



*City of Bristol
City Council*

INFORMATION TO ACCESS THIS MEETING

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Passcode: 123456

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REVISED AGENDA

The regular City Council meeting will be held on Tuesday, February 13, 2024, at 7:00 PM in City Hall Council Chambers, 111 North Main Street, Bristol, Connecticut.

1. Call to Order
 - a. Presentation of All Heart award.
2. Approval of Minutes
 - a. Approval of minutes of the regular City Council Meeting of January 9, 2024.
3. Public Participation
4. Announcements
5. Consent Agenda
 - a. To place on file the New Hire Report for January, 2024.
 - b. To approve the Tax Refunds dated February 1, 2024
 - c. To authorize the Mayor or Acting Mayor to execute any and all documents associated with the application for a grant from Dollar General Literacy Foundation, and to refer the matter to the Board of Finance for any necessary action.
 - d. To approve Contract 2024-074 Remediation of Brownfield Property at 234 Riverside Avenue with ReNew Riverside LLC in the amount of \$26,150.00 and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.

- e. To amend Contract 2P24-010 Assessment Revaluation Inspection Services for invoicing purposes.
 - f. To place on file the Board of Water Commissioners vote not to purchase Lot R4-1, Map 30 Prospect Street.
 - g. To place on file the Training Report for Land Use boards and commissions pursuant to C.G.S. Sect. 8-4c.
 - h. To authorize the Mayor or Acting Mayor to execute any and all documents associated with procuring an easement from Pierce Street Associates (Map 10, Lot 42-13, in the amount of \$21,000) to reconstruct Wolcott Street (Peck Lane to Witches Rock Road). City cost of procuring said easements shall be funded through the LotCip grant, funding construction of the project.
 - i. To approve a contract for consulting services relative to NRES program development to Titan Energy - New England Inc., subject to review by the Office of Corporation Counsel and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.
- 6. Reports and Committee Reports
 - 7. Old Business
 - 8. New Business
 - 9. Resignations
 - 10. Appointments
 - 11. New Firehouse 3
 - a. To award Contract 2P24-030 Owners Representative / Construction Oversight for Construction of New Firehouse 3 to Downes Construction Company, LLC in the amount of \$193,686.00 and to refer to the Office of Corporation Counsel for contract review, and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.
 - 12. Referrals From the Bristol Planning Commission Pursuant to C.G.S. 8-24
 - a. To place on file a positive referral from the Bristol Planning Commission for the proposed sale of municipal property of .56 acres of land, depicted on a sketch map dated 3/31/23 drawn by Robert Green Associates, to be taken from the Stafford School property located at 208 Louisiana Avenue, Assessor's Map 48, Lot 190B & 31-4.

- b. To place on file a positive referral from the Bristol Planning Commission for the proposed sale of municipal property across Mix Street, at Prospect Street Map 30, Lot 4-1, excluding the easternmost section of approximately 300 (+ -) linear feet as well as any means of access to residential properties along the easternmost portion.

13. Public Works Department Property Referral - Map 30, Lot R4-1 Prospect Street

- a. To maintain possession of the eastern 300 ft. section of Map 30, Lot R4-1 Prospect Street for City use per recommendation of the Board of Public Works.

14. Resolution - Nomination of Successor Trustee to the City's 457 Plan Trust

- a. BE IT RESOLVED, that pursuant to Section Thirteen of the City of Bristol section 457 Plan Trust dated January 1, 2006, The City hereby appoints Diane Waldron as the Successor Trustee of the Plan Trust, replacing Glen Klocko, effective this date, February 9, 2024.

15. Contracts

- a. To authorize the Mayor to sign any and all documents required to execute a contract amendment to Contract 2P20-046 "The Design & Preparation of Construction Documents for the Jerome Avenue Bridge across the Freeman Hill Brook" to include construction administration and inspection services.
- b. To award Contract 2C24-061 Replacement of Bridge 04091 Jerome Avenue over Freeman Hill Brook to PJF Construction Corp. in the amount of \$2,615,311.16 and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.
- c. To award Contract 2C24-062 Exterior Glulam Beam Repairs at Page Pavilion to L.R.M. Construction Services LLC in the amount of \$307,993.00 and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.
- d. To award Contract 2C24-033 Construction of Hope Street Parking Garage Facility to D'Amato Construction Company, Inc. in the amount of \$7,830,141.45 and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.

16. Grants

- a. To approve submission of a grant application in the amount of \$1,930,000 to the CT Department of Energy and Environmental Protection's Outdoor Recreation and Legacy Partnership Program, with a City match of \$1,930,000; to authorize the Mayor or Acting Mayor to execute any and all documents related to this grant, and to refer the matter to the Board of Finance for any necessary action.

- b. To approve the submission of an application to the FEMA Assistance to Firefighters Grant Program, for up to \$600,000 with a requested City match of up to \$60,000 for a total project cost of up to \$660,000; to authorize the Mayor to execute any and all documents associated with the application, contract, and regular reporting to FEMA if awarded; and to refer the matter to the Board of Finance for any necessary action.
- c. To approve a grant agreement between the City of Bristol and Bristol Health in the amount of \$124,000 to fund the Bristol Health Safety and Security Infrastructure for Enhanced Treatment of Substance Misuse.
- d. To authorize the Mayor or Acting Mayor to sign a contract amendment with NRCS associated with an Emergency Watershed Protection Floodplain Easement (EWPP - FPE) Grant increasing NRCS funding from \$21,450 to \$383,543.

17. Maintenance of Ambler Road, Grassy Road, Arnold Court, and Burlington Ave

- a. To authorize the Department of Public Works to continue in perpetuity the current policy of providing full Department of Public Works services to Ambler Road, Grassy Road, Arnold Court, and Burlington Ave (house numbers 131 to 149).

18. Executive Session

- a. Executive Session to discuss Daniel Dzis vs. City of Bristol, WCC #: 601092757, and take action if necessary.

19. Any other matter to come before said meeting

20. Adjournment

Erica Cabiya
Town & City Clerk

JANUARY 9, 2024

The regular meeting of the City Council was held on Tuesday, January 9, 2024 in the City Hall Council Chambers, 111 North Main Street at 7:05 p.m. Present: Mayor Caggiano; Council Members Howe, Olsen, Panioto, Rosengren, Thibeault, and Tyler.

1. OPENING CEREMONIES

Mayor Caggiano held a moment of silence for Law Enforcement Appreciation Day.

2. APPROVAL OF MINUTES OF REGULAR CITY COUNCIL MEETING HELD ON DECEMBER 12, 2023

On motion of Council Member Olsen and seconded by Council Member Tyler, it was unanimously voted: To approve the minutes of the regular City Council meeting held on December 12, 2023.

3. PUBLIC PARTICIPATION

Marvin “Mickey” Goldwasser, 171 Diane Lane – Spoke in favor of the sale of alcohol at the Rockwell Theater at BAIMS. Mr. Goldwasser feels concessions are a large part of the theater experience.

Deborah “Deb” Schur, 6 Pilgrim Road – Spoke in favor of the sale of alcohol at the Rockwell Theater at BAIMS. Ms. Schur stated that the theater is a huge piece of the development and draw of Downtown.

Andrea Adams, 67 Bayberry Drive – Spoke in favor of the sale of alcohol at the Rockwell Theater at BAIMS. Ms. Adams likened the Rockwell Theater to the Palace Theater in Waterbury.

Walter Lewandoski, 76 Bellevue Avenue – Spoke in favor of the sale of alcohol at the Rockwell Theater at BAIMS. Mr. Lewandoski feels the Rockwell Theater could be a destination theater.

Ellen Slipski, 80 Melcon Drive, Southington – Spoke of the impact the noise from the Covanta company is having on her personally and on her neighborhood.

Christine Bravo, 9 Farmhill Drive, Plainville – Urged Council to do something about the noise from Covanta.

4. ANNOUNCEMENTS

Council members reported on committees, activities, and events.

JANUARY 9, 2024

5. ADOPTION OF CONSENT CALENDAR

On motion of Council Member Thibeault and seconded by Council Member Tyler, it was unanimously voted: To adopt three matters as part of the Consent Calendar.

a. New Hire Report For December 2023

Communication received from the Human Resources Department.

As part of the Consent Calendar adoption and on motion of Council Member Thibeault and seconded, it was unanimously voted: To place on file the New Hire Report for the month of December, 2023.

b. Motor Vehicle and Real Estate Tax Refunds In the Amount of \$8,913.79

Request presented from the Tax Collector.

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

Motor Vehicle	\$ 7,766.06
Real Estate	+ 1,147.73
Total	\$ 8,913.79

c. Approval of Change Order for Sav-Mor Cooling & Heating Inc.

As part of the Consent Calendar adoption and on motion of Council Member Thibeault and seconded, it was unanimously voted: To approve the change order for Sav-Mor Cooling & Heating Inc., totaling \$170,996.36 as recommended by the Greene-Hills HVAC Project Committee.

6. REPORTS AND COMMITTEE REPORTS**a. Salary Committee**

Recommendation of Salary Committee to approve a second position of Civil Engineer and to provide opportunity for promotion of Civil Engineers to Assistant City Engineers.

On motion of Council Member Thibeault and seconded by Council Member Howe, it was unanimously voted: To approve a second position of Civil Engineer effective immediately; and to provide an opportunity for promotion of Civil Engineers to Assistant City Engineers upon attainment of Professional Engineer licensing; and to refer to the Board of Finance for informational purposes.

JANUARY 9, 2024

b. Real Estate Committee

Recommendation of Real Estate Committee to refer Map 30, Lot R4-1, Prospect Street, to the Planning Commission, Water and Sewer Department, and Public Works Department.

On motion of Council Member Tyler and seconded by Council Member Rosengren, it was unanimously voted: To refer Map 30, Lot R4-1, Prospect Street, to the Planning Commission for a C.G.S. Sect. 8-24 report; to refer this matter to the Water and Sewer Department and Public Works to determine if there is a need for the property; to refer this matter to Corporation Counsel to prepare and/or review any necessary documents, and that the Mayor or Acting Mayor be authorized to execute any necessary documents to effectuate the same.

c. Ordinance Committee

Recommendation of Ordinance Committee to adopt amendments to Bristol Code of Ordinances, Chapter 15 Offenses and Miscellaneous Provisions, Article III Alcoholic Liquor, Sec. 15-48 Exception.

On motion of Council Member Panioto, Chrm., and seconded by Council Member Olsen, it was unanimously voted: To adopt amendments to the Bristol Code of Ordinances Chapter 15 Offenses and Miscellaneous Provisions, Article III Alcoholic Liquor, Sec. 15-48, Exception, and that the City Clerk publish said addition to the Code of Ordinances, and that it become effective upon the expiration of 14 days from the date of its publication in a newspaper of general circulation in the City of Bristol. It reads as follows –

Underscored text is to be added.

ARTICLE III. ALCOHOLIC LIQUOR

Sec. 15-48 Exception

Consumption of alcoholic liquor and possession of an open container of alcoholic liquor by a person who has attained the age of twenty-one (21) years is permitted during any City sponsored and permitted events held in conjunction with the Rockwell Theater at the Bristol Arts and Innovation Magnet School (BAIMS) or any function, festival, event, or celebration conducted on or within a public highway, public area, or parking area pursuant to any law, statute, ordinance, resolution or permit authorizing the sale and consumption of liquor in or upon such public highway, public area or parking area. (Ord. of 4-12-05)

Council Members expressed their opinions about passing this ordinance and shared emails from constituents both for and against this ordinance.

JANUARY 9, 2024

7. OLD BUSINESS – None.**8. NEW BUSINESS**

a. Council Member Tyler introduced a referral back to the Planning Commission for .56 acres of Assessor's Map 48, Lot 190B, R-15.

On motion of Council Member Tyler and seconded by Council Member Olsen, it was unanimously voted: To refer back to the Planning Commission a request to clarify its August 28, 2023 motion "To send a positive referral to the City Council for: 208 Louisiana Avenue Assessor's Map 48, Lot 190B; R-15 (Single Family Residential) zone." At its August 8, 2023 meeting, the City Council unanimously voted to refer the aforementioned property to the Planning Commission for a C.G.S. Section 8-24 report, specifically, to address the recent request of a neighbor to purchase a portion (.56 acre) of this property.

The Planning Commission's report did not address the .56 acre request. In addition, the current pathway from Morris Avenue to Stafford School has now been proposed to be relocated closer to the Louisiana Avenue/Morris Avenue intersection. The Planning Commission should be made aware of this proposed relocation and to render a report on this change

b. Mayor Caggiano briefly introduced a Memorandum of Understanding with the Greater Hartford Regional Auto Theft Task Force.

On motion of Council Member Tyler and seconded by Council Member Panioto, it was unanimously voted: To authorize the Mayor or Acting Mayor to sign the Memorandum of Understanding for 2024 for Bristol Police Department's continued involvement with the Greater Hartford Regional Auto Theft Task Force.

9. RESIGNATIONS – None.**10. APPOINTMENTS**

The following appointments were presented:

City Arts and Culture Commission

Maria Salice – Appointment – term to 4/26.

Replaced Samantha Buonafede

Confirming motion by Council Member Panioto.

Motion passed in voice vote.

Energy Commission

Greg Klimek – Appointment – term to 1/27.

Confirming motion by Council Member Olsen.

Motion passed in voice vote.

JANUARY 9, 2024

Board of Fire Commissioners

Anthony Benvenuto – Reappointment – term to 1/27.

Confirming motion by Council Member Howe.

Motion passed in voice vote

Housing Authority of the City of Bristol

Rickey Bouffard – Reappointment – term to 12/28.

Motion to correct Mr. Bouffard's term by Council Member Panioto.

Motion passed in voice vote.

Housing Code of Appeals

Thomas Marra – Reappointment – term to 1/27.

Confirming motion by Council Member Tyler.

Motion passed in voice vote.

Inland/Wetlands Commission

Faye Duquette – appointment as a regular member – term to 5/24.

Replaced Rich Ministro

Confirming motion by Council Member Rosengren.

Motion passed in voice vote.

Anthony Pellerin – reappointment as an alternate member – term to 1/27.

Confirming motion by Council Member Olsen.

Motion passed in voice vote.

Board of Library Directors

Eric Frenette – reappointment – term to 1/27

Confirming motion by Council Member Panioto.

Motion passed in voice vote.

Kimberly Ploszaj – reappointment – term to 1/27

Confirming motion by Council Member Panioto.

Motion passed in voice vote.

School Readiness Council

Yesenia Fuentes – appointment – term to 8/24

Confirming motion by Council Member Howe.

Motion passed in voice vote.

Transportation Commission

Joseph Wasta – reappointment – term to 1/27

Confirming motion by Council Member Thibeault.

Motion passed in voice vote.

JANUARY 9, 2024

Ramon Peters Jr. – appointment – term to 1/27
Confirming motion by Council Member Olsen.
Motion passed in voice vote.

Zoning Commission

Peter D. Caruso – appointment as an alternate – term to 6/26.
Replaced John Lafreniere
Confirming motion by Council Member Thibeault.
Motion passed in voice vote.

11. CONTRACT 2C24-042 STREETSCAPE IMPROVEMENTS AT NORTH MAIN STREET FROM SCHOOL STREET TO CENTER STREET

Communication received from Purchasing Agent Rousseau.

On motion of Council Member Olsen and seconded by Council Member Tyler, it was unanimously voted: To award Contract 2C24-042 Streetscape Improvements at North Main Street from School Street to Center Street to Martin Laviero Contractor, Inc. in the amount of \$2,175,251.50 and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.

12. CONTRACT 2C24-027 BRISTOL LANDFILL EROSION REPAIRS

Communication received from Purchasing Agent Rousseau.

On motion of Council Member Thibeault and seconded by Council Member Olsen, it was unanimously voted: To award Contract 2C24-027 Bristol Landfill Erosion Repairs to Yield Industries, LLC in the amount of \$944,285.00 and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.

13. CONTRACT 2024-064 INSTALLATION OF TRAFFIC SIGNAL AT FARMINGTON AVENUE AND SHEILA COURT

Communication received from Purchasing Agent Rousseau.

On motion of Council Member Olsen and seconded by Council Member Howe, it was unanimously voted: To approve Contract 2024-064 Installation of Traffic Signal at Sheila Court with Targeted Endurance Bristol LLC in the amount of \$500,000.00 and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.

JANUARY 9, 2024

14. EXECUTIVE SESSION TO DISCUSS AND TAKE ANY ACTION AS NECESSARY ON MATTER OF ANN MARIE BARROS VS. CITY OF BRISTOL, WCC FILE #: 601089653

At 8:30 p.m., on motion of Council Member Rosengren and seconded by Council Member Panioto, it was unanimously voted: To convene into Executive Session to review Ann Marie Barros v. City of Bristol, WCC File #: 601089653.

Present to discuss the matter of Ann Marie Barros vs. City of Bristol: Mayor Caggiano; Council Members Howe, Olsen, Panioto, Rosengren, Thibeault, and Tyler; Corporation Counsel Krawiecki; Assistant Corporation Counsels Conlin and Steeg; and outside counsel Erik Bartlett of McGann, Bartlett, & Brown Law.

Discussion was held. No votes were taken.

At 8:46 p.m., on motion of Council Member Olsen and seconded by Council Member Panioto, it was unanimously voted: To reconvene into Public Session.

On motion of Council Member Olsen and seconded by Council Member Panioto, it was unanimously voted: To enter into a full and final settlement in the matter of Ann Marie Barros v. City of Bristol, WCC File #: 601095274 for any and all workers' compensation claims filed by Ann Marie Barros (f/k/a Ann Marie Mayer) for the total amount of Two Hundred & Eighty Eight Thousand (\$288,000) Dollars. The dates of these claims are listed below, but are not limited to the following:

September 22, 2009

November 20, 2013

February 8, 2019

It was further voted that the Mayor, Acting Mayor, Corporation Counsel or Assistant Corporation Counsel be authorized to execute the Full and Final Settlement.

15. OTHER BUSINESS – None.

16. ADJOURNMENT

At 8:48 p.m., on motion of Council Member Olsen and seconded by Council Member Panioto, it was unanimously voted: To adjourn.

ATTEST: _____

Erica Cabiya
Town & City Clerk

WATER DEPARTMENT

NEW HIRE REPORT

1/1/2024 TO 1/31/2024

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>CITY</u>	<u>HIRE DATE</u>	<u>SALARY</u>		<u>UNION</u>	<u>STATUS</u>	<u>DEPARTMENT</u>	<u>JOB TITLE</u>
LAPRISE	BENJAMIN	LITCHFIELD	01/12/2024	\$ 26.47	PER HOUR	LOCAL 1338	FT	WATER DEPARTMENT	SEMI-SKILLED CRAFTSMAN

TOTAL: 1

NEW HIRE REPORT

1/1/2024 TO 1/31/2024

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>CITY</u>	<u>HIRE DATE</u>	<u>SALARY</u>		<u>UNION</u>	<u>STATUS</u>	<u>DEPARTMENT</u>	<u>JOB TITLE</u>
OFARRILL ORTIZ	LUVISS	BRISTOL	01/23/2024	\$ 22.54	PER HOUR	LOCAL 233	FT	LIBRARY - MAIN	CUSTODIAN/MAINTENANCE WORKER
CHARTIER	NICOLETTE	BRISTOL	01/25/2024	\$ 29.91	PER HOUR	NON-BARG	OC	POLICE COMMUNICATION	PER DIEM DISPATCHER
WILLINGHAM	DEEDRA	BRISTOL	01/17/2024	\$ 26.19	PER HOUR	NON-BARG	PT	PARK DEPARTMENT	PROJECT ASSOCIATE
RODRIGUEZ	ALEXZANDRA	BRISTOL	01/29/2024	\$ 16.09	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	INTERN YOUTH & COMM SRVS
RODRIGUEZ	JORDAN	BRISTOL	01/29/2024	\$ 16.09	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	INTERN YOUTH & COMM SRVS
JANICK	VIRGINIA	BRISTOL	01/31/2024	\$ 21.00	PER HOUR	NON-BARG	TP	PERSONNEL	TEMPORARY WORKER

TOTAL: 6

RECEIVED
2024 FEB -5 AM 8:46
TOWN AND CITY CLERK
BRISTOL, CT



RECEIVED
2024 FEB -1 PM 1:23
TOWN AND CITY CLERK
BRISTOL, CT



DATE: February 1, 2024

Tax Collector's Office | 860.584.6270

TO THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

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

<u>CURRENT LIST YEAR</u>		<u>SUPPLEMENTAL MOTOR VEHICLE</u>				<u>REASON</u>
<u>NAME</u>	<u>LIST NUMBER</u>	<u>TAX</u>	<u>INT</u>	<u>FEES</u>	<u>TOTAL</u>	
LABORDE, GABRIEL M	2022-04-0404308	\$ 27.37			\$ 27.37	VEHICLE SOLD
MICHAUD, MATTHEW	2022-04-0405253	\$ 66.98			\$ 66.98	BALANCE TRANSFER
TOTAL		\$ 94.35	\$ -	\$ -	\$ 94.35	

<u>CURRENT LIST YEAR</u>		<u>MOTOR VEHICLE</u>					
<u>NAME</u>	<u>LIST NUMBER</u>	<u>TAX</u>	<u>INT</u>	<u>FEES</u>	<u>TOTAL</u>	<u>REASON</u>	
ACAR LEASING LTD	2022-03-0300374	\$ 561.93			\$ 561.93	VEHICLE SOLD	
ACAR LEASING LTD	2022-03-0300176	\$ 762.24			\$ 762.24	OWNERSHIP CHANGE	
ACAR LEASING LTD	2022-03-0300282	\$ 119.10			\$ 119.10	LEASE BUYOUT	
ACAR LEASING LTD	2022-03-0300382	\$ 550.15			\$ 550.15	VEHICLE SOLD	
ACAR LEASING LTD	2022-03-0300404	\$ 226.80			\$ 226.80	LEASE BUYOUT	
ALLY FINANCIAL	2022-03-0348863	\$ 854.05			\$ 854.05	VEHICLE SOLD	
ALLY FINANCIAL	2022-03-0348799	\$ 419.59			\$ 419.59	VEHICLE SOLD	
CHRYSLER CAPITAL	2022-03-0307953	\$ 580.90			\$ 580.90	VEHICLE SOLD	
CHRYSLER CAPITAL	2022-03-0307988	\$ 642.21			\$ 642.21	VEHICLE SOLD	
CHRYSLER CAPITAL	2022-03-0308014	\$ 467.64			\$ 467.64	VEHICLE SOLD	
COX, SHELLY	2022-03-0310326	\$ 37.84			\$ 37.84	VEHICLE SOLD	
FETO, MERITA	2022-03-0315533	\$ 12.99			\$ 12.99	VEHICLE SOLD	
HONDA LEASE TRUST	2022-03-0321316	\$ 345.99			\$ 345.99	VEHICLE SOLD	
HONDA LEASE TRUST	2022-03-0321229	\$ 618.23			\$ 618.23	VEHICLE SOLD	
HOULE, GARY M	2022-03-0321461	\$ 257.67			\$ 257.67	VEHICLE SOLD	
JOHN BROWN TRANSPORT	2022-03-0322844	\$ 159.28			\$ 159.28	VEHICLE SOLD	
KUTB, AHMAD	2022-03-0325156	\$ 129.20			\$ 129.20	VEHICLE SOLD	
NISSAN INFINITI LT LLC	2022-03-0333800	\$ 175.28			\$ 175.28	VEHICLE SOLD	
NISSAN INFINITI LT LLC	2022-03-0333903	\$ 488.42			\$ 488.42	VEHICLE SOLD	
PAYANIS, GEORGE	2022-03-0336353	\$ 27.05			\$ 27.05	VEHICLE SOLD	
SMITH, JIMMIE	2022-03-0344309	\$ 298.04	\$ 26.82		\$ 324.86	TOTALLED	
SLEDZIK, BRIAN	2022-03-0343896	\$ 207.05			\$ 207.05	OWNERSHIP CHANGE	
USB LEASING LT	2022-03-0348291	\$ 336.64			\$ 336.64	LESSEE REGISTERED	
USB LEASING LT	2022-03-0348276	\$ 481.75			\$ 481.75	VEHICLE SOLD	
VCFS AUTO LEASING CO	2022-03-0348952	\$ 826.59			\$ 826.59	VEHICLE SOLD	
VW CREDIT LEASING LTD	2022-03-0349545	\$ 388.33			\$ 388.33	VEHICLE SOLD	
TOTAL		\$9,974.96	\$ 26.82	\$ -	\$10,001.78		

City of Bristol

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

PRIOR LIST YEAR

<u>NAME</u>	<u>LIST NUMBER</u>	<u>MOTOR VEHICLE</u> <u>TAX</u>	<u>INT</u>	<u>FEES</u>	<u>TOTAL</u>	<u>REASON</u>
ACAR LEASING LTD	2021-03-0300233	\$ 278.35			\$ 278.35	VEHICLE SOLD
CABIYA, CARLOS	2020-03-0306525	\$ 27.61			\$ 27.61	TRADE IN
CHRYSLER CAPITAL	2021-03-0307961	\$ 65.86			\$ 65.86	VEHICLE SOLD
CROWLEY BUICK OLDSMOBILE	2020-03-0310391	\$ 63.66			\$ 63.66	TRADE IN
CROWLEY BUICK OLDSMOBILE	2020-03-0310392	\$ 39.50			\$ 39.50	TRADE IN
CROWLEY CHRYSLER PLYMOUTH	2020-03-0310418	\$ 55.99			\$ 55.99	TRADED DOWN
CROWLEY CHRYSLER PLYMOUTH	2020-03-0310424	\$ 77.47			\$ 77.47	TRADED DOWN
DANILEWICZ, DONNA	2020-03-0311399	\$ 30.37			\$ 30.37	REG. OUT OF STATE
FIRST BRISTOL FCU	2020-03-0315328	\$ 80.61			\$ 80.61	TRADE IN
HARTMAN, SUSAN L	2020-04-0404370	\$ 136.91			\$ 136.91	IDENTITY THEFT
HOULE, GARY M	2021-03-0321055	\$ 183.37			\$ 183.37	VEHICLE SOLD
HYUNDAI LEASE TITLING TRUST	2020-03-0321286	\$ 434.89			\$ 434.89	VEHICLE SOLD
KAJTOR, KATIE	2019-04-0405708	\$ 638.91	\$ 354.60	\$ 149.03	\$ 1,142.54	WRONG TOWN
KOZIKOWSKI, VIRGINIA	2020-04-0405452	\$ 342.85			\$ 342.85	LEASE BUYOUT
LANGLAIS, RONNIE	2020-03-0325087	\$ 23.01			\$ 23.01	TRADE IN
PILEWSKI, DENISE	2021-03-0336677	\$ 204.43			\$ 204.43	OVERPAYMENT
TOTAL		\$ 2,683.79	\$ 354.60	\$ 149.03	\$ 3,187.42	

CURRENT LIST YEAR

<u>NAME</u>	<u>LIST NUMBER</u>	<u>REAL ESTATE</u> <u>CITY TAX</u>	<u>INT</u>	<u>FEES</u>	<u>TOTAL</u>	<u>REASON</u>
BURKE, ELAINE	2022-01-0102944	\$ 2,673.69			\$ 2,673.69	OVERPAYMENT
CHAPLINSKI, MARK	2022-01-0103767	\$ 378.52			\$ 378.52	OVERPAYMENT
DIXON, TROY	2022-01-0105791	\$ 2,175.34			\$ 2,175.34	OVERPAYMENT
MARTIN, MARIE	2022-01-0112376	\$ 17.57			\$ 17.57	OVERPAYMENT
MURPHY, LISA & DONALD	2022-01-0113813	\$ 3,254.74			\$ 3,254.74	OVERPAYMENT
RIVARD, MARIE	2022-01-0116543	\$ 2,500.00			\$ 2,500.00	OVERPAYMENT
THERRIEN, JILL & TODD	2022-01-0119381	\$ 250.00			\$ 250.00	OVERPAYMENT
TOTAL		\$ 11,249.86	\$ -	\$ -	\$ 11,249.86	

TOTAL ALL MOTOR VEHICLE	\$	13,283.55
TOTAL PERSONAL PROPERTY	\$	-
TOTAL ALL REAL ESTATE	\$	11,249.86
GRAND TOTAL ALL COLLECTIONS	\$	24,533.41

RESPECTFULLY,



ANN V BEDNAZ, CCMC
TAX COLLECTOR
AVB



RECEIVED
2024 JAN 22 PM 3:12
TOWN AND CITY CLERK
BRISTOL, CT

DATE: January 22, 2024

TO: Mayor Jeffrey Caggiano
City Council Members

FROM: Dawn Leger, Grants Administrator
Deborah Prozzo, Library Director *Dyer*

RE: Dollar General Literacy Foundation Grant

Background

The Dollar General Literacy Foundation sponsors a grant every year supporting local Library activities to encourage reading.

