



*City of Bristol
Historic District Commission*

INFORMATION FOR THE PUBLIC TO ACCESS THIS MEETING

Zoom Meeting link:

<https://bristolct-gov.zoom.us/j/86086051564?pwd=kS2oA1hDtXkhaYaVluL8Nnt6Gsb4oa.1>

Meeting Number:

860 8605 1564

Meeting Password:

938151

Join by phone

1-929-205-6099

REGULAR MEETING OF WEDNESDAY, MARCH 27, 2024
MEETING ONLINE VIA ZOOM AND
BRISTOL CITY HALL – 111 NORTH MAIN STREET
MEETING ROOM 1-3
5:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Public Participation
4. Public Hearings
 - a. Application #2024-03-01 – Request for a Certificate of Appropriateness for the replacement of an existing roof at 226 Grove Street; Assessor's Map 25, Lot 68; Daphnee Delgado, applicant.
5. Approval of Minutes
 - a. December 27, 2023
6. Correspondence
 - a. New Civic Clerk Agenda System

7. Adjournment

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 Historic District Commission is Wednesday, April 24, 2024

**BRISTOL HISTORIC DISTRICT COMMISSION
CITY OF BRISTOL, CONNECTICUT
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS**

APPLICATION NO. 2024-03-01

DATE FILED: 03-12-2024

The undersigned Applicant hereby applies for approval of a Certificate of Appropriateness for the proposed work described below:

Address of the Property: 226 Grove Street

Assessor's Map No.: 25 Assessor's Lot No.(s): 68 Est. Value of Proposed Work: \$32,000-\$38,000

Nature of Proposed Work (check all that apply):

- | | | |
|--|--|---------------------------------|
| ☐ New Construction/Installation | ☒ Roof | ☐ Fence |
| ☐ Addition/Renovation | ☐ Windows/Doors | ☐ Siding |
| ☒ Alteration/Replacement | ☐ Porch/Deck | ☐ Other |
| ☐ Demolition/Removal | | |

Proposed Work Will Be Done On: ☒ Main Building ☐ Accessory Structure ☐ Other (including land)

Brief Description of Proposed Work: (attach additional sheet if needed) Proposal to replace a 97 year old slate roof with asphalt due to high maintenance costs, 20 years of extensive leaks, over 600 hundred missing slates and interior damages.

Has this property been subject to Historic District approval before? ☐ Yes ☒ No

Has the work being proposed on this application already been started and/or completed? ☐ Yes ☒ No

APPLICANT (If more than one, list each separately) CHECK ONE: ☐ owner ☐ other: _____

Name: Daphnee Delgado

Address: 226 Grove Street City: Bristol State: CT Zip: 06010

Telephone No.: (954) 589-9679 E-Mail: dmlnd7@gmail.com

Signature: [Signature] Signature (Printed/Typed): Daphnee Delgado

OWNER(S) OF RECORD (If other than Applicant; if more than one, list each separately)

Name: David Porter

Address: 226 Grove Street City: Bristol State: CT Zip: 06010

Telephone No.: _____ E-Mail: dm7porter@gmail.com

Signature: [Signature] Signature (Printed/Typed): David D Porter

For Office Use Only

Date of Public Hearing: _____

Building Permit Required? ☐ Yes ☐ No

Date of Commission Decision: _____

Decision: ☐ Approved ☐ With Conditions ☐ See Attached
☐ Denied ☐ With Modifications
☐ Withdrawn

Signed: _____

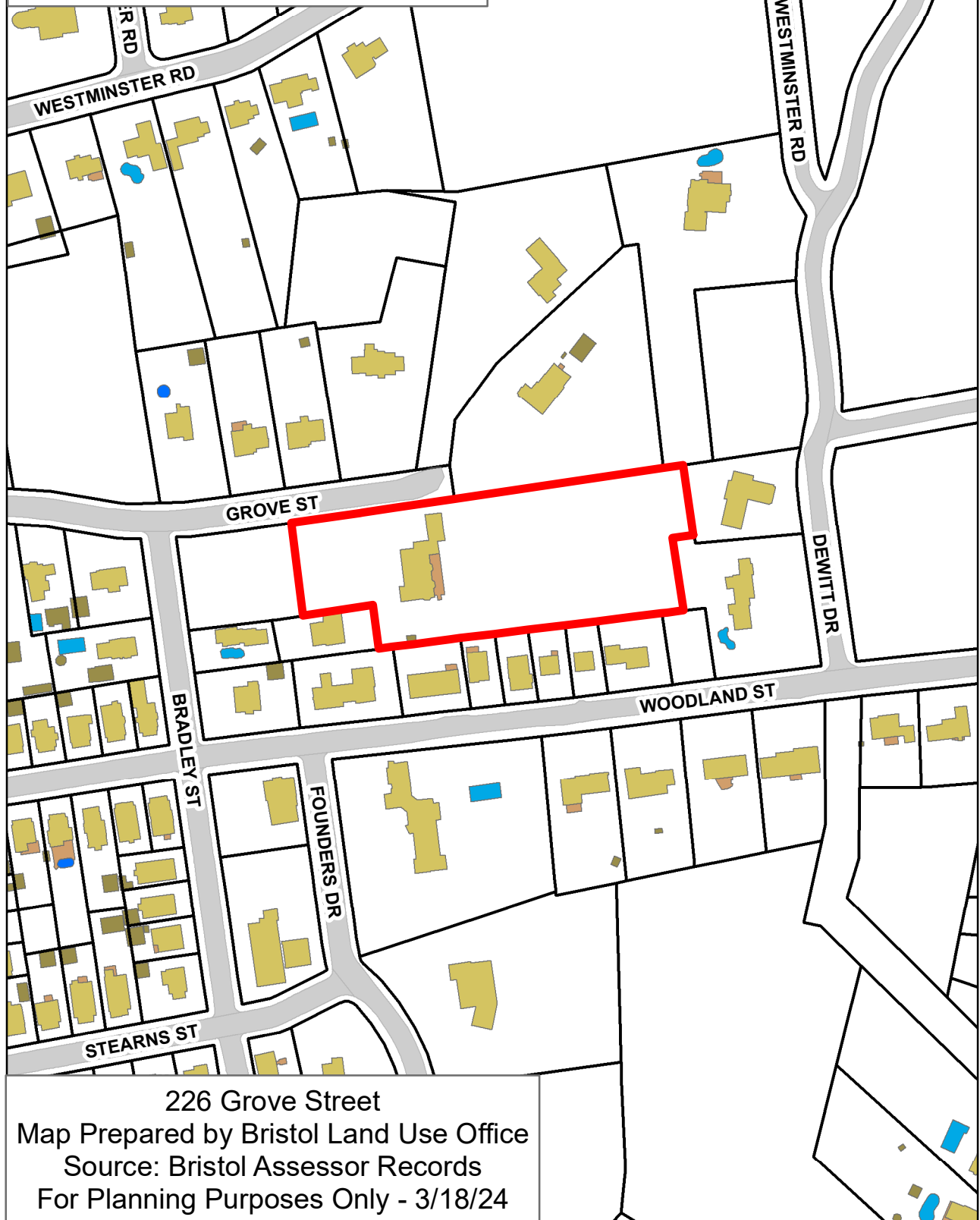
Chairman/Secretary, Bristol Historic District Commission

Date

THIS APPLICATION MUST BE FILED BY 12 NOON ON THE DEADLINE DAY FOR APPLICATION SUBMISSION – NO EXCEPTIONS!

