



*City of Bristol
Board of Public Works*

*INFORMATION TO ACCESS THIS MEETING
[Public Works is inviting you to a scheduled Zoom meeting.](#)*

*[Topic: Board of Public Works](#)
[Time: Jul 16, 2026 06:00 PM Eastern Time \(US and Canada\)](#)
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<https://bristolct-gov.zoom.us/j/89596325859?pwd=5zZd6u007UxWhI9fV92WWP99J5pL0N.1>*

*[Meeting ID: 895 9632 5859](#)
[Passcode: 220303](#)*

The regular Board of Public Works Meeting will be held on July 16, 2026, at 6:00 p.m., in City Hall Council Chambers, 111 North Main Street, Bristol, Connecticut.

AMENDED AGENDA

1. Call to Order
2. Approval of Minutes
 - a. June Draft Minutes
3. Public Participation
4. Consent Agenda
 - a. Employee Anniversaries
 - b. Directors Report
 - c. Division Reports
 - d. PW Project List
5. New Business
 - a. **Solid Waste Holiday Operations**

- b. Transfer Stations Non Chargeable Items Evaluation
 - c. DPW Policy for DPW Trucks Hitting Low Overhead Wires
 - d. BOF Bid Waiver- MS4 Stormwater Testing
 - e. Transfer Station Recycling Bldg Fire
 - f. BOF Request Form -Brace and O'Sullivan
- 6. Old Business
 - 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 June 18, 2026
No Zoom Access

Members Present: Mayor Ellen Zoppo-Sassu
Council Member Greg Hahn
Council Member Steve Seymour
Council Member Erick Rosengren
Commissioner Michael Dumas
Commissioner David Hartley
Commissioner Frank Stawski

Staff Present: Raymond Rogozinski, P.E., Director of Public Works
Craig Kasparian, Superintendent of Streets
James Divirgilio, Fleet Manager
Carlos Dacruz, Public Works Coordinator

1. Call to Order

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

MOTION: to waive the Pledge of Allegiance due to no flag present at the City Yard made by Council Member Seymour and seconded by Commissioner Stawski. Motion passed

2. Approval of Minutes

a. May Draft Minutes

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

3. Public Participation

None

Mayor Zoppo- Sasso, asked the supervisors present to introduce themselves to the board and add a little about themselves.

4. Consent Agenda

- a. Employee Anniversaries
- b. Division Reports
- c. BldgComm Project Lists
- d. Directors Report

Mayor Zoppo-Sassu reviewed how the new consent agenda will work. These are items where if there are no outstanding issues, can be approved as a whole. I am going to have the director's report taken off the agenda tonight for an update.

MOTION: made by Council Member Hahn and seconded by Council Member Rosengren to accept as presented for items A, C and D and place on file. Motion passed.

Mayor Zoppo-Sasso asked Ray to review the traffic signal technician that is being posted.

Raymond Rogozinski, P.E., Director of Public Works, stated that the traffic signal technician position will be posted. It is a new job description that includes a licensed electrician component. If no one internal applies, it will go out to the general public. This position will also include streetlights repairs.

Mayor Zoppo-Sasso asked about how service requests from the public are addressed.

Craig Kasparian, Superintendent of Streets, stated that they are all addressed through emails, phone calls or dispatch as well as the work order system. They are reviewed throughout the day to ensure they are all taken care off.

MOTION: made by Council Member Hahn and seconded by Council Member Rosengren to accept item 4B- Division Reports as presented and place on file. Motion passed.

5. Old Business

a. Street Ordinance Draft

Raymond Rogozinski, P.E., Director of Public Works, reviewed the draft policy for the Street Ordinances. The previous draft was revised and new elements were added. Once the board approves it, it will move forward with the new amendments to the ordinance committee for approval around September or October.

Commissioner Hartley stated he is very happy with the progress on this draft.

Mayor Zoppo-Sasso stated that this will be sent to ordinance committee, and they will take it up as a recommendation from this board, then a public hearing will be held.

MOTION: made by Commissioner Stawski and seconded by Commissioner Dumas to 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. Motion passed.

6. New Business

a. DPW Budget Narrative 2026-27

Raymond Rogozinski, P.E., Director of Public Works, stated the budget narratives enclosed in the packet are the revisions made to match the approved budget.

Commissioner Hartley stated this was very well written and now we have a roadmap for the next couple of years of where we will be.

Mayor Zoppo-Sasso, stated that the board should keep this on hand for questions from the public and it will also be uploaded onto the website for anyone to reference.

MOTION: made by Commissioner Hartley and seconded by Council Member Seymour to approve the public works 2026-2027 budget narrative. Motion passed.

b. FEMA Mapping

William Stango, Civil Engineer City of Bristol, gave a presentation of the revised FEMA mapping with what the new changes are.

Raymond Rogozinski, P.E., Director of Public Works stated that these maps cover approximately 75% of the city.

William Stango, Civil Engineer City of Bristol, stated that this includes what addresses are out of the flood zone and which addresses are now considered a flood zone. He stated letters were sent out to the addresses that were affected initially. He spoke about how flood insurance works for homeowners.

Mayor Zoppo-Sassu, asked what is the plan to let people know that these maps are going into effect on November 13th.

William Stango, Civil Engineer City of Bristol, stated that original letters were sent out to residents that were affected. We could send out again informing them of the official launch of the new maps.

Raymond Rogozinski, P.E., Director of Public Works, stated we did send letters previously and did not get a lot of feedback. I wouldn't send letters again unless the board wants to, but we can get the word out with social media.

Commissioner Hartley stated we should do a FAQ list on the website with this information and put on social media.

Mayor Zoppo-Sassu stated her concern regarding the people in the original letter, are any of them who were told they are out and now they are in or people who were not notified at all.

Raymond Rogozinski, P.E., Director of Public Works, stated there was no adjustments to the maps since the original assessment. Is it possible we missed some, yes, but we are unaware of that? The draft maps have not changed.

Mayor Zoppo-Sassu stated, we will work on social media strategy and potentially a video with Bill explaining the updates, along with the FAQ's, which should be very basic.

MOTION: made by Commissioner Hartley and seconded by Council Member Seymour to approve the revision of the FEMA Mapping ordinance and forward to the ordinance committee. Motion passed.

c. BPW Custodian Policy

Commissioner Stawski, asked if there would be paperwork after these inspections are done.

Raymond Rogozinski, P.E., Director of Public Works, stated that public works is making policies for everything. The items on the policy are already being done and documented, but now this is more formal.

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

d. Stafford Avenue Referral

Mayor Zoppo-Sassu stated that there was an inquiry about this property from a contractor at page park who needs a temp spot for excavation soil as well as another interested in purchasing.

Council Member Hahn stated, it would fit the Dog Pound Building. This is not an urgent matter, but we want to put it out as RFP to gain some interest.

MOTION: made by Commissioner Hartley and seconded by Council Member Hahn to defer action on the sale of Lots 37-2, Map 45, and 46-37A pending finalization of the Animal Control Facility parcel selection and a further review from the Department of Public Works. Motion passed.

Commissioner Stawski asked about the infringement by the racetrack; we have a liability that we can't control.

Council Member Rosengren stated that he has had a lot of complaints about that, and is digging up the area between properties.

Mayor Zoppo-Sassu stated that the police are called a lot and are well aware and can continue to monitor, maybe with utilizing their drones.

Mayor Zoppo-Sassu asked the resident who is here to explain the issue for her driveway at 29 Emory Court. This is a new business item added to the agenda, which is for a waiver for ordinance of the driveway 21-51 for the driveway distance to the adjacent parcel and a driveway width reduction. Everyone has the packet showing the driveway was installed and we just need to take the action on this tonight.

Raymond Rogozinski, P.E., Director of Public Works, stated that public works recommends approval of the waiver. We have received complaints from a neighbor on the opposite side. They stated that this will make less parking. Even though it was done without a permit, once they pay for the permit and the board approves it will be all set.

Commissioner Hartley stated the homeowner has certainly improved the housing down there. I am supportive of the initiative to make improvements.

Sondra Tutela, 29 Emory Court, spoke regarding the driveway issues that she has been having.

Mayor Zoppo-Sassu, stated we understand this happens and people don't understand the permit issues. If you are willing to take out the permit and work with public works staff to finish what needs to be done, we are good and that it has been approved.

MOTION: made by Commissioner Hartley and seconded by Council Member Hahn to approve the waiver request from the property owner of 29 Emory Court from the requirements of City Ordinance Sec. 21-51 and allow the property to maintain two driveways. Approval shall be subject to payment of all applicable fee and the installation of a paved driveway apron. Motion passed.

Mayor Zoppo-Sassu asked for a motion on the Board of Finance Request Form for the MS4 appropriation. There is also one for \$160,000.00 as well for professional fees for the Stormwater Consultant.

MOTION: made by Council Member Hahn and seconded by Commissioner Stawski to forward a recommendation to City Council requesting Mayor authorization to execute a contract amendment to

BL Company Engineers Inc. (PO 22603121) for Storm Water MS4 Permit services in the amount of \$87,310.00. Motion passed.

MOTION: made by Council Member Hahn and seconded by Commissioner Stawski to approve the Board of Finance Request of \$160,000.00. Motion passed.

e. City Yard Preliminary Design

Mayor Zoppo-Sassu stated that it is interesting to see the various components at the yard and we should do a tour on an annual basis. Mr. DiVirgilio has worked to get a car while working with the Bristol Hospital to take over a grant regarding recovery assistance for people that have had an overdose or hospital intervention that is done by BBHD right now. Bristol Hospital has the ability to handle it, but doesn't have a vehicle. We had a detective vehicle that came off their inventory and we believe it is something the hospital can use, which means the grant will continue to run.

Raymond Rogozinski, P.E., Director of Public Works, gave a brief review of the preliminary design of the City Yard. We are trying to move forward with a master plan and address some of the issues we currently have.

Mayor Zoppo-Sassu left the meeting at 6:50 p.m.

MOTION: made by Commissioner Hartley and seconded by Council Member Seymour that Public Works be authorized to move forward with a master plan for refurbishment, renovation and review of the city yard. Motion passed.

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

MOTION: made by Council Member Rosengren and seconded by Council Member Hahn to adjourn at 6:50 p.m. and start the tour of the yard. Motion passed.

Signature,

Raymond Rogozinski, P.E.
Director of Public Works

Employee Anniversaries

Ryan Moriarty	7 years—Streets Crew Leader
Matt Ragaini	26 years-Streets Maintenance Equipment Operator
Eric Straun	26 years- Dispatcher
Gary Vincent	12 years—Truck Driver. heavy

MEMORANDUM

DATE: July 8, 2026

TO: Mayor Ellen Zoppo-Sassu
Board of Public Works
FROM: Raymond A. Rogozinski, P.E., Director of Public Works
RE: BPW July 16, 2026 Meeting – Director’s Report

Please find attached a summary report of the Department’s activities, issues, and concerns for the July 16, 2026 Board of Public Works meeting.