Project Description

The proposed program will offer more than 150 opportunities for participants to benefit from free lunches, events, and performances focused on reading and improving literacy for 2,000 youth up to 12 years of age. Working with the schools, the Children's Library will promote this summer reading program with multiple events and prizes available for participants.

Funding Request

The City is applying for \$3,000.

City Match

No City match is required.

Requested Action

To authorize the Mayor or Acting Mayor to execute any and all documents associated with the application for a grant from Dollar general Literacy Foundation, and to refer the matter to the Board of Finance for any necessary action.



Purchasing Department | Tel (860) 584-6195

MEMORANDUM

To: Office of Town and City Clerk
 Cc: Office of Corporation Counsel
 Mayor Jeffrey Caggiano
 Justin Malley, Executive Director, Economic and Community Development
 Diane Waldron, Comptroller
 From: Roger D. Rousseau, Purchasing Agent
 Date: January 2, 2024

RECEIVED
 2024 JAN 25 AM 9:57
 TOWN AND CITY CLERK
 BRISTOL, CT

Re: Contract 2024-074 Remediation of Brownfield Property at 234 Riverside Avenue

The Economic and Community Development Department submitted an application and was approved for funding to the American Rescue Plan Act ("ARPA") Task Force, for the purpose of assisting in the remediation of the property at 234 Riverside Avenue. Since the remediation directly impacts the developer's work at the site, ECD requested and received a bid waiver from the Board of Finance at its recent meeting, to have ReNew Riverside LLC remediate the property as part of their work.

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

To approve **Contract 2024-074 Remediation of Brownfield Property at 234 Riverside Avenue** with **ReNew Riverside LLC** in the amount of **\$26,150.00** and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.

Thank you for consideration of this request.

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



City of Bristol
Assessor's Office
111 North Main Street
860-584-6240
www.bristolct.gov/assessor

Memorandum

To: Office of Town and City Clerk
Cc: Office of Corporation Counsel
Mayor Jeffrey Caggiano
From: Tom DeNoto, Assessor *T. D.*
Date: 1/31/2024
Re: Tyler Technologies contract 2P24-010 amendment

Please reference the attached contract amendment for City Council consent calendar consideration. The City and Tyler Technologies (Tyler) agree to amend contract 2P24-010 Assessment Revaluation Inspection Services for invoicing purposes. The original contract indicates the invoicing is based on data collectors hourly services. The City and Tyler agree that the invoicing beginning February 2024 will be based on the number of complete data collected parcels invoiced at a rate of \$22.50 per parcel.

Thank you for your consideration and help with this matter.

RECEIVED
2024 JAN 31 AM 10:49
TOWN AND CITY CLERK
BRISTOL, CT



AMENDMENT

This amendment ("Amendment") is effective as of the date of signature of the last party to sign as indicated below ("Amendment Effective Date"), by and between Tyler Technologies, Inc. with offices at One Tyler Drive, Yarmouth, Maine 04096 ("Tyler") and the City of Bristol, Connecticut, with offices at 111 N. Main Street, Bristol, Connecticut 06010-8119 ("Client").

WHEREAS, Tyler and the Client are parties to an agreement dated September 15, 2023 ("Agreement"); and

WHEREAS, Tyler and Client desire to amend the terms of the Agreement as provided herein.

NOW THEREFORE, in consideration of the mutual promises hereinafter contained, Tyler and the Client agree as follows:

1. As of the January 1, 2024, Section 1 of Exhibit B to the Agreement is hereby deleted in its entirety and replaced with language below. For the avoidance of doubt, the per-parcel billing will first be reflected in the February 2024 invoice for parcels completed between January 1, 2024, and January 31, 2024.
 1. Professional Services. Professional services performed under this Agreement will be invoiced monthly, for the total number of parcels (at \$22.50 per parcel) completed in the previous month.
2. This Amendment shall be governed by and construed in accordance with the terms and conditions of the Agreement.
3. Except as expressly indicated in this Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the dates set forth below.

Tyler Technologies, Inc.

City of Bristol, CT

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



RECEIVED
2024 FEB -6 PM 2:50
TOWN AND CITY CLERK
BRISTOL, CT

February 6, 2024

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

Re: Lot R4-1, Map 30 Prospect Street

Dear Ms. Cabiya,

On Tuesday, January 23, 2024, the Board of Water Commissioners reviewed a referral regarding the possible acquisition of Lot R4-1, Map 30 Prospect Street. The Board of Water Commissioners voted not to make a proposal to purchase Lot R4-1, Map 30 Prospect Street.

Please let me know if there is anything else you need and have a wonderful day.

Sincerely,

Dawn M. LaBella
Office Manager

cc: Robert Longo, Superintendent of the Water and Sewer Department



City of Bristol

BRISTOL, CONNECTICUT 06010

Land Use Office

RECEIVED
2024 FEB - 7 AM 7:54
TOWN AND CITY CLERK
BRISTOL, CT

DATE: February 5, 2024

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

FROM: Robert M. Flanagan, AICP – City Planner

RE: Land Use Training Reporting – Connecticut General Statutes 8-4c

Pursuant to the Connecticut General Statutes (C.G.S.) Section 8-4c, the parameters listed below were established by the General Assembly under Public Act 21-29 and updated under subsection (a) of Section 3 of Public Act 23-173, for the reporting of mandated land use board and commission training to the legislative body of each municipality.

Reporting Parameters:

"Not later than March 1, 2024, and annually thereafter, the planning commission, zoning commission, combined planning and zoning commission, and zoning board of appeals, as applicable, in each municipality shall submit a statement to such municipality's legislative body, or, in a municipality where the legislative body is a town meeting, its board of selectmen, affirming compliance with the training requirement established pursuant to subsection (a) of this section by each member of such commission or board required to complete such training in the calendar year ending the preceding December thirty-first."

2023 Report

During the 2023 calendar year, the Bristol Land Use Staff facilitated the following schedule of training with our local Board and Commissions. We are pleased to report that compliance has been achieved with the required training requirements listed in the Section 8-4c.

1. Planning Commission:

Regular Meeting of May 22, 2023 – 1.5 hours
Regular Meeting of June 26, 2023 – 1.5 hours
Regular Meeting of July 24, 2023 – 1 hour

2. Zoning Board of Appeals:

Special Meeting of August 21, 2023 – 1.5 hours
Special Meeting of October 3, 2023 – 1.5 hours
Regular Meeting of November 7, 2023 – 1 hour

3. Zoning Commission

Special Meeting of November 8, 2023 – 2 hours
Special Meeting of December 6, 2023 – 2 hours

For questions or any additional information, please contact my office at: 860-584-6225.
Thank you.



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: February 5, 2024

TO: Mayor Jeffrey Caggiano
City Council

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

RE: **Wolcott Street (Peck Lane – Witches Rock Road) – Authorization to Execute Easement**

RECEIVED
2024 FEB - 7 AM 7:54
TOWN AND CITY CLERK
BRISTOL, CT

The Department of Public Works is scheduled to reconstruct Wolcott Street from Peck Lane to Witches Rock Road (including sidewalks on the west side of the roadway). The proposed construction of \$3,200,000 will be funded through a LotCip grant administered by NVCOG. In order to construct the project, easements are required from private properties to install storm drainage and/or perform grading to establish site line.

City Council voted at its January 10, 2023 meeting to authorize City acquisition of an easement from Wayne Carlson (Map 7, Lot 57 (761 Wolcott St), \$35,000), Connecticut Light & Power/ Eversource (Map 7, Lot H-1 & Map 7 Lot 42D, \$13,000) and Pierce Street Associates/ D'Amato (Map 10, Lot 42-13, \$15,000). Since that time, Pierce Street Associates has prepared a map to create an addition building lot with a lot split. As a result, Pierce Street Associates has requested and DPW recommends approval of an additional \$6,000 for the proposed easement. In order to proceed, the Department of Public Works request the following City Council action:

Authorize the Mayor or Acting Mayor to execute any and all documents associated with procuring an easement from Pierce Street Associates (Map 10, Lot 42-13) in the amount of \$21,000) to reconstruct Wolcott Street (Peck Lane to Witches Rock Road). City cost of procuring said easements shall be funded through the LotCip grant, funding construction of the project.

Feel free to contact me with any questions / concerns at 860-584-6125.



Purchasing Department | Tel (860) 584-6195

MEMORANDUM

To: Office of Town and City Clerk
 Cc: Office of Corporation Counsel
 Mayor Jeffrey Caggiano
 Raymond Rogozinski, Public Works Director
 David Oakes, Public Works Facilities and Energy Manager
 Peter Fusco, BOE Director of Facilities
 Diane Waldron, Comptroller
 Lynn Boisvert, BOE Finance Director
 From: Roger D. Rousseau, Purchasing Agent
 Date: February 7, 2024

RECEIVED
 2024 FEB - 7 AM 9:23
 TOWN AND CITY CLERK
 BRISTOL, CT

Re: Energy Consulting Agreement – NRES Program Development

The CT Conference of Municipalities ("CCM") has a contract available for use by municipalities for energy consulting services, with Titan Energy – New England Inc; the firm has experience working with Bristol as its consultant for selection of an electricity supplier. The City has been presented with an opportunity to receive incentive payments for development of solar arrays, through an Eversource energy efficiency program known as Non-residential Renewable Energy Solutions ("NRES"). To manage the selection process for a developer and a site, Titan Energy has offered to manage our process for receipt of proposals toward implementation of this program; the cost for their services would be paid for by the selected developer and there is no expense to the City.

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

To approve a contract for consulting services relative to NRES program development to Titan Energy – New England Inc, subject to review by the Office of Corporation Counsel, and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.

Thank you for consideration of this request.

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



Purchasing Department | Tel. 860.584.6195

MEMORANDUM

To: Erica Cabiya, Town and City Clerk
 Cc: Mayor Jeffrey Caggiano
 Office of Corporation Counsel
 Sean Moore, Building Committee Chair
 Sara Bianchi, Fire Department
 From: Roger D. Rousseau, Purchasing Agent
 Date: January 25, 2024

RECEIVED
 2024 JAN 25 AM 9:57
 TOWN AND CITY CLERK
 BRISTOL, CT

RE: **Contract 2P24-030 Owners Representative / Construction Oversight for Construction of New Firehouse 3**

The City received and reviewed submissions from firms specializing in construction oversight for work related to the proposed new Firehouse 3 facility. Following review of qualifications, and subsequent review of fee proposals by the Building Committee, the building committee recommends the selection of **Downes Construction Company, LLC** as the firm most appropriate for work on the project.

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

To award **Contract 2P24-030 Owners Representative / Construction Oversight Construction of New Firehouse 3** to **Downes Construction Company, LLC** in the amount of **\$193,686.00**, and to refer to the Office of Corporation Counsel for contract review, and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.

Please let me know if I can provide any further information regarding this contract.

Thank you for your consideration of this request.

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



City of Bristol

BRISTOL, CONNECTICUT 06010

Planning Commission

RECEIVED

2024 JAN 31 AM 11:15

TOWN AND CITY CLERK
BRISTOL, CT

DATE: January 30, 2024

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

FROM: Bristol Planning Commission

RE: C.G.S. 8-24 Review – 208 Louisiana Avenue – Map 48, Lot 190B and 31/4.

Pursuant to the Connecticut General Statutes Section 8-24, the Bristol Planning Commission, at its meeting of January 29, 2024, approved the following motion with respect to the above captioned item:

"To send a positive referral to the City Council for the proposed sale of municipal property of .56 acres of land, depicted on a sketch map dated 3/31/23 drawn by Robert Green Associates, to be taken from the Stafford School property located at 208 Louisiana Avenue, Assessor's Map 48, Lot 190B & 31-4."

For questions or additional information, please contact:
City Planner – Robert M. Flanagan, AICP – City of Bristol Land Use Office at 860-584-6225.

Very truly yours,

Robert M. Flanagan

Robert M. Flanagan - AICP
City Planner

c: Attorney J. Steeg (via email)



Jan. 2024

City of Bristol
Office of Town and City Clerk
111 North Main Street
Bristol, Connecticut
(860)584-6200

January 10, 2024

Planning Commission
c/o Land Use Office
City Hall
111 North Main Street
Bristol, Connecticut 06010

Dear Members:

At a meeting of the City Council on January 9, 2024 it was voted that the City Council refer back to the Planning Commission a request to clarify its August 28, 2023 motion "To send a positive referral to the City Council for: 208 Louisiana Avenue Assessor's Map 48, Lot 190B; R-15 (Single Family Residential) zone." At its August 8, 2023 meeting, the City Council unanimously voted to refer the aforementioned property to the Planning Commission for a C.G.S. Section 8-24 report, specifically, to address the recent request of a neighbor to purchase a portion (.56 acre) of this property. The Planning Commission's report did not address the .56 acre request. In addition, the current pathway from Morris Avenue to Stafford School has now been proposed to be relocated closer to the Louisiana Avenue/Morris Avenue intersection. The Planning Commission should be made aware of this proposed relocation and to render a report on this change.

Very truly yours,

A handwritten signature in cursive script that reads "Erica Cabiya".

Erica Cabiya, CCTC
Town and City Clerk

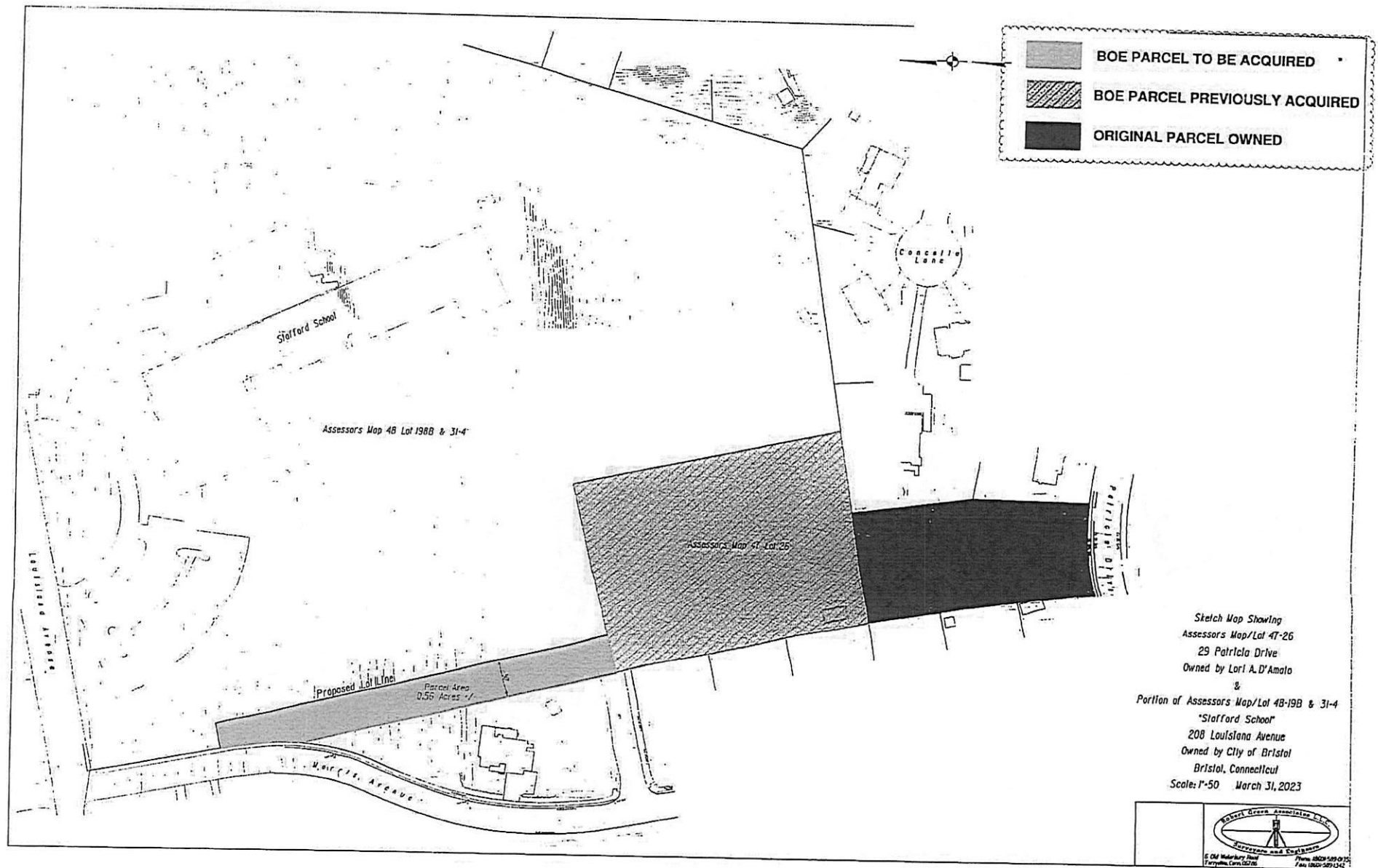
EC/mb

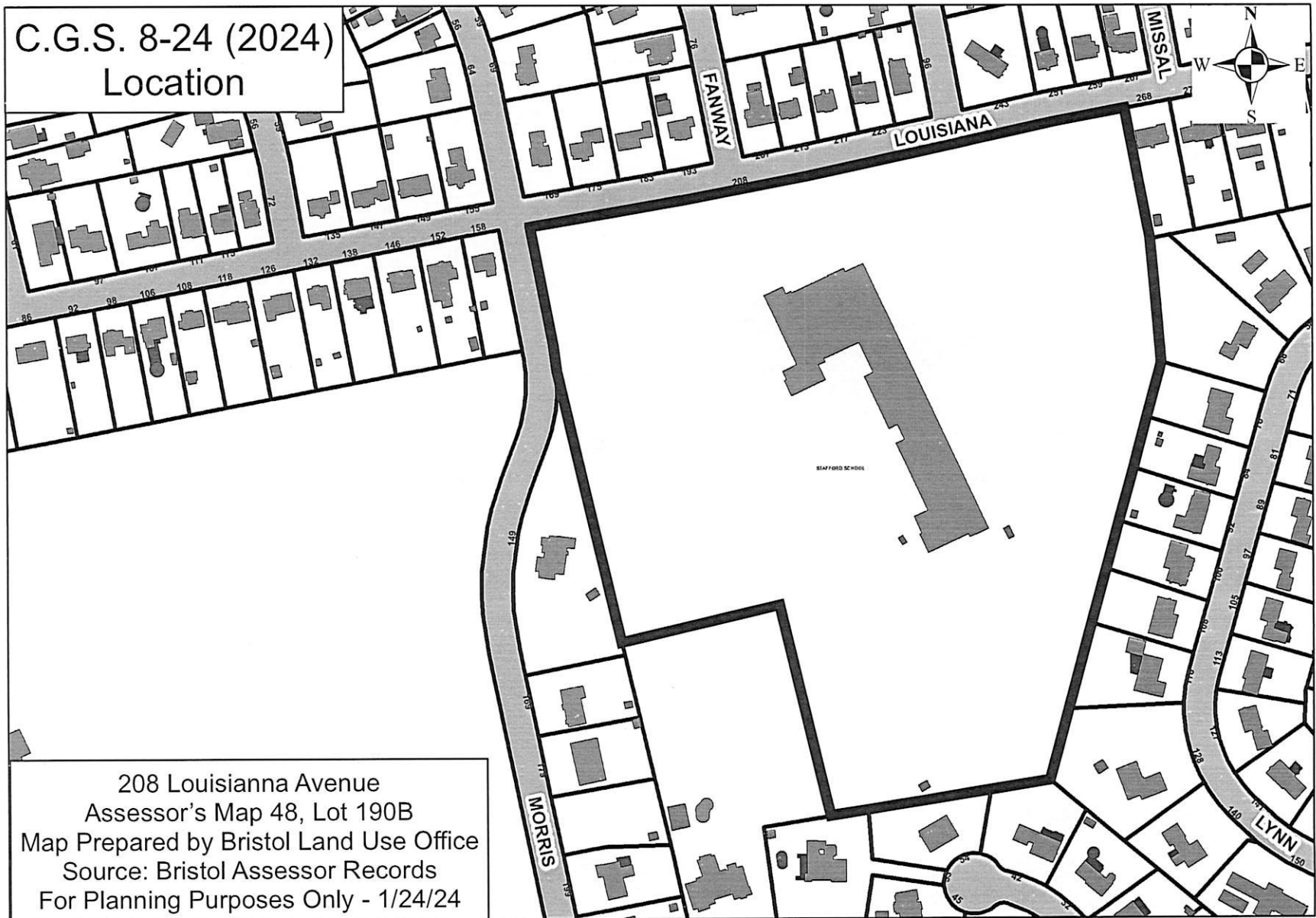
MOTION

I HEREBY MOVE that the City Council refer back to the Planning Commission a request to clarify its August 28, 2023 motion "To send a positive referral to the City Council for: 208 Louisiana Avenue Assessor's Map 48, Lot 190B; R-15 (Single Family Residential) zone." At its August 8, 2023 meeting, the City Council unanimously voted to refer the aforementioned property to the Planning Commission for a C.G.S. Section 8-24 report, specifically, to address the recent request of a neighbor to purchase a portion (.56 acre) of this property.

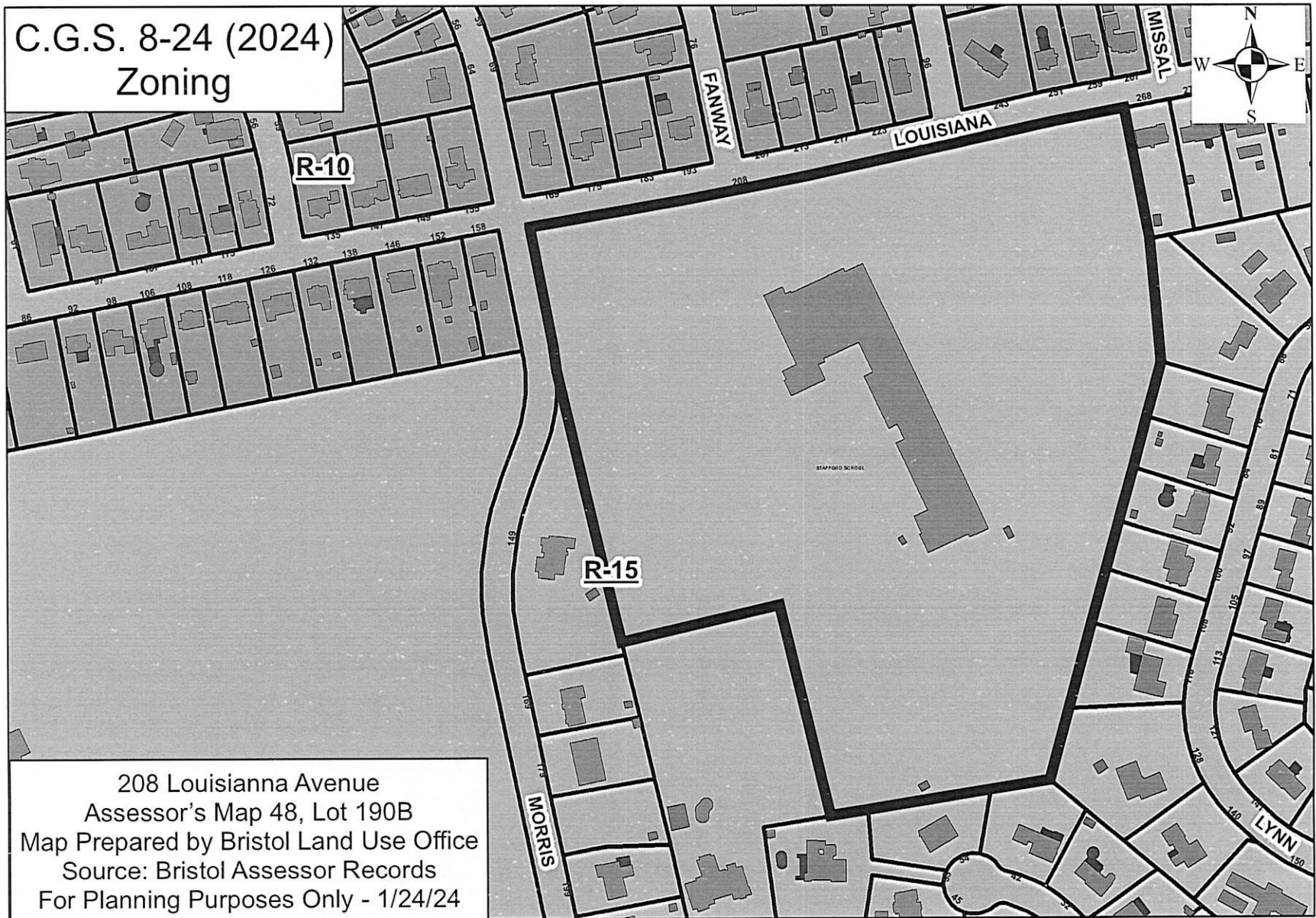
The Planning Commission's report did not address the .56 acre request. In addition, the current pathway from Morris Avenue to Stafford School has now been proposed to be relocated closer to the Louisiana Avenue/Morris Avenue intersection. The Planning Commission should be made aware of this proposed relocation and to render a report on this change.

