Program

Please find attached the Department of Public Works proposed paving program for the spring and fall of 2026. The proposed spring paving program includes the milling and resurfacing of North Main St (Center St to the intersection of Hope St/ Laurel St. In addition, it includes a number of streets that have been impacted by the Eversource Gas main line replacement program. The spring program is based on currently available FY2025-26 RIF funding and an Eversource contribution of \$1,069,000 provided to the City to restore City streets impacted by Eversource. The attached fall paving program is preliminary. The fall program will be based on available FY2026-27 funding; however, it is anticipated that additional streets will be added to the list.

The DPW's primary tool in determining the roads that will be paved is the Department's Pavement Management Program that provides a rating (0-100) of each roadway section. A link to the street rating system is provided below:

<https://www.bristolct.gov/DocumentCenter/View/48714/Pavement-Management-Program-Map>

DPW procures roadway milling and paving services and asphalt material through the State of Connecticut DAS contract. Under the program, the City has the right to utilize state procurement contracts. As such, the City obtains very good pricing. The cost of milling and paving is estimated at \$3/SY and \$101/ton respectively (pending final bidding by the State). With that said, DPW's cost to pick up asphalt at the plant was approximately \$105.50/ton. The State asphalt contract does include an escalation provision if the cost of oil increases.

The paving program is subject to change if the Department becomes aware of construction activity on the roadways. In addition, the proposed spring & fall paving program is being forwarded to Eversource Gas, Eversource Electric, Bristol Water/Sewer, and Bristol Police for coordination purposes. No paving is currently proposed on streets containing Eversource gas lines with cast iron or rigid steal piping, in order to prevent disturbance of paved roads.

4

The Department's 2026 paving program does not include roadway reclamation. Based on the condition of roads, only milling and pavement overlay is proposed.

Feel free to contact me with any questions/concerns at 860-584-6113.

4



SCHEDULE	Pavement Management Program (Fall 2026)								
	9-Jan-26								
	Street Name	Street Length (Ft)	Street Width (Ft)	Tons (Est)	Paving Cost	Mill	Mill Cost	RSR	Total Cost.
F 26	Strawberry Hill Road	1,926	34	819	\$ 110,565	Mill All	\$12,733	62	\$ 123,298
F 26	Driftwood Road	1,359	29	493	\$ 66,555	Mill All	\$7,663	66	\$ 74,218
F 26	Beechwood Lane	1,359	34	578	\$ 78,030	Mill All	\$8,985	67	\$ 87,015
F 26	Woodchuck Lane	678	31	263	\$ 35,505	Mill All	\$4,087	56	\$ 39,592
F 26	Primrose Lane	646	32	259	\$ 34,965	Mill All	\$4,020	59	\$ 38,985
F 26	Thornside Drive	395	31	153	\$ 20,655	Mill All	\$2,381	68	\$ 23,036
F 26	Jasmine Street	506	30	190	\$ 25,650	Mill All	\$2,952	59	\$ 28,602
F 26	Rosewood Drive	1,294	31	502	\$ 67,770	Mill All	\$7,800	58	\$ 75,570
F 26	Jacqueline Drive	1,582	31	613	\$ 82,755	Mill All	\$9,536	59	\$ 92,291
F 26	Sandra Street	500	30	188	\$ 25,380	Mill All	\$2,917	59	\$ 28,297
F 26	Marvin Street	412	27	140	\$ 18,900	Mill All	\$2,163	65	\$ 21,063
F 26	Hill Street (Marsh to Townline)	4,797	44	2639	\$356,265	Mill All	\$41,041	62	\$ 397,306
F 26	Intervale Road	1205	34	512	\$ 69,120	Mill All	\$7,966	61	\$ 77,086
F 26	Cricket Hill Road	1,203	34	511	\$ 68,985	Mill All	\$7,953	63	\$ 76,938
F 26	Sperry Road	1,036	34	440	\$ 59,400	Mill All	\$6,849	52	\$ 66,249
F 26	Ashley Rd. (Sperry to Round Hill)	990	34	421	\$ 56,835	Mill All	\$6,545	31	\$ 63,380
F 26	Redwood Drive	1,558	30	585	\$ 78,975	Mill All	\$9,088	68	\$ 88,063
F 26	Jeffrey Road	454	34	193	\$ 26,055	Mill All	\$3,001	61	\$ 29,056
F 26									
								Total	\$ 1,430,045

4



SCHEDULE	Pavement Management Program (Spring 2026)								
	7-Jan-26								
	Street Name	Street Length (Ft)	Street Width (Ft)	Tons (Est)	Paving Cost	Mill	Mill Cost	RSR	Total Cost.
S 26	Federal Street (Maple to Summer)	745	33	308	\$ 41,580	Mill All	\$4,780	65	\$ 46,360
S 26	Lincoln Place	290	20	72	\$ 9,720	Mill All	\$1,128	65	\$ 10,848
S 26	Richmond Place	537	20	134	\$ 18,090	Mill All	\$2,088	63	\$ 20,178
S 26	Prospect Pl. (Summer to Richmond)	306	20	76	\$ 10,260	Mill All	\$1,190	65	\$ 11,450
S 26	James Drew Lane	369	33	153	\$ 20,655	Mill All	\$2,368	51	\$ 23,023
S 26	Drayla Drive	480	33	198	\$ 26,730	Mill All	\$3,080	63	\$ 29,810
S 26	Mechanic (Wash. to Beacan)	1,037	28	363	\$ 49,005	Mill All	\$5,646	33	\$ 54,651
S 26	Beacon Street	1062	26	345	\$ 46,575	Mill All	\$5,369	55	\$ 51,944
S 26	East New Street	616	32	246	\$ 33,210	Mill All	\$3,833	49	\$ 37,043
S 26	Cozy Lane	274	33	113	\$ 15,255	Mill All	\$1,758	55	\$ 17,013
S 26	Plank Hill Road	1,783	34	758	\$102,330	Mill All	\$11,788	61	\$ 114,118
S 26	Weeping Hill Road	350	32	140	\$ 18,900	Mill All	\$2,178	63	\$ 21,078
S 26	Hillside Avenue	335	27	113	\$ 15,255	Mill All	\$1,759	58	\$ 17,014
S 26	Seymour Street	1,733	29	628	\$ 84,780	Mill All	\$9,772	60	\$ 94,552
S 26	Skyridge Road	630	33	260	\$ 35,100	Mill All	\$4,043	63	\$ 39,143
S 26	Skytop Drive	411	27	139	\$ 18,765	Mill All	\$2,158	65	\$ 20,923
S 26	Eugene Avenue	1,149	33	474	\$ 63,990	Mill All	\$7,373	63	\$ 71,363
S 26	May Street (Greystone to Dead End)	358	30	134	\$ 18,090	Mill All	\$2,088	51	\$ 20,178
S 26	Molzon Place	599	30	225	\$ 30,375	Mill All	\$3,494	60	\$ 33,869
S 26	Central Avenue	489	28	172	\$ 23,220	Mill All	\$2,662	58	\$ 25,882
S 26	Highland Street	917	28	321	\$ 43,335	Mill All	\$4,993	59	\$ 48,328
S 26	Beech Street	1,187	30	445	\$ 60,075	Mill All	\$6,924	56	\$ 66,999
S 26	Crescent Drive	548	30	206	\$ 27,810	Mill All	\$3,197	60	\$ 31,007
S 26	Alder Street	378	30	142	\$ 19,170	Mill All	\$2,205	64	\$ 21,375
S 26	Cypress Street	1,117	30	419	\$ 56,565	Mill All	\$6,516	63	\$ 63,081
S 26	Willoughby Street	778	30	292	\$ 39,420	Mill All	\$4,538	75	\$ 43,958
S 26	Curtiss Street	1,896	30	711	\$ 95,985	Mill All	\$11,060	61	\$ 107,045
S 26	Dwight Street	329	24	99	\$ 13,365	Mill All	\$1,535	60	\$ 14,900
S 26	Conlon Street	662	33	273	\$ 36,855	Mill All	\$4,248	62	\$ 41,103
S 26	Pardee Street	778	31	302	\$ 40,770	Mill All	\$4,690	60	\$ 45,460
S 26	Irving Street	733	30	290	\$ 39,150	Mill All	\$4,276	60	\$ 43,426
S 26	Williams Street	647	28	227	\$ 30,645	Mill All	\$3,523	58	\$ 34,168
S 26	Main Street	1,937	27	654	\$ 88,290	Mill All	\$10,169	75	\$ 98,459
S 26	Summer Street	3,345	25	1046	\$141,210	Mill All	\$16,260	75	\$ 157,470
S 26	Center Street	2,630	30	986	\$133,110	Mill All	\$15,342	65	\$ 148,452

4

S 26	N.Main Street (Center to Hope)	1,080	61	824	\$ 111,240	Mill All	\$12,810	60	\$ 124,050
S 26	Sessions Street	497	29	180	\$ 24,300	Mill All	\$2,803	44	\$ 27,103
S 26	Puritan Road	623	30	234	\$ 31,590	Mill All	\$3,634	65	\$ 35,224
S 26	Fern Hill Road (Pilgrim to Oakridge)	1,859	30	698	\$ 94,230	Mill All	\$10,844	61	\$ 105,074
S 26	Pilgrim Road	2,136	30	801	\$108,135	Mill All	\$12,460	64	\$ 120,595
S 26	Cambridge Road	495	32	198	\$ 26,730	Mill All	\$3,080	63	\$ 29,810
S 26	Oakwood Circle	1,348	31	523	\$ 70,605	Mill All	\$8,125	59	\$ 78,730
S 26	Oak Bluffs Road	363	31	141	\$ 19,035	Mill All	\$2,188	61	\$ 21,223
S 26	Circle Street	2,116	22	581	\$ 78,435	Mill All	\$9,052	82	\$ 87,487
S 26	Academy Street	1,330	21	350	\$ 47,250	Mill All	\$5,431	84	\$ 52,681
S 26	Garden Street	1,111	19	264	\$ 35,640	Mill All	\$4,105	82	\$ 39,745
								Total	\$ 2,447,391

The graphic features a dark blue background with a night scene of a street being paved. A large yellow asphalt paver is the central focus, with several workers in high-visibility yellow vests and hard hats working around it. Orange and white striped traffic barrels are placed along the edge of the road. Streetlights illuminate the scene, and a small icon of a person digging is visible in the top left corner.

PINE STREET PAVING NOTICE

CTDOT is scheduled to pave Pine St
starting **Sunday night, May 31, 2026.**



TWO LAYERS OF ASPHALT

Installation of the first pavement course
will take **6-8 days**.
The following second course of pavement
will take **10-12 days**.



NIGHT WORK

All paving work is scheduled
to be performed at night.



SCHEDULE SUBJECT TO WEATHER

The schedule is weather dependent.



PROJECT MANAGED BY CTDOT

Work is being performed by the
Connecticut Department of Transportation
(CTDOT), not the City of Bristol.



**THANK YOU FOR YOUR PATIENCE AND COOPERATION
AS WE IMPROVE OUR ROADWAYS!**

CITY OF
BRISTOL
CONNECTICUT

6-9-2026

Street Light Report

Eversource Street Light Issues

- 12 Palmorr Place-Pole#8 No Power
- 335 Tiffany Lane- Pole#15394 No Power
- Enterprise Dr.- Multiple Street Lights Out/ Transformer issue/Eversource to replace transformer
- 38 Fairview Avenue-No Power
- 4 Frederick Street-No Power
- 0 Wildewood Run- No power Under ground
- 200 Main St- No power

Shock Electrical Light Issues

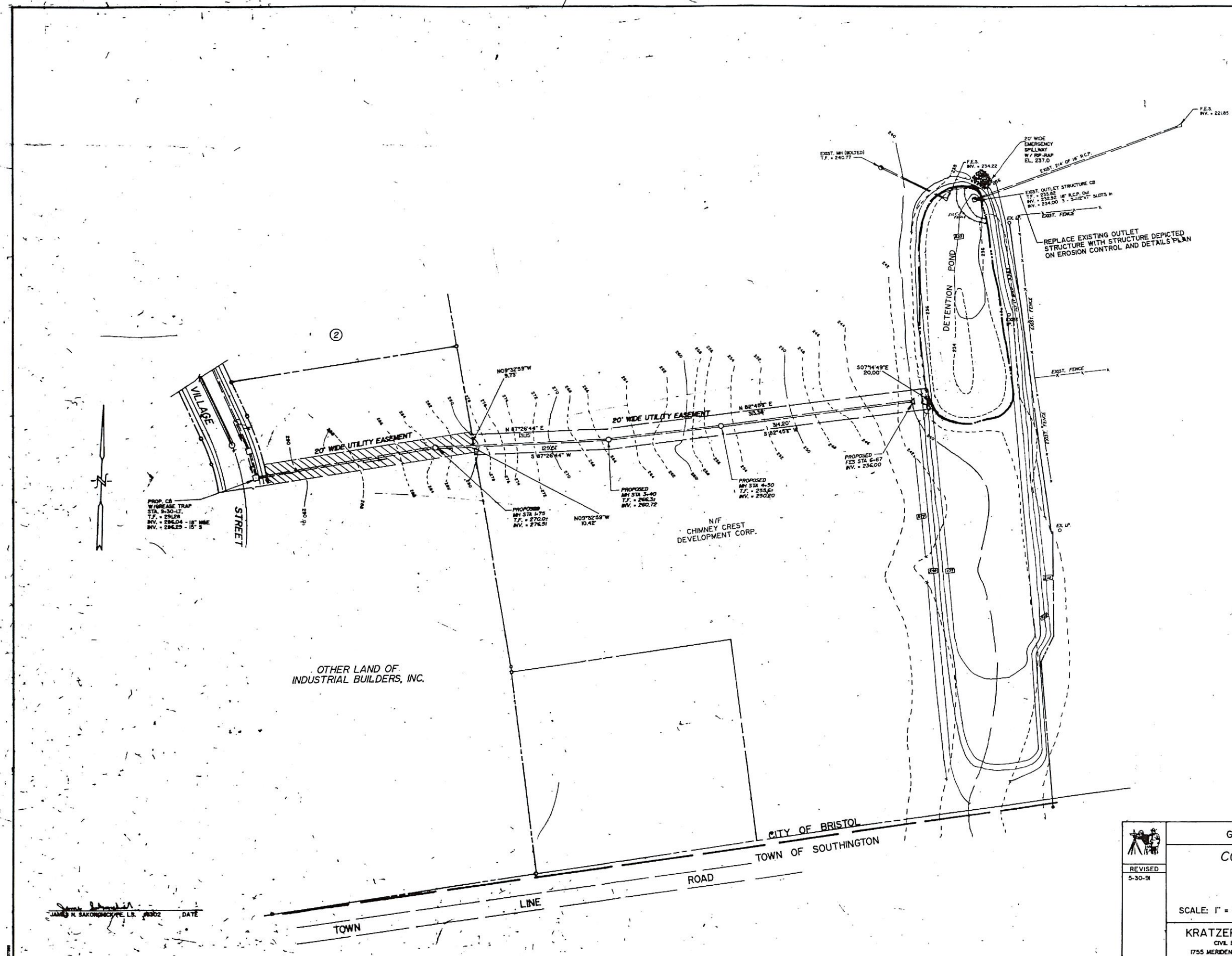
- 34 Primrose Lane- Pole#11455 (light out)
- 10 Broad Street- Pole #9917-Pole install (windstorm related)
- 5 Wolcott St- Pole# 14611 (Light Out)
- 6 Wolcott St Pole# 1873 (Light Out)
- Center St Railroad tracks -Pole Install (accident related)
- 155 Rambler St.- Pole#11072 (light out)

Revisions since May's Report:

Since the last report, Shock Electric restored 8 street lights throughout the City of Bristol. Eversource also restored power to 2 street lights by reconnecting electrical service to the cobra head fixtures. Shock Electric is scheduled to return to Bristol on 6/17/26 to continue addressing (6) outstanding street light complaints. In addition, Shock Electric inspected 4 decorative street lights in front of the new Carrier Building on N. Main St. and restored power to said lights.

-Joe Palmisano
Excavation Inspector

10



RECEIVED July 3, 1991
 AT AM
 RECORDED IN BRISTOL LAND RECORDS
668-G
 TOWN CLERK

 REVISED 5-30-91	GRADING & EROSION PLAN	
	COLD SPRINGS FARM	
	OWNED BY INDUSTRIAL BUILDERS, INC. BRISTOL, CONNECTICUT	
	SCALE: 1" = 40'	NOVEMBER 24, 1989
KRATZERT, JONES & ASSOCIATES, INC. CIVIL ENGINEERS - LAND SURVEYORS - SITE PLANNERS 1755 MERIDEN-WATERBURY TURNPIKE MIDDLETOWN, CONN. 06457 PHONE No. 203-623-3638		





TRUCK SCALE TEST RECORD: 699976

134 Mendon Street, Bellingham, MA. 02019 Phone: (800) 232-0252

Test Procedure Used: WI-50718 in accordance with NIST H44

FINAL TEST In tolerance: **Yes** ✓

Report Date: 06/01/2026

Inspection Date: 6/1/25

Last Inspection: NA

Next Inspection Due: 11/2026

Nominal Capacity Sticker: Yes

CITY OF BRISTOL TFR STA - PlacelD: 9523210002 Task#: 1919165

ATTN JOSH COREY, BRISTOL, CT 06010

Contact: JOSH COREY Ph: 860-584-7791

Scale Location: **Truck Scale - inbound**

Test Equipment Used

Test equipment type: NIST Traceable Weights

Weight Expiration: 12/31/26

Weight Used: 25000

Certificate Number: VT25- 300 & 301

Truck No: 21202

Units of Weights Used: Lb

Test Equipment Used: NIST Traceable Certified Test Weights

Equipment Specifications

	Manufacturer	Model	Serial#	Capacity	(d) div	# d	Deck	Size
Indicator:	Fairbanks Scales	FB6011	200840080033	100000	10	10000	Concrete	60x10
Receiver:	Fairbanks Scales	plt6010HV408	6330R					

Certified Weights Applied: 25000 Lbs.

NIST H44 Tolerance Used on this Test: Maintenance

SHIFT TEST RESULTS	AS FOUND	Sec. 1	Sec. 2	Sec. 3	Sec. 4	Sec. 5	Sec. 6	Sec. 7	Sec. 8	Sec. 9	Sec. 10
	Indicated:	24990	25000	25010	25020						
	Error:	-10	0	10	20						
	Tolerance +/-:	50.0	50.0	50.0	50.0						
	AS LEFT										
	Indicated:	24990	25000	25010	25020						
	Error:	-10	0	10	20						
	Tolerance +/-:	50.0	50.0	50.0	50.0						

LOAD TEST	AS FOUND					AS LEFT				
	Applied	Indicated	Error	Tolerance		Applied	Indicated	Error	Tolerance	
	0 ZERO:	0	0	0	10.0	0 ZERO	0	0	0	10.0
	1	5000	5000	0	10.0	1	5000	5000	0	10.0
	2	13000	13000	0	30.0	2	13000	13000	0	30.0
	3	25000	24990	-10	50.0	3	25000	24990	-10	50.0
	rtn to zero:	0	0	0	10.0	rtn to zero	0	0	0	10.0

STRAIN TEST	Test/Tare Load	Test Weights	Total Combined	Instrument Reading	Error
	33570	25000	58570	58560	-10

Actions taken or comments:

I inspected & tested scale All weights were well in tolerance & all functions ok.

Condition of scale or serviceable items:

Approaches & decks ok, pit fair lots of leaves that need blowing out before winter. Cell s & cables ok, checking ok.

Inspector

Alan Gelineau Lic#:

Owner/User

Richard Latko

A safety JHA was completed before service.



TRUCK SCALE TEST RECORD: 699977

134 Mendon Street, Bellingham, MA. 02019 Phone: (800) 232-0252

Test Procedure Used: WI-50718 in accordance with NIST H44

FINAL TEST In tolerance: **Yes** ✓

Report Date: 06/01/2026

Inspection Date: 6/1/26

Last Inspection: NA

Next Inspection Due: 11/2026

Nominal Capacity Sticker: Yes

CITY OF BRISTOL TFR STA - PlacelD: 9523210002 Task#: 1919165

ATTN JOSH COREY, BRISTOL, CT 06010

Contact: JOSH COREY Ph: 860-584-7791

Scale Location: **Truck Scale - Outbound**

Test Equipment Used

Test equipment type: NIST Traceable Weights

Weight Expiration: 12/31/26

Weight Used: 25000

Certificate Number: VT25- 300 & 301

Truck No: 21202

Units of Weights Used: Lb

Test Equipment Used: NIST Traceable Certified Test Weights

Equipment Specifications

	Manufacturer	Model	Serial#	Capacity	(d) div	# d	Deck	Size
Indicator:	Fairbanks Scales	FB6011	180580140064	100000	10	10000	Concrete	60x10
Receiver:	Fairbanks Scales	plt6010HV408	6331R					

Certified Weights Applied: 25000 Lbs.

NIST H44 Tolerance Used on this Test: Maintenance

SHIFT TEST RESULTS	AS FOUND	Sec. 1	Sec. 2	Sec. 3	Sec. 4	Sec. 5	Sec. 6	Sec. 7	Sec. 8	Sec. 9	Sec. 10
	Indicated:	25000	25010	25000	25000						
	Error:	0	10	0	0						
	Tolerance +/-:	50.0	50.0	50.0	50.0						
	AS LEFT										
	Indicated:	25000	25010	25000	25000						
	Error:	0	10	0	0						
	Tolerance +/-:	50.0	50.0	50.0	50.0						

LOAD TEST	AS FOUND					AS LEFT				
	Applied	Indicated	Error	Tolerance		Applied	Indicated	Error	Tolerance	
	0 ZERO:	0	0	0	10.0	0 ZERO	0	0	0	10.0
	1	5000	5000	0	10.0	1	5000	5000	0	10.0
	2	13000	13000	0	30.0	2	13000	13000	0	30.0
	3	25000	25000	0	50.0	3	25000	25000	0	50.0
	rtn to zero:					rtn to zero:				
		0	0	0	10.0		0	0	0	10.0

STRAIN TEST	Test/Tare Load	Test Weights	Total Combined	Instrument Reading	Error
	33540	25000	58540	58540	0

Actions taken or comments:

I inspected & tested the out bound scale. All weights were well in tolerance & all functions ok.

Condition of scale or serviceable items:

Approaches & decks ok, pit lots of leaves that need blowing out before winter, cells & cables ok, checking good.

Inspector

Alan Gelineau Lic#:

Owner/User

Richard Latko

A safety JHA was completed before service.



14

Department of Public Works | 860.584.6125

MEMORANDUM

DATE: June 6, 2022

TO: Mayor Jeffrey Caggiano
Board of Public Works

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

RE: **Roadway Sight Line/Vegetation Management**

As part of the Department of Public Works maintenance of the City roads/rights of ways, the Department regularly addresses sight line concerns identified by DPW staff and by complaints received by the general public. A sight line complaint consist of a driver's inability to see an oncoming vehicles due to an obstruction. The required sight line varies based on the roadway grade and speed, however, within the City of Bristol the typically required sight line is 250 ft. (driver height 3.5 ft., object height 2.0). This is to say that a driver stopped at an intersection should be able to see oncoming vehicles a distance of 250 ft. from the intersection.

The most common sight line complaint is associated with vegetation blocking the view of oncoming vehicles at an intersection. Upon receipt of a complaint, the DPW Streets and/or Engineering Division performs an investigation:

1. If DPW determines the obstruction is due to vegetation, the Departments cut/remove the vegetation immediately, only if the vegetation is within the roadway right of way **and** is not considered to be part of the property owner's landscaping.
2. If the vegetation sight line obstruction is classified as part of the property owner's landscaping, the City has the right to remove/cut the vegetation to remove the obstruction. However, DPW contacts the property owner prior to any removal/cutting of the landscaping. DPW issues a letter to the property owner requesting the removal of the sight line obstruction (sample letter attached). If the sight line obstruction is not removed, DPW cuts/removes the line of sight obstruction after consultation with Bristol Police Department to confirm the vegetation is creating a hazard.
3. If the vegetation is located outside the City's road right of way (typically 10 from the edge of roadway) the Department refers the sight line complaint to the ZEO in the Building Department. In accordance with Zoning regulation Figure A-8 (attached), a 25 ft. area adjacent to the intersection shall be kept cleared.
4. Sight line complaints received by the Department that appear to pose low/no risk are referred to the Police Department for confirmation of DPW determination that no action will be taken.

- 14
5. Sight line obstructions that are determined to pose an extreme hazard (confirmed by Bristol Police) are removed/cut by DPW immediately. Typically, extreme hazards are associated newly planted vegetation or damaged/broken trees/shrubs.
 6. The DPW does not, in general, address complaints associated with sight line issues at private driveways. Action is limited to sight line issues associated with public roads. The Department considers driveway sight line issues a private matter.

In addition to clearing/maintaining intersection sight lines, the Department cuts/mows vegetation along City roads in areas that are not maintained by private property owners. The referenced areas are typically limited to undeveloped/unoccupied properties. The purpose of the cutting/mowing is not to establish a groomed lawn, rather it is to prevent overgrowth along the roadway and to eliminate sight line restrictions along curves. A list of the referenced areas/roads are attached.

The Department also mows several City properties on a periodic basis and maintains City streetscapes on North Main St, Riverside Ave, and Main St. The DPW Streets Division mows the lawn at Centre Square, the City Yard, the dog pound, and the properties identified in the attached list. The DPW Building Dept. mows the properties at City Hall, Police Complex, and 51 High Street.

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

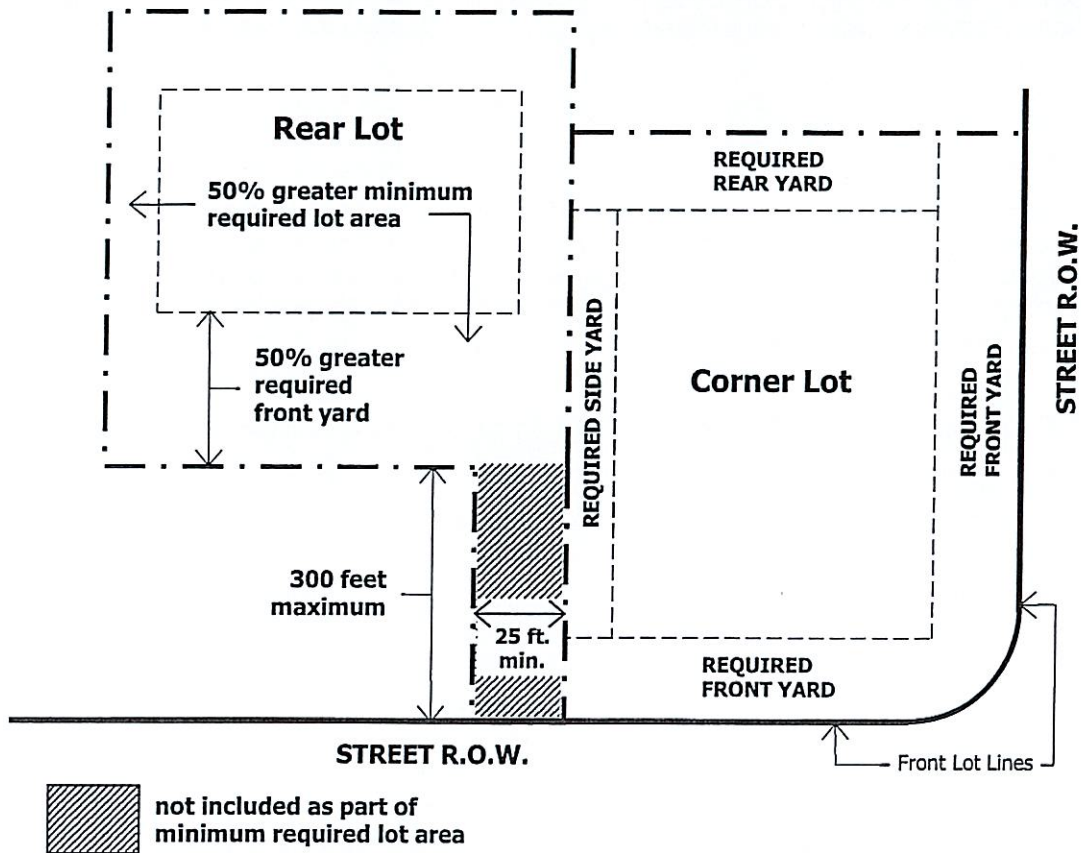


FIGURE A-7: CORNER LOTS AND REAR LOTS

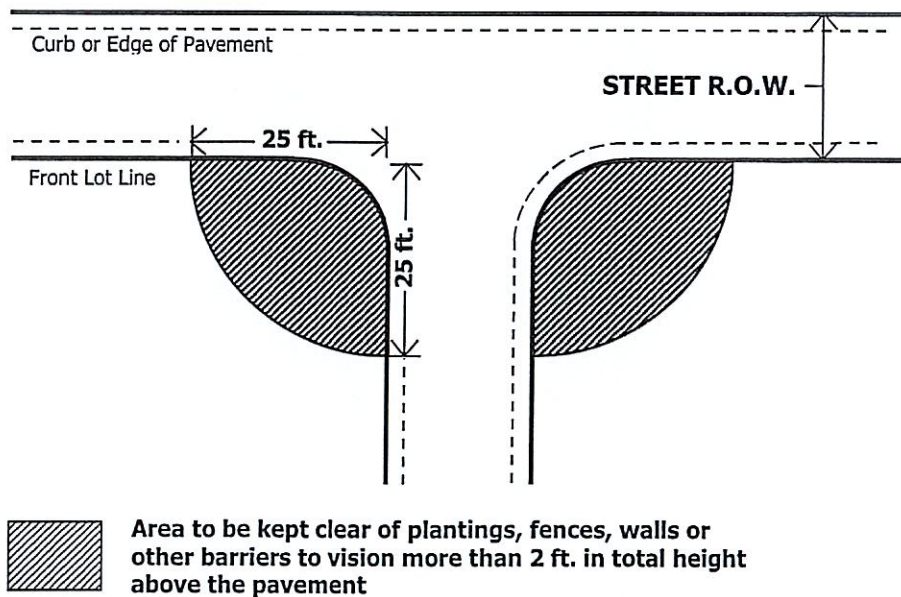


FIGURE A-8: VISIBILITY AT STREET INTERSECTIONS

Mowing (Tractor) List

2021

Chippens Hill

- James P Casey
- Perkins
- Battle
- Hill
- Mano
- Maple Ave.
- Matthews
- Clark
- Pequabeck
- Barlow
- Hart
- Barnum
- Farrell
- Minor
- Eaton
- Marsh
- Farmstead
- Neuman
- Arlington Road
- Medford
- Fairfield

Forestville

- Lincoln
- Central
- Frederick
- Forest
- Birch
- Broad
- Redstone Hill
- Violet
- Poitras
- Brook St
- Artisian
- Stafford (City Lot)
- West Washington
- Mecklem
- Bingham
- Cross St
- Enterprise Dr
- Root Ave

Northeast

- Stevens
- Stafford
- Mines
- Shawn
- Jerome
- Mix
- Maltby
- Shrub
- Warner
- Rosemary

Fall Mountain/South Mountain

- | | |
|--------------------------|------------------|
| - Willis | - Allentown Road |
| - East | - Maywood Road |
| - Blakeslee | - Glenn Street |
| - Sherbrooke | - Ebert Road |
| - Woodland | - Mountain Road |
| - Pound | - Union Street |
| - North Pond | - Witches Rock |
| - Putnam/Mills | - Marconi |
| - Fall Mountain | - Ipswitch/Salem |
| - Wolcott St (S Curves) | -Holly/ Daniel |
| - Old Waterbury | |
| - Townline Rd | |
| - Bonnie CT | |

DPW Grass Mowing Locations**Monday**

- Middle Street
- Business Park Drive
- Lake Avenue Commuter Lot

Tuesday

- Pine Street – All Dead Ends
- Pine Street – State Property
- Pine Street – Todd Street
- Pine Street Terminus – Both Sides
- Pine Street – South of 11 Linwood Street
- Middle Street – Rt. 72 @ Railroad Bridge
- First Street

Wednesday

- Mountain Road – Both Sides
- West end lot
- Church Street – Million Dolor Lot
- East Rd/Union Street
- Depot Square – Patch, Everything behind sidewalk from Riverside Ave to McDonalds
- Depot Square – Main Street Side

Thursday

- Mix Street and Maltby Street
- Brook Street – Rt. 6 behind guardrail
- Brook Street at West Washington Street
- Stafford Avenue – Stockpile Site

Friday

- City Yard
- 14 Lincoln Place
- Islands
 - Fox Den Road
 - Juniper Road
 - Wildewood Run (3)
 - Dolphin Road
 - Oakridge Road
 - Pilgrim Road at Fernhill Road
 - Pilgrim Road at Oakwood Road
 - Pinehurst Road at Hill Street

Raymond Rogozinski

From: Thomas Conlin
Sent: Wednesday, June 3, 2026 10:13 AM
To: Raymond Rogozinski; Robert Longo
Cc: Ellen Zoppo-Sassu; Richard Hart
Subject: FW: Your scan (Scan to My Email) Amended and Restated Cooperation Agreement City of Bristol and the Housing Authority of the City of Bristol
Attachments: scan_thomasconlin_2026-06-03-10-04-48.pdf

Ray, Rob, I've attached the completed Amended and Restated Cooperation Agreement between the City and the BHA. The City has formally accepted Quaker Lane and Davis Drive as City streets, and as such is responsible for storm drains, sanitary sewers domestic water mains and fire hydrants, EXCLUDING water mains containing asbestos. (See para. 5(a)). Thank you for all of your help in getting this agreement over the finish line. Please contact me with any questions.

From: Thomas Conlin <thomasconlin@bristolct.gov>
Sent: Wednesday, June 3, 2026 10:06 AM
To: Thomas Conlin <ThomasConlin@bristolct.gov>
Subject: Your scan (Scan to My Email)

AMENDED AND RESTATED COOPERATION AGREEMENT AND TAX FIXING AGREEMENT

This Agreement entered into this ^{25th} day of Mar 2026 by and between the Housing Authority of the City of Bristol (herein called the "BHA"), and the City of Bristol, a municipality in the County of Hartford and State of Connecticut (herein called the "Bristol") witnesseth:

WHEREAS, Bristol and the BHA have entered into Cooperation Agreements dated: June 6, 1951, as amended December 30, 1960; February 15, 1963 as amended April 7, 1964, March 5, 1967; and April 12, 1967; with reference to a total of approximately 645 dwelling units of low-income housing; and

WHEREAS, it is the further desire of the Bristol and the BHA that such Agreements shall be consolidated into one Agreement and amended and restated herein.

Now, therefore, witnesseth:

In consideration of the mutual covenants hereinafter set forth, the parties hereto do agree as follows:

1. Whenever used in this Agreement:

(a) The term "Project" shall mean any low-income housing existing or hereafter developed as an entity by the BHA with financial assistance of the Public Housing Administration, (herein called the "PHA") and/or the State of Connecticut, Department of Housing and/or Connecticut Housing Financing Agency (State of Connecticut) including, but not limited to, those Projects listed in Paragraph 2 below;

(b) The term "Taxing Body" shall mean Bristol, the State of Connecticut or any political subdivision or taxing unit thereof in which a Project is situated and which would have authority to assess or levy real or personal property taxes or to certify such taxes to a taxing body or public officer to be levied for its use and benefit with respect to a Project if it were not exempt from taxation;

(c) The term "Shelter Rent" shall mean the total of all charges to all tenants of a Project for dwelling rents and non-dwelling rents (excluding all other income of such Project), less the cost to BHA of all dwelling and non-dwelling utilities; and

(d) Public Housing Administration shall mean the United States of America, Department of Housing and Urban Development, Housing Assistance Administration and/or "HUD".

2. As of the date hereof, the obligations of Bristol and BHA provided herein shall apply to the following projects: Gaylord Towers, 55 Gaylord Street; JFK Kennedy Apartments, 70 Gaylord Street; Bonnie Acres, Vance Drive; Cambridge Park, Davis Drive; Quaker Lane; and Jerome Avenue.

3. (a) Under the Constitution of the United States and Statutes of the State of Connecticut, all Projects are exempt from all real and personal property taxes and Special Assessments levied or

imposed by any Taxing Body. With respect to any Project, so long as either (i) such Project is owned by BHA or an instrumentality thereof, and is used for low-income housing purposes, or (ii) any contract between the BHA or its instrumentality or Lessee and the PHA and/or the State of Connecticut for loans or annual contributions, or both, in connection with such Project remains in force and effect, or (iii) any bonds issued in connection with such Project or any monies due in connection with such Project remain unpaid, whichever period is the longest; Bristol agrees that it will not levy or impose any real or personal property taxes or special assessments upon such Project or upon the BHA with respect thereto. During such period, the BHA shall make annual payments (herein called "Payments in Lieu of Taxes") in lieu of such taxes and special assessments and in payment for the public services and facilities furnished from time to time without other cost or charge for or with respect to such Project;

(b) Each such annual Payment in Lieu of Taxes shall be made after the end of the fiscal year established for such Project, and shall be in an amount equal to either (i) ten percent (10%) of the Shelter Rent charged by the BHA in respect to such Project during such fiscal year, or (ii) the amount permitted to be paid by applicable State law in effect on the date such payment is made, whichever amount is the lowest;

(c) No payment for any year shall be made to Bristol in excess of the amount of the real property taxes which would have been paid to Bristol for such year if the Project were not exempt from taxation; and

(d) Upon failure of the BHA to make any Payment in Lieu of Taxes, no lien against any Project or assets of the BHA shall attach, nor shall any interest or penalties accrue or attach on account thereof, unless a Court of competent jurisdiction grants a Judgment Lien in favor of Bristol.