- Staffing: DPW Solid Waste:** One Driver/Collector position is vacant. It is anticipated that the vacancy will be filled through an internal promotion, resulting in the need to hire one Laborer. **DPW Fleet Maintenance:** Fully staffed. **DPW Engineering:** The Civil Engineer, Highway Inspector, Excavation Inspector, and Traffic Signal Technician positions are vacant. The Highway Inspector is currently out on medical leave and is expected to be absent for approximately five weeks. An engineering intern is assisting the department during this period. DPW is evaluating the hiring of a part-time engineer and increasing the hours of existing part-time administrative staff to provide additional support to the Engineering Division. The Traffic Signal Technician position, which requires a licensed electrician, has been posted. The City Engineer has announced his resignation from City employment. His last day with the City will be **August 7**. As unfortunate as the loss is it does create a discussion about a potential City Engineer/ Deputy Director of Public Works position. **DPW Land Use:** The Assistant City Planner position remains vacant. Approval of the pending BPSA contract will allow DPW to proceed with posting and filling the position.
- July 4 Extreme Weather Event:** On the evening of July 4 into the early morning of July 5, the City experienced a severe storm that brought heavy rainfall, hail, and estimated wind gusts of 70–80 mph, with the potential for a microburst. The storm resulted in widespread tree damage and power outages throughout the City.

The most significant impacts occurred in the northern section of the City, generally north of Maple Avenue and bounded by Jerome Avenue and Hart Street. However, damage was also reported throughout the City, including the Camp Street, Center Street, Oakland, and Townline Road areas.

Approximately 5,500 Bristol homes lost electrical power, including service to three City traffic signals. Department of Public Works (DPW) crews worked in coordination with Eversource line crews to clear approximately 30 trees that were blocking City streets. All roadways were reopened by the morning of July 5.

The storm also caused significant damage to private property, including damage to homes from fallen trees. Residents have been advised to document all storm-related damages and expenses. At this time, however, it is not anticipated that Hartford County will meet the federal damage threshold required to qualify for disaster assistance.

To assist residents with cleanup, the City implemented a program to provide free collection and disposal of brush and woody debris within the most heavily affected areas. Residents outside the designated area have been advised to contact the DPW to arrange for expanded collection services upon verification of storm-related damage. In addition, residents may be eligible for a cost-sharing program to remove woody debris from waterways.

- PD Complex Boiler: Pro-Mech Inc. (\$4,486,000):** The contractor has submitted shop drawings for all major equipment associated with the new boiler installation. Review and approval of the shop drawings are currently underway. Although the contractor has not yet submitted a formal construction schedule, they remain optimistic that the new heating system will be installed and operational before the start of the winter heating season.

As previously reported, the contract with Pro-Mech does **not** include replacement of the building's electrical switchgear. The switchgear work was removed from the project by addendum after Eversource advised the City that the existing transformer, which is currently located inside the building, must first be relocated to an exterior location. Replacement of the switchgear is **not** required for the boiler/HVAC project to proceed. Accordingly, the boiler replacement project will continue as planned while the City advances the transformer relocation and future switchgear replacement as a separate project.

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

- Shrub Road Sidewalks:** Martin Laviero Contractor Inc. (\$3,334,432) is scheduled to begin construction during the week of **July 20, 2026**. Interviews for engineering construction inspection services are scheduled for **July 13, 2026**, with City Council action to award the contract anticipated on **July 14, 2026**. All project costs, including construction and engineering inspection services, are funded through the Local Transportation Capital Improvement Program (LOTICIP). As a result, there is no cost to the City.
- Street Light Repairs:** There are currently 12 streetlight locations known by DPW to be out of service. Of these locations, 7 are for individual lights. However, due to an Eversource underground issue, multiple (5) lights are out on Enterprise Drive.
 - 4 street lights (in addition to 5 lights on Enterprise Drive) have been referred to Eversource (no power).
 - Shock Electric is scheduled to inspect and repair 3 street lights (if power is available) on 7/15/26.

Report attached.

6. **Broad St Retaining Wall:** Dayton Construction (\$1,966,610) is scheduled to begin construction in **September 2026**, with the delayed start due to the fabrication time required for the precast concrete wall panels. During construction, **Broad Street will be reduced to one-way westbound traffic between Central Street and Todd Street.** WMC Consulting Engineers will provide construction inspection services. Inspection will not be full-time and will be supplemented by DPW Engineering staff to ensure adequate project oversight.
7. **N. Main St Streetscape:** The project is substantially complete, with the exception of landscape plantings and installation of the Rectangular Rapid Flashing Beacons (RRFBs).

Final paving of North Main Street is scheduled for **September 2026** and will include the City Hall angle parking areas.

DPW is coordinating with Eversource on the installation of a new electrical service to the Police Department Complex. The proposed service may require excavation of the roadway between **Manhole 78**, located in front of City Hall, and the Police Department Complex. To avoid cutting newly paved pavement, DPW is coordinating the timing of the electrical work with Eversource before final paving is completed.

8. **Railroad Crossing Matthews St:** Bid to replace the at-grade rail crossing on Matthews St west of Clark Street issued, however NO BIDS were received. The City has an on-call contractor AJ Belliveau Railroad Construction that has performed similar work but did not bid the project. DPW is investigating options with the Purchasing Department to award to AJ Belliveau Railroad Construction (BOF bid waiver required).
9. **City Landfill:** In accordance with CT DEEP requirements DPW will continue to provides 3 cottages in Grannis Pond in Southington with bottled well.
10. **Eversource Gas Fee in Lieu of Permanent Pavement Restoration:** DPW will receive **\$749,338.70** from Eversource in lieu of permanent pavement restoration. These funds will be used by the City to restore the following roadways:
 - a. Gridley St
 - b. East Main St
 - c. South St
 - d. Seymour St
 - e. Holden St
 - f. Fourth St
 - g. Fifth St
 - h. River St
 - i. Sixth St
 - j. Muzzy St
 - k. Barnes St
 - l. Tulip St

The **\$749,338.70** payment from Eversource will fully fund the milling and curb-to-curb paving of the referenced roadways, restoring the pavement to a uniform condition.

11. **Brace & O'Sullivan Storm Drainage Project:** The project is progressing, although the contractor's production has been slower than anticipated. The 36-inch storm drain on Brace Road, east of Vera Road, has been installed.

Construction of the remaining section of Brace Road and Kozani Street to O'Sullivan Drive is expected to remain challenging due to site conditions. However, installation of the proposed 24-inch storm drain on O'Sullivan Drive is anticipated to progress more quickly.

12. **Traffic Signal Equipment Standardization:** DPW is revising its traffic signal standard specifications to utilize Connecticut Department of Transportation (CTDOT)–approved equipment. Due to public bidding requirements, the City's traffic signal system currently consists of equipment from multiple manufacturers, much of which is proprietary. Standardizing on CTDOT-approved equipment will maintain compliance with public procurement requirements while providing several operational benefits, including reducing the variety of replacement parts that must be inventoried, improving system compatibility, and increasing DPW's ability to utilize CTDOT's on-call traffic signal maintenance contracts.
13. **Resiliency Study:** DPW will conduct a public informational meeting on **July 14, 2026**, to present the City's Resiliency Study and discuss strategies for reducing flood risk. Topics will include flood preparedness, residential floodproofing measures, FEMA flood insurance, and available federal disaster assistance programs.
14. **Transfer Station Tire Collection:** DPW has been contacted by the Connecticut Tire Stewardship Program, a new statewide program funded through a fee on the sale of new tires. Under the program, the City's tire disposal costs will be covered.

DPW's current tire disposal contractor will continue to service the Transfer Station, and no changes to the City's existing tire disposal policy are required. Residents will continue to be eligible to dispose of up to **eight (8) tires per year** at no charge. Participation in the program is expected to reduce the City's disposal costs by approximately **\$7,000 annually**.

15. **City-Wide Roadway Condition Assessment:** The City's consultant is scheduled to begin a comprehensive inspection of all City roadways in **August 2026** to update the pavement condition ratings for the City's roadway network. The assessment will evaluate approximately **234 centerline miles** of City-maintained roads. The current average pavement condition rating for the City's roadway system is **80**. Please feel free to contact me with any questions or concerns at 860-584-6113.
16. **NVCOG ADA Curb Ramp Assessment Program:** The Naugatuck Valley Council of Governments (NVCOG) has secured funding and retained a consultant to conduct a regional ADA Curb Ramp Assessment Program. The program includes all NVCOG member municipalities and will provide DPW with staff training, GIS mapping, identification of high-pedestrian activity areas and locations serving individuals with disabilities, a comprehensive inventory and inspection of all City ADA curb ramps, and a final report identifying required improvements, prioritizing deficiencies, and providing planning-level cost estimates.



Department of Public Works | 860.584.6125

Based on the consultant's findings and recommendations, DPW will evaluate existing policies and may revise or establish new policies to better prioritize ADA improvements and direct resources to the areas of greatest need.

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



Department of Public Works | 860.584.6125

NOTICE

City of Bristol Storm Brush & Woody Debris Assistance Program

The City of Bristol experienced a severe weather event on **July 4, 2026**, that caused significant tree damage, primarily in the northern section of the City.

To assist residents affected by the storm, the City is providing **two temporary storm recovery services** at no cost:

- Free curbside collection of storm-related brush and woody debris by the Department of Public Works (DPW); and
- Free disposal of storm-related brush and woody debris at the City Transfer Station.

A map identifying the primary service area is attached. The City recognizes that properties outside the designated area may also have experienced storm damage. Residents outside the designated service area are encouraged to contact the Department of Public Works at 860-584-6125 so staff can verify storm-related damage and, when appropriate, make arrangements for assistance.

Eligible Service Area

These services are available to properties located within the area shown on the attached map, generally bounded by:

- Maple Avenue
- Jerome Avenue
- James P. Casey Road
- Hart Street

This includes the **Whippoorwill Lane** and **Larkspur Lane** neighborhoods and surrounding streets within this area.

A map of the service area is attached.

Residents Outside the Primary Service Area

The City recognizes that isolated storm damage also occurred outside the primary impact area.

Residents outside the designated service area who experienced significant storm damage are encouraged to contact the Department of Public Works at 860-584-6125. DPW staff will review the reported damage and determine whether the property qualifies for assistance under this temporary emergency program.

DPW CURBSIDE BRUSH and WOODY DEBRIS COLLECTION

Collection Dates

Monday, July 13, 2026, through Friday, July 24, 2026

DPW crews will collect **storm-related brush and woody debris only** from the curb.

Brush and woody debris includes tree limbs, branches, and woody vegetation generated by the July 4 storm. Tree stumps, logs, lumber, leaves, grass, construction debris, and household waste will not be collected.

Collection Guidelines

- Place brush and woody debris neatly at the curb, but **not in the roadway**.
- Cut limbs into manageable lengths whenever possible.
- Keep brush separate from leaves, grass clippings, construction debris, lumber, and other waste materials.
- Do not block sidewalks, storm drains, fire hydrants, mailboxes, or travel lanes.
- Only brush generated by the **July 4, 2026 storm** will be collected.