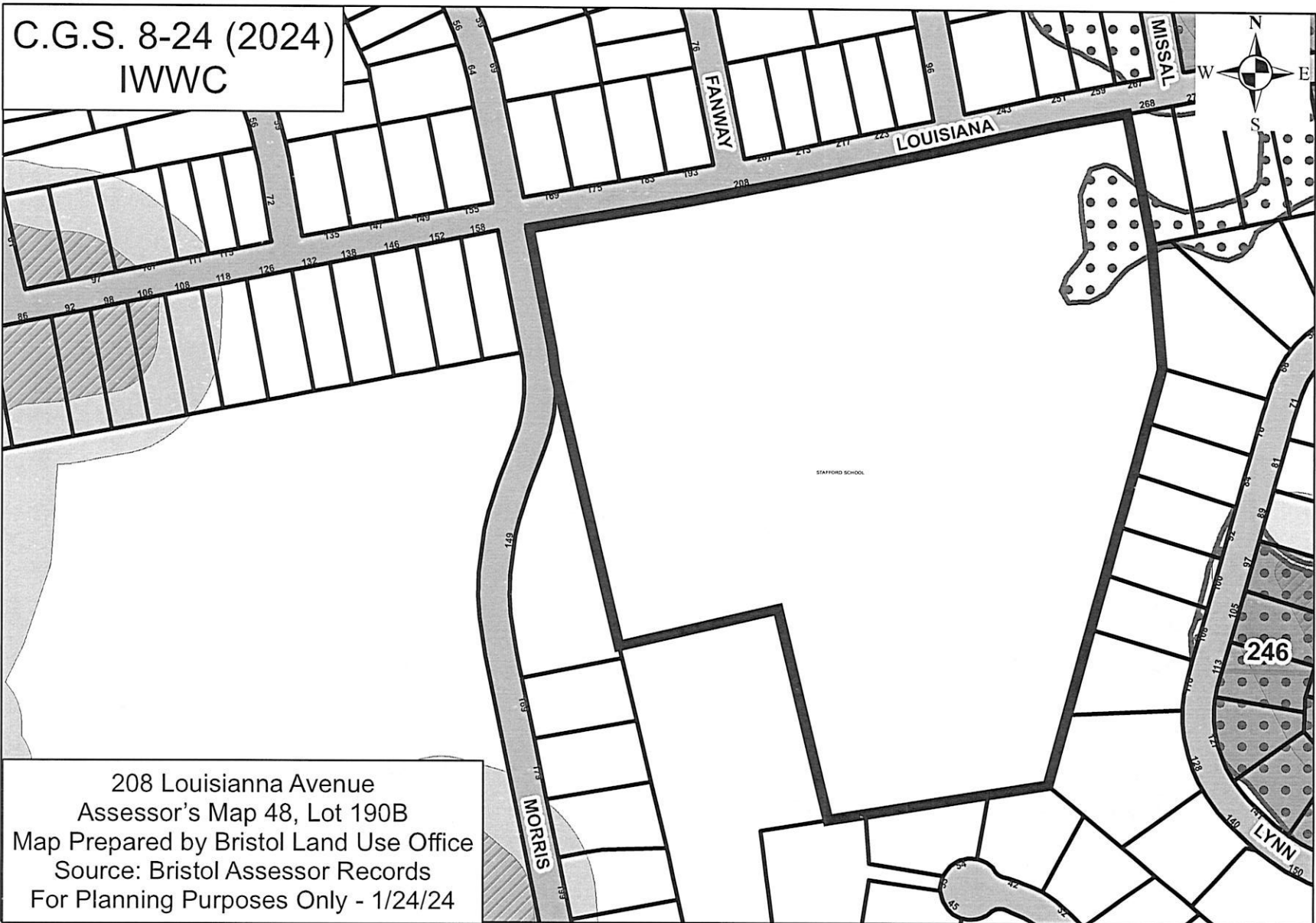
Jan. 2024











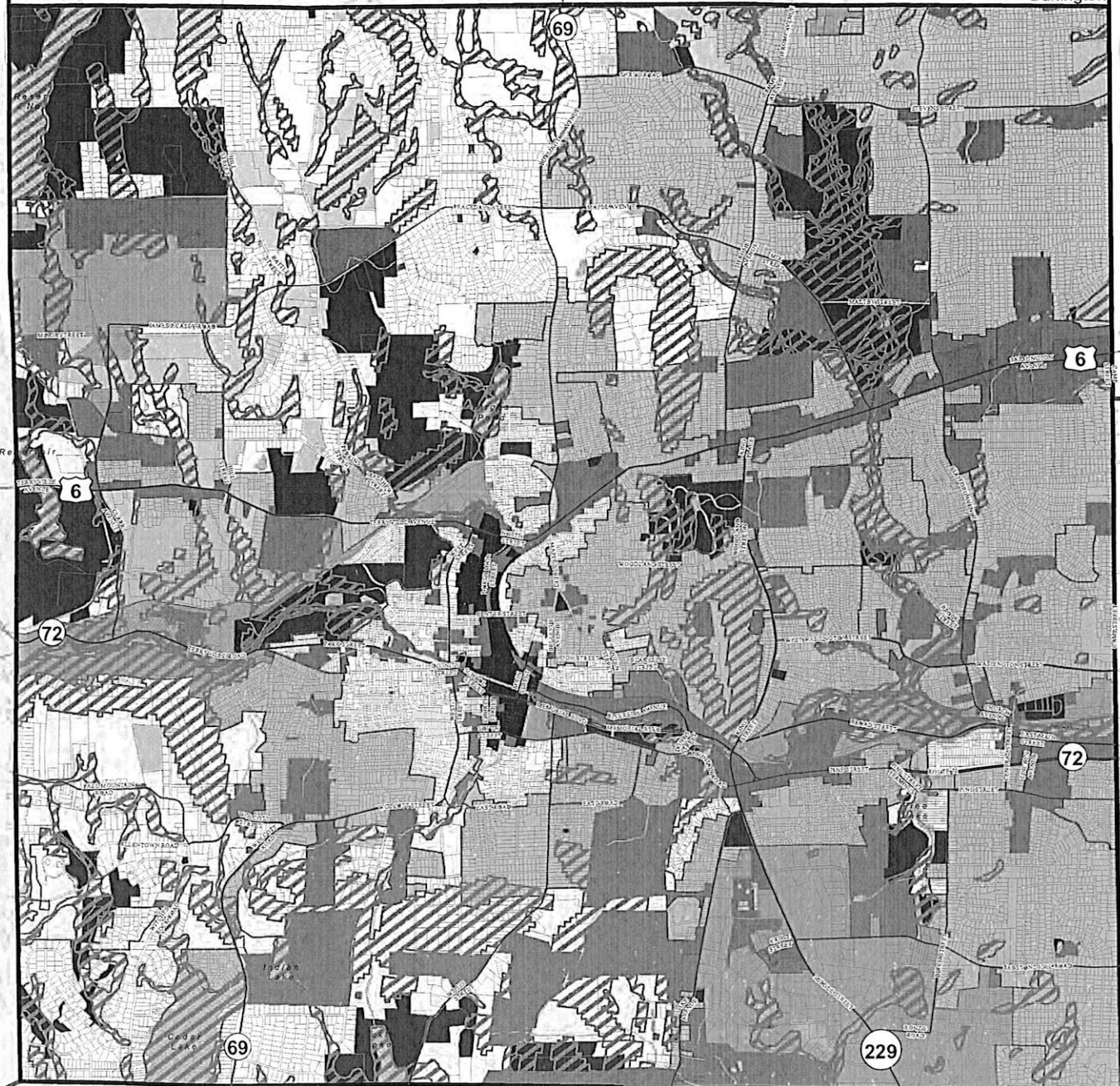
C.G.S. 8-24 (2024)
IWWC

208 Louisianna Avenue
Assessor's Map 48, Lot 190B
Map Prepared by Bristol Land Use Office
Source: Bristol Assessor Records
For Planning Purposes Only - 1/24/24

Future Land Use Plan

Bristol, CT

Burlington



Wolcott

Legend

Residential

- Lower Density
- Moderate Density
- Higher Density

Business/Industrial

- Downtown
- Commercial
- Industrial

Other Uses

- Farm
- Open Space
- Community Facility / Institutional

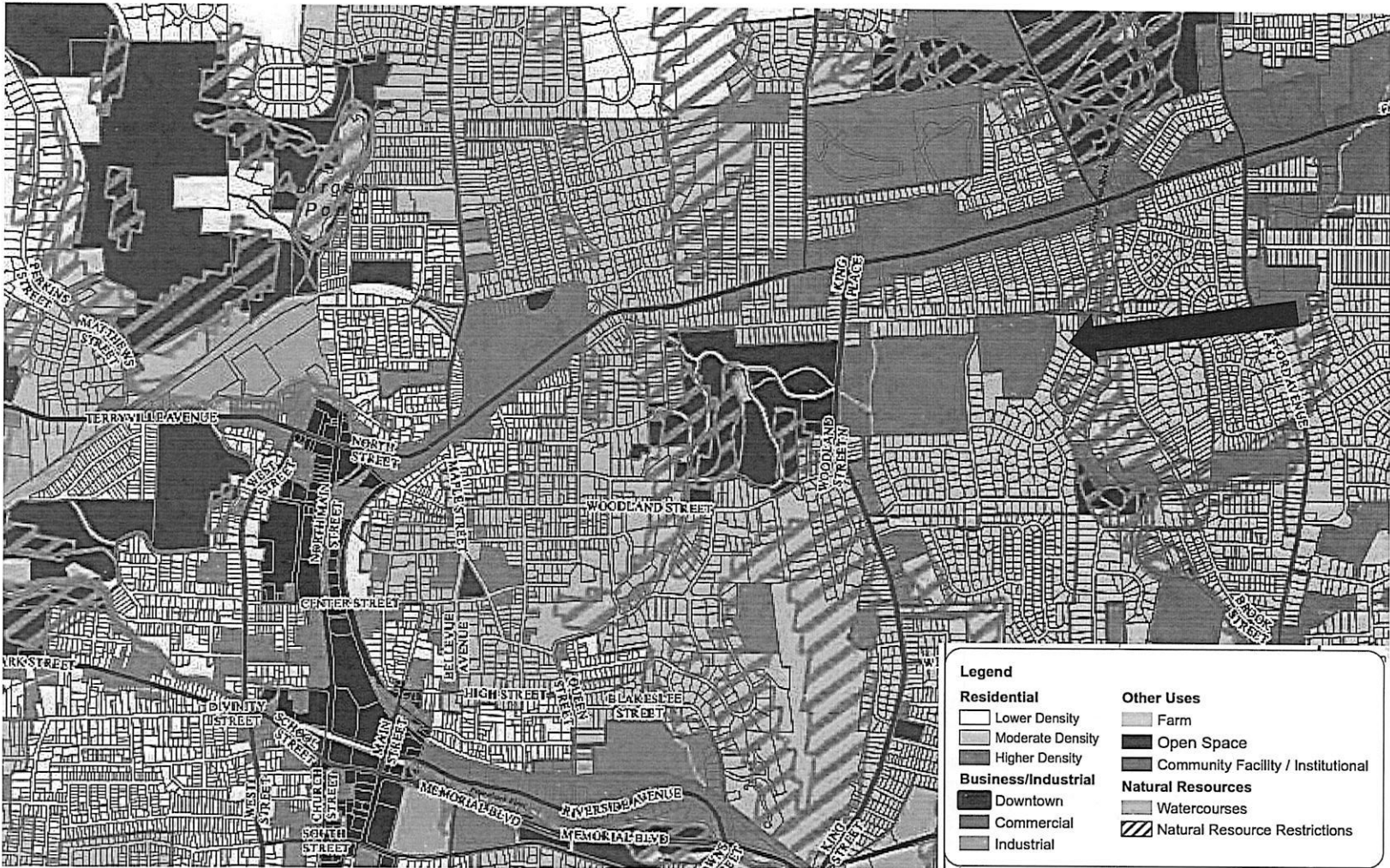
Natural Resources

- Watercourses
- Natural Resource Restrictions



2,700 Feet

2018 POCD



Google Earth 2023





Morris Ave. Pathway



Morris Ave. Pathway



Aug. 2023

City of Bristol
Office of Town and City Clerk
111 North Main Street
Bristol, Connecticut
(860)584-6200

August 9, 2023

Planning Commission
c/o Land Use Office
City Hall
111 North Main Street
Bristol, Connecticut 06010

Dear Members:

At a meeting of the City Council on August 8, 2023 it was unanimously voted to refer the property known as 208 Louisiana Avenue (Stafford School property, Map 48, Lot #190B + 31/4) to the Planning Commission for a C.G.S. §8-24 report. Specifically, to address the recent request of a neighbor to purchase a portion (0.56 acre) of this property. Said request having already been approved by the Board of Education.

Very truly yours,

A handwritten signature in black ink that reads "Erica Cabiya".

Erica Cabiya, CCTC
Town and City Clerk

EC/mb

cc: Jeffrey Steeg, Asst. Corporation Counsel

Aug. 2023

From: Jeffrey Steeg

Sent: Thursday, August 24, 2023 2:33 PM

To: Robert Flanagan <RobertFlanagan@bristolct.gov>

Cc: Susan Tyler <suesellsct@gmail.com>; Cheryl Thibeault <cherylthibeault@bristolct.gov>; Sebastian Panioto <spanioto@gmail.com>

Subject: Stafford School property, Map 48, Lot 190B + 31/4) 208 Louisiana Avenue

Robert: This was an CGS Section 8-24 referral to the Planning Commission. A neighbor on Patricia Drive had previously acquired approximately 2 acres of the aforementioned lot back in 2012. Recently, the Board of Education was again approached by this neighbor to acquire an additional .56 of an acre. Attached please find copy of referral motion from the City Council, Board of Education Letter approving the sale and a colored coordinated map. The dark red is the original homestead, the light pink shows the 2 acres bought in 2012 and the yellow indicates the .56 the property owner wants to purchase.

Please advise if you need additional information for the Planning Commission.

Jeff

Aug. 2023

AGENDA
BRISTOL PLANNING COMMISSION
CITY OF BRISTOL

REGULAR MEETING OF MONDAY, AUGUST 28, 2023
MEETING ONLINE VIA ZOOM AND
BOARD OF EDUCATION AUDITORIUM, 129 CHURCH STREET
6:00 PM

Pledge of Allegiance

Public Participation

Administrative Matters

1. Approval of Minutes
 - a. July 24, 2023

Receipt of New Applications

Public Hearings

City Council and Other Referrals

2. C.G.S. 8-24 Referrals:
 - a. 208 Louisiana Avenue – Map 48, Lot 190B
 - b. Marsh Road – Map 65, Lot 10

Zoning Commission Referrals

3. Application #2475 – Proposed amendments to the Zoning Regulations to: 1) amend Section VI.C.2.z. to remove references to live-work units; 2) add live-work units as a permitted use in the BD (Downtown Business) zones;
Attorney James Ziogas, applicant.

Old Business

4. Application #433 – Subdivision (Cold Spring Farm – Phase 4) west of Village St. and Silo Rd. (20 lots) Assessor's Map 1, & Lot 7B; R-10 (Single-Family Residential) zone; Industrial Builders & Realty Co., LLC.

New Business

Staff Reports

5. Subdivision Status Report
 - a. August 2023

Communications

Adjournment

INFORMATION FOR THE PUBLIC TO ACCESS THIS MEETING

Zoom Meeting link:

<https://bristolct-gov.zoom.us/j/89180523533?pwd=ZWxERkpXNWZ5L2lKN3lTbHNOMGZqZz09>

Meeting ID:

891 8052 3533

Meeting Passcode:

123456

Join by phone

1-929-205-6099

NOTE: This meeting will be held in-person and online (Via Zoom).
Please contact the Land Use Office at 860-584-6225 for further information.

REMINDER: The next Regular Meeting of the Planning Commission is Monday, September 25, 2023

**BRISTOL PLANNING COMMISSION
MINUTES
REGULAR MEETING OF MONDAY AUGUST 28, 2023**

CALL TO ORDER:

By: Chairman Veits

Time: 6:00 P.M.

Place: City Hall
Board of Education - Auditorium,
129 Church Street**ROLL CALL:**

MEMBERS	NAME	PRESENT	ABSENT
REGULAR MEMBERS:	Chairman William Veits (Chairman)	X	
	John Soares (Vice Chairman)	X	
	Jon Pose	X	
	Tracey Bacchus	X	
	Christopher Nardi		X
ALTERNATE MEMBERS:	Kenneth Rasmussen-Tuller		X
	Anthony Lorenzetti (Acting Secretary)	X	
	Kristen O'Donnell	X	
	Robert M. Flanagan, AICP, City Planner	X	
	Nancy Levesque, P.E., City Engineer	X	
STAFF:	Andrew Armstrong, Assistant City Planner	X	

Chairman Veits called the meeting to order at 6:00 P.M.

PLEDGE OF ALLEGIENCE:Chairman Veits reminded the Commission the next Regular Meeting was on Monday, September 25, 2023 at 6:00 P.M.**PUBLIC PARTICIPATION:**

There was no public participation.

ADMINISTRATIVE MATTERS:

1. Approval of Minutes
 - a. July 24, 2023

Chairman Veits noted a correction to the minutes on Pg. 1. That the reminder for the next regular meeting would be on August 28, 2023 and not on August 23, 2023 as it states in the draft minutes.

Chairman Veits designated regular Commissioners Pose, Soares and Veits and alternate Commissioners Lorenzetti and O'Donnell to vote on the July 24, 2023, regular minutes.

MOTION: Move to approve the minutes of the July 24, 2023, regular meeting.

By: Pose

Seconded: Soares.

For: Lorenzetti, O'Donnell, Pose, Soares and Veits.

Against: None.

Abstain: None.

Chairman Veits designated regular Commissioners Soares, Pose, Bacchus and Veits as voting members this evening. He also designated alternate Commissioners Lorenzetti as a voting member this evening.

RECEIPT OF NEW APPLICATIONS:

There was no receipt of new applications.

PUBLIC HEARINGS:

There were no public hearings.

CITY COUNCIL AND OTHER REFERRALS:**2. C.G.S. 8-24 Referrals:****a. 208 Louisiana Avenue – Map 48, Lot 190B**

Staff explained the request was an 8-24 City Council referral to the Planning Commission. He reviewed the e-mail from Attorney Jeffrey Steeg, regarding the property. A neighbor had previously purchased some of the property totaling 2 acres. The Board of Education had an inquiry by the same neighbor to purchase an additional .56 acres of property. He explained the Board of Education was recently asked by Edward D'Amato to purchase this property also which is currently part of the Stafford School. He reviewed a letter from the Board of Education noting a recent site walk of the property and stated there was no future use and no objections to the purchase. He had no additional information for the application, but this would be a residential use for the neighbor.

The Commission commented the property was a variable regular piece of property. If the Board of Education or the City of Bristol had no use for the property, then it would likely be best for an addition to a neighbor's property.

MOTION: to send a positive referral to the City Council for: 208 Louisiana Avenue, Assessor's Map 48, Lot 190B; R-15 (Single-Family Residential) zone.

By: Soares

Seconded: Pose.

For: Lorenzetti, Bacchus, Pose, Soares and Veits.

Against: None.

Abstain: None.

The CT General Statute 8-24 Referral is recommended for approval.

b. Marsh Road – Map 65, Lot 10

Staff explained this was an 8-24 City Council referral to the Planning Commission. He explained the property owner wants to sell this property to the City of Bristol. The property was also referred to the following departments for any interest in the property: the Bristol Water and Sewer Dept., Bristol Parks and Recreation Dept., Economic and Community Development, Public Works Dept. He reviewed the e-mail from Attorney Jeffrey Steeg, Corporation Counsel Office. The memo stated the Bristol Water and Sewer Department were interested in this 2-acre site to protect the watershed property in the area, where the City owns properties. The memo reviewed that the City had previously purchased Lots 7, 11 and 15 (open space) and Lot 10 near the City's property. There was a letter from the Real Estate Committee for the Bristol Development Authority's interest in the property. The Board of Water Commissioners had reviewed the request and were interested in Lot 10. The City was originally interested in this property for an industrial park in the past.

Ms. Levesque explained the map should not show a gap for the town line for the property. The town line does go through the property. The 2 acre property was near City of Bristol and a reservoir to the north.

Commission inquiries: Staff reviewed the comments from the Bristol Water Department that supported the negotiations by the Real Estate Committee.

MOTION: Move to send a positive referral to the City Council for: Assessor's Map 65, Lot 10; IP-25 (Industrial Park) zone; because the Planning Commission finds that the acquisition would be consistent with the goals and policies of the 2015 Plan of Conservation and Development, amended to April 1, 2018, and specifically:

Jennifer Dube, Chair
Kristen Giantonio, Vice-Chair
Dante Tagariello, Secretary
Russell Anderson
Eric Carlson
Jill Fitzsimons-Bula
Shelby Pons
Maria Simmons
Todd Sturgeon



BRISTOL BOARD OF EDUCATION
P.O. Box 450 • 129 Church Street
BRISTOL, CT 06011-0450
860-584-7000 • Fax (860) 584-7611

Catherine M. Carbone, Ed.D.
Superintendent of Schools

Michael Dietter, Ed.D.
Deputy Superintendent of Schools

Aug. 2023

June 22, 2023

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

2023 JUN 26 PM 12:43
TOWN AND CITY CLERK
BRISTOL, CT

Dear Ms. Cabiya,

At the Board of Education Operations meeting that was held on May 10, 2023, Edward D'Amato approached the committee requesting the possibility of purchasing approximately ½ acre of land on the Stafford School property.

Peter Fusco walked the property in question, (map enclosed) and found there to be nothing on the property that would impact any future goals of the school.

The committee voted to approve the possible sale of the approximately ½ acre property located on the Stafford School site and to forward to City Council for appropriate action.

Please consider this topic on the July 11, 2023 agenda.