4. For all Projects listed in Paragraph 2 above, Bristol without costs or charge to the BHA or the tenants of such Project (other than the Payments in Lieu of Taxes) shall:

(a) Except as provided in Paragraph (b) below, furnish or cause to be furnished to the BHA and the tenants of such Project public services and facilities of the same character and to the same extent as are furnished from time to time without cost or charge to other dwellings and inhabitants in Bristol, excluding trash/refuse pickup which shall be the responsibility of BHA; and

(b) Cooperate with the BHA by such other lawful action or ways as Bristol and the BHA may find necessary in connection with the development and administration of such Project.

5. In respect to those Projects listed in Paragraph 2 above, Bristol further agrees that within a reasonable time after receipt of a written request therefor from the BHA:

(a) It will accept the dedication of all interior streets, and roads within the area of such Project, together with all storm, sanitary sewer and domestic water mains and fire hydrants and mains (excluding any water mains containing asbestos for which Bristol shall not be responsible nor have any liability) in such dedicated areas.

6. If Bristol fails or refuses to furnish or cause to be furnished any public services or facilities which it has agreed hereunder to furnish or to cause to be furnished to the BHA or to the tenants of any

Project and BHA incurs any expense to obtain such services or facilities then the BHA may deduct the amount of such expense from any Payments in Lieu of Taxes due or to become due to Bristol in respect to any Project or any other low-income housing projects owned or operated by BHA.

7. So long as any contract between the BHA and the PHA and/or the State of Connecticut for loans (including preliminary loans) or annual contributions, or both, in connection with any Project remains in force and effect, or so long as any bonds issued in connection with any Project or any monies due to the PHA in connection with any Project remain unpaid, this Agreement shall not be abrogated, changed, or modified without the consent of the PHA. The privileges and obligations of Bristol hereunder shall remain in full force and effect with respect to each Project so long as the beneficial title to such Project is held by the BHA or and instrumentality, or the Project is leased long term by BHA as lessor, or by any other public body or governmental agency, including the PHA, authorized by law to engage in the development or administration of low-income housing projects. If at any time the beneficial title to, or possession of, any Project is held by such other public body or governmental agency, including the PHA, the provisions hereof shall inure to the benefit of and may be enforced by, such other public body or governmental agency including the PHA, and/or instrumentality or lessee of BHA.

8. In addition to the Payments in Lieu of Taxes and in further consideration for the public services and facilities furnished and to be furnished, BHA shall be responsible for and pay the expenses associated with trash collection in Cambridge Park, and primarily be responsible for snow removal with the assistance of Bristol as its crews may be available.

9. If, at any time, such Project or any part thereof is sold, such sale shall be to the highest responsible bidder after advertising, or at fair market value as approved by the PHA, and the proceeds of such sale together with any reserves, after application to any outstanding debt of BHA in respect to such Projects, shall be paid to the PHA and local public bodies provided, that the amounts to be paid to the PHA and the local public bodies shall not exceed their respective total contribution to such Projects;

(Signature Page Follows)

IN WITNESS WHEREOF the Municipality and the Local Authority have respectively signed this Agreement and caused their seals to be affixed and attested as of the day and year first above written.

Signed and Delivered in
The presence of:

CITY OF BRISTOL

Kyland Dale Clift
Kyland Dale Clift
C. Savino
C. Savino

By: Ellen Zuppo Sassu
Ellen Zuppo - Sassu

Michael Kavanaugh
Michael Kavanaugh
STATE OF CONNECTICUT

HOUSING AUTHORITY OF THE CITY
OF BRISTOL

By: Milton Rowe
Milton Rowe

ss: Bristol

COUNTY OF HARTFORD

On this 21st day of May, 2026, before me, the undersigned, personally appeared Ellen Zuppo - Sassu known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument and acknowledged that he/she is the Mayor of Bristol, and that he/she, in such capacity being authorized to do so, executed the same for the purposes therein contained, and acknowledged the same to be his/her free act and deed and the free act and deed of said City, before me.

Kyland Dale Clift
Notary Public
Wyland Dale Clift
Commissioner of the Superior Court

STATE OF CONNECTICUT

ss: Bristol

COUNTY OF HARTFORD

On this 20th day of MAY, 2026, before me, the undersigned, personally appeared Milton Rowe known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument and acknowledged that he/she is the CEO of Housing Authority of the City of Bristol, and that he/she, in such capacity being authorized to do so, executed the same for the purposes therein contained, and acknowledged the same to be his/her free act and deed and the free act and deed of said BREA, before me.

Salvatore V. Vitano
Notary Public
Commissioner of the Superior Court



June 5, 2026

The Honorable Ellen Zoppo-Sassu
Mayor
City of Bristol
3rd Floor
111 North Main Street
Bristol, CT 06010
mayorsoffice@bristolct.gov

Dear Mayor Zoppo-Sassu:

Subject: Virtual Public Information Meeting Confirmation
State Project No. 0017-0197
U.S. Route 6 Computerized Traffic Signal System (CTSS) Replacement
City of Bristol

This is to confirm with your office the scheduling of a Virtual Public Information Meeting to be presented by the Connecticut Department of Transportation (CTDOT) concerning the subject project. The meeting will be held on June 23, 2026, at 6:00 p.m. Instructions on how to access the meeting and on other details can be found at the project webpage: portal.ct.gov/DOTBristol0017-0197.

A copy of the Public Meeting Notice, which contains a brief description of the proposed project, is transmitted herewith. Prior to the scheduled meeting, a member of CTDOT's project team will also provide the City of Bristol with a copy of the project display materials for posting to the City's website.

The Public Meeting Notice can also be distributed to interested parties and will be published in the papers listed below during the weeks of June 9th and June 16th:

- Bristol Press
- La Voz Hispana

Should you have any questions, please contact John Lockaby at John.Lockaby@ct.gov or at (860) 594-2719.
Very truly yours,


Matthew C. Blume,
P.E., PTOE
2026.06.08
11:52:20-04'00'

Matthew C. Blume, P.E., P.T.O.E
Division Chief of Traffic Engineering
Bureau of Engineering and Construction

Enclosure Project Description
 Public Meeting Notice

cc: Rick Dunne, Executive Director NVCOG rdunne@nvcogct.gov
Lt. Ulric Berube, LTA ulricberube@bristolct.gov

2800 Berlin Turnpike
P.O. Box 317546
Newington, CT 06131-7546
860-594-2000

CT.GOV/DOT

**CONNECTICUT DEPARTMENT OF TRANSPORTATION
U.S. ROUTE 6 CTSS REPLACEMENT
CITY OF BRISTOL
STATE PROJECT NO. 0017-0197**

Project Description:

This project will replace the aging traffic signal infrastructure at intersections on Route 6 in of Bristol by installing new traffic signal equipment and replacing the existing Computerized Traffic Signal System (CTSS) communications. The project limits on Route 6 are from Brook Street/Mix Street (017-232) to the east to Matthews Street (017-211) to the west. This project will provide full replacement of the traffic signal equipment at seven (7) intersections and partial replacement of the traffic signal equipment at three (3) intersections in addition to new fiber optic interconnect between the intersections.

The traffic signal equipment will be upgraded to the latest standards such as span poles/mast arms, signal head placement, upgraded signage, pre-emption, and detection. Where applicable, pedestrian control features to be upgraded or installed include accessible pedestrian signals (APS) with pushbuttons and countdown signal heads and installation of activated No Turn on Red (NTOR) prohibition signs, consistent with the CTDOT's Complete Streets controlling design criteria. The project also includes construction/reconstruction of curb ramps, blended transitions, sidewalk extensions, landing areas, detectable warning surfaces, realignment of skewed crosswalk pavement markings and associated adjustments to stop bars and detector locations, review of signal timings (including clearance intervals, pedestrian timings, and coordination information where applicable), evaluation of any existing "When Flashing Stop Ahead" signs, crosswalk and transit stop illumination, bus stop pads at transit stops, and potential guide rail revisions in conjunction with the installation of new mast arms, span poles, or pedestals. All work should attempt to be within the limits of the existing right-of-way (ROW). However, construction and/or permanent easements may be needed for signal appurtenances and/or sidewalk ramps. New sidewalk may be installed at some intersections.

Purpose and Need Statement:

The purpose of this project is to replace the aging traffic signal infrastructure along the Route 6 corridor in of Bristol, as needed for a state of good repair, by replacing the existing Computerized Traffic Signal System (CTSS). The replacement of the CTSS communications system will establish reliable fiber optic communication connections between the signalized intersections.

New underground fiber optic cable will be used for communications between intersections within the project area. No overhead interconnect with mountings to utility poles will be permitted. Wireless systems will be utilized for communications to the CTDOT's Administration building and will allow for the implementation of advanced technologies to monitor traffic and reduce travel times.

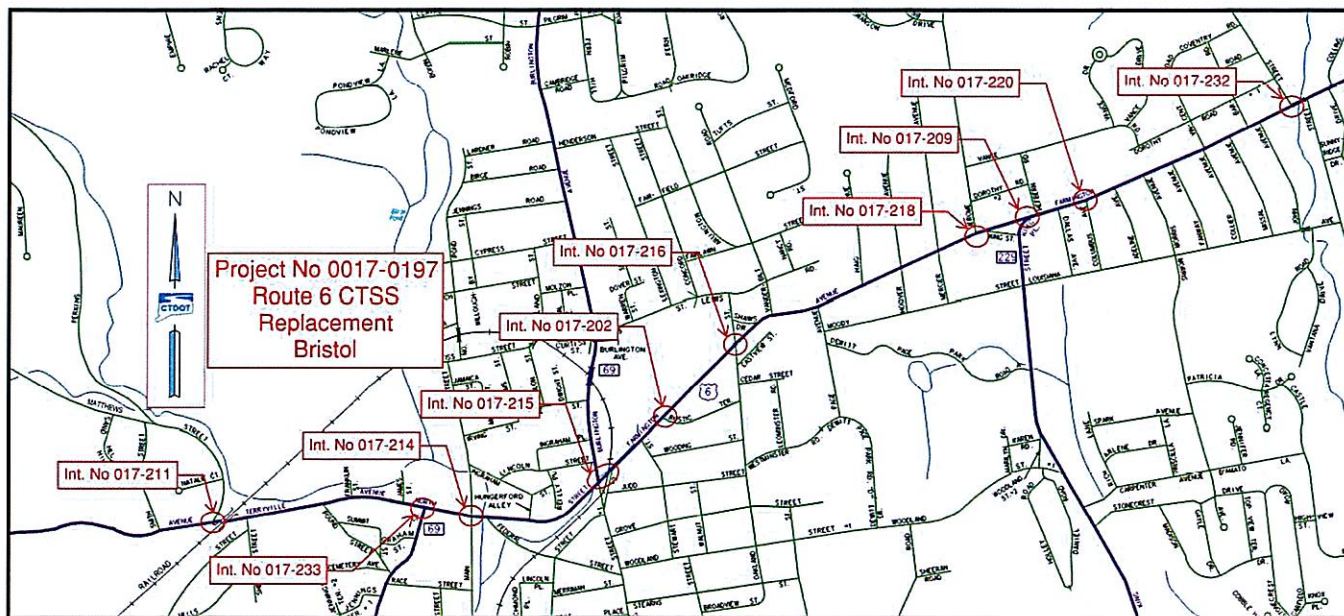
The project will consist of the following 10 locations:

Full Upgrades

<u>Town/City</u>	<u>Int. #</u>	<u>Description</u>
Bristol	017-209	US Route 6 (Farmington Avenue) at Route 229 (King St.)/Shopping Center Driveway
Bristol	017-211	US Route 6 (Terryville Avenue) at Matthews Street
Bristol	017-214	US Route 6 (North Street) at North Main Street
Bristol	017-218	US Route 6 (Farmington Avenue) at Jerome Ave/Yankee Harley-Davidson Driveway
Bristol	017-220	US Route 6 (Farmington Avenue) at Columbus Avenue/Bristol Plaza Driveway
Bristol	017-232	US Route 6 (Farmington Avenue) at Brook Street/Mix Street
Bristol	017-233	US Route 6 (North Street) at Route 69 (West Street)

Partial Upgrades

<u>Town/City</u>	<u>Int. #</u>	<u>Description</u>
Bristol	017-202	US Route 6 (Farmington Avenue) at Rustic Terrace/Bristol Commons Driveway
Bristol	017-215	US Route 6 (Farmington Avenue) at Maple Street/Burlington Avenue (Route 69)
Bristol	017-216	US Route 6 (Farmington Avenue) at Oakland Street



Members of the public are invited to

**CONNECTICUT DEPARTMENT OF TRANSPORTATION
VIRTUAL PUBLIC INFORMATION MEETING
State Project No. 0017-0197
Traffic Signal Upgrades and Replacement of Computerized Traffic Signal System
Along Route 6 in Bristol**

Tuesday, June 23, 2026, at 6:00 p.m.

Learn More: portal.ct.gov/DOTBristol0017-0197

The purpose of this meeting is to provide the community with an opportunity to learn about the proposed project and allow an open discussion of any views and comments concerning the proposed improvements. A Q&A session will immediately follow the presentation.

The project involves replacing the aging traffic signal infrastructure at intersections along the route by installing new traffic signal equipment and replacing the existing signal system.

There is potential for right-of-way impacts around new signal equipment and newly installed sidewalks at some project intersections. There will be newly installed sidewalk at some project locations.

Construction is expected to start fall 2027, depending on funding, right-of-way acquisition, and permits. The estimated cost is \$14 million, with 80% federal and 20% state funds.

The public can submit comments and questions during two-week public comment period following meeting. Direct comments and questions by Tuesday, July 7, 2026, to John Lockaby at John.Lockaby@ct.gov or 860-594-2719.

ACCESSIBILITY

Non-English language closed captioning will be available on Zoom. The recording will also be posted following the meeting in CTDOT's public meeting playlist at portal.ct.gov/ctdotVPIMarchive.

For audio only, call 877-853-5257 with Meeting ID 842 2354 1727. Project information can be mailed within one week by contacting John Lockaby at John.Lockaby@ct.gov or 860-594-2719.

Individuals with hearing/speech disabilities can dial 711 for Telecommunications Relay Services (TRS). Request language assistance from CTDOT's Language Assistance at 860-594-2109 at least five business days before meeting.



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: June 5, 2026

TO: Mayor Ellen Zoppo-Sassu
Board of Public Works

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

**RE: Chapter 21: Streets, Sidewalks and Public Places – DRAFT
ORDINANCE (SUMMARY)**

The Department of Public Works has prepared the following summary of proposed revisions to Chapter 21 of the City's Streets, Sidewalks, and Public Places Ordinance. This summary outlines the proposed new and revised provisions, as well as existing ordinance sections that have historically generated questions, comments, or requests for waivers from the public and will remain unchanged. The intent of this summary is to provide a clear overview of the proposed updates and their anticipated impact on the administration and enforcement of the ordinance.

A link to the City's Existing and DPW's Draft Revised Chapter 21 Ordinance is provided below for reference purposes:

Existing Ordinance

https://library.municode.com/ct/bristol/codes/code_of_ordinances?nodeId=PTIICOOR_CH21STSI_PUPL

Draft Proposed Ordinance

<https://www.bristolct.gov/DocumentCenter/View/51844/CityOrdinanceProposedDraft>

City Ordinance Chapter 21: Street, Sidewalk & Open Spaces

Summary of changes

Proposed Section	ITEM/PROVISION	COMMENT
Art I 21.105 Definitions	Additional & Modernizations of Definition	Remove definitions from body of ordinance
Art II 21.205.3.d Pavement	The annual roadway maintenance program shall provide equitable roadway surface conditions throughout the City. Equitable conditions shall not require an equal annual apportionment of Department of Public Works expenditures within City Council districts.	Pavement is a proposed new section of the Ordinance
Art II 205.3.e Storm drainage	City capital funding shall be used for roadway reconstruction and reclamation projects. Capital funding shall not be used for routine maintenance activities, including milling, paving overlays, crack sealing, or other surface treatments	Pavement is a proposed new section of the Ordinance
Art II 210 Storm Drainage	Additional provision will be incorporated in based on recommendations from the flood Resiliency Study. Provisions will include storm frequency standards,	
Art II 21.210.9 Storm Drainage	Compliance with applicable MS4 permit obligations and reporting requirements	
Art II 21.215.1a Curbing	The City shall be responsible for the installation, reconstruction, and maintenance of curbing within the public right-of-way along the City streets.	Existing Provision
Art 1121.215.2b Curbing	The use of precast or slip-form concrete curbing is prohibited unless specifically approved by the Director of Public Works.	Existing Provision Eliminates use of concrete curb in cul-de-sacs
Art II 21.220.1.a.ii Roadside Barrier	The purpose of roadside barriers is to prevent vehicles from leaving roadway clear zone areas, protecting vehicles from hazards within the clear zone. The purpose is not to protect private property.	
Art II 21.220.2.b Roadside Barriers	The use of wooden roadside barriers shall be limited to the Merritt Parkway Barrier or approved equal and shall be used adjacent to public property unless approved by the Board of Public Works. Under no circumstance shall it be used along private properties that impact less than two properties.	Require revision to existing policy Merritt Parkway Barriers currently prohibited
Art II 21.225.2.a Pavement Marking	The Police Department shall serve as the City's legal traffic authority and shall have final approval over the installation, modification, or removal of all pavement markings on public roadways.	
Art II 21.230.1	The Police Department is designated as the Traffic Authority, is hereby authorized to determine the need for, approve, and regulate official traffic control signs within all accepted City	

Traffic Control Signs	streets and rights-of-way. The Department of Public Works shall maintain and repair all existing signs and, as approved by the Traffic Authority, install new or modify existing traffic control signs	
Art II 21.230.5 Traffic Control Signs	It shall be unlawful for any person to deface, damage, destroy, or remove any official traffic control sign, obstruct the visibility of any traffic control sign, and install or display any sign or device resembling an official traffic control sign without authorization from the Traffic Authority.	
Art II 21.235.6 Street ID Signs	The City reserves the right to install street identification or supplemental signage on any roadway not accepted as a public street for the purpose of public safety, navigation, and clarification of status. Such signage may include, but shall not be limited to, a designation indicating "Private Road" or similar language. The placement of such signage shall not be construed as acceptance of the roadway by the City.	
Art II 21.240.4 Sidewalks	All curb ramps shall include detectable warning surfaces and shall comply with applicable PROWAG standards relating to slope, width, landing areas, grade transitions, and accessibility features.	PROWAG Std not ADA
Art II 21.240.d Sidewalk	Any alteration to a street, sidewalk, pedestrian access route, or facility within the public right-of-way that affects or could affect usability shall require the installation or upgrading of curb ramps and associated pedestrian facilities to current PROWAG compliance standards to the maximum extent technically feasible.	
Art II 21.240.6 Sidewalks	The owner of property abutting a public sidewalk shall be responsible for the routine maintenance, repair, and replacement of such sidewalk as necessary to maintain safe and accessible pedestrian travel, except as otherwise provided herein or by state law.	Existing Ordinance to be maintained

Art II 21.241.5 Traffic Signal	Traffic control signals shall be equipped with video detection systems whenever feasible and practicable, as determined by the City Engineer or the Director's designee	
Art II 21.245.3 Street Lighting	The City does not maintain a fixed luminance, wattage, or illumination standard for street lighting. In general practice, street lights are installed in a consistent pattern along roadways, commonly approximating placement on every other utility pole, or at intervals determined appropriate for roadway classification, geometry, and surrounding conditions. Lighting design shall be based on general roadway illumination needs rather than a quantified photometric standard unless otherwise adopted by the City	
Art II 21.245.4 Street Lighting	The primary purpose of City street lighting is to provide illumination of public roadways, intersections, and pedestrian areas within the public right-of-way for safety and traffic visibility. Street lighting is not intended or designed for the illumination of private property, driveways, or structures outside the public right-of-way.	
Art II 21.250.1.e Drainage Culvert	No property owner shall construct, alter, extend, or remove any culvert or bridge within the public right-of-way without a permit.	
Art II 21.250.1.2 Drainage Culvert	Where any portion of a culvert, including but not limited to headwalls, or any portion of a bridge, including but not limited to abutments, is located on private property and has been in continuous, open, visible, and adverse use by the City for a period of not less than thirty (30) years, such use shall be deemed to establish a municipal prescriptive easement for the purposes of access, inspection, maintenance, repair, and replacement.	Subject to Corp Counsel Review
Art II 21.255 Numbering of Buildings	The Department of Public Works shall have the sole authority to assign and maintain official building numbers within the City, and shall have the authority to reassign building numbers as necessary for the sole purpose of correcting or standardizing the numbering of properties.	
Art III 21.305.1 Winter Conditions Snow Removal	<u>Winter Parking Restrictions:</u> Pursuant to Section 14-32 of the Bristol Code of Ordinances, the City may prohibit on-street parking during the period extending from December 15 through March 15. During this designated period, overnight parking on public streets shall be prohibited between the hours of 2:00 a. m. and 6:00 a. m.	Existing Ordinance to be maintained although ordinance NOT currently referenced in Street Ordinance
Art III 21.310.1 Winter Conditions Snow Removal	<u>Duty to Remove Snow and Ice:</u> Every owner or occupant of property abutting a public street with a paved sidewalk, including sidewalks containing wheelchair ramps, shall maintain such sidewalks and ramps free and clear of snow and ice.	Existing ordinance to remain

Art III 21.310.2 Winter Conditions Snow Removal	<u>Definition of End of Storm:</u> For purposes of this section, a storm shall be deemed to have ended upon completion of snow removal operations by the Department of Public Works ("DPW"). In most circumstances, this shall occur approximately four (4) hours after the cessation of winter precipitation, although the completion time may vary depending upon weather and roadway conditions.	
Art III 21.310.4 Winter Conditions Snow Removal	Snow shall be removed from sidewalks and wheelchair ramps: Within twelve (12) hours after the end of a storm when the storm ends between 3:00 a. m. and 9:00 p. m. ; Within nine (9) hours after the end of a storm when the storm ends between 9:00 p. m. and 3:00 a. m.	Existing Ordinance to remain
Art III 21.325.1.a Sidewalk Maintenance	The owner of any property abutting a public sidewalk shall be responsible for the maintenance, repair, replacement, and safe condition of such sidewalk at the owner's expense and not at the expense of the City	Existing Ordinance to remain
Art III 21.325.1.a Sidewalk Maintenance	During the construction or reconstruction of sidewalks by the City or under City contract, the City may excavate or fill areas adjacent to the sidewalk as necessary to establish a safe slope, generally not exceeding a ratio of two (2) horizontal feet to one (1) vertical foot.	Existing Ordinance to remain
Art III 21.340.1 Items & Business in ROW	Private items placed within the public right-of-way ("ROW") shall be minimized. Mailboxes shall be permitted; standard designs are encouraged. The City reserves the right to remove any item deemed unsafe or obstructive to public use, pedestrian travel, vehicular traffic, or municipal operations.	
Art III 21.340.3.d Items & Business in ROW	Licensed restaurants and food establishments operating sidewalk café areas directly adjacent to their premises, provided that: Clear and unobstructed paved pedestrian path at least four (4) feet in width is maintained at all times; The establishment maintains public liability insurance with a minimum aggregate limit of one million dollars (\$1,000,000), naming the City of Bristol as an additional insured; Proof of insurance shall be maintained on-site and produced upon request of the City; The establishment agrees to indemnify and hold harmless the City	The existing ordinance is similar but requires the restaurant to obtain a yearly approval. The proposed ordinance is more

	from claims arising out of its use of the sidewalk area; and The establishment registers such sidewalk use with the Bristol-Burlington Health District, obtains any required license endorsements, and complies with all applicable provisions of the Connecticut Public Health Code, including Section 19-13-B42, as amended.	passive and decreases the City monitoring requirements.
Art III 21.340.3.e Items & Business in ROW	No person shall request, solicit, or collect money or donations within any public street, roadway, median, or sidewalk within the City, except as otherwise authorized by law.	
Art III 21.340.7 Items & Business in ROW	The owner of property abutting a public sidewalk shall maintain the tree border area located between the sidewalk and curb in a neat, properly graded, and reasonably safe condition, free from holes, defects, or hazardous conditions that may endanger pedestrians.	
Art III 21.340.8 Items & Business in ROW	The placement or stockpile of leaves within the roadway right of way is prohibited.	
 Blakeslee_&_Riverside_Rev0_060226.pdf Art III 21.345 3. b Driveway Aprons	Decorative driveway materials including, but not limited to, brick, pavers, stamped concrete, decorative concrete, or similar decorative surfaces shall not be permitted within the public right-of-way.	
Art III 21.345 3.c Driveway Aprons	Residential driveways shall maintain a lip of one and one-half (1. 5) inches where the driveway surface meets the roadway.	Existing Ordinance to be maintained
Art III 21.245.4 Driveway Aprons	All driveway aprons for commercial properties shall be constructed of Portland cement concrete	Existing Ordinance to be maintained
Art IV Work within City ROW	Excavation & Work Within City Roadway Right of Way by Private Contractors and Public Utilities Previous revised to reflect DPW current trench excavation practice with PUBLIC UTILITIES (no permanent patch fee required, DPW accepts fee in lieu of a fee). DPW collects fees to resurface roads at the completion of work. Provision applicable only for public utilities, unless authorized by the Board of Public Works	Revised in March of 2025. To remain “as is”
Art V Roadway Std	City standards shall comply with CT DOT standards unless otherwise noted within ordinance	
Art V 21.515 Roadway Std	Inclusion of Complete Street Provisions	

Art V 21.515.2 Roadway Std	The Police Department may maintain and distribute a list of streets where police officers are typically required due to traffic volume, roadway classification, or safety concerns.	Existing Ordinance to be maintained
Art 21.550 Roadway Std	Inclusion of Streetscape & Multimodal Design Std	
Art 21.550.2.d	For the purposes of snow removal in areas of streetscapes, the sidewalk area shall be limited to 5 ft wide.	
Art 21.570.3.h Driveway Apron Location	Three (3) feet for frontage less than sixty (60) feet.	
Art VI 21.615 Unaccepted City Streets	Unaccepted streets are streets or highways that have not been formally accepted by the Bristol City Council and do not fully conform to City construction standards. The City shall provide only those municipal services expressly authorized under this Article.	
Art VI 21.635 Unaccepted City Streets	Any dispute regarding whether a roadway has been accepted by the City shall be submitted in writing to the Director of Public Works together with documentation evidencing formal acceptance by the Bristol City Council.	
Art VI 21.640 Unaccepted City Streets	No building permit shall be issued for any building or structure abutting an unaccepted street unless the property owner has obtained subdivision approval and posted a subdivision bond or acceptable surety guaranteeing completion of required public improvements.	Existing ordinance to be maintained
Art VII 21.705.7.c City Trees	Notwithstanding any other provision of this section, the Tree Warden shall have full authority to trim, prune, or remove a shared ownership tree, including portions of the tree located on private property, when such work is necessary to eliminate or mitigate a hazard to the City roadway, right-of-way, or City-owned property under the control of the Department of Public Works.	

--	--	--

Preparation of the revised City Chapter 21 Street Ordinance by the Department of Public Works (DPW) included a review of the existing City Street Ordinance, current DPW practices, and applicable DPW policies (link provided below).

<https://www.bristolct.gov/1085/Public-Works-Policies>

A review of the proposed ordinance and City policies may result in a determination that certain City ordinance provisions should be moved to policy provisions, or that certain policy provisions should be codified into City ordinances.

As previously reported to the Board, the primary objective of the proposed ordinance is to establish clear expectations regarding the level of service provided by the Department and received by residents. The ordinance is intended to address all Department of Public Works (DPW)-managed assets associated with City streets, as identified below.

- i. City roads (235 miles)
- ii. Bridges/culverts (67)
- iii. Storm Drainage (198 miles)
- iv. City Trees (4,600 Est)
- v. ADA Ramps (2,700 Est)
- vi. Sidewalks (320 miles)
- vii. Curbing (378 miles)
- viii. Pavement Marking (164 miles)
- ix. Street Lights (5,622)
- x. Traffic signals (32)

An outline of the proposed ordinance section is provided below for Board review and consideration. The Board may determine whether any provisions should be added to or removed from the proposed City Chapter 21 Street Ordinance.

Chapter 21 Streets, Sidewalks and Public Places Ordinance

Article & Section	Provision
Art I 21.105	Definition
Art I 21.205	Pavement
Art I 21.210	Storm Drainage
Art I 21.215	Roadway Curbing
Art I 21.220	Roadside Barriers
Art I 21.225	Roadway pavement Marking
Art I 21.230	Traffic and Control Signs
Art I 21.235	Street Identification Signs
Art I 21.240	Sidewalks and Ramps
Art I 21.241	Traffic Signals
Art I 21.245	Street Lighting
Art I 21.250	Culverts and Bridges
Art I 21.255	Numbering of Buildings
Art III 21.305	Winter Cond: Snow and Ice Removal
Art III 21.310	Sidewalk Snow/Ice Removal by Abutting Prop Owners
Art III 21.320	Prohibited Placement of Snow
Art III 21.325	Sidewalk Maintenance
Art III 21.340	Items and Business W/I the Public Right of Way



Department of Public Works | 860.584.6125

Art III 21.345	Driveway Apron
Art IV 21.405	General
Art IV 21.410	License
Art IV 21.415	Permits
Art IV 21.420	Excavation of Newly Paved Roads
Art IV 21.430	Excavations within City Streets
Art IV 21.435	Permanent patching/restoration of City Streets
Art V 21.505	Applicability
Art V 21.510	Governing Standards
Art V 21.515	Complete Streets Policy
Art V 21.525	Permits Required
Art V 21.530	Traffic Control During Construction
Art V 21.535	Excavations and Openings
Art V 21.540	Street Classification and Design Standards
Art V 21.550	Streetscape and Multimodal Designs Standards
Art V 21.555	Stormwater and Drainage Standards
Art V 21.460	Storm Frequency and Drainage Design Standards
Art V 21.565	Utility Locations and Coordination
Art V 21.570	Sidewalks, Curbs and Driveway Aprons
Art V 21.580	Inspection and Acceptance
Art V 21.590	Enforcement and Penalties
Art VI 21.605	Purpose and Intent
Art VI 21.620	Streets Under Construction (subdivision Roads)
Art VI 21.630	Areas Ineligible for Municipal Services
Art VI 21.635	Road Classification Disputes
Art VI 21.640	Building Permits/Certificate of Occupancy on Unaccepted Streets
Art VI 21.645	Acceptance to Existing (non-subdivision) Unaccepted City Streets
Art VII 21-705	Protection/Preservation of City Trees

In addition, to the revisions above consideration shall be given to the following:

- A. Roadway Acceptance – Approved Subdivision:** In accordance with the current ordinance, developers are permitted to obtain building permits on an unaccepted roadway prior to the installation of the first (binder) course of pavement. However, a Certificate of Occupancy

(CO) cannot be issued until the binder course has been installed. This provision assists developers by allowing them to proceed with home construction and generate funding during the initial phases of development and roadway construction. However, it can also create a situation where a homebuyer is unable to obtain a CO due to the developer's failure to complete the required roadway paving. As a result, prospective homeowners may be prevented from occupying their homes despite having no control over the completion of the roadway improvements necessary to obtain the CO.

- B. Roadway Width:** The City's current standard roadway width is 32 feet, except in subdivisions located within R-25 zoning districts or districts with smaller minimum lot sizes. The intent of this provision is to promote housing affordability by reducing infrastructure costs. However, smaller lots generally provide less off-street parking, resulting in a greater reliance on on-street parking. This can lead to parked vehicles obstructing travel lanes and reducing roadway functionality and emergency access.

The Department of Public Works would support reducing roadway widths in subdivisions with larger lot sizes, where adequate off-street parking is more readily available. However, such an approach would not directly advance the objective of improving housing affordability for smaller homes and lots.

In order to proceed DPW request the following Board of Public Works Action:

Authorize the Department of Public Works to proceed with revisions to Chapter 21, Street, Sidewalk and Public Places ordinance coordinating with the City's Corporation Counsel and report to the Board of Public Works at its September meeting.

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



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: June 10, 2026

TO: Mayor Ellen Zoppo-Sassu
Board of Public Works

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

RE: DPW Budget Narrative FY2026-27

Please find attached the Department of Public Works budget narratives that will be incorporated into the City's FY 2026-2027 Budget. Each narrative contains the following sections:

- A. Fiscal Year 2025-2026 Accomplishments
- B. Summary of the Fiscal Year 2026-2027 Budget Request
- C. Fiscal Year 2026-2027 Goals
- D. Long-Term Goals

These narratives were previously presented to the Board as part of the Department's budget presentation. However, the attached narratives have been updated to reflect budget adjustments included in the adopted City FY 2026-2027 Budget.

The narratives contain detailed information regarding the Department's accomplishments, objectives, and long-term goals that guide DPW operations.

For record purposes, the Department of Public Works requests the following Board of Public Works action:

Motion to approve the Department of Public Works FY 2026-2027 Budget Narratives.

Please feel free to contact me at 860-584-6113.

Lindsey Rivers

From: Diane Waldron
Sent: Tuesday, March 24, 2026 12:26 PM
To: Raymond Rogozinski; Lindsey Rivers
Cc: Jodi McGrane
Subject: FW: FY2027 Budget

Good Morning –

We are in the final stages of reviewing the FY27 Budget. After review of your request, presentation and trends please see the below recommended revisions to your request. While it is anticipated that you would manage your budget within these amounts, please keep the Comptroller's Office apprised of any issues or challenges as the year progresses that might necessitate a modification.

Recommended Changes 2026-2027					
Level 2					
Account		Department	Line Item	Recommended (Reduction)/ Increase Amount	Recommended Budget
EXPENDITURE (REDUCTIONS)/INCREASES:					
0013010	581135	PW	Admin - Schooling	(\$7,000)	\$ 2,000
0013011	515100	PW	Engr - Overtime	(\$14,000)	\$ 10,000
0013011	531000	26022 PW	Engr - Prof Fees	(\$20,000)	\$ -
0013013	543000	PW	Building Maint - Repairs & Maint	(\$5,000)	\$ 85,000
0013015	514000	PW	Streets - Regular Wages	(\$122,065)	\$ 2,142,645
0013015	561800	PW	Streets - Program Supplies	(\$15,000)	\$ 140,000
0013016	514000	PW	SW - Regular Wages	(\$61,035)	\$ 1,189,105
0013016	561800	PW	SW - Program Sup	(\$5,000)	\$ 55,000
0013018	563000	PW	Snow - MV Parts	\$3,000	\$ 10,000

To summarize the changes:

- Removal of the requested 2 additional maintainers (1 – Streets; 1 – Solid Waste) and 1 maintainer vacancy factor.

Please call me to discuss if you have any questions.

Thank you.

Diane

Diane M. Waldron
Comptroller
City of Bristol
111 North Main Street
Bristol, CT 06010

(860) 584-6127
dianewaldron@bristolct.gov

**CITY OF BRISTOL
FISCAL YEAR 2026-2027 OPERATING BUDGET
BUDGET NARRATIVE AND ANALYSIS**

Department: Public Works

Org: 0013010

Division: Administration

Fiscal Year 2025-26 Accomplishments:

- Supported administrative functions to the Streets, Solid Waste, Building, and Engineering Divisions.
- Utilized Asset Management software (resident service request system). Asset management includes life cycle cost and GIS mapping of service requests.
- Managed the Department's Community Litter Reduction Program through organizing community groups to clean up along City streets. Used Nipper Funds to procure litter collection and safety equipment. Expanded program to schools including a cleanup day on Earth Day.
- Performed Transfer Station annual October audit for the Board of Public Works to review the Department's Transfer Station permit fees and residential/commercial permit classification. Managed Commercial permits notices and payments
- Continued to improve Public Works (PW) communication with residents via social media (Facebook page - Facebook.com/BristolPW, Twitter (@BristolPW), and mailing lists created using CivicPlus, the City's web provider, including off-hours (emergency) communication with residents during extreme weather events.
- Provided residential "Welcome Packages" to new homeowners in Bristol to promote available City services. To save costs and postage we revamped to send just a letter to the residents and we have a separate tab on the website where all the documents that we would normally send through the mail now live. Residents can go onto the link we provide and view all of our city services.
- Provided public outreach and education regarding Pay As You Throw at the Transfer Station, "What's In/What's Out" recycling guidance, and Recycle Coach usage.
- Continued to expand use of online complaint reporting through seamless docs for illegal bulk reporting, barrels on the curb too long, basketball hoops, and improper recycling in barrels.
- Managed shredding & electronic events with the National Honor Students at Eastern High School and BAIMS.
- Monitored and managed employee training and education for DPW Divisions.
- Implemented employee recognition program.
- Developed a DPW AI Committee to evaluate use of AI within the Department to improve efficiencies.
- Developed and initiated use of digital forms and applications to increase residential access to Department services via the website. Converted Land Use and Engineering applications to digital format.
- Maintained outdoor classroom and garden project.

- Cross trained staff for administrative and public assistance/DPW service functions.
- Implemented bottle bill activities with BAIMS and Eastern High school. A bottle collection program was established school-wide and they are brought to Brian's Angels to help with their rent.