FREE BRUSH and WOODY DEBRIS DROP-OFF AT CITY TRANSFER STATION

City of Bristol Transfer Station - 685 Lake Avenue

Available

Wednesday, July 8, 2026, through Monday, July 20, 2026

Transfer Station Hours M-F 7:15 AM to 2:45 PM & Saturday & 7:30 AM to 1:00 PM

Residents within the designated service area may dispose of **storm-related brush and woody debris only** free of charge at the transfer station. A transfer station permit is NOT required.

Identification Required



Department of Public Works | 860.584.6125

Residents utilizing the free brush disposal program will be asked to present:

- A valid driver's license; or
- Another form of identification showing the property address.

This information is required to verify eligibility for the program. Residents outside the designated service area may continue to use the Transfer Station under normal permit and fee requirements.

Help Us Serve Everyone Efficiently

This temporary assistance program is intended solely to help residents recover from the **July 4, 2026 storm**.

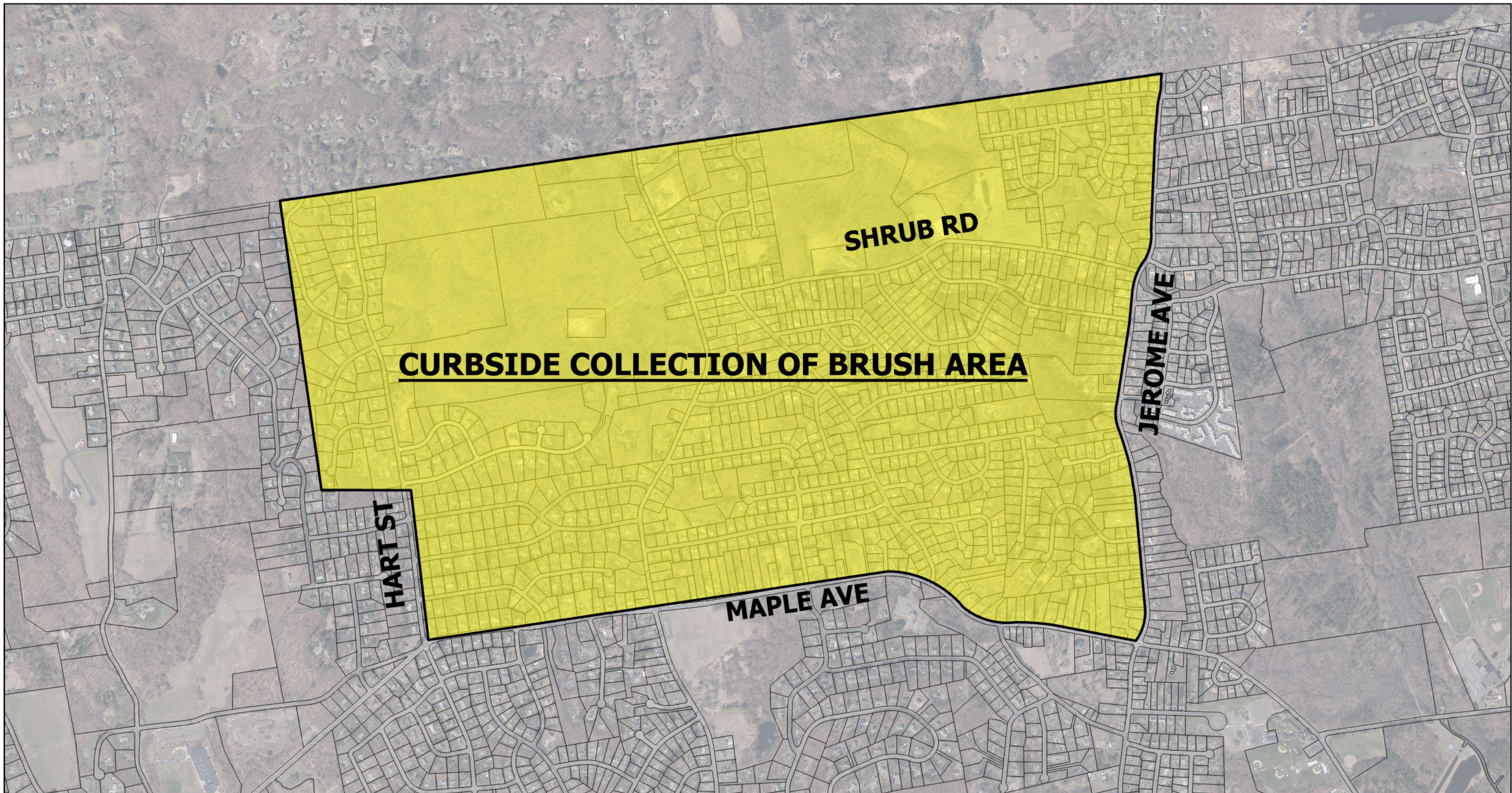
Please place **only storm-related brush and woody debris** at the curb and bring **only storm-generated brush** to the Transfer Station.

If you subscribe to the City yard waste service, please continue to use your yard waste barrel for leaves and small brush items.

Your cooperation will help DPW crews restore affected neighborhoods as quickly and efficiently as possible.

Contact Information

Contact the Department of Public Works at **860-584-6125** with any questions or to request assistance if you are outside the designated brush disposal area.



Legend
■ Curbside Collection Of Brush AREA
□ Parcels

SCALE: 1" = 1000'

CITY OF BRISTOL

CURBSIDE COLLECTION AREA



7-9-2026

Street Light Report

Eversource Street Light Issues

- 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)
- 6 Wolcott St Pole# 1873 (Light Out)
- Center St Railroad tracks -Pole Install (accident related)

Revisions since June's Report:

Since the last report, Shock Electric restored 6 street lights throughout the City of Bristol. Eversource also restored power to 3 street lights by reconnecting electrical service to the cobra head fixtures. Shock Electric is scheduled to return to Bristol on 7/10/26 to address the outage on Enterprise Dr. Replacing wire and conduit underground. In addition Shock Electric found no power to multiple decorative poles on Main St. Eversource request submitted.

-Joe Palmisano
Excavation Inspector



107 Selden Street
Berlin, CT 06037

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Eversource Energy
Joseph Martin
Manager, Field Operations Support
CT Gas Project Management
O: (860) 292-2234 C: (413) 474-0999
E: Joseph.bm.martin@eversource.com

Raymond Rogozinski Director
Bristol Department of Public Works 245 Dekoven Dr Drive Bristol Ct

Yankee Gas (d/b/a Eversource Energy) Payment In Lieu of PRR

Dear Mr. Rogozinski,

In most gas installations within Connecticut roadways "permanent resurfacing and restoration" ("PRR") is performed by the utility or its contractors that are installing gas infrastructure; the Municipality has requested that it perform and be responsible for the PRR and that, in lieu of performing and being responsible for the PRR, Eversource will instead pay the agreed-upon amount as outlined in the attached invoice to the Municipality **\$749,338.70**

The Municipality agrees to waive PRR related to ESG's gas Projects *in Bristol*. The streets included within this agreement are outlined in the attached documents and is as follows:

- **Project 23C221:** Gridley Street (includes concrete sidewalks impacted by main)
- **Project 25C224:** East Main Street
- **Project 25C291:** South St, Seymour St
- **Project 22c240/R:** Holden St, Fourth St, Fifth St, River St, Sixth St
- **Project 26c255:** Muzzy St, Barnes St, Tulip St

By accepting this payment the Municipality agrees that the PRR is the sole responsibility of the Municipality (all at the Municipality's sole cost and expense) shall include, without limitation, the following: (1) the proper maintenance of the temporary pavement installed by Eversource or Eversource's contractor for areas affected by the installation, repair, maintenance and/or modification of gas facilities conducted by Eversource or its contractor; (2) the permanent resurfacing and restoration of such area or areas; and (3) all other activities related and necessary to the PRR and its successful completion such as, without limitation, abutter notifications, permit acquisitions, and traffic control (including the cost of police and flagmen).

The Municipality agrees to indemnify, defend, release and hold harmless Eversource, its parent and affiliates and its and their respective officers, employees, contractors, agents and representatives and their respective heirs, successors and assigns (collectively – which includes Eversource – , the "Eversource Representatives") from and against any and all claims, damages, penalties, fines and/or all other liability (including in each case reasonable attorneys' fees) based upon or arising out of any of the Municipality's obligations and/or responsibilities under this Agreement including, without limitation, any performance by the Municipality or its contractors of the PRR and the condition of the trench and portion of roadway affected by the PRR, whether such claims, damages, penalties, fines and liabilities arise out of any civil litigation, administrative agency enforcement actions, criminal litigation or otherwise, except in the event of gross negligence by the Eversource Representatives.

Title: _____

Signature: _____

Date: _____

12A



City of Bristol

*INFORMATION TO ACCESS THIS MEETING
Public Works is inviting you to a scheduled Zoom meeting.*

*Join Zoom Meeting
[https://bristolct-
gov.zoom.us/j/84240421902?pwd=RENCf8uKwQtANZjYlKIHWlxXYQmKhD.1](https://bristolct-gov.zoom.us/j/84240421902?pwd=RENCf8uKwQtANZjYlKIHWlxXYQmKhD.1)*

*Meeting ID: 842 4042 1902
Passcode: 613237*

A meeting will be held on July 13, 2026, at City Hall, 111 North Main Street in Meeting Room 3-1 at 6:00 P.M.

1. Call to Order
2. Public Participation
3. Project Overview
4. Flood Control
5. Flood Safety
6. Federal Assistance
7. Public Participation
8. Adjournment

PER ORDER OF THE CHAIRPERSON
Raymond Rogozinski, P.E., Director of Public Works

WHEN THE WATER RISES, WILL YOU BE READY?

WB

ATTEND A PUBLIC WORKSHOP & MAKE YOUR PLAN

**MONDAY, JULY 13, 2026
@ 6 PM**

**CITY HALL, MEETING ROOM 3-1
111 N. MAIN ST. BRISTOL, CT 06010**



Emergency management officials will be available to help you develop an action plan for yourself and your household. We'll discuss:

- What you can do to prepare
- Floodproofing your home
- Post-flood repairs and inspections

The City will share an overview of FEMA's Disaster Assistance Sequence of Delivery and available Disaster Assistance Programs including:

- Insurance and the National Flood Insurance Program
- FEMA Individual Assistance
- U.S. Small Business Administration (SBA) Disaster Assistance Loans
- Voluntary agency support
- Other state/local programs

**For more information, contact
Raymond A. Rogozinski, P.E. CFM
Director of Public Works
RaymondRogozinski@bristolct.gov
(860) 584-6125**





Department of Public Works | 860.584.6125

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

Public Works Monthly Metrics:

Number of Residential Transfer Station Visitors	4,447
Number of Bulk Collections	463

Current month activities:

- PAYT reporting and debt collection continues. In June our delinquent accounts total \$6,713.25.
- 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 338 work orders for the month of June 2026
- Pursued 17 abandoned shopping carts, \$180.00 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. 30 complaints were received in June 2026, resulting in \$972.00 in tickets.
- The 2026 Yard Waste season has begun. We have renewed 4,961 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 June 60 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 204 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

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 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.