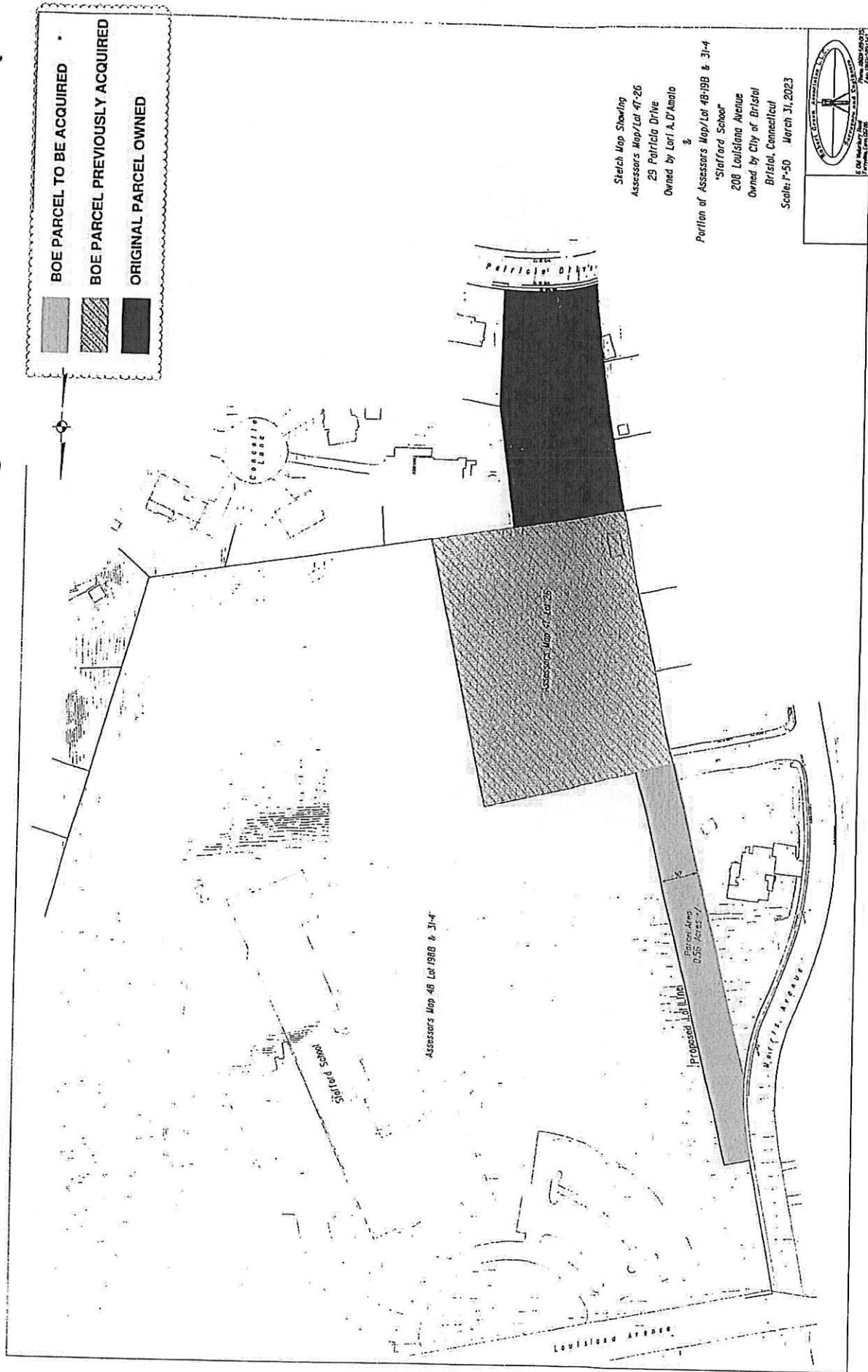
Sincerely,

Tara Landon
Operations and Facilities Manager

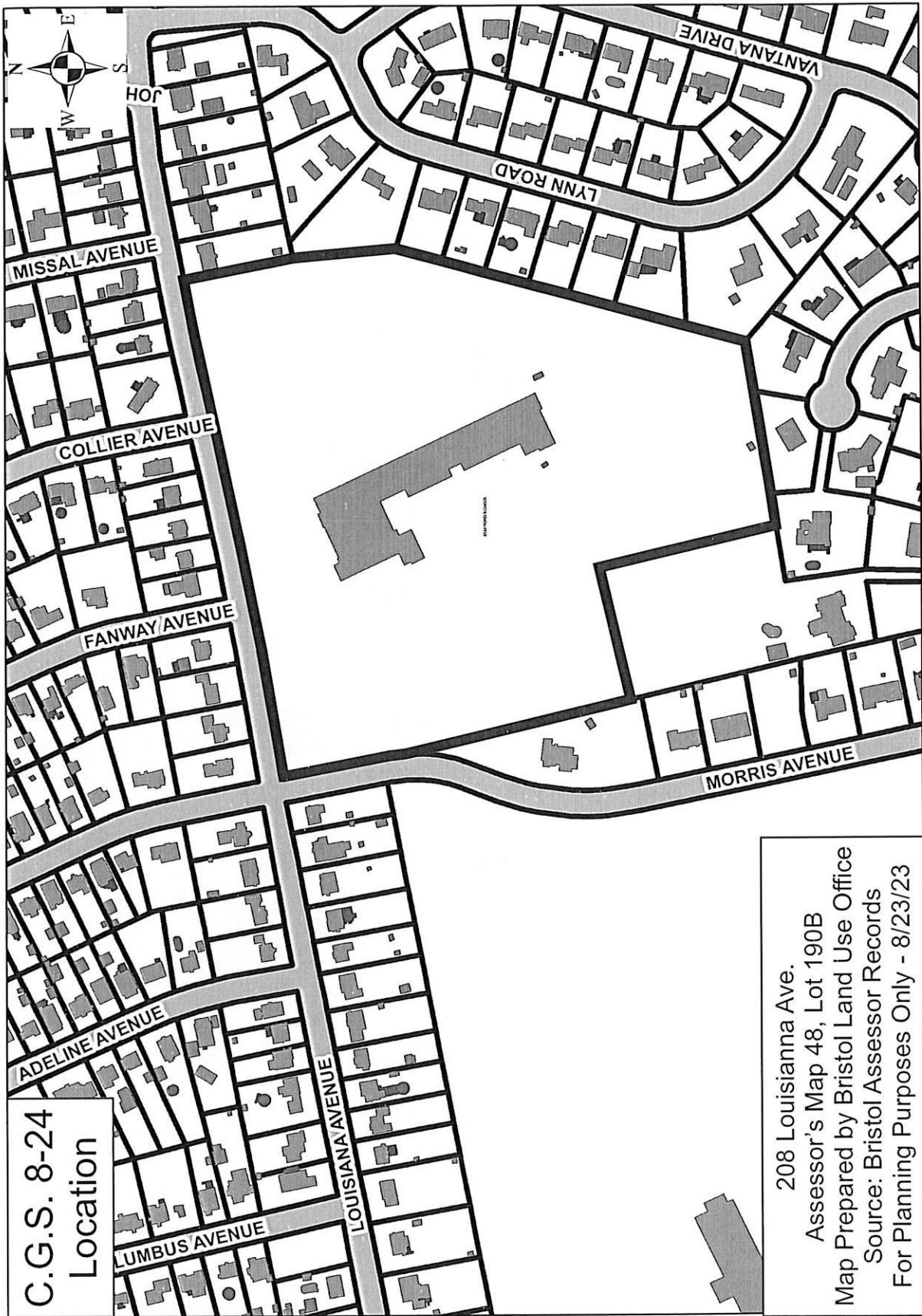
Cc: Edward Jr., and Lori D'Amato

Teach and Learn with Passion and Purpose

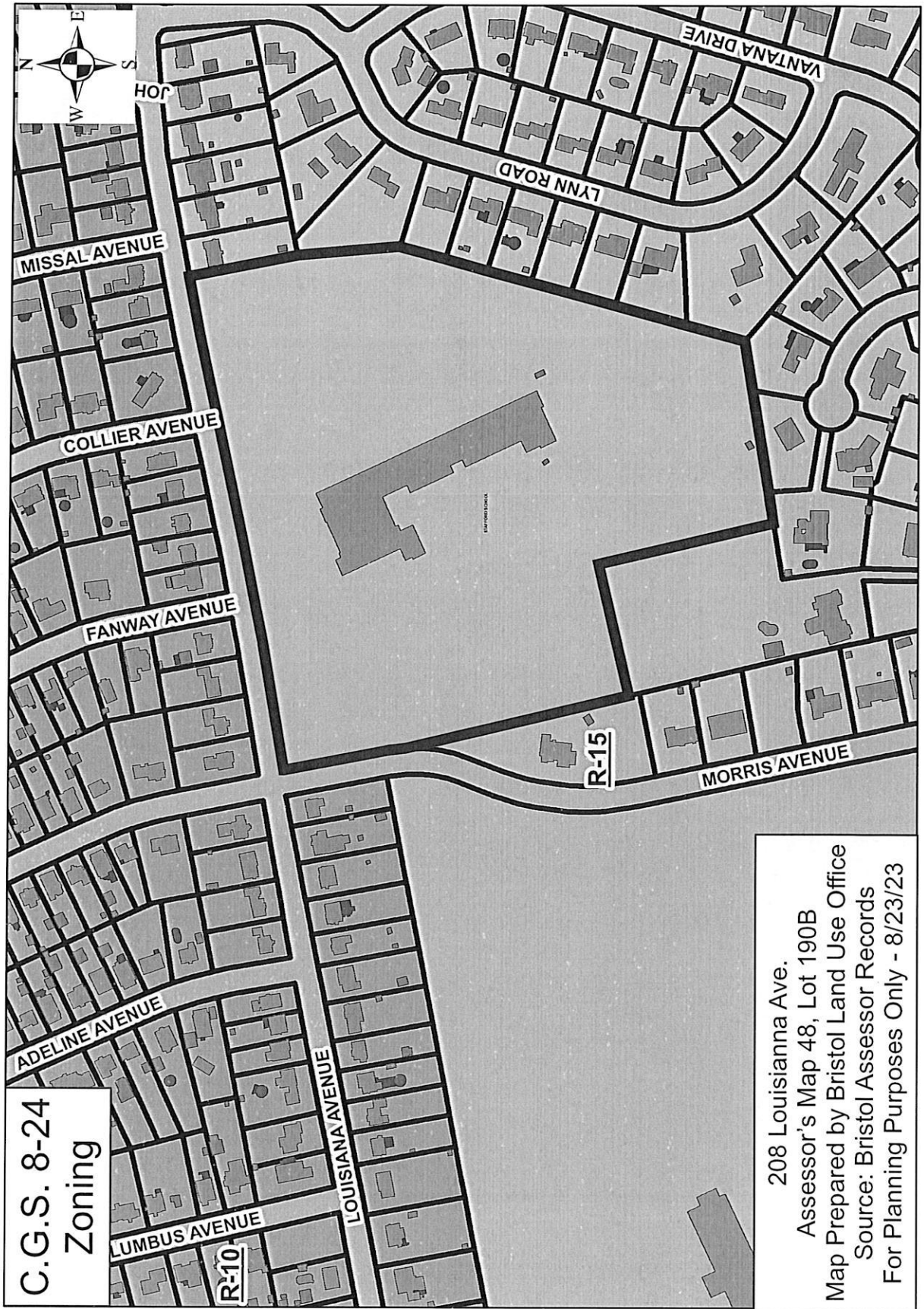
Aug. 2023



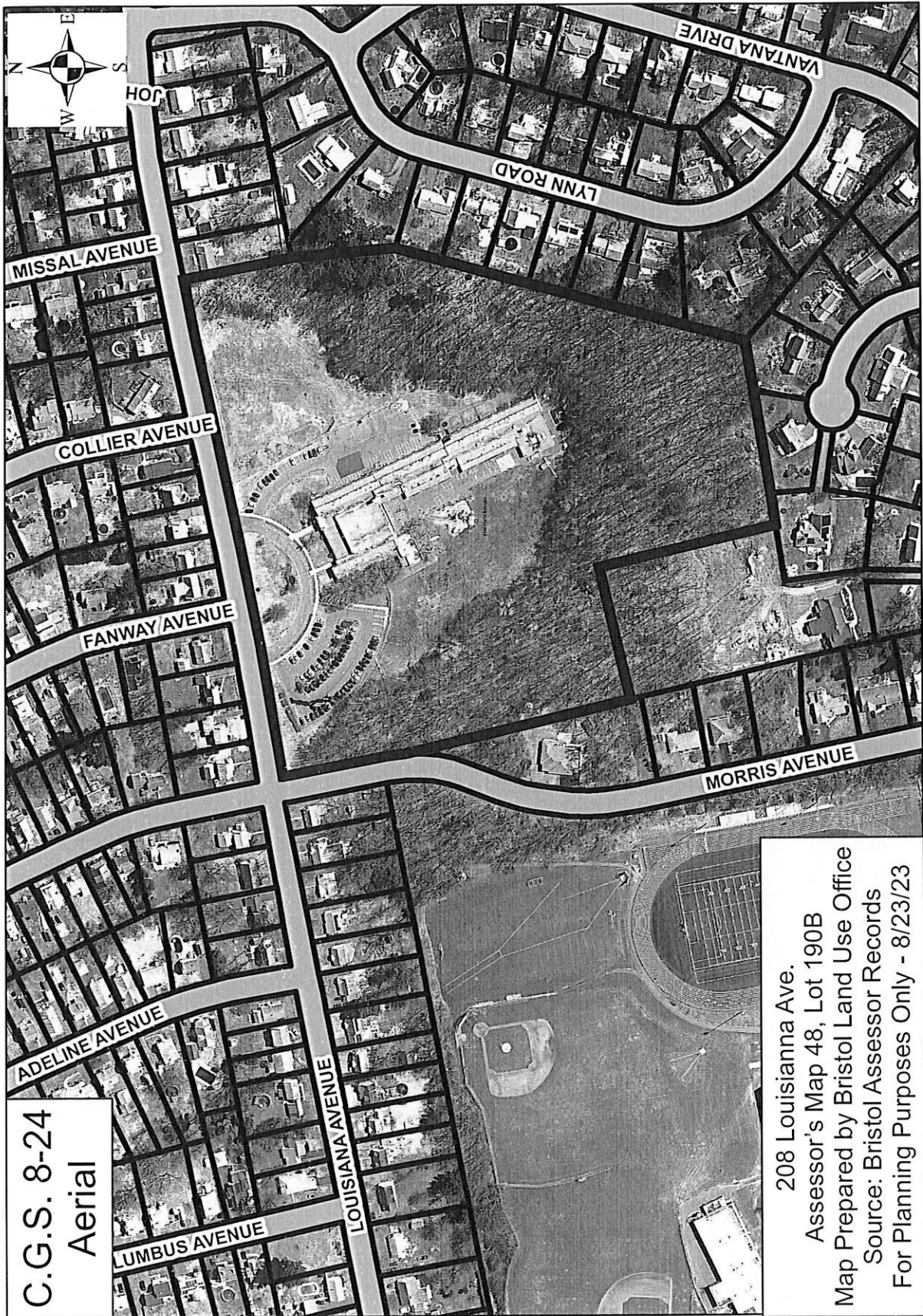
Aug. 2023



Aug. 2023



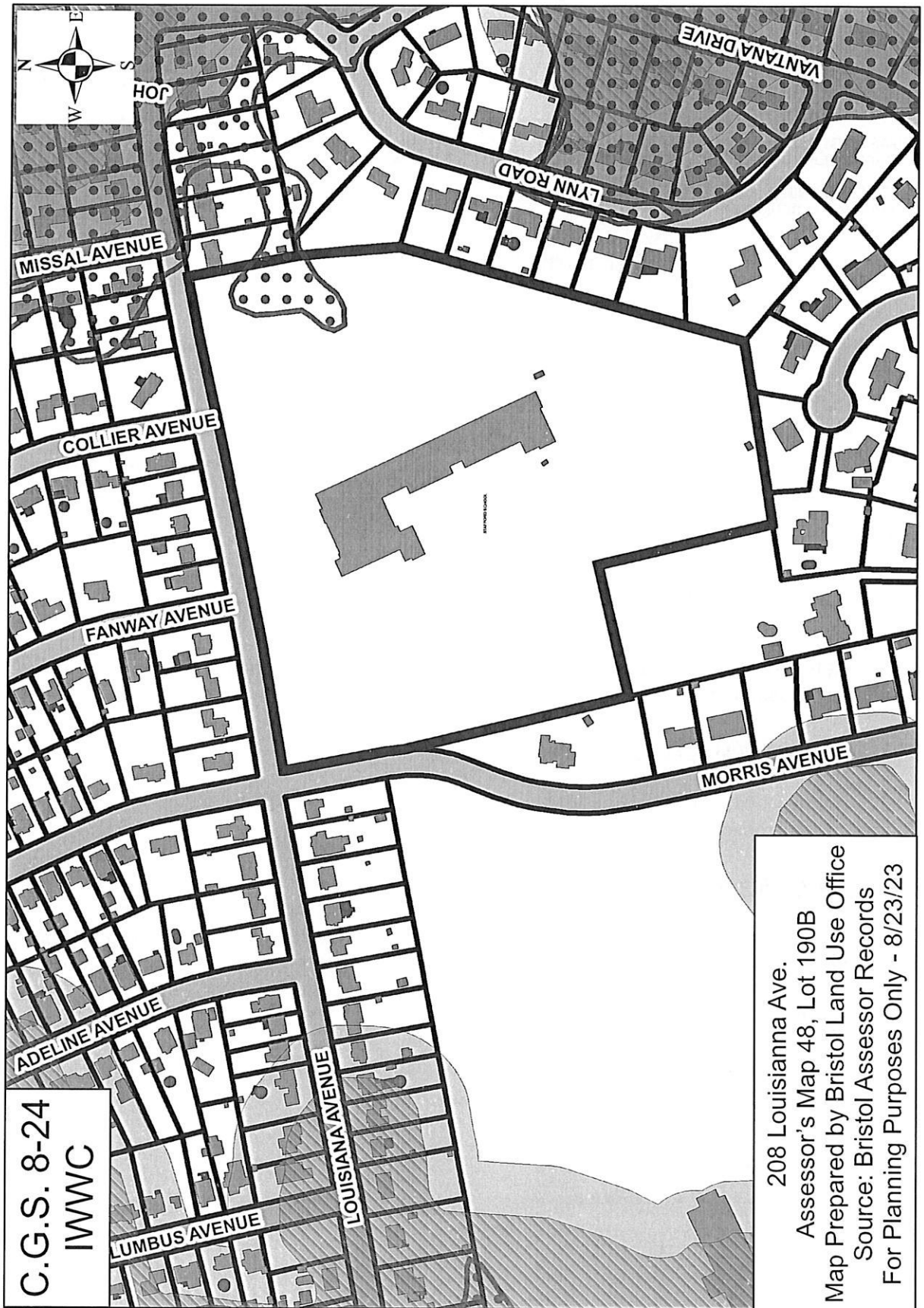
Aug. 2023



C.G.S. 8-24
Aerial

208 Louisiana Ave.
Assessor's Map 48, Lot 190B
Map Prepared by Bristol Land Use Office
Source: Bristol Assessor Records
For Planning Purposes Only - 8/23/23

Aug. 2023



C.G.S. 8-24
IWWC

208 Louisiana Ave.
Assessor's Map 48, Lot 190B
Map Prepared by Bristol Land Use Office
Source: Bristol Assessor Records
For Planning Purposes Only - 8/23/23

April 2012



RICHARD E. LACEY
ASSISTANT CORPORATION COUNSEL

EDWARD C. KRAWIECKI, JR.
CORPORATION COUNSEL

THOMAS W. CONLIN
ASSISTANT CORPORATION COUNSEL

MELISSA L. SIMONIK
ASSISTANT CORPORATION COUNSEL

CITY HALL
111 NORTH MAIN STREET
BRISTOL, CONNECTICUT 06010
Tel. (860) 584-6150
Fax (860) 584-6152

City of Bristol

BRISTOL, CONNECTICUT 06010

Office of the Corporation Counsel

MEMORANDUM

To: Chris Beauchemin, Assistant City Planner

From: Noelle T. Bates, Recording Secretary, Real Estate Committee *Noelle*

Date: April 20, 2012

Re: Referrals to Planning

At the April 17, 2012 Real Estate Committee, it was voted to send the following properties to Planning:

212 Louisiana Avenue

A request has been made by D'Amato Construction Co., Inc. to purchase 2 +/- acres to the rear of the property.

Lot 92 Maurice Street

The City recently took title to this property through a Deed-In-Lieu of Foreclosure. The Real Estate Committee is referring it to Planning to determine if they have a use for the property.

532 Stevens Street

A request has been made from TRM, Inc. to lease space at the Northeast Middle School for the location of a wireless communications tower.

296 Riverside Avenue

A request has been made by Goldberg's Karate Studio in Wolcott to lease this building to expand their studio.

April 2012

400 Middle Street
Bristol, CT 06010

October 12, 2011

City of Bristol
Real Estate Committee
111 North Main Street
Bristol, CT 06010

To Whom It May Concern:

We reside at 29 Patricia Drive, which is adjacent to Stafford Elementary School property. Having followed the news, as well as the future upgrading of the public school system, it sounds as if Stafford School will remain in its current state.

Having said the previous, we are interested in expanding the size of our current residence along with our yard area for recreational purposes. This expansion of our property will necessitate the purchase of additional land, which hopefully would be 2 plus/minus acres of Stafford School rear land.

We have attached a copy of the City of Bristol assessors map page 47; which shows our current lot, as well as, a highlighted area that would serve for our expansion. We would appreciate the Real Estate

April 2012

Committee cooperation in this matter.

At your convenience please contact me (Eddie) on my mobile phone:
860-250-4264 to discuss this matter.

Sincerely,



Edward A. D'Amato, Jr.
Lori A. D'Amato

CC: Mayor Arthur Ward

Att.

REVISED AGENDA

BRISTOL PLANNING COMMISSION CITY OF BRISTOL

REGULAR MEETING OF APRIL 25, 2012

FIRST FLOOR MEETING ROOM, BRISTOL CITY HALL
7:00 P.M.

- I. Approval of Minutes**
- II. Pending Applications**
- III. New Applications**
- IV. Zoning Commission Referrals**
- V. City Council and Other Referrals**
 - 1. Disposition of municipal property – 212 Louisiana Ave.
 - 2. Disposition of municipal property – Lot 92 Maurice St.
 - 3. Leasing of municipal property (wireless communications tower) – 532 Stevens St.
 - 4. Leasing of municipal property (karate studio) – 296 Riverside Ave.
- VI. Old Business**
 - 1. Planning Commission appointment to Central CT Regional Planning Agency (continued from 3/28/12)
- VII. New Business**
- VIII. Staff Reports**
 - 1. Monthly Subdivision Status Report
 - 2. Update of 2000 Plan of Conservation and Development – Demographics/Population/Housing/Economic Characteristics
- IX. Communications**

REMINDER: The next meeting of the Planning Commission is Wednesday, May 23, 2012

BRISTOL PLANNING COMMISSION REGULAR MEETING OF APRIL 25, 2012

ATTENDANCE: Chairman William Veits (Chairman)
Commissioner John Soares (Vice Chairman)
Commissioner Marie Keeton (Secretary)
Commissioner Brian Ewings
Commissioner Anthony Dell'Aera
Joseph Kelaita (Alternate)
Angelo Cannici (Alternate)
John Reek, Jr. (Alternate)
City Planner, Alan Weiner
City Engineer, Paul Strawderman

The meeting was called to order at 7:03 P.M.

I. Minutes

1. Regular Meeting of March 28, 2012.

Chairman Veits designated Commissioners Keeton, Cannici, Dell'Aera, Ewings, Keeton, and Kelaita to vote on the minutes.

Motion was made by Commissioner Kelaita to accept the minutes of March 28, 2012 as presented.

Motion seconded by Commissioner Ewings.

Motion carried 5-0.

Regular members voting.

II. Pending Applications

There were no pending applications.

III. New Applications

There were no new applications.

IV. Zoning Commission Referrals

There were no Zoning Commission referrals.

V. City Council and Other Referrals

1. Disposition of municipal property – 212 Louisiana Ave.

Mr. Weiner pointed out that the request was from Mr. and Mrs. D'Amato, not from the D'Amato Construction Company as stated in the referral letter. They are asking to acquire approximately 2 acres of the Stafford School site to add to their property.

Mr. Strawderman reported that the Board of Education has voted that they have no objection to selling the land.

Mr. Weiner expressed concern that, notwithstanding the Board of Education's view, these were public properties and were intended for public purposes. The property is identified in the Plan of Conservation and Development as recreational and open space land, and disposing of it would set a bad precedent.

The Commission expressed agreement with Mr. Weiner's view and felt that it was necessary to consider future need for the property and the integrity and configuration of the Stafford School site.

Motion was made by Commissioner Dell'Aera for a negative recommendation to the City Council and the Real Estate Committee regarding the property at 212 Louisiana Avenue for the following reasons; the dispersal of the property to private property owners would disrupt the integrity of the Stafford School site, it would sacrifice potential long term usage of the property by the school or other public purposes for reasons that presently cannot be participated, and there may be other potential public uses of this property that the Board of Education has not considered.

Motion seconded by Commissioner Soares.

Motion carried 5-0.

2. Disposition of municipal property – Lot 92 Maurice St.

Mr. Strawderman explained that the City obtained this lot by foreclosure. The property abuts South Mountain, and the difficult topography is most likely why the property has never been developed. The Commission noted that there is also a Connecticut Light and Power right of way on the lot.

Mr. Weiner noted that this lot also abuts a parcel of open space owned by the Environmental Learning Center of Connecticut and suggested that the City contact them to determine their interest in the property. He also pointed out that the Plan of Conservation and Development recommends preservation of South Mountain as an environmental resource.

Motion was made by Commissioner Dell'Aera to recommend to the City Council and the Real Estate Committee that municipally owned property located on Lot 92, Maurice Street be preserved as open space for the following reasons; the property abuts existing open space along South Mountain, and it would be consistent with the Plan of Conservation and Development to preserve open space. The Commission also recommended that the City Council or the Real Estate Committee contact the Environmental Learning Center of CT for the possible interest of ownership of the property.

Motion seconded by Commissioner Ewings.

Motion carried 5-0.

3. Leasing of municipal property (wireless communications tower) – 532 Stevens St.

The Commission acknowledged receipt of a letter dated April 24, 2012, from Andy Candiello, TRM, Inc on behalf of the applicant requesting that this matter be postponed to the Commission's next meeting.

Motion was made by Commissioner Keeton to continue the request for leasing of municipal property (wireless communications tower) located at 532 Stevens Street to the May 23, 2012, regular meeting of the Commission.

Motion seconded by Commissioner Dell'Aera.

Motion carried 5-0.

4. Leasing of municipal property (karate studio) – 296 Riverside Ave.

Mr. Weiner and Mr. Strawderman noted that the Real Estate Committee did not receive any information explaining this request.

Motion was made by Commissioner Dell'Aera to recommend to the City Council and Real Estate Committee a denial without prejudice for the leasing of municipal property (karate studio) located at 296 Riverside Avenue because there was insufficient information to base a decision.

Motion seconded by Commissioner Soares.

Motion carried 5-0.

VI. Old Business

1. Planning Commission appointment to Central CT Regional Planning Agency (continued from 3/28/12)

The Commission agreed to postpone this item to the May meeting to allow the Chairman and Vice Chairman to speak with Mr. Padlo.

VII. New Business

There was no new business.

VIII. Staff Reports

1. Monthly Subdivision Status Report

The Commission acknowledged receipt of the monthly subdivision status report dated April 16, 2012.

Mr. Weiner explained there were no items to report.

2. Update of 2000 Plan of Conservation and Development – Demographics/Population/Housing/Economic Characteristics



City of Bristol

BRISTOL, CONNECTICUT 06010

April 30, 2012

Mayor and City Council
C/O City Clerk
111 North Main Street
Bristol, CT 06010

RE: Disposition of municipal property – 212 Louisiana Ave.

Dear Council:

The Planning Commission at its meeting of April 25, 2012, voted to recommend that the City not dispose of municipal property located at 212 Louisiana Avenue (portion of Stafford School property) as presented for the following reasons: the disposal would disrupt the integrity of the Stafford School site; it would sacrifice potential long term usage of the property by the school or other public purposes ; and there may be other potential public uses of this property that the Board of Education has not considered.

Very truly yours,

A handwritten signature in dark ink, appearing to read "Paul A. Strawderman", is written over a horizontal line.

Paul A. Strawderman
City Engineer

PAS/nk

C; Real Estate Committee
Edward and Lori D'Amato



City of Bristol

BRISTOL, CONNECTICUT 06010

Planning Commission

RECEIVED

2024 JAN 31 AM 11:15

TOWN AND CITY CLERK
BRISTOL, CT

DATE: January 30, 2024
TO: City Council (c/o Erica Cabiya, Town and City Clerk)
FROM: Bristol Planning Commission
RE: C.G.S. 8-24 Review – Prospect Street – Map 30, Lot R4-1

Pursuant to the Connecticut General Statutes Section 8-24, the Bristol Planning Commission, at its meeting of January 29, 2024, approved the following motion with respect to the above captioned item:

"To send a positive referral to the City Council for the proposed sale of municipal property across Mix Street, at Prospect Street Map 30, Lot 4-1, excluding the eastern most section of approximately 300 (+ -) linear feet as well as any means of access to residential properties along the eastern most portion."