Summary of Fiscal Year 2026-2027 Request:

- Services Fees Revenue – Increase in anticipated revenue from DPW services fees (annual yard waste service) by \$22,000, from \$430,000 FY2025-26 to \$452,000 FY2026-27. The increase reflects a PROPOSED increase in yard waste yearly fee from \$90/yr to \$95/yr. The proposed fee increase would be effective in calendar year 2027, yard waste rates for calendar year 2026 are proposed to remain at \$90/yr.
- Eng Receipt & Maps – Decrease in anticipated revenue for mapping copies of engineering maps by \$280, from \$500 FY2025-26 to \$120 FY2026-27. Decrease in anticipated revenue associated with decrease use of paper maps, Services Fees Revenue – Increase in anticipated revenue from DPW services fees (annual yard waste service) by \$22,000, from \$430,000 FY2025-26 to \$452,000 FY2026-27. The increase reflects a PROPOSED increase in yard waste yearly fee from \$90/yr to \$95/yr. The proposed fee increase would be effective in calendar year 2027, yard waste rates for calendar year 2026 are proposed to remain at \$90/yr.
- Eng Receipt & Maps – Decrease in anticipated revenue for mapping copies of engineering maps by \$280, from \$500 FY2025-26 to \$120 FY2026-27. Decrease in anticipated revenue associated with decrease use of paper maps, increased use of digital maps.
- Bulk Pickup – Increase in anticipated revenue from bulk pickup fees by \$1,000, from \$15,000 FY2025-26 to \$16,000 FY2026-27. Property units receive one free bulk pickup a year, for additional pickups DPW fee is \$25. No fee increase is proposed.
- Regular Wages Salary Increase – Labor Contract adjustment for non-bargaining & the BPSA bargaining units and code adjustments. However, the 233 bargaining unit contract is currently not in place, and therefore, the annual salary adjustments for 233 members are not included.
- Professional Fees & Services – increase of \$6,000, from \$50,500 FY2025-26 to \$56,000 FY2026-27 associated with increased cost of DPW service request/asset management system and AI subscriptions (4).
- Postage: Decrease postage by \$800, from \$1,500 FY2025-26 to \$1,200 FY2026-27. DPW developed a digital resident welcome packet. DPW sends a welcome letter to new property owners with a link to a full welcome packet available on the All-Heart website. DPW postage does vary based on public outreach programs performed each year. In general, project updates are not mailed, they are left at properties. However, DPW issued a letter to properties effected by FEMA map amendment and transfer station permit holders.

- Schooling & Education – Asked for \$9,000 FY2026-27 approved budget to \$2,000 FY2026-27. The schooling & education budget is the primary fund that supports DPW training across all Divisions (100 employees). Although the approved FY2025-26 budget consisted of \$2,000, this item was cut as part of the FY2025-26 budget reductions and funding was transferred into the account post budget approval. The revised FY2025-26 budget consisted of DPW's \$9,000 request.

Fiscal Year 2026-27 Goals:

- Continue process of establishing formal written policies and procedures of Department operations.
- Code Enforcement duties, collection of fees/fines for violations of solid waste, illegal bulk & shopping cart Ordinance violations.
- Enable residents to take advantage of self-online service. Services include but not limited to Yard Waste renewal, Transfer Station Pass renewal and adding funds and scheduling a bulk pickup.
- Expand development of Department's Reduce, Re-use, and Recycle (RR and R) program by increasing student/BOE outreach and education programs, enlarge targeted collection programs for items such as Electronic Recycling and Plastic Recycling and increase awareness of composting, through partnership programs with City Garden clubs, Parks Department, and the BOE outdoor classroom initiative. Activities include, re-establishing community Trash to Treasure program.
- Introduce organic food waste program into school system. Also create a program for residential curbside collection of food waste. Including the development of benchmarking program to quantify savings of solid waste reduction with food waste and Reduce Reuse and Recycle program development.
- Enhance processing of account payables/cross-training staff on all Admin duties.
- Continue initiative to create a paperless office which includes scanning and file management of existing documents.
- Create a dedicated Reduce Reuse Recycle social media page, branching off the current Department of Public Works social media to focus on recycling and sustainability.
- Creating a system for delinquent transfer station accounts.
- Enhance outreach with recycle coach app to gain more users.
- Increase public outreach and community communication for DPW policies, procedures, and ongoing construction projects.

Long Term Goals:

- Prepare policies and procedures to obtain APWA Public Works Certification.
- Expand programs to encourage residents to utilize self-service and enhance seamless docs to add more online services.
- Increase communication and information provided to City residents associated with Public Works services.

- Enhance the Department's Reduce, Re-use and Recycle Programs to include programs videos that can be utilized in schools for student's curriculum. Implement Food Waste diversion in a bigger scale.
- Continue working with the National Honor Society creating events that help the residents while utilizing students for volunteer hours to reduce overtime costs.

**CITY OF BRISTOL
FISCAL YEAR 2026-2027 OPERATING BUDGET
BUDGET NARRATIVE AND ANALYSIS**

Department: Public Works

Org: 0013011

Division: Engineering

Fiscal Year 2025-26 Accomplishments:

- Managed the Department's annual road improvement program consisting of: roadway milling, paving, storm drainage upgrades, and permanent patch program. As part of the Department's Asset Management system, each roadway section of the City Street network (234 miles) is rated on a scale from 1-100 and is used to prioritize and select the proper treatment implemented as part of DPW's annual major roadway improvement program. The current rating of City roadways is 78.2. Obtained roadway rating system that enabled Engineering staff to rate roadways utilizing iPhone equipped with AI technology. Improve and expand public access to the Department of Public Works Graphical Information System (GIS).
- Integrated the former Police Traffic Technician duties into DPW Engineering Division operations. Work included repair and maintenance of traffic signals, engineering layout of traffic control signs, and preparation/design of traffic signal upgrades at the (Maple Street, Woodland Street, and Federal Street), (Center Street, Maple Street, and Bellevue Avenue), (Stafford Avenue and Maltby Street), (East Main Street, Broad Street, and Central Street), (Stafford Avenue and Charles Street & Senior Center Driveway), (Pine Street, Redstone Street, and Forestville Commons Drive) intersections. The subject traffic signals improvements are not full replacements. The budget was established by the Police Department and DPW is concerned that available funding can complete scope.
- Prepared Complete Street Policy
- Increased use of DPW Engineering staff to prepare contract plans and specifications of Capital Improvement projects to limit use & reduce engineering consultant costs, and improve quality of contract documents.
- Expanded use of Asset Management software (roadway pavement, storm drainage, street lights, and bridges/culverts). Asset Management system includes GIS integration and roadway rating system. Asset management serves as digital filing system using GIS.
- Revised City Street Ordinance associated with roadway patch requirements. Increased public utility patching requirements.
- Leveraged use of grant funds to design and complete CIP projects:
 - CMAQ - Traffic signal upgrades (N. Main St @ Center St, Main St/ Mem Blvd @ School St and Main St/George St @St), \$3,400,000 fully funded. Under design, construction in 2027

- State Community Conductivity Grant (fully funds projects)– Construction of sidewalk and ADA ramp improvements (\$439,000) complete, sidewalk replacement (\$794,000) scheduled for 2026 construction, and new grant (\$569,106) currently under design by DPW.
 - State/Local Bridge - Jerome Ave Bridge \$2,970,000, 50% grant funded and Fed/Local Bridge Program – Mellen St Bridge \$2,200,000 & East St Bridge \$4,600,000, fully funded (complete). Andrews St, Mellen St. & Field St culverts currently under design with DPW Engineering providing structural design
 - LOTCIP Downs Street Bridge – \$2,300,000, fully funded construction, design currently being completed for 2026 construction.
 - LOTCIP – Wolcott St Reconstruction \$3,200,000, fully funded (design complete)
 - State/Local Bridge – Lake Ave \$1,400,000, 50% funded (construction complete).
 - LOTCIP Divinity Street Culvert \$950,000, fully funded.
 - Resiliency Study - \$250,0000 resiliency grant to perform a flood/storm water resiliency study. The study includes an evaluation and preliminary analysis of potential projects to mitigate City flooding. The focus of the study is public outreach, education, and planning. The study includes updates to City storm water regulations, emergency management planning, and FEMA flood insurance seminars for the public.
-
- Updated ADA Sidewalk Transition Plan to comply with State requirements and current ADA standards, to replace deteriorated ADA ramps.
 - Provided employee training for roadway pavement, storm water regulation, OSHA safety.
 - Reduced backlog of Capital Improvement Projects (storm drainage, roadway reconstruction, streetscape, and bridges).
 - In accordance with CT DEEP MS4 requirements, performed storm water testing, mapped Pequabuck River storm drainage outfalls, and prepared database on dry and wet outfalls. Prepared annual MS4 City report with assistance of engineering consultant.
 - Improved coordination and procedures with Eversource & City lighting vendor to reduce delays in streetlight repairs.
 - Evaluated traffic calming measures on City roads, such as center median islands, roadway narrowing, roadway edge line rumble strips. Evaluation included use of telemetric data of commuter vehicles and curbside rubble strip pilot program.
 - Updated City-wide Inland Wetlands mapping used to determine regulatory limits/permit requirements.
 - Administered resiliency grant (\$250,000) to evaluate engineering measures along the Pequabuck River & Coppermine Brook, and provided public education on available City, State, and FEMA resources.
 - Oversaw proposed FEMA updates to city-wide flood plain maps.

- Administered Recreational Bike grant (\$360,000) to design a bike/pedestrian path interconnecting Rockwell Park, West End, Brackett Park, Mem Blvd, and Middle St.
- Construction of N. Main St (Hope St to Center St) streetscape improvement (\$2,175,251).
- Completed NRCS grant (\$362,093) project to remove/demolish the house located at 396 Jerome Ave for flood mitigation measures.
- Oversaw consultant design of streetscape improvements on CT Route 72 (Riverside Ave (Main St to Blakeslee St) & Park St (West End to Rockwell Park). Design includes roadway reconstruction of Riverside Ave coordinated with DOT. Consult design fee \$380,000 & construction (18.7 million (no City funds), 12.5 million DOT & 6.2 million State CIF grant)
- Represented City in NVCOG committee to prepare a water quality study of the mad river watershed (cedar Lake area) in conjunction with the Town of Wolcott and City of Waterbury.
- Maintained ombudsman to coordinate removal of double utility poles throughout the City (190 double poles removed).
- Conducted staff OSHA and storm water testing training
- Continued working with the National Honor Society creating events that help the residents while utilizing students for volunteer hours to reduce overtime costs.
- The Department acquired new GPS equipment and has begun rebuilding its geospatial asset management database. The data collected will support several critical functions, including planning sidewalk reconstruction projects, scheduling drainage infrastructure maintenance, and providing supporting documentation for grant applications.

Summary of Fiscal Year 2026-27 Request:

- Regular Wages Salary Increase – Labor Contract adjustment for the BPSA bargaining units and code adjustments. However, the 233 bargaining unit contract is currently not in place, and therefore, annual salary adjustments for 233 members are not included.
- Professional Fees: No increase in Engineering professional services proposed. No modifications to FY2025-26 budget of \$65,000 proposed. The professional fees and services account primarily funds engineering consultant services to supplement and support the engineering Division. Although an increase in funding is not required, staff shortages may result in DPW account transfer requests from Engineering Regular Wages accounts to Engineering Professional Fees and Services account.
- Repair & Maintenance – Increase in funding of \$300, from \$500 FY2025-26 to \$800 FY2026-27 for the repair of engineering Division equipment, in particular the full-size copier utilized by other City Departments (Building and City Clerk)
- Professional Fees Storm Water (0013011-53100-26022) – Increase funding of \$20,000 to fund MS4 storm water testing this was reduced back to zero. This is

an additional account that did not exist as part of the FY2025-26 operating budget, and is therefore, a request for new funding. The request is laboratory costs to test storm water and is required pursuant to the City's MS4 permit. Failure to perform stormwater testing results in permit non-compliance.

Fiscal Year 2026-27 Goals:

- Implement Complete Street Policy and update City roadway standards.
- Design streetscape improvements on Main Street (Mem Blvd to South St) complete with angle parking, realigned granite curbing, drainage, decorative bricks, and concrete walks/ADA ramps. Complete East St & Collins Road storm drainage projects, and structural design of the Andrews St and Mellen St culverts.
- Maintain existing pavement management/resurfacing program to improve surface conditions of City roadways.
- Continue implementation/startup of Asset Management for DPW Engineering Division's Assets (roadway pavement, storm drainage, streetlights, and bridges/culverts).
- Update City roadway and utility standards and details, rewrite City roadway ordinance to reflect current Department and industrial standards.
- Streamline and improve Division permit process through online permitting.
- Support and assist ECD to implement projects that support economic development.
- Expand employee training program (roadway reconstruction/paving, project management (budgets), including OSHA safety).
- Integrate AI into daily workflow and train staff on capability and limitations.

Long Term Goals:

- Continue roadway pavement management program to improve pavement surface conditions of City roads.
- Increase training and education of Engineering Division staff.
- Obtain grants to improve public facilities, infrastructure, and roadway conditions.

**CITY OF BRISTOL
2026-2027 OPERATING BUDGET
BUDGET NARRATIVE AND ANALYSIS**

Department: Public Works

Org: 0013012

Division: Land Use

Fiscal Year 2025-26 Goals and Accomplishments:

- Updated City-wide Inland Wetlands Map used as by the IWWA as a preliminary evaluation of regulatory limits in accordance with CT DEEP regulations. Update was a comprehensive map amendment of the City's 1965 map.
- Formalized street acceptance procedure of City Streets, coordinating with the Board of Public Works and the Water & Sewer Board and providing a Planning Commission recommend-dations to City Council.
- Initiated a process to effect transfers of current Aquifer Protection Area Registrations.
- Monitor proposed FEMA updates to citywide flood plan maps.
- Facilitated training of new Land Use Board and Commission members, as required by statute.
- Various approvals were granted through the Site Plan Review process:
 - Robotic Production Assembly; 2 buildings (Force Automation) at Lot 3 Business Park Dr.
 - Adaptive Re-use (redevelopment of former medical office building) at 291 Queen Street.
 - Revisions to approved plan to allow outdoor dining patio areas at 100-130 North Main St.
 - For-Profit School (All State Commercial Driving School) at 314 Business Park Drive
 - New multi-family site plan for 30 dwelling units (Crown Estates, LLC) at 525 Wolcott Street.
 - Civic Facility – Water Pumping Station w/associated infrastructure (New Britain Water) at Maltby Street.
- Completed a comprehensive update to the Zoning Regulations from 1990. The Zoning Commission held 23 Regular and Special meetings during 2025, where the Commission granted final approval of 80 Zoning Text Amendments and 2 Zoning Map Amendments. Some of the 2025 amendments included:
 - Updated all parking requirements.
 - Updated sign regulations to provide content-neutral sign regulations to comply with the Gilbert v. Reed Supreme Court ruling.
 - Update of outdoor lighting regulations based upon the “dark sky” model.
 - Eliminated access management overlay in favor of applying standards city-wide.
 - Updated references to 2024 CT Soils Erosion and Sediment Control guide.
 - Amended the Commercial, Industrial, and Mixed-Use Districts Principal uses by reducing Special Permit requirements to a Site Plan Approval requirement.

- Added mapping requirements for properties located within an Aquifer Protection Area.
- Added Cannabis Cultivation and Micro-Cultivation as a permitted use in the I, IP-1, IP-3, and IP-5 zones.
- Amended the A zone regulations to allow for higher density development for properties located on a state highway.
- Reduced by 50% the parking requirement for manufacturing facilities, public warehouses, wholesale businesses, and wholesale or distribution facilities.
- Added Sustainability Incentive.

Summary of 2026-2027 Request:

- Regular Wages Salary Increase – Labor Contract
- Overtime Wages: Increase of \$2,000, from \$8,000 FY2025-26 to \$10,000 FY2026-27 due to need for a IWC recording clerk.
- Professional Fees & Services – Increase of \$2,000, from \$0 FY2025-26 to \$2,000 FY2026-27 to fund attorney and planning consultant services.
- Printing & Binding: Decrease of \$300 from \$500 FY2025-26 to \$200 FY2026-27.
- Office Supplies – Decrease of \$100 from \$500 FY2025-26 to \$400 F2026-27. Reduction based on current use.

Fiscal Year 2027 Goals:

- Initiate the 2028 Plan of Conservation and Development (POCD) update process. Have the ability to develop a Housing Growth Plan (HGP) for Bristol, if necessary.
- Respond effectively to the challenges presented by the passage of by the General Assembly H.B. 8002, which takes a regional approach to housing creation. After a lengthy vetting process, each municipality will be assigned a specific number of housing units that need to be created. This requirement is dramatically different from past state law.
- Continue to deploy the Adaptive Re-use Regulations to assist property owners with underutilized properties in all zones.
- Continue to promote transparency in the land use process by utilizing the City of Bristol Land Use Board and Commission websites along with the Civic Clerk meeting portal.
- Continue staff on land use commissioners training.

Long Term Goals:

- Conduct pre-application meetings with staff prior to formal application submission. Pre-application meetings make the land use process more efficient and ultimately less costly for applicants.
- Examine additional opportunities to update and improve procedures that make the land use process more efficient and responsive to constituent needs.
- Identify areas of collaboration with the Economic and Community Development (ECD) staff.

- Create online tools to assist public and applicants with Land Use permits and regulations.

**CITY OF BRISTOL
FISCAL YEAR 2026-2027 OPERATING BUDGET
BUDGET NARRATIVE AND ANALYSIS**

Department: Public Works

Org: 0013013

Division: Building Maintenance

Fiscal Year 2025-26 Accomplishments:

- Completed LED lighting upgrades at the Public Works City Yard with Department of Energy grant funding via Energy Efficiency Community Block Grant
- Continued to administer construction of new Fire House #3 Facility in Forestville, including project close-out and operations shift & occupation of the new facility by Bristol Fire Department Staff
- Completed the replacement of a boiler mud drum and service water plumbing repairs at the Police Complex to prolong the operational life of 48-year-old HB Mills boilers that are original to the building construction
- Completed replacement of (3) waste oil burners at the City Yard and Transfer Station with either natural gas or propane furnaces
- Completed replacement of Fleet Mechanics Garage natural gas fired heating units to provide more conducive working environment to Fleet Mechanics during the heating seasons
- Expansion of site access systems at the Main Library for employee and visitor safety
- Installation of site access system and security camera monitoring systems at Manross Library
- Completed the removal and replacement of the rear apparatus ramp at Fire Headquarters with LO-CIP funding source
- Maintained 30 Cross Street facility in the lead up to the potential renovation and re-use of the facility as a future Animal Control Facility
- Continue to replace deteriorated exterior door frames, doors, and hardware at the Police Complex which pose building envelope and energy efficiency concerns due to failure or improper operation
- Completed the construction of the 194-space Centre Square Hope Street Parking Garage
- Staff annual OSHA (bloodborne pathogen, PPE evaluation & material safety sheet), ergonomics lifting and UST training.
- Implement Asset Management to track maintenance and operation cost

Summary of Fiscal Year 2026-27 Request:

- Regular Wages Salary Increase – Labor Contract adjustment Labor Contract adjustment for the BPSA bargaining units and code adjustments. However, the 233 bargaining unit contract is currently not in place, and therefore, annual salary adjustments for 233 members are not included.
- Other Wages: Increase of \$400, from \$10,000 FY2025-26 to \$10,500 FY2026-27, due hourly labor increases associated with code increase from custodian to repair technician.
- Public Utility Electrical Cost: Increase of \$8,750, from \$250,000 FY2025-26 to \$258,750 FY2026-27 associated with anticipated increase in electrical cost of 3.5%. See attached economic forecast prepared by Purchasing Department.
- Water & Sewer Charges: Increase of \$1,200, from \$12,000 FY2025-26, to \$12,500 FY2026-27 associated with water service to the Meadow Street & Hope Street parking garages, along with water & sewer charges for 51 High St and an increase in water & sewer fees.
- Repair & Maintenance: Increase of \$5,000 from \$80,000 FY2025-26 to \$85,000 FY2026-27 associated with the transfer of 51 High St repair cost from the Other Building repair account to the City Building Repair account. Additional costs to maintain the Meadow St & Hope St Parking garages and expiration of City Hall full warranty in March 2025 are also included. Note that the Hope St garage is equipped with an elevator requiring certified service to maintain operation.
- Telephone: Increase of \$500 from \$6,000 FY2025-26 to \$6,500 FY2026-27 to cover additional dedicated telephone lines for the Meadow St and Hope St parking garages (fire alarm systems)

Fiscal Year 26-27 Goals:

- Maintain fully-staffed Building Maintenance personnel to eliminate the need for required overtime.
- Maintain Police Complex mechanical, electrical, and plumbing infrastructure to meet the daily needs of a 24/7 first responder operation without impacts to public services.
- Continue implementation of DPW Asset Management system to manage and evaluate maintenance and building operation cost.
- Increase training of Division staff to maintain safety and reduce vendor provided maintenance.
- Transition Fire House #3 staff and equipment to the new Fire House facility in Forestville to minimize impact upon their operations and service response times

Long Term Goals:

- Establish and adopt a formal plan for renovation or other options for the Police Complex and Animal Control Facility
- Determine and properly staff for the additional duties falling upon Public Works Building Maintenance Staff associated with the Main & Manross Libraries and Beals Community Center
- Evaluate DPW Building Maintenance staffing needs to address the additional maintenance associated with City parking garages (Hope St & Meadow St) and City Hall since the overall building warranty has expired and the individual mechanical and HVAC building component warranties expire.

**CITY OF BRISTOL
FISCAL YEAR 2026-2027 OPERATING BUDGET
BUDGET NARRATIVE AND ANALYSIS**

Department: Public Works Department

Org: 0013015

Division: Streets

Fiscal Year 2025 Goals and Accomplishments:

- Improved maintenance response time for addressing pavement patches, bituminous curbing, driveway aprons, and storm drainage.
- Expanded program to mill and pave large roadway sections (full lane width) to improve pavement conditions.
- Increased DPW storm drainage replacement in preparation of DPW's Major Roadway Maintenance (paving) Program. Proposed initiative would reduce use of outside contractors
- Utilize Asset Management for DPW Street Division's Assets (roadway pavement, storm drainage, and trees). Asset Management system geographically plots work orders on GIS mapping.
- Increased staff safety training, and implemented new safety procedures required per Conn OSHA inspection. In particular, tree crew operations in areas of overhead power.
- Formalized DPW policies approved by the Board of Public Works associated with roadway maintenance, right-of-way management, and City tree maintenance.
- Reduce maintenance (snow operations) on un-accepted City streets
- Assisted in preparation/updating City Street Ordinance.
- Utilized sign shop to assist city-wide departments (Parks, Economic and Community Development, Police Department, and Library).
- Transfer traffic control signage from the Police Department to DPW Streets Division.
- Performed right-of-way lawn maintenance and spring street sweeping program.
- Supported major road infrastructure improvements (roadway reclamation and traffic control).
- Maintained City-operated storm water detention ponds three times a year
- Repaired concrete and asphalt curbing. Expanded repair to concrete slip curbing, work previously performed by outside vendors.
- Performed exterior cleanup and lawn maintenance in response to City blight ordinance violations/orders.
- Installed new drainage projects on Maple Court as well as Minor Street
- Installed concrete pads at the city yard to set up our salt brine system for winter operations

Summary of Fiscal Year 2026-2027 Request:

- Regular Wages Salary Increase – Labor Contract adjustment. The budget includes funding to restore 1 of the 2 laborer positions eliminated in the FY2025-26 budget (\$61,033) this was denied in the budget. The budget also includes, as did the FY2025-26 budget, a vacancy factor of 1 laborer.

- Program Supplies - Increase of \$5,000 was denied, \$140,000 FY2026-27 remains the budget. Additional roadway construction supplies (asphalt, storm drainage piping, and crush stone).
- Signs – Increase \$2,000 from \$20,000 FY2025-26 to \$22,000 FY2026-27 to fund increase sign production.

Fiscal Year 2027 Goals:

- Improve maintenance of City roads to reduce service requests and improve public safety.
- Investigate use of equipment, and implement procedures to improve workers' safety.
- Expand/establish written policies and standard operating procedures to improve operations and enhance training.
- Implement best management practices to improve levels of service and increase efficiencies.
- Expand storm drainage/catch basin cleaning program.
- Improve roadway curbing repair/replacement program.
- Continue to perform storm drainage improvement work in preparation of roadway paving program. Work previous performed by outside contractor. DPW performance of work will reduce City contract service cost.

Long Term Goals:

- Implement use of technology to improve efficiency and increase the level of service provided to residents.
- Continue investing in house training to our current department positions such as Crew Leading, Heavy/Light Equipment and Tree Maintenance Crew Leading

**CITY OF BRISTOL
FISCAL YEAR 2026-2027 OPERATING BUDGET
BUDGET NARRATIVE AND ANALYSIS**

Department: Public Works

Org: 0013016

Division: Solid Waste

Fiscal Year 2025-26 Accomplishments:

- Maintained level of service for weekly municipal refuse, recycling, bulk, and yard waste collection.
- Managed annual leaf collection program to eliminate overtime.
- Ensured solid waste driver collectors perform truck preventive maintenance (clean undercarriage and grease trucks).
- Increased inspection and collection of illegal bulk. Reduced the amount of illegal bulk within the City by promoting the Division's bulk collection program and increasing the enforcement of illegal bulk activity.
- Reduced the amount of litter in town by patrolling high litter areas. Activity includes procurement and deployment of vacuum litter collection truck purchased with the use of nipper funds.
- Maintained compliance with Connecticut Department of Energy and Environmental Protection (DEEP) environmental permits and regulations.
- Audited residential recycling to ensure compliance with ordinance, and estimated values in Bristol Resource Recovery Facility Operating Committee (BRRFOC) recycling processing contract.
- Replaced Solid Waste automated truck to ensure reliability of curbside collections.
- Partnered with Blue Earth Compost to conduct a food scrap drop off at the City Yard.
- Held annual Household Hazardous Waste event, servicing 607 vehicles (largest HHW collection to date), with 311 of them being Bristol residents.
- Supplied rubbish and recycling barrels for special events throughout the City.
- Supported Code Enforcement of blight property clean ups.
- Repaired and cleaned damaged barrels to put back into circulation.

Summary of Fiscal Year 2026-27 Request:

- Regular Wages Salary Increase – Labor Contract adjustment. Position was denied. Regular Wages remains \$1,189,105.00
- Environmental Monitoring - Increase of \$32,000, from \$0 FY2025-26, to \$32,000 FY2026-27, to reflect current annual ground water requirements. The groundwater testing is required pursuant to the City's CT DEEP Landfill Stewardship Permit. As part of the FY2025-26 budget reductions, this item was NOT funded as part of the approved budget, however, the funding was restored, post-BOF approval. As a result, the \$32,000 is a budget increase.

- Household Hazardous Waste Collection: Decrease of \$600, from \$18,600 FY2025-26, to \$18,000 FY2026-27 to reflect BRRFOC cost.
- Program Supplies: Increase of \$5,000 from \$42,000 FY2025-26 to \$55,000 FY2026-27 to fund the purchase of solid waste barrels. This item was reduced by \$20,000 in the FY2025-26 budget cuts. As reported to BPW at its 12/18/25 meeting, DPW ordered 200 rubbish and 200 yard waste barrels (approx. cost per barrel \$54.25). However, DPW typically orders approximately 700 barrels. Current DPW inventory is 320 rubbish, 329 recycling, & 323 yard waste. The number of barrels replaced each year does vary from year to year, however, given for the last year (316 Yard waste (15 exchanges, 301 deploy), 662 Rubbish (454 exchanges, 208 deploy), 125 Recycle (34 exchanges, 91 deploy). The purchase of 400 barrels is insufficient to maintain long term barrel replacement needs.
- Tipping Fee – Increase of \$186,176 from \$1,353,245 FY2025-26 to \$1,539,421 FY2026-27 due to Reworld (Covanta) contract cost increase of 3.5%, and increase in anticipated recycling processing cost (\$80/ton to \$105/tons)

Fiscal Year 2026-27 Goals:

- Reduce service requests associated with weekly collection of municipal refuse and recyclables.
- Expand/establish written policies and standard operating procedures to improve operations and enhance training.
- Increase enforcement to reduce illegal bulk activity throughout the City.
- Continue program to rotate use of Division rear packer refuse truck for bulk pickup to reduce vehicle breakdowns/increase rear packer reliability. Weekly solid waste collections are performed utilizing automated (one arm) solid waste trucks. The Division utilizes older rear packer trucks for collection of bulk pickups, leaves, and Christmas trees. Seasonal/limited use of vehicles increase breakdowns.
- Increase roadside litter collection efforts utilizing vacuum litter collection truck and support the Department's Community Litter Reduction Program.
- Continue to manage annual leaf collection to eliminate overtime.
- Manage barrel inventory in order to provide all residents with the necessary refuse, recycling, and yard waste barrels.
- Continue to promote Reduce/Reuse/Recycle (RRR) program to reduce municipal solid waste quantities in order to reduce recycling and refuse disposal cost.
- Audit residential recycling barrels to evaluate program/educate residents.
- In accordance with amended ordinance authorization, continue collection of non-renewed yard waste barrels for redeployment.
- Monitor legislative activity and oppose any proposed legislation associated with a Connecticut Department of Energy and Environmental Protection (DEEP) initiative to implement/mandate a "pay as you throw" rubbish disposal system requiring residents to purchase dedicated/paid for colored bags for rubbish collection.
- Pursue grant funding to establish a Municipal Food Collection Pilot Program.

Long Term Goals:

- Develop and implement programs to reduce the quantity of solid waste generated within the City through education and public awareness to reduce disposal cost of refuse and recyclable material.
- Reevaluate cost and the number of items collected at transfer station. Evaluate options to increase sale price (revenue) and the number of items collected at transfer station.
- Maintain automated truck fleet to ensure the quality of service to residents.
- Repurpose older automated trucks into rear packer trucks for special (bulk pick-up, leaf, and Christmas tree) collections.
- Maintain refuse, recycling, and yard waste barrel inventory.
- Monitor and assess CT DEEP's solid waste initiatives to implement organic collection programs and "pay as you throw" residential programs.

FISCAL YEAR 2026-2027 OPERATING BUDGET BUDGET NARRATIVE AND ANALYSIS

Department: Public Works

Org: 0013017

Division: Fleet Maintenance

Fiscal Year 2025-26 Accomplishments:

- Maintained Fleet vehicles and construction equipment to support service level requirements of the Department's Streets, Solid Waste, and Snow Operations.
- Implemented and expanded use of Asset Management software for DPW Fleet vehicle including GIS monitoring, life cycle cost, and preventive maintenance work orders.
- Reduced use of outside vendor services to repair/maintain DPW equipment.
- Improved service repairs and delivery time, reduced repeat repairs.
- Updated multi-year vehicle and equipment replacement program, analyzing and outlining service needs of the department.
- Provided training to new mechanics and mechanic support staff and increase staff safety training and procedures to comply with Conn OSHA inspection requirements.
- Replace heaters in Fleet and Streets garage.
- Obtain CT DEEP approval of UST life extension to 10 additional years.
- Procured surplus vehicles from the CT DAS program for use by the Department's Engineering, Streets, and Fleet Divisions saving tens of thousands.
- Managed supply and cost changes in parts/vehicles and equipment.
- Expanded preventative maintenance service to Police Department and other departments.
- Rented specialized equipment to supplement operations and demo before purchasing.
- Obtain BOF approval to amend Purchasing Manual to purchase used vehicles from government auctions.
- Coordinate fuel mixture modifications, winter blend of fuel additive to reduce engine exhaust issues.
- Prepare detailed specification fleet capital equipment for issuance of bids by the Purchasing Department.

Summary of Fiscal Year 2026-27 Request:

- Regular Wages Salary Increase – Labor Contract adjustment.
- Public Utility Electrical Cost: Increase of \$900, from \$25,000 FY2025-26 to \$25,900 FY2026-27 associated with anticipated increase in electrical cost of 3.5%. See attached economic forecast prepared by Purchasing Department.
- Water & Sewer Charges: Increase of \$220, from \$2,200 FY2025-26, to \$2,420 FY2026-27 associated with water service increase.

- Facility Repair & Maintenance Cost: Increase of \$2,000 from \$35,000 FY2025-26 to \$37,000 FY2026-27 to fund anticipated UST repairs. The account funds repair and maintenance at DPW's Yard (Vincent P Kelly Road), including UST used by City Departments (DPW, Parks, Water/Sewer, Health, Fire and Police).
- Motor Vehicle Service Repairs: Increase of \$10,000 from \$100,000 FY2025-26 to \$110,000 FY2026-27 due to Fleet Division expanded internal service of DPW vehicles and equipment. This item was reduced by \$30,000 as part of the FY2025-26 budget reduction. It should be noted that due to vacancies within the DPW Fleet Division, additional vehicles and equipment may have to be repaired utilizing vendor services. If required, the additional cost is NOT part of the current budget request, and DPW would request account transfers from DPW Fleet Regular Wage accounts to Fleet Service Repair accounts.
- Maintenance Supplies: Increase of \$1,000 from \$10,000 FY2025-26 to \$11,000 FY2026-27 to cover increase in supplies to maintain DPW operations buildings located at 95 Vincent P Kelly Road.

Fiscal Year 2026-27 Goals:

- Maintain inventory, streamline parts and fluids, requisition for repairs of City vehicles and equipment maintained by Public Works.
- Expand use of Asset Management System to track equipment downtime, service requests, parts inventory, schedule routine maintenance, and establish service life.
- Review vendor repair procurement procedures/processes for vehicles and equipment.
- Expand/establish written policies and standard operating procedures to improve operations and enhance training.
- Reduce outsourcing of vehicle repairs.
- Improve current services to share Fleet Division services with other City departments to increase efficiencies and reduce cost.
- Develop master/future development plan for DPW's Vincent P. Kelly Road operation facility. DPW is in need of a proper wash facility.

Long Term Goals:

- Implement measures to improve efficiencies to reduce fleet fuel/energy cost, including investigating use of alternative fuel vehicles.
- Develop performance metrics for Fleet functions.
- Investigate use of electric vehicles including electric heavy equipment and impact on the Department's fleet repair facility.
- Evaluate refitting older truck bodies experiencing deterioration (rot) with frame mounted spreaders and wet systems for winter ops.

**CITY OF BRISTOL
FISCAL YEAR 2026-2027 OPERATING BUDGET
BUDGET NARRATIVE AND ANALYSIS**

Department: Public Works

Org: 0013018

Division: Snow Removal

Fiscal Year 2025-26 Accomplishments:

- Maintained level of service of snow operations to ensure safety of traveling public within the city.
- Performed snow removal and treatment of BOE parking lot facilities. DPW staff treats all parking lots. Outside contractors perform snow removal operations at Bristol Eastern H.S., Bristol Central H.S., and West Bristol School.
- Coordinated storm weather forecast reports with employee overtime call-ins to improve response time.
- Improved response for emergency road treatments. Monitored weather services to coordinate staff scheduling of snow/roadway treatment operations.
- Continued to utilize plow vendor rate adjustment for fuel, and improved advertising for solicitation of plow vendor services.
- Procured CT DOT surplus trucks and researched potentially purchasing dump trucks from government auction sites to increase snow operations fleet to maximize Department staffing and minimize use of outside snow plow vendors.
- Utilized GPS vehicle data to monitor vehicle speed and location of snow operations.
- Managed CIP project to repair and replace salt dome roof located on J.P. Casey Road.

Summary of Fiscal Year 2026-27 Request:

- Maintain current general fund FY25-26 budget/funding levels
- Fleet capital funding request to procure 10-wheel dump truck to maintain level of snow removal service. Truck also serves DPW Street Division's roadway maintenance/construction activities.

Fiscal Year 2027 Goals:

- Provide employee training on salt usage as well as brine and liquid magnesium
- Develop performance metrics for snow operations, including tracking and advising individual plow drivers of salt use.
- Investigate and implement measures to reduce use of contractors for snow operations.
- Increase the number of plowing contractors, improve solicitation advertisement by including on DPW's/Mayor's webpage and social media.
- Continue expansion of snow operations fleet to maximize use of staff and minimize use of outside private snow plow vendors.

Long Term Goals:

- Invest in new snow removal equipment such as trucks, plows, loaders and sidewalk machines
- Investigate implementing a policy of mandatory call-in/overtime for employees during winter operations.
- Evaluate roadway pretreatment products to improve roadway condition effectiveness and reduce environmental impact.

**CITY OF BRISTOL
FISCAL YEAR 2026-2027 OPERATING BUDGET
BUDGET NARRATIVE AND ANALYSIS**

Department: Public Works

Org: 0013019

Division: Major Roads

Fiscal Year 2025-26 Accomplishments:

- Expanded Major Road Improvement programs, funding increased through a State grant and Municipal Town Road Aid.
- Maintained procedures to improve/repair utilities located on City streets prior to performance of major road maintenance.
- Maintained City Roadway Condition Rating of 78.20 (scale 1-100)
- Utilized State DAS contracts to perform roadway reclamation to reduce City cost, engineering design services, and expedite construction.
- Increased DPW Street Division repair of large roadway sections, milling and paving full lane width road section approximately 100-150 ft long.
- Continued use of low/reduced heat type asphalt installation in accordance with pending EPA regulations.
- Implemented pilot program to replace roadway curbing during roadway resurfacing projects.
- Utilized roadway rating system that enabled DPW staff to rate roadways utilizing an iPhone equipped with AI technology.
- Improved and expanded public access to the Department of Public Works Graphical Information System (GIS).
- Developed a formal policy, through revision of the City Street Ordinance, to receive funding from public utilities to mill and pave City roads impacted by utility patches, curb to curb.
- Implemented Asset Management to track maintenance and operation costs.

Summary of Fiscal Year 2026-27 Request:

- Repair & Maintenance – Reduce \$100,000 from \$200,000 FY2025-26 to \$100,000 FY2026-27. The account funds the City's general fund contribution to major roadway maintenance such as installation of storm drainage, milling & paving roadways, and large city patches. It is critical to have a non-grant component, City contribution into the major road maintenance program, however, with a State grant funding of approximately \$5,500,000, the City contribution can be reduced from the existing \$200,000 budget to \$100,000. The \$100,000 is transferred to the RIF.

Fiscal Year 2026-27 Goals:

- Expand major roadway pilot program to include replacement of roadway curbing to maintain curb reveal. Roadway curbing replacement will also include limiting concrete curb to the Federal Hill section of the City.

- Improve roadway repairs impacted by utility patches (expand roadway repair area beyond utility trench to include roadway defects).
- Improve resident public notification procedures to inform the public of planned roadway and drainage projects.
- Expand DPW Streets Division program to mill and pave roadway sections (curb to curb, full lane width).
- Investigate alternatives for roadway surface treatments.
- Maintain high level of, and ensure compliance with, City roadway and infrastructure construction standards.
- Improve coordination with public utility companies to limit disturbance to City roads.
- Continue program to improve storm drainage prior to roadway resurfacing and expand utility replacement coordination with the City's Water/Sewer Department.
- Continue implementation of Asset Management to track maintenance and operation costs.