Administration staff or concerns: None

Administration Monthly OT Costs: \$193.86

Monthly Report

Engineering Division – July 2026

Summary of Work – June 2026

- **Park Street & Riverside Ave. Streetscape** – Currently under design by GM2. Two utility coordination meetings have been held with the City, GM2, Bristol Water, Eversource, and other utility providers to review relocation requirements and logistics. The project design remains on schedule. Park Street is planned for bidding in winter 2025 with construction in 2026. Riverside Avenue is scheduled for bidding in 2026 with construction in 2027.
- **Downtown Signal Modernization** – City's consultant VHB working toward final design.
- **East Street Bridge** – Project Complete.
- **Broad Street Retaining Wall** – Design plans complete. Project awarded to Dayton Construction. Preconstruction meeting held between the City and Contractor to discuss project coordination and means and methods. Test pits performed to confirm location of Gas main parallel to wall. The contractor is electing to proceed with the modular block wall option. Wall calculations finalized and precast wall components are in production.
- **Stream Gauge**: Stream Gauge installed and operational.
- **Lake Avenue Culvert** – Project Complete.
- **Field Street Culvert** – Currently under design by Cardinal Engineering. DPW has begun the structural design component of the culvert and is working toward 70% design with Cardinal Engineering. One of four easements obtained, DPW has engaged remaining property owners and has begun the process of procuring easements. State/Local Bridge Program funding in place.
- **Pleasant View / East Road Drainage** – DPW finalizing design plans. Proposed project includes installation of a new drainage outfall which will reroute water from the intersection of Pleasant View Avenue drainage system to an existing detention basin. This proposed outfall will significantly increase the overall capacity of the existing system. For the installation of the new 42" reinforced concrete pipe it will be necessary to relocate existing water mains at 3 crossings. The City plans to do initial test pits to relocate existing water mains mid to end of July.
- **Brace Avenue Drainage Improvements** – The Contractor continues to install pipe along Brace Avenue as well as address minor sink holes temporary pavement patches. Approximately 1,200 LF of pipe installed to date along Brace Avenue from the intersection of Vine Road to Vera Road.
- **Shrub Road Sidewalks and Road Diet** – Project awarded to Laviero. Project coordination and layout ongoing.
- **Senior Center Parking Lot Improvements** – Phase 1 construction complete. Phase 1 construction included installation of drainage infrastructure, new light post bases and associated conduit, placing subbase material, fine grading and paving first course pavement. Phase 2 construction underway. Phase 2 construction will include installation of sidewalks along the front of the building, placement of pavement substructure and first course pavement. Phase 3 will begin by mid-august will consist of milling and paving existing access drive and installing final pavement wearing surface

Monthly Report

Engineering Division – July 2026

Summary of Work – June 2026 Continued

- over the entire work area. Once final pavement is installed, line striping, curbing and signage will be installed and the parking area will be open to the public.
- **Proposed Community Connectivity ADA Sidewalk Ramps** – Contract awarded to Laviero Construction. Start date to be determined.
- **Design of Mellon Street Culvert** – WMC working on preliminary design report.
- **Design of Andrews Street Culvert** – City staff has selected the box culvert alternative and is actively working with consultants to coordinate utility relocations as will be required.
- **Mapping of Pequabuck River Outfalls** – DPW to locate, categorize, and develop testing schedule in support of MS4 permit.
- **City Wide Road Side Barrier Analysis** – Inventory and analysis by DPW is ongoing.
- **Bituminous Sidewalk Inventory** – Ongoing work by DPW.
- **Culvert Inventory and Preliminary Inspection** – Ongoing work by DPW.
- **Asset Management / GIS Upgrades** – DPW staff has begun using new GPS equipment to track asset data in the field. Integration of this data with our existing GIS is ongoing.

Engineering Division Staff or Concerns:

- Vacancies - Assistant City Engineer and Project Manager. Duties currently performed by City Engineer.

Land Use activities for June 2026:

Zoning Commission

Special Permit and Site Plan for a Civic Facility (Public School) for the renovation of the 41,483 sq. ft. Edgewood Pre-K Academy building with site improvements including milling, paving, curbing, replacement of storm structures and sidewalk repairs at 345 Mix Street; Assessor's Map 53, Lot 140; R-15 (Single-Family Residential) 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 – APPROVED; EFFECTIVE DATE: JULY 1, 2026.

Review, discussion and possible adoption 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; Initiated by: Bristol Zoning Commission – APPROVED; EFFECTIVE DATE: JULY 1, 2026.

Review, discussion and possible adoption of recommendations associated with P.A. No. 25-01 (H.B.8002): An Act Concerning Housing Growth with the following revisions to Parking and the Bristol Zoning Map: 1. Recommendation #50 - Parking and Zoning Map Amendments. Initiated by: Bristol Zoning Commission – APPROVED; EFFECTIVE DATE: JULY 1, 2026.

Inland Wetlands & Watercourses Agency

Floodplain Application 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; David Nelson, Borghesi Building and Engineering Co. Inc., applicant – APPROVED

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; City of Bristol Parks, Recreation, Youth and Community Services, applicant – MEMO FROM PARKS TO BE SENT TO THE AGENCY FOR THE JULY MEETING.

Historic District Commission

Request for a Certificate of Appropriateness for the installation of: 1. three divided-light windows over the existing passageway; 2. cedar clapboard siding over the existing passageway; 3. Two - 9' ft. x 7' ft. carriage-style garage doors and 4. associated exterior trim and finish work necessary for these improvements at 5 Oakland Street; Assessor's Map 25A, Lot 74 – APPROVED WITH STIPULATIONS.

Zoning Board of Appeals

1. Appeal of the Notice of Decision of the City of Bristol Zoning Enforcement Officer for Application B-26-48, for an Interior Fit-Out for a Retail Store at 325 Oakland Street; the Notice of Decision publication on March 5, 2026, commenced a 30-day appeal period that ended on April 5, 2026; this appeal application was filed on April 29, 2026.
2. Appeal of the City of Bristol Zoning Enforcement Officer's decision approving Application B-26-48, for an Interior Fit-Out for a Retail Store at 325 Oakland Street; Assessor's Map 24, Lot 236-14; Zone: BG (General Business) zone; OSJ of Bristol, LLC, owner/appellant – PUBLIC HEARING SCHEDULED FOR JULY 7, 2026.

Aquifer Protection Agency

Determination of regulatory status for the renovation of the 41,483 sq. ft. Edgewood Pre-K Academy building with site improvements including milling, paving, curbing, replacement of storm structures and sidewalk repairs at 345 Mix Street; Assessor's Map 53, Lot 140; R-15 (Single-Family Residential) zone – DETERMINATION: NOT REGULATED.

Planning Commission

C.G.S. 8-24 Referral: North Main Street — Map 30, Lot 3 – POSITIVE REFERRAL SENT TO THE CITY COUNCIL.

Subdivision (Blossom Estates) – Request for a (5) five-year extension to August 25, 2023 for Phase 2: 505-545 Redstone Hill Road (16 lots); Assessor's Map 2, Lots 133-1 and Lots 133-4 through 133-17; R-15 (Single-Family Residential) zone – FIVE (5) YEAR EXTENSION GRANTED TO AUGUST 25, 2031.

Revision to an Approved Site Plan for the conversion of 209k SF of office space to a Wholesale or Distribution Facility at 383 Middle Street; Assessor's Map 3, Lot 35; IP-1 (Industrial Park) zone – APPROVED WITH STIPULATIONS.

Change of Zone from BG (General Business) zone to I (General Industrial) zone at 398 and 406 Broad Street; Assessor's Map 39, Lots 105 and 138- 140 – POSITIVE REFERRAL SENT TO THE ZONING COMMISSION.

Proposed Text Amendment to the Zoning Regulations to amend Article II - Section 4.2, Principal Use Summary Table to add "Bus Yard" as a Site Plan Application (SPA) use in the IP-5 (Industrial Park) zone – POSITIVE REFERRAL SENT TO THE ZONING COMMISSION.

Site Plan for a Mixed-Use Development for: 1. An existing commercial (Oak Hill) on the first-floor and 2. The proposed construction of (8) eight dwelling units on the second floor, consisting of 5,002 sq. ft. at 10 North Main Street; Assessor's Map 30, Lot C-8-3; BD (Downtown Business) zone – MOVED TO NEW BUSINESS FOR JULY 27, 2026 MEETING.

Site Plan for a Mixed-Use Development for: 1. An existing bank inclusive of a drive-thru facility on the first-floor and. 2. The proposed construction of (8) eight dwelling units on the second floor, consisting of 5,012 sq. ft. at 4 Riverside Avenue; Assessor's Map 30, Lot C-8-2; BD (Downtown Business) zone – MOVED TO NEW BUSINESS FOR JULY 27, 2026 MEETING.

Special Permit for Earth Removal in excess of 400 cubic yards associated with the development of a residential dwelling lot at Grassy Rd. (Lot 214); Assessor's Map 20, Lots 214; R-40 (Single-Family Residential) zone — DISCUSSION MOVED TO THE JULY 27, 2026 MEETING.

Special Permit and Site Plan for Earth Removal in excess of 400 cubic yards associated with the development of a residential dwelling lot at Grassy Rd. (Lot 216); Assessor's Map 20, Lot 216; R-40 (Single-Family Residential) zone – DISCUSSION MOVED TO THE JULY 27, 2026 MEETING.