BHDC – 08/17

Application #2024-03-01
Location



226 Grove Street

Map Prepared by Bristol Land Use Office

Source: Bristol Assessor Records

For Planning Purposes Only - 3/18/24

Application #2024-03-01
Aerial



226 Grove Street
Map Prepared by Bristol Land Use Office
Source: Bristol Assessor Records
For Planning Purposes Only - 3/18/24

Letter from Preservation Connecticut



19 March 2024

David Porter and Daphnée Delgado
226 Grove Street
Bristol, Connecticut 06010
Via email: dm7porter@gmail.com and dmlnd7@gmail.com

Re: re-roofing, Marlborough House, 226 Grove Street, Bristol

Dear Daphnée and David:

I know that roof leaks have been troubling you since you bought Marlborough House, so it's heartening to hear that you're able now to move ahead with replacing the roof.

Under the terms of the preservation easement that Preservation Connecticut holds on Marlborough House, we must approve any alterations to the historic appearance of the exterior of the house, including a change in roofing material.

Of course the best of all possible choices would be to replace the existing slate with matching slate. However, we understand that slate would be prohibitively expensive. Under those circumstances, it's far more important to have a sound roof, both to protect the building and to keep it habitable.

The shingles that you propose—either GAF Timberline HDZ Multilayered Architectural Shingles or GAF Camelot II Designer Lifetime Shingles in Slate, or Pewter Gray color to match the existing slate—will be appropriate as a replacement material consistent with the historic character of the house. You also suggested Charcoal as a possible color, but based on the images in the brochure that appears much darker than the historic slates, and I'd suggest you not use it.

If anything changes, and you need to consider a different product, please consult with Preservation Connecticut. Your stewardship of this fine house is important, and we appreciate your commitment to its care.

Very truly yours,

Christopher Wigren
Deputy Director
cwigren@preservationct.org

cc: City of Bristol Historic District Commission

Proposed Roof Estimate

Daphnee Delgado

226 Grove St
Bristol, CT 06010
(954) 589-9679

226 Grove St, Bristol 06010

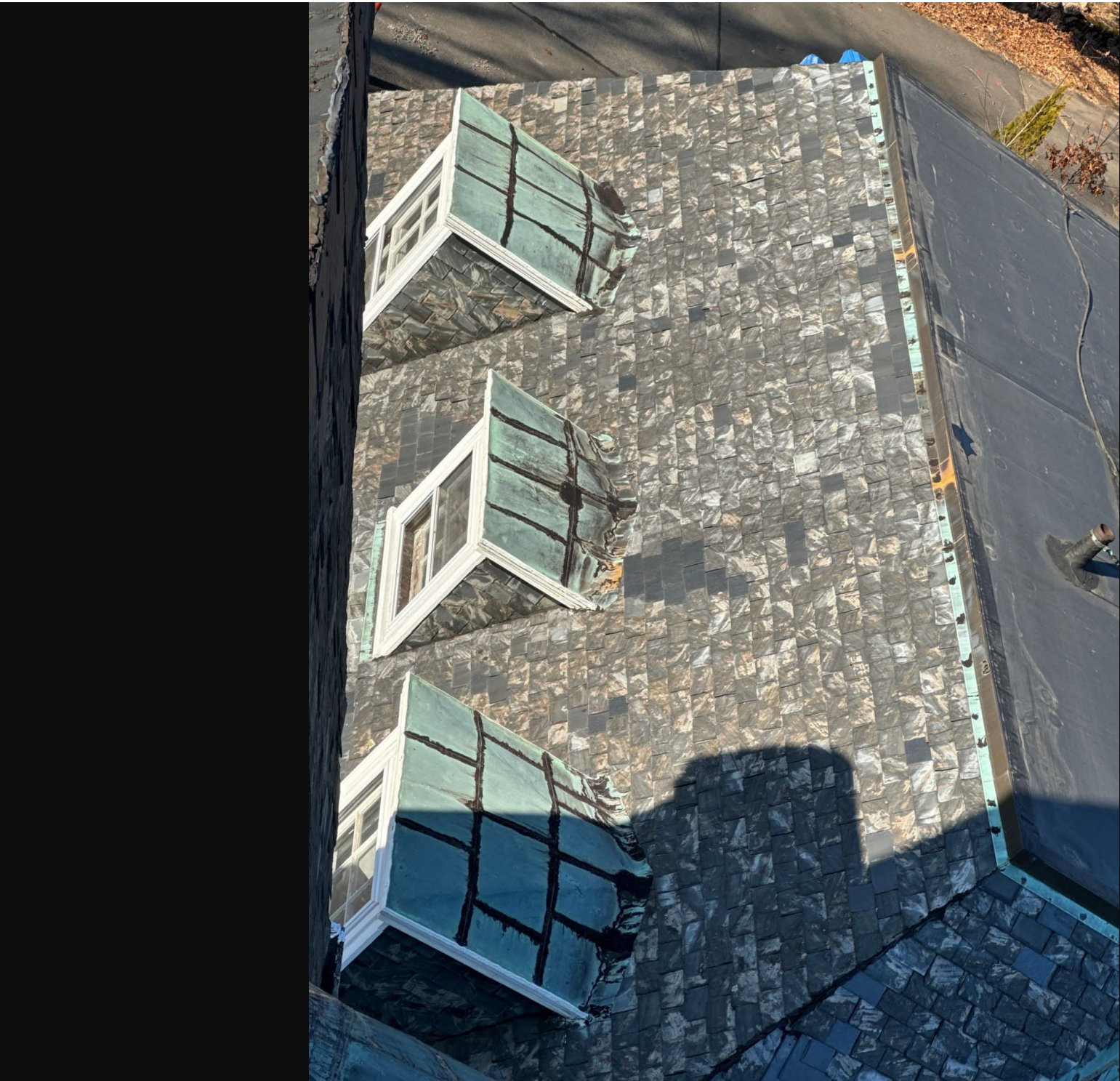
- Remove existing shingles down to deck.
- Re-nail any loose wood. (If bad or rotten wood is discovered, it will be replaced at an additional price of \$75 per she
- Install 6' of GAF Weatherwatch ice and water shield at all gutter lines, rake edges, and valleys.
- Install GAF FeltBuster Synthetic underlayment to keep roof dry.
- Install GAF ProStart Starter Shingles along all gutter lines and rake edges.
- Install GAF Timberline HD Lifetime Dimensional Shingles per specifications using 1 ¼" roofing nails.
- Install GAF Seal-A-Ridge Hip & Ridge Shingles.
- Install new ridge vent.
- Install new pipe and chimney flashings.
- Clean up all job related debris
- Provide 10yr workmanship warranty and provide owner with GAF SYSTEM PLUS WARRANTY

- Our Crews are licensed and insured.
- Crews will maintain safety requirement at all times during the construction process