For questions or additional information, please contact:
City Planner – Robert M. Flanagan, AICP – City of Bristol Land Use Office at 860-584-6225.

Very truly yours,

Robert M. Flanagan

Robert M. Flanagan - AICP
City Planner

c: Attorney J. Steeg (via email)
Director R. Rogozinski (via email)



City of Bristol
Office of Town and City Clerk
111 North Main Street
Bristol, Connecticut
(860)584-6200

January 10, 2024

Planning Commission
c/o Land Use Office
City Hall
111 North Main Street
Bristol, Connecticut 06010

Dear Members:

At a meeting of the City Council on January 9, 2024 it was voted to refer Map 30, Lot R4-1 Prospect Street to the Planning Commission for a C.G.S. §8-24 Report. It was also voted to refer this matter to the Water and Sewer Department and Public Works to see if there is a need for the property. It was further voted to refer this matter to the Corporation Counsel to prepare and/or review any necessary documents and that the Mayor or acting Mayor be authorized to execute any necessary documents to effectuate the same.

Very truly yours,

A handwritten signature in black ink that reads "Erica Cabiya". The signature is fluid and cursive, with the first name "Erica" being more prominent than the last name "Cabiya".

Erica Cabiya, CCTC
Town and City Clerk

EC/mb



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: January 25, 2024

TO: Mayor Jeffrey Caggiano
City Council

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

RE: CITY COUNCIL PROPERTY REFERRAL – MAP 30, LOT R4-1 PROSPECT STREET

The Department of Public Works received the attached referral associated with Map 30, LOT R4-1 Prospect Street. The purpose of the referral is to determine if the Department of Public Works has a use for the parcel.

At its meeting of January 18, 2024 the Board of Public Works' voted to take the following action:

Recommend that City Council maintain the eastern 300 ft. section of Map 30, Lot R4-1 Prospect Street for City use. The 300 ft. eastern section serves as a roadway known as Henry St to access four houses. The remaining section of the parcel is not required by the Department of Public Works.

For reference purposes, please see attached maps and documentation provided to the BPW by DPW along with correspondence from the party requesting acquisition of the parcel provided to the Department subsequent to the Board's meeting.

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



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: January 11, 2024

TO: Mayor Jeffrey Caggiano
Board of Public Works

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

**RE: CITY COUNCIL PROPERTY REFERRAL – MAP 30, LOT
R4-1 PROSPECT STREET**

The Department of Public Works received the attached referral associated with Map 30, LOT R4-1 Prospect Street. The purpose of the referral is to determine if the Department of Public Works has a use for the parcel.

The DPW has confirmed that the property in question is owned in fee by the City and is a parcel. The parcel identified in the attached maps is located parallel to the railroad tracks, approximately 1,000 ft. long and 50 ft. wide. It is listed on City assessor cards as having an area of approximately one acre in size. The eastern 300 ft section of the parcel serves as a City Street known as Henry Street and is required to access four houses, therefore the eastern 300 ft. section of parcel cannot be sold. The western 280 ft. section of the parcel is currently being used as parking for the building located at 38 prospect. Based on the assessor card information the building has 112 apartments. I do not believe that the property of 38 Prospect is leasing a portion of the City parcel, however it does appear that the parking is vital to the building viability. It should also be known that the area in the middle of the property is wooded and is often used as an encampment by the homeless.

Based on DPW findings, the Department recommends the following Board of Public Works action:

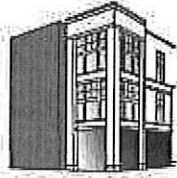
Recommend that City Council maintain the eastern 300 ft. section of Map 30, Lot R4-1 Prospect Street for City use. The 300 ft. eastern section serves as a roadway known as Henry St to access four houses. The Board of Public Works further advises City Council that the western section of the parcel is currently being utilized by the property of 38 Prospect Street and appears needed as parking for building.

As indicated above, the DPW's sole use of the parcel is the eastern most (300 ft.) portion as a City road. However, it should be noted that DPW is looking for a parcel within or immediate adjacent to the downtown area for use as a snow storage deposit area. DPW downtown snow operation

consists of collecting and hauling away snow from N. Main St, Hope St and a portion of Riverside Ave. The snow had been stored on Centre Square, however with the downtown development DPW is currently limited to the parcel at the corner of N. Main St and Riverside Ave. When that parcel is successfully developed, DPW will have to haul snow to either the Department's J.P Casey road facility on the Lake Ave landfill.

Based on DPW's evaluation the Prospect St parcel Map 30, Lot R4-1 is NOT a suitable parcel for snow storage. The narrow long lot will limit snow storage, require trucks to back up long length, result in use of night time equipment (equipped with beepers). In addition, the location of the parcel to the Main St. rail overpass bridge will require DPW's 10 Wheel dump trucks to bypass the Main St. bridge for height limitations. With that said, DPW promotes and recognizes downtown development as the key to a vibrant City and DPW certainly understands utilizing the highest and best use of property, however the lack of a parcel that can be used by DPW as a downtown snow storage area will increase DPW's snow operations.

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



D | P | S
DEVELOPMENT PLANNING SOLUTIONS LLC.

January 25, 2024

Raymond Rogozinski
Director of Public Works, City of Bristol Ct
111 North Main Street
Bristol Connecticut

RE: Request to purchase A Portion of a city owned parcel known as Lot R4-1 Prospect Street

Dear Mr. Rogozinski,

At your request and following the regular meeting of the public works boards on January 18th I am writing to offer further context to the request by Carrier Construction Incorporated.

The first of two points of clarification is that the request made to the Real Estate Committee was to purchase a portion of the subject property. The eastern portion, estimated to be approximately 300 linear feet that is part of Henry Street was never intended to be included in the transaction.

The second issue that has been raised is the use of the western portion of the property by tenants of the neighboring property for parking. To the best of our knowledge there is not, nor has there ever been any agreement granting access or use of the property. In the interest of being good neighbors, Carrier Construction Incorporated will endeavor to reach an agreement for the continued use of the property in exchange for fair market consideration. This consideration is to ensure adequate maintenance, improvements, insurance, and other similar costs associated with the parcel. The parking field may be reconfigured or relocated to ensure that the redevelopment of property currently owned by Carrier Construction Incorporated becomes feasible which is the basis for the request to purchase this land.

On behalf of Carrier Construction Incorporated,

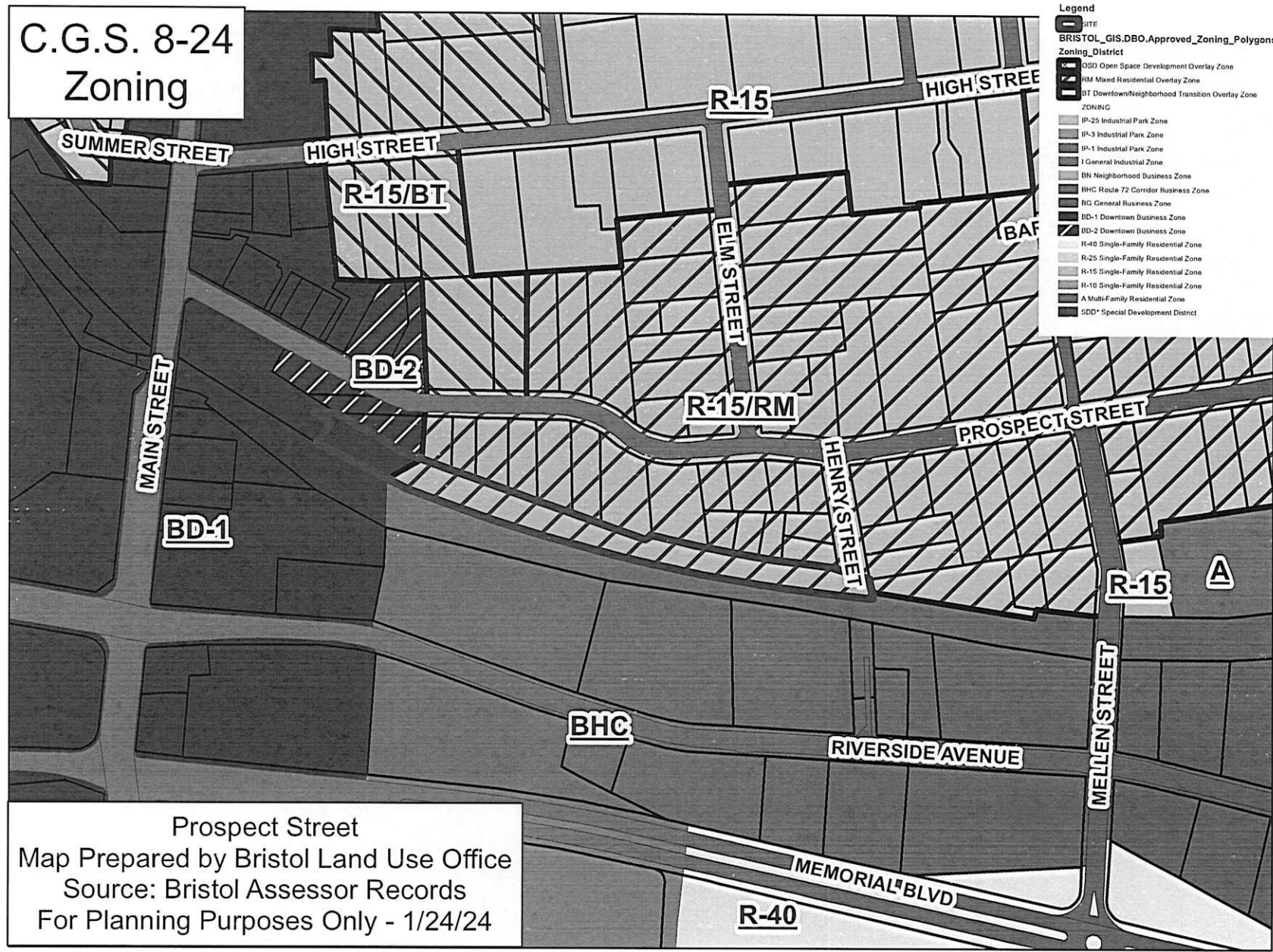
Charlie Talmadge
President, Development Planning Solutions LLC
225 North Main Street Suite 207
Bristol Ct, 06010
(860) 506-4268
charlie@developmentplanningsolutions.com

STRATEGIC LAND USE PLANNING AND DEVELOPMENT CONSULTING

**225 NORTH MAIN STREET SUITE 207 BRISTOL CONNECTICUT
(860) 506-4268**



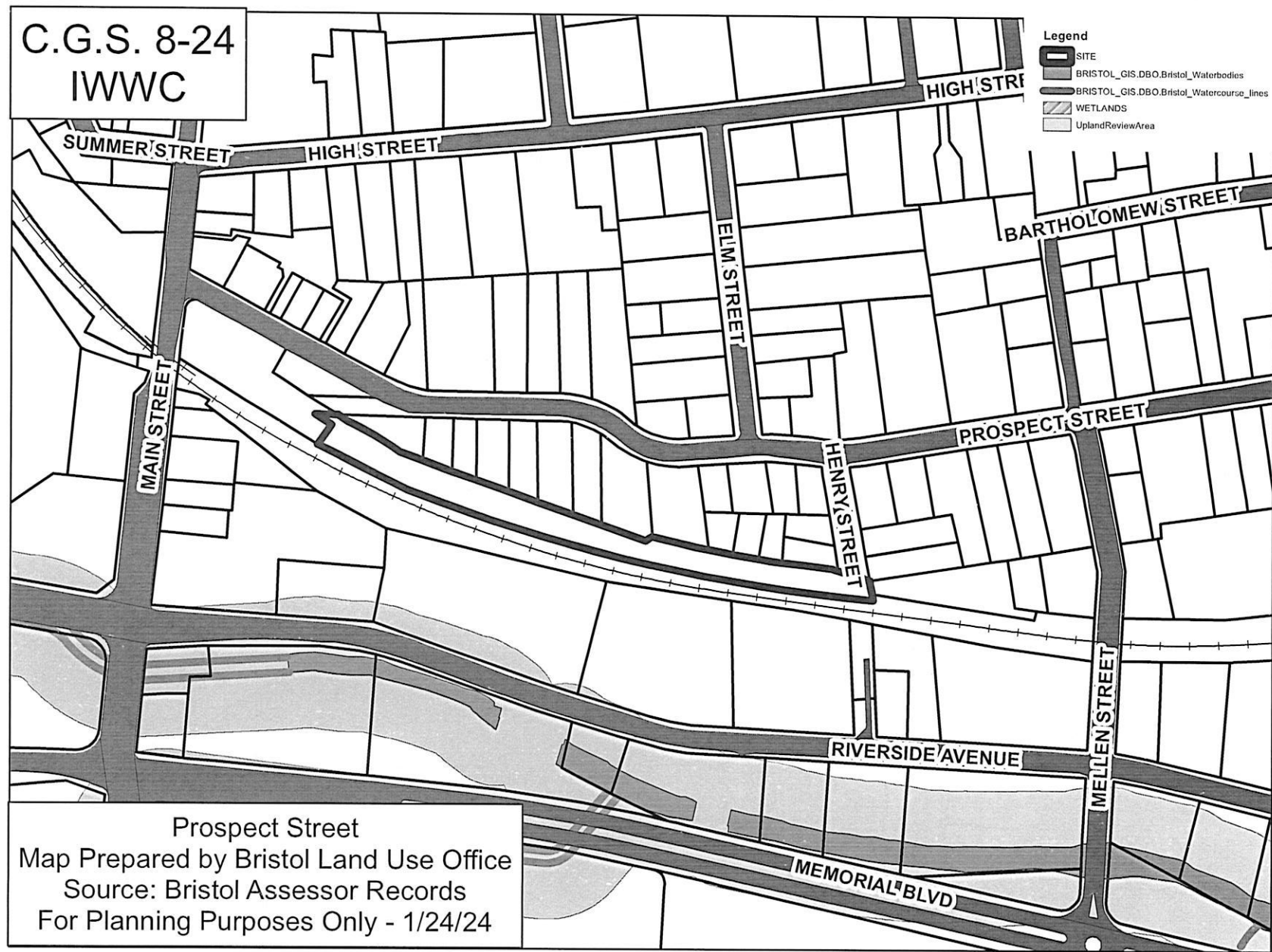
C.G.S. 8-24 Zoning



C.G.S. 8-24
Aerial



Prospect Street
Map Prepared by Bristol Land Use Office
Source: Bristol Assessor Records
For Planning Purposes Only - 1/24/24







Full Extent

Zoom In

Zoom Out

Prev Extent

Next Extent

Pan

Parcel Information

Simple Measure

Path Measure

Area Measure





Full Extent

Zoom In

Zoom Out

Prev Extent

Next Extent

Pan

Parcel Information

Simple Measure

Path Measure

Area Measure











Property Information

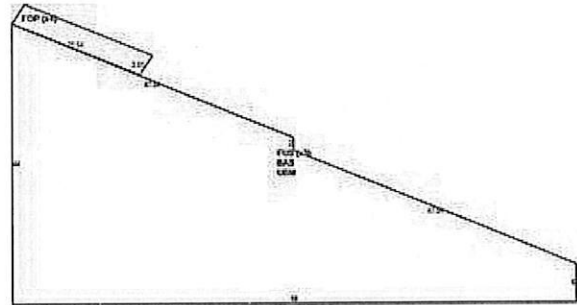
Property Location	38 PROSPECT ST
Owner	THIRTY EIGHT PROSPECT INC
Co-Owner	
Mailing Address	665 SALEM ST MALDEN MA 02148
Land Use	112 Apartments
Land Class	C
Zoning Code	BD-2
Census Tract	04061

Neighborhood	
Acreage	0.09
Utilities	All Public
Lot Setting/Desc	Level, Rolling
Book / Page	0816/0493
Additional Info	

Photo



Sketch



Primary Construction Details

Year Built	1928
Building Desc.	Apartments
Building Style	Apartments
Building Grade	
Stories	4
Occupancy	12.00
Exterior Walls	Brick/Masonry
Exterior Walls 2	NA
Roof Style	Flat
Roof Cover	Tar + Gravel
Interior Walls	Plaster
Interior Walls 2	NA
Interior Floors 1	Carpet
Interior Floors 2	

Heating Fuel	Propane Gas
Heating Type	Hot Water
AC Type	01
Bedrooms	0
Full Bathrooms	0
Half Bathrooms	0
Extra Fixtures	0
Total Rooms	10
Bath Style	NA
Kitchen Style	NA
Fin Bsmt Area	0
Fin Bsmt Quality	0
Bsmt Gar	0
Fireplaces	0

(*Industrial / Commercial Details)

Building Use	Comm/Ind
Building Condition	A
Sprinkler %	NA
Heat / AC	None
Frame Type	Masonry
Baths / Plumbing	Average
Ceiling / Wall	Ceil & Walls
Rooms / Prtns	Average
Wall Height	9.00
First Floor Use	NA
Foundation	NA



Valuation Summary (Assessed value = 70% of Appraised Value)			Sub Areas		
Item	Appraised	Assessed	Subarea Type	Gross Area (sq ft)	Living Area (sq ft)
Buildings	1013800	709660	First Floor	2200	2200
Extras	0	0	Porch, Open	304	0
Improvements			Upper Story, Finished	6600	6600
Outbuildings	0	0	Basement, Unfinished	2200	0
Land	142500	99750			
Total	1156300	809410			
Outbuilding and Extra Features					
			Total Area	11304	8800

Sales History

Owner of Record	Book/ Page	Sale Date	Sale Price
THIRTY EIGHT PROSPECT INC	0816/0493	1986-01-31	0



City of Bristol, CT

Property Listing Report

Map Block Lot

30-178

Building #

2

PID

2232

Account

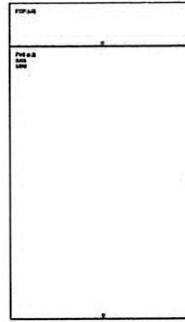
0143103

Photo



0143103 03/15/2016

Sketch



Primary Construction Details

Year Built	1928
Building Desc.	Comm/Ind
Building Style	Apartments
Building Grade	
Stories	4
Occupancy	8.00
Exterior Walls	Brick/Masonry
Exterior Walls 2	NA
Roof Style	Flat
Roof Cover	Tar + Gravel
Interior Walls	Plaster
Interior Walls 2	NA
Interior Floors 1	Carpet
Interior Floors 2	

Heating Fuel	Oil
Heating Type	Hot Water
AC Type	01
Bedrooms	0
Full Bathrooms	0
Half Bathrooms	0
Extra Fixtures	0
Total Rooms	16
Bath Style	NA
Kitchen Style	NA
Fin Bsmt Area	0
Fin Bsmt Quality	0
Bsmt Gar	0
Fireplaces	0

(*Industrial / Commercial Details)

Building Use	Apartments
Building Condition	A
Sprinkler %	NA
Heat / AC	None
Frame Type	Masonry
Baths / Plumbing	Average
Ceiling / Wall	Ceil & Walls
Rooms / Ptns	Average
Wall Height	9.00
First Floor Use	NA
Foundation	NA

Sub Areas

Subarea Type	Gross Area (sq ft)	Living Area (sq ft)
First Floor	1320	1320
Porch, Open	1050	0
Upper Story, Finished	3960	3960
Basement, Unfinished	1320	0

Subarea Type	Gross Area (sq ft)	Living Area (sq ft)
Total Area	7650	5280

Raymond Rogozinski

From: Lindsey Rivers
Sent: Thursday, January 11, 2024 4:26 PM
To: Raymond Rogozinski
Subject: FW: Homeless encampment

See below

From: Laura Leger <lauraleger@bristolct.gov>
Sent: Thursday, January 11, 2024 4:15 PM
To: Lindsey Rivers <LindseyRivers@bristolct.gov>; Craig Kasparian <CraigKasparian@bristolct.gov>
Subject: Homeless encampment

Officer Clark called to report a homeless encampment on Henry Street behind the railroad tracks. Said it was listed as city property so they called public works to have us go and clean up the property.



A

Laura Leger
Senior Administrative Assistant
Department Of Public Works
111 North Main Street
Bristol, CT 06010
(860) 584-6102



Department of Public Works | 860.584.6125

RECEIVED
2024 FEB -2 AM 11:02
1004 AND CITY CLERK
BRISTOL, CT

MEMORANDUM

DATE: January 25, 2024

TO: Mayor Jeffrey Caggiano
City Council

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

RE: CITY COUNCIL PROPERTY REFERRAL – MAP 30, LOT R4-1 PROSPECT STREET

The Department of Public Works received the attached referral associated with Map 30, LOT R4-1 Prospect Street. The purpose of the referral is to determine if the Department of Public Works has a use for the parcel.

At its meeting of January 18, 2024 the Board of Public Works' voted to take the following action:

Recommend that City Council maintain possession of the eastern 300 ft. section of Map 30, Lot R4-1 Prospect Street for City use. The 300 ft. eastern section serves as a roadway known as Henry St to access four houses. The remaining section of the parcel is not required by the Department of Public Works.

For reference purposes, please see attached maps and documentation provided to the BPW by DPW along with correspondence from the party requesting acquisition of the parcel provided to the Department subsequent to the Board's meeting.

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



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: January 11, 2024

TO: Mayor Jeffrey Caggiano
Board of Public Works

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

RE: **CITY COUNCIL PROPERTY REFERRAL – MAP 30, LOT R4-1 PROSPECT STREET**

RECEIVED
2024 JAN 25 PM 2:36
TOWN AND CITY CLERK
BRISTOL, CT

The Department of Public Works received the attached referral associated with Map 30, LOT R4-1 Prospect Street. The purpose of the referral is to determine if the Department of Public Works has a use for the parcel.

The DPW has confirmed that the property in question is owned in fee by the City and is a parcel. The parcel identified in the attached maps is located parallel to the railroad tracks, approximately 1,000 ft. long and 50 ft. wide. It is listed on City assessor cards as having an area of approximately one acre in size. The eastern 300 ft section of the parcel serves as a City Street known as Henry Street and is required to access four houses, therefore the eastern 300 ft. section of parcel cannot be sold. The western 280 ft. section of the parcel is currently being used as parking for the building located at 38 prospect. Based on the assessor card information the building has 112 apartments. I do not believe that the property of 38 Prospect is leasing a portion of the City parcel, however it does appear that the parking is vital to the building viability. It should also be known that the area in the middle of the property is wooded and is often used as an encampment by the homeless.

Based on DPW findings, the Department recommends the following Board of Public Works action:

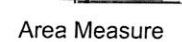
Recommend that City Council maintain the eastern 300 ft. section of Map 30, Lot R4-1 Prospect Street for City use. The 300 ft. eastern section serves as a roadway known as Henry St to access four houses. The Board of Public Works further advises City Council that the western section of the parcel is currently being utilized by the property of 38 Prospect Street and appears needed as parking for building.

As indicated above, the DPW's sole use of the parcel is the eastern most (300 ft.) portion as a City road. However, it should be noted that DPW is looking for a parcel within or immediate adjacent to the downtown area for use as a snow storage deposit area. DPW downtown snow operation

consists of collecting and hauling away snow from N. Main St, Hope St and a portion of Riverside Ave. The snow had been stored on Centre Square, however with the downtown development DPW is currently limited to the parcel at the corner of N. Main St and Riverside Ave. When that parcel is successfully developed, DPW will have to haul snow to either the Department's J.P Casey road facility on the Lake Ave landfill.

Based on DPW's evaluation the Prospect St parcel Map 30, Lot R4-1 is NOT a suitable parcel for snow storage. The narrow long lot will limit snow storage, require trucks to back up long length, result in use of night time equipment (equipped with beepers). In addition, the location of the parcel to the Main St. rail overpass bridge will require DPW's 10 Wheel dump trucks to bypass the Main St. bridge for height limitations. With that said, DPW promotes and recognizes downtown development as the key to a vibrant City and DPW certainly understands utilizing the highest and best use of property, however the lack of a parcel that can be used by DPW as a downtown snow storage area will increase DPW's snow operations.