Land Use staff or concerns:

Monthly overtime costs (Board/Commission Secretaries) at meetings: \$475.35

Facilities – June 2026

Building Maintenance current month (June 2026) activities:

- 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
- 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 (AB-MEE began installing power and data conduits to rooftops at Fire House #4 and City Hall on 6/30)
- Synergy Fire and R&C Electric replaced air compressor serving dry fire sprinkler system at Beals Community Center that had failed
- Facilities Staff provided support to Bristol Police and CT Blood Center for annual Blood Drive held on June 4th at City Hall
- Manager Oakes worked with Arts & Culture Commission Chairman Walter Lewandoski to have art gallery frames installed by Facilities Staff on 3 levels of City Hall to showcase local Bristol student's artwork from all Board of Education grade levels
- Collection of redeemable beverage containers from Bristol Eastern High School for Veteran Strong office staff (now on hold during summer vacation)
- Oakland LLC retained and 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 continued 1st Floor painting within the Bristol Police Complex (funding in place via the FY25-26 City Building Project Account)
- Manager Oakes met with SustainableCT Fellow Grace DiTunno on 6/23 to review current application status and summertime support and assistance that Ms. DiTunno can provide to the City of Bristol in advance of the recertification process approaching in April 2027
- Manager Oakes met with Pro-Mech Mechanical Contractors, Bristol Police Staff and Van Zelm Engineers on 6/30 to conduct a pre-construction meeting to review the upcoming \$4,486,000.00 HVAC Improvement at the Bristol Police Complex
- Facilities Staff provided traffic control support for numerous street signs, traffic lights and other related matters
- Facilities Staff cleared out/stored Land Use and Building Department records 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 next month (July 2026) activities:

- Continue daily worksite coordination and communication with Annulli & Sons renovation at Beals Community Center with Probate Court, Senior Center and BBHD Staff
- Complete background checks of Pro-Mech Technicians with Bristol Police Department in advance of HVAC improvement site mobilization
- Finalize Bristol Police Drone & Dock site work with AB-MEE and installations and start-ups with AXON, Skydio and DeDrone staff at Fire House #4, Fire House #5 and City Hall
- Facilities Staff to complete several office changes at Bristol Police due to staffing adjustments and shifts within Bristol Police Complex
- Manager Oakes to participate in Department Energy Roundtable event on June 22nd with Energy Commission Chairman Sean Dunn and Mayor Zoppo-Sassu
- Facilities Staff to complete 1st floor hallway painting at Bristol Police Complex and then move onto improvements in Community Relations, Sergeants and Officer in Command office spaces
- Complete overhead door replacements at Fire House #5 to eliminate potential safety issue to Fire Department Staff

Building Maintenance Staff or Concerns:

- Anticipate moderate to elevated levels of Vacation/Miscellaneous time off during July for extended 4th of July holiday weekend and with summertime vacations with families
- 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 9/29/25 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: \$5,564.56

Staffing coverage for after-hour maintenance service calls (30 Hope Street elevator emergency call with Bristol Fire Department, lack of cooling at WIC Offices at 11 Bellevue Avenue/51 High Street, Bristol Police Drone & Dock Station deliveries, City Hall burglary alarm response on 6/19 Juneteenth holiday, Main Library toilet repairs), assist Public Work Engineering Division with signage/traffic signal lighting requests as required, overtime staffing at Police Complex for Juneteenth holiday, Bristol Police painting project

Streets June 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**- Boulevard-2, Hart St, Woodhaven and Jamaica
- **Major Roads Engineering**- Acorn, Fleetwood and Apple RD CB Tops. Continuing working on Senior Center parking lot job for drainage, utilities and rough grade.
- Finished first round of detention pond maintenance
- 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**- Queen St, Aldbourne Dr, Chippens Hill Middle School-2 and Gridley St
- **Winter Operations-OFF SEASON**
- Salt deliveries
- Addressing mailbox work orders

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.

June OT Totals: \$3,842.13 Streets

Solid Waste June 2026 Report

Solid Waste current month activities:

- Continued illegal bulk inspection and enforcement activities. We sent 30 letters to residents for illegal bulk and cleaned up 9 stops. Residents cleaned up 14 stops, with 7 still pending.
- Continued curbside bulk collection, we collected 463 scheduled pick-ups.
- Continued the on-site management of barrels at the Transfer Station, disassembling, cleaning and reusing barrels.
- We currently have 4,961 new or renewed yard waste participants.
- Continued cleaning up areas with high amounts of litter.
- Continued curbside yard waste collection, collecting 335 tons for the month.
- Worked Saturday overtime to make up for June 19th curbside collections.
- Delivered barrels to Federal Hill Green for St Joseph's event
- 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.
- Continue brush cutting and weed whacking high vegetation on the landfill.
- Work Friday July 3rd, the observed June 4th holiday.

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 =	\$9,447.75
Transfer Station OT =	\$4,481.04
TS Revenue (PAYT) =	\$33,283.37
Residential Permits =	\$5,280.00
Commercial Permits =	\$75.00
Yard Waste Revenue =	\$18,310.00
Iron Liberty Recycling =	\$0.00
Aluminum Liberty Rec =	\$0.00
Batteries Liberty Rec =	\$0.00
Electronics NewTech =	\$0.00
Compost Sale =	\$0.00
Bulk Pick-Up Revenue =	\$0.00
Book Box =	\$0.00
Misc. Revenue, Lost YW Sticker =	\$30.00
Border Street =	\$0.00
Illegal Bulk Fines =	\$0.00
Clothing Recycling =	\$0.00
Additional Barrel Sale =	\$0.00
Damaged barrel =	\$0.00
Special Pick up – 2 nd =	\$1,777.00
<u>Rubbish Barrels</u>	
New Applications =	10
Retrieved =	3
Replacement Barrels =	60
Renewed =	5

Fleet Maintenance Current Activities:

Streets Div.

1. **C48** – (2020 hot box) New ignitor for burner. Brakes were ordered to be replaced soon.
2. **C50** – (2023 Ventrac mower) Broken rear glass window replaced with new. Bent blades were replaced with new. Broken spindle bolt was also extracted and replaced.
3. **C9** – (2019 street sweeper) Left side main drive hydraulic line replaced. New brooms installed. Machine was also serviced while waiting on parts.
4. **S11** – (2009 10 wheeled dump truck) Rear brakes on both axles replaced. 2 new air cans installed. Plow frame sustained some heavy damage during last season. Welds were made to repair. Broken cluster mounts were replaced for the dashboard gauges.
5. **S13** – (2019 6 wheeled dump) Rotted out fuel tank was replaced with new. Truck was also serviced after repairs were made.
6. **S21** – (2006 10 wheeled dump truck) Complaints of transmission hard shifting. Diagnosed with bad tranny fluid. Fluid was replaced along with filters. A full service was also done. Truck is due to be replaced soon.
7. **S14** – (2012 10 wheeled dump) Main hydraulic line for PTO rotted off. Truck is down until line is replaced & PTO is accessed and labeled safe for usage. Scheduled to repair early July.
8. **S30** – (2018 trailer truck) Air ride leveling valve for 5th wheel replaced due to leak.
9. **S8** – (2019 mason dump) New power steering lines and front brake lines replaced due to corrosion from not being properly washed.

Solid Waste Div.

1. **R40** – (2008 automated rubbish truck) Air brake proportioning valve replaced due to lack of air pressure. Check valve replaced on the hydraulic block for body controls. 2 leaking hydraulic lines replaced on arm.
2. **R9** – (2015 automated rubbish truck) Drivers side front windshield replaced. Packer guides were adjusted from being overly tightened by vendor during last repair. Forward rear axle brakes were replaced during inspection while it was here.
3. **R8** – (2022 automated rubbish truck) Arm lift cylinder was replaced. Arm lift chains adjusted. Front brakes and front shocks were replaced.
4. **R18** – (2018 automated rubbish truck) Truck is being brought into the shop for the following repairs. Floor under packer needs to be replaced due to numerous holes. Arm bushings need to be replaced. Claw as a whole unit is being replaced due to being warped out and bushings not fitting correctly. Rear brakes need to be replaced and an air leak needs to be diagnosed. Truck is due to be back in service by mid July.

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.
- Looking into more used vehicles.
- Setting up our auction items.
- Replacing older snowplows with heavy duty ones.

Fleet Maintenance Staff or Concerns:

- Overtime expenditures and totals: **\$3,333.70**

PUBLIC WORKS BOARD CITY BUILDING PROJECT LIST - JULY 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	DPW Facilities Staff	\$14,292.82	30%	TBD	DPW Staff finishing 1st floor hallways currently	\$20,000.00
FY26-27	Fire Headquarters	Visitor Parking Lot Mill & Pave	TBD	\$35,000.00	0%	TBD	Health & Safety Concern/Past Life Cycle	\$35,000.00
FY26-27	Fire Headquarters	Staff Parking Lot Mill & Pave	TBD	\$65,000.00	0%	TBD	Health & Safety Concern/Past Life Cycle	\$65,000.00
FY26-27	Fire Houes #5	Overhead Door Replacements	TBD	\$25,000.00	0%	TBD	Health & Safety Concern/Past Life Cycle	\$25,000.00
FY26-27	51 High Street	Interior Painting & Floor Upgrades	TBD	\$30,000.00	0%		Sheetrock Repairs/Painting & Flooring Upgrades	\$30,000.00
FY26-27	30 Hope Street Parking Garage	Security Camera Installations	TBD	\$35,000.00	0%		Safety & Security Upgrades for Visitors & Staff	\$35,000.00
FY26-27	80 Meadow Street Parking Garage	Security Camera Installations	TBD	\$25,000.00	0%		Safety & Security Upgrades for Visitors & Staff	\$25,000.00
FY26-27	Police Complex Parking Garage	Security Camera Installations	TBD	\$25,000.00	0%		Safety & Security Upgrades for Visitors & Staff	\$25,000.00

\$366,463.82

Available as of July 2026	\$110,616.63
FY26-27 Funding	\$240,000.00
Spent 2025-2026	\$82,840.81
Less Committed Contracts	\$3,906.00
Less Committed Projects	\$88,000.00
Net Available	\$175,869.82

Projects	July 2026 Project Schedule
Downtown Signal Modernization	Consultant working toward final design submission.
Downs St Bridge -Design	Design substantially complete & permits in place. DOT Encroachment comments received & responded to by Eng. consultant GM2. LOTCIP funding 100% of construction \$2,400,000
Field St Culvert - design	Project under design. DPW to complete structural portion of design.
Andrews Street Culvert	Alternatives Analysis Complete. Consultant working toward 30% Design Submission
Mellen Street Culvert	Consultant Working toward Preliminary Engineering Plans
Projects	Active Construction & Other Projects
Brace & Osullivan Drainage	Construction underway. 1,700 LF of pipe installed to date.
Broad Street Retaining Wall	Contractor procuring materials and coordinating means and methods.
Shrub Road - Sidewalk Improvements	Coordination of project start date with Contractor.
Senior Center - Parking Lot Improvements	Phase 1 Construction Complete. Phase 2 Construction Underway.
Community Connectivity - Sidewalk Improvements	Coordination of project start date with Contractor.



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 Policy - Solid Waste Collection & Transfer Station
Operations on City Holidays**

A. Purpose

The purpose of this policy is to establish when Solid Waste Collection Operations will be performed and when the Transfer Station will be open to the public on City holidays and observed holidays.

In accordance with the applicable collective bargaining agreements, the City observes the following holidays:

1. New Year's Eve (Half Day)
2. New Year's Day
3. Martin Luther King Jr. Day
4. Presidents Day
5. Good Friday
6. Memorial Day
7. Juneteenth
8. Independence Day
9. Labor Day
10. Columbus Day
11. Veterans Day
12. Thanksgiving Day
13. Day After Thanksgiving
14. Christmas Eve (Half Day)
15. Christmas Day

DPW Solid Waste Collection and Transfer Station Operations

Holiday solid waste operations shall consist of regularly scheduled refuse, recycling, and seasonal yard waste collection. Holiday operations shall not include leaf collection, Christmas tree collection, organics collection, or bulk waste pickup unless specifically authorized by the Director of Public Works.

Solid waste collection is required five (5) days per week and consists of curbside collection of refuse, recycling, and seasonal yard waste. The Department typically operates six (6) refuse collection routes, three (3) recycling routes, and two (2) yard waste routes during the applicable season. The decision regarding when collection service is provided is based upon resident expectations, operational costs, and staff availability.

The Transfer Station serves a critical function for Bristol residents who hold Transfer Station permits. The decision regarding whether the Transfer Station remains open to the public on holidays is based upon the level of service provided to permit holders and the associated operating costs.