	Qty	Unit	Per Unit Charge
Materials			
Labor			

Photos of Damaged Existing Roof













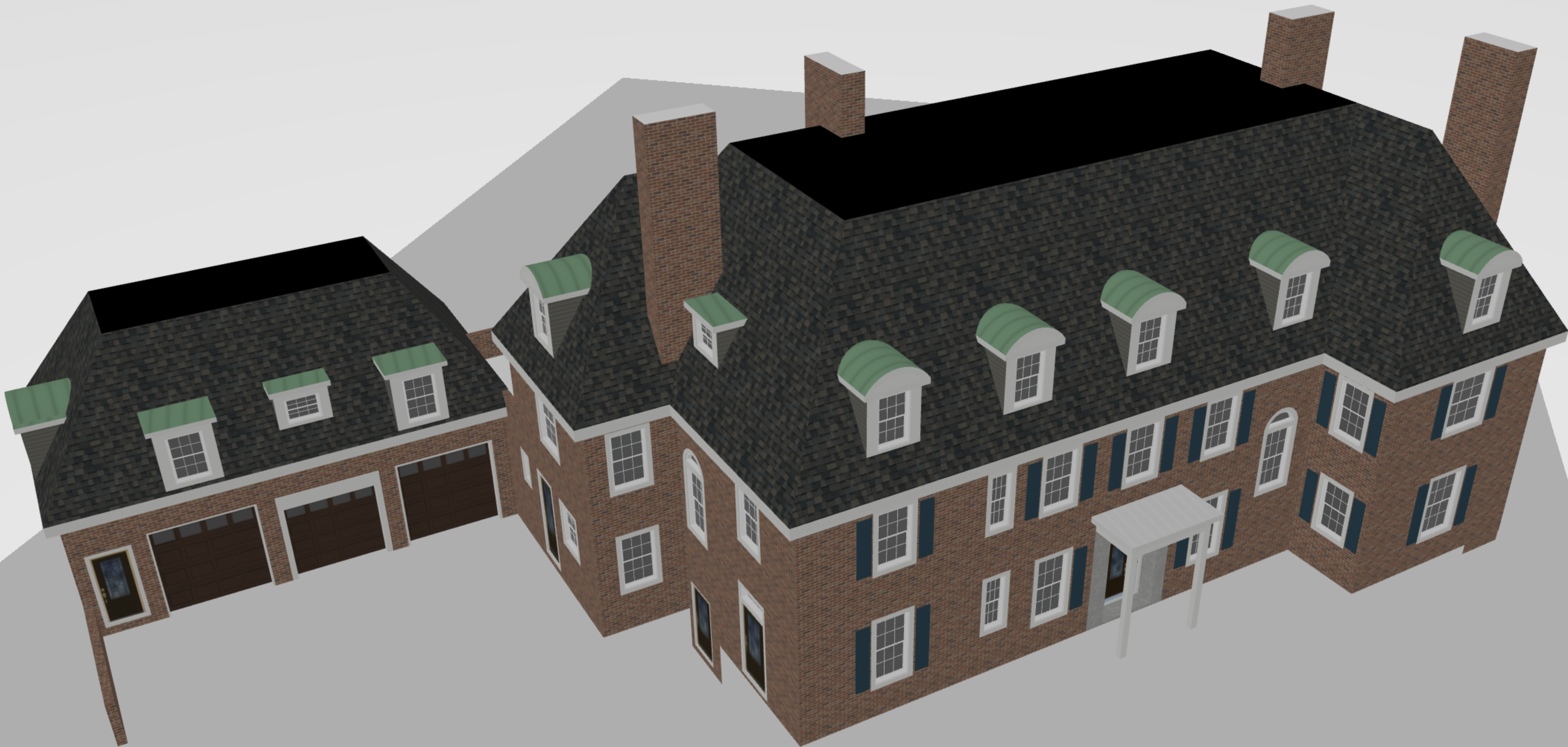
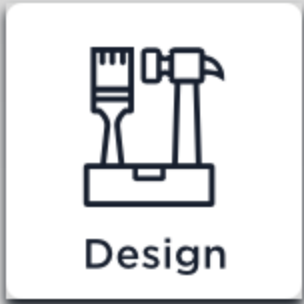


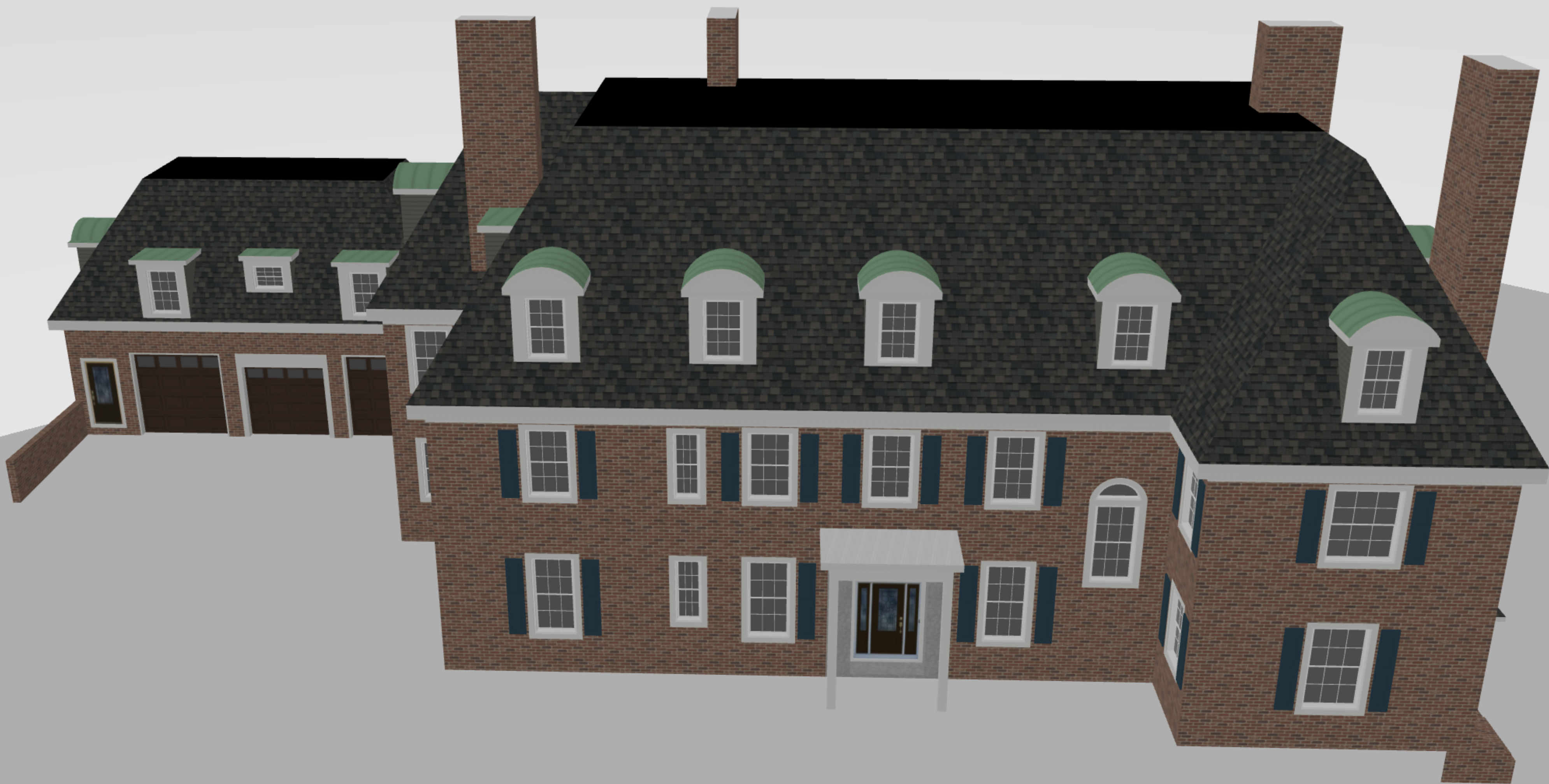
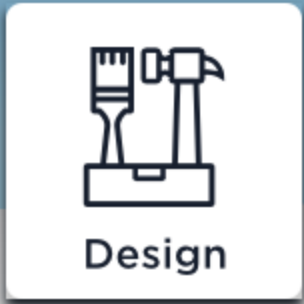