Long Term Goals:

- Maintain current Roadway Condition Rating of City roads.
- Investigate alternatives for roadway surface treatments.
- Maintain high level of, and ensure compliance with, City roadway and infrastructure construction standards.
- Improve coordination with public utility companies to limit disturbance to City roads.

**CITY OF BRISTOL
FISCAL YEAR 2026-2027 OPERATING BUDGET
BUDGET NARRATIVE AND ANALYSIS**

Department: Public Works

Org: 0013020

Division: Railroad Maintenance

Fiscal Year 2025-26 Goals and Accomplishments:

- Maintained Class I level of service and reduced lost service days to zero.
- Replaced 400 rail ties and reconstructed Matthews St rail crossing.
- Continued treatment of vegetation growth along rail line.
- Maintained program of monthly inspection of track, ties, and switches.
- Utilized Asset Management to track maintenance and operation costs.

Summary of Fiscal Year 2026-27 Request:

- Public Utilities (Electric): Increase of \$12, from \$340 FY2025-26, to \$352 FY2026-27, to cover anticipated increase in electrical cost of 3.5%. See attached forecast from Purchasing Department.
- Repair & Maintenance: Increase of \$500 from \$9,000 FY2025-26 to \$9,500 FY2026-27 to cover monthly inspection of railroad tracks.
- Misc RR Upkeep – increase of \$5,000 from \$30,000 FY2025-26 to \$35,000 FY2026-27 due to need for additional repairs required to comply with FRA guidelines.

Fiscal Year 2026-27 Goals:

- Maintain railroad level of service (Class I) and maintain rail line safety.
- Improve coordination with rail operator (Genesee & Eastern Railroad).
- Expand/establish written policies and standard operating procedures to improve operations and enhance training.
- Continue utilizing Asset Management to track maintenance and operation costs.

Long Term Goals:

- Replace originally installed 100- and 107-pound rail with 115-pound rail line.
- Upgrade LED flashers at Route 6 crossing.
- Prepare A2 Survey (as-built) conditions of rail line. Mapping of entire rail line currently not available.
- Develop program to remove old rail ties along rail line.

**CITY OF BRISTOL
FISCAL YEAR 2026-2027 OPERATING BUDGET
BUDGET NARRATIVE AND ANALYSIS**

Department: Public Works

Org: 0013021

Division: Other City Buildings

Fiscal Year 2025-26 Accomplishments:

- Completed LED lighting upgrades at the Public Works City Yard with Department of Energy grant funding via Energy Efficiency Community Block Grant
- Continued to administer construction of new Fire House #3 Facility in Forestville, including project close-out and operations shift & occupation of the new facility by Bristol Fire Department Staff
- Completed replacement of (3) waste oil burners at the City Yard and Transfer Station with either natural gas or propane furnaces
- Completed replacement of Fleet Mechanics Garage natural gas fired heating units to provide more conducive working environment to Fleet Mechanics during the heating seasons
- Expansion of site access systems at the Main Library for employee and visitor safety
- Installation of site access system and security camera monitoring systems at Manross Library
- Completed the removal and replacement of the rear apparatus driveway at Fire Headquarters with LO-CIP funding source
- Complete construction of a new Fire House No. 3 in Forestville to expand facility to accommodate female personnel and additional fire truck apparatuses.

Summary of Fiscal Year 2026-27 Request:

- Public Utilities (Electric) increase of \$1,000, from \$1,500 FY2025-26 to \$2,500 FY2026-27, to cover anticipated increase in electrical cost 3.5% and the additional building of 30 Cross St.
- Project to replace Fire Headquarters staff and visitor parking lots
- Funding to decommission existing Fire House No. 3 prior to reuse or sale
- Repair of roof at existing 396 Riverside Ave storage facility
- Overhead door replacement at Fire House No. 5

Fiscal Year 2027 Goals:

- Transition of Fire House #3 staff and equipment to the new Fire House facility in Forestville to minimize impact upon their operations and service response times
- Complete a targeted renovation of Fire House #2 to expand living quarters and provide private bunking areas, as well as improve restroom/shower area and kitchen space to better serve the needs of Bristol Fire Staff

- Utilize Asset Management to schedule preventive maintenance and perform life cycle analysis of building facilities based on repairs

Long Term Goals:

- Establish long term comprehensive preventative maintenance plan.

**CITY OF BRISTOL
FISCAL YEAR 2026-2027 OPERATING BUDGET
BUDGET NARRATIVE AND ANALYSIS**

Department: Public Works

Org: 0013027

Division: Line Painting

Fiscal Year 2025-26 Accomplishments:

- Engineering Division managed the installation of epoxy paint pavement markings in accordance with Manual on Uniform Traffic Control Devices (MUTCD) standards (crosswalks, stop bars, roadway center lines, edge lines, and traffic signal markings). Modifications to existing roadway pavement markings require approval from the Legal Traffic Authority (Police Department/Police Board).
- Maintained existing roadway pavement markings to ensure vehicle safety traveling City roadways.
- Utilized City staff to perform pavement markings in parking lots and emergency conditions.
- Obtained pavement marking tap to delineate pedestrian crosswalks.

Summary of Fiscal Year 2026-27 Request:

- Maintain level of funding. Pavement markings on paved roadways is funded through the Road Infrastructure Funds as part of the City's road resurfacing program.

Fiscal Year 2026-27 Goals:

- Inspect and evaluate existing roadway pavement markings for deficiencies.
- Recommend/coordinate modification to pavement markings with Police Department Traffic Control Division to improve safety.
- Maintain the Department of Public Works Graphical Information System (GIS) pavement marking layer.
- Maintain roadway pavement marking program to ensure compliance with MUTCD standards.
- Utilize Asset Management to monitor pavement marking life span and replacement.
- Evaluate existing roadway pavement markings with consideration to either remove or install new pavement markings on City streets. All pavement marking modifications require approval from Bristol Police Department the City's legal traffic authority.

Long Term Goals:

- Improve roadway pavement markings on City roads to support autonomous and self-driving vehicles.

**CITY OF BRISTOL
FISCAL YEAR 2026-2027 OPERATING BUDGET
BUDGET NARRATIVE AND ANALYSIS**

DEPARTMENT: Public Works

Org: 0013040

Division: Street Lighting

Fiscal Year 2025-26 Accomplishments:

- Managed City LED street lighting system (repaired street light outages and coordinated installation of new lights) through Engineering Division.
- Bid vendor repair and maintenance services using unit payment items, with updated quantities and provisions to reduce cost and improve response time. In particular, included contract provisions requiring vendor to address DPW issued work orders within two (2) weeks.
- Implemented measures to standardize street lights on newly-constructed subdivision roads.
- Assigned Engineering inspection staff with day-to-day coordination task of overseeing City Street lights.
- Established repair part inventory to expedite light repair (electrical drivers).
- Procured solar street lights as a pilot program to deploy/install to facilitate street lighting when Eversource underground electrical line repairs are required. Typical Eversource repair time for underground power line is 2-3 months.

Summary of Fiscal Year 2026-27 Request:

- Public Utilities (Electric): Increase of \$18,000, from \$232,000 FY2025-26 to \$240,000 FY2026-27 to cover anticipated increase in electrical cost of 3.5%. See attached forecast from Purchasing Department.

Fiscal Year 2026-27 Goals:

- Maintain LED street light level of service on City streets.
- Address need for additional street lighting in areas where there are no utility poles.
- Develop program to inspect and replace (as required) existing stand-alone light poles located within residential subdivisions.
- Minimize street light outages (repair time) by improving coordination with City vendor and Eversource Electric.
- Improve communication/coordination with Eversource to improve City budgeting associated with Eversource pole replacement and maintenance.
- Increase schedule requirements associated with developer installation of street lights in new subdivisions.
- Maintain LED street light layer on the Department of Public Works Graphical Information System (GIS).
- Evaluate creating a new DPW position, staffed by a licensed electrician that can perform street light replacement program. A DPW position responsible for street

light replacement and repair will eliminate vendor cost and the position may be able to be combined with DPW Traffic Signal Technician duties.

Long Term Goals:

- Investigate and implement street light technologies associated with dimmer control street lights and public wi-fi access.
- Improve energy efficiency of street lights to reduce electrical costs.

**CITY OF BRISTOL
FISCAL YEAR 2024-2025 OPERATING BUDGET
BUDGET NARRATIVE AND ANALYSIS**

Department: Public Works

Org: 0018310-570200

Division: Public Buildings

Fiscal Year 2025-26 Accomplishments:

- Completed the replacement of the Police Complex boiler condensate tank that also required extensive repairs and replacement of deteriorating boiler plumbing equipment (steam traps, supply and return lines, mud drum and header nipples).
- Replacement of the conference room floor at 51 High Street which posed a safety hazard to staff and visitors.
- Completed hazardous building material inspections/survey with Eagle Environmental on existing City Buildings that are not adequately inventoried, for any potential future site work to limit staff and vendor exposure and City liability risks.
- Completed security upgrades (exterior door lock upgrades and security camera installations) & exterior painting/trim replacement (SHPO grant) at Park Department's 51 High St building.
- Completed ANSUL fire suppression system upgrades at Police Complex which serve Dispatch Center and 911 Server Room.
- Replaced select areas of concrete at Fire House #2 in the Apparatus Bay and exterior sidewalks that posed a safety hazard to Bristol Fire Department staff.
- Replacement of (2) overhead doors to the Police Complex basement level parking garage, which have exceeded their lifecycle and have very high daily cycling rates serving 24/7 operations.
- Completed LED Lighting Upgrades at the Beals Community Center, 51 High Street, and Fire House #2, via an Eversource Municipal 0% On-Bill Finance Program (no City funding required).

Summary of Fiscal Year 2026-27 Request:

- Police Complex Door & Frame Replacements – replacement of exterior door frames, doors and associated hardware, that have failed due to age and weather exposure that pose a security threat and hazard to building staff and infrastructure.
- Police Complex Hot Water Circulation Pump Replacements – replacement of hot water circulation pumps in the Boiler Room that provide perimeter radiation heating to all occupied spaces.
- Police Complex Office Flooring & Interior Painting – upgrades to interior spaces that have not been improved since 1999 (carpeting, rubber floor cleaning, hallway and office paint).
- Beals Senior Center Renovation of Former Bristol-Burlington Health District Offices – upgrades required in the former BBHD offices to accommodate new Senior Center activity rooms and operations.

- Main Library Site Access System – expansion of limited site access systems on exterior doors for staff and visitor safety and Library assets.
- Manross Library Site Access System & Cameras – implementation of a new site access system on exterior doors for staff safety and limited exterior security cameras to enhance security for staff, infrastructure, and assets.
- Manross Library Air Handler Coil Upgrades – replacement of undersized AHU coil to improve staff and visitor comfort and HVAC reliability

Fiscal Year 2026-27 Goals:

- Coordinate with a selected design firm in regards to the build-out of a new Animal Control Facility at 30 Cross Street, pending final purchase of the leased property.
- Work with Department of Aging for the re-use of the vacated Bristol-Burlington Health District space at the Beals Community Center.

Long Term Goals:

- Continue to actively communicate with Police, Fire, Library, Beals, Parks & Recreation, Youth & Community Services, and all other Departments, supported by Facilities and Building Maintenance staff to understand operational needs and goals for future planning and budgeting purposes.
- Demolition of the 296 Riverside Avenue structure (former Wonder Bread Building) to facilitate remediation and re-use of the Sessions Building Brownfield project.
- Determine a final plan for either the full-building renovation of the existing Police Complex, or establish a pathway for construction of a new Police Complex in a location to be determined.
- Upgrades to Fire Headquarters staff bunk area and Fire House #2 staff bunk and kitchen space accommodations to meet expanding needs and a more unisex staff.

**CITY OF BRISTOL
FISCAL YEAR 2025-2026 OPERATING BUDGET
BUDGET NARRATIVE AND ANALYSIS**

Department: Solid Waste Disposal Fund

Org: 1213016

Fund: Special Revenue Fund

Fiscal Year 2025-26 Accomplishments:

- Continued participation in BRRFOC. The City procures solid waste disposal services through Bristol Resource Recovery Facility Operating Committee (BRRFOC), a consortium of fourteen (14) municipal communities. BRRFOC communities obtain lower solid waste disposal/processing service costs by operating as a group with larger quantities of solid waste. Reworld (COVANTA) rubbish disposal contract currently expires in 2034. The FY2025-26 rubbish disposal rate of \$80.19/ton is below the market cost of \$105/ton. Based on the City's disposal of 18,400 tons/yr. of rubbish, the current disposal rate saves the City \$456,504 $((\$105/\text{ton} - \$80.19/\text{ton}) \times 18,400 \text{ tons})$.
- Implemented volunteer organic collection food waste pilot program to reduce Reworld (Covanta) waste disposal cost. Collection barrels for organic waste available for resident drop off at DPW's Vincent P. Kelly Road facility. In addition, an organic collection program has been initiated at Bristol Eastern High School (cafeteria organic waste). DPW continues to assess the viability, effectiveness, and impact of a City organic waste collection program.
- Monitored legislative activity and opposed any proposed legislation associated with a Connecticut Department of Energy and Environmental Protection (DEEP) initiative to implement/mandate a "pay as you throw" rubbish disposal system requiring residents to purchase dedicated/paid for colored bags for rubbish collection and collection of residential organic separation program.
- Developed "Reduce, Reuse, and Recycle" (RR and R) community education program to promote reduction in solid waste disposal. The RR and R education includes the implementation of a "Trash to Treasure" program, recycling app, school garden, and compost seminars.
- Managed impact of fluctuation in commodity prices and impact of such on-recycling processing cost.

Summary of Fiscal Year 2026-27 Request:

- Increase in anticipated recycling processing cost from \$80/ton to \$105/ton for a total FY2026-27 increase of \$110,000. Based on current market trends, commodity prices of municipality-collected recyclables are decreasing, which increases City processing cost.
- Increase in Reworld rubbish disposal cost increase from \$78/ton to \$80.19 for a total cost increase of approximately \$40,296. The City through BRRFOC has a contract expiring in 2034 that increases based on the CPI rate on a yearly basis.

Fiscal Year 2026-27 Goals:

- Investigate measures to reduce recycling processing and rubbish disposal fees. The City's exposure to increase recycling cost has stabilized, however, exposure to future elevated rubbish cost is high (currently paying substantially below market rate). Measures to reduce solid waste disposal costs are a function of the national/international market and regional/State regulations and State funding.
- Implement program to promote the reduction of municipal solid waste in order to reduce recycling and refuse disposal costs.
- Pursue grants to fund a municipal food waste collection program.
- Implement/investigate measures to reduce costs associated with disposal of municipal single stream recycling.
- Increase public education associated with updated solid waste ordinance and DPW's Reduce Recycle & Re-use Program, including utilizing Reworld grant funds on branding on DPW apparel.
- Expand volunteer organic collection program from DPW's Vincent P Kelly Road program to other areas of the City such as Chippens Hill, Stafford Ave, and Witches Rock Road.

Long Term Goals:

- Develop and implement programs to reduce the quantity of solid waste generated within the City through education and public awareness, to reduce disposal cost of refuse and recyclable material, and reduce impact on the environment.
- Construct local/regional recycling processing facility to reduce/control cost. Utilization of City rail system may serve as an opportunity to decrease transportation cost.

**CITY OF BRISTOL
FISCAL YEAR 2026-2027 OPERATING BUDGET
BUDGET NARRATIVE AND ANALYSIS**

Department: Public Works – Transfer Station

Org: 1363016

Division: Special Revenue Fund

Fiscal Year 2025-26 Accomplishments:

- Maintained compliance with CT Department of Energy and Environmental Protection (DEEP) environmental permits and regulations.
- Implemented on-site processing of woody debris and leaf materials at the transfer station.
- Improved staff safety training and procedures in accordance with Conn OSHA safety inspection.
- Renewed CT DEEP Landfill Stewardship permit and Transfer Station registration.
- Modified transfer station permits, reclassifying high residential transfer station users as commercial, classifying non-Bristol residents (property owners) as commercial, and adjusting fees.
- Scheduled a reclaim collection for broken barrels.
- Purchased a new machine for the mowing of the landfill.
- Brought in Quantum Organics to process leaves, brush and yard waste.

Summary of Fiscal Year 2026-27 Request:

- Commercial Permits Revenue decrease in anticipated revenue of \$500, from \$2,000 FY2025-26, to \$1,500 FY2026-27, based on anticipated new permits.
- Recycling Receipts Revenue decrease in anticipated revenue of \$6,500, from \$12,000 FY2025-26 to \$5,500 FY2026-27 in receipts associated with DPW processing the Town of Wolcott municipal recycling to reflect funds deposited in solid waste account
- Clothes Sales: Decrease revenue of \$200, from \$250 FY2025-26 to \$50 FY2026-27 for clothes sales.
- Iron/Metal Sales: Decrease revenue of \$5,000 from \$55,000 FY2025-26 to \$50,000 FY2026-27 for the sale of iron/metal.
- Compost Sale: Increase compost sale revenue by \$2,000, from \$6,000 FY2025-26 to \$8,000 FY2026-27 based on market price of compost.
- Pay As You Throw Revenue: Decrease in anticipated revenue of \$5,000, from \$295,000 FY2025-26 to \$290,000 FY2026-27.
- Regular Wages Salary Increase – Labor Contract adjustment
- Overtime: Increase of \$2,000 in overtime from \$58,000 FY2025-26 to \$60,000, to FY2026-27.

- Public Utility Electrical Cost: Increase of \$250, from \$6,800 FY2025-26 to \$7,000 FY2026-27 to cover anticipated electrical cost.
- Natural Gas: Establish a new (additional) account of \$5,000 to fund natural gas heat at the transfer station storage building. Previously heated with waste oil.
- Program Supplies – Increase of \$2,000, from \$23,000 FY2025-26, to \$25,000 FY2026-27 to purchase permit hanging tags.
- Credit Card/Bank Fees: Increase of \$7,000, from \$8,000 FY2025-26 to \$15,000 FY2026-27 for credit card “pay as throw” payment processing.

Fiscal Year 2026-27 Goals:

- Continue to expand/establish written policies and standard operating procedures to improve operations and enhance training.
- Maintain compliance with CT DEEP environmental permits and regulations.
- Manage woody debris to eliminate accumulation of wood chips within the facility.
- Increase employee training in the scale house, roll off and loader.
- Final installation of solar array/panels on DPW landfill generating 1.62 megawatts. Anticipated startup in June 2027. Lease payment for portion of landfill established at \$50,000/year.
- Re-implement Trash to Treasure program for residents to obtain quality items previously disposed of at the transfer station.

Long Term Goals:

- Develop and implement programs to reduce the quantity of solid waste generated within the City through education and public awareness to reduce disposal cost of refuse and recyclable material, and reduce impact on the environment.

CITY OF BRISTOL

**FISCAL YEAR 2026-2027 OPERATING BUDGET
BUDGET NARRATIVE AND ANALYSIS**

Department: RIF Road Improvement Fund

Org: 3063019

Division: Capital Projects Fund

Fiscal Year 2025-26 Accomplishments:

- Administered Major Road Improvement programs, with increased funding through a State grant and Municipal Town Road Aid.
- Maintained procedures to improve/repair utilities located on City streets prior to performance of major road maintenance.
- Maintained City Roadway Condition Rating of 78.2 (Scale 1-100)
- Expanded program to mill and pave roadway sections (full lane width/100 ft. lengths) to improve roadway rideability.
- Utilized State DAS contracts to perform roadway reclamation to reduce City cost, engineering design services, and expedite construction.
- Utilized roadway rating system that enables DPW staff to rate roadways utilizing iPhone equipped with AI technology.
- Improved and expanded public access to the Department of Public Works Graphical Information System (GIS).
- Implemented Asset Management to track maintenance and operation costs.

Summary of Fiscal Year 2026-27 Request:

- Repair & Maintenance – Reduce \$100,000, from \$200,000 FY2025-26 to \$100,000 FY2026-27. It is critical to have a non-grant component, City contribution into the major road maintenance program, however, with State grant funding of approximately \$5,500,000, the City contribution can be reduced from the existing \$200,000 budget to \$100,000.

Fiscal Year 2026-27 Goals:

- Expand program to replace/install curbing as part of Department's paving program.
- Improve resident public notification procedures to inform the public of planned roadway and drainage projects.
- Investigate alternatives for roadway surface treatments.
- Maintain high level of, and ensure compliance with, City roadway and infrastructure construction standards.
- Improve coordination with public utility companies to limit disturbance to City roads.
- Improve account tracking/coordination with Comptroller/Purchasing Offices during fiscal year end close out to ensure real-time availability of account information.
- Continue implementation of Asset Management to track maintenance and operation cost.

Long Term Goals:

- Maintain current Roadway Condition Rating of City roads.
- Investigate alternatives for roadway surface treatments.



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: June 8, 2026

TO: Mayor Jeffrey Caggiano
Flood Erosion Control Board
Board of Public Works

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

RE: Revised FEMA Mapping – Pequabuck River and Coppermine Brook (Farmington River)

The new FEMA mapping for the Farmington River watershed is complete and will become effective on November 13, 2026. This remapping includes all streams, rivers, and flood-prone areas within the Farmington River watershed and therefore **encompasses nearly all of the City of Bristol**, with the exception of the small portion of the Mad River watershed located in the immediate vicinity of Cedar Lake. The Pequabuck River is a tributary of the Farmington River, and Coppermine Brook is a tributary of the Pequabuck River.

The City of Bristol encompasses approximately 26.4 square miles. Approximately three-quarters of the City lies within the Farmington River watershed, including the Pequabuck River and Coppermine Brook drainage areas that are the subject of the current FEMA remapping study. The remaining southwestern portion of the City drains to the Mad River watershed, which ultimately discharges into the Naugatuck River.

The new mapping incorporates updated hydrology and hydraulics. Hydrology determines how much water drains to a given location during a storm event, while hydraulics determines water depths, floodplain limits, and floodway boundaries. As a result, the new FEMA maps represent a comprehensive revision of the previous FEMA mapping.

It is important to emphasize that **FEMA maps are not produced by the City of Bristol**. They are developed by FEMA, or more specifically by engineering consultants working on behalf of FEMA. In the case of Bristol's new FEMA mapping, the maps were prepared by CDM Smith Inc. Compared to prior FEMA mapping, the new maps are clearer, utilize modern engineering modeling software (HEC-RAS and HEC-HMS), and were developed in accordance with FEMA Policy FP 204-078-1.

The original FEMA mapping, completed in 1981, did not include aerial photography and did not identify all major roads within the City. Although the 1981 maps depicted floodplains and floodways, the absence of aerial photography and detailed street information made it difficult to determine precise property locations. The 2008 FEMA map update added aerial photography but simply overlaid the original 1981 floodplain and floodway boundaries. As a result, the 2008 maps continued to reflect engineering analyses completed in 1981. The new FEMA maps incorporate engineering analyses completed in 2025.

The positive aspect of this update is that the FEMA maps have been modernized using current engineering standards and technology. The unfortunate reality, however, is that many residents believe these are City-generated maps. Because of increasing costs associated with properties located within FEMA flood zones, floodplain determinations have become more common and more precise during mortgage transactions. Consequently, the impacts of flood zone designations are often more significant than they were in the past.

In addition, revisions to FEMA flood maps are increasingly difficult to obtain. When I refer to map revisions, I am referring to the process of amending FEMA floodplain boundaries. FEMA map revisions require engineering documentation prepared in accordance with FEMA Policy FP 204-078-1 and are generally based on either the discovery of an error or the development of additional engineering data.

The floodways and floodplains shown on FEMA maps are based on the calculated impacts of the 1% annual chance flood event, commonly referred to as the "100-year storm." As a result, a common comment from residents is: "The maps are wrong—my family has lived on this property for 100 years and it has never flooded." Even if such statements are true, anecdotal testimony is not sufficient to support a FEMA map revision. FEMA map revisions are based on engineering analyses, and because the new FEMA maps have only recently been developed, it will be difficult and costly to justify re-engineering and revising the mapping.

The engineering costs associated with pursuing a FEMA map revision are typically in the range of \$25,000 to \$30,000, and there is no guarantee of success. The determination of whether a map revision is warranted cannot be made until the engineering analysis has been completed and reviewed by FEMA.

It should also be noted that FEMA maps are generally two-dimensional. In addition to the graphical representation on a FEMA map indicating the floodplain or floodway, most areas designated as Zone AE include a base flood elevation (BFE). The elevation shown on the FEMA map often provides a more accurate depiction of the extent, or lack thereof, of a floodplain or floodway than the graphical boundaries alone. As a result, the actual flood-prone area may be smaller or larger than what is graphically depicted on the FEMA maps.

This is not the case for FEMA Zone A designated areas. **The proposed maps identify additional Zone A areas.** Flood Zone A areas are locations where flooding is considered a concern, but no specific flood elevation has been established. These areas often consist of isolated pockets of designated flood hazard zones. **As a result, property owners may need to determine the flood elevation applicable to their property, which can be more challenging and costly.** The Bristol Department of Public Works (DPW), acting as the Floodplain Administrator, can provide assistance for the purposes of floodplain regulation compliance; however, additional engineering analysis is typically required for flood insurance determinations.

DPW has completed a review of the final maps that will become effective on November 13, 2026, and has determined that they are consistent with the previously provided draft maps. **Based on a review of the draft maps, the base flood elevation (BFE) of the water surface during a 100-year flood event is shown as approximately 1 to 1.5 feet lower than the current mapped**



Department of Public Works | 860.584.6125

elevation throughout large portions of the Pequabuck River corridor. However, there are also areas along the river where the draft maps indicate both expansions and reductions in the extent of the floodplain. In addition, as noted above, the maps identify isolated flood hazard areas designated as Flood Zone A.

DPW had previously reviewed the proposed FEMA maps and identified properties where structures were either removed from or added to the floodplain. **Although DPW was not required to provide notification, a letter was sent to each affected property owner.** A list of affected property owners is attached.

FEMA requires participating National Flood Insurance Program (NFIP) communities to adopt floodplain regulations consistent with the revised mapping prior to the effective date of the maps. A copy of the current ordinance, with proposed revisions indicated, is attached for the Board's review. A summary of the proposed revisions is provided below:

1. Map Reference Updates — Administrative/Required

Section 3.2 updates the adopted FEMA Flood Insurance Rate Map (FIRM) panel references to incorporate the maps that become effective on November 13, 2026. This is a required administrative amendment necessary to adopt the revised FEMA mapping.

2. Expanded Definition of Special Flood Hazard Area — Regulatory

Section 3.2 adds language addressing areas of potential, demonstrable, or historical flooding, including certain areas outside FEMA-mapped Special Flood Hazard Areas (SFHAs) where the land elevation is below the Base Flood Elevation (BFE) and is not protected by a natural or man-made feature. While this language appears to expand the scope of regulated flood hazard areas, it does not appear to have significant applicability within the City of Bristol.

3. Revised Definition of "Violation" — Regulatory

Section 2.1.49 revises the definition of a violation and provides that a structure or development may be presumed to be in violation if required permits, lowest-floor elevation documentation, floodproofing certificates, or floodway encroachment calculations are not provided. This amendment primarily clarifies existing enforcement requirements and documentation standards.

4. Utility Elevation Requirement Strengthened — Regulatory

Section 5.1.4 substantially revises the requirements for utilities and mechanical equipment located within flood hazard areas. The revised language requires electrical, heating, plumbing, HVAC equipment, appliances, fixtures, ductwork, hot water heaters, washer and dryer connections,

electrical panels, and similar equipment to be elevated at least one (1) foot above the Base Flood Elevation (BFE).

This represents a significant construction-standard change and may present challenges for some property owners, particularly where HVAC equipment is traditionally located in basements. However, the requirement provides substantial long-term benefits by reducing flood-related damage to mechanical systems, lowering repair costs, and improving overall building resiliency.

5. Recreational Vehicle Standards Added/Clarified — Regulatory

Section 5.1.8 clarifies the standards applicable to recreational vehicles (RVs) located within flood hazard areas. Recreational vehicles must either remain on-site for fewer than 180 consecutive days and be ready for highway use, or comply with applicable floodplain elevation and anchoring requirements.

In order to proceed with FEMA map adoption, the Department of Public Works recommends that the Board of Public Works take the following action:

Authorize the Department of Public Works to forward the proposed revisions to Appendix D, Flood Damage Prevention, of the City of Bristol Code of Ordinances to the City Council Ordinance Committee with a recommendation for approval and subsequent submission to the City Council for final approval and adoption.

City Engineer William Stango, P.E., is scheduled to present the revised maps to the Board of Public Works/Flood Erosion Control Board at its June 18, 2026 meeting.

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



FEMA

May 13, 2026

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

IN REPLY REFER TO:
19P

The Honorable Ellen Zoppo-Sassu
Mayor, City of Bristol
111 North Main Street, 3rd Floor
Bristol, CT 06010

Community Name: City of Bristol,
Hartford County,
Connecticut
Community No.: 090023
Map Panels Affected: See FIRM Index

Dear Mayor Zoppo-Sassu:

This is to notify you of the final flood hazard determination for Hartford County, Connecticut (All Jurisdictions), in compliance with Title 44, Chapter I, Part 67, Section 67.11, Code of Federal Regulations (CFR). This section requires that notice of final flood hazards shall be sent to the Chief Executive Officer of the community, all individual appellants, and the State Coordinating Agency, and shall be published in the *Federal Register*.

The statutory 90-day appeal period that was initiated for your community when the Department of Homeland Security's Federal Emergency Management Agency (FEMA) published a notice of proposed flood hazard determinations for your community in the local newspaper has elapsed. FEMA did receive a submission regarding the proposed flood hazard determinations during that time. The data submitted did not meet the requirements of 44 CFR Part 67, therefore no revisions were made to the Flood Insurance Study (FIS) report or Flood Insurance Rate Map (FIRM) for your community.

Accordingly, the flood hazard determinations for your community are considered final. The final notice for flood hazard determinations will be published in the *Federal Register* as soon as possible. The FIS report and FIRM for your community will become effective on November 13, 2026. Before the effective date, we will send your community final printed copies of the FIS report and FIRM. For insurance purposes, the community number and new suffix code for the panels being revised are indicated on the FIRM and must be used for all new policies and renewals.

Because the FIS report for your community has been completed, certain additional requirements must be met under Section 1361 of the National Flood Insurance Act of 1968, as amended, within 6 months from the date of this letter.

It must be emphasized that all the standards specified in 44 CFR Part 60.3(d) of the National Flood Insurance Program (NFIP) regulations must be enacted in a legally enforceable document. This includes adoption of the current effective FIS report and FIRM to which the regulations apply and other modifications made by this map revision. Some of the standards should already have been enacted by your community in order to establish initial eligibility in the NFIP. Your community can meet any additional requirements by taking one of the following actions in this Paragraph of the NFIP regulations:

1. Amending existing regulations to incorporate any additional requirements of 44 CFR Part 60.3(d);
2. Adopting all the standards of 44 CFR Part 60.3(d) into one new, comprehensive set of regulations; or
3. Showing evidence that regulations have previously been adopted that meet or exceed the minimum requirements of 44 CFR Part 60.3(d).

Also, prior to the effective date, your community is required, as a condition of continued eligibility in the NFIP, to adopt or show evidence of adoption of the floodplain management regulations that meet the standards of 44 CFR Part 60.3(d) of the NFIP regulations by the effective date of the FIRM. These standards are the minimum requirements and do not supersede any State or local requirements of a more stringent nature.

Many states and communities have adopted building codes based on the International Codes (I-Codes); the model I-Codes (2009 and more recent editions) contain flood provisions that either meet or exceed the minimum requirements of the NFIP for buildings and structures. The model codes also contain provisions, currently found in an appendix to the International Building Code, that apply to other types of development and NFIP requirements. In these cases, communities should request review by the NFIP State Coordinator to ensure that local floodplain management regulations are coordinated (not duplicative or inconsistent) with the State or Local building code. FEMA's resource, *Reducing Flood Losses through the International Code: Coordinating Building Codes and Floodplain Management Regulations, 5th Edition (2019)*, provides some guidance on this subject and is available at <https://www.fema.gov/emergency-managers/risk-management/building-science/building-codes/flood>.

Communities that fail to enact the necessary floodplain management regulations will be suspended from participation in the NFIP and subject to the prohibitions contained in Section 202(a) of the Flood Disaster Protection Act of 1973 (Public Law 93-234) as amended, and 44 CFR Part 59.24.

To assist your community in maintaining the FIRM, we have enclosed a Summary of Map Actions (SOMA) to document previous Letters of Map Change (LOMC) actions (i.e., Letters of Map Amendment, Letters of Map Revision) that will be affected when the revised FIRM panels referenced above become effective. If no LOMCs were issued previously for your community, you are receiving a SOMA for informational purposes only.

Once the FIS report and FIRM are printed and distributed, the digital files containing the flood hazard data for the entire county can be provided for use in a computer mapping system. These files can be used in conjunction with other thematic data for floodplain management purposes, insurance

requirements, and many other planning applications. Copies of the digital files of the FIRM panels may be obtained by calling our FEMA Mapping and Insurance eXchange (FMIX), toll free, at (877) 336-2627 (877-FEMA MAP) or by visiting the Map Service Center at <https://www.msc.fema.gov>. In addition, your community may be eligible for additional credits under our Community Rating System if you implement your activities using digital mapping files.

For assistance with your floodplain management ordinance or enacting the floodplain management regulations, please contact Diane Ifkovic, NFIP State Coordinator for Connecticut by telephone at (860) 424-3537. If you should require any additional information, we suggest that you contact the Director, Mitigation Division of FEMA, Region 1 at (617) 551-0600 for assistance. If you have any questions concerning mapping issues in general or the enclosed SOMA, please call our FMIX at the telephone number shown above. Additional information and resources you may find helpful regarding the NFIP and floodplain management can be found on our website at <https://www.fema.gov/flood-maps>.

Sincerely,



David N. Bascom, Acting Director
Engineering and Modeling Division
Federal Insurance Directorate, Resilience

Enclosure:
Final SOMA

cc: Community Map Repository
Raymond A. Rogozinski, P.E., Director of Public Works, City of Bristol

FINAL SUMMARY OF MAP ACTIONS

Community: BRISTOL, CITY OF

Community No: 090023

To assist your community in maintaining the Flood Insurance Rate Map (FIRM), we have summarized below the effects of the enclosed revised FIRM panels(s) on previously issued Letter of Map Change (LOMC) actions (i.e., Letters of Map Revision (LOMRs), Letter of Map Revision based on Fill (LOMR-Fs), and Letters of Map Amendment (LOMAs)) that will be affected when the revised FIRM becomes effective on November 13, 2026.

1. LOMCs Incorporated

The modifications effected by the LOMCs listed below will be reflected on the revised FIRM. In addition, these LOMCs will remain in effect until the revised FIRM becomes effective.

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
LOMR	16-01-0873P	11/14/2016	NORTH CREEK FLOOD MITIGATION PROJECT	09003C0462F	09003C0462G

2. LOMCs Not Incorporated

The modifications effected by the LOMCs listed below will not be reflected on the revised FIRM panels or will not be reflected on the revised FIRM panels because of scale limitations or because the LOMC issued had determined that the lot(s) or structure(s) involved were outside the Special Flood Hazard Area, as shown on the FIRM. These LOMCs will remain in effect until the revised FIRM becomes effective. These LOMCs will be revalidated free of charge 1 day after the revised FIRM becomes effective through a single revalidation letter that reaffirms the validity of the previous LOMCs.