Normal Transfer Station operations are Monday through Friday, with a half-day operation on Saturdays.

Typical Transfer Station staffing consists of:

- Two (2) Transfer Station Attendants
- One (1) Scale Operator
- One (1) Landfill/Transfer Station Operator – Roll-Off Truck
- One (1) Landfill/Transfer Station Operator – Loader

Solid waste collection operations generally do not work on Saturdays except when a holiday occurs during the work week. As a result, Saturday Transfer Station staffing typically consists of:

- Two (2) Transfer Station Attendants
- One (1) Scale Operator
- One (1) Landfill/Transfer Station Operator

When solid waste collection operations are not occurring due to holidays, the Transfer Station is generally not open to the public, except on Saturdays from 7:30 a.m. to 1:15 p.m.

B. Saturday Solid Waste Collection and Transfer Station Operations

The Department's recycling processing building is located at the Transfer Station. Therefore, when solid waste collection operations occur on Saturdays, a portion of the Transfer Station staff and facility supports recycling collection activities.

Both the Bristol Department of Public Works and the Town of Wolcott unload curbside-collected recyclables at the recycling processing building, where materials are loaded into 50-yard roll-off containers for transport to Murphy Road Recycling.

To support recycling operations, the Scale Operator weighs incoming recycling vehicles and the Loader Operator compacts recyclables within the roll-off containers and, when necessary, repositions containers to maintain adequate capacity.



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Transfer Station Attendants and Roll-Off Truck Operators generally do not work when the Transfer Station is closed to the public.

Several City holidays occur on fixed weekdays, primarily Mondays. As a result, DPW solid waste collection operations are performed on Saturdays approximately seven (7) times annually. On these Saturdays, collection crews typically operate until approximately 3:00 p.m. The Scale Operator and Loader Operator remain on duty until 3:00 p.m. to weigh collection vehicles and ensure adequate capacity is maintained in both recycling and disposal containers.

Transfer Station Attendants leave at approximately 1:15 p.m. when the Transfer Station closes to the public. As a result, Transfer Station staffing is reduced to the following positions to support Saturday collection operations:

- One (1) Scale Operator
- One (1) Landfill/Transfer Station Operator

C. Holiday Cost Analysis

City non-supervisory employees are compensated at triple time for hours worked on City-observed holidays and at time-and-one-half for overtime hours. Unionized supervisory personnel are compensated at double time for holiday work and straight time for overtime work.

	Regular – Full Day & Fully Staffed	Overtime (1.5) – Halfday	Overtime (1.5) Full Day	Holiday (3.0) Fullday
Solid Waste Collection (10 Driver / Collector)	\$2,385	N.A.	\$3,577.50	\$7,155
Transfer Station Open to Public	\$1,204	\$901	\$1,806	\$3,612
Transfer Station Closed to Public	N.A.	\$377	\$753	\$1,506

D. Holiday Day of the Week Analysis

For holidays that fall on Monday, or are observed on Monday, DPW solid waste collection and Transfer Station operations do not work on the holiday. Solid waste collection is instead performed

on Saturday, with collection crews working a full overtime day (\$3,578) and limited Transfer Station staff working from 1:15 p.m. to 3:00 p.m. (\$377).

Of the fifteen (15) City holidays, the following holidays may occur on various weekdays and therefore require operational decisions regarding solid waste collection and Transfer Station access:

- New Year's Eve
- New Year's Day
- Juneteenth
- Independence Day
- Veterans Day
- Christmas Eve
- Christmas Day

Of these holidays, DPW does not propose scheduling work on the actual holiday for New Year's Day, Independence Day, or Christmas Day due to resident expectations and anticipated staffing limitations.

Consideration may be given to working on Juneteenth and Veterans Day as outlined in this policy.

Particular consideration must be given to holidays that fall on Saturday with a Friday observed holiday and to City-observed half-day holidays.

Friday Holiday Occurrences

Year	Number of Friday Occurrences	Holidays
2026	2	Juneteenth; Christmas Day
2027	3	New Year's Eve; New Year's Day; Christmas Eve
2028	0	None
2029	0	None
2030	0	None
2031	1	Independence Day
2032	2	New Year's Eve; Christmas Eve

Example: Independence Day 2026

An example of the operational issue addressed by this policy occurs during Independence Day 2026. The City will observe Independence Day on Friday, July 3, 2026, while the actual holiday falls on Saturday, July 4, 2026.

Under this scenario:

- Murphy Road Recycling and Reworld will be open on Friday, July 3, 2026.
- Both facilities will be closed on Saturday, July 4, 2026.
- Staffing availability on Saturday is expected to be limited.
- Public demand for Transfer Station services on the actual holiday is expected to be minimal.

Following consultation with Human Resources, it was determined that solid waste collection operations should occur on Friday, July 3, and that the Transfer Station should remain open to the public on that date. The Transfer Station would be closed on July 4, 2026.



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The estimated incremental cost associated with opening the Transfer Station to the public on the observed holiday is approximately \$753.

E. Policy Recommendations

i. Solid Waste Collection Operations

Solid waste collection shall be performed five (5) days per week.

ii. Christmas Eve and New Year's Eve (Half-Day Holidays)

Recommendation: Do not extend Transfer Station public operating hours beyond the City's observed half-day holiday schedule.

Solid waste collection operations shall continue on their normal schedule, with the Transfer Station Scale Operator and Loader Operator remaining on duty to support collection operations.

Estimated Cost:

Collection: \$3,578

Transfer Station: \$753

iii. Juneteenth and Veterans Day Falling on a Saturday with a Friday Observance

Recommendation: Close the Transfer Station to the public on the observed Friday holiday and delay solid waste collection operations until Saturday.

Estimated Cost:

Collection: \$7,155

Transfer Station: \$753

iv. New Year's Day, Independence Day, and Christmas Day Falling on a Saturday with a Friday Observance

Recommendation: Keep the Transfer Station open to the public and perform solid waste collection operations on the observed Friday holiday.

Both the Transfer Station and solid waste collection operations shall be closed on the actual holiday Saturday.

For New Year's and Christmas holidays, the Transfer Station shall close to the public on New Year's Eve and Christmas Eve in accordance with the City's half-day holiday schedule.

Estimated Cost:

New Year's Day and Christmas Day:

- Collection: \$7,155
- Transfer Station: \$905

Independence Day:

- Collection: \$7,155
- Transfer Station: \$2,711

Note: Closure of the Transfer Station on Saturday reduces costs by approximately \$901.

V. Thanksgiving Day and the Day After Thanksgiving

Recommendation: Solid waste collection operations and the Transfer Station shall be closed on Thanksgiving Day. Solid waste collection shall occur on Friday and Saturday. The Transfer Station shall be open to the public on Friday and operate a half-day schedule on Saturday.

Estimated Cost:

Collection: \$10,712

Transfer Station: \$3,989

E. Board Action Requested

The Department of Public Works requests that the Board of Public Works approve the Transfer Station Holiday Operations Policy as outlined herein and authorize the Director of Public Works to implement the policy and make operational adjustments as necessary based upon staffing availability, processor operating schedules, weather conditions, and public service needs.

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



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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 Transfer Station – Evaluation of Nonchargeable Items
Including Grass Clippings**

A. Grass Clippings Transfer Station Disposal

The Department of Public Works has received a request to allow permit holders to dispose of grass clippings at the Transfer Station free of charge. Staff has reviewed the request and evaluated the potential operational, financial, and environmental impacts of such a change.

After review, the Department does not support eliminating the current disposal fee for grass clippings.

The City currently operates a seasonal yard waste collection program that provides residents with weekly curbside collection of grass clippings and yard waste using a City-issued 95-gallon container. The program serves approximately 4,961 households and is funded through a seasonal user fee of \$90 per participant. This program provides a convenient and reliable disposal option for residents and covers DPW cost to provide the service. DPW is not concerned with the potential loss of revenue that may result from DPW eliminating the transfer station charge to dispose of grass, however the elimination of the fee may provide residents in the area of the transfer station more of an opportunity due to shorter travel distance to take advantage of the free grass disposal.

In addition, acceptance of grass clippings is not without cost. Material received at the Transfer Station is processed with ground leaves and woody debris to produce mulch and topsoil products. Increased quantities of grass clippings would require additional handling, processing, while disposal fees help offset these costs, eliminating the fee would shift the burden to the City's taxpayers or other program users. As the BPW is aware the transfer station is not self-funded, approximately \$400,000 of the \$815,000 operating cost is covered by general tax payer funds.

The Department is also concerned with the potential impact on the quality of the City's mulch and topsoil products. Grass clippings contain herbicides, pesticides, fertilizers, and other lawn treatment

chemicals. As the volume of grass clippings incorporated into the composting process increases, so does the potential for elevated concentrations of these materials in the finished products. Maintaining the quality and usability of these materials is an important consideration.

There is also a concern that eliminating fees may encourage the disposal by commercial landscapers or others seeking to avoid disposal costs elsewhere, to dispose of grass at Bristol's transfer station.

Finally, from an environmental perspective, the generally accepted best practice for managing grass clippings is to leave them on the lawn or compost them at home. Grass cycling returns nutrients to the soil, reduces waste, and minimizes the need for transportation and municipal processing.

While the Department recognizes the desire of some residents to eliminate disposal fees, staff believes the current policy strikes an appropriate balance between providing disposal options, supporting the City's existing yard waste collection program, recovering a portion of processing costs, and protecting the quality of composted materials produced by the City.

Based on the foregoing, the following BPW action:

Direct the Department of Public Works to maintain its current policy of charging permits holders of the transfer station to dispose of grass clippings.

B. Transfer Station Deposal – Nonchargable Items

A summary of materials that Bristol Transfer Station permit holders may dispose of at the Transfer Station at no charge is provided below.

Material	City Required by State of Connecticut to Accept at No Cost (Free)	Comment
Used Motor Oil (5 gal/day)	No	Connecticut bans disposal of used motor oil in the trash and requires proper recycling. Historically DPW used the waste oil as fuel but disposal cost has increased
Antifreeze (5 gal/day)	No	Proper disposal required
Leaves	No	Leaves are prohibited from disposal with municipal solid waste and must be composted or otherwise managed. Allow free leave disposal at the transfer station reduces DPW curbside collection
Fluorescent Bulbs (10/day)	No	Mercury-containing lamps, proper disposal required
Electronics	Yes	Connecticut's Electronics Recycling Law requires every municipality to provide residents with a free, convenient collection point for covered electronic devices (TVs, computers, monitors, printers). The cost is paid through the manufacturer stewardship program
Paint (10 gal)	Yes	Connecticut's PaintCare producer responsibility law shifts disposal costs to paint manufacturers. Municipal



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		collection sites cannot charge residents disposal fees for eligible paint.
Tires (8/year)	No	Connecticut's new Tire Stewardship Program funds recycling, but municipalities are not required to operate collection sites. If they participate, disposal costs are generally covered by the stewardship organization.
Single Stream Recyclables	Yes	Connecticut law requires municipalities to provide recycling opportunities for designated recyclables. Charging residents separately to recycle these materials would be inconsistent with the state's mandatory recycling program
Scrap Metal	No	No statute requires municipalities to accept scrap metal free. Most municipalities do because the material has recycling value and reduces disposal costs.