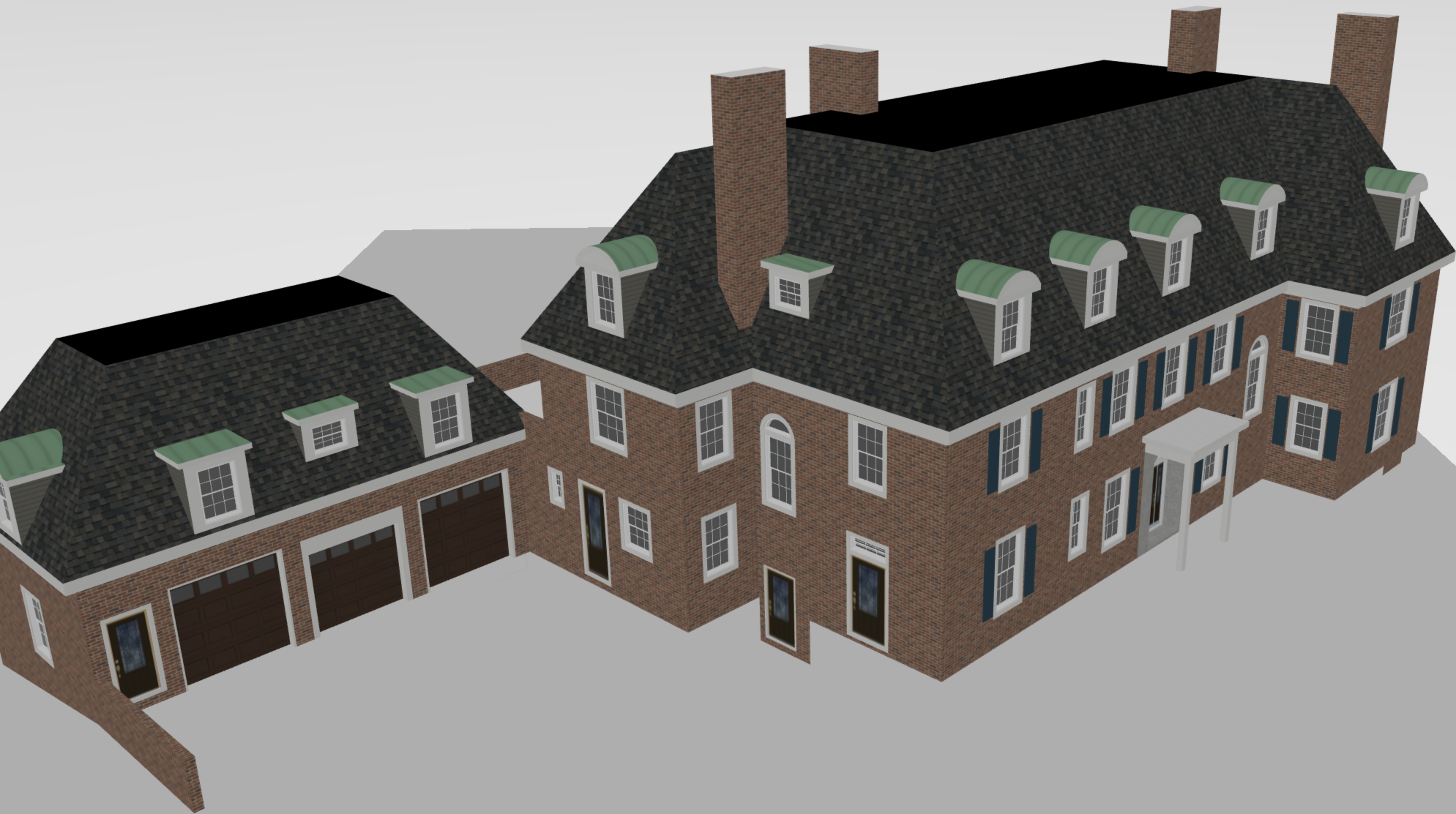
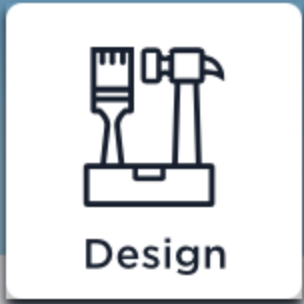


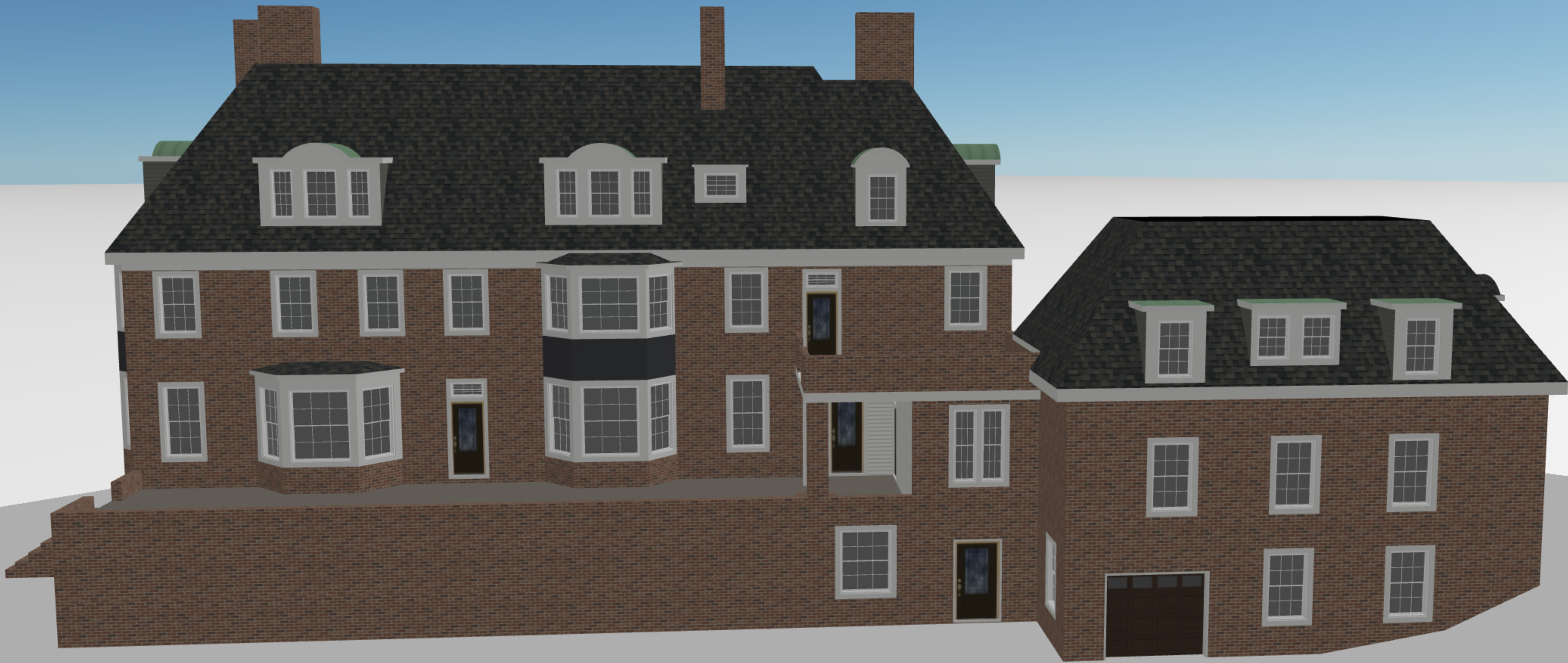
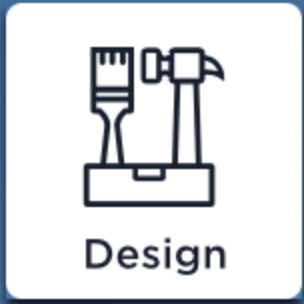