FINAL SUMMARY OF MAP ACTIONS

Community: BRISTOL, CITY OF

Community No: 090023

2A. LOMCs on Revised Panels

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
LOMA	99-01-718A	06/16/1999	NORTH SHORE DEVELOPMENT, LOT 92, 143 IPSWITCH ROAD	0900230009B	09003C0465G
LOMA	00-01-0776A	07/20/2000	LOT 7, 23 KORY LANE	0900230009B	09003C0465G
LOMA	01-01-0808A	05/11/2001	LOT #2D, MAP 57, 939 JEROME AVENUE	0900230004B	09003C0458G
LOMA	02-01-0848A	04/26/2002	69 MEADOWBROOK DRIVE	0900230007B	09003C0466G
LOMA	04-01-0072A	11/06/2003	544 WOLCOTT ROAD	0900230009B	09003C0465G
LOMA	05-01-0519A	05/19/2005	ROBERT LOVELAND PLAN, LOT 25 -- 85 EDROW ROAD	0900230004B	09003C0465G
LOMA	08-01-0922A	08/07/2008	165 TERRYVILLE ROAD	0900230006B	09003C0461G
LOMA	09-01-0374A	01/27/2009	Lots 94 through 97, North Shore Development -- 107 IPSWITCH ROAD	09003C0465F	09003C0465G
LOMA	09-01-0362A	03/24/2009	BARNES TRACT, LOTS 37-38 -- 95-97 NORTH POND STREET	09003C0455F	09003C0455G
LOMA	09-01-0685A	04/07/2009	TAX MAP 45, LOT 13 -- 10 GRACE AVENUE	09003C0466F	09003C0466G
LOMA	09-01-0744A	04/14/2009	HOLLYWOOD HEIGHTS, LOT 14 -- 288 BROOK STREET	09003C0466F	09003C0466G
LOMA	09-01-0825A	05/19/2009	NORTH SHORE DEVELOPMENT, LOT 98 -- 97 IPSWITCH ROAD	09003C0465F	09003C0465G
LOMA	09-01-1299A	09/22/2009	APPLE BLOSSOM VILLAGE, UNITS 17-22 -- 59 WEST WASHINGTON STREET	09003C0466F	09003C0466G
LOMA	09-01-1412A	11/05/2009	230 TERRYVILLE ROAD	09003C0461F	09003C0461G
LOMA	10-01-0401A	01/26/2010	LOT 40-6, 71 IPSWITCH RD	09003C0465F	09003C0465G
LOMA	10-01-1406A	07/13/2010	LOT 18A--101 MAPLE AVENUE	09003C0458F	09003C0458G

FINAL SUMMARY OF MAP ACTIONS

Community: BRISTOL, CITY OF

Community No: 090023

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
LOMR-FW	10-01-1300A	08/17/2010	170 RIVERSIDE AVENUE	09003C0462F 09003C0466F	09003C0462G 09003C0466G
LOMR-FW	11-01-0176A	01/04/2011	14 BARNES STREET	09003C0462F	09003C0462G
LOMA	11-01-0677A	01/04/2011	LOT 38 IN SUBDIVISION---88 VANTANA DRIVE	09003C0466F	09003C0466G
LOMA	11-01-0803A	03/08/2011	LOT C----359 BROOK STREET	09003C0466F	09003C0466G
LOMA	12-01-1091A	03/27/2012	LOT 41 --- 115/117 NORTH POND STREET	09003C0455F	09003C0455G
LOMR-FW	12-01-0934A	04/12/2012	LOT 185---26 BARNES STREET	09003C0462F	09003C0462G
LOMA	12-01-2464A	10/09/2012	APPLE BLOSSOM VILLAGE -- 59 WEST WASHINGTON STREET (UNITS 1-16, 23-34, 35-42)	09003C0466F	09003C0466G
LOMA	13-01-0110A	10/23/2012	MAP 48, LOT 43 -- 97 LYNN ROAD	09003C0466F	09003C0466G
LOMA	13-01-1233A	03/26/2013	LOT 75H - 67 Brook Street	09003C0466F 09003C0467F	09003C0467G
LOMA	13-01-2123A	07/18/2013	LOT 87-5a - 351 Stafford Avenue	09003C0467F	09003C0467G
LOMA	14-01-0417A	12/05/2013	LOT 12A, BLOCK Assessors Map 48 - 103 Vantana Drive	09003C0466F	09003C0466G
LOMA	14-01-1665A	04/17/2014	TAX MAP 48, LOT 39 -- 141 LYNN ROAD	09003C0466F	09003C0466G
LOMA	15-01-0930A	02/12/2015	LOT 40 -- 127 LYNN ROAD	09003C0466F	09003C0466G
LOMA	15-01-2206A	09/01/2015	MINE BROOK MANOR, SECTION 3, LOT 37 -- 76 VANTANA DRIVE	09003C0466F	09003C0466G
LOMA	16-01-1202A	03/11/2016	Lot 43, Sunset Park Subdivision - 19 Marine Court	09003C0466F	09003C0466G
LOMA	16-01-1081A	03/25/2016	120 TERRYVILLE ROAD	09003C0461F	09003C0461G
LOMA	16-01-1408A	05/12/2016	BARNES TRACT, LOTS 35 & 36 -- 91/93 NORTH POND STREET	09003C0455F	09003C0455G

FINAL SUMMARY OF MAP ACTIONS

Community: BRISTOL, CITY OF

Community No: 090023

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
LOMA	16-01-1758A	05/18/2016	Lot 8, Woodybrook Acres Subdivision - 65 Woodybrook Road	09003C0458F	09003C0458G
LOMA	17-01-0067A	11/04/2016	BARNES TRACT, LOT 40 -- 111 NORTH POND STREET	09003C0455F	09003C0455G
LOMA	17-01-0605A	01/19/2017	BARNES TRACT, LOT 39 -- 109 NORTH POND STREET	09003C0455F	09003C0455G
LOMA	17-01-0780A	02/10/2017	PARCEL C -- 576 WOLCOTT ROAD	09003C0465F	09003C0465G
LOMA	17-01-0835A	02/17/2017	Lot D, Portions of Land of Francis A. & Richard R. Hare Subdivision - 586 Wolcott Road	09003C0465F	09003C0465G
LOMA	18-01-0299A	12/11/2017	PORTIONS OF LAND OF FRANCIS A. & RICHARD R. HARE, LOT 8 -- 658 WOLCOTT ROAD	09003C0465F	09003C0465G
LOMA	17-01-1552A	03/27/2018	Parcel A-3, Port. of Land of Francis A. and Richard R. Hare - 534 Wolcott Road	09003C0465F	09003C0465G
LOMA	19-01-1232A	07/01/2019	WOODYBROOK ACRES, LOT 10 -- 45 WOODYBROOK ROAD	09003C0458F	09003C0458G
LOMA	20-01-0681A	06/12/2020	SOUTH STREET COMMONS CONDOMINIUMS -- 55-57 SOUTH STREET	09003C0462F	09003C0462G
LOMA	21-01-0894A	05/17/2021	MAP OF LOT 19 SHOWING PARCEL A, LOTS 19-20 -- 258 BROOK STREET	09003C0466F	09003C0466G
LOMA	21-01-1132A	07/16/2021	47 KORY LANE	09003C0465F	09003C0465G
LOMR-FW	23-01-0131A	12/27/2022	148 WEST STREET	09003C0462F	09003C0462G
LOMR-FW	24-01-0491A	07/11/2024	138 & 146 WEST STREET	09003C0462F	09003C0462G
LOMA	24-01-0573A	07/11/2024	48 PARK STREET	09003C0462F	09003C0462G

FINAL SUMMARY OF MAP ACTIONS

Community: BRISTOL, CITY OF

Community No: 090023

2B. LOMCs on Unrevised Panels

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
LOMA	06-01-B255A	04/27/2006	24 DELL MANOR DRIVE (CT)	0900230010B	09003C0468F
LOMA	09-01-0867A	06/04/2009	TAX MAP 4, LOT 15 -- 175 CENTURY DRIVE	09003C0468F	09003C0468F
LOMA	13-01-1938A	07/09/2013	LOT 1B, BLOCK Map 4 - 650 Emmett St	09003C0469F	09003C0469G

3. LOMCs Superseded

The modifications effected by the LOMCs listed below have not been reflected on the Final revised FIRM panels because they are being superseded by new or revised flood hazard information or the information available was not sufficient to make a determination. The reason each is being superseded is noted below. These LOMCs will no longer be in effect when the revised FIRM becomes effective.

LOMC	Case No.	Date Issued	Project Identifier	Reason Determination Will be Superseded
LOMA	199500494R01	11/28/1995	91 BARNES STREET	4
LOMA	500019820R01	02/10/1998	55 WINDING BROOK ROAD	4
LOMR	09-01-0019P	10/31/2008	531 BROAD STREET	4

1. Insufficient information available to make a determination.
2. Lowest Adjacent Grade and Lowest Finished Floor are below the proposed Base Flood Elevation.
3. Lowest Ground Elevation is below the proposed Base Flood Elevation.
4. Revised hydrologic and hydraulic analyses.
5. Revised topographic information.
6. Superseded by another LOMC.

FINAL SUMMARY OF MAP ACTIONS

Community: BRISTOL, CITY OF

Community No: 090023

4. LOMCs To Be Redetermined

The LOMCs in Category 2 above will be revalidated through a single revalidation letter that reaffirms the validity of the determination in the previously issued LOMC. For LOMCs issued for multiple lots or structures where the determination for one or more of the lots or structures is no longer valid, the LOMC cannot be revalidated through this administrative process. Therefore, we will review the data previously submitted for the LOMC requests listed below and if appropriate issue a new determination for the affected properties after the effective date of the revised FIRM.

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
			NO CASES RECORDED		

Raymond Rogozinski

From: Ifkovic, Diane <Diane.Ifkovic@ct.gov>
Sent: Tuesday, May 19, 2026 9:23 AM
To: Raymond Rogozinski
Cc: Mayor'sOffice; Richard Brown; Christopher Markesich; Sajimon, Joy
Subject: New Flood Maps Effective November 13, 2026
Attachments: 090023_CityBristol_19P.pdf; Bristol.pdf

Importance: Low

Mr. Rogozinski,

FEMA notified your community on May 13, 2026, in the attached letter, regarding revised flood insurance rate maps (FIRM) and flood insurance study (FIS) that will become **effective on November 13, 2026**.

As part of a flood map update, the community is required to also update its floodplain management ordinance or zoning regulations, as outlined in FEMA's letter.

To assist the community in this process, **our office has performed a review of your current floodplain management ordinance/regulation**. Attached is a letter outlining the necessary changes that need to be made before November 13, 2026. Failure to adopt the new FIRM and FIS and make the required regulatory changes will result in suspension from the National Flood Insurance Program (NFIP). Suspension from the NFIP would mean property owners would not have access to federal flood insurance, which could hinder real estate transactions.

Please contact me if you have any questions about this process. I also advise that you review your entire floodplain management regulation to identify any edits or corrections, and consider any higher standards you may want to include as part of this update.

Diane Ifkovic

Environmental Analyst 3
State NFIP Coordinator
Land & Water Resources Division
Water Protection & Land Reuse
Connecticut Department of Energy & Environmental Protection
79 Elm Street, Hartford, CT 06106-5127
p: 860.424.3537 | diane.ifkovic@ct.gov



Connecticut
Department of Energy &
Environmental Protection

*Conserving, improving, and protecting our natural resources and environment;
Ensuring a clean, affordable, reliable, and sustainable energy supply.*

     | portal.ct.gov/DEEP



May 19, 2026

Raymond Rogozinski
Director of Public Works
City of Bristol
City Hall
111 North Main Street
Bristol, CT 06010

RE: Comprehensive Review of the City of Bristol Appendix D – Flood Damage Prevention Ordinance

Dear Mr. Rogozinski:

On June 29, 2023, the Federal Emergency Management Agency (FEMA) presented your community with new preliminary Flood Insurance Rate Maps (FIRM) as part of the Farmington River watershed study for Hartford County. **These maps are currently scheduled to become effective on November 13, 2026.** In order for your community to remain eligible to participate in the National Flood Insurance Program (NFIP), the City of Bristol must adopt revised regulations for development in designated FEMA floodplains that meet or exceed the minimum federal standards of 44 CFR 60.3 prior to the effective date of the community's new FIRM. FEMA issued its Letter of Final Determination (LFD) dated **May 13, 2026** to the City of Bristol outlining these requirements and providing the new effective map date.

In order to assist the community in this map revision process, the CTDEEP has reviewed your community's existing floodplain management regulations for compliance with 44 CFR 60.3. The review indicated that revisions to the community's existing floodplain regulations are needed in order to maintain minimum compliance with the NFIP minimum standards.

The following comments were generated as a result of the recent review and are presented in the order of your current regulations. Comments or words written in bold or strike-through text indicate the definition, section, or wording is required for minimum compliance with FEMA regulations and recently adopted state floodplain management requirements. Text in italics is for explanation purposes.

Section 2 Definitions

Please add the bold word below to the existing definition.

2.1.47 Substantial improvement – Any combination of repairs, reconstruction, . . . that alteration affects the external dimensions of the structure. The term does not, however, include either: (1) Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been **previously** identified by the local code enforcement official and which are the minimum necessary to assume safe living conditions, or . . .

The definition for "Variance" is listed twice in 2.1.48 and 2.1.49, however, the definition for "Violation" is missing. Please consolidate language into 2.1.48 for the definition of "Variance", and add the

definition of "Violation" as 2.1.49, language provided below.

2.1.49 Violation - Failure of a structure or other development to be fully compliant with the community's flood damage prevention ordinance. A structure or other development without required permits, lowest floor elevation documentation, flood-proofing certificates or required floodway encroachment calculations is presumed to be in violation until such time as that documentation is provided.

Section 3.2 Basis for establishing the areas of special flood hazard

Please update the dates as shown in the bold text below.

The areas of special flood hazard identified by the Federal Emergency Management Agency (FEMA) in its Flood Insurance Study (FIS) for Hartford County, Connecticut, dated **November 13, 2026**, and accompanying Flood Insurance Rate Maps (FIRM), dated **November 13, 2026 (Panels 09003C0 455G, 456G, 457G, 458G, 459G, 461G, 462G, 465G, 466G, 467G), May 16, 2017 (09003C0469G) and September 26, 2008 (Panel 09003C0468F)**, and other supporting data applicable to the City of Bristol, and any subsequent revisions thereto, are adopted by reference into this ordinance. Since mapping is legally adopted by reference into this regulation it must take precedence when more restrictive until such time as a map amendment or map revision is obtained from FEMA. The areas of special flood hazard include any area shown on the FIRM as Zones A and AE, including areas designated as a floodway on a FIRM. Areas of special flood hazard are determined utilizing the base flood elevation (BFE) provided on the flood profiles in the FIS for a community. BFEs provided on a FIRM are only approximate (rounded up or down) and should be verified with the BFEs published in the FIS for a specific location. **Also included in the areas of special flood hazard are areas of potential, demonstrable or historical flooding, including any area contiguous with, but outside the areas of special flood hazard identified by FEMA, and where the land surface elevation is lower than the base flood elevation (BFE) as shown on the FIRM or in the FIS, and where the area is not protected from flooding by a natural or man-made feature.** The FIRM and FIS are on file in the Department of Public Works – Engineering Division.

Section 5.1 General standards

Please replace this section with the bold text provided below.

5.1.4. The bottom of all electrical, heating, plumbing, ventilation and air conditioning equipment, appliances, fixtures and components, HVAC duct work and duct systems, and any other utility service equipment, facilities, machinery, or connections servicing a structure shall be elevated at least one foot (1.0 ft) above the base flood elevation (BFE). This includes, but is not limited to, furnaces, oil or propane tanks, air conditioners, heat pumps, hot water heaters, ventilation duct work, washer and dryer hook-ups, electrical junction boxes, and circuit breaker boxes. Connections or other equipment that must be located below the BFE plus one foot (1.0 ft) elevation are permitted only when no other elevation alternative is available and provided they are designed and installed to prevent water from entering or accumulating within the components and to resist hydrostatic and hydrodynamic loads and stresses, including the effects of buoyancy, during the occurrence of the base flood event. Electrical wiring systems that must be located below the BFE plus one foot (1.0 ft) shall conform to the standards for wet locations.

Please update this section with the bold text provided below.

5.1.8 Manufactured homes and Recreational Vehicles:

(a) All manufactured (mobile) homes, including recreational vehicles placed on site for one hundred and eighty (180) consecutive days or longer, to be placed, or substantially improved shall be elevated so that the lowest floor is at least one foot above the base flood elevation;

(d) Recreational vehicles shall either be on the site for fewer than one hundred and eighty (180) consecutive days, and be fully licensed and ready for highway use, or meet all the general standards of Section 5.1 and the elevation and anchoring requirement of Section 5.1.8 (a), (b) and (c). A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions.

Once these revisions are made to the City of Bristol's Flood Damage Prevention Ordinance and the community formally adopts these revisions and the new effective FIRM and FIS, the municipality will be fully compliant with program standards. **Please provide this office with a draft copy of the revised regulations at least one month prior to formal adoption by the City in order to check that all required revisions have been made.** With those revisions, please provide a schedule for public hearing and adoption. Once the revised regulations are adopted, this office will need a certified copy to forward to FEMA Region I.

Thank you for your attention and cooperation in this matter. If you have any questions regarding this review or the specific requirements discussed in this letter, or would like an electronic version of our model floodplain regulations from where the language for the above stated comments had been cited or a copy of our higher regulatory standards developed for use with the model floodplain regulations, please contact me by telephone at (860) 424-3537, or by email at diane.ifkovic@ct.gov.

Sincerely,

Diane Ifkovic

Diane Ifkovic
State NFIP Coordinator
Land & Water Resources Division

cc: Ellen Zoppo-Sassu, Mayor
Richard Brown, Chief Building Official
Christopher Markesich, FEMA Region I
File: City of Bristol Community File: Ordinance/Regulation

PROPERTIES WITH STRUCTURES
THAT WILL BE **IN** OF THE
FLOODPLAIN WITH THE ADOPTION
OF NEW FEMA MAPS

Building Type	MAILING ADDRESS	OWNER NAME	A MAP CHANGE
Principal Structure	10 DUNCAN ST	GHIGLIA ANDREA + LYNN	1=ADDED
Principal Structure	104 VINE RD	ZETTERVALL KYLE P	-1=REMOVED
Principal Structure	111 UNION ST	ONE REALTY LLC	IN TO A
Principal Structure	111 UNION ST	ONE REALTY LLC	IN TO A
Principal Structure	1145 BURLINGTON AVE	DELFINO WILLIAM + DELFINO KAREN +DELFIN	IN TO A
Principal Structure	115 MOUNTAIN VIEW AVE	GENUARIO ROBERT LOUIS JR	IN TO A
Principal Structure	115 REDWOOD DR	LEWICKI JASON R + DOUCETTE KATELIN M	OIN TO A
Principal Structure	115 VINE RD	HORAN GERALDINE D	IN TO A
Principal Structure	120 SHEFFIELD LA	STAFFORD SCOTT D + JENNIFER M	IN TO A
Principal Structure	121 MOUNTAIN VIEW AVE	TEDD NANCY A	IN TO A
Principal Structure	123 VINE RD	BOZZUTO PHILIP + VOISINE CASEY	IN TO A
Principal Structure	130 SHEFFIELD LA	LEE EDWARD D JR + BARBARA R TRUSTEES	IN TO A
Principal Structure	138 SHEFFIELD LA	GUERARD DENNIS + DALE	IN TO A
Principal Structure	141 BETHS AVE	VERNON PROPERTY LLC	IN TO A
Principal Structure	149 BETHS AVE	MITCHELL SCOTT A	IN TO A
Principal Structure	15 CIRCLE ST	CENTRAL STREET APARTMENTS LLC	IN TO A
Principal Structure	15 UNION ST	DEPAROLIS FRANK	IN TO A
Principal Structure	151 SHEFFIELD LA	FORTIN JACQUELINE	IN TO A
Principal Structure	152 SHEFFIELD LA	HARRINGTON FREDERICK J + LINDA M	IN TO A
Principal Structure	159 SHEFFIELD LA	MCCARTHY MICHAEL J + DAWN M	IN TO A
Principal Structure	162 SHEFFIELD LA	FORK FOUR PROPERTIES LLC	IN TO A
Principal Structure	176 ASHLEY RD	KALUZNY TADEUSZ J + DONNA	IN TO A
Principal Structure	183 SHEFFIELD LA	LAVOIE HERMAS J JR	IN TO A
Principal Structure	184 PERKINS ST	DEANGELO SCOTT M + SHERYL A SURV	IN TO A
Principal Structure	188 ASHLEY RD	RYAN JOHN P	IN TO A
Principal Structure	195 CENTRAL ST	195-201 CENTRAL STREET LLC	IN TO A
Principal Structure	199 ASHLEY RD	FITZGERALD FREDERICK M + KATHLEEN A	IN TO A
Principal Structure	200 ASHLEY RD	HAUER ARMIN + KARIN	IN TO A
Principal Structure	210 ASHLEY RD	BEAUDET LORI A	IN TO A

Properties with Structures that will be IN the floodplain with adoption of the New FEMA maps

Principal Structure	216 CENTRAL ST	CENTRAL STREET APARTMENTS LLC	IN TO A
Principal Structure	219 CENTRAL ST	CENTRAL BRISTOL PROPERTIES LLC	IN TO A
Principal Structure	23 TROUT BROOK DR	LEVINE LAURA J BARONE + LEVINE RICHARD H	IN TO A
Principal Structure	269 BIRCH ST	JENNINGS LECIUS R + JENNINGS SANDRA A	IN TO A
Principal Structure	27 UNION ST	DEPAROLIS FRANK	IN TO A
Principal Structure	277 BIRCH ST	DELL'AERA DAVID + JERRICA	IN TO A
Principal Structure	28 KATHERN ST	DOYON STEPHEN L + DIANE B	IN TO A
Principal Structure	28 TROUT BROOK DR	TOEWS DONALD + PELLETIER JAY	IN TO A
Principal Structure	286 SHRUB RD	PHILLIPS SEAN	IN TO A
Principal Structure	29 ARLENE DR	SCHMELDER JAMES R	IN TO A
Principal Structure	29 BURTON ST	CIQUERA MATTHEW J	IN TO A
Principal Structure	321 STONECREST DR	SHERIDEN WOODS LANDLORD LLC	IN TO A
Principal Structure	334 WEST WASHINGTON ST	BOUCHER BARBARA A	IN TO A
Principal Structure	36 CARPENTER AVE	RAJPUT BURHAM + IRUM SAIMA	IN TO A
Principal Structure	36 LOUISIANA AVE	GRACE BAPTIST CHURCH	IN TO A
Principal Structure	37 RICH LA	GONZALEZ VICTOR	IN TO A
Principal Structure	38 GEORGE ST	KENNEDY WILLIAM F JR	IN TO A
Principal Structure	380 KING ST	DB HOMES LLC	IN TO A
Principal Structure	39 TROUT BROOK DR	MULDOON JOHN J	IN TO A
Principal Structure	40 SENECA RD	STOCKMAN SHARON B	IN TO A
Principal Structure	43 ARLENE DR	MACDONALD DATHAN + SARAH + BOWDEN KE	IN TO A
Principal Structure	44 GEORGE ST	44 GEORGE STREET LLC	IN TO A
Principal Structure	454 MAPLE AVE	ALIBOZAK EVELYN	IN TO A
Principal Structure	462 MAPLE AVE	FLAHERTY JOSEPH T JR + JENNIFER L	IN TO A
Principal Structure	470 KING ST	GAFFNEY CASEY	IN TO A
Principal Structure	5 ARLENE DR	FISCHER GALE JUDITH	IN TO A
Principal Structure	50 GEORGE ST	DELL'AERA JONATHAN	IN TO A
Principal Structure	50 LOUISIANA AVE	SEQUENZIA CONCETTA G	IN TO A
Condominium	506 KING ST		IN TO A
Principal Structure	56 GEORGE ST	HALLE RITA A	IN TO A

Properties with Structures that will be IN the floodplain with adoption of the New FEMA maps

Principal Structure	56 LOUISIANA AVE	ACEVEDO ANGELO L + MELBA M	IN TO A
Principal Structure	611 NORTH MAIN ST	G LAVIERO REALTY LLC	IN TO A
Principal Structure	62 LOUISIANA AVE	MALDONADO RAMON	IN TO A
Principal Structure	63 HOLT PL	FREDERICKS TIMOTHY M	IN TO A
Principal Structure	63 RICH LA	WARNAT BRIAN THOMAS + MARLA BETH	IN TO A
Principal Structure	69 HOLT PL	SOUCY PETER L	IN TO A
Principal Structure	7 SPARK AVE	SAUCIER ROLAND A + SHERRI L SURV	IN TO A
Principal Structure	71 MOUNTAIN VIEW AVE	SWIECINSKI ADAM + BEATA E +	IN TO A
Principal Structure	71 RICH LA	ABUCEWICZ DANIELLE COLOSIMO + ABUCEWI	CIN TO A
Principal Structure	74 GEORGE ST	CAMMARIERE ANTHONY	IN TO A
Principal Structure	77 MOUNTAIN VIEW AVE	LAGASSIE MICHAEL B + LINDA	IN TO A
Principal Structure	84 ELIZABETH RD	BARTOLABA KRISTINE	IN TO A
Principal Structure	880 BURLINGTON AVE	LOWE JAMES	IN TO A
Principal Structure	90 SOUTH ST	YARDE REALTY CO	IN TO A
Principal Structure	91 REDWOOD DR	SABATINO DAVID JOHN THOMAS	IN TO A
Principal Structure	99 REDWOOD DR		IN TO A
Principal Structure	BETHS AVE		IN TO A
Principal Structure	BETHS AVE		IN TO A
Structure - not in Brist	MINES RD		IN TO A
Principal Structure	1 DIVINITY ST	HEARTHSTONE HOLDINGS LLC	IN TO AE
Principal Structure	100 ANDREWS ST	MASTROPIERO JOHN	IN TO AE
Principal Structure	106 ANDREWS ST	SANTOS LUIS ARTURO LOPEZ	IN TO AE
Principal Structure	106 CANDY LA	ROSHON RICHARD	IN TO AE
Principal Structure	107 CANDY LA	STUART WILLIAM G + RITA M	IN TO AE
Principal Structure	11 REVERE DR	SUTULA CONSTANCE R	IN TO AE
Principal Structure	110 CENTRAL ST	STEVE F LAVOIE AND DIANE J LAVOIE-PELLETIE	IN TO AE
Principal Structure	116 CENTRAL ST	STEVE F LAVOIE AND DIANE J LAVOIE-PELLETIE	IN TO AE
Principal Structure	118 ANDREWS ST	GARGAS RYSZARD +MARGERITA O	IN TO AE
Principal Structure	125 CENTRAL ST	VITRANO FAMILY LLC	IN TO AE

Properties with Structures that will be IN the floodplain with adoption of the New FEMA maps

Principal Structure	126 FALLS BROOK RD	LEMERE MARY A	IN TO AE
Principal Structure	13 DIVINITY ST	O'DONNELL DEBORAH	IN TO AE
Principal Structure	135 MAPLE AVE	RYERSON DANIELLE	IN TO AE
Principal Structure	141 WEST ST	SOUTH SIDE REALTY LLC	IN TO AE
Principal Structure	149 WEST ST	SOUTH SIDE REALTY LLC	IN TO AE
Principal Structure	15 REVERE DR	SUTULA DANIEL P	IN TO AE
Principal Structure	15 TROUT BROOK DR	TROUT BROOK PROPERTY LLC	IN TO AE
Principal Structure	15 WILLOW BROOK RD	GALIPO DOREEN + CASTONGUAY SUSAN	IN TO AE
Principal Structure	155 STEVENS ST	BENGTSON JANICE	IN TO AE
Principal Structure	17 EDROW RD	MCINTYRE GAIL HULTEN	IN TO AE
Principal Structure	173 BROAD ST	BROAD STREET CHAPULIS LLC	IN TO AE
Principal Structure	187 WEST WASHINGTON ST	GERBER ANNETTE + MAZEROLLE JEFFREY JR	IN TO AE
Principal Structure	188 TERRYVILLE AVE	DIPIETRO DANA	IN TO AE
Principal Structure	189 WEST ST	191 WEST STREET LLC	IN TO AE
Principal Structure	192 TERRYVILLE AVE	MUTE RICHARD E	IN TO AE
Principal Structure	198 TERRYVILLE AVE	MUTE RICHARD E	IN TO AE
Principal Structure	199 TERRYVILLE AVE	TURNER JAMES + LORI	IN TO AE
Principal Structure	2 PARK ST	STATE OF CONNECTICUT, DEPT OF TRANSPORT	IN TO AE
Principal Structure	205 WEST WASHINGTON ST	PAULINO TINA A + JEFFREY J	IN TO AE
Principal Structure	23 TROUT BROOK DR	LEVINE LAURA J BARONE + LEVINE RICHARD H	IN TO AE
Principal Structure	23 WILLOW BROOK RD	MUNAFO LAURA	IN TO AE
Principal Structure	24 REVERE DR	SALIH SAMER E	IN TO AE
Principal Structure	25 MIDDLE ST	25, 27 & 45 MIDDLE STREET LLC	IN TO AE
Principal Structure	25 REVERE DR	NYERICK JOAN S	IN TO AE
Principal Structure	259 LOUISIANA AVE	PKON PROPERTIES LLC	IN TO AE
Principal Structure	26 MUZZY ST	USALA JOAN	IN TO AE
Principal Structure	26 RICHARD CT	BARTLEY DAVID + AMANDA	IN TO AE
Principal Structure	267 LOUISIANA AVE	BHAGALOO RAMCHAND	IN TO AE
Principal Structure	269 WEST WASHINGTON ST	COROLLA PROPERTIES LLC	IN TO AE
Principal Structure	281 WEST WASHINGTON ST	SHIELDS PATRICIA + STEVEN	IN TO AE

Properties with Structures that will be IN the floodplain with adoption of the New FEMA maps

Principal Structure	29 RICHARD CT	KALLBERG CAROL Y	IN TO AE
Principal Structure	290 LOUISIANA AVE	ROYS WILBUR J + CATHERINE M	IN TO AE
Principal Structure	291 WEST WASHINGTON ST	PLONSKI FLORENCE J	IN TO AE
Principal Structure	30 NEW ST	SALLSTROM PATRICIA B	IN TO AE
Principal Structure	301 WEST WASHINGTON ST	NAGRABSKI DAVID J	IN TO AE
Principal Structure	31 REVERE DR	NYERICK JOAN S	IN TO AE
Principal Structure	31 WILLOW BROOK RD	GRAB PHYLLIS C	IN TO AE
Principal Structure	320 SHRUB RD	ROY ROGER K	IN TO AE
Principal Structure	332 SHRUB RD	MORYTKO ERIN L	IN TO AE
Principal Structure	34 JAMES ST	RODRIGUEZ DAVID M	IN TO AE
Principal Structure	342 SHRUB RD	SAWE KARIN	IN TO AE
Principal Structure	345 MIX ST	CITY OF BRISTOL	IN TO AE
Principal Structure	35 REVERE DR	SUTULA DANIEL P	IN TO AE
Principal Structure	352 SHRUB RD	LAMARRE KYLE	IN TO AE
Principal Structure	36 JAMES ST	SKINDARAS JULIUS	IN TO AE
Principal Structure	36 RICHARD CT	REBISZ JERZY + WIOLETA	IN TO AE
Principal Structure	36 WILLOW BROOK RD	DESCHAINED PHILIP A + LINDA M	IN TO AE
Principal Structure	362 SHRUB RD	SIROIS MARY ANN	IN TO AE
Principal Structure	37 BROAD ST	CEBALLOS JOHN + SANCHEZ MARGARITA	IN TO AE
Principal Structure	397 MIX ST	GRANT JOSIE M	IN TO AE
Mobile Home	40 MATTHEWS ST		IN TO AE
Mobile Home	40 PRESTON ST	TJR REALTY LLC	IN TO AE
Principal Structure	405 MIX ST	MELANSON DANIEL J +	IN TO AE
Principal Structure	41 REVERE DR	NYERICK JOAN S	IN TO AE
Principal Structure	41 RICHARD CT	TOURVILLE LAUREL M	IN TO AE
Principal Structure	41 WILLOW BROOK RD	COAN THERESA C	IN TO AE
Principal Structure	417 MIX ST	MACRI NUNZIO + GISELDA	IN TO AE
Principal Structure	418 JEROME AVE	ANGERS GERARD R	IN TO AE
Principal Structure	43 WINDING BROOK RD	OUELLETTE SHERYL L + JOEL D	IN TO AE
Principal Structure	430 JEROME AVE	MAZREK RICHARD ADAM	IN TO AE

Properties with Structures that will be IN the floodplain with adoption of the New FEMA maps

Principal Structure	434 JEROME AVE	BUCKLEY FARMS LLC	IN TO AE
Principal Structure	435 MIX ST	LAVIGNE WILLIAM E	IN TO AE
Principal Structure	436 BROAD ST	A&R LLC	IN TO AE
Principal Structure	444 JEROME AVE	DOWNS DIANA	IN TO AE
Principal Structure	445 MIX ST	MUEHLFELD CHRISTOPHER M	IN TO AE
Principal Structure	45 MIDDLE ST	25, 27 & 45 MIDDLE STREET LLC	IN TO AE
Principal Structure	452 BROAD ST	GAMBLE NICHOLAS E	IN TO AE
Principal Structure	455 MIX ST	KOZUCH HENRY	IN TO AE
Principal Structure	46 PRESTON ST	DGG DEVELOPMENT LLC	IN TO AE
Principal Structure	46 RICHARD CT	HARVEY BEATA + MATTHEW J	IN TO AE
Principal Structure	46 WILLOW BROOK RD	BURKE MYLIN + STEVEN	IN TO AE
Principal Structure	475 BROOK ST	MAGISANO GEOFFREY J + FOURNIER ALISSA	IN TO AE
Mobile Home	482 BROAD ST		IN TO AE
Mobile Home	482 BROAD ST		IN TO AE
Mobile Home	482 BROAD ST		IN TO AE
Mobile Home	482 BROAD ST		IN TO AE
Principal Structure	49 PRESTON ST	SWANSON BRYAN W + RITA D	IN TO AE
Principal Structure	49 WILLOW BROOK RD	PIPER LINDA L	IN TO AE
Principal Structure	51 RICHARD CT	MERRIFIELD THOMAS H + JOYCE A	IN TO AE
Principal Structure	52 PRESTON ST	DONOVAN MARC + SULLIVAN MEGAN	IN TO AE
Principal Structure	55 WINDING BROOK RD	HANG HAN H + HIEN H	IN TO AE
Principal Structure	550 BROAD ST	550 BROAD LLC	IN TO AE
Principal Structure	550 BROAD ST	550 BROAD LLC	IN TO AE
Principal Structure	56 NEW ST	GAITY JANET	IN TO AE
Principal Structure	57 PRESTON ST	MARCANO JOANNE	IN TO AE
Principal Structure	57 WILLOW BROOK RD	EWINGS ROBERT B + MELISSA	IN TO AE
Principal Structure	58 PRESTON ST	DGG ENTERPRISES LLC	IN TO AE
Principal Structure	60 RICHARD CT	LAPLANTE ZACHARY C + WIELAND KATIE L	IN TO AE
Principal Structure	64 MATTHEWS ST	IVY DRIVE LLC	IN TO AE

Properties with Structures that will be IN the floodplain with adoption of the New FEMA maps

Principal Structure	64 PRESTON ST	INGHAM CARLENA	IN TO AE
Principal Structure	67 WINDING BROOK RD	NOGUEIRA THAYLON SILVA	IN TO AE
Principal Structure	71 RICHARD CT	MAKULA JOSHUA + JENNIFER C	IN TO AE
Principal Structure	72 PRESTON ST	JARAMILLO JOHN + ROSA M	IN TO AE
Principal Structure	72 RICHARD CT	POMERLEAU PATRICIA O'BRIEN	IN TO AE
Principal Structure	74 BARBARA RD	GATES ROBERT	IN TO AE
Principal Structure	75 MISSAL AVE	GRUBY WILLIAM RICHARD + SOPHIE	IN TO AE
Principal Structure	76 JOHN AVE	KEO CHOR + CHHLEAT	IN TO AE
Principal Structure	8 LOHAVEN RD	MARTINELLI LINDA S	IN TO AE
Principal Structure	823 FARMINGTON AVE	AYARI LLC	IN TO AE
Principal Structure	839 FARMINGTON AVE	LAMONICOS RESTAURANT INC ET AL	IN TO AE
Principal Structure	84 ANDREWS ST	CARRIER CONSTRUCTION INC	IN TO AE
Principal Structure	889 FARMINGTON AVE	889 FARMINGTON APARTMENTS CORP	IN TO AE
Principal Structure	893 FARMINGTON AVE	RIVERS PLAZA LLC	IN TO AE
Principal Structure	9 DIVINITY ST	BLUE CASCADES LLC	IN TO AE
Principal Structure	900 JEROME AVE	CURYLO DANIEL D + ROBIN	IN TO AE
Principal Structure	91 BARNES ST	FERRO DENISE	IN TO AE
Principal Structure	92 MISSAL AVE	PATTERSON LEONARD FRANK + PATTERSON N	IN TO AE
Principal Structure	94 CANDY LA	CABAN ELBANELLIE	IN TO AE
Principal Structure	97 CANDY LA	PELLETIER ANNA M	IN TO AE
Principal Structure	99 ANDREWS ST	ARNSON DANIEL	IN TO AE

PROPERTIES WITH STRUCTURES
THAT WILL BE **OUT** OF THE
FLOODPLAIN WITH THE ADOPTION
OF NEW FEMA MAPS

Building Type	MAILING ADDRESS	OWNER NAME	AO MAP CHANGE
Principal Structure	100 NORTH ST	WINDSOR BEST CLEANERS LLC	OUT OF AO
Principal Structure	106 NORTH ST	REDDY GROUP LLC	OUT OF AO
Principal Structure	430 NORTH MAIN ST	NORTHSIDE SQUARE LLC	OUT OF AO
Principal Structure	430 NORTH MAIN ST	NORTHSIDE SQUARE LLC	OUT OF AO
Principal Structure	81 NORTH ST	LINCOLN & DAMATO LLC	OUT OF AO
Principal Structure	109 NORTH POND ST	AKERLEY JILL G	OUT OF A
Principal Structure	111 NORTH POND ST	BEST CORNELIUS	OUT OF A
Principal Structure	115 NORTH POND ST	CASTROGIOVANNI SALVADOR + SUSAN	OUT OF A
Principal Structure	154 CHURCH ST	154 CHURCH ST LLC	OUT OF A
Principal Structure	40 WEST ST	BRISTOL REAL ESTATE LLC	OUT OF A
Condominium	45-57 SOUTH ST		OUT OF A
Principal Structure	463 WOLCOTT RD	HARRY C BARNES MEMORIAL NATURAL	OUT OF A
Principal Structure	47 UPSON ST	FAMILY CENTER INCORPORATED THE	OUT OF A
Principal Structure	7 UPSON ST	UPSON BRISTOL LLC	OUT OF A
Principal Structure	79 NORTH POND ST	ATLANTIC REALTY LLC	OUT OF A
Principal Structure	83 NORTH POND ST	DOUCETTE LAURETTE J + ARMAND W	OUT OF A
Principal Structure	87 NORTH POND ST	GRANT JOSHUA ELIJAH	OUT OF A
Principal Structure	9 BEECH ST	RIOUX ROGER P	OUT OF A
Principal Structure	91 NORTH POND ST	THAXTER JAMES L +	OUT OF A
Principal Structure	95 NORTH POND ST	BACHAND CHRISTOPHER E	OUT OF A
Principal Structure	CRESCENT DR EXT		OUT OF A
Principal Structure	10 GRACE AVE	NAUSS TED G	OUT OF AE
Principal Structure	10 MARINE CT	KOZIKOWSKI JOSEPH J + ROSE W	OUT OF AE
Principal Structure	100 ARTISAN ST	MORIN DEBORAH S	OUT OF AE
Principal Structure	103 ARTISAN ST	PRESTON CASSANDRA +	OUT OF AE
Principal Structure	103 MAPLE AVE	DELTA REALTY CORP	OUT OF AE
Principal Structure	103 VANTANA DR	RATHKE JAMES K + SANDRA J	OUT OF AE