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





Full Extent

Zoom In

Zoom Out

Prev Extent

Next Extent

Pan

Parcel Information

Simple Measure

Path Measure

Area Measure



Full Town View



Reset Map



Search



Print



Select



Legend



Help



Base Maps / Air Photos



Map Layer



Full Extent

Zoom In

Zoom Out

Prev Extent

Next Extent

Pan

Parcel Information

Simple Measure

Path Measure

Area Measure







Property Information

Property Location	38 PROSPECT ST
Owner	THIRTY EIGHT PROSPECT INC
Co-Owner	
Mailing Address	665 SALEM ST MALDEN MA 02148
Land Use	112 Apartments
Land Class	C
Zoning Code	BD-2
Census Tract	04061

Neighborhood	
Acreage	0.09
Utilities	All Public
Lot Setting/Desc	Level,Rolling
Book / Page	0816/0493
Additional Info	

Primary Construction Details

Year Built	1928
Building Desc.	Apartments
Building Style	Apartments
Building Grade	
Stories	4
Occupancy	12.00
Exterior Walls	Brick/Masonry
Exterior Walls 2	NA
Roof Style	Flat
Roof Cover	Tar + Gravel
Interior Walls	Plaster
Interior Walls 2	NA
Interior Floors 1	Carpet
Interior Floors 2	

Heating Fuel	Propane Gas
Heating Type	Hot Water
AC Type	01
Bedrooms	0
Full Bathrooms	0
Half Bathrooms	0
Extra Fixtures	0
Total Rooms	10
Bath Style	NA
Kitchen Style	NA
Fin Bsmt Area	0
Fin Bsmt Quality	0
Bsmt Gar	0
Fireplaces	0

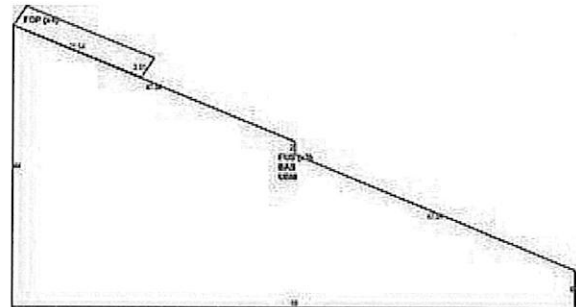
(*Industrial / Commercial Details)	
Building Use	Comm/Ind
Building Condition	A
Sprinkler %	NA
Heat / AC	None
Frame Type	Masonry
Baths / Plumbing	Average
Ceiling / Wall	Ceil & Walls
Rooms / Prtns	Average
Wall Height	9.00
First Floor Use	NA
Foundation	NA

Report Created On 1/12/2024

Photo



Sketch





Valuation Summary (Assessed value = 70% of Appraised Value)			Sub Areas		
Item	Appraised	Assessed	Subarea Type	Gross Area (sq ft)	Living Area (sq ft)
Buildings	1013800	709660	First Floor	2200	2200
Extras	0	0	Porch, Open	304	0
Improvements			Upper Story, Finished	6600	6600
Outbuildings	0	0	Basement, Unfinished	2200	0
Land	142500	99750			
Total	1156300	809410			
Outbuilding and Extra Features					
			Total Area	11304	8800

Sales History			
Owner of Record	Book/ Page	Sale Date	Sale Price
THIRTY EIGHT PROSPECT INC	0816/0493	1986-01-31	0



City of Bristol, CT

Property Listing Report

Map Block Lot

30-178

Building # 2

PID

2232

Account

0143103

Photo



0143103 03/15/2016

Sketch



Primary Construction Details

Year Built	1928
Building Desc.	Comm/Ind
Building Style	Apartments
Building Grade	
Stories	4
Occupancy	8.00
Exterior Walls	Brick/Masonry
Exterior Walls 2	NA
Roof Style	Flat
Roof Cover	Tar + Gravel
Interior Walls	Plaster
Interior Walls 2	NA
Interior Floors 1	Carpet
Interior Floors 2	

Heating Fuel	Oil
Heating Type	Hot Water
AC Type	01
Bedrooms	0
Full Bathrooms	0
Half Bathrooms	0
Extra Fixtures	0
Total Rooms	16
Bath Style	NA
Kitchen Style	NA
Fin Bsmt Area	0
Fin Bsmt Quality	0
Bsmt Gar	0
Fireplaces	0

(*Industrial / Commercial Details)

Building Use	Apartments
Building Condition	A
Sprinkler %	NA
Heat / AC	None
Frame Type	Masonry
Baths / Plumbing	Average
Ceiling / Wall	Ceil & Walls
Rooms / Prtns	Average
Wall Height	9.00
First Floor Use	NA
Foundation	NA

Sub Areas

Subarea Type	Gross Area (sq ft)	Living Area (sq ft)
First Floor	1320	1320
Porch, Open	1050	0
Upper Story, Finished	3960	3960
Basement, Unfinished	1320	0

Subarea Type	Gross Area (sq ft)	Living Area (sq ft)
Total Area	7650	5280

Raymond Rogozinski

From: Lindsey Rivers
Sent: Thursday, January 11, 2024 4:26 PM
To: Raymond Rogozinski
Subject: FW: Homeless encampment

See below

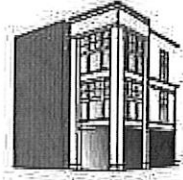
From: Laura Leger <lauraleger@bristolct.gov>
Sent: Thursday, January 11, 2024 4:15 PM
To: Lindsey Rivers <LindseyRivers@bristolct.gov>; Craig Kasparian <CraigKasparian@bristolct.gov>
Subject: Homeless encampment

Officer Clark called to report a homeless encampment on Henry Street behind the railroad tracks. Said it was listed as city property so they called public works to have us go and clean up the property.



A

Laura Leger
Senior Administrative Assistant
Department Of Public Works
111 North Main Street
Bristol, CT 06010
(860) 584-6102



D | P | S
DEVELOPMENT PLANNING SOLUTIONS LLC.

RECEIVED
2024 JAN 25 PM 2:36
TOWN AND CITY CLERK
BRISTOL, CT

January 25, 2024

Raymond Rogozinski
Director of Public Works, City of Bristol Ct
111 North Main Street
Bristol Connecticut

RE: Request to purchase A Portion of a city owned parcel known as Lot R4-1 Prospect Street

Dear Mr. Rogozinski,

At your request and following the regular meeting of the public works boards on January 18th I am writing to offer further context to the request by Carrier Construction Incorporated.

The first of two points of clarification is that the request made to the Real Estate Committee was to purchase a portion of the subject property. The eastern portion, estimated to be approximately 300 linear feet that is part of Henry Street was never intended to be included in the transaction.

The second issue that has been raised is the use of the western portion of the property by tenants of the neighboring property for parking. To the best of our knowledge there is not, nor has there ever been any agreement granting access or use of the property. In the interest of being good neighbors, Carrier Construction Incorporated will endeavor to reach an agreement for the continued use of the property in exchange for fair market consideration. This consideration is to ensure adequate maintenance, improvements, insurance, and other similar costs associated with the parcel. The parking field may be reconfigured or relocated to ensure that the redevelopment of property currently owned by Carrier Construction Incorporated becomes feasible which is the basis for the request to purchase this land.

On behalf of Carrier Construction Incorporated,

Charlie Talmadge
President, Development Planning Solutions LLC
225 North Main Street Suite 207
Bristol Ct, 06010
(860) 506-4268
charlie@developmentplanningsolutions.com

STRATEGIC LAND USE PLANNING AND DEVELOPMENT CONSULTING

**225 NORTH MAIN STREET SUITE 207 BRISTOL CONNECTICUT
(860) 506-4268**

EDWARD C. KRAWIECKI, JR.
CORPORATION COUNSEL

THOMAS W. CONLIN
ASSISTANT CORPORATION COUNSEL

JEFFREY R. STEEG
ASSISTANT CORPORATION COUNSEL

SCOTT MATNEY
ASSISTANT CORPORATION COUNSEL

NOELLE BATES
LEGAL ADMINISTRATOR

GENNESIS OJEDA
LEGAL ADMINISTRATIVE ASSISTANT



CITY HALL
111 NORTH MAIN STREET
BRISTOL, CONNECTICUT 06010
Tel. (860) 584-6150

City of Bristol

BRISTOL, CONNECTICUT 06010

Office of Corporation Counsel

MEMORANDUM

TO: Jeffrey Caggiano, Mayor

FROM: Thomas W. Conlin, Assistant Corporation Counsel *TWC*

DATE: January 22, 2024

RE: Nomination of Successor Trustee to the City's 457 Plan Trust

CC: Diane Waldron, Comptroller

Mayor Caggiano, our Comptroller, Diane Waldron brought to our attention that former Comptroller, Glenn Klocko is still the named trustee on the City's 457 Plan Trust. Mr. Klocko retired several years ago and has no connection to the 457 Plan Trust. In order for the City to respond to inquiries or generally service the Trust, it is necessary to name a successor trustee. In this case, the City should appoint Diane Waldron as the Successor Trustee. The City Council must pass a Resolution (attached) making this appointment official.

Please contact me with any questions.

Thank you.

TWC/ntb

RECEIVED
2024 JAN 31 AM 11:05
TOWN AND CITY CLERK
BRISTOL, CT

Equal Opportunity Employer

RESOLUTION

BE IT RESOLVED, that pursuant to Section Thirteen of the City of Bristol section 457 Plan Trust dated January 1, 2006, The City hereby appoints Diane Waldron as the Successor Trustee of the Plan Trust, replacing Glen Klocko, effective this date, February 9th, 2024.

CITY OF BRISTOL SECTION 457 PLAN TRUST

Effective January 1, 2006

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THIS TRUST AGREEMENT, entered into this 11th day of July, 2006, but effective January 1, 2006, by and between the City of Bristol, a municipality of the State of Connecticut, (hereinafter called the "City"), and the Comptroller of the City of Bristol (referred to as the "Trustee").

WITNESSETH:

WHEREAS, the City has adopted for its certain of its employees the City of Bristol Section 457 Plan (hereinafter called the "Plan") and the City of Bristol Section 457 Plan Trust Agreement (hereinafter called the "Trust"); and

WHEREAS, the Plan provides for a Trustee to receive and hold contributions paid thereunder; and

WHEREAS, the City desires the Trustee to hold and administer such funds and the Trustee is willing to hold and administer such funds pursuant to the terms of this Trust Agreement.

NOW, THEREFORE, in consideration of the premises and mutual covenants herein contained, the parties hereto do hereby mutually declare and agree as follows:

First Establishment of Trust.

In order to carry out the purposes of the Plan, the City adopts this Trust Agreement. The Trustee accepts this Trust and agrees to act as Trustee hereunder, but only on the terms and conditions herein set forth. The Trustee shall hold all assets of the Plan not held in a custodial account or annuity contract (the "Trust Fund"). Subject to the terms of this Trust Agreement, all right, title and interest in and to the estate of the Trust Fund shall be vested exclusively in the Trustee.

The Trustee shall receive all contributions paid to it in cash or in other property acceptable

to it. All contributions so received, together with the income therefrom and any other increment thereon (hereinafter called the "Trust Fund"), shall be held, managed and administered by the Trustee pursuant to the terms of this Trust Agreement without distinction between principal and income and without liability for the payment of interest thereon.

Second: General Duties of the City and the Plan Administrator.

The City may amend or terminate the Plan. The City also agrees that a Plan Administrator appointed by the City shall control and manage the operation of the Plan. The Plan Administrator may delegate the power to control and manage the operations of the Plan to appropriate employees of the City. The Plan Administrator shall be responsible for determining benefit rights under the Plan, instructing the Trustee in the disbursement of benefits, investment management and performing those plan administration functions specified in the Plan.

The Plan Administrator shall be responsible for keeping accurate books and records with respect to the employees of the City, their compensation and their rights and interests in the Trust Fund.

Third: General Duties of Trustee.

It shall be the duty of the Trustee to receive, hold, manage, invest and reinvest the Trust Fund and to make payments from the Trust Fund pursuant to the provisions hereinafter set forth and written directions of the Plan Administrator. Unless an Investment Manager is appointed, the Plan Administrator shall have the same powers as an Investment Manager, as set forth in Article Fifth. The Trustee shall be responsible for such sums as are actually received by it as Trustee hereunder. The Trustee shall have no duty or authority to ascertain whether any contributions should be made to it pursuant to the Plan or to bring any action to enforce any obligation to make any such contribution. The duties and obligations of the Trustee hereunder

shall be limited to those expressly imposed upon it by this Trust Agreement notwithstanding any reference herein to the Plan. The Trustee shall not be liable in discharging its duties hereunder if it acts in good faith and in accordance with the terms of this Trust Agreement and in accordance with applicable Federal or state laws, rules and regulations.

Fourth: Powers of the Trustee.

Except as provided in Article Fifth, the Trustee shall have the power to invest and reinvest the Trust Fund in its sole discretion, including the power:

(a) To invest and reinvest in any kind of property, real or personal, including without limitation, stocks of any class, bonds, notes, debentures (including convertible stocks and securities), mortgages, certificates of deposit, demand or time deposits, shares of investment companies and mutual funds, or guaranteed insurance contracts, irrespective of any laws or rules of court of any state governing the investment of trust funds or diversification of trust funds and without regard to the proportion any such property may bear to the entire amount of the Trust Fund; provided, however, that the Trust Fund shall be diversified so as to minimize the risk of large losses unless under the circumstances, in the sole discretion of the Trustee, it is clearly prudent not to do so;

(b) To sell, exchange, grant options to buy, redeem, or otherwise dispose of any securities or other property at any time held by it;

(c) To retain any property at any time received by it as Trustee;

(d) To settle, compromise, submit to arbitration, sue upon or abandon any claims or demands in favor of or against the Trust; provided, however, that the Trustee shall not be required to take any such action unless it shall have been indemnified by the City to its reasonable satisfaction against liability or expenses it might incur therefrom;

(e) To join in, dissent from or oppose any plan of reorganization, consolidation, sale, merger, liquidation or other plan relating to any corporation or other entity, the securities of which may be held by it;

(f) To exercise any conversion privilege and/or subscription right available in connection with any securities or other property at any time held by it, to oppose or to consent to the reorganization, consolidation, merger, or readjustment of the finances of any corporation, company or association or to the sale, mortgage, pledge or lease of the property of any corporation, company or association any of the securities of which may at any time be held by it, and to do any act with reference thereto, including the exercise of options, the making of agreements or subscriptions and the payment of expenses, assessments or subscriptions, which may be deemed necessary or advisable in connection therewith, and to hold and retain any securities or other property which it may so acquire;

(g) To extend the time of payment of any obligation held by it;

(h) To hold uninvested any moneys received by it, without liability for interest thereon, until such moneys shall be invested, reinvested or disbursed;

(i) To exercise any right, including the right to vote in person or by proxy, appurtenant to any securities or other property held by it at any time;

(j) To employ suitable agents and counsel, who may be counsel for the City, and to act in accordance with their advice and to pay their reasonable expenses and compensation;

(k) To cause any property or securities at any time held in the Trust Fund to be registered in the name of one or more nominees, with or without disclosure of the Trust, or to hold any securities at any time held in trust in bearer form so that they will pass by delivery;

(l) To make, execute and deliver, as Trustee, any and all deeds, leases,

mortgages, conveyances, contracts, waivers, releases or other instruments in writing necessary or proper for the accomplishment of any of the foregoing powers;

(m) To invest and reinvest (or withdraw from investment) all or any portion of the funds hereunder collectively with funds of other trusts qualifying under Section 457 of the Internal Revenue Code of 1986 in units of participation in one or more common or collective funds. The Trustee's authority to invest in such units of participation shall not be limited by any statute, other rule of law, or custom prohibiting or restricting the commingling of trust assets. The instrument or instruments establishing such trust funds, as amended, are hereby incorporated into this Trust Agreement and made a part hereof, as long as any of the funds hereunder are invested therein, as fully as if the same had been set out herein at length, and shall apply to all assets transferred to the investment funds;

(n) To do all acts, whether or not expressly authorized, that the Trustee may deem necessary or desirable for the protection of the Trust Fund and to accomplish any action provided for in the Plan;

(o) If any dispute shall arise as to the persons to whom payments and the delivery of any monies shall be made by the Trustee, or the amounts thereof, to retain such payments and/or postpone such delivery until actual adjudication of such dispute shall have been made in a court of competent jurisdiction, or the parties concerned have agreed to a settlement, or the Trustee has been indemnified against loss to its satisfaction.

The words "security or other property" as used in this Trust Agreement shall be deemed to refer to such stocks, bonds, notes or other evidences of indebtedness or ownership, in which trustees are authorized to invest under the laws of the State of Connecticut as such laws exist from time to time. Such phrase shall also be deemed to refer to any property, real or personal or part interest

therein, wherever situated, including but without being limited to governmental, corporate or personal obligations, trust and participation certificates, leaseholds, fee titles, mortgages and other interests in realty, preferred and common stocks, and any other evidences of indebtedness or ownership, even though the same may not be legal investments for trustees under the law.

Fifth: Investment Manager.

If (i) a registered investment adviser under the Investment Advisers Act of 1940 ("the Act"), (ii) a bank, as defined in the Act, or (iii) an insurance company qualified to perform investment management services under the laws of more than one state is duly appointed an "Investment Manager" with respect to the Plan, as that term is defined in Section 3(38) of ERISA, with the power to direct the investment and reinvestment of all or part of the Trust Fund, the Investment Manager shall, unless its appointment provides otherwise, have the power to direct the Trustee in the exercise of the powers described in Article Fourth above, other than subparagraphs (d), (j), (k), (l), and (n) thereof, with respect to all or part of the Trust Fund, as the case may be, and the Trustee shall, upon receipt of a copy of the Investment Manager's appointment and written acknowledgement of such appointment, satisfactory in form to the Trustee, exercise such powers as directed in writing by the Investment Manager, unless it knows that such direction is a breach of the Investment Manager's duty to act with care, skill, prudence, and diligence under the circumstances then prevailing that a prudent man acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims. The Trustee shall not be liable for any diminution in the value of the Trust Fund as a result of following any such direction or as a result of not exercising any such powers in the absence of any such direction.

If no Investment Manager is duly appointed and if the Plan Administrator does not direct

the Trustee, the Trustee shall have full authority to invest and reinvest the Trust Fund and shall not be required to follow the directions of any other person notwithstanding any provision in the Plan to the contrary.

Sixth: Participant Investment Direction.

If a Plan participant, in accordance with the provisions of the Plan, may individually direct the investment of any part or all of the Trust Fund credited to his accounts, the participant shall have the power to direct the Trustee in the exercise of the powers described in paragraphs (a) through (c) of Article Fourth hereof with respect to such portion of the Trust Fund, and the Trustee shall, upon receipt of a written direction from the participant, exercise such powers in accordance with such direction. A Plan participant's direction may be in writing or such other format approved by the Trustee. The Trustee may decline to implement participant directions which may result in a prohibited transaction or generate income that would be taxable to the Plan. The Trustee shall not be liable for investments made in compliance with such directions or for any diminution in the value of such portion of the Trust Fund as a result of following a Plan participant's directions, and, further, shall be under no duty or obligation to review, evaluate or reevaluate the investments made pursuant to such directions.

Seventh: Payment of Taxes.

The Trustee shall pay out of the Trust Fund all real and personal property taxes, income taxes and other taxes of any and all kinds levied or assessed under existing or future laws against the Trust Fund.

Eighth: Disbursement of Trust Funds.

The Trustee, from time to time upon receipt of written direction of the Plan Administrator,

shall make payments in cash or property from the Trust Fund to such persons, including a paying agent or agents designated by the Plan Administrator (or the Plan Administrator as paying agent), in such manner and in such amounts as the Plan Administrator shall direct in writing, and any cash or property so distributed to any paying agent shall be held by such payee until disbursed in accordance with the provisions of the Plan.

In directing the Trustee to make any payments from the Trust, the Plan Administrator shall follow the provisions of the Plan, and, except as provided in this Article Eighth, in no event may the Plan Administrator direct that any payments be made, either during the existence or upon discontinuance of the Plan, that would cause any part of the Trust Fund to be used for or diverted to purposes other than the exclusive benefit of participating employees, former employees or beneficiaries of such employees, pursuant to the provisions of the Plan, and defraying reasonable expenses of administering the Plan. The Trustee, unless it knows that the direction constitutes a breach of the Plan Administrator's fiduciary responsibility with respect to the Plan, shall not be liable in any way for any payment made pursuant to any such direction of the Plan Administrator and, in the absence of knowledge that the direction constitutes such a breach, the Trustee shall have no duty to make any inquiry or investigation before acting upon any such direction of the Plan Administrator. Any written direction of the Plan Administrator shall constitute a certification that the distribution so directed is one that the Plan Administrator is authorized to direct, and the Trustee need not make any further investigation. The Trustee shall not be responsible for the adequacy of the Trust Fund to meet and discharge any and all distributions and liabilities under the Plan.

The Trustee may make any distribution required hereunder by mailing its check for the specified amount, or delivering the specified property, to the person to whom such distribution or payment is to be made, at such address as may have been last furnished to the Trustee, or if no such

address shall have been so furnished, to such person in care of the City or the Plan Administrator, or (if so directed by the Plan Administrator) by crediting the account of such person or by transferring funds to such person's account by bank or wire transfer.

Ninth: Exclusive Benefit of Employees, etc.

At no time prior to the satisfaction of all liabilities with respect to employees of the City and its beneficiaries under this Trust shall any part of the corpus or income of the Trust Fund be used for, or diverted to, purposes other than for the exclusive benefit of such employees, former employees or their beneficiaries. The assets of the Trust Fund shall never inure to the benefit of the City and shall be held for the exclusive purposes of providing benefits to participants in the Plan and their beneficiaries and defraying reasonable expenses of administering the Plan.

Tenth: Expenses and Compensation of Trustee.

The Trustee shall be paid its reasonable expenses for the management and administration of the Trust Fund, including without limitation reasonable expenses of counsel and other agents employed by the Trustee, and reasonable compensation for its services as Trustee hereunder; provided, however, that no person who already receives full-time pay from the City shall be entitled to receive compensation from the Trust, except for reimbursement of expenses properly and actually incurred. Such expenses and compensation shall be paid by the City, but if they are not so paid, they shall be paid by the Trustee from the Trust Fund.

Eleventh: Expenses of the Plan and Trust Fund.

The City shall pay, or if not paid by the City, the Trustee shall pay from the Trust Fund, upon the direction of the Plan Administrator, the reasonable expenses relating to the Plan and Trust Fund payable to third parties including, without limitation, actuarial, investment management,

accounting and legal expenses.

Twelfth: Accounts of the Trustee.

The Trustee shall keep full accounts of all of its receipts and disbursements. The Trustee's books and records with respect to the Trust Fund shall be open to inspection by the City or the Plan Administrator at all reasonable times during business hours of the Trustee. The Trustee shall render from time to time, and not less frequently than once per year, accounts of its transactions to the Plan Administrator and certify to the accuracy thereof. The Plan Administrator may approve such accounts by an instrument in writing delivered to the Trustee. In the absence of the filing in writing with the Trustee by the Plan Administrator of exceptions or objections to any such account within sixty (60) days after an accounting has been rendered, the Plan Administrator shall be deemed to have approved such account; and in such case, or upon the written approval of the Plan Administrator of any such account, the Trustee shall be released, relieved and discharged with respect to all matters and things set forth in such account as though such account had been settled by the decree of a court of competent jurisdiction. No entity other than the City or the Plan Administrator may require an accounting or bring any action against the Trustee with respect to the Trust or its action as Trustee. The Trustee or the Plan Administrator shall have the right to apply at any time to a court of competent jurisdiction for judicial settlement of any account of the Trustee not previously settled as herein provided or for the determination of any question of construction or for instructions. In any such action or proceeding it shall be necessary to join as parties only the Trustee and the Plan Administrator (although the Trustee may also join such other parties as it may deem appropriate), and any judgment or decree entered therein shall be conclusive.

In the case of the revocation or termination of this Trust, or in case of the resignation or removal of the Trustee, the City and the Trustee shall have the right to a settlement of the Trustee's

accounts, which accounting may be made either (a) by agreement of settlement between the Trustee and the City and the Plan Administrator, or either of them, or (b) by judicial settlement in an action, suit or proceeding instituted by the City or the Trustee in a court of competent jurisdiction. In the absence of the filing in writing with the Trustee by the Plan Administrator or the City of exceptions or objections to any such account within sixty (60) days after an accounting has been rendered, the City and Plan Administrator shall be deemed to have approved such account, and in such case, or upon agreement of settlement, the Trustee shall be released, relieved and discharged with respect to all matters and things set forth in such account as though such account had been settled by the decree of a court of competent jurisdiction.

Thirteenth: Resignation, Removal and Substitution of Trustee.

The Trustee hereunder may resign at any time by giving written notice to the City. Such resignation shall not take effect until sixty (60) days after the delivery thereof to the City (unless notice of a shorter duration shall be accepted as adequate).

Any successor Trustee hereunder may be either a corporation authorized and empowered to exercise trust powers or may be one or more individuals. In either event, the appointment of a successor Trustee shall not be effective until such successor Trustee delivers its written acceptance of trust to the Trustee. All of the provisions set forth herein with respect to the Trustee shall relate to each successor Trustee so appointed with the same force and effect as if such successor Trustee had been originally named herein as the Trustee hereunder.

In the case of the resignation of the Trustee, the City or the Trustee shall have the right to a settlement of the Trustee's accounts, as provided in Article Twelfth hereof. Upon the completion of such accounting and upon the appointment of a successor Trustee, the resigning Trustee shall transfer and deliver the Trust Fund to such successor Trustee, after reserving such reasonable

amount as it shall deem necessary to provide for its expenses in the settlement of its account, and any sums chargeable against the Trust Fund for which it may be liable but if the sums so reserved are not sufficient for such purposes, the resigning or removed Trustee shall be entitled to reimbursement for any deficiency from the successor Trustee. Also upon the completion of such accounting and upon the appointment of a successor trustee, the resigning Trustee shall thereupon be discharged from further accountability for the Trust Fund by reason of any matter embraced in such accounting, and shall be under no further duty, obligation or responsibility for the disposition by such successor Trustee of the Trust Fund or any part thereof, but the Trustee shall, in any event, properly account for any such sums reserved by it.

Fourteenth: Amendment and Termination of Trust.

The City expressly reserves the right at any time to amend this Trust Agreement and the Trust created hereby to any extent that it may deem advisable.

The City expressly reserves the right to revoke this Trust Agreement and to terminate the Trust hereby created. Upon such termination, disposition of the assets of the Trust Fund shall be governed by the terms of the Plan.

Fifteenth: Miscellaneous Provisions.

(a) This Trust Agreement and the trust hereby created shall be governed, construed, administered and regulated in all respects under the law of the United States and of the State of Connecticut.

(b) The titles to the Article in this Trust Agreement are placed herein for convenience of reference only and in case of any conflict the text of this instrument, rather than such titles, shall control.

(c) In the event that any dispute shall arise as to the persons to whom payment

of any funds and/or delivery of any property shall be made by the Trustee, the Trustee may withhold such payment and/or delivery until such dispute shall have been determined by a court of competent jurisdiction or shall have been settled by the parties concerned.

(d) In case any provisions of this Trust Agreement shall be held illegal or invalid for any reason, said illegality or invalidity shall not affect the remaining parts of this Trust Agreement, but this Trust Agreement shall be construed and enforced as if said illegal and invalid provisions had never been inserted herein or therein.

(e) No right or claim to any of the moneys or other assets of the Trust Fund shall be assignable, nor shall such rights or claims be subject to garnishment, attachment or execution or levy of any kind and any attempt to transfer, assign or pledge the same will not be recognized by the Trustee except as may be directed by the Plan Administrator pursuant to a qualified domestic relations order under Section 414(p) of the Internal Revenue Code of 1986 or as may be directed by the Plan Administrator pursuant to other applicable laws.

(f) This Trust Agreement may be executed in any number of counterparts, each of which shall be deemed an original, and said counterparts shall constitute but one and the same instrument and may be sufficiently evidenced by any one counterpart.

(g) This Trust Agreement shall be binding upon the respective successors and assigns of the City and the Trustee.

(h) Neither the gender nor the number (singular or plural) of any word shall be construed to exclude another gender or number when a different gender or number would be appropriate.

(i) In the event of any conflict between provisions of the Plan and those of this Trust Agreement, this Trust Agreement shall prevail.