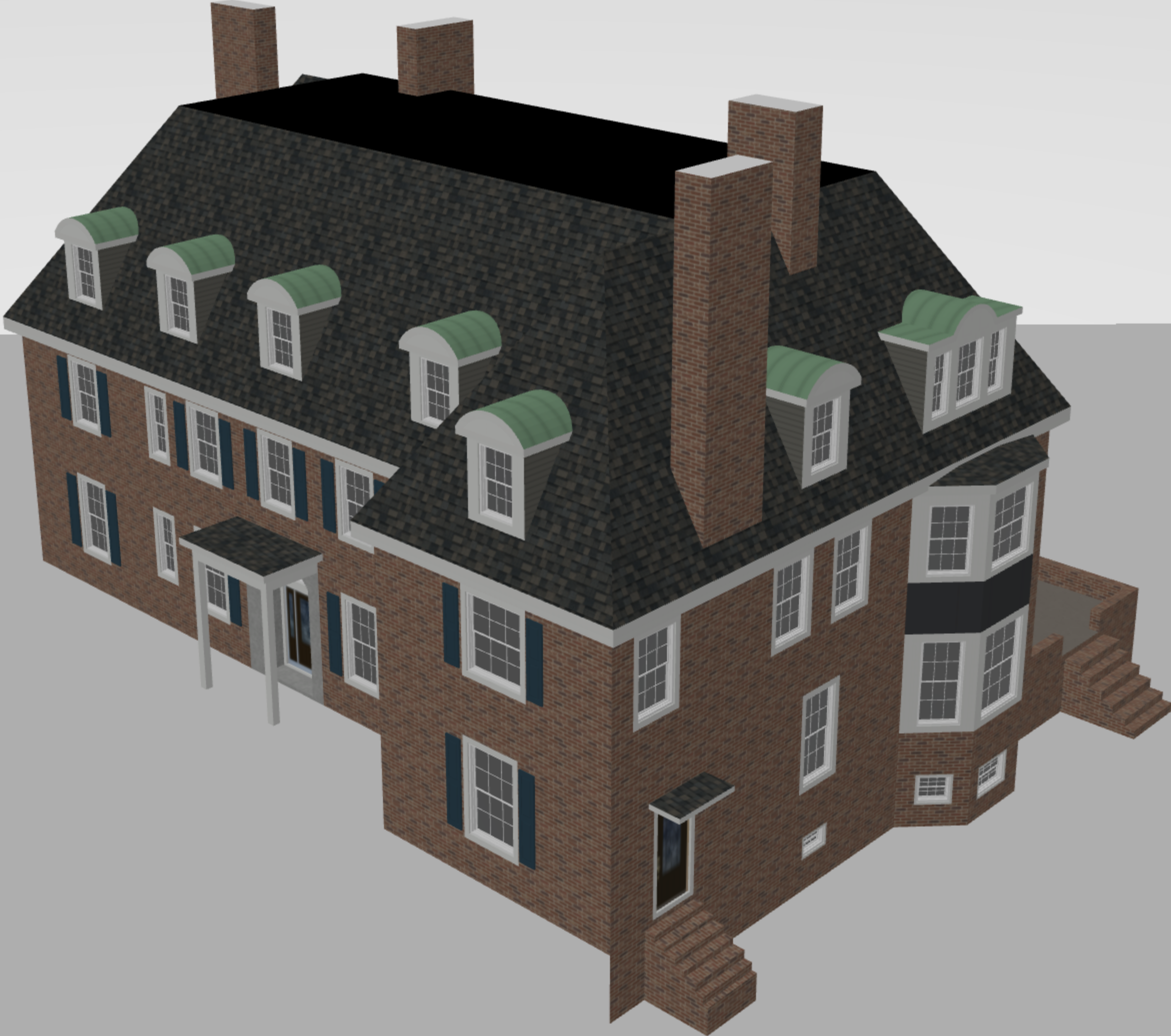
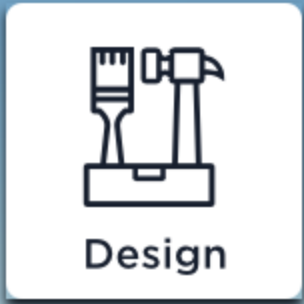
3D Model of Proposed Roof

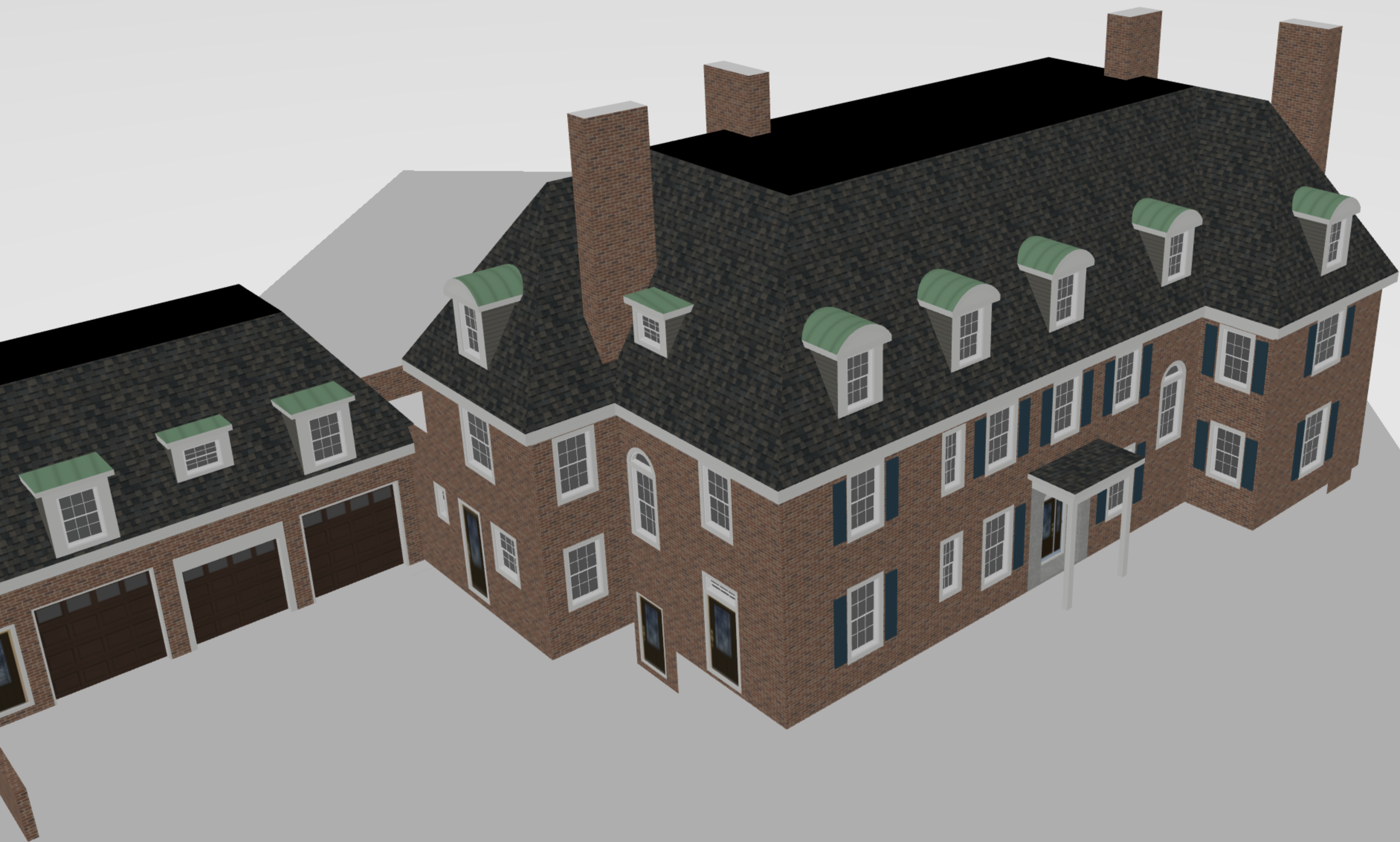
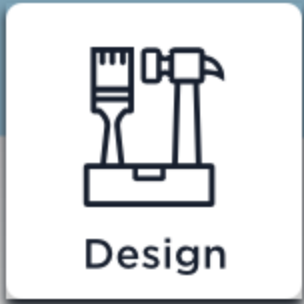