Properties with structures that will be out of the floodplain with the adoption of new FEMA MAP

Principal Structure	105 LYNN RD	CARENZO LAWRENCE J + SHEILA A	OUT OF AE
Principal Structure	110 ARTISAN ST	MOODY PATRICIA S	OUT OF AE
Principal Structure	113 LYNN RD	MAGYAR GERALDINE R	OUT OF AE
Principal Structure	115 PINE ST	65 BURRITT STREET LLC	OUT OF AE
Principal Structure	115 SCHOOL ST	SBK LLC	OUT OF AE
Principal Structure	115 VANTANA DR	LAVOIE NORMAN F	OUT OF AE
Principal Structure	116 RIVERSIDE AVE	SFS PROPERTIES LLC	OUT OF AE
Principal Structure	120 TERRYVILLE RD	RABR LLC	OUT OF AE
Principal Structure	121 TERRYVILLE RD	LETOURNEAU CARMEN	OUT OF AE
Principal Structure	122 SCHOOL ST	LOPIANO MAURO	OUT OF AE
Principal Structure	124 WEST ST	THERIAULT FERNANDO	OUT OF AE
Principal Structure	124 WEST ST	THERIAULT FERNANDO	OUT OF AE
Principal Structure	127 LYNN RD	LACOUTURE ROBERT + JACKIE	OUT OF AE
Principal Structure	130 SCHOOL ST	LOPIANO MAURO + MARIE	OUT OF AE
Principal Structure	132 RIVERSIDE AVE	LISACO LLC	OUT OF AE
Principal Structure	137 SCHOOL ST	BOTTONE ANDREW + SEBASTIAN AD	OUT OF AE
Principal Structure	137 SCHOOL ST	BOTTONE ANDREW + SEBASTIAN AD	OUT OF AE
Principal Structure	137 TERRYVILLE RD	D B S ASSOCIATES LLC	OUT OF AE
Principal Structure	138 WEST ST	GRAND SARGENT LLC	OUT OF AE
Principal Structure	138 WEST ST	GRAND SARGENT LLC	OUT OF AE
Principal Structure	141 LYNN RD	TOMASI MARY C	OUT OF AE
Principal Structure	146 LAUREL ST	GRAND MANOR HOLDINGS LLC	OUT OF AE
Principal Structure	146 LAUREL ST	GRAND MANOR HOLDINGS LLC	OUT OF AE
Principal Structure	147 SCHOOL ST	RAMOS JOSE A	OUT OF AE
Principal Structure	147 TERRYVILLE RD	147 TERRYVILLE ROAD LLC	OUT OF AE
Principal Structure	148 WEST ST	148 WEST STREET LLC	OUT OF AE
Principal Structure	15 MUZZY ST	CITY OF BRISTOL	OUT OF AE
Principal Structure	15 MUZZY ST	CITY OF BRISTOL	OUT OF AE
Principal Structure	15 MUZZY ST	CITY OF BRISTOL	OUT OF AE

Properties with structures that will be out of the floodplain with the adoption of new FEMA MAP

Principal Structure	15 VANTANA DR	DESANTIS ROBERT K + CHERYL	OUT OF AE
Principal Structure	150 TERRYVILLE RD	COLLISION DEPOT LLC	OUT OF AE
Principal Structure	156 FREDERICK ST	COUTURE CHRISTOPHER B + MELISSA	OUT OF AE
Principal Structure	158 TERRYVILLE RD	COLLISION DEPOT LLC	OUT OF AE
Principal Structure	162 BROOK ST	RANCOURT RAMONA L	OUT OF AE
Principal Structure	163 and 165 SCHOOL ST		OUT OF AE
Principal Structure	163 BROOK ST	WOJTECZKO BEATO	OUT OF AE
Principal Structure	164 CENTRAL ST REAR		OUT OF AE
Principal Structure	165 TERRYVILLE RD	CASSIDY HOLDINGS LLC	OUT OF AE
Principal Structure	170 RIVERSIDE AVE	BRISTOL THAI LLC	OUT OF AE
Principal Structure	171 LAUREL ST	PHILIP C FERRARO FAMILY LLC	OUT OF AE
Principal Structure	171 SCHOOL ST	HEARTHSTONE HOLDINGS LLC	OUT OF AE
Principal Structure	173 BROOK ST	GAYLE ADOLPHUS A	OUT OF AE
Principal Structure	180 RIVERSIDE AVE	ESHAA LLC	OUT OF AE
Principal Structure	185 FREDERICK ST	CRESTWOOD MEADOWS LLC	OUT OF AE
Principal Structure	19 MARINE CT	MELANSON SABRINA	OUT OF AE
Principal Structure	195 JACOBS ST	SANCHEZ MARLENE	OUT OF AE
Principal Structure	200 RIVERSIDE AVE	COLGATE DESIGN CORP	OUT OF AE
Principal Structure	201 TERRYVILLE RD	BLUE MOON REALTY LLC	OUT OF AE
Principal Structure	201 TERRYVILLE RD	BLUE MOON REALTY LLC	OUT OF AE
Principal Structure	203 JACOBS ST	SMOLENSKI JOHN	OUT OF AE
Principal Structure	215 FREDERICK ST	AD AUTO LLC	OUT OF AE
Principal Structure	223 BROAD ST	223 BROAD STREET LLC	OUT OF AE
Principal Structure	225 TERRYVILLE RD	LUDBAR INC	OUT OF AE
Principal Structure	23 MARINE CT	ALBERT STEVE H + ELLISH ELISA ESTE	OUT OF AE
Principal Structure	230 TERRYVILLE RD	LUDBAR INC	OUT OF AE
Principal Structure	234 RIVERSIDE AVE	RENEW RIVERSIDE LLC	OUT OF AE
Principal Structure	235 JACOBS ST	GRAHAM GARRETT + GRAHAM HEAT	OUT OF AE

Properties with structures that will be out of the floodplain with the adoption of new FEMA MAP

Principal Structure	24 MARINE CT	PAZIK ARKADIUSZ	OUT OF AE
Principal Structure	24 MATTHEWS ST	MADDEN BRIAN	OUT OF AE
Principal Structure	24 ORCHARD ST	ALZATE CARLOS	OUT OF AE
Principal Structure	249 TERRYVILLE RD	JWD PROPERTY DEVELOPMENT LLC	OUT OF AE
Condominium	25 WASHINGTON ST		OUT OF AE
Principal Structure	258 MORNINGSIDE DR WEST	MALONE HALEY + BRITT LAMAR	OUT OF AE
Principal Structure	26 BARNES ST	HOLIDAY DAN C + LISE SURV	OUT OF AE
Principal Structure	26 BUCKBOARD LA	REDMAN JANET B + EDWARD A CO-T	OUT OF AE
Principal Structure	264 BROOK ST	GESNER ANDREW P	OUT OF AE
Principal Structure	266 MORNINGSIDE DR WEST	YATES BRITTANY	OUT OF AE
Principal Structure	27 WATERBURY RD	PEPIN ALLAN K ESTATE OF	OUT OF AE
Principal Structure	270 BROOK ST	BRODERICK TIMOTHY + BOROWY AN	OUT OF AE
Principal Structure	274 MORNINGSIDE DR WEST	BROWN JOHN H + NANCY B	OUT OF AE
Principal Structure	276 BROOK ST	BAISCH GREGORY + MICHELLE R	OUT OF AE
Principal Structure	282 BROOK ST	DELLAMARGGIO MARIO	OUT OF AE
Principal Structure	288 BROOK ST	GARCIA HECTOR FLORES	OUT OF AE
Principal Structure	291 TERRYVILLE RD	SAGE MARGARET R + CHAPPELL FRA	OUT OF AE
Principal Structure	298 SHRUB RD	PELLETIER JASON	OUT OF AE
Principal Structure	30 ORCHARD ST	GRICE GEORGINA A	OUT OF AE
Principal Structure	30 ROOT AVE	LAVAN THOMAS N + MELISSA E	OUT OF AE
Principal Structure	31 CHURCH AVE	FVC LLC	OUT OF AE
Principal Structure	31 LYNN RD	PAULETTE MATTHEW C	OUT OF AE
Principal Structure	32 ORCHARD ST	DUBOWSKY PROPERTY MANAGEME	NOUT OF AE
Principal Structure	323 BROOK ST	QUINTO JOHN	OUT OF AE
Principal Structure	325 BROOK ST	FISH JAMES	OUT OF AE
Principal Structure	333 BROOK ST	SWICKLAS JAMES D + CAROL D	OUT OF AE
Principal Structure	350 RIVERSIDE AVE	CES PROPERTIES LLC	OUT OF AE
Principal Structure	351 STAFFORD AVE	WOOD ANDREW	OUT OF AE
Principal Structure	36 BUCKBOARD LA	RUSSO MICHAEL	OUT OF AE

Properties with structures that will be out of the floodplain with the adoption of new FEMA MAP

Principal Structure	36 ORCHARD ST	JONES NICOLAS JR	OUT OF AE
Principal Structure	360 RIVERSIDE AVE	BAILLARGEON DAVID	OUT OF AE
Principal Structure	365 TERRYVILLE RD	SIRKO PAUL J	OUT OF AE
Principal Structure	37 COLLINS RD	CYR AMANDA	OUT OF AE
Principal Structure	37 EDROW RD	DESIMONE JULIE A	OUT OF AE
Principal Structure	370 RIVERSIDE AVE	PLONSKI GARY J	OUT OF AE
Principal Structure	382 STAFFORD AVE	HIRX DAVID M +	OUT OF AE
Principal Structure	390 STAFFORD AVE	MCMURRY TINA L R	OUT OF AE
Mobile Home	40 MATTHEWS ST		OUT OF AE
Mobile Home	40 MATTHEWS ST		OUT OF AE
Mobile Home	40 MATTHEWS ST		OUT OF AE
Mobile Home	40 MATTHEWS ST		OUT OF AE
Mobile Home	40 MATTHEWS ST		OUT OF AE
Mobile Home	40 MATTHEWS ST		OUT OF AE
Mobile Home	40 MATTHEWS ST		OUT OF AE
Mobile Home	40 MATTHEWS ST		OUT OF AE
Principal Structure	40 ORCHARD ST	EBG HOLDINGS 1 LLC	OUT OF AE
Principal Structure	40 ROOT AVE	BUDNICK JOHN +	OUT OF AE
Principal Structure	40 VANTANA DR	MOORE MICHAEL W +	OUT OF AE
Principal Structure	400 RIVERSIDE AVE	FOUR STAR REALTY III LLC	OUT OF AE
Principal Structure	414 BROAD ST	TD BANKNORTH, NATIONAL ASSOCIA	OUT OF AE
Principal Structure	417 BROAD ST	NUGRA JOSE	OUT OF AE
Principal Structure	42 HARDWICK RD	BRIGLIA DANIEL V	OUT OF AE
Principal Structure	43 COLLINS RD	COE RONALD V + LOWWANZA O	OUT OF AE
Principal Structure	43 TWINING ST	JJR REALTY LLC	OUT OF AE
Principal Structure	450 RIVERSIDE AVE	MC ENTERPRISES LLC	OUT OF AE
Principal Structure	46 ORCHARD ST	CARRIER CONSTRUCTION INC	OUT OF AE
Principal Structure	46 WATERBURY RD	PEPIN ALLAN K ESTATE OF	OUT OF AE
Mobile Home	482 BROAD ST		OUT OF AE

Properties with structures that will be out of the floodplain with the adoption of new FEMA MAP

Mobile Home	482 BROAD ST		OUT OF AE
Mobile Home	482 BROAD ST		OUT OF AE
Mobile Home	482 BROAD ST		OUT OF AE
Principal Structure	49 COLLINS RD	SPAULDING RANDY P + CAROL A	OUT OF AE
Principal Structure	50 VANTANA DR	COLANGELO STEPHANIE F	OUT OF AE
Principal Structure	51 HARDWICK RD	YOPP STEPHEN M + TARYN A	OUT OF AE
Principal Structure	512 BROAD ST	THAMMAVONGSA LAMPHONG + BO	OUT OF AE
Principal Structure	520 BROAD ST	CARRERO FELICIANO ANA I +	OUT OF AE
Principal Structure	524 BROAD ST	HAIG DORIS J	OUT OF AE
Principal Structure	534 BROAD ST	534 BROAD STREET LLC	OUT OF AE
Principal Structure	56 MUZZY ST	SCHUR DEBRA A	OUT OF AE
Principal Structure	561 NORTH MAIN ST	WMR REALTY LLC	OUT OF AE
Principal Structure	562 NORTH MAIN ST	ZBIKOWSKI,CAPT EDWARD P POST #	2OUT OF AE
Principal Structure	57 COLLINS RD	CUMMINGS CHARLES A JR	OUT OF AE
Principal Structure	572 BROOK ST	BCT-832 LLC	OUT OF AE
Principal Structure	58 BUCKBOARD LA	FINN JAMES H + DIANE	OUT OF AE
Principal Structure	58 VANTANA DR	MARTIN KEVIN D	OUT OF AE
Condominium	59 WEST WASHINGTON ST		OUT OF AE
Principal Structure	6 ORCHARD ST	6-14 ORCHARD STREET LLC	OUT OF AE
Principal Structure	6 ORCHARD ST	6-14 ORCHARD STREET LLC	OUT OF AE
Principal Structure	6 RICHARD CT	HARRIS REBECCA C	OUT OF AE
Principal Structure	62 MUZZY ST	FINN MARTIN O + CHRISTA	OUT OF AE
Principal Structure	64 CURTISS AVE	CASASANTA LINDA H +	OUT OF AE
Mobile Home	66 EMMETT ST		OUT OF AE
Principal Structure	67 BROOK ST	FLAT 6 REALTY LLC	OUT OF AE
Principal Structure	67 EDROW RD	HOULE GARY M	OUT OF AE
Principal Structure	67 WATERBURY RD	PEPIN ALLAN K ESTATE OF	OUT OF AE
Principal Structure	68 VANTANA DR	ROULEAU MARK P + CHRISTINE	OUT OF AE

Properties with structures that will be out of the floodplain with the adoption of new FEMA MAP

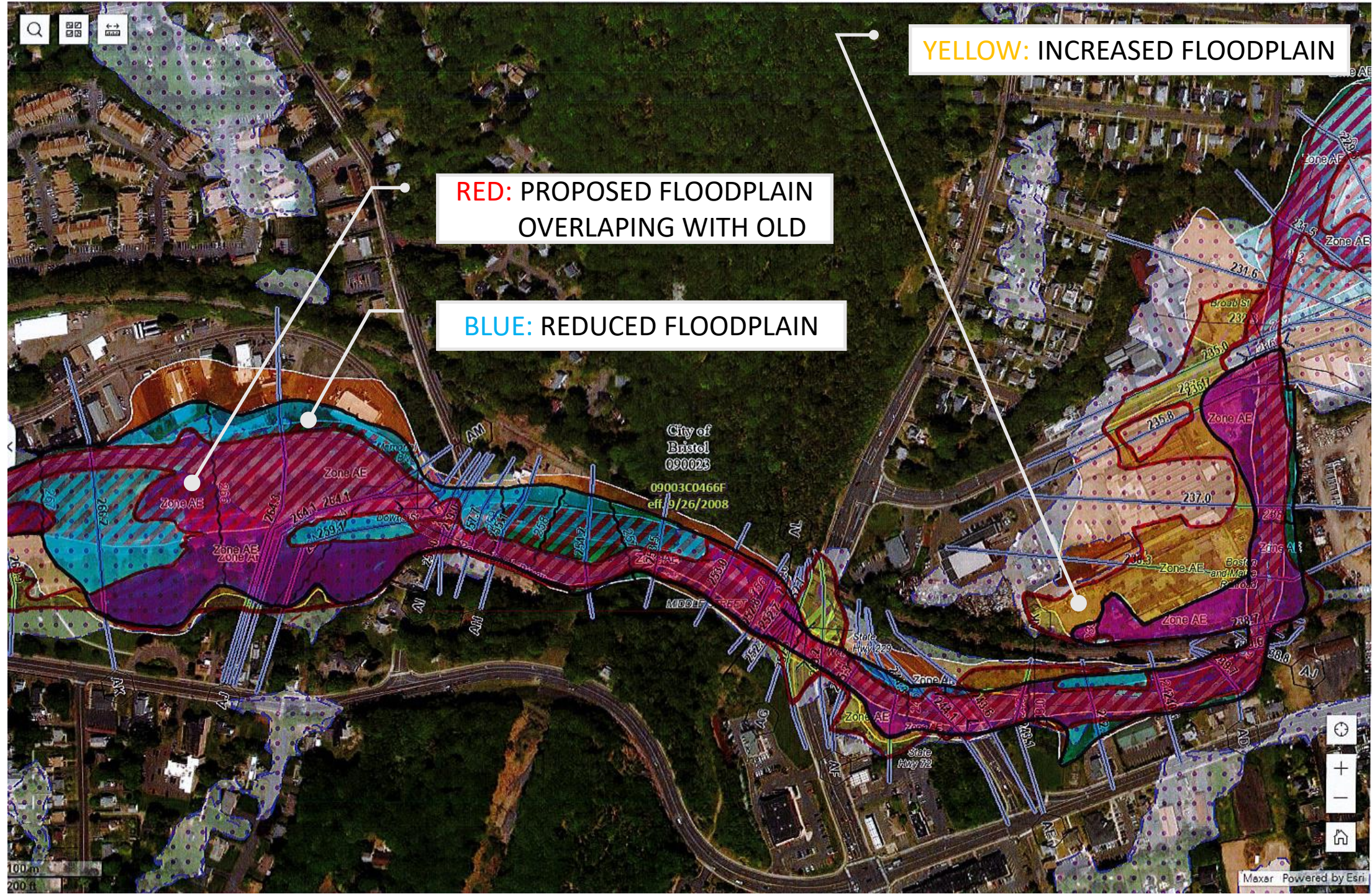
Principal Structure	71 WATERBURY RD	PHILIP C FERRARO FAMILY LLC	OUT OF AE
Principal Structure	75 STAFFORD AVE	WOJACK CHERYL L	OUT OF AE
Principal Structure	75 VANTANA DR	COLLIN JEFFREY	OUT OF AE
Principal Structure	76 VANTANA DR	ACAMPORA SALVATORE JR	OUT OF AE
Principal Structure	77 MEADOWBROOK DR	JORDAN NANCY A	OUT OF AE
Principal Structure	79 EDROW RD	MARIN DAVID M + ERIN T	OUT OF AE
Principal Structure	81 NORTH ST	LINCOLN & DAMATO LLC	OUT OF AE
Principal Structure	83 VANTANA DR	BEAULIEU BRIAN O	OUT OF AE
Principal Structure	85 TWINING ST	PALAIA DAVID	OUT OF AE
Principal Structure	87 BEL AIR DR	LEVANDOSKI PATRICIA L	OUT OF AE
Principal Structure	88 VANTANA DR	ISRAEL STEVEN WILLIAM	OUT OF AE
Principal Structure	888 FARMINGTON AVE	TORRINGTON SAVINGS BANK	OUT OF AE
Principal Structure	89 STAFFORD AVE	BRISTOL GROCERY LLC	OUT OF AE
Principal Structure	89 STAFFORD AVE	BRISTOL GROCERY LLC	OUT OF AE
Principal Structure	91 VANTANA DR	THIBODEAU ARIANNA	OUT OF AE
Principal Structure	92 EDROW RD	CALLAHAN CHRISTOPHER D + DARLE	OUT OF AE
Principal Structure	93 ARTISAN ST	CADRAIN SHARON A	OUT OF AE
Principal Structure	939 JEROME AVE	GONZALES LOUISA LYNN	OUT OF AE
Principal Structure	95 GRACE AVE	ZISK WILLIAM G AND MARY E	OUT OF AE
Principal Structure	96 BARNES ST	ROMANIELLO ALAN C + CHERYL C	OUT OF AE
Principal Structure	97 LYNN RD	DOUGLAS ANN L	OUT OF AE
Principal Structure	99 GRACE AVE	CORRIVEAU ADAM	OUT OF AE
Mobile Home	ANDREWS ST		OUT OF AE
Mobile Home	ANDREWS ST		OUT OF AE
Mobile Home	ANDREWS ST		OUT OF AE
Mobile Home	ANDREWS ST		OUT OF AE
Mobile Home	ANDREWS ST		OUT OF AE
Mobile Home	ANDREWS ST		OUT OF AE
Mobile Home	ANDREWS ST		OUT OF AE

Properties with structures that will be out of the floodplain with the adoption of new FEMA MAP

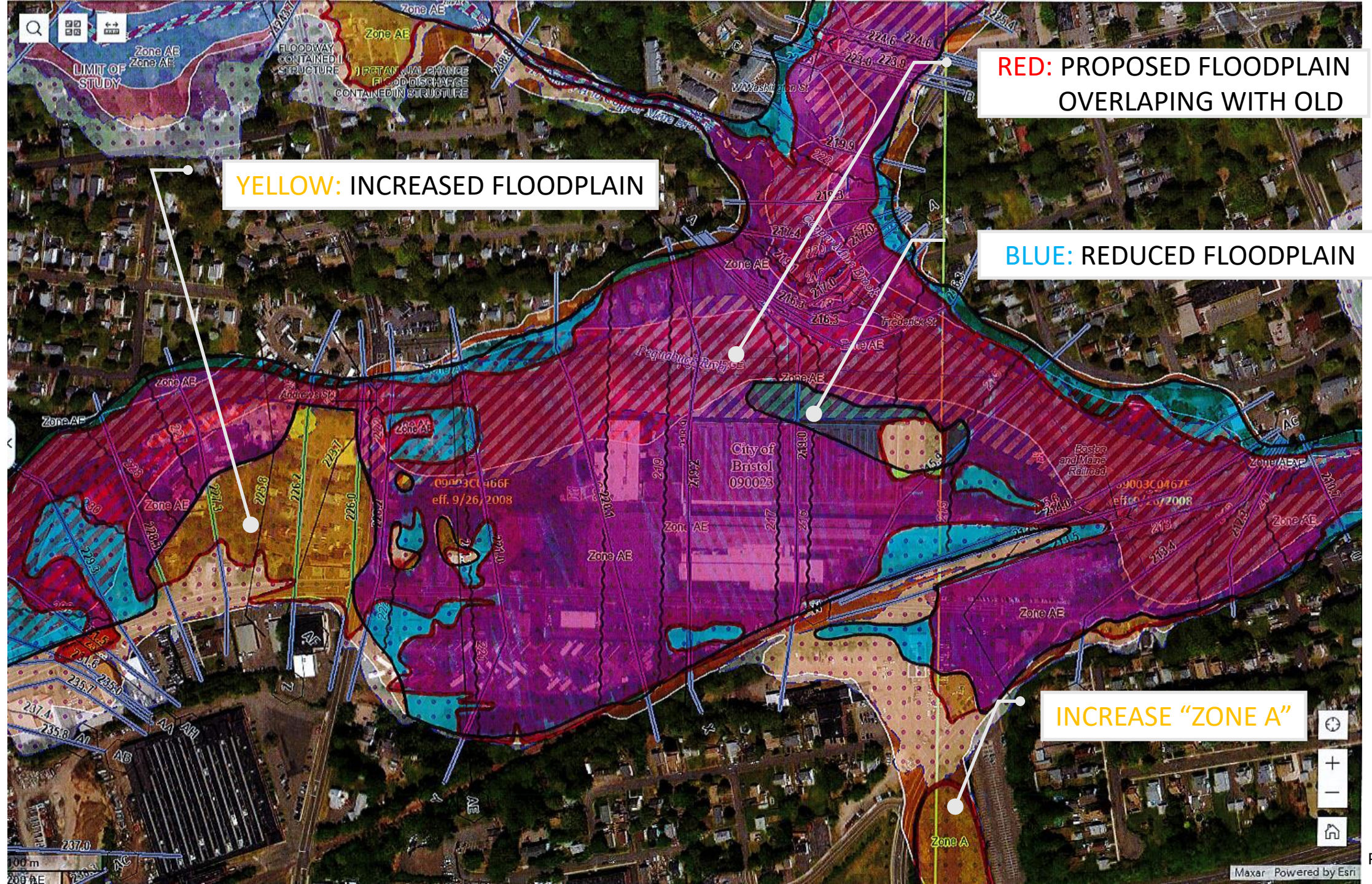
Principal Structure	JACOBS ST		OUT OF AE
Principal Structure	JACOBS ST		OUT OF AE
Principal Structure	RIVERSIDE AVE PO BOX 2	70 HARTFORYANKEE GAS SERVICES COMPANY	OUT OF AE

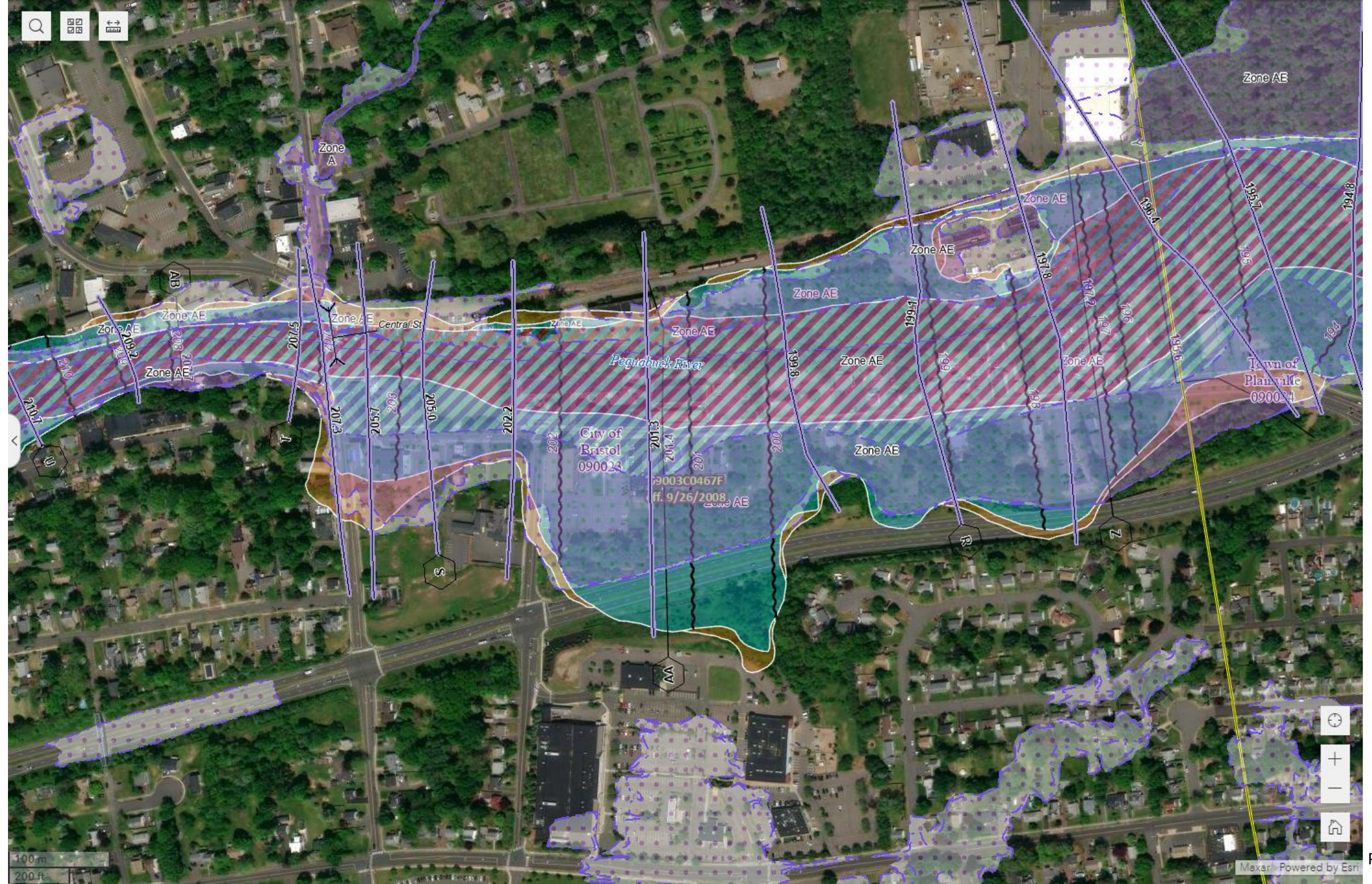


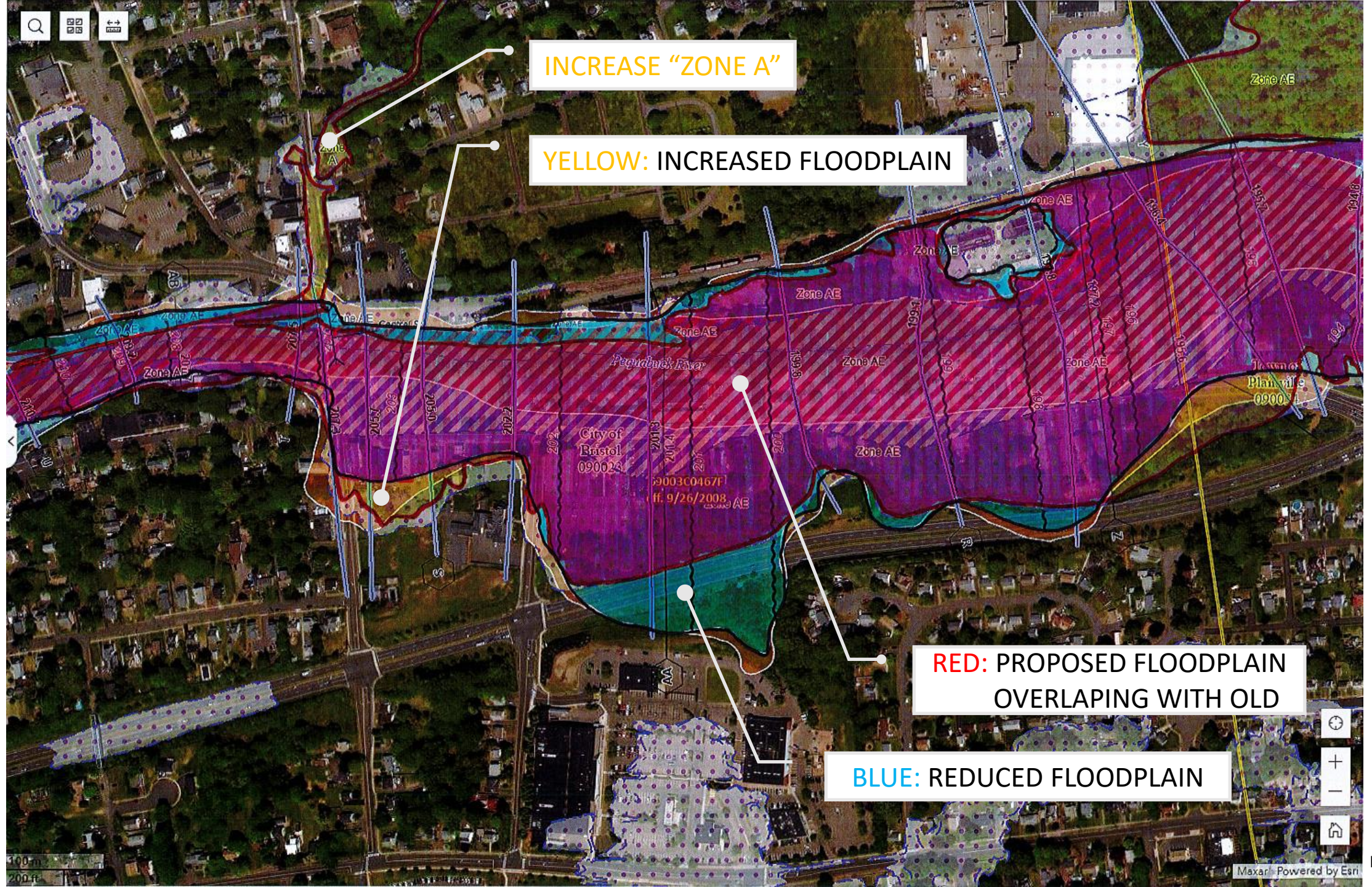












APPENDIX D FLOOD DAMAGE PREVENTION¹

SECTION 1. STATUTORY AUTHORIZATION, FINDING OF FACT, PURPOSE AND OBJECTIVES

1.1. Statutory authorization.

The Legislature of the State of Connecticut has in Section 7-148(c)(7)(A) and in Title 8, Chapter 124, Section 8-2 of the General Statutes delegated the responsibility to local governmental units to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry. Therefore, the City Council of City of Bristol, Connecticut, does ordain as follows:

(Ord. of 8-12-08)

1.2. Findings of fact.

1.2.1. The flood hazard areas of the City of Bristol are subject to periodic inundation which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety and general welfare.

1.2.2. These flood losses are caused by the cumulative effect of obstructions in floodplains causing increases in flood heights and velocities, and by the occupancy in flood hazard areas by uses vulnerable to floods or hazardous to other lands which are inadequately elevated, flood-proofed, or otherwise unprotected from flood damages. Uncontrolled development and use of the floodplains can adversely affect the community.

1.2.3. The City of Bristol has voluntarily participated in the National Flood Insurance Program (NFIP) since 1988. The NFIP is founded on a mutual agreement between the federal government and each participating community. Local, state and federal governments must share roles and responsibilities to meet the goals and objectives of the NFIP. The community's role is of paramount importance. Property owners are able to receive federally-subsidized flood insurance only if the community enacts and enforces the minimum floodplain regulations required for participation in the NFIP.

(Ord. of 8-12-08)

¹Editor's note(s)—An ordinance adopted on August 12, 2008, amended Appendix D, §§ 1—8 in its entirety to read as herein set out. Formerly, Appendix D pertained to similar subject matter, and derived from an ordinance adopted on March 14, 1988 and amended on August 9, 1993.

Cross reference(s)—Buildings and building regulations, Ch. 5; flood and erosion control, Ch. 8; planning, Ch. 18; water, sewers and sewage disposal, Ch. 22; enforcement by citation officers, Ch. 23; inland wetlands regulations, App. A; subdivision regulations, App. B; zoning, App. C.

1.3. Statement of purpose.

It is the purpose of this ordinance to regulate floodplain development, promote the public health, safety and general welfare and to minimize public and private losses due to flood conditions in specific areas by provisions designed to:

- 1.3.1. Restrict or prohibit uses which are dangerous to health, safety and property due to water or erosion or in flood heights or velocities;
- 1.3.2. Require that uses vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction;
- 1.3.3. Control the alteration of natural floodplains, stream channels, and natural protective barriers which are involved in the accommodation of flood waters;
- 1.3.4. Control filling, grading, dredging and other development which may increase erosion or flood damage, and;
- 1.3.5. Prevent or regulate the construction of flood barriers which will unnaturally divert flood waters or which may increase flood hazards to other lands.

(Ord. of 8-12-08)

1.4. Objectives.

The objectives of this ordinance are:

- 1.4.1. To protect human life and health;
- 1.4.2. To minimize expenditure of public money for costly flood control projects;
- 1.4.3. To minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
- 1.4.4. To minimize prolonged business interruptions;
- 1.4.5. To minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets and bridges located in floodplains;
- 1.4.6. To help maintain a stable tax base by providing for the sound use and development of flood prone areas in such a manner as to minimize flood blight areas;
- 1.4.7. To insure that potential home buyers are notified that property is in a flood area; and
- 1.4.8. To ensure that those who occupy the areas of special flood hazard assume responsibility for their actions;
- 1.4.9. To prevent increase in flood heights that could increase flood damage and result in conflicts between property owners;
- 1.4.10. To discourage development in a floodplain if there is any practicable alternative to locate the activity, use or structure outside of the floodplain.

(Ord. of 8-12-08)

PART II - CODE OF ORDINANCES
APPENDIX D - FLOOD DAMAGE PREVENTION
SECTION 2. DEFINITIONS

SECTION 2. DEFINITIONS

2.1 Unless specifically defined below, words or phrases used in this ordinance shall be interpreted so as to give them the meaning they have in common usage and to give this ordinance its most reasonable application.

2.1.1. *Addition (to an existing building)* means any walled and roofed expansion to the perimeter of a building in which the addition is connected by a common load-bearing wall other than a firewall. Any walled and roofed addition which is connected by a firewall or is separated by independent perimeter load-bearing walls is new construction.

2.1.2. *Administrator* means the city engineer of the City of Bristol or his designated representative.

2.1.3. *Appeal* means a request for a review of the administrator's interpretation of any provision of this ordinance or a request for a variance.

2.1.4. *Applicant* means that the owner or authorized agent of the owner of land partially or wholly located in an area of special flood hazard and on which land development is proposed. His/her name shall appear on the floodplain development permit application and will be responsible for assuring that the provisions of this ordinance are met and any stipulations or conditions placed at the time of approval are adhered to.

2.1.5. *Area of Shallow Flooding (for a community with AO or AH Zones only)*—A designated AO, AH, AR/AO, AR/AH, or VO zone on a community's Flood Insurance Rate Map (FIRM) with a one percent or greater annual chance of flooding to an average depth of one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable, and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.

2.1.6. *Area of special flood hazard* is the land in the floodplain within a community subject to one percent or greater chance of flooding in any given year.

2.1.7. *Base flood* means the flood having a one (1%) percent chance of being equaled or exceeded in any given year also referred to as the one hundred (100) year flood, as published by the Federal Emergency Management Agency (FEMA) as part of a Flood Insurance Study (FIS) and depicted on a Flood Insurance Rate Map (FIRM).

2.1.8. *Base flood elevation (BFE)*—The elevation of the crest of the base flood or 100-year flood. The height in relation to mean sea level expected to be reached by the waters of the base flood at pertinent points in the floodplains of coastal and riverine areas.

2.1.9. *Basement* means that portion of a building having its floor subgrade (below ground level) on all sides.

2.1.10. *Building* means any structure built for support, shelter, or enclosure for any occupancy or storage.