As noted above, Connecticut has established a Tire Stewardship Program that provides funding for tire recycling and disposal. The program is relatively new and has not yet been implemented by the Bristol Department of Public Works. DPW has contacted the stewardship organization and is pursuing participation in the program.

Based on its review, DPW does **not** recommend revising the current policy regarding materials accepted at no charge. The existing policy provides residents with disposal opportunities that meet or exceed State requirements while encouraging proper recycling and reducing the amount of waste requiring disposal.

DPW also reviewed the materials that are currently subject to disposal fees and does **not** recommend adding or removing any chargeable items at this time. The current fee structure appropriately balances resident service, regulatory compliance, operational efficiency, and cost recovery.

DPW respectfully requests that the Board of Public Works approve the following action:

Maintain the existing Transfer Station policy regarding chargeable and non-chargeable materials. Approval of this recommendation will continue the current list of materials accepted at no charge and those subject to disposal fees without modification.

Please feel free to contact me at 860-584-6113 if you have any questions or require additional information.



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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 Policy for DPW Trucks Hitting Low Overhead Wires

A. Purpose

The purpose of this policy is to establish a consistent procedure for Department of Public Works (DPW) employees when a City vehicle comes into contact with an overhead utility service line serving private property or low wires within the public roadway right of way. This policy is intended to protect public safety, provide consistent customer service, establish documentation requirements, and clearly define the responsibilities of the City, utility companies, and private property owners.

The vehicles most likely to contact low overhead wires are DPW automated solid waste refuse and recycling trucks. Although this policy specifically references automated solid waste trucks, it applies to all DPW vehicles and to any overhead wires crossing roadways, driveways, or accessways.

B. Background

The City utilizes automated side-loading refuse and recycling collection vehicles. These vehicles are designed and operated within applicable federal and state vehicle height limitations.

Occasionally, collection vehicles may contact overhead utility service lines crossing or adjacent to private driveways. In most cases, these lines are:

- Electrical service drop conductors supplying power to an individual residence;
- Cable television lines;
- Telephone lines;
- Internet or fiber-optic communication lines.

Many of these incidents occur because private utility service lines have sagged below the minimum clearance required by the National Electrical Safety Code (NESC) or applicable utility standards due to age, tree impacts, improper installation, or other causes.

For reference, the minimum clearances most applicable to Bristol residential refuse collection are:

Line Type	Typical Minimum Clearance
Electrical service drop over residential driveway	12 feet
Communication (cable/telephone/fiber) over areas subject to truck traffic	15.5 feet
Electric distribution lines over streets and roads	18 feet or greater, depending on voltage

Bristol's automated refuse trucks are generally under 13 feet 6 inches in overall operating height. Properly installed communication and electrical service facilities normally should not be contacted during routine collection operations. However, the operating height of an automated refuse truck may increase when the collection arm is extended, and drivers shall use caution when overhead wires are present.

C. Policy

1. Public Safety

Public safety shall be the City's first priority.

Whenever a DPW employee believes that an overhead utility line has been damaged or presents a safety hazard, collection activities in the immediate area shall cease until the area is determined to be safe.

Employees shall never:

- Handle, move, or attempt to repair any utility line;
- Assume a line is de-energized;
- Permit residents or other members of the public to approach a potentially energized line.

Because it is often impossible to determine whether a line is energized or which utility owns it, every damaged or downed line shall be treated as potentially hazardous until the appropriate utility determines otherwise.

If an electrical hazard exists or is suspected, employees shall immediately notify their supervisor and request that Eversource respond. If there is an immediate life-safety hazard, arcing, fire, smoke, or a blocked roadway requiring emergency response, the Police Department or Fire Department shall be requested to secure the area until the utility company arrives.

2. City Responsibilities

The Department of Public Works shall:

1. Secure the area if an immediate safety hazard exists.
2. Notify the appropriate utility company when an electrical or communication line presents a safety concern. Known utility contacts include:
 - o Eversource Electric: 800-286-2000
 - o Comcast/Xfinity: 800-XFINITY (800-934-6489)
 - o Frontier Communications: 800-921-8101
 - o GoNetspeed Customer Service: 855-891-7291

Note: Multiple communication companies provide service within the City. The companies listed above are the primary providers known to DPW. DPW is not responsible for determining or contacting every possible communication provider.

Many overhead utility lines appear similar. DPW employees generally cannot determine who owns a particular line or whether it carries electrical power or communications. For safety, every damaged overhead line should be treated as potentially hazardous until the appropriate utility determines otherwise.

3. Document the incident, including:



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- o Date and time;
 - o Property address;
 - o Collection vehicle number;
 - o Driver's name;
 - o Photographs of the utility line and surrounding conditions;
 - o Approximate height and condition of the line, when practical;
 - o Names of witnesses.
4. Prepare an incident report.
5. Provide the property owner with City claims information if property damage is alleged. The property owner may submit a written claim for damages to the City Clerk.

The Department of Public Works shall not:

- Perform repairs to privately owned utility service lines;
- Hire electricians or contractors on behalf of private property owners;
- Direct utility contractors hired by the property owner;
- Indicate or admit liability before the City's insurance carrier has completed its review and investigation of the claim.

3. Property Owner Responsibilities

Property owners are responsible for maintaining their property and coordinating repairs to privately serving utility lines, including:

- Contacting the appropriate utility company or communications provider. See the contact information in Section C.2;
- Hiring a licensed electrician when required for privately owned electrical equipment or service entrance repairs;
- Filing a property damage claim with the City if they believe the City is responsible for damages. Claims shall be submitted in writing to Bristol's City Clerk;
- Understanding that submission of a claim does not constitute an admission of liability by the City.

4. Building Official Assistance

When electrical service has been damaged and repairs require electrical permits or inspections, residents may be referred to the City's Building Department for information regarding permit and inspection requirements.

The Building Department shall not perform repairs or coordinate contractor services on behalf of residents.

5. General Statement

The City recognizes that the temporary loss of electrical or communication service can create a significant inconvenience for residents. Department personnel shall treat all affected property owners professionally, courteously, and respectfully.

If multiple incidents occur at the same location, DPW shall notify Eversource in writing that the service line appears to have insufficient clearance. In addition, DPW shall keep a log indicating where low wires are located.

Nothing in this policy shall be interpreted as an admission of liability by the City. Responsibility for damages, if any, shall be determined through the City's established claims investigation process based upon applicable laws, utility standards, and the facts of each incident.

6. Effective Date

This policy shall become effective upon approval by the Bristol Board of Public Works and shall be reviewed every 3 years.



CITY OF BRISTOL

DEPARTMENT OF PUBLIC WORKS

Information Regarding Damage to an Overhead Utility Line

This information will help you stay safe and know the next steps.



SAFETY FIRST

Do not touch or approach any overhead or downed utility line.



Because it is often impossible to determine whether a line is energized or which utility owns it, always treat every damaged or downed line as though it could be dangerous.

CALL 911 IMMEDIATELY IF:



A utility line is on the ground.



You see sparks, arcing, smoke, or fire.



A utility line is touching a vehicle, tree, fence, or building.



Someone has been injured.



You believe there is an immediate danger to people or property.



FILING A CLAIM

If you believe City operations caused damage to your property, you may submit a claim to the City.

Filing a claim does not constitute an admission of liability by the City. Each claim is investigated individually.

City of Bristol – City Clerk's Office
860-584-6200



HOW THE DEPARTMENT OF PUBLIC WORKS CAN ASSIST

- ✓ Help secure the area if a safety concern exists.
- ✓ Notify emergency responders or Eversource when appropriate.
- ✓ Document the incident.
- ✓ Provide information regarding the City's claims process.



The Department of Public Works cannot:

- ✗ Determine ownership of every overhead utility line.
- ✗ Repair electrical or communication lines.
- ✗ Hire or recommend an electrician or contractor.
- ✗ Determine liability at the scene of the incident.



IMPORTANT INFORMATION

Many overhead utility lines appear similar. DPW employees generally cannot determine who owns a particular line or whether it carries electrical power or communications.

For your safety, every damaged overhead line should be treated as potentially hazardous until the appropriate utility determines otherwise.

QUESTIONS?

Bristol Department of Public Works
95 Vincent P. Kelley Road
Bristol, CT 06010

860-584-6113

Thank you for your patience and cooperation.





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MEMORANDUM

DATE: July 6, 2026

TO: Mayor Ellen Zoppo-Sassu
Board of Public Works

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

RE: DPW Request for Board of Finance Bid Waiver – Stormwater Testing for Pharmaceuticals and Personal Care Products (PPCPs)

The Department of Public Works (DPW) is required to perform analytical testing of stormwater outfall samples in accordance with the City's Municipal Separate Storm Sewer System (MS4) Permit and the draft U.S. Environmental Protection Agency (EPA) Administrative Order. The required testing includes analysis for Pharmaceuticals and Personal Care Products (PPCPs) as part of the City's Illicit Discharge Detection and Elimination (IDDE) Program. Outfall samples are collected during dry-weather conditions, and the presence of these constituents may indicate an illicit discharge to the municipal storm drainage system.

The required analyses include the following indicator compounds:

Compound	Major Use
Caffeine	Natural Stimulant
1,7 DMX	Metabolite of Caffeine
Acetaminophen	Pain Reliever
Carbamazepine	Anti-depressant, Anti-convulsant
Primidone	Anti-epilepsy drug
Atenolol	Beta blocker, high blood pressure medicine
Cotinine	Metabolite of nicotine
Urobilin	By-product of hemoglobin breakdown
Azithromycin	Antibiotic

DPW contacted several Connecticut environmental laboratories to determine their ability to perform the required analyses and to obtain pricing. One laboratory indicated that it could not perform the required testing, while two others advised that the analyses would need to be subcontracted at an estimated cost of approximately \$1,700 per sample.

Based on DPW's research, Eurofins Drinking Water and Wastewater Central, LLC, located in Indiana, is capable of performing the required PPCP analyses directly at a cost of approximately \$600 per sample. It is estimated that approximately 50 samples will be required, resulting in a total estimated contract amount of \$30,000.

DPW was unable to identify multiple laboratories capable of directly performing the required analyses. Formal bidding would therefore not result in meaningful competition because most laboratories subcontract the testing to the same specialty laboratory.

Pursuant to the City's Purchasing Ordinance, the procurement of professional services exceeding \$25,000 normally requires formal competitive bidding. Because DPW has been unable to identify multiple qualified laboratories capable of performing the required analyses at a competitive cost, a bid waiver is warranted.

Accordingly, the Department of Public Works requests the following Board of Public Works action:

Authorize DPW to submit a request to the Board of Finance for a bid waiver to procure the services of Eurofins Drinking Water and Wastewater Central, LLC for specialized stormwater laboratory testing of Pharmaceuticals and Personal Care Products (PPCPs) required under the City's MS4 Permit and EPA Administrative Order, in an amount of \$30,000.

