



*City of Bristol
Storm Water Trust*

The regular meeting will be held on Thursday, March 7, 2024, at 9:00 AM. in City Hall Meeting Room 1-2, 111 North Main Street, Bristol, Connecticut.

AGENDA

1. Call to Order
2. Approval of Minutes
 - a. September 19, 2023
 - b. November 7, 2023
3. Report on Obligated Sites, Discussion, and Consideration.
4. Report on any potential sites that may become Obligated Sites, Discussion
5. Treasurer's Report and Report on Investments.
6. Consideration of Investment Allocation, Adjustments or Changes.
7. Consideration of any Requests for Payments for Maintenance of Obligated Sites.
8. Consideration of preparation and submission of the Annual Report to the City Council on the condition of the Trust endowment, its income and Schedule of Investments.
9. Date, Time and Place of Next Meeting – September 26, 2024 9:00 a.m.
10. Adjournment

PER ORDER OF THE CHAIRPERSON
Raymond Rogozinski

A Meeting of the Bristol Storm Water Control Trust was held on March 7, 2023, at 9:00 a.m. in the Meeting Room 1 of City Hall West, 131 North Main Street, Bristol, Connecticut.
Members present: Ray Rogozinski, Ron Smith, Patti Chapman, and Diane Waldron.
Public Works Staff present: Jason Morrocco and Craig Kasparian.

1. Call to Order.

Chairman Ray Rogozinski called the meeting to order at 9:02 a.m.

2. Approval of the minutes – March 7, 2023

It was MOVED by Ron Smith and seconded by Diane Waldron and VOTED UNANIMOUSLY, to approve the minutes of March 7, 2023 and place on file. Motion approved.

3. Report on Obligated Sites, Discussion, and Consideration.

The Streets Division did Maintenance in August on the sites with additional maintenance scheduled for October. The Pond and Lake Connection will be treating the cat tails on three ponds, this is year two of a three year program. Ron questioned how the maintenance three times a year is going, Craig stated it's working out well for the staff and equipment, makes the maintenance more manageable. Patti questioned if there was any flooding, Craig stated the one that concerns them is the pond on Middle Street which they will be addressing. The maintenance of the ponds typically takes a week night and one Saturday for overtime. Ray will be reaching out to Scott Heth, Environmental Learning Center, to discuss maintenance with Engineering. Discussion was held on the Huntington Woods Pond, the City has completed work on this site.

4. Report on any potential sites that may become Obligated Sites, Discussion

Ray stated there are two subdivisions currently being built, one of Redstone Hill Road and one on Barlow Street, however we are probably nine months away from accepting those ponds into the Trust.

5. Treasurer's Report and Report on Investments.

Treasurer Patti Chapman presented the Treasurer's report for fiscal year 2022-23. Patti stated the Trust had total revenues of \$37,328.52 for 2022 with \$25,183.16 in Professional Fees and Maintenance expenses paid. The total return for fiscal year was 7.40% with a market value at June 30, 2022 of \$1,237,867.

It was MOVED by Ron Smith and seconded by Diane Waldron and VOTED UNANIMOUSLY, to accept the Treasurer's Report and place it on file. Motion approved.

6. Consideration of any Requests for Payments for Maintenance of Obligated Sites.

Ray stated the \$35,000 allocation would allow for maintenance three times a year on overtime, and additional funding for any maintenance, if needed. Last year, no maintenance repairs were needed.

It was MOVED by Ron Smith and seconded by Diane Waldron and VOTED UNANIMOUSLY, maintenance expenses up to \$35,000 for fiscal year 23-24. Motion approved.

7. Consideration of Investment Allocation, Adjustments or Changes.

Patti presented the Vanguard Portfolio Analysis as of September 18, 2023. Discussion was held on the investment portfolio; Patti feels the total stock market is a little high.

It was MOVED by Diane Waldron and seconded by Ron Smith and VOTED UNANIMOUSLY, to move \$50,000 out of the Stock Market Index Fund into the Money Market and revisit at the November meeting. Motion approved.

8. Discussion of 2024 Meeting Dates

It was MOVED by Diane Waldron and seconded by Ron Smith and VOTED UNANIMOUSLY, to approve the following meeting dates for 2024 March 7, September 26, and November 5, 2024. Motion approved.

9. Date, Time and Place of Next Meeting – November 7, 2023 – 8:30 a.m.

Discussion was held on the ponds to visit at the site visits in November, it was agreed Staff show the Trust areas where there are areas of concerns.

10. Adjournment.

Commissioner Waldron made a motion seconded by Commissioner Smith “to adjourn” at 9:10 am. Motion approved.

Jodi A. McGrane
Recording Secretary

BRISTOL STORM WATER CONTROL TRUST
November 7, 2023

A meeting of the Bristol Storm Water Control Trust was held on Thursday, November 7, 2023, at 8:30 a.m. in City Hall, Meeting Room 1-2, Bristol, Connecticut.

Members present: Ray Rogozinski, Patti Chapman, Ron Smith and Diane Waldron. Public Works Staff present: Craig Kasparian.

1. Call to Order.

Chairman Ray Rogozinski called the meeting to order at 8:32 a.m.

2. Consideration of Investment Allocation, Adjustments or Changes

Patti presented the portfolio analysis as of November 6, and the \$50,000 transfer approved at the last meeting. Diane stated the portfolio is pretty diversified. Ray stated there is no anticipated money this year.

Diane Waldron made a motion seconded by Ron Smith "To make no changes to the investments." Motion approved.

3. On-site inspections of the obligated sites and discussion

The Trust left for on-site inspection of the obligated sites at 8:45 am. The properties were well-maintained.

4. Any other business to come before the Trust

None

5. Adjournment.

With no other business, the Trust adjourned after the on-site inspections.

Jodi A. McGrane
Recording Secretary