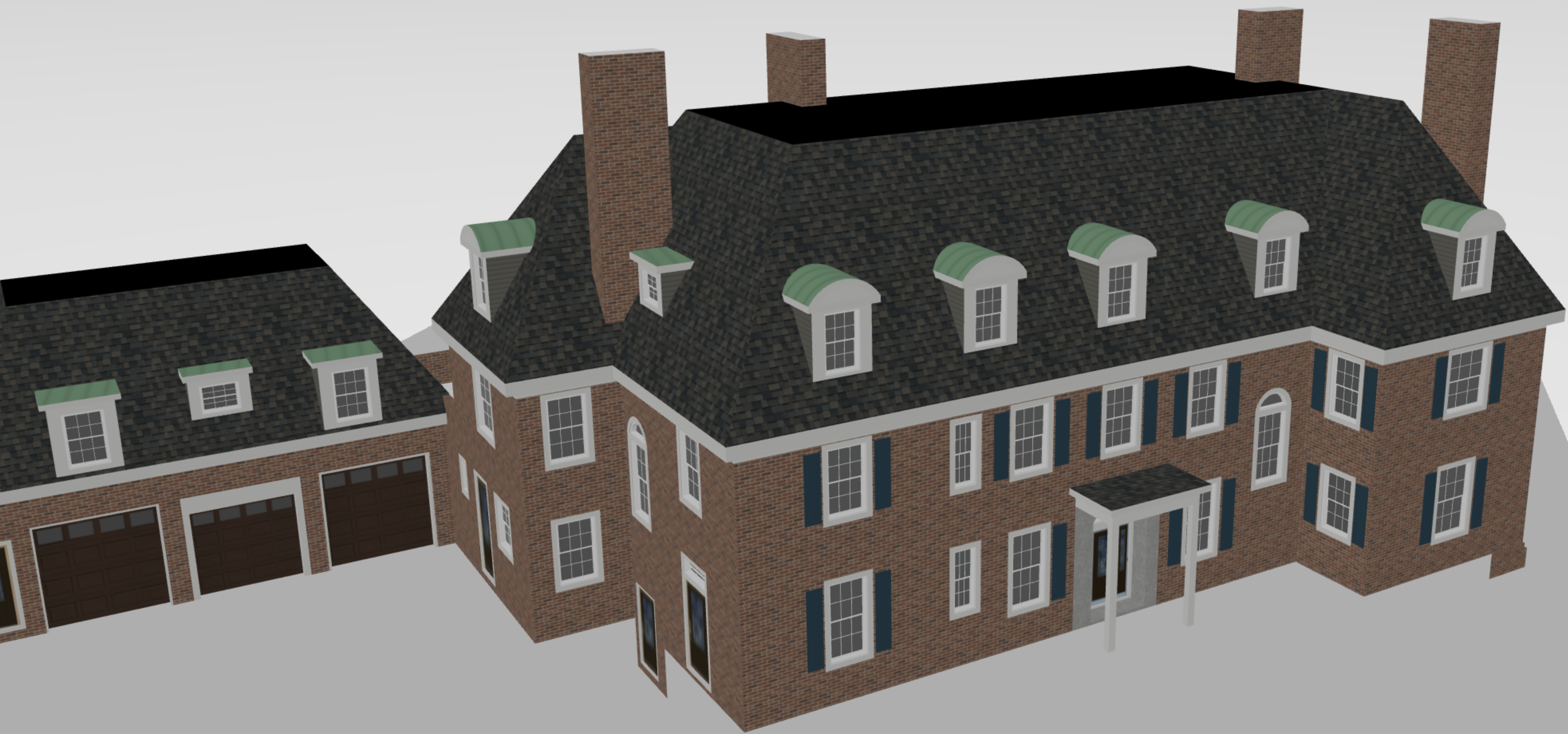
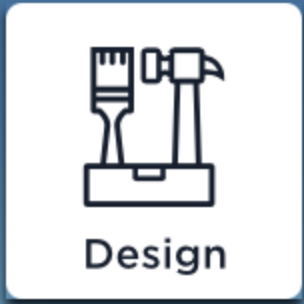












Brochure #1 Proposed Roof Materials

GAF Timberline**HDZ**®
High Definition® Shingles



America's #1-selling shingle just got better — again

Now with a 25-Year StainGuard Plus™
Algae Protection Limited Warranty³ and
LayerLock™ Technology, Timberline HDZ®
offers everything you can expect from
an architectural shingle roof, and more.

Charcoal



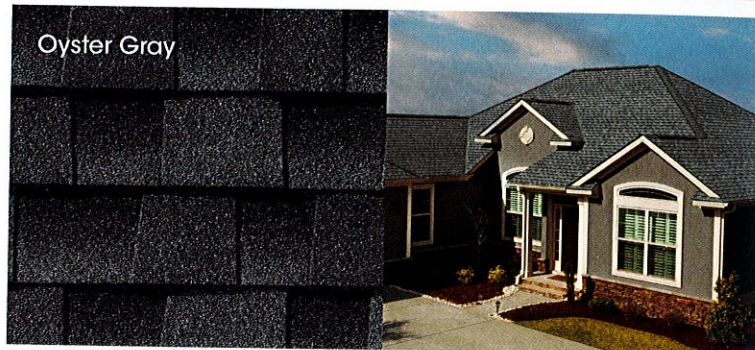
Slate



Fox Hollow Gray



Oyster Gray



Pewter Gray



Williamsburg Slate



Hunter Green



Biscayne Blue



Barkwood

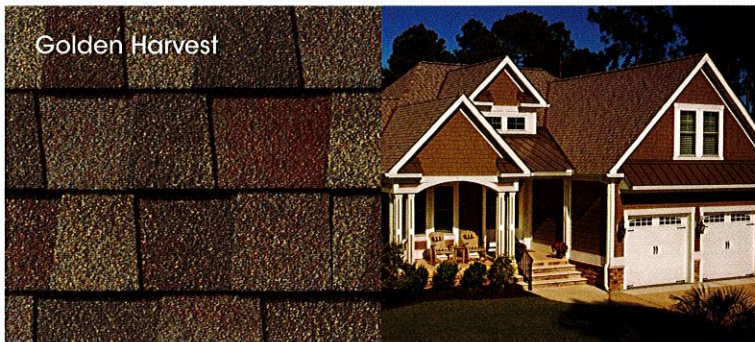


Hickory





Harvest Blend Colors



Note: It is difficult to reproduce the color clarity and actual color blends of these products. Before selecting your color, please ask to see several full-size shingles.