2.1.11. *Cost*—As related to substantial improvements, the cost of any reconstruction, rehabilitation, addition, alteration, repair or other improvement of a structure shall be established by a detailed written contractor's estimate. The estimate shall include, but not be limited to: the cost of materials (interior finishing elements, structural elements, utility and service equipment); sales tax on materials, building equipment and fixtures, including heating and air conditioning and utility meters; labor; built-in appliances; demolition and site preparation; repairs made to damaged parts of the building worked on at the same time; contractor's overhead; contractor's profit; and grand total. Items to be excluded include: cost of plans and specifications, survey costs, permit fees, outside improvements such as

PART II - CODE OF ORDINANCES
APPENDIX D - FLOOD DAMAGE PREVENTION
SECTION 2. DEFINITIONS

septic systems, water supply wells, landscaping, sidewalks, fences, yard lights, irrigation systems, and detached structures such as garages, sheds, and gazebos.

- 2.1.12. *Designated representative* means the inland/wetlands enforcement officer of the City of Bristol or other person designated, in writing, by the flood and erosion commission to enforce the terms and provisions of this ordinance.
- 2.1.13. *Development* means any manmade change to improved or unimproved real estate, including, but not limited to the construction of buildings or structures; the construction of additions, alterations or substantial improvements to buildings or structures; the placement of buildings or structures; mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment; the storage, deposition, or extraction of materials; and the installation, repair or removal of public or private sewage disposal systems or water supply facilities.
- 2.1.14. *Elevated building* means a non-basement building built to have the lowest floor elevated above the ground level by means of fill, solid foundation perimeter walls, pilings, columns (posts and piers), shear walls, or breakaway walls.
- 2.1.15. *Existing manufactured home park or subdivision*—A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured home are to be affixed (including, as a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the floodplain management regulations adopted by a community.
- 2.1.16. *Expansion to an existing manufactured home park or subdivision*—The preparation of additional sites by the construction of facilities for servicing the lots on which the manufacturing homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).
- 2.1.17. *Federal Emergency Management Agency (FEMA)*—The federal agency that administers the National Flood Insurance Program (NFIP).
- 2.1.18. *Finished living space*—Finished living space can include, but is not limited to, a space that is heated and/or cooled, contains finished floors (tile, linoleum, hardwood, etc.), has sheetrock walls that may or may not be painted or wallpapered, and other amenities such as furniture, appliances, bathrooms, fireplaces and other items that are easily damaged by floodwaters and expensive to clean, repair or replace. A fully enclosed area below the base flood elevation (BFE) cannot have finished living space and needs to be designed for exposure to flood forces. These spaces can only be used for parking, building access or limited storage.
- 2.1.19. *Flood or flooding* means a general and temporary condition of partial or complete inundation of normally dry land areas from:
- (1) The overflow of inland or tidal water;
 - (2) The unusual and rapid accumulation or runoff of surface waters from any source.
- 2.1.20. *Flood and erosion commission* means the conservation commission of the City of Bristol.
- 2.1.21. *Flood fringe area* means that area outside of the floodway and within the limits of the base flood.
- 2.1.22. *Flood boundary and floodway map (FBFM)*—The official map of a community on which the Federal Emergency Management Agency (FEMA) has delineated the limits of the regulatory floodway and 100-year floodplain.

PART II - CODE OF ORDINANCES
APPENDIX D - FLOOD DAMAGE PREVENTION
SECTION 2. DEFINITIONS

- 2.1.23. *Flood insurance rate map (FIRM)* means an official map of a community, on which the Federal Emergency Management Agency has delineated both the areas of special flood hazard and the risk premium zones applicable to the community. FIRM published after January 1990 may also show the limits of the regulatory floodway.
- 2.1.24. *Flood insurance study (FIS)*—The official study of a community in which the Federal Emergency Management Agency (FEMA) has conducted a technical engineering evaluation and determination of local flood hazards, flood profiles and water surface elevations. The Flood Insurance Rate Maps (FIRM), which accompany the FIS, provide both flood insurance rate zones and base flood elevations, and may provide the regulatory floodway limits.
- 2.1.25. *Floodplain development permit* means the formal granting of permission to an applicant for land development in areas of special flood hazard including permitted uses, and special exceptions as herein described and specified.
- 2.1.26. *Flood proofing* means any combination of structural and non-structural additions, changes or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water or sanitary facilities, structures and their contents.
- 2.1.27. *Floodway* means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one (1.0') foot. For the purposes of these regulations, the term "Regulatory Floodway" is synonymous in meaning with the term "Floodway".
- 2.1.28. *Floor* means the top surface of an enclosed area in a building (including basement) i.e., top of slab in concrete slab construction or top of wood flooring in wood frame construction. The term does not include the floor of a garage used solely for parking vehicles.
- 2.1.29. *Functionally dependent utility* means a facility which cannot be used for its intended purpose unless it is located in close proximity to water, such as a docking or port facility necessary for the loading and unloading of cargo or passengers, shipbuilding and ship repair. The term does not include seafood processing facilities, long-term storage, manufacture, sales, or service facilities.
- 2.1.30. *Highest adjacent grade* means the highest natural elevation of the ground surface, prior to construction, next to the proposed walls or a structure.
- 2.1.31. *Historic structure*—Any structure that is: (a) Listed individually in the National Register of Historic Places (a listing maintained by the Department of the Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register; (b) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historic significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district; (c) Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or (d) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either: (1) By an approved state program as determined by the Secretary of the Interior or (2) Directly by the Secretary of the Interior in states without approved programs.
- 2.1.32. *Lowest floor* means the lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access or storage, in an area other than a basement area is not considered a building's lowest floor, provided that such an area meets the design requirements specified in Section 5.3.1.3 of this ordinance.

PART II - CODE OF ORDINANCES
APPENDIX D - FLOOD DAMAGE PREVENTION
SECTION 2. DEFINITIONS

- 2.1.33. *Manufactured home* means a structure, transportable in one or more sections, which is built on a permanent chassis and designed to be used with or without a permanent foundation when connected to the required utilities. The term also includes park trailers, travel trailers, recreational vehicles and similar transportable structures placed on a site for one hundred eighty (180) consecutive days or longer and intended to be improved property.
- 2.1.34. *Manufactured home park or subdivision* means a parcel, or contiguous parcels, of land divided into two (2) or more manufactured home lots for rent or sale.
- 2.1.35. *Mean sea level (MSL)*—The North American Vertical Datum (NAVD) of 1988 or other datum, to which base flood elevations shown on a community's Flood Insurance Rate Map (FIRM) are referenced.
- 2.1.36. *National Geodetic Vertical Datum (NGVD)* as corrected in 1988 is a vertical control used a reference for establishing varying elevations within the floodplain.
- 2.1.37. *New construction* means structures for which the "start of construction" commenced on or after the effective date of this ordinance (not the revision date) and includes any subsequent improvements to such structures.
- 2.1.38. *New manufactured home park or subdivision*—A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date, (not the revision date), of the floodplain management regulation adopted by the community.
- 2.1.39. *Permitted uses* means those types of development in areas of special flood hazard which do not require a floodplain development permit from the city but, do require a certificate of approval from the administrator.
- 2.1.40. *Recreational vehicle* means a vehicle which is (i) built on a single chassis, (ii) four hundred (400) square feet or less when measured at the largest horizontal projections; (iii) designed to be self-propelled or permanently towable by a light-duty truck; and (iv) designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.
- 2.1.41. *Regulated uses* means those types of development which require a floodplain development permit from the administrator provided that, in the opinion of the administrator, the proposed development will not have a significant impact on the floodplain or does not alter more than forty (40) percent of the floodplain designated on the subject property in which cases the proposed development shall be classified a special exception.
- 2.1.42. *Special exception* means those types of development which require a floodplain development permit directly from the Bristol Flood and Erosion Commission.
- 2.1.43. *Special flood hazard area (SFHA)*—The land in the floodplain within a community subject to a one (1) percent or greater chance of flooding in any given year. SFHAs are determined utilizing the base flood elevations (BFE) provided on the flood profiles in the Flood Insurance Study (FIS) for a community. BFEs provided on Flood Insurance Rate Map (FIRM) are only approximate (rounded up or down) and should be verified with the BFEs published in the FIS for a specific location. SFHAs include, but are not necessarily limited to, the land shown as Zones A, A1-30, AE, AO, AH, and the Coastal High Hazard Areas shown as Zones V, V1-30, and VE on a FIRM. The SFHA is also called the Area of Special Flood Hazard.

PART II - CODE OF ORDINANCES
APPENDIX D - FLOOD DAMAGE PREVENTION
SECTION 2. DEFINITIONS

- 2.1.44. *Start of construction* (for other than new construction or substantial improvements under the coastal barrier resources act (P.L. 97-348)), includes substantial improvement, and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement, substantial improvement or other improvement was within one hundred eighty (180) days of the permit date. The actual start means the first placement of permanent construction of a structure (including a manufactured home) on a site, such as the pouring of slabs or footings, installation of piles, construction of columns, or any work beyond the stage of excavation or placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structures. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.
- 2.1.45. *Structure* means a walled and roofed building that is principally above ground, a manufactured home, a gas or liquid storage tank, or other man-made facilities or infrastructures.
- 2.1.46. *Substantial damage*—Damage of any origin sustained by a structure, whereby the cost of restoring the structure to its pre-damaged condition would equal or exceed fifty (50) percent of the market value of the structure before the damage occurred.
- 2.1.47. *Substantial improvement*—Any combination of repairs, reconstruction, rehabilitation, alterations, additions or other improvements to a structure, taking place during a ten (10) year period, in which the cumulative cost equals or exceeds fifty (50) percent of the market value of the structure as determined at the beginning of such ten (10) year period. This term includes structures that have incurred "substantial damage", regardless of the actual repair work performed. For purposes of this definition, "substantial improvement" is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure. The term does not, however, include either: (1) Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been previously identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions; or (2) Any alteration of a "historic" structure, provided that the alteration will not preclude the structure's continued designation as a "historic structure."
- 2.1.48. *Variance* is a grant of relief from the requirements of this ordinance which permits construction in a manner otherwise prohibited by this ordinance where specific enforcement would result in unnecessary hardship.
- 2.1.49. ~~*Violation*~~*variance* – Failure of a structure or other development to be fully compliant with the community's flood damage prevention ordinance. A structure or other development without required permits, lowest floor elevation documentation, flood-proofing certificates or required floodway encroachment calculations is presumed to be in violation until such time as that documentation is provided. — A grant of relief by a community from the terms of the floodplain management ordinance that allows construction in a manner otherwise prohibited and where specific enforcement would result in unnecessary hardship.
- 2.1.50. *Watercourse* means stream, river, brook or channel which conveys surface runoff for a majority of the year. These may or may not be part of designated floodway areas.

PART II - CODE OF ORDINANCES
APPENDIX D - FLOOD DAMAGE PREVENTION
SECTION 2. DEFINITIONS

2.1.51. *Water surface elevation* means the height, in relation to the National Geodetic Vertical Datum (NGVD) of 1929, (or other datum, where specified) of floods of various magnitudes and frequencies in the floodplains of coastal or riverine areas.

(Ord. of 8-12-08)

SECTION 3. GENERAL PROVISIONS

3.1. Lands to which this ordinance applies.

This ordinance shall apply to all areas of Special Flood Hazard Areas (SFHA) within the jurisdiction of the City of Bristol.

(Ord. of 8-12-08)

3.2. Basis for establishing the areas of special flood hazard.

The areas of special flood hazard identified by the Federal Emergency Management Agency (FEMA) in its Flood Insurance Study (FIS) for Hartford County, Connecticut, dated May 16, 2017, and accompanying Flood Insurance Rate Maps (FIRM), dated ~~November 13, 2026 (Panels 09003C0455G, 456G, 457G, 458G, 459G, 461G, 462G, 465G, 466G, 467G)~~ May 16, 2017 (Panel 09003C0469G), and September 26, 2008 (Panels 09003C0455F, 09003C0456F, 09003C0457F, 09003C0458F, 09003C0459F, 09003C0461F, 09003C0462F, 09003C0465F, 09003C0466F, 09003C0467F, 09003C0468F), May 16, 2017 (09003C0469G) and September 26, 2008 (Panel 09003C0468F), and other supporting data applicable to the City of Bristol, and any subsequent revisions thereto, are adopted by reference and declared to be part of this ordinance. Since mapping is legally adopted by reference into this regulation, it must take precedence until such time as a map amendment or map revision is obtained from FEMA. The area of special flood hazard ~~include~~ includes any area shown on the FIRM as Zones A and AE, including areas designated as floodway on the FIRM. Areas of special flood hazard are determined utilizing the base flood elevations (BFE) provided on the flood profiles in the Flood Insurance Study (FIS) for a community. BFEs provided on a Flood Insurance Rate Map (FIRM) are approximate (rounded up or down) and should be verified with the BFEs published in the FIS for a specific location. Also included in the areas of special flood hazard are areas of potential, demonstrable or historical flooding, including any area contiguous with, but outside the areas of special flood hazard identified by FEMA, and where the land surface elevation is lower than the base flood elevation (BFE) as shown on the FIRM or in the FIS, and where the area is not protected from flooding by a natural or man-made feature. The FIS and FIRM are on file in the Department of Public Works - Engineering Division.

(Ord. of 8-12-08; Ord. of 5-9-17)

3.3. Development permit.

A floodplain development permit shall be required in conformance with the provisions of this ordinance prior to the commencement of any development activities.

(Ord. of 8-12-08)

3.4. Compliance.

No structure or land shall hereafter be located, extended, converted or structurally altered without full compliance with the terms of this ordinance and other applicable regulations.

(Ord. of 8-12-08)

3.5. Abrogation and greater restrictions.

This ordinance is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this ordinance and another conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

(Ord. of 8-12-08)

3.6. Interpretation.

In the interpretation and application of this ordinance all provisions shall be: (1) considered as minimum requirements; (2) liberally construed in favor of the governing body, and; (3) deemed neither to limit nor repeal any other powers granted under state statutes.

(Ord. of 8-12-08)

3.7. Warning and disclaimer of liability.

The degree of flood protection required by this ordinance is considered reasonable for regulatory purposes and is based on scientific and engineering consideration. Larger floods can and will occur on rare occasions. Flood heights may be increased by manmade or natural causes. This ordinance does not imply that land outside the areas of special flood hazard or uses permitted within such areas will be free from flooding or flood damages. This ordinance shall not create liability on the part of the City of Bristol or by any officer or employee thereof for any flood damages that result from reliance on this ordinance or any administrative decision lawfully made thereunder. The City of Bristol, its officers and employees shall assume no liability for another person's reliance on any maps, data or information provided by the City of Bristol.

(Ord. of 8-12-08)

SECTION 4. ADMINISTRATION

4.1. Designation of the ordinance administrator.

The city engineer is hereby appointed to administer and implement the provisions of this ordinance. The actions of the city engineer in the implementation of this ordinance are subject to review by the flood and erosion commission of the city.

(Ord. of 8-12-08)

4.2. Permit procedures.

Application for a floodplain development permit shall be made to the administrator on forms furnished by him or her, and may include, but not be limited to, the following plans in duplicate drawn to scale showing the nature, location, dimensions, and elevations of the area in question; existing or proposed structures, fill, storage or materials, drainage facilities and the location of the foregoing. Specifically, the following information is required:

4.2.1. Application stage:

- (a) Elevation in relation to mean sea level of the proposed lowest floor (including basement) of all structures section 5.3.1.(a);
- (b) Elevation in relation to mean sea level to which any non-residential structure will be flood-proofed section 5.3.1.(a);
- (c) A description, including maps, drawings and site plans, which defines the extent to which encroachment of the flood-fringe area resulting from the proposed development, new or substantial improvement. Include the Base flood elevation (BFE) for the site in question as determined in the FEMA Flood Insurance Study (FIS) or Flood Insurance Rate Map (FIRM). The FIS flood profiles provide more accurate BFE data than the FIRM. The extent of the 100-year floodplain and floodway must be depicted with a boundary line on any site plans and shown in relation to existing and proposed structures or development.
- (d) A statement as to whether or not the proposed alterations to an existing structure meets the criteria of the substantial improvement definition section 2.1.29;
- (e) A statement as to whether there will be dry access to the structure during the 100-year storm event.
- (f) Notify the regional planning agency and the affected municipality at least thirty-five (35) days prior to the public hearing if any change of regulation or use of a flood zone will affect an area within five hundred (500) feet of another municipality.
- (g) Notify adjacent communities and the department of environmental protection, water resources unit prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Emergency Management Agency.

Where applicable the following certifications by a registered engineer or architect are required, and must be provided to the administrator. The design and methods of construction must be certified to be in accordance with accepted standards of practice, and with the provisions of article 5, section B [section 5.3].

- (h) Nonresidential flood-proofing must meet the provisions of section 5.3.1.(b)(c);
- (i) Enclosed areas below the base flood elevation-if the minimum design criteria in section 5.3.2.(a)—5.3.2.(c) is not used then the design and construction methods must be certified as explained in section 5.3.2.;
- (j) A description, including maps, drawings, computations and other information, of the extent to which any floodway and/or watercourse will be altered or relocated as a result of the development, new or substantial improvement. No increase in floodway heights may be allowed. Any development in a floodway must meet the provisions of section 5.3.3.;
- (k) The decision on all permits shall be published by the flood and erosion commission in a newspaper having a general circulation in the Bristol area in accordance with the statutory time

limits set for the inland/wetlands commission. Publication shall be following the next regularly scheduled meeting of the commission subsequent to the date of the decision.

- (l) The effective date of a duly issued permit shall be seven (7) days after the aforementioned publication date provided no appeal of the permit decision has been taken prior to that date.

4.2.2. *Construction stage.* Upon completion of the applicable portion of construction the applicant shall provide verification to the administrator of the following as is applicable: Lowest floor elevation-the elevation to be verified for:

- (a) A structure in a numbered A zone is the top of the lowest floor (including basement) section 5.3.1.(a);
- (b) A structure which has been floodproofed is the elevation to which the floodproofing is effective section 5.3.1.(b).

4.2.3. *Deficiencies.* Deficiencies detected by the review of the above listed shall be corrected by the permit holder immediately and prior to further progressive work being permitted to proceed. Failure to submit the survey or failure to make said corrections required hereby, shall be cause to issue a stop-work order for the project.

4.2.4. *Completion.* Upon completion of the permitted development and prior to issuance of a Certificate of Occupancy (CO), necessary as-built surveys (prepared by a Connecticut Licensed Professional as per Connecticut State Statutes) and engineering and architectural certifications shall be provided to the administrator demonstrating compliance with the approved plans and standards set forth in Section 4.2.

4.2.5. *Duration.* The duration of any permit issued under this section for the development of property for which an approval is required shall be valid for five years, provided the Agency may establish a specific time period within which any regulated activity shall be conducted. Any permit issued under this section for any other activity shall be valid for not less than two years and not more than five years. Any such permit shall be renewed upon request of the permit holder unless the Agency finds that there has been a substantial change in circumstances which requires a new permit application or an enforcement action has been undertaken with regard to the regulated activity for which the permit was issued, provided no permit may be valid for more than ten years.

(Ord. of 8-12-08)

4.3. Duties and responsibilities of the city engineer.

Duties of the city engineer shall include, but not be limited to:

- 4.3.1. Review all floodplain development permit applications to determine whether proposed building sites will be reasonably safe from flooding.
- 4.3.2. Review all floodplain development permit applications to assure that the permit requirements of this ordinance have been satisfied.
- 4.3.3. Advise permittee that additional federal or state permits may be required, and if specific federal or state permit requirements are known, require that copies of such permits be provided and maintained on file with the development permit. Possible including but not limited to: Coastal Area Management Permit, Water Diversion, Dam Safety, Corps of Engineers 404.
- 4.3.4. Review all floodplain development permit applications to assure that maintenance is provided within the altered or relocated portion of said watercourse so that the flood carrying capacity is not diminished.

Created: 2025-07-02 09:39:49 [EST]

(Supp. No. 4)

-
- 4.3.5. Record the elevation (in relation to mean sea level) of the lowest floor (including basement) of all new or substantially improved structures, in accordance with section 5.3.1.(a).
- 4.3.6. Record the elevation (in relation to mean sea level) to which the new or substantially improved structures have been flood-proofed, in accordance with section 5.3.1.(b).
- 4.3.7. When flood-proofing is utilized for a particular structure the administrator shall obtain certification from a registered professional engineer or architect, in accordance with section 5.3.1.(b).
- 4.3.8. Where interpretation is needed as to the exact location of boundaries of the areas of special flood hazard (for example, where there appears to be a conflict between a mapped boundary and actual field conditions) the administrator shall make the necessary interpretation. The person contesting the location of the boundary shall be given a reasonable opportunity to appeal the interpretation as provided in this article.
- 4.3.9. When base flood elevation data or floodway data have not been provided in accordance with article 3, section B, then the administrator shall obtain, review and reasonably utilize any base flood elevation and floodway data available from a federal, state or other source in order to administer the provisions of section 5.
- 4.3.10. All records pertaining to the provisions of this ordinance shall be maintained in the office of the city engineer for public inspection.
- 4.3.11. Interpretation of FIRM boundaries. Make interpretations where needed, as to the exact location of the boundaries of the areas of special flood hazards (for example, where there appears to be a conflict between a mapped boundary and actual field conditions). The person contesting the location of the boundary shall be given an opportunity to appeal the interpretation as provided in section 6.2.
- 4.3.12. Require that all subdivision proposals and other proposed new developments and substantial improvements include base flood data.
- 4.3.13. Assure, through inspection of permitted activities, that compliance with the ordinance is maintained.
- 4.3.14. Grant permits for "regulated use" activities as defined in section 4.5.
- 4.3.15. Provide a monthly report to the flood and erosion commission outlining all floodplain development permit activity that took place in the preceding month and the current status of all permit applications.
- 4.3.16. To provide technical assistance to the flood and erosion commission on matters concerning special exceptions.

(Ord. of 8-12-08)

4.4. Permitted uses.

4.4.1. The following open space uses shall be permitted within the flood fringe area, excluding the regulatory floodway, to the extent that they are not prohibited by any other ordinance or regulation and provided they do not require structures, earth fill, the storage of materials or equipment, or the use of utilities such as gas, electric, water or sewer.

- (1) Agricultural uses such as: general farming, pasture, grazing, outdoor plant nurseries, horticulture, truck farming, forestry, sod farming, and wild crop harvesting.
- (2) Any parking areas for three (3) vehicles or less.
- (3) Private and public recreational uses such as: golf courses, open tennis courts, driving ranges, archery ranges, picnic grounds, boat launching ramps, swimming areas, parks, wildlife and nature preserves,

Created: 2025-07-02 09:39:49 [EST]

(Supp. No. 4)

game farms, fish hatcheries, shooting preserves, target ranges, trap and skeet ranges, hunting and fishing areas, hiking and horseback riding trails.

- (4) Residential uses such as: lawns, gardens and play areas.

4.4.2. Permitted uses shall be granted by certificate by the city engineer when it has been determined that the provisions of subsection 4.4.1 have been met.

(Ord. of 8-12-08)

4.5. Regulated uses.

4.5.1. New development and substantial improvements shall be permitted within areas of special flood hazard, excluding the regulatory floodway, to the extent that they are not prohibited by any other ordinance or regulation and provided they meet the provisions of section 5, provisions for flood hazard reduction, of this ordinance.

4.5.2. Regulated uses shall be granted by the city engineer provided that all provisions of this ordinance have been met.

(Ord. of 8-12-08)

4.6. Special exceptions.

4.6.1. New development and substantial improvements may be permitted as a special exception in the regulated floodway and shall conform to the provisions of this ordinance, provided:

- (1) That the area of the site covered by a proposed improvement, addition or accessory structure, be no more than twenty-five (25) percent of the area of the site covered by the existing building of principal use, as long as the pertinent requirements of this section are met. A special exception granted under these conditions shall be on a one-time-only basis.
- (2) That the applicant provide the commission with a report prepared by a professional engineer registered in the state, that certifies that the construction, as proposed, will not adversely affect the storage capacity or flow capacity of the affected watercourse during a base flood.
- (3) That where floodproofing is utilized for a particular non-residential structure, a professional engineer registered in the state shall certify that the floodproofing methods are adequate to withstand the flood depths, pressures, velocities, impact and uplift forces.
- (4) No encroachment of the regulatory floodway, including fill, substantial improvements, accessory structures or other development including public works projects of the state, federal or local government, shall be allowed except for those activities specifically granted as special exception by the Bristol Flood and Erosion Commission. In no case, however, will any such activity be allowed if an increase in flood levels within the community would result.
- (5) In the event that elimination of a structure takes place, by reason of fire or other like catastrophe, and is subsequently replaced with a new structure of like kind and intended use, this will be allowed to the extent that the building coverage will not exceed one hundred twenty-five (125) percent of the displaced building coverage, as long as all requirements of pertinent paragraphs of this section are met.
- (6) Commercial or industrial loading areas, parking areas for more than three (3) vehicles, or airport landing strips, are in accordance with the pertinent paragraphs or this section.

Created: 2025-07-02 09:39:49 [EST]

(Supp. No. 4)

4.6.2. Alterations, reconstruction or rehabilitation of watercourse and land areas within the regulated floodway may be permitted as a special exception and shall conform to the provisions of this ordinance.

4.6.3. Special exceptions shall be granted only by the Bristol Flood and Erosion Commission, to the extent that they are not prohibited by any other ordinance or regulation, and provided all provisions of this ordinance are met.

4.6.4. In order to assure the furtherance of the purposes of this ordinance, other requirements may be imposed upon the applicant as a condition to the granting of a special exception.

(Ord. of 8-12-08)

4.7. Application fees.

4.7.1. An application fee, paid in the form of a certified check, payable to the City of Bristol, shall be submitted to the Administrator at the time of application. The fee shall be at the following rates:

Permitted use	\$5.00
Regulated use	50.00
Special exception	100.00

4.7.2. The flood and erosion commission may review the application fee rates on an annual basis and, after conducting a public hearing, may adjust the rates to reflect administrative costs.

(Ord. of 8-12-08)

SECTION 5. PROVISIONS FOR FLOOD HAZARD REDUCTION

5.1. General standards.

In all areas of special flood hazard the following provisions are required:

5.1.1. New construction, structures that have sustained substantial damage, and substantial improvements shall be anchored to prevent flotation, collapse or lateral movement of the structure;

5.1.2. New construction, structures that have sustained substantial damage, and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage;

5.1.3. New construction, structures that have sustained substantial damage, or substantial improvements shall be constructed by methods and practices that minimize flood damage;

5.1.4. The bottom of all electrical, heating, plumbing, ventilation and air conditioning equipment, appliances, fixtures and components, HVAC duct work and duct systems, and any other utility service equipment, facilities, machinery, or connections servicing a structure shall be elevated at least one foot (1.0 ft) above the base flood elevation (BFE). This includes, but is not limited to, furnaces, oil or propane tanks, air conditioners, heat pumps, hot water heaters, ventilation ductwork, washer and dryer hook-ups, electrical junction boxes, and circuit breaker boxes. Connections or other equipment that must be located below the BFE plus one foot (1.0 ft) elevation are permitted only when no other elevation alternative is available and provided, they are designed and installed to prevent water from entering or accumulation within the components and to resist hydrostatic and hydrodynamic loads and stresses, including the effects of buoyancy, during the occurrence of the base flood event. Electrical wiring systems that must be located below the BFE plus one foot (1.0 ft) shall conform to the standards for

(Supp. No. 4)

Created: 2025-07-02 09:39:49 [EST]

~~wet locations. Electrical, heating, ventilation, plumbing, air conditioning equipment, and other service facilities shall be designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding;~~

5.1.5. New and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system;

5.1.6. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the system into flood waters;

5.1.7. On-site waste disposal systems shall be located and constructed to avoid impairment to them or contamination from them during flooding;

5.1.8. Manufactured homes and Recreational Vehicles:

- (a) All manufactured ~~(homes (including "mobile")~~ homes, including recreational vehicles placed on site for one hundred and eighty (180) consecutive days or longer, to be placed, or substantially improved shall be elevated so that the lowest floor is at least one foot above the base flood elevation; placed on a site for one hundred eighty (180) consecutive days or longer) to be places, or substantially improved shall be elevated so that the lowest floor is at least one (1) foot above the base flood elevation;

- (b) It shall be placed on a permanent foundation which itself is securely anchored and to which the structure is securely anchored so that it will resist flotation, lateral movement, and hydrostatic and hydrodynamic pressures. Anchoring may include, but not be limited to, the use of over-the-top or frame ties to ground anchors;

(c) It shall be installed using methods and practices which minimize flood damage.

(1) Adequate access and drainage should be provided.

(2) Elevation construction standards include, piling foundations placed no more than ten (10) feet apart, and reinforcement is provided for piers more than six (6) feet above ground level.

- ~~(de) Recreational vehicles shall either be on the site for fewer than one hundred and eighty (180) consecutive days, and be fully licensed and ready for highway use, or meet all the general standards of Section 5.1 and the elevation and anchoring requirement of Section 5.1.8 (a), (b) and (c). A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions. It shall be installed using methods and practices which minimize flood damage.~~

~~(1) Adequate access and drainage should be provided.~~

~~(2) Elevation construction standards include, piling foundations placed no more than ten (10) feet apart, and reinforcement is provided for piers more than six (6) feet above ground level.~~

5.1.9. In any portion of a watercourse which is altered or relocated the flood carrying capacity shall be maintained and;

5.1.10. A structure already in compliance with the provisions of this ordinance shall not be made non-compliant by any alteration, repair, reconstruction or improvement to the structure.

Formatted: List 4

Formatted: List 3

Formatted: Indent: Left: 0", First line: 0"

-
- 5.1.11. New construction, substantial improvements and repair to structures that have sustained substantial damage cannot be constructed or located entirely or partially over water.
- 5.1.12. Above-ground storage tanks (oil, propane, etc.) which are located outside or inside of the structure must either be elevated above the base flood elevation (BFE) on a concrete pad, or be securely anchored with tie-down straps to prevent flotation or lateral movement, have the top of the fill pipe extended above the BFE, and have a screw fill cap that does not allow for the infiltration of flood water.
- 5.1.13. In any portion of a watercourse that is altered or relocated, the flood carrying capacity must be maintained. Notify adjacent communities and the Connecticut Department of Environmental Protection (DEP), Inland Water Resources Division prior to any alteration or relocation of a watercourse.
- 5.1.14. If any portion of a structure lies within the Special Flood Hazard Area (SFHA), the entire structure is considered to be in the SFHA. The entire structure must meet the construction requirements of the flood zone. The structure includes any attached additions, garages, decks, sunrooms, or any other structure attached to the main structure. Decks or porches that extend into a more restrictive flood zone will require the entire structure to meet the standards of the more restrictive zone.
- 5.1.15. If a structure lies within two or more flood zones, the construction standards of the most restrictive zone apply to the entire structure (i.e., V zone is more restrictive than A zone; structure must be built to the highest BFE). The structure includes any attached additions, garages, decks, sunrooms, or any other structure attached to the main structure. (Decks or porches that extend into a more restrictive zone will require the entire structure to meet the requirements of the more restrictive zone.)
- 5.1.16. Compensatory storage. The water holding capacity of the floodplain, except those areas which are tidally influenced, shall not be reduced. Any reduction caused by filling, new construction or substantial improvements involving an increase in footprint to the structure, shall be compensated for by deepening and/or widening of the floodplain. Storage shall be provided on-site, unless easements have been gained from adjacent property owners; it shall be provided within the same hydraulic reach and a volume not previously used for flood storage; it shall be hydraulically comparable and incrementally equal to the theoretical volume of flood water at each elevation, up to and including the 100-year flood elevation, which would be displaced by the proposed project. Such compensatory volume shall have an unrestricted hydraulic connection to the same waterway or water body. Compensatory storage can be provided off-site if approved by the municipality.
- 5.1.17. Equal conveyance. Within the floodplain, except those areas which are tidally influenced, as designated on the Flood Insurance Rate Map (FIRM) for the community, encroachments resulting from filling, new construction or substantial improvements involving an increase in footprint of the structure, are prohibited unless the applicant provides certification by a registered professional engineer demonstrating, with supporting hydrologic and hydraulic analyses performed in accordance with standard engineering practice, that such encroachments shall not result in any (0.00 feet) increase in flood levels (base flood elevation). Work within the floodplain and the land adjacent to the floodplain, including work to provide compensatory storage shall not be constructed in such a way so as to cause an increase in flood stage or flood velocity.

(Ord. of 8-12-08)

5.2. Standards for stream or water body without established base flood elevations and/or flooding.

The city engineer shall obtain, review and reasonably utilize any base flood elevation and floodway data available from a federal, state or other source, including data developed by a registered engineer pursuant to section 5.3.1.(a) of this ordinance, as criteria for requiring that new construction, substantial improvements, or other development in Zone A on the community's FIRM meet the standards in section 5.3.1.(a), 5.3.2., 5.3.3., and section 6.

The city engineer may request floodway data of an applicant for watercourses without FEMA-published floodways. When data is provided by an applicant or whenever such data is available from any other source (in response to the city/town's request or not), the city shall adopt a regulatory floodway based on the principle that the floodway must be able to convey the waters of the base flood without increasing the water surface elevation more than one (1) foot at any point along the watercourse.

(Ord. of 8-12-08)

5.3. Specific standards.

In all areas of special flood hazard A1-30, AE, AH where base flood elevation data has been provided, as set forth in 3.2, or 4.3.10., the following provisions are required:

5.3.1. (a) *Residential construction.* New construction or substantial improvement of any residential structure shall have the lowest floor, including basement, elevated at least to one (1) foot above the base flood elevation (BFE). Electrical, plumbing, machinery or other utility equipment that service the structure must be elevated to or above the BFE.

5.3.2. (b) *Nonresidential construction.*

- (1) New construction or substantial improvement of any commercial, industrial, or nonresidential structure located in Zone A1-30, AE & AH shall have the lowest floor, including basement, elevated at least to one (1) foot above the level of the base flood elevation; or
- (2) Non-residential structures located in all A-zone may be flood-proofed in lieu of being elevated provided that together with all attendant utilities and sanitary facilities the areas of the structure below the required elevation are water tight with walls substantially impermeable to the passage of water, and use structural components having the capability of resisting hydrostatic and hydrodynamic loads and the effect of buoyancy. A registered professional engineer or architect shall review and/or develop structural design, specifications, and plans for the construction, and shall certify that the design and methods of construction are in accordance with acceptable standards of practice for meeting the provisions of this subsection. Such certification shall be provided to the official as set forth in [section] 4.2.1.(f).
- (3) Electrical, plumbing, machinery or other utility equipment that service the structure must be elevated to or above the BFE.

5.3.3. *Elevated buildings.* New construction or substantial improvements of elevated buildings that include fully enclosed areas formed by foundation and other exterior walls below the base flood elevation shall be designed to preclude finished living space and designed to allow for the entry and exit of floodwaters to automatically equalize hydrostatic flood forces on exterior walls.

- (a) Designs for complying with this requirement must either be certified by a professional engineer or architect or meet the following minimum criteria:

-
- (1) Provide a minimum of two (2) openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding;
 - (2) The bottom of all openings shall be no higher than one foot above grade; and,
 - (3) Openings may be equipped with screens, louvers, valves or other coverings of devices provided they permit the automatic flow of floodwaters in both directions.
- (b) Electrical, plumbing, and other utility connections are prohibited below the base flood elevation;
- (c) Access to the enclosed area shall be the minimum necessary to allow for parking of vehicles (garage door) or limited storage of maintenance equipment used in connection with the premises (standard exterior door) or entry to the living area (stairway or elevator); and

5.3.4. *Floodways*. Located within areas of special flood hazard established in section 3.2. are areas designated as floodways on the community's flood boundary and floodway map. Since the floodway is an extremely hazardous area due to the velocity of flood waters which carry debris, potential projectiles and has erosion potential, the following provisions shall apply:

Prohibit encroachments, including fill, new construction, substantial improvements and other developments unless certification (with supporting technical data) by a registered professional engineer is provided demonstrating that encroachments shall not result in any (0.00) increase in flood levels during occurrence of the flood discharge;

In A Zones where base flood elevations have been determined, but before a floodway is designated, no new construction, substantial improvement, or other development (including fill) shall be permitted which will increase base flood elevations more than one (1) foot at any point along the watercourse when all anticipated development is considered cumulatively with the proposed development.

A permit may be given which allows encroachments resulting in increases in base flood elevations provided the community first obtains a conditional floodway revision by meeting the requirements of C.F.R.44, Chapter 1, subsection 65.12.

(Ord. of 8-12-08)

5.4. Standards for areas of shallow flooding (AO Zones).

Located within the areas of special flood hazard established in article 3, section B, [Section 3.2] are areas designated as shallow flooding areas (Zones AO & AH). These areas have special flood hazards associated with base flood depths of one to three (3) feet where a clearly defined channel does not exist and where the path of flooding is unpredictable and indeterminate.

In AO Zones the following provisions apply:

- 5.4.1. (a) All new construction and substantial improvements of residential structures shall have the lowest floor, including basement, elevated to the depth number specified on the flood insurance rate map, in feet, above the highest adjacent grade. If no depth number is specified, the lowest floor, including basement, shall be elevated, at least two (2) feet above the highest adjacent grade.
- 5.4.2. (b) All new construction and substantial improvements of nonresidential structures shall:
- (1) Have the lowest floor, including basement, elevated to the depth number specified on the flood insurance rate map, in feet, above the highest adjacent grade. If no depth number is specified, the lowest floor including basement, shall be elevated at least two (2) feet above the highest adjacent grade, or;

-
- (2) Together with attendant utility and sanitary facilities be completely flood-proofed to or above that level so that any space below that level is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy.

5.4.3. (c) On-site drainage for all proposed structures in Zones AO and AH located on slopes shall provide adequate drainage paths to guide floodwaters around and away from such structures.