(j) Communications to the Trustee shall be sent to the Trustee's principal offices or to such other address as the Trustee may specify in writing. No communication shall be binding upon the Trustee until it is received by the Trustee. Communications to the Plan Administrator or to the City shall be sent to the City's principal offices or to such other address as the City may specify in writing.

IN WITNESS WHEREOF, this Trust Agreement has been executed as of the day and year first above written.

Attest:

CITY OF BRISTOL

S» tee.Hz.¢
Its Mayor

7-18-06

TRUSTEE

.2
Comptroller

7/19/06



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: February 6, 2024

TO: Mayor Jeffrey Caggiano
City Council

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

RE: DPW – WMC CONSULTING ENGINEERS CONTRACT AMENDMENT (JEROME AVENUE BRIDGE OVER FREEMAN HILL BROOK) Contract 2P20-046

The Department of Public Works is proceeding with the project to replace the Jerome Avenue Bridge over the Freeman Hill Brook. The bridge is located north of Sturbridge Court. Construction bids were recently opened and are within the Department's budget. Work is scheduled for 2024.

The design and construction cost of the bridge are eligible for Local/ State Bridge Program grant funds that provides the City 50% funding. The budget for the replacement of the bridge is \$3,427,000.

In order to proceed with the project, the Department of Public Works requests the following City Council action to amend the design engineer's (WMC Consultant Engineers) contract to include construction administration and inspection services:

Authorize the Mayor to sign any and all documents required to execute a contract amendment to Contract 2P20-046 "The Design & Preparation of Construction Documents for the Jerome Avenue Bridge across the Freeman Hill Brook" to include construction administration and inspection services. Said contract amendment will increase the contract \$266,274.49 from \$176,628.50 to \$442,902.99.

Please note that sufficient funds are currently in place to fund the proposed contract amendment.

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



Purchasing Department | Tel. 860.584.6195
Fax 860.584.6171

MEMORANDUM

To: Office of Town and City Clerk
Cc: Office of Corporation Counsel
Mayor Jeffrey Caggiano
Raymond Rogozinski, Public Works Director
From: Roger D. Rousseau, Purchasing Agent
Date: February 6, 2024

RECEIVED
2024 FEB - 6 AM 11:04
TOWN AND CITY CLERK
BRISTOL, CT

Re: **Contract 2C24-061 Jerome Avenue Bridge Replacement**

The Purchasing Department received bids for the replacement of Jerome Avenue Bridge crossing Freeman Hill Brook. The lowest responsive and responsible bidder was **PJF Construction Corp.**; the firm's qualifications have been sufficiently and successfully reviewed by Purchasing and staff from the design consultant.

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

To award **Contract 2C24-061 Replacement of Bridge 04091 Jerome Avenue over Freeman Hill Brook** to **PJF Construction Corp** in the amount of **\$2,615,311.16** and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.

Thank you for consideration of this request.

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



Purchasing Department | Tel. 860.584.6195
Fax 860.584.6171

MEMORANDUM

To: Office of Town and City Clerk
Cc: Office of Corporation Counsel
Mayor Jeffrey Caggiano
Joshua Medeiros, Parks Superintendent
Diane Waldron, Comptroller
From: Roger D. Rousseau, Purchasing Agent
Date: February 6, 2024

RECEIVED
2024 FEB - 6 PM 12:22
TOWN AND CITY CLERK
BRISTOL, CT

Re: Contract 2C24-062 Exterior Glulam Beam Repairs at Page Pavilion

The Purchasing Department received bids for structural repairs at Page Pavilion, with the cost of the work covered via funds committed for improvements within Page Park. The lowest responsive and responsible bidder was **L.R.M. Construction Services LLC**; the firm's qualifications have been sufficiently and successfully reviewed by Purchasing and staff from the design consultant. I therefore respectfully request that you include the following motion on the agenda for the next meeting of the City Council:

To award **Contract 2C24-062 Exterior Glulam Beam Repairs at Page Pavilion** to **L.R.M. Construction Services LLC** in the amount of **\$307,993.00** and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.

Thank you for consideration of this request.

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



Purchasing Department | Tel (860) 584-6195

MEMORANDUM

To: Office of Town and City Clerk
 Cc: Office of Corporation Counsel
 Mayor Jeffrey Caggiano
 Raymond Rogozinski, Public Works Director
 Diane Waldron, Comptroller
 From: Roger D. Rousseau, Purchasing Agent *Roger D. Rousseau*
 Date: February 7, 2024

RECEIVED
 FEB - 7 PM 12:26
 TOWN AND CITY CLERK
 BRISTOL, CT

Re: Contract 2C24-033 Construction of Hope Street Parking Garage Facility

The Purchasing Department received bids for the construction of Hope Street parking garage facility. Three bids were received, with the lowest responsive and responsible bidder being **D'Amato Construction Company, Inc.**; the firm's qualifications have been sufficiently and successfully reviewed by Purchasing and Public Works Departments, as well as staff from the design engineer. Please note that an allowance of \$150,000.00 for completion of electrical work related to Eversource connections is added to the value of the contract amount, to accommodate the inclusion of work required for completion of the project that was identified following receipt of bids. The allowance is consistent with the design engineer's estimates for the work, and such work does not change selection of the lowest bidder.

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

To award **Contract 2C24-033 Construction of Hope Street Parking Garage Facility** to **D'Amato Construction Company, Inc.** in the amount of **\$7,830,141.45** and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.

Thank you for consideration of this request.

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



RECEIVED

2024 FEB -5 AM 9:42

TOWN AND CITY CLERK
BRISTOL, CT

DATE: February 5, 2024

TO: Mayor Jeffrey Caggiano
City Council Members

FROM: Dawn Leger, Grants Administrator 

RE: CT Department of Energy and Environmental Protection's Outdoor Recreation and Legacy Partnership Program

Background

The CT Department of Energy and Environmental Protection's *Outdoor Recreation and Legacy Partnership Program*, funded by the U.S. National Park Service, is providing grant funding to municipalities to improve recreational opportunities within underserved communities.

Project Description

The City Parks, Recreation, Youth, & Community Services Department will apply for a grant to complete several initiatives contained in its Master Plan for Rockwell Park, the City's largest recreational area that serves its most disadvantaged population. These include renovations to the Splash Park, the Playground, and the Pool and Bathhouse; ADA access improvements to the Trails and Fraser Field; the installation of a new Fitness Track, new Lighting at the Basketball Courts, and improvements to the 18-hole Disc Golf Course.

City Match

The estimated cost of these improvements is \$3,860,000. There is a 50% match required, which would be \$1,930,000. The proposed improvements to Rockwell Park are included in the City's long-term Capital Improvement Plan, so obtaining grant funding for them would reduce the City's obligation by half.

Requested Action

To approve submission of a grant application in the amount of \$1,930,000 to the CT Department of Energy and Environmental Protection's Outdoor Recreation and Legacy Partnership Program, with a City match of \$1,930,000; to authorize the Mayor or Acting Mayor to execute any and all documents related to this grant, and to refer the matter to the Board of Finance for any necessary action.



RECEIVED

2024 FEB -6 PM 12:51

TOWN AND CITY CLERK
BRISTOL, CT

DATE: February 6, 2024

TO: Mayor Jeffrey Caggiano
City Council Members

FROM: Dawn Leger, Grants Administrator *Dye*
Richard Hart, Fire Chief

RE: FEMA Assistance to Firefighters Grant (AFG)

Background

A program of the Federal Emergency Management Agency, the Assistance to Firefighters Grant (AFG) program offers grants to fire departments for training, vehicle acquisition, and wellness programs. The Bristol Fire Department has received multiple FEMA grants since 2018 to provide training to officers. The intention of this application is to provide additional training to firefighters to enable them to prepare for leadership roles and future advancement opportunities.

Project Description

The grant will cover the cost of contracting training for Fire Officer I, Fire Instructor I, Tech Rescue – Operations, and Vehicle Rescue. Trainers are provided through the CT Fire Academy for classes taught at the Bristol training facility, and the budget includes trainer expense, textbooks, and the cost of overtime and/or staff coverage during the sessions. The total cost of the proposed training is up to \$660,000.

Funding Request

The City will request 90% of the project cost, or up to \$600,000.

City Match

The City must provide a 10% match, or up to \$60,000.

Requested Action

Motion to approve the submission of an application to the FEMA Assistance to Firefighters Grant Program, for up to \$600,000 with a requested City match of up to \$60,000 for a total project cost of up to \$660,000; to authorize the Mayor to execute any and all documents associated with the application, contract, and regular reporting to FEMA if awarded; and to refer the matter to the Board of Finance for any necessary action.

EDWARD C. KRAWIECKI, JR.
CORPORATION COUNSEL

THOMAS W. CONLIN
ASSISTANT CORPORATION COUNSEL

JEFFREY R. STEEG
ASSISTANT CORPORATION COUNSEL

SCOTT MATNEY
ASSISTANT CORPORATION COUNSEL

NOELLE BATES
LEGAL ADMINISTRATOR

GENNESIS OJEDA
LEGAL ADMINISTRATIVE ASSISTANT



CITY HALL
111 NORTH MAIN STREET
BRISTOL, CONNECTICUT 06010
Tel. (860) 584-6150

City of Bristol

BRISTOL, CONNECTICUT 06010

Office of Corporation Counsel

MEMORANDUM

TO: Erica Cabiya, Town and City Clerk

FROM: Thomas W. Conlin, Assistant Corporation Counsel *TWC*

DATE: February 7, 2024

RE: Grant to Bristol Health

CC: Mayor Jeffrey Caggiano

RECEIVED
2024 FEB - 7 PM 2:53
TOWN AND CITY CLERK
BRISTOL, CT

Erica, would you kindly place the following item onto the City Council agenda for Tuesday, February 13, 2024?

1. To approve a grant agreement between the City of Bristol and Bristol Health in the amount of \$124,000.00 to fund the Bristol Health Safety and Security Infrastructure for Enhanced Treatment of Substance Misuse.

The Agreement and a Motion is attached. Thank you.

Attachments

Equal Opportunity Employer

AGREEMENT
CITY OF BRISTOL
AND
BRISTOL HEALTH

USE OF CITY FUNDS – OPIOID TASK FORCE – CITY GRANT

This Agreement is made this ____ day of February, 2024 by and between the City of Bristol, and Bristol Health, located in Bristol, Connecticut:

WITNESSETH

WHEREAS, the City seeks to grant to Bristol Health the sum of one hundred and twenty-four thousand dollars (\$124,000.00) for the purpose of addressing urgent and important health care needs in the Bristol Community, and

WHEREAS, Bristol Health has identified areas within the Hospital and in response to its 2022 Community Health Needs Assessment (CHNA) which would benefit from the City grant to address behavioral health concerns and programs which deliver vital services to persons struggling with substance misuse and behavioral health disorders; and

WHEREAS, Bristol Health has developed a comprehensive plan for the use and expenditure of the City grant funds which responds to identified needs to insure patient care and safety with shared values of Communication, Accountability, Respect and Empathy (CARE).

NOW, THEREFORE, the City and Bristol Health, do agree as follows:

1. In consideration of the City grant of one hundred twenty-four thousand dollars (\$124,000.00). Bristol Health shall implement in a manner as soon as practicable, its self described project named "Bristol Health Safety and Security Infrastructure for Enhanced Treatment of Substance Misuse" program, in accordance with the terms of the attached project details.
2. All grant funds shall be used exclusively for the program as described by Bristol Health. (Exhibit A Attached). The City of Bristol shall retain the right and Bristol Health shall cooperate with the City to audit the expenditure of the program funds.

2/5/24

3. The award of grant funds is not assignable nor transferable to any entity other than Bristol Health.
4. Grant funds shall be utilized in full by Bristol Health by no later than December 31, 2025, subject to reasonable request(s) for extension of time made in writing by Bristol Health to the City of Bristol. Failure to use grant funds in accordance with the attached proposal shall be considered a default, and grounds for termination of this agreement and any future advance of funds to Bristol Health.
5. This agreement with the attached exhibit contains the complete and entire agreement between the City of Bristol and Bristol Health and may not be modified or amended except in a writing executed by the parties hereto.
6. This agreement shall be governed under the laws of the State of Connecticut and by the Courts of the State of Connecticut.

Recommended by the City of Bristol Opioid Task Force on _____.

Approved by the City Council of the City of Bristol on _____.

Agreed to by the Parties hereto on this _____ day of _____, 2024.

BRISTOL HEALTH

THE CITY OF BRISTOL

By _____

Kurt A. Barwis, FACHE
President and CEO
Duly Authorized

By _____

Jeffrey Caggiano
Mayor

2/5/24

EXHIBIT A

Use of City Funds-Opioid Task Force- City Grant of \$ 124,000.00 to Bristol Health- See Attached

1. <u>Applicant Details</u>	
Name:	Christine Laprise Vice President of Operations
Organization Name:	Bristol Health
Contact Number:	860-585-3157
Email:	claprise@bristolhospital.org
Are you applying as:	Non-Profit Entity

2. <u>Project Details</u>	
Name of project:	Bristol Health Safety and Security Infrastructure for Enhanced Treatment of Substance Misuse
Requested Funding Amount:	\$124,000

Project Description:

Bristol Hospital is Bristol's only full-service acute care hospital. We continuously work on expanding services to meet the needs of the greater Bristol community with a specific focus on underserved populations. Our mission statement is simple, "Caring Today for your Tomorrow." As echoed in our Vision Statement, we believe in advancing the health of our community through integrated, innovative, and individualized care. We hold our values of Communication, Accountability, Respect and Empathy (CARE) of utmost importance during all interactions within our organization.

We continue to prioritize the needs of the city's residents and are ever-evolving its service offerings as needed. Bristol Health's 2022 Community Health Needs Assessment (CHNA) highlights the continued need of a robust and diverse mental

health program to support our population. Of the CHNA respondents, substance and/or alcohol misuse was selected as the most prevalent key health issue overall (82.4%), with mental health and suicide selected as the second most prevalent issue in the City of Bristol (78.4%). Furthermore, the Zip Code for Bristol is part of the CDC and Agency for Toxic Substances and Disease Registry's social vulnerability index making Behavioral Health a needed healthcare service after the COVID-19 pandemic.

Bristol Health is seeking funds to satisfy the need for increased safety measures for the hospital campus and staff members as evident by the increase of violent patient behavior. Much of this violence is caused by patients struggling with substance misuse and behavioral health disorders. In fiscal year 2023 alone there were a total of 48 physical and 11 verbal assaults on our staff, the majority taking place in our Emergency Department. While it is our duty to take care of anyone who walks through our doors, it is imperative that we simultaneously protect the safety and wellbeing of our staff, visitors, and other patients. These funds would allow for our front-line clinical staff to be properly trained to de-escalate aggressive patients who may have altered mental status due to substance misuse, call for help to a precise location, and utilize upgraded camera technology to foresee and review any violent incidents.

Please describe how you developed your requested funding amount:

Our funding request for these increased safety measures is composed of three separate needs. In order to ensure our employees are properly trained to handle aggressive behavior, thorough training is necessary. To be fiscally responsible and efficient, we plan to send 5 key leaders to an in-person Management of Aggressive Behavior or "MOAB" training course to learn these skills and become certified instructors themselves. Leaders will learn strategies for preventing and defusing aggressive behavior as well as controlling and restraining individuals who become aggressive. MOAB training is a recognized tool to safely care for aggressive patients who may have altered mental status due to substance misuse. This specific training costs \$1,895 per person, leading to a total cost of \$9,475. From there, these individuals will be able to train our frontline staff of approximately 210 employees in our facility for

We are asking for \$83,348.50 from funding from the City of Bristol and Bristol Health will cover the remaining.

The total expenses for this project is for \$244,004.30. Bristol Health formally requests \$124,000 available through the City's Opioid Task Force funding. Please find the table below which details the costs and funding requirements for each portion of this project.

Total Number	Requested Item Description	Total Item Cost	Bristol Health Contribution	Request of City of Bristol
Management of Aggressive Behavior Training				
5	Instructor Certification Course Training (\$1,895.00/person)	\$9,475.00	\$0.00	\$9,475.00
210	In-House staff training (\$17.25/person)	\$3,622.50	\$0.00	\$3,622.50
	Staff Shift Coverage for Training	\$78,352.80	\$78,352.80	\$0.00
	Total Estimated MOAB Training Costs	\$91,450.30	\$78,352.80	\$13,097.50
Campus Cameras				
3	ED Exterior (\$2,348.00/unit)	\$7,046.00	\$0.00	\$7,046.00
1	ED Road	\$6,732.00	\$0.00	\$6,732.00
1	ED Parking Lots	\$6,732.00	\$0.00	\$6,732.00
1	ED South Conference Room	\$2,348.00	\$0.00	\$2,348.00
1	ED South Corner Blind Spot	\$2,348.00	\$0.00	\$2,348.00
5	ED Hallway (\$469.60/unit)	\$2,348.00	\$0.00	\$2,348.00
	Total Estimated Camera Costs	\$27,554.00	\$0.00	\$27,554.00
Panic Alarms				
	Personal Panic Alarm Program (Alarms, licenses, software, hardware, charging stations)	\$125,000.00	\$41,651.50	\$83,348.50
	Total Estimated Panic Alarm Cost	\$125,000.00	\$41,651.50	\$83,348.50
	Total Project Expenses	\$244,004.30	\$120,004.30	\$124,000.00

a much smaller investment of approximately \$17.25 a person, totalling \$3,622.50. This approach allows for adequate training of our frontline staff while also ensuring there is a sustainability plan for new staff and renewal training. Bristol Health intends to fund future training needs past this one time expense. Additionally, Bristol Health will cover the cost to backfill their positions while they are training, approximately \$78,352.00.

Bristol Hospital's primary external vulnerability is our campus lay out and the lack of adequate external surveillance we currently have to appropriately monitor activity. The hospital campus contains several buildings, each with their own unique traffic pattern and security needs. Our Emergency Department is considered one of our high-risk areas as it sees the most workplace violence incidents and is the front door for patients under the influence of opioids and other drugs experiencing a medical or traumatic issue. Increased camera surveillance in the emergency department is necessary because they experience all kinds of unpredictable behavior from patients transported by police, ambulance, or themselves. Cameras on the building exterior, road, parking lots and key internal areas would serve as a deterrent for many people to act in an aggressive manner if they know they are being filmed. A decrease in aggressive behavior would allow for faster medical intervention if a patient is under the influence from substance misuse. Furthermore, increased camera surveillance would allow for incident review to share with the police post-incident and can be used, with patient permission, as a training tool. Cameras also increase patient safety as they allow for remote monitoring by staff members to watch for violent behavior towards themselves or others. The cost of this additional surveillance technology is estimated at \$27,554.00.

The final component to this safety and security infrastructure program is to fund additional panic alarms for the campus. These alarms would be placed at vulnerable locations as well as on staff persons for use if under duress. Panic alarms not only provide safety to staff but also for patients. For example, a staff member can activate the panic alarm to request more resources to help a patient under the influence of opioids who may have suicidal ideations. The total for the personal panic alarms including licenses, software, hardware and charging stations is approximately \$125,000.

Please describe why you believe your project is an allowable use of funds:

Substance misuse of drugs such as opioids are not a stand alone health issue, as common mental health disorders are associated with the onset of taking them in the general population, according to JAMA Internal Medicine (Sullivan, 2006). The NIH highlights that in 2016, of the more than 2 million U.S adults who used opioids, 62% of them had a co-occurring mental illness (NIH, 2023). According to the American Addiction Centers research, up to 75% of individuals being treated for substance misuse have engaged in physical assault, mugging, and using a weapon to attack someone among other violent crimes (American Addiction Center, 2022). With this knowledge, it is no surprise that national rates of violent attacks against medical professionals grew by 63% from 2011-2018 according to AAMC News, and has escalated further since the beginning of COVID-19.

Furthermore, the International Association for Healthcare Security and Safety found in a recent crime survey that the rate of hospital violent crime has increased by 47% since 2020 and unfortunately, Bristol Health is not exempt from this trend. Locally, we have seen similar trends in crime rate. According to police reports gathered by the Bristol PD, calls and subsequent arrests made at the hospital have increased since 2020. In 2020, 199 calls for service and 7 arrests, followed by 175 service calls and 10 arrests in 2021. In 2022 calls for service increased to 208, leading to 7 arrests.

Bristol Health contributes to the COBRA program through many of our individual entities' direct involvement in assisting citizens into the program. Our EMS team transports patients to our Emergency Department for proper evaluation and care. Between January to September of 2023, our EMS team responded to more than 15 overdose/substance misuse calls per month. Of those, over 50% of the calls involved a physical assault, verbal assault, threat of violence, or disorderly person. A violent patient who may be misusing opioids cannot be discharged from Bristol Hospital without a provider's clearance making this project a worthwhile investment for the community.

Sources:

"How Drugs & Alcohol Can Fuel Violent Behaviors." *American Addiction Centers*, 2 Dec. 2022, americanaddictioncenters.org/rehab-guide/addiction-and-violence.

Mark D. Sullivan, MD. "Association between Mental Health Disorders, Problem Drug Use, and Regular Prescription Opioid Use." *Archives of Internal Medicine*, JAMA Network, 23 Oct. 2006, jamanetwork.com/journals/jamainternalmedicine/fullarticle/411106.

"When Addiction and Mental Illness Collide." *National Institutes of Health*, U.S. Department of Health and Human Services, heal.nih.gov/news/stories/collaborative-care#:~:text=Mental%20illness%2C%20often%20undiagnosed%2C%20increases,risk%20of%20addiction%20and%20overdose. Accessed 13 Oct. 2023.



MEMORANDUM

DATE: February 7, 2024

TO: Mayor Jeffrey Caggiano
City Council

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

RE: **EMERGENCY WATERSHED PROTECTION
FLOODPLAIN EASEMENT (EWPP – FPE) GRANT
AMENDMENT**

RECEIVED
2024 FEB - 7 PM 4:25
TOWN AND CITY CLERK
BRISTOL, CT

The Department of Public Works Engineering Division has been working with the Natural Resource Conservation Service (NRCS) since Hurricane Ida on August 31, 2021 to develop and implement projects to mitigate future storm damage. Based on an inspection of various impacted sites, the NRCS identified the property at 396 Jerome Ave as a candidate for an Emergency Watershed Protection Floodplain Easement Grant.

The basis of the grant as originally proposed by NRCS consisted of purchasing a floodplain easement over the entire 396 Jerome Ave property. Through the grant, the property owner will be provided with 100% of the assessed value of the property. The project will include the removal of the house, and all improvements, along with construction of flood mitigation measures. Once the flood easement is acquired, the City is required to purchase the property as open space. Since the property is subject to the restrictions of the floodplain easement, the property title is estimated to cost approximately \$1,100. Property owner compensation for the property is provided through acquisition of the easement, not the transfer of title.

The original grant included NCRS funding for the initial property appraisal, legal and administrative cost of \$21,450. The proposed contract amendment funds acquisition of the restrictive property easement. City cost remain \$1,100.

The proposed grant only benefits one property, however, the Department of Public Works is committed to removing homes prone to flooding from the flood plain. Therefore, the Department recommends the following City Council action:

Authorize the Mayor to sign a contract amendment with NRCS associated with an Emergency Watershed Protection Floodplain Easement (EWPP – FPE) Grant increasing NRCS funding from \$21,450 to \$383,543.

City of Bristol Public Works
Email: www.bristolct.gov/publicworks
860-584-6125 or 860-584-7791

A copy of the proposed contract amendment is attached. In addition, please note that an appraisal for the property has not been performed to date. In accordance with the grant, the property owner reserves the right to elect to **not** proceed with procurement of the property, pending acceptance of the appraisal.

Please feel free to contact the Public Works Department for additional information at 860-584-6111.



U.S. Department of Agriculture
Natural Resources Conservation Service

NRCS-ADS-093

NOTICE OF GRANT AND AGREEMENT AWARD

1. Award Identifying Number NR221106XXXXC001	2. Amendment Number 0001	3. Award /Project Period 07/25/2022 - 04/29/2024	4. Type of award instrument: Cooperative Agreement
5. Agency (Name and Address) Natural Resources Conservation Service 344 Merrow Road, Suite A Tolland, CT 06084-3917		6. Recipient Organization (Name and Address) BRISTOL, CITY OF 111 NORTH MAIN STREET BRISTOL CT 06010-8184 UEI Number / DUNS Number: DKFQQLER8MA6 / 060665783 EIN:	
7. NRCS Program Contact Name: ANNA HERNBERG Phone: (860) 584-6116 Email: Anna.Hernberg@usda.gov	8. NRCS Administrative Contact Name: Dorothea Martinez Phone: (803) 253-3899 Email: dorothea.martinez@usda.gov	9. Recipient Program Contact Name: Raymond Rogozinski Phone: (860) 584-6116 Email: raymondrogozinski@bristolct.gov	10. Recipient Administrative Contact Name: Raymond Rogozinski Phone: (860) 584-6116 Email: raymondrogozinski@bristolct.gov
11. CFDA 10.923	12. Authority 33 U.S.C. 701b-1 16 U.S.C. 2203	13. Type of Action Amendment/Revision	14. Program Director Name: Raymond Rogozinski Phone: (860) 584-6116 Email: raymondrogozinski@bristolct.gov
15. Project Title/ Description: To purchase a floodplain easement at 396 Jerome Avenue, and to restore the floodplain functions and values to natural assistance for the City of Bristol, Connecticut			
16. Entity Type: C = City or township Government			
17. Select Funding Type			
Select funding type:	☒ Federal	☒ Non-Federal	
Original funds total	\$21,450.00	\$1,100.00	
Additional funds total	\$362093.00	\$0	
Grand total	\$383,543.00	\$1,100.00	
18. Approved Budget			

Personnel	\$0.00	Fringe Benefits	\$0.00
Travel	\$0.00	Equipment	\$0.00
Supplies	\$0.00	Contractual	\$376,593.00
Construction	\$0.00	Other	\$6,950.00
Total Direct Cost	\$383,543.00	Total Indirect Cost	\$0.00
		Total Non-Federal Funds	\$1,100.00
		Total Federal Funds Awarded	\$383,543.00
		Total Approved Budget	\$384,643.00

This agreement is subject to applicable USDA NRCS statutory provisions and Financial Assistance Regulations. In accepting this award or amendment and any payments made pursuant thereto, the undersigned represents that he or she is duly authorized to act on behalf of the awardee organization, agrees that the award is subject to the applicable provisions of this agreement (and all attachments), and agrees that acceptance of any payments constitutes an agreement by the payee that the amounts, if any, found by NRCS to have been overpaid, will be refunded or credited in full to NRCS.