Explore colors and styles with our Virtual Home Remodeler at gaf.com/VHR

Timberline HDZ® Shingles



Benefits:

- **LayerLock™ Technology** mechanically fuses the common bond between overlapping shingle layers
- The added strength at the common bond powers the **StrikeZone™** — the industry's widest nailing area
- **Up to 99.9% nailing accuracy** — the StrikeZone™ nailing area is so easy to hit that a roofer placed 999 out of 1,000 nails correctly in our test²
- **Up to 30% faster nail fastening** thanks to the industry's largest nail zone
- Our legendary **Dura Grip™** sealant pairs with the smooth microgranule surface of the StrikeZone™ nailing area for fast tack. Then, an asphalt-to-asphalt monolithic bond cures for durability, strength, and exceptional wind uplift performance.
- **WindProven™ Limited Wind Warranty¹** — when installed with the required combination of GAF Accessories, Timberline HDZ® Shingles are eligible for an industry first: a wind warranty with no maximum wind speed limitation
- **25-year StainGuard Plus™ Algae Protection Limited Warranty** against blue-green algae discoloration.³ Proprietary GAF Time-Release Algae-Fighting Technology helps protect your shingles from unsightly stains.

Installation:



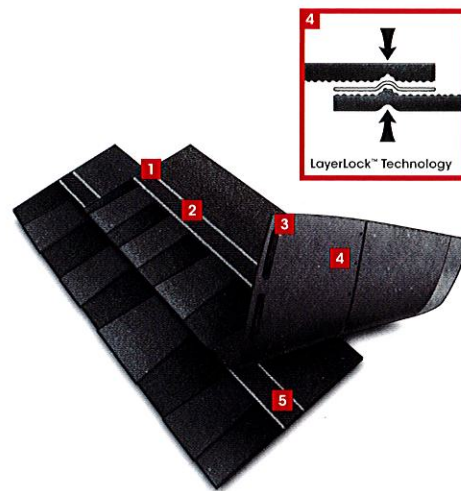
The StrikeZone™ Nailing Area

The industry's largest nailing area for up to 99.9% nail placement accuracy.²



LayerLock™ Technology

Proprietary technology mechanically fuses the common bond between overlapping shingle layers.



1. Alignment guide
2. StrikeZone™ Nailing Area
3. Dura Grip™ Adhesive
4. LayerLock™ Technology
5. Smooth microgranule surface



Visit gaf.com/TimberlineHDZ

¹ 15-year WindProven™ limited wind warranty on GAF Shingles with LayerLock™ Technology requires the use of GAF Starter Strips, Roof Deck Protection, Ridge Cap Shingles, and Leak Barrier or Attic Ventilation. See *GAF Roofing System Limited Warranty* for complete coverage and restrictions. Visit gaf.com/LRS for qualifying GAF products. For installations not eligible for the *GAF Roofing System Limited Warranty*, see the *GAF Shingle & Accessory Limited Warranty*.

² Results based on study conducted by Home Innovation Research Labs, an independent research lab, comparing installation of Timberline HD® Shingles to Timberline HDZ® Shingles on a 16-square roof deck using standard 4-nail nailing pattern under controlled laboratory conditions. Actual results may vary.

³ 25-year StainGuard Plus™ Algae Protection Limited Warranty against blue-green algae discoloration is available only on products sold in packages bearing the StainGuard Plus™ logo. See *GAF Shingle & Accessory Limited Warranty* for complete coverage and restrictions and qualifying products.

We protect what matters most™

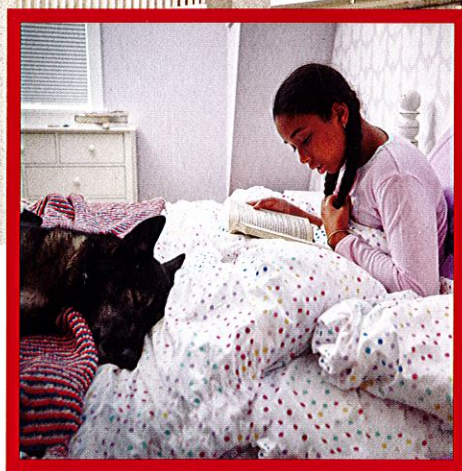


Brochure #2 Proposed Roof Materials



Timberline[®] HDZ[™]

High Definition[®] Lifetime[®] Shingles



It's never just a roof. It's peace of mind.





It's what protects the memories made beneath it

Providing a home means making a promise — of shelter, security, and stability. It says to the people who count on you, "You're going to be safe, dry and warm under this roof."

Choosing a genuine Timberline® roof helps you keep that promise so you can spend your time enjoying all the moments that make your house a home.

Northeast Region Color Availability

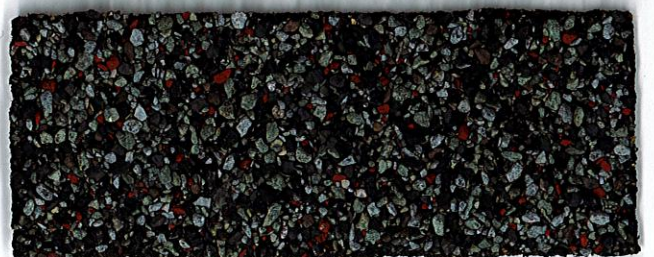
1st column chips:

Barkwood
Biscayne Blue
Charcoal
Fox Hollow Gray
Hickory
Hunter Green
Mission Brown

2nd column chips:

Oyster Gray
Patriot Red
Pewter Gray
Shakewood
Slate
Weathered Wood
Williamsburg Slate

Note: It is difficult to reproduce the color clarity and actual color blends of these products. Before selecting your color, please ask to see several full-size shingles.



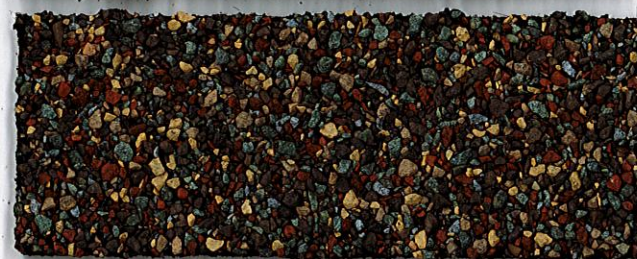
Also available:



Timberline[®] AH
American Harvest[®] Shingles



Color Shown: Golden Harvest



It's all this, with advanced algae fighting technology

Note: It is difficult to reproduce the color clarity and actual color blends of these products. Before selecting your color, please ask to see several full-size shingles.

Cedar Falls



Golden Harvest



Nantucket Morning



Appalachian Sky



*StainGuard Plus[™] algae protection is available only on shingles sold in packages bearing the StainGuard Plus[™] logo. Products with StainGuard Plus[™] algae protection are covered by a 25-year limited warranty against blue-green algae discoloration. See *GAF Shingle & Accessory Limited Warranty* for complete coverage and restrictions.

**15-year WindProven[™] limited wind warranty on Timberline[®] Shingles with LayerLock[™] Technology requires the use of GAF Starter Strips, Roof Deck Protection, Ridge Cap Shingles, and Leak Barrier or Attic Ventilation. See *GAF Roofing System Limited Warranty* for complete coverage and restrictions. Visit gaf.com/LRS for qualifying GAF products.



Timberline[®] HDZ[™]
High Definition[®] Shingles



It's engineered for the best possible installation

LayerLock[™] Technology mechanically fuses the common bond between overlapping shingle layers. The added strength at the common bond powers the **StrikeZone[™]** nailing area — the industry's widest nail zone.