At this time, DPW has not identified a laboratory capable of performing the required Urobilin analysis, which is also included in the City's stormwater monitoring requirements. DPW will continue to investigate qualified laboratories.

Funding for the testing is currently in place.

Please feel free to contact me at (860) 584-6113 if you have any questions or require additional information.



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MEMORANDUM

DATE: July 6, 2026

TO: Mayor Ellen Zoppo-Sassu
Board of Public Works

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

RE: Transfer Station Recycling Building Fire – Scope of Repair and Funding

On April 29, 2026, a fire occurred at the Department of Public Works (DPW) Recycling Material Processing Building located at the Bristol Transfer Station. Following the fire, the City retained a structural engineering consultant to evaluate the building. The structural engineer concluded that the primary structural framing system was not compromised and that the building remains structurally sound. Based on this evaluation, DPW returned the building to service on May 5, 2026, and it has operated safely and continuously since that time.

Following completion of the engineering evaluation, DPW reviewed the structural engineer's recommendations together with the insurance carrier's damage assessment and developed a repair program that restores the building's structural integrity and weather protection while avoiding unnecessary replacement of serviceable components.

The proposed repair program includes:

- Replacement of fire-damaged secondary structural steel framing members, primarily along the rear of the building.
- Replacement of damaged corrugated metal wall panels on the lower portions of the rear and side elevations.
- Surface preparation and painting of fire-affected structural steel members in accordance with the structural engineer's recommendations.
- Incidental work necessary to complete the repairs.

To reduce repair costs while maintaining the structural integrity and functionality of the building:

- No repairs or replacement of the roof are proposed as part of the required repair work.
- Factory-manufactured replacement framing members will not be required.

- Standard structural steel members of equivalent size and structural capacity may be substituted where appropriate.
- Equivalent corrugated metal wall panels may be substituted for the original manufactured panels, provided they match the existing profile and provide equivalent performance.

DPW has prioritized the repair work as follows:

Priority	Work Item
a. (Required)	Replace siding on the lower portion of the north (rear) elevation.
b. (Required)	Replace siding on the lower northern portion of the west elevation.
c. (Required)	Prepare and paint fire-affected structural steel framing members.
d.	Paint the west elevation visible to Transfer Station users.
e.	Replace siding on the lower northern portion of the east elevation.
f.	Replace the northern portion of the roof.
g.	Paint the entire north and west building elevations.

Items **a through c** are considered essential to restore the building following the fire. Items **d through g** are desirable improvements that will be completed only if funding is available.

DPW has obtained a preliminary construction estimate of approximately **\$150,000** for completion of all work items. Based on the City's insurance coverage, the maximum eligible insurance reimbursement is estimated to be approximately **\$132,000**. After application of the City's **\$50,000 deductible**, the maximum insurance reimbursement to the City is estimated to be approximately **\$82,000**.

DPW proposes to prepare bid documents with **Items a through c** as the **Base Bid** and **Items d through g** as **Additive Alternate Bid Items**, listed in the priority order shown above. Once bids are received, DPW will evaluate the costs and, if necessary, return to the Board of Finance to request additional funding to complete the required repair work.

Accordingly, DPW requests that the Board of Public Works approve the following action:

Authorize the Department of Public Works to advertise for bids and proceed with repairs to the Transfer Station Recycling Material Processing Building resulting from the April 29, 2026 fire.

The Base Bid shall include:

- ***a. Replacement of siding on the lower portion of the north (rear) elevation.***
- ***b. Replacement of siding on the lower northern portion of the west elevation.***
- ***c. Surface preparation and painting of fire-damaged structural steel framing members.***

The bid shall also include the following Additive Alternate Items, in priority order:

- ***d. Paint the west elevation visible to Transfer Station users.***
- ***e. Replace siding on the lower northern portion of the east elevation.***
- ***f. Replace the northern portion of the roof.***
- ***g. Paint the entire north and west building elevations.***



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The Board further authorizes DPW to return to the Board of Finance, if necessary, to request additional funding required to complete the Base Bid work (Items a through c).

A link to video footage of the fire is provided below (Image 4876)

[Document Center • Bristol, CT • CivicEngage](#)

Links to post-fire videos and photographs of the building are provided below:

https://www.bristolct.gov/DocumentCenter/View/51685/20260504_074440 video

<https://www.bristolct.gov/DocumentCenter/Index/788> photos

Please feel free to contact me at (860) 584-6113 if you have any questions or require additional information.

MEMORANDUM

Attention: Raymond Rogozinski, PE
Director of Public Works, City of Bristol (City)

From: Dennis M. Quinit, PE
Lead Structural Engineer, Project Manager

Copy: W. Stango (City of Bristol)
A. Chakraborty (KSE)

Date: May 4, 2026

Project: Recycling Center Fire Damage
Transfer Station, 685 Lake Ave
Bristol, Stamford, Connecticut
KSE Project No. 2023-2660

Subject: Emergency Inspection and Structural Condition Assessment of Recycling Center

Introduction

A fire ignited inside the recycling center processing building on the morning of Thursday April 30, 2026, which was eventually suppressed later that day. The recycling center is within the compound of the Transfer Station, which is located at 685 Lake Avenue, Bristol, Connecticut.

Due to safety concerns resulting from potential structural damage to the building caused by the fire, the City of Bristol (City) wanted a structural condition assessment of the building before resuming their recycling operation. Subsequently, the City directed KS Engineers, PC (KSE) to perform an emergency visual inspection and to structurally assess the building's current condition. On Friday May 1, 2026, KSE performed an emergency visual inspection of the building's primary and secondary structural components. Accordingly, the inspection focused on the following:

- Structural steel portal frames including connections,
- Roof framing system,
- Siding framing system

Additionally, this task also observed and assessed the conditions of bolted and welded connections, conditions of lateral bracing cables, presence or signs of deformations / deflections and warping of structural steel members that might have been caused by excessive heat from the fire, and signs of structural distress. The objective of this task is to evaluate the building's structural integrity and to determine whether the building is still structurally sound to serve its intended purpose. This task also notes observed deteriorations and provides recommendations for repairs and/or rehabilitation that could be performed to extend its service life and to provide a structurally sound and safe facility.

The following components were not inspected:

- Roofing,
- Sidings, and
- Foundations

The results of KSE's field observations indicate that the building is in fair to satisfactory condition.

Accordingly, recommended repairs are provided in the “Recommendations for Rehabilitation” section of this memorandum. Additionally, recommendations were also provided for repair and rehabilitation work on other components that would maintain if not improve the structural integrity of the building and extend its service life.

Building Description

The recycling center building is a 60' x 90' x 31.5' high single-story steel-framed structure that is situated within the City's Transfer Station compound. The building's main framing system consists of two main interior portal frames and two exterior steel frames. The roof purlins consist of Z-shaped structural steel spanning from one portal frame to the other and supporting a steel roofing. The siding framing system consists of similar framing members as the roof. The structural steel portal frames and the structural steel roof framing system are considered primary structural members while the steel siding framing system are considered secondary members. The portal frames are laterally braced with diagonal wire bracing system. The bridge is generally oriented longitudinally along the east-west direction with its front entrance on the north side.

Field Observations

Structural Steel Portal Frames (Condition Rating = 6, Satisfactory Condition): The two main interior structural steel portal frames appear to be in satisfactory to good condition for the most part. They are generally and structurally unaffected by the fire. The crest section of the portal frames exhibits some discoloration, which is attributed to soot from the fire directly below it. No signs of member warping and/or deformations were observed, and no sign of yielding or large deflections that might have been caused by excessive heat was observed. Bolted and welded connections appear to be intact and exhibit no signs of deformation nor signs of distress.

The columns of the portal frames were observed to be in fair to good condition and appear to be structurally stable. No buckling, warping, deformation, or signs of distress on the columns were observed. The lower sections of the columns exhibit significant discoloration, which is attributed to soot from the fire adjacent to it.

The corrosion protection of the framing system appears to be intact and no peeling or bubbling of the coating was observed.

Structural Steel Roof Framing System (Condition Rating = 6, Satisfactory Condition): The structural steel roof framing system is in satisfactory to good condition. No warping, yielding deformation, or excessive deflections were observed. The corrosion protection appears intact and is generally unaffected by the fire below. Presence of soot from the fire beneath it is nominal and not easily visible.

While it wasn't inspected, visual observation from under the roof indicates that the roofing material appears to be in satisfactory to good condition.

Structural Steel Siding Framing System (Condition Rating = 0, Failed Condition): The horizontal steel siding framing system, particularly along the south side of the building, exhibits significant warping and yielding deformations of the horizontal framing members. These deformations are the result of excessive heat from the fire, which is immediately adjacent to the framing system. The horizontal members, however, are only used to attaching and supporting the building's siding material. These members are considered secondary members and are not integral to the building's structural stability.

Structure Evaluation

Structural Steel Portal Frame

The structural steel portal frames, which are the building's primary load bearing elements, are generally in satisfactory condition, and no repairs and/or improvements are required to maintain or improve their structural integrity. The steel paint is intact and can still effectively provide corrosion protection for the structural steel.

Structural Steel Roof Framing System

The structural steel roof framing system is generally in satisfactory condition, and no repairs and/or improvements are required to maintain or improve its structural integrity. The steel paint is intact and can still effectively provide corrosion protection for the structural steel.

Based on our observations, the structural integrity and stability of the building's primary structural members remain largely unaffected by the fire. Accordingly, we assess that the subject building is still structurally sound and stable and can still serve its intended purpose.

Recommendations for Rehabilitation

Based on field observations and assessment of the building's current condition, KSE recommends the following maintenance, repairs, and rehabilitation for continued safe operation of the facility:

1. Remove and replace horizontal siding framing members.
2. Soot, being a toxic by-product of fire, is considered environmentally hazardous material and should be removed from surfaces of the steel and other parts of the facility.

Raymond Rogozinski

From: Raymond Rogozinski
Sent: Thursday, July 9, 2026 10:58 AM
To: Raymond Rogozinski







Sent from my iPhone



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

To: Board of Finance Commissioners

From: Public Works
(Requesting Department)

Date: June 26, 2026
(Submission Date)

For the July 27, 2026 Board of Finance Meeting Agenda
(Date of Meeting)

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

- ☐ Additional Appropriation \$ _____
- ☐ Transfer from Contingency \$ _____
- ☒ Transfer(s) \$ 120,000
- ☐ Grant \$ _____
- ☐ Carry-over(s) \$ _____
- ☐ Other

Approval:

This request was approved by the Board of Public Works
(governing Board of your department)
at its meeting held on July 16, 2026.
(date)

(Department Head's signature)

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

Board of Finance Agenda Request Form

1. Reason for request:

Transfer funds from the RIF municipal grant in aid revenue fund to the O’Sullivan Storm Drainage revenue fund. The source of a portion of the project’s funding was originally anticipated to be CT Lotcip funds, however funding will be provided with CT Municipal Grant in Aid funds.

From:	3063019-432059-26G07	To:	30193019-432059-26C08	Amount:	\$120,000