Name and Title of Authorized Government Representative THOMAS L. MORGART State Conservationist	Signature	Date
Name and Title of Authorized Recipient Representative JEFFREY CAGGIANO Mayor	Signature	Date

NONDISCRIMINATION STATEMENT

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW., Washington, DC 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

PRIVACY ACT STATEMENT

The above statements are made in accordance with the Privacy Act of 1974 (5 U.S.C. Section 522a).

Statement of Work

Please note that any narrative below should be considered in addition to the original Statement of Work, as well as any prior amendments.

Purpose

The purpose of this amendment is to increase the amount of funding as shown on the NOA and the updated budget narrative section, establish additional responsibilities in the Responsibilities of the Parties section, and replace the General Terms and Conditions.

NRCS will provide technical and financial assistance to the City of Bristol for EWP project #5027 in Hartford County Connecticut.

Objectives

The implementation of EWP measures as detailed in the Damage Survey Reports (DSR) and described here:

- DSR 09-01-21-5027-001– remove residential structures, provide a flood bench and long-term land protection at 396 Jerome Avenue, Bristol in Hartford County, Connecticut

Budget Narrative

The below Budget Narrative replaces the Budget Narrative in the original agreement.

The official budget described in this Budget Narrative will be considered the total budget as last approved by the Federal awarding agency for this award. Amounts included in this budget narrative are estimates. Reimbursement or advance liquidations will be based on actual expenditures, not to exceed the amount obligated.

The budget includes the following. Eligible costs are identified in 2 budget categories, Financial Assistance (FA) and Technical Assistance (TA) and must be tracked separately.

Total Estimated Project Budget: \$384,643.00

NRCS Reimburses Sponsor

FA: Estimated Acquisition Costs (Boundary Survey, Appraisal, land title Title Search, Haz-Mat Inventory, etc.)	\$19,600
---	----------

FA: Estimated Acquisition (Purchase Price from landowner)	\$203,700
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FA: Estimated Demolition	\$153,293
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Technical Assistance (TA)	\$6,950
---------------------------	---------

Sponsor Share

FA: (purchase remaining land title from landowner)	\$1,100
---	---------

Sub-Totals	\$383,543
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Total Estimated Project Budget	\$384,643
--------------------------------	-----------

1. NRCS pays up to \$383,543.00 of eligible acquisition and construction costs and the Sponsor pays \$1,100.00 of Construction costs. NRCS will contribute up to \$6,950 for contract administration, and management costs. It is possible that technical and administrative costs will exceed this amount, requiring the Sponsor to contribute resources to complete technical and administrative work.

2. NRCS funding for this project is provided to the Sponsor in two separate NRCS funding accounts, one for financial assistance (FA) and one for technical assistance (TA). FA costs are associated with acquisition and construction

activities; TA costs are associated with planning, design, contract administration, and quality assurance inspections. These expenditures shall be accounted for separately in order for expenses to be eligible for reimbursement.

3. NRCS will provide FA for actual costs as reimbursement to the Sponsor for approved acquisition and on-the-ground construction costs, subject to above limits. NRCS may advance FA funds to the Sponsor for approved acquisition costs, subject to above limits. Construction costs are associated with the installation of the project measures including labor, equipment and materials. Acquisition costs are associated with appraisals and reviews (completed by an appropriately licensed/certified appraiser), recording fees, title insurance and search fees, boundary surveys, relocation costs, and acquisition with warranty deeds.

4. NRCS will provide TA reimbursement to the Sponsor for technical and administrative costs directly charged to the project, subject to the above limits. If costs are reduced, reimbursement will be reduced accordingly. These costs include:

- providing necessary quality assurance during construction.
- contract administration costs include, but not limited to, soliciting, evaluating, awarding and administering contracts for construction and engineering services, including project management, verifying invoices and record keeping.

5. The Sponsor will contribute funds toward the total acquisition and construction costs in either direct cash expenditures, the value of non-cash materials or services, or in-kind contributions. The value of any in-kind contribution shall be agreed to by NRCS in writing prior to implementation.

6. The Sponsor is required to report deviations from budget, project scope, or objectives. Recipients must request prior approvals from NRCS for budget and program plan revisions.

7. Allowable Property-Related Costs: Allowable costs for property acquisition and structure demolition or relocation projects for EWP buyouts depend on the scope of work in this cooperative agreement. Generally allowable costs for EWP buyouts are listed below, and other costs will be evaluated on a case-by-case basis; however, the terms and conditions of this cooperative agreement between NRCS and the project sponsor will determine NRCS financial contributions. Generally allowable EWP buyout costs include:

- Market value of the real property (land and structures) either at the time of sale or immediately prior to the most recent flood event, subject to applicable adjustments, provided state/local laws do not prohibit future improvements and/or require structure demolition.
- Removal of demolition debris and household hazardous wastes to an approved landfill.
- Abatement of asbestos and/or lead-based paint.
- Removal of septic tanks.
- Permitted disposal of fuel tanks that support residential use only.
- Filling of basements with compacted clean fill.
- Removal of only the trees, if any, that restrict the demolition work on any structure.
- Termination of all abandoned utilities at least 2 feet below the finish grade of the site.
- Capping of wells and/or removal of associated components.
- Grading, seeding, leveling, and site stabilization.
- Fees for any necessary appraisals, title searches, title insurance, property inspections, permit fees, and surveys.
- Property tax liens or tax obligations can be extinguished with proceeds from property sale while performing the transfer of title.
- Fees associated with the title transfer, contract review, and other costs associated with conducting the real estate settlement, including recordation of the deed and deed restrictions.
- Development of a site restoration plan for the purpose of restoring the natural environment and provide flooding and erosion protection.

8. Non-Allowable Costs: Property-related costs that are not allowable for EWP buyouts include but are not limited to the following:

- Compensation for land that is already held by an entity for open space, conservation, or flooding and erosion protection; however, compensation for development rights (e.g., obtaining a conservation easement) may be an allowable cost.
- Property acquisition and structural demolition projects where state and/or local laws or ordinances create a legal condition that requires structure demolition and/or prohibits future development of the property (e.g., a setback requirement).
- Remediation, remediation plans, and environmental cleanup and certification of contaminated properties; however, permitted disposal of incidental demolition, household hazardous wastes and fuel tanks that support a residential use only may be an allowable cost.
- Aesthetic improvements, new site property acquisition, and public infrastructure and utility development.

Responsibility of the Parties

The sections are hereby revised and/or added to this section:

If inconsistencies arise between the language in this Statement of Work (SOW) and the General Terms and Conditions attached to the agreement, the language in this SOW takes precedence.

SPONSOR RESPONSIBILITIES

1. Perform the work and produce the deliverables as outlined in this Statement of Work.
2. Comply with the applicable version of the General Terms and Conditions.
3. Accomplish acquisition and construction of the EWP project measures by contracting, in-kind construction services, or a combination of both.
4. Ensure and certify by signing this agreement that its cost share obligation is from a non-Federal source, unless there is statutory authority allowing specific grants to be used as a federal match.
5. Acquire adequate real property rights (land and water), permits and licenses in accordance with local, state, and Federal laws necessary for the installation of EWP project measures prior to construction. This includes any rights associated with required environmental mitigation. Costs related to permits are the Sponsor's responsibility and ineligible for reimbursement.
6. Accept all financial and other responsibility for excess costs resulting from their failure to obtain, or their delay in obtaining, adequate land and water rights, permits and licenses needed for the Project.
7. Provide the agreed-to portion of the actual, eligible and approved acquisition and construction cost. These costs may be in the form of cash, in-kind construction services, or a combination of both. Final acquisition and construction items that are eligible will be agreed upon during the pre-design conference. These costs consist of costs from contracts awarded to contractors and eligible Sponsor in-kind construction costs for materials, labor, and equipment. The Sponsor shall provide NRCS documentation to support all eligible acquisition and construction costs. Costs incurred prior to the Sponsor and NRCS signing this agreement are ineligible and will not be reimbursed.
8. Be responsible for 100 percent of all ineligible acquisition and construction costs and 100 percent of any unapproved upgrade to increase the level of protection over and above that described in the DSR.
9. Account for and report FA and TA expenditures separately in order for expenses to be eligible for reimbursement. NRCS funding for this project is provided to the Sponsor in two separate NRCS funding accounts, one for TA and one for FA, requiring this separation. Refer to the Budget Narrative section.
10. The contracts for design services and construction described in this Agreement shall not be awarded to the Sponsor or to any firm in which any Sponsor's official or any member of such official's immediate family has direct or indirect interest in the pecuniary profits or contracts of such firms. Reference 2 CFR § 200.318 regarding standards of conduct covering conflicts of interest and governing the performance of its employees engaged in the selection, award, and administration of contracts.
11. Comply with Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA) for a displaced person. Any displaced person as defined by 42 U.S.C. § 4601(6) (such as a displaced tenant), who is temporarily or permanently displaced from their home as a direct result of a EWP-buyout funded project, is entitled to compensation in accordance with 49 CFR Part 24.
12. For in-kind construction services (materials, labor, and/or equipment supplied by the Sponsor), develop a Plan of Operations describing the construction services to be performed including estimated quantities and values. The Plan of Operations shall be concurred in by NRCS at the pre-design conference. In-kind construction services for equipment shall not exceed published FEMA equipment rates unless otherwise documented and concurred in advance by NRCS.
13. The following documentation is required to support the Sponsor's request for reimbursement of in-kind construction services:
 - a. Invoices covering actual costs of materials used in constructing the eligible EWP project measures.

- b. Records documenting the type, quality, and quantities of materials actually used in constructing the eligible EWP project measures.
- c. Daily time records for each employee showing name, classification, wage rate, hours, and dates actually employed for constructing the eligible EWP project measures.
- d. Equipment operating records showing the type and size of equipment, hourly rate, actual hours of operation and dates used to install the eligible EWP project measures. Equipment idle time is not eligible in-kind construction services, even if on the job site, and should not be included in the equipment operating records.

14. Ensure that any special requirements for compliance with environmental and/or cultural resource laws are incorporated into the project.

15. The Sponsor must secure at its own expense all Federal, State, and local permits and licenses necessary for completion of the work described in this agreement as well as any necessary natural resource rights and provide copies of all permits and licenses obtained to NRCS.

16. Will arrange and pay for any necessary location, removal, or relocation of utilities, unless those activities are part of a buyout project.

17. Ensure that technical and engineering standards and specifications of NRCS are adhered to during construction of the Project, as interpreted by NRCS Program/Technical Contact. Provide NRCS Program/Technical Contact progress reports as necessary and agreed to. Progress reports should include technical on-site inspections of work accomplished for the period, work planned, results of material tests, deficient work products and/or tests with corrective actions taken, modifications anticipated, technical problems encountered, contractual issues and other relevant information.

18. Ensure that all contractors on NRCS assisted projects are performing their work in accordance with OSHA regulations and the Contract Work Hours and Safety Standards Act (40 USC 3701-3708) as supplemented by Department of Labor regulations (29 CFR Part 5). The Sponsor is responsible for periodically checking the contractor's compliance with safety requirements.

19. As determined necessary by the NRCS State Conservationist, provide PE-certified as-built drawings and quantities for the project. A copy of the as-built drawings will be submitted to the NRCS Program/Technical Contact.

20. Refer to the General Terms and Conditions of this Agreement regarding submission of a "Request for Advance and Reimbursement". Payments will be withheld until all required documentation is submitted and complete.

21. Ensure that information in the System for Award Management (SAM) is current and accurate until the final financial report (SF-425) under this award or final payment is received, whichever is later.

22. Sponsor must indemnify and hold NRCS harmless to the extent permitted by State law for any costs, damages, claims, liabilities, and judgments arising from past, present, and future acts or omissions of the Sponsor in connection with its acquisition and management of the Emergency Watershed Protection Program pursuant to this agreement. Further, the Sponsor agrees that NRCS will have no responsibility for acts and omissions of the Sponsor, its agents, successors, assigns, employees, contractors, or lessees in connection with the acquisition and management of the Emergency Watershed Protection Program pursuant to this agreement that result in violation of any laws and regulations that are now or that may in the future become applicable.

23. Agreement Assurances from the Sponsor: (a) Declaration that the land will be maintained as open space and for natural resource conservation, and the land uses will primarily consist of the "generally allowable uses" that are compatible with the requirements of the EWP Program and an official deed restriction of the property. (b) Declaration that the project sponsor will be responsible for all maintenance costs of the property. (c) Declaration that adjoining property owners will be notified about the acquisition project.

24. Deed Restriction Language: The project sponsor must include a sample of the deed restriction (not including property-specific details) that the sponsor intends to record with each property deed. The sample must be consistent with the EWP Deed Restriction Template. Modifications to the language in the EWP Deed Restriction Template can only be made with prior approval from a NRCS State Conservationist. Changes may be approved for compliance with local requirements, but changes to substantive program provisions will not be approved. The NRCS State Conservationist must concur on the deed restriction language prior to all EWP buyout settlements.

25. The final offer to a property owner is based on the value assigned to a property ("purchase offer") and applicable additions and deductions. Deductions to the purchase offer may include duplication of benefits deductions, and additions may include any supplemental housing payments. The project sponsor must ensure all property owners are treated fairly and are offered an equitable package of benefits. The project sponsor must inform each property owner in writing the market value (pre-event or current) of the property and the method used to determine the final offer.

26. Purchase Offer: Value of the Property: For each property identified for acquisition, the project sponsor shall establish and document a property value based on market value, which is defined as: The amount in cash, or on terms reasonably equivalent to cash, for which in all probability the property would have sold on the effective date of the valuation, after a reasonable exposure time on the open competitive market, from a willing and reasonably knowledgeable seller to a willing and reasonably knowledgeable buyer, with neither acting under any compulsion to buy or sell, giving due consideration to all available economic uses of the property at the time of the valuation. The current market value reflects the property value at the time of the final offer. Pre-event market value is defined as the market value of the property immediately before the EWP Program eligible event that affected the property. The pre-event market value or current market value may be used at the recipient's discretion. (a) The benefit of the pre-event market value is available only to owners who owned the property during the event. If the current property owner purchased or took possession of the disaster-damaged property after the major relevant event, the project sponsor may not offer the owner more than the current market value. (b) The current market value may be the most efficient method if no damage has occurred to the property or if a reasonable amount of time has elapsed since the event. (c) NRCS generally does not include subsurface mineral valuations in the current market value. However, there is no legal or regulatory requirement to exclude those values. Costs associated with surface or subsurface land appraisal are considered part of the overall cost-effectiveness evaluation of any acquisition project. (d) Typically, EWP buyouts and structure demolition or relocation projects require the valuation of the property (land and structures as a whole). When an eligible entity already owns the property and wants to deed-restrict it, valuation is for the structure and development rights instead of for the land. Relocation projects require the valuation of land only.

27. Submit reports and payment requests to the ezFedGrants system or the Farm Production and Conservation (FPAC) Grants and Agreements Division via email to FPAC.BC.GAD@usda.gov as outlined in the applicable version of the General Terms and Conditions. Reporting frequency is as follows:

Performance reports: annual

SF425 Financial Reports: annual

NRCS RESPONSIBILITIES

1. Assist Sponsor in establishing design parameters; determine eligible acquisition and construction costs during the pre-design conference.
2. Provide Deed Restriction template to Sponsor.
3. If applicable, designate a government representative (GR) to serve as liaison with the Sponsor and identify that person's contact information with this executed agreement.
4. Review, comment, and concur on appraisals and deed restrictions, preliminary and final plans, specifications, O&M Plan, Plan of Operations (if required), and QAP.
5. Make periodic site visits during the installation of the EWP project measures to review construction progress, document conformance to engineering plans and specifications, and provide any necessary clarification on the Sponsor's responsibilities.
6. Upon notification of the completion of the EWP project measures, NRCS shall promptly review the performance of the Sponsor to determine if the requirements of this agreement and fund expenditures as agreed have been met.
7. Make payment to the Sponsor covering NRCS' share of the cost upon receipt and approval of Form SF-270 and supporting documentation. In the event there are questions regarding the SF 270 and supporting documentation, NRCS will contact the Sponsor in a timely manner to resolve concerns.
8. Once the project is completed and all requests for reimbursement submitted, any excess funding remaining in the agreement will be de-obligated from the agreement.

Expected Accomplishments and Deliverables

1. Contract/install the designed construction. Sponsor will obtain NRCS review and concurrence on the appraisals, deed restrictions, warranty deeds, relocation costs, design, construction plans, and specifications. The Sponsor must ensure description of work is reviewed, concurred, and approved by NRCS. A copy of the final deed restrictions, warranty deeds acquired by the Sponsor, signed and sealed plans and specifications shall be provided to NRCS.

2. The following appraisal methodology must be used to determine property value: (a) The appraisal must be conducted by an appraiser in accordance with The Appraisal Foundation's Uniform Standards of Professional Appraisal Practice (USPAP). (b) The appraiser must comply with relevant state laws and requirements and have the appropriate certification, qualifications, and competencies based on the type of property being appraised. (c) The project sponsor must coordinate with the landowner to determine the assumptions that will be used in the appraisal (i.e., current or pre-event market value), and the assumptions must be applied consistently throughout the project area for all properties to be acquired. Potential deductions from and additions to the purchase offer must also be considered.

3. Contract for services and construction in accordance with the Code of Federal Regulations (CFR), 2 CFR § 200.317 through 200.327, applicable State regulations, and the Sponsor's procurement regulations, as appropriate. (See general terms and conditions attached to this agreement for a link to the CFR.) In accordance with 2 CFR § 200.327, contracts must contain the applicable provisions described in Appendix II to Part 200. Davis-Bacon Act would not apply under this Federal program legislation.

4. Provide copies of site maps to appropriate Federal and State agencies for environmental review. Sponsor will notify NRCS of environmental clearance, modification of construction plans, or any unresolved concerns as well as copies of all permits, licenses, and other documents required by Federal, state, and local statutes and ordinances prior to solicitation for installation of the EWP project measures. All modifications to the acquisition plan and design plans and specifications shall be reviewed and concurred on by NRCS.

5. The O&M Plan shall describe the activities the Sponsor will do to ensure the project performs as designed. Upon completion of the project measures, the Sponsor shall assume responsibility for O&M.

6. Prior to commencement of work and/or solicitation of bids, submit for NRCS review and concurrence a Quality Assurance Plan (QAP). The QAP shall outline technical and administrative expertise required to ensure the EWP project measures are installed in accordance with the plans and specifications, identify individuals with the expertise, describe items to be inspected, list equipment required for inspection, outline the frequency and timing of inspection (continuous or periodic), outline inspection procedures, and record keeping requirements. A copy of the final QAP shall be provided to NRCS and requires NRCS concurrence prior to commencement of construction.

7. Provide construction inspection in accordance with the QAP.

8. Arrange for and conduct final inspection of completed project with NRCS to determine whether all work has been performed in accordance with contractual requirements. Provide a PE certification that the Project was installed in accordance with approved plans and specifications.

9. At the completion of the agreement activity, NRCS and the sponsor shall verify: (a) that all required activities have been accomplished in accordance with all EWP program and cooperative agreement requirements; (b) the final list of acquired properties, and (c) the deed restriction language that was recorded with each corresponding deed.

10. Prepare deed restriction in accordance with the attached Deed Restriction Template.

11. The project sponsor shall provide to NRCS, the following property information: (a) Photograph(s) of the property site after project was completed; (b) A copy of the recorded notarized deed that includes the deed restriction language for each property; (c) Latitude and longitude of each property given to the nearest sixth decimal place; (d) A signed Statement of Voluntary Participation from the owner(s) of each property identified in the subaward scope of work; (e) Description of how pre-event market value was determined, if applicable; (f) Documentation of duplication of benefits review; (g) Date structure was removed from property (this must be 90 calendar days from date of settlement); (h) The property address, the closing date, and the amount paid to the homeowner(s); (i) For relocation projects, a certificate of occupancy from the local government agency or building department for each relocated structure to certify that the structure is code compliant.

Resources Required

See the Responsibilities of the Parties section for required resources, if applicable.

Milestone

These are estimated timelines in sequential order; tasks may be able to run concurrently. Milestones shall include, but not limited to, the following items:

1. Complete appraisal, review and NRCS concurrence within 60 days.
2. Obtain NRCS concurrence on deed restrictions to be executed after closing within 14 days.
3. Acquire fee simple property title and execute deed restrictions within 60 days.
4. Provide concurrence on NRCS design plans and specifications, demolition plans and specifications, and construction plans and specifications within 14 days.
5. Provide concurrence on NRCS O&M Plan within 14 days.
6. Receive NRCS concurrence on QAP for site restoration practices within 30 days.
7. Solicit bids and award construction contract within 30 days.
8. Completion of demolition and restoration activities within 90 days.
9. Complete close-out activities (See General Terms and Conditions and Expected Accomplishments and Deliverables section of this agreement)

GENERAL TERMS AND CONDITIONS

Please reference the below link(s) for the General Terms and Conditions pertaining to this award:
<https://www.fpacbc.usda.gov/about/grants-and-agreements/award-terms-and-conditions/index.html>



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: February 6, 2024

TO: Mayor Jeffrey Caggiano
Board of Public Works

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

RE: **UNACCEPTED CITY STREETS – CONTINUE DPW
MAINTENANCE OF AMBLER RD., GRASSY RD., ARNOLD
COURT, & BURLINGTON AVE (No. 131 to 149).**

RECEIVED
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TOWN AND CITY CLERK
BRISTOL, CT

The Board of Public Works at its meeting of January 18, 2024 voted to take the following action:

Board of Public Works recommends that the City formalize the Department of Public Works' responsibility, by a vote of City Council that DPW will continue in perpetuity the current policy of providing full Department of Public Works services to Ambler Road, Grassy Road, Arnold Court, and Burlington Avenue (house 131 to 149).

The Board took this action based on the recommendation and documentation provided by the Department of Public Works, dated December 12, 2023 & January 9, 2023 (attached).

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



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: December 12, 2023

TO: Mayor Jeffrey Caggiano
Board of Public Works

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

RE: **UNACCEPTED CITY STREETS – CONTINUE DPW
MAINTENANCE OF AMBLER RD., GRASSY RD., ARNOLD
COURT, & BURLINGTON AVE (No. 131 to 149).**

As indicated in the attached **Unaccepted Streets Utilized By Residents**, there are number of unaccepted City Streets within the City. An unaccepted City Street is an existing street with dwellings that have NOT been accepted (approved) by City Council. Streets are typically classified as an unaccepted City Street due to nonconformity with City roadway standards, such as: narrow pavement width, lack of (or limited) right-of-way, or deficiency in utility infrastructure. See attached Board of Public Works Unaccepted City Street policy.

The majority of unaccepted City Streets function as private or combined driveways, and are not, and should not, be accepted as a City Street. The City's policy is to maintain the existing level of service currently provided to residents on unaccepted City streets. As a result, some roads receive no snow removal or solid waste collection services from DPW, and other properties along unaccepted City streets receive either snow removal or rubbish services. However, there are currently unaccepted City roads that have multiple dwellings on them and receive all DPW services (snow removal & rubbish collection).

The unaccepted roads that receive full DPW services consist of Ambler Road, Grassy Road, Arnold Court, and Burlington Avenue (house 131 to 149). These roads essentially function as accepted City streets, therefore, **DPW recommends that the City formalize the Department's responsibility by documenting by a vote of City Council that DPW will continue in perpetuity the current policy of providing full Department of Public Works services to Ambler Road, Grassy Road, Arnold Court, and Burlington Avenue (house 131 to 149).** Said services shall include the collection of refuse and recycling, pavement repair and resurfacing, along with snow removal and winter ice treatment. In addition, DPW would recommend that as a condition of formalizing the roadway maintenance responsibilities of DPW, that all applicable City ordinances associated with City Streets would be applicable to the roadways. Having City Ordinances apply to the referenced streets will assist DPW and the City with Code Enforcement issues (if any).

A similar City action was approved in April of 2020 for Bird Road (see attached), recognizing that the southern section of Bird Road functioned as a City Street, but was not formally accepted by City Council. There are differences between Bird Road and Ambler Road, Grassy Road, Arnold Court, and Burlington Avenue (house 131 to 149). At the time of City Council action, Bird Road had been recently paved, and had a roadway surface rating of 96. The roadway conditions of Ambler Road, Grassy Road, Arnold Court, and Burlington Avenue (house 131 to 149) are poor, and have a roadway surface rating of 42, 50, 32, and 30 respectively. Therefore, if the DPW proposed action is approved, the Department would resurface the roadway, estimated to cost a total of \$73,602 (Ambler (\$38,000), Grassy (\$15,000), Arnold (\$7,073), and Burlington Ave (\$12,788).

There is a City Ordinance that provides a mechanism that allows residents living along unaccepted City streets to have the roads formally accepted by the City Council as a City streets. Ordinance 21-141 (attached) indicates that property owners can petition to have unaccepted City streets accepted, if they provide an A-2 survey, and make improvements to the roadway to comply with City roadway standards. The Ordinance is well-written, however, in the case of multiple property owners such as Ambler Road, Grassy Road, Arnold Court, and Burlington Avenue (house 131 to 149) coordinating/complying with Ordinance 21-141 is a challenge.

Prior to the Board of Public Works approval of DPW's following request:

Forward a recommendation to City Council authorizing the Department of Public Works to continue in perpetuity the current policy of providing full Department of Public Works services to Ambler Road, Grassy Road, Arnold Court, and Burlington Avenue (house 131 to 149). Said services shall include the collection of refuse & recycling, pavement repair & resurfacing, along with snow removal and winter ice treatment. In addition, DPW would recommend that as a condition of formalizing the roadway maintenance responsibilities of DPW, that all applicable City ordinances associated with City streets would be applicable to the roadways.

DPW would recommend the following Board of Public Works action:

Refer this matter to the City's Corporation Counsel and the City's Water/Sewer Department for review and comment.

The purpose of referring this matter to Bristol Water/Sewer Department is to confirm that DPW's proposed action will not impact Bristol's Water/Sewer Department authority or policies pertaining to the water and sewer utilities (if any) within the subject roads.

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