(Ord. of 8-12-08)

SECTION 6. STANDARDS FOR SUBDIVISION PROPOSALS

In all special flood hazard areas the following requirements shall apply:

- 6.1. All subdivision proposals shall be consistent with the need to minimize flood damage;
- 6.2. All subdivision proposals shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize flood damage;
- 6.3. All subdivision proposals shall have adequate drainage provided to reduce exposure to flood hazards, and;
- 6.4. In all special flood hazard areas where base flood elevation (BFE) data is not available, the applicant shall provide a hydrologic and hydraulic engineering analysis performed by a Connecticut licensed professional engineer that generates BFEs for all subdivision proposals and other proposed development, including manufactured home parks and subdivisions. The administrator shall require the applicant to provide BFE data for all subdivision proposals, including manufactured home parks and subdivisions.

(Ord. of 8-12-08)

SECTION 7. VARIANCE PROCEDURES

7.1. The flood and erosion commission as established by Bristol City Council shall hear and decide appeals and requests for variances from the requirements of this ordinance.

7.2. The flood and erosion commission shall hear and decide appeals when it is alleged there is an error in any requirement, decision, or determination made by the city engineer in the enforcement or administration of this ordinance.

Any decision of the city engineer may be appealed on a form provided by the city engineer to the Bristol Flood and Erosion Commission within seven (7) calendar days of the date of publication as provided for in section 4.2.1(j), the date of said publication being excluded in the calculation of said seven (7) days. Any such appeal shall stay the decision of the city engineer. Until such time as it may be upheld, overruled, modified, or otherwise changed by said commission. All decisions on appeals shall be conveyed to the applicant in writing by certified mail.

7.3. Any person aggrieved by the decision of the flood and erosion commission or any person owning land which abuts or is within a radius of one hundred feet (100) of the land in question may appeal within fifteen (15) days after such decision to the State Superior Court of Hartford County, as provided in Section 8-8 of the General Statutes.

7.4. Specific situation variances:

Created: 2025-07-02 09:39:49 [EST]

(Supp. No. 4)

PART II - CODE OF ORDINANCES
APPENDIX D - FLOOD DAMAGE PREVENTION
SECTION 7. VARIANCE PROCEDURES

7.4.1. *Building on an historic register.* Variances "may" be issued for the reconstruction, rehabilitation or restoration of structures listed on the National Register of Historic Places or the State Inventory of Historic Places without regard to the procedures set forth in the remainder of this section, except for section 7.5.4.(a) through 7.5.4.(d), and provided the proposed reconstruction, rehabilitation, or restoration will not result in the structure losing its historical character.

7.4.2. *Pre-existing, small lot location.* Variances "may" be issued by a community for new construction and substantial improvements to be erected on a lot of one-half (½) acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, in conformance with section 7.5.4.(a) through 7.5.4.(d).

7.4.3. *Functional dependant uses.* Variances "may" be issued for new construction and substantial improvement and other development necessary for the conduct of a functionally dependent use provided the structure or other development is protected by methods that minimize flood damage, create no additional threat to public safety and meet the requirements of section 7.5.4.(a) through 7.5.4.(d).

7.4.4. *Floodway prohibition.* Variances shall not be issued within any designated floodway if any increase in flood levels during the base flood discharge would result.

7.5. Considerations for granting of variances:

7.5.1. In passing upon such applications, the flood and erosion commission shall consider all technical evaluations, all relevant factors, all standards specified in other sections of this ordinance, and:

- (a) The danger that materials may be swept onto other lands to the injury of others;
- (b) The danger to life and property due to flooding or erosion damage;
- (c) The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;
- (d) The importance of the services provided by the proposed facility to the community;
- (e) The necessity of the facility to waterfront location, in the case of a functionally dependent facility;
- (f) The availability of alternative locations, not subject to flooding or erosion damage, for the proposed use;
- (g) The compatibility of the proposed use with existing and anticipated development;
- (h) The relationship of the proposed use to the comprehensive plan and floodplain management program for that area.
- (i) The safety of access to the property in times of flood for ordinary and emergency vehicles;
- (j) The expected heights, velocity, duration, rate of rise and sediment transport of the flood waters and the effects of wave action, if applicable, expected at the site, and;
- (k) The costs of providing governmental services during and after flood conditions including maintenance and repair of public utilities and facilities such as sewer, gas, electrical and water systems, and streets and bridges.

PART II - CODE OF ORDINANCES
APPENDIX D - FLOOD DAMAGE PREVENTION
SECTION 7. VARIANCE PROCEDURES

Upon consideration of the factors listed above, and the purposes of this ordinance, the flood and erosion commission may attach such conditions to the granting of variances as it deems necessary to further the purposes of this ordinance.

7.5.2, 7.5.3. *[Reserved.]*

7.5.4. Conditions for variances:

- (a) Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief; and in the instance of a historical building, a determination that the variance is the minimum necessary as not to destroy the historic character and design of the building;
- (b) Variances shall only be issued upon (1) a showing of good and sufficient cause, (2) a determination that failure to grant the variance would result in exceptional hardship, and (3) a determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisance, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances.
- (c) Any applicant to whom a variance is granted shall be given written notice specifying the difference between the base flood elevation and the elevation to which the structure is to be built and stating that the cost of flood insurance will be commensurate with the increased risk resulting from the reduced lowest floor elevation up to amounts as high as twenty-five dollars (\$25.00) for one hundred dollars (\$100.00) of insurance coverage.
- (d) The city engineer shall maintain the records of all appeal actions and report any variances to the Federal Emergency Management Agency upon request.
- (e) No variance may be issued within a regulatory floodway that will result in any increase in the 100-year flood levels. A variance may be issued for new construction, substantial improvements and other development necessary for the conduct of a "functionally dependent use" provided that there is good and sufficient cause for providing relief; and the variance does not cause a rise in the 100-year flood level within a regulatory floodway. The structure and other development must be protected by methods that minimize flood damages.

7.6. Penalties for violation. Violation of the provisions of this ordinance or failure to comply with any of its requirements, including violation of conditions and safeguards established in connection with grants of variance or special exceptions, shall constitute a misdemeanor. Any person who violates this ordinance or fails to comply with any of its requirements shall, upon conviction thereof, be fined not more than two hundred fifty dollars (\$250.00) per day if proven done willfully and one hundred dollars (\$100.00) per day if not, or imprisoned for not more than ten (10) days for each day of violation, or both, and in addition, shall pay all costs and reasonable legal fees involved in the case. Nothing herein contained shall prevent the City of Bristol from making such other lawful action as is necessary to prevent or remedy any violation.

(Ord. of 8-12-08)

SECTION 8. CONTINUITY OF ORDINANCE PROVISIONS

8.1. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance should be declared invalid for any reason whatsoever, such decision shall not affect the remaining portions of this ordinance, which

PART II - CODE OF ORDINANCES
APPENDIX D - FLOOD DAMAGE PREVENTION
SECTION 8. CONTINUITY OF ORDINANCE PROVISIONS

shall remain in full force and effect; and to this end the provisions of this ordinance are hereby declared to be severable.

(Ord. of 8-12-08)



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: June 10, 2026

TO: Mayor Ellen Zoppo-Sassu
Board of Public Works

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

RE: DPW Policy Custodial Methods and Inspections

The purpose of this policy is to establish a consistent level of custodial service for facilities maintained by the Department of Public Works (DPW) and to provide a standardized resource for employee onboarding and training.

This policy is not being developed in response to concerns regarding the maintenance of City facilities by DPW custodial staff. In fact, as Director of Public Works, I frequently receive positive feedback and compliments regarding the quality of work performed by our custodial team. Rather, this policy has been developed as part of the Department's ongoing effort to formalize standards, procedures, and levels of service for all DPW assets and operations.

The policy establishes standardized cleaning procedures, inspection protocols, and service expectations for DPW-maintained facilities. By formalizing these practices, the Department will improve consistency, accountability, employee training, and quality assurance across all facilities.

In order to proceed DPW request the following Board of Public Works action:

Approve Policy 18.15 Custodial Methods and Inspections as presented

As part of the policy development process, the Department utilized resources and guidance provided by the American Public Works Association (APWA). APWA custodial staffing recommendations are based on the square footage of facilities being serviced. A review of the applicable APWA criteria indicates that the City's current custodial staffing levels meet the recommended standards.

While custodial staffing levels meet APWA recommendations, the Department continues to evaluate the need for a Building Maintenance Division Technician to address building systems maintenance and repair functions that fall outside traditional custodial responsibilities.

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

CITY OF BRISTOL – PUBLIC WORKS

18.15 CUSTODIAL METHODS AND INSPECTIONS

1. Purpose

To establish standardized custodial methods that ensure all City-owned facilities maintained by the Department of Public Works are clean, safe, sanitary, and maintained in a cost-effective and sustainable manner.

2. Scope

This policy applies to all City-owned facilities maintained by the Department of Public Works Facilities Division

- Police Department, 131 North Main St
- Park Department, 51 High St
- City Hall, 111 North Main St

3. Service Level Standards

Custodial services shall follow defined cleanliness levels:

High Visibility/Public Areas (cleaned daily)

- Critical Daily Service Areas: Lobbies, restrooms, council chambers, offices and conference rooms. Office cleaning does not include personal items, desktops, or other individual work materials. Employees requesting cleaning of personal work areas shall contact the Facility Manager.

Low Traffic/Support Areas (cleaned once per month or as needed)

- Scheduled Maintenance Areas: Storage rooms, mechanical spaces

Areas requiring specialized custodial services due to security, public safety, or operational requirements.

Shift	Coverage Areas	Responsibilities
First Shift (Day)	Public lobby, administrative offices, conference rooms, locker rooms, restrooms	Routine cleaning, trash removal, supply replenishment, inspection rounds
Second Shift (Evening)	High-traffic areas, restrooms, booking areas, patrol offices	Restroom sanitation, floor maintenance, trash removal, touch-point disinfection

Third Shift (Night)	Holding cells, booking/intake areas, dispatch support areas, emergency cleaning response	Deep cleaning of specialized areas, sanitation of holding facilities, emergency response cleaning
---------------------	--	--

Holding cells shall be cleaned daily and immediately following any incident involving bodily fluids, contamination, or unusual occupancy conditions.

4. Custodial Methodology

4.1 Standard Cleaning Procedures

- Dry cleaning first (dusting, sweeping, vacuuming)
- Wet cleaning second (mopping and disinfecting).
- Use microfiber clothes to prevent cross-contamination
- Follow top to bottom cleaning sequence

4.2 Restroom Sanitation Protocol

- Gather all supplies
- Post signage and close area
- Clean and disinfect all fixtures daily
- Replenish consumables (soap, paper products)
- Use EPA approved disinfectants supplied by DPW
- Clean all restroom surfaces using a top-to-bottom, inside-to-outside methodology, with floors cleaned last
- Remove warning signs and reopen the area when floors are dry

4.3 Floor Care Program

Hard surface floors

- Daily sweeping of all floors
- Wet mop 3 times per week
- Hard surface floors shall be cleaned using an automatic floor scrubber at least every three days, or more frequently as conditions warrant Carpeted Floors
- Daily vacuuming,
- Wet vacuum extractor as required

4.4 Waste Management

- Daily trash removal from all occupied areas
- Recycling separated per local/state guidelines

If hazardous, unknown, or suspicious materials are encountered, custodial staff shall isolate the area, notify their supervisor immediately.

5.0 Scheduling & frequency

Task Type	Frequency
Restroom cleaning	Daily (2x in high use building)
Trash Removal	Daily
Office Cleaning	Daily
Floor maintenance	Floors-annually in Spring, Carpet extraction, annually spring
Deep cleaning	quarterly

6.0 Performance Measurement

6.1 Inspection Program

- Supervisor inspections weekly
- Formal audits quarterly / Dept. feedback

6.2 Key Performance Indicators (KPIs)

- Cleanliness score $\geq 90\%$

A **Cleanliness Score** is a numerical rating used during inspections to measure how well a facility meets established cleaning standards. It provides an objective way to evaluate custodial performance instead of relying on opinions.

During an inspection, the supervisor evaluates items such as:

Item	Points Possible
Floors clean and debris-free	10
Restrooms sanitized	10
Trash removed	10
Supplies stocked	10
Glass and mirrors clean	10
Dust-free surfaces	10
High-touch surfaces disinfected	10
No odors present	10
Entrances/lobbies clean	10
Safety issues corrected	10
Total	100

Cleanliness scores and inspection results are intended to serve as management tools for quality assurance, employee training, identifying service deficiencies, and improving custodial operations only.

- Service complaints shall receive an initial response within 24 hours.

7.0 Health & Safety

1. Compliance with City Occupational Safety and Health Annual Training
2. Proper PPE required:
 - Gloves, eye protection, masks when applicable, face shields, over boots, Tyvek shirt
 - Safety data sheets (SDS) maintained for all chemicals
 - Bloodborne pathogen procedures in place

8.0. Training Requirements

All custodial staff must receive:

- Initial onboarding training
- Annual refresher training
- Annual Safety and chemical SDS training
- Equipment operation training

9.0 Documentation & reporting

- daily cleaning logs
- work order completion
- incident and complaint reports

10. Service Continuity and Staffing Adjustments

Custodial services are provided in accordance with established service frequencies and staffing levels. Due to vacancies, employee absences, emergency response requirements, or the temporary reassignment of staff to priority projects or operational needs, certain custodial services may be deferred. When service deferrals occur, the Facilities Division shall make reasonable efforts to minimize disruptions, and no regularly scheduled custodial service shall be deferred for more than two (2) consecutive business days unless circumstances beyond the City's control require otherwise.

11. Policy Review

This policy shall be reviewed every 2–3 years.



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: June 10, 2026

TO: Mayor Ellen Zoppo-Sassu
Board of Public Works

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

RE: DPW Stafford Ave Lot 37-2 Map 45 Refrreal from Real Estate Committee

The Department of Public Works is in receipt of the attached correspondence from the City Council Real Estate Committee regarding Lot 37-2, Map 45. The City has been approached by a prospective purchaser of the lot and, prior to proceeding with the evaluation process, the Real Estate Committee is soliciting comments from the Department of Public Works.

The Department's input consists of a review of existing lot features and is based on DPW's potential need for the parcel, the lot's characteristics, the impact those characteristics may have on potential private development, and the City's potential future use of the parcel for purposes other than DPW operations. A summary of the evaluation is provided below.

Existing Features

The parcel is approximately 6.8 acres in area, zoned R-15, with 182 feet of frontage on Stafford Avenue. The portion of the parcel with frontage on Stafford Avenue is approximately 250 feet by 182 feet and opens into a larger section measuring approximately 300 feet by 920 feet. The western portion of the lot extends westward and abuts the rear of lots fronting on Grace Avenue.

The parcel in question abuts an additional City-owned lot (Lot 46-37A) to the south. Lot 46-37A does not have frontage on a public street and contains approximately 2.0 acres, with dimensions of roughly 70 feet by 930 feet. The lot abuts the rear lots of properties on Harwick Road and Colonial Road and has frontage at the terminus of Sunset Drive.

Several Harwick Road residents have encroached onto City-owned Lot 46-37A and have reported flooding issues in their backyards. The property identified as 32 Colonial Road has also encroached onto Lot 46-37A with the construction of a motocross course. Beyond the encroachment issues, the course has resulted in violations of City wetland regulations and may be subject to legal action by the City. A property owner on Stafford Avenue has repeatedly complained to the City about

noise associated with the motocross activity and has expressed frustration regarding the City's inability to stop the activity.

A stream bisects the lots and drains through a 10-foot by 6-foot culvert on Brook Street. Both lots are primarily located within a wetland and/or floodplain area. The only potentially usable portion of Lot 37-2, Map 45 appears to be the section measuring approximately 250 feet by 182 feet along Stafford Avenue. This area may be outside the floodplain due to the presence of historic fill; however, survey elevations would be required to determine the extent, if any, of land located outside the FEMA floodplain.

Lot 37-2 is also encumbered by City storm drainage infrastructure and a sanitary sewer. Along the Stafford Avenue frontage, these utilities generally run along the north and south property lines. Any consideration of the sale of Lot 37-2 should include the sale of the City's adjacent lot to the south, Lot 46-37A. Retention of Lot 46-37A would likely serve only as a liability to the City. However, the sale of Lot 46-37A may be problematic due to the Harwick Road encroachments, flooding concerns, Colonial Road encroachments, wetland violations, and the potential need for an additional 8-24 Planning Commission referral.

DPW Potential Need for the Parcel

The Department of Public Works has no specific need for the lot at this time. The property has been used as a construction staging and laydown area in recent years; however, it is not required for that purpose. The Department has also recommended installation of a voluntary organic waste collection site, similar to the facility located at DPW's Vincent P. Kelly Road operation; however, the Board of Public Works did not approve the proposal.

Lot Characteristics and the Impact on Potential Private Development

It should be understood that the sale of any City property does not carry an expectation that the City, through its land use regulations, will facilitate development. If sold, the purchaser will be responsible for obtaining all permits and approvals necessary to develop the property.

It is unknown to DPW what size or type of development is being contemplated for the parcel. It is possible that private engineering and consulting services may identify development opportunities not currently envisioned by DPW. However, based on the Department's review, the developable area appears to be limited to the portion of the lot fronting Stafford Avenue.

Even with that assumption, any prospective developer should verify site elevations to confirm whether the area is located within the FEMA floodplain. In addition, the presence and location of on-site utilities should be carefully considered.

City Potential Future Use of the Parcel Other Than for DPW Purposes

Although DPW does not currently have a specific purpose for the parcel, and any City development would be subject to many of the same constraints faced by a private developer, the site appears capable of supporting an approximately 80-foot by 80-foot building with eight parking spaces. Such a building would contain approximately 6,400 square feet and would be similar in size to the Animal Control Facility currently being proposed.

Alternative sites for the Animal Control Facility have been evaluated; however, until the facility is constructed, Lot 37-2 may warrant reconsideration as a potential location.

DPW Recommendation

The lots are under the authority and responsibility of the Department of Public Works. The Department has no current operational need for either parcel. Furthermore, the properties represent



Department of Public Works | 860.584.6125

a potential liability to the City due to ongoing residential flooding concerns, resident encroachments, and associated enforcement issues.

If the sale of the properties can eliminate or reduce the City's liability, there may be a benefit to disposing of the parcels. However, the City may ultimately be a better steward of the properties for the benefit of the Harwick Road residents. In addition, from a strategic perspective, retaining the parcels may preserve the City's ability to construct an approximately 6,400-square-foot municipal building on the site in the future, should a municipal need arise.

As a result of the Department of Public Works' review and evaluation, the following action is recommended:

Forward a recommendation to the City Real Estate Committee to either defer action on the sale of Lots 37-2, Map 45, and 46-37A pending finalization of the Animal Control Facility parcel selection, or permanently cease any and all action related to the sale of the parcels.

Please feel free to contact me at 860-584-6113.





Department of Public Works | 860.584.6125

MEMORANDUM

DATE: June 5, 2026

TO: Mayor Ellen Zoppo-Sassu
Board of Public Works

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

RE: DPW VINCENT P KELLEY ROAD OPERATION FACILITY MASTER PLAN (PRELIMINARY)

The Department of Public Works has received funding as part of the FY 2026–27 Capital Improvement Program (CIP) to prepare a master plan for the Department of Public Works Operations Facility located at 95 Vincent P. Kelly Road. The facility supports the Street Division, Fleet Division, and the non-transfer station functions of the Solid Waste Division. The facility consists of the following:

A. EXISTING FACILITY

1. Street and Solid Waste Building

The Street and Solid Waste Building includes an 11,200-square-foot vehicle garage and approximately 2,560 square feet of office and support space, including employee cafeteria and break areas, locker rooms, restrooms, dispatch, conference room, storage areas, and a sign shop. A total of 50 DPW employees operate from this building, including 33 Street Division employees and 17 Solid Waste Division employees.

The building vehicle garage area generally meets the Department's vehicle storage needs and can accommodate approximately 18 plow trucks indoors during snow operation preparations, although approximately 6 of the 24 plow trucks utilized by the Department must remain outside.

The office area of the building does not provide sufficient space for all supervisory staff, with one supervisor workstation currently located within the conference room. While the facility remains functional, many areas are outdated and in need of modernization. The employee locker room is undersized, the staff break room lacks a sink, and the restrooms are original to the building, which was constructed in 1955 with renovations in 1988.

A designated vehicle wash area is located within the building and is equipped with a sediment chamber; however, a high-pressure water system is not available. As a result, sediment frequently accumulates on the floor, and access for cleaning vehicle undercarriages and high roof areas is limited.

The office and sign shop areas are equipped with air conditioning and new gas-fired heating units were installed in Fall 2025.

In addition to general modernization, an anticipated future need is the establishment of a dedicated staff rest area for winter operations. Although municipal snowplow operators are exempt from certain federal hours-of-service requirements, many municipalities provide accommodations for employees working extended shifts, including sleeping areas, shower facilities, and meal preparation spaces. Based on an informal inquiry of DPW community discussion groups, approximately 35% of responding municipalities reported providing designated rest areas for DPW personnel.

As part of the master planning process, consideration should be given to constructing a training room that could be configured and utilized as a seasonal rest area for snowplow operators during winter operations. Such a space could accommodate cots, provide access to shower facilities, and support employee wellness during prolonged snow events. It should also be noted that implementing formal rest periods may require labor negotiations and could necessitate revisions to existing overtime practices, including the potential enforcement of mandatory overtime assignments.

2. Fleet Building

The 7,500-square-foot Fleet Building serves as a six-bay vehicle maintenance facility and includes vehicle lifts, a grease distribution system, machine shop, and parts storage areas. The building also contains offices for administrative support staff and the Fleet Supervisor, as well as employee break and support areas.

The facility generally meets the Fleet Division's operational needs. However, expanding the work bays to accommodate two vehicles per bay would improve operational efficiency. This capability would reduce downtime when vehicles remain in a bay awaiting parts delivery or other delays. By allowing mechanics to work on a second vehicle within the same bay, the Division could improve productivity and reduce congestion within the maintenance facility. With additional staffing, DPW Fleet can also expand the existing preventative maintenance work provided to the Police Department to include general maintenance.

Special consideration must also be given to ensuring that any future improvements support, or at a minimum do not hinder, the Department's ability to maintain and repair electric vehicles (EVs). As municipal fleet electrification continues to expand, facility upgrades should incorporate the infrastructure, safety systems, and workspace requirements necessary to support EV maintenance operations.

The office and administrative portions of the building area equipped with AC and the new gas-fired heating units were installed in the fall of 2025.

3. Solid Waste Vehicle Storage Building: The 6,000-square-foot Solid Waste Vehicle Storage Building is the newest facility at the site, constructed after the collapse of the previous building in approximately 2005. The building has sufficient space to store eight solid waste collection vehicles; however, there are currently nine primary solid waste routes that require regular vehicle deployment. As a result, expanding the facility would be beneficial to accommodate the full fleet.



Department of Public Works | 860.584.6125

The building is equipped with heating that is maintained at a low temperature to prevent freezing conditions during winter months. It also contains extensive shelving along the perimeter walls and between parked vehicles, providing additional storage capacity for equipment and supplies.

One deficiency of the building is its high ceiling height. Since the facility's primary function is vehicle storage, the available vertical space is not fully utilized, resulting in inefficiencies in the building's overall design.

The building also serves as the Department's DEF (Diesel Exhaust Fluid) dispensing station. DEF is primarily used during the winter months for diesel-powered vehicles. Due to the limited size of the existing DEF storage and dispensing system, DEF must be purchased in relatively small quantities. Consequently, the Department cannot take advantage of bulk purchasing opportunities and is unable to charge other departments based on actual usage, resulting in additional DEF surcharge costs.

4. Fuel Station: The DPW facility operates a CT DEEP-approved fuel dispensing station consisting of one 10,000-gallon diesel tank and one 10,000-gallon gasoline tank. The facility provides fuel for all City departments, including Police, Fire, Building, Water/Sewer, Parks, Health Department, and the Board of Education. The fuel pumps are equipped with an electronic tag and tracking system that enables DPW to accurately allocate fuel costs to each department based on usage. The useful life of the existing underground storage tanks (USTs) has been extended through 2034. Testing of the UST is required on a yearly basis.

A primary objective of the fuel station upgrade is to remove the existing USTs and replace them with an above-ground fuel storage and dispensing system. The new facility would include modern fueling equipment, an overhead canopy, and a Diesel Exhaust Fluid (DEF) dispensing system. An electronic fuel management and tracking system will be maintained to ensure accurate monitoring, reporting, and departmental billing of fuel consumption.

5. Salt Storage and Liquid Salt Brine System: The 120-foot-diameter salt dome is used to store approximately 10,000 tons of granular road salt for winter operations. A new roof was installed in 2021, and the facility currently meets the Department's operational needs.

Access to the salt dome is located on the west side of the building. Truck loading operations would benefit from the construction of a paved access roadway along the eastern and northern sides of the facility to improve circulation and efficiency.

A liquid salt brine system was installed along the southwest side of the building in 2025. The project included a new water service connection, liquid magnesium chloride storage tanks, and associated infrastructure for the storage and distribution of the Department's winter road pretreatment materials.

There is also a covered sand storage facility that is primarily used for roadway oil spills. The storage area is required however a small 10 ft x 10 ft area would surface.

6. Quonset Hut Storage Building:

The 2,000-square-foot wood-framed building is currently used by the Fleet Division for storage of tires, equipment, and other maintenance materials. The structure is in very poor condition and is not fully weather-tight or secure, creating concerns for the protection of stored assets. Replacing this facility and constructing a new storage building is a high-priority component of the Department of Public Works (DPW) facility upgrade program.

7. Outdoor Vehicle Storage Area

The Department currently stores the following vehicles and equipment in the paved parking area:

- a. Dump trucks (35)
- b. Automated rubbish trucks (15)
- c. Rear-loading rubbish trucks (5)
- d. Front-end loader (3)
- e. Bucket trucks (2)
- f. Pickup trucks (10)
- g. Dedicated snow blower truck (1)
- h. Bucket Truck (2)
- i. Vacuum Litter Truck (1)
- j. Vactor Truck (1)

The outdoor storage of vehicles and equipment accelerates asset deterioration due to continuous exposure to weather conditions. It also increases fuel consumption during winter operations and extends the time required for vehicle maintenance, preparation, and deployment. A key objective of any facility upgrade should be to provide covered storage for all or most Department vehicles and equipment, potentially through the construction of truck ports with solar panel canopies. These improvements would enhance asset protection, reduce operating and maintenance costs, improve operational efficiency, and support the Department's long-term of reducing fleet capital purchase cost by extending vehicle life.

8. Outdoor Storage Rack

The facility includes an outdoor storage rack that was originally used for winter salt spreaders. However, the Department of Public Works (DPW) has since transitioned to trucks with integrated spreaders on its 10-wheel and 6-wheel dump trucks. In addition, spreaders for the Mason dump trucks are stored on support blocks. As a result, the existing outdoor metal storage rack is no longer fully utilized and has become largely redundant.

9. Material Laydown Area – Construction Materials and Asphalt Recycler (Bagela) Operation

The Department currently utilizes the southwest portion of the site as a storage area for construction materials, including catch basins, curbing, piping, and concrete block, as well as granular materials such as processed stone, sand, loam, and general fill.

The area is also used to operate the Department's asphalt recycler (Bagela), which is utilized during the winter months to produce hot asphalt for pothole repairs.



Department of Public Works | 860.584.6125

The existing area generally meets the Department's operational needs. However, the Department plans to upgrade the Bagela unit from its current capacity to a 7- to 10-ton model. While the larger Bagela unit will not require additional space, it will necessitate a more formalized site layout. Unlike the current unit, the upgraded Bagela will be a permanent, non-mobile installation.

10. DPW Employee Parking, Storage, Animal Control

DPW staff parking is located on the north side of Vincent P. Kelley Road, directly opposite the DPW facility. The lot currently provides approximately 56 parking spaces, which are generally sufficient to meet the Department's operational needs. Staff have also expressed interest in the future installation of electric vehicle (EV) charging stations. Accordingly, it is essential that any renovation, expansion, or redevelopment of the DPW facility does not reduce the number of available staff parking spaces and, where feasible, provides opportunities to enhance parking functionality and support future EV infrastructure.

The parking area is immediately adjacent to the City's Water Pollution Control Authority (WPCA) facility. Given the potential future need for additional wastewater treatment infrastructure and associated regulatory requirements, permanent encroachment onto WPCA property is not recommended. However, temporary or short- to medium-term use of WPCA-owned land, or the area recently leased to D'Amato Construction to the east, may be considered if additional space is needed during construction activities or facility improvements.

The north side of Vincent P. Kelley Road should therefore be preserved as a critical parking and operational resource for DPW. Any proposed site modifications should be carefully evaluated to ensure that parking capacity is maintained or enhanced and that future operational needs can be accommodated.

The north side of Vincent P. Kelley Road also contains the City's existing Animal Control facilities, including the current 2,200-square-foot Animal Control building and the original 900-square-foot facility. The original building is presently utilized by DPW for the storage of seasonal equipment and materials.

The City is currently planning the construction of a new 5,000-square-foot Animal Control facility. The DPW Master Plan should recognize and coordinate with this project to ensure compatibility with future site development, circulation patterns, parking requirements, utility needs, and overall operational objectives.

B. PROPOSED RENOVATIONS

The primary objective of the Master Plan is to develop a facility that effectively supports the Department's long-term operational needs. For planning purposes, it is anticipated that

implementation of the project will occur in phases due to budgetary constraints and the need to minimize disruptions to ongoing DPW operations.

As part of the master planning process, it is assumed that the Department will not experience significant staffing increases or substantial expansion of its current operations at this facility. Previous discussions included the possibility of the DPW providing fleet maintenance services for all City departments, including Parks, Water/Sewer, and Police, as well as assuming responsibility for City park maintenance. While the preliminary Master Plan incorporates additional capacity and flexibility to accommodate potential future growth, it does not include expansion of these services, with the exception of a potential increase in repair and maintenance support for Police Department vehicles.

The Master Plan presented herein is preliminary and intended solely as a foundation for discussion. Input from the Board of Public Works, DPW supervisors, DPW staff, and design consultants will be essential in developing a comprehensive, practical, and effective long-term plan.

At this stage, the focus should not be on specific building layouts, facility sizes, or architectural details. Rather, it is critical to identify and document the Department's operational needs, functional requirements, and long-term objectives.

The conceptual layout provided should be used as a discussion tool to engage stakeholders, refine operational requirements, and guide the development of the final Master Plan.

A summary of the proposed facility improvements, renovations, and project phasing is provided below.

i. DPW Storage Garage & Expanded Fleet Maintenance Area:

Construction of a 4,000-square-foot metal storage building on the south side of the existing Fleet Maintenance Building. The proposed structure will replace the existing Quonset hut, which has reached an advanced state of deterioration. Replacement of the Quonset hut is necessary to maintain safe, efficient, and reliable fleet operations while providing adequate storage capacity for equipment and materials.

ii. Vehicle Wash Bay:

Construction of a centralized vehicle wash facility designed to service all City vehicles across departments. The facility will include an automated wash system for smaller vehicles, such as passenger cars, police cruisers, and pickup trucks, as well as elevated access walkways to facilitate the cleaning of larger vehicles, including dump trucks, fire apparatus, and solid waste collection vehicles. The wash bay will be designed for year-round operation and equipped with an undercarriage wash system to remove road salt, debris, and other corrosive materials, thereby reducing vehicle corrosion, lowering maintenance costs, and extending fleet service life.

A dedicated vehicle wash bay, particularly one equipped with undercarriage washing, is expected to reduce salt-related corrosion and may extend the useful life of winter-exposed municipal vehicles by approximately 10% to 25%. For planning purposes, extending the life of a \$350,000 dump truck by two years would represent an avoided replacement value of approximately \$70,000 per vehicle, while extending the life of a \$420,000 rubbish truck by two years would represent approximately \$105,000 per vehicle.

iii. Fuel System:

Installation of a new above-ground fuel storage and dispensing system, including diesel exhaust fluid (DEF) storage and a protective canopy, to replace the existing underground storage tank (UST) system. As previously noted, the current UST system (10,000-gal gasoline & 10,000-gal diesel) will reach the end of its useful service life by 2034. Testing is required on a yearly basis.



Department of Public Works | 860.584.6125

iv. Fleet Garage Expansion – Addition:

Construct an addition on the east side of the existing Fleet Services building to provide double service bays. As previously noted, this enhancement would reduce vehicle downtime when a bay is occupied by equipment awaiting parts delivery or experiencing other repair delays. By enabling mechanics to work on a second vehicle within the same service area, the Division could increase productivity, improve workflow efficiency, and reduce congestion within the maintenance facility.

v. Administrative Space Addition:

Construction of a new administrative office addition is proposed to provide adequate office space for supervisors, employee restrooms, an employee cafe, and a combined training room and winter rest area for snowplow drivers.

As Director, I see significant advantages in constructing a centralized administrative area between the Street/Solid Waste building and the Fleet building. This location would centralize administrative functions, improve operational efficiencies, and enhance communication among the divisions. A centralized administrative area would also create a new public entrance to the facility, allowing visitors and personnel from other departments to be directed to the west side of the complex, away from operational areas such as the fuel tanks and wash bays.

I also have concerns regarding the potential use of the existing Animal Control building as a DPW staff winter rest area. Its isolated location may present challenges related to employee supervision, safety, and overall operational oversight.

DPW supervisors have advocated for constructing a second-floor addition above the current administrative offices. While this option would provide similar office, training, and employee support functions, it would not achieve the same level of administrative centralization for the Streets, Solid Waste, and Fleet divisions. Nevertheless, both alternatives should be fully evaluated to determine the most effective and cost-efficient long-term solution for the Department.

vi. Truck Ports with Solar Panels:

The project will construct truck ports to provide covered parking for DPW vehicles. While the structures will not include enclosed walls, they will offer protection from adverse weather conditions, reducing vehicle deterioration and extending the service life of the fleet.

The truck ports will be equipped with solar panels to generate renewable energy, helping to reduce facility energy costs. Electrical service will be extended from the main building to the truck ports to support the heating of diesel engine blocks during cold weather and provide the infrastructure

necessary to meet future electrical demands, including the charging requirements of electric vehicles (EVs) as the fleet transitions to cleaner technologies.

vii. Solid Waste Building Addition:

Addition to the existing Solid Waste building to provide enclosed storage for additional automated solid waste collection trucks. The current facility accommodates eight automated collection vehicles; however, nine primary solid waste trucks are utilized on a daily basis. This addition will allow all primary collection vehicles to be housed within the building, providing complete coverage and protection from the elements. The project will improve vehicle preservation, reduce weather-related wear and tear, and enhance operational efficiency by ensuring all primary trucks are stored in a secure, covered environment.

Viii. Site Improvements & Overall Master Plan Comments

A renovation of the DPW facility would include the installation of security cameras throughout the exterior areas, new pavement for parking lots and driveways, and upgraded site lighting.

Although the existing Streets, Solid Waste, and Fleet Maintenance buildings will not, and should not, be replaced as part of the master plan, improvements such as replacing garage doors and repainting buildings, where applicable, should be included.

It should also be noted that a brook and associated wetland area are located along the southern portion of the property, effectively limiting the use of a small section of the site. This area will remain undeveloped as part of the overall plan; however, fencing or a small retaining wall should be installed to clearly delineate and protect the wetland area from disturbance or encroachment resulting from DPW operations.

A key objective of the master plan is to ensure sufficient space between buildings and structures to accommodate vehicle circulation and support efficient DPW operations. At the same time, the spacing between buildings and structures should be carefully calculated to preserve opportunities for future expansion of DPW facilities and operations.

C. PROPOSED POLICE DEPARTMENT EVIDENCE STORAGE BUILDING:

A DPW Master Plan should also include provisions for a Police Department evidence garage. Such a facility is critical to Police Department operations, as the current evidence storage and impoundment area consists of a fenced outdoor space that is neither fully secure nor protected from weather-related damage. A dedicated, enclosed evidence garage would enhance security, preserve the integrity of evidence, and improve overall operational efficiency.

D. PROPOSED ANIMAL CONTROL BUILDING

The construction of a new 5,000-square-foot Animal Control Facility shall be incorporated into the DPW Master Plan. Two potential locations were evaluated as part of the initial planning effort.

The first option proposes constructing a new Animal Control Facility at the western end of the DPW staff parking lot, on the north side of Vincent P. Kelly Road. The proposed building would be located in front of the existing Animal Control building, with an outdoor dog run area situated to the west, above existing WPCA utilities.

The second option evaluates locating the Animal Control Facility within the existing open detention pond area in the northwest corner of the Fire House 4 property. Development of the facility at this location would require the installation of subsurface stormwater retention systems to



Department of Public Works | 860.584.6125

offset the loss of detention pond storage capacity. In addition, coordination with and approval from the Fire Department would be required. Use of a portion of the Fire Department property would also necessitate the preparation of a detailed site layout to ensure there are no adverse impacts to Fire Department or DPW operations and that sufficient space is available to accommodate the Animal Control Facility and its associated functions.

E. CONSULTANT SERVICES / DPW TASK

The primary purpose of the master planning consulting services associated with the preparation of the DPW Facility Master Plan is to develop cost estimates, identify the electrical infrastructure requirements necessary to support fleet electrification (EVs), provide wash bay design recommendations, assist with equipment selection, and develop project phasing strategies.

While the consultant team will assist in developing the final facility layout, it is essential that DPW supervisors and staff play an active role throughout the planning process. Their involvement is critical, as they possess the most comprehensive understanding of daily operations, work processes, and the facility requirements needed to effectively support current and future departmental functions.

F. CONCLUSION

The June 18, 2026, Board of Public Works meeting is scheduled to be held at the Department of Public Works' operations facility, located at 95 Vincent P. Kelly Road, to provide Board members with an opportunity to tour and view the facility.

In order to proceed DPW request the following Board of Public Works actions:

Motion to endorse the preliminary DPW Operations Facility Master Planning Program and authorize staff to proceed with consultant selection, stakeholder engagement, cost estimating, and development of a final DPW Facility Master Plan for future Board review.

Please feel free to contact me at 860-584-6113 if you would like to discuss this matter or have any questions.