WindProven[™] Limited Wind Warranty — Timberline[®] Shingles with LayerLock[™] Technology may qualify for the industry's first wind warranty with no maximum wind speed limitation when installed with the required combination of 4 qualifying GAF accessories.^{††}



^{††}15-year WindProven[™] limited wind warranty on Timberline[®] Shingles with LayerLock[™] Technology requires the use of GAF Starter Strips, Roof Deck Protection, Ridge Cap Shingles, and Leak Barrier or Attic Ventilation. See GAF Roofing System Limited Warranty for complete coverage and restrictions. Visit gaf.com/LRS for qualifying GAF products.

The GAF Lifetime[†] Roofing System

1. Leak Barrier
2. Roof Deck Protection
3. Starter Strip Shingles
4. Lifetime[†] Shingles
5. Cobra[®] Attic Ventilation
6. Ridge Cap Shingles

Visit gaf.com/LRS for qualifying products.



It's a system, built to protect

A roof is so much more than shingles. It's layers of protection, working together to keep your home safe from wind, rain, snow, and even sun.

Peek under the shingles at gaf.com/system

Install any GAF Lifetime[†] Shingle and at least 3 qualifying GAF accessories and get a Lifetime[†] Limited Warranty on your^{*} qualifying GAF products plus non-prorated coverage for the first 10 years. For even stronger coverage, ask your GAF factory-certified contractor^{*} about enhanced GAF warranties.

* Contractors enrolled in GAF certification programs are not employees or agents of GAF and GAF does not control or otherwise supervise these independent businesses. Contractors may receive benefits, such as loyalty rewards points and discounts on marketing tools from GAF for participating in the program and offering GAF enhanced warranties, which require the use of a minimum amount of GAF products.

[†] Lifetime refers to the length of warranty coverage provided and means as long as the original individual owner(s) of a single-family detached residence [or eligible second owner(s)] owns the property where the qualifying GAF products are installed. For other owners/structures, Lifetime coverage is not applicable. Lifetime coverage on shingles requires use of GAF Lifetime shingles only. See GAF Shingle & Accessory Limited Warranty for complete coverage and restrictions. Lifetime coverage on shingles and accessories requires use of any GAF Lifetime Shingle and at least 3 qualifying GAF accessories. See GAF Roofing System Limited Warranty for complete coverage and restrictions. Visit gaf.com/LRS for qualifying GAF products. For installations not eligible for the GAF Roofing System Limited Warranty, see the GAF Shingle & Accessory Limited Warranty.

Slate Roof Replacement Estimate



**Red Dog's
Roofing LLC**

**Red Dog's Roofing, LLC
216 Daniels St Unit 1
Fitchburg MA, 01420
Office #: 978-297-6610
www.reddogsroofing.com**

**HIC# 170795
CSL# CS-108429**

Proposal / Contract

Customer Name: Daphnee Del
Address: 227 Grove St.
City/State/Zip: Bristol, CT 06010
Phone: (954)-589-9679
Email Address: Dmlnd7@gmail.com

227 Grove St. Slate Installation

Red Dogs Roofing to obtain any required local permits
Clean up of job site daily to include Magnetic nail sweep of property
Includes removal of all debris

Area of work: Entire Main Home and Garage Upper Roofs
Excluded: All other Areas and Structures; Dormer Copper Roofs, Flat Roofs.

Scope of work: Install New Slate Roofing System.

**65' Articulating Man-Lift will be on site for entirety of job. Along with Porto-John.

May require more than one dumpster during rip off, (will provide, as needed)

-Due to the historic aspect of this building, any materials from original roof will be disposed of with extra care and diligence to remove the material fully from the property as quickly and efficiently as possible so that the material does not stay on the property in a clean and orderly manner.

-A wooden ramp will need to be built for efficient and orderly removal of waste on back of home near courtyard, to go over the stone wall.

-Staging constructed and utilized as needed for Upper Roofs.

-Windows, masonry, and lower roofs will be protected with plywood and/or tarps to protect.

-Carefully remove Slate from roof in workable sections.

- Inspect substraight of roof; re-nail existing loose sheathing as needed and prep work surface replacing decking as needed.

- Install MetShield High Temp Ice and Water Shield Underlayment to wood sheathing.

-Penetrations and Flashings to be covered in MetShield High Temp Ice and Water Shield as needed.

-Install new Slate with proper installation using 2" Copper Ring Shank Nails. On Roof and Also 22 Dormer's Siding.
(Color-matched to original, single sourced) (Subject to change per Slate selected)

-Install New Copper Chimney Counter Flashing on 4 Chimney to manufacturers spec.

-Flat Roofs excluded, Copper Roofs on Dormers excluded.

- Maintain proper job site: clean up grounds and pick up all nails/debris/metal scraps.

- 75yr Material Warranty/ 5yr Workmanship

Dormer Siding Options: (deduct \$91,000 for Slate Dormer Siding and choose One of Two other options below)

Applicable to siding and shingle repairs: Homeowner will choose siding and shingle color for closest match, the age of the current shingle and the natural sun fading will not get an exact match. Homeowner understands this to be true.

Applicable to skylight installation: Skylights only include exterior work, skylight dimensions change and new skylights may fit differently. The homeowner knows and understands interior work may be required.

The labor, material, and equipment required for this job will be furnished by **RED DOG'S ROOFING, LLC**, for a total of:
Nine Hundred and Eighty One Thousand and Two Hundred and Fifty (\$981,250& 00/100)

Payment to be made as follows:

1. Down Payment: \$200,000

2. Due on 1st Day of Construction: \$390,625

3. Due on Last Day of Construction: \$390,625

All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above scope of work involving extra costs will become an extra charge in addition to the quoted price. Unless otherwise specified, Contractor's work carries a 05 year limited workmanship warranty on roofing system.

LIMITED WARRANTY - Red Dog's Roofing LLC warrants that the roof weatherproofing, underlayment, and flashing system will be free of leaks and defects for the time period(s) specified within the contract. The roofing material is warranted by the manufacturer; this warranty is passed through to the customer. This Limited Warranty does not cover defects, which occur because of acts, or circumstances, which are beyond our control. Damages caused by winds in excess of normal for the area, by blown or falling objects, or any other acts of nature are not covered in this Limited Warranty. If any payment is not received in accordance to the payment schedule above, for any reason, the limited warranty is VOID. Any penetrations, alterations, or repairs to the roofing system or any of the system's functioning components must be completed by Red Dog's Roofing LLC during the duration of the warranty or approved by Red Dog's Roofing LLC in writing that another company may perform such duties. If penetrations, alterations, or repairs are made to the roofing system or any of the roofing system's components by anyone other than Red Dog's Roofing LLC or an approved provider the limited warranty is VOID. Warranty only includes work completed by Red Dog's Roofing LLC.

Cost Plus Schedule:

-Ledger Board	\$95.00 per board
-1/2" Plywood	\$150.00 a sheet
-5/8" Plywood	\$160.00 a sheet
-OSB	\$95.00 a sheet

*Prices above included material and labor to remove and install new lumber. Any partial foot or partial sheet is charged as a full unit.

Upon start of construction, any additional repairs required will be advised by field supervisor. Any materials not listed will be priced per Red Dog's Roofing.

This proposal will be subject to withdrawal if not accepted within 15 days. Pricing is subject to change due to material increases anytime prior to signed acceptance of this proposal.
I HAVE READ AND UNDERSTAND THIS PROPOSAL, THE TERMS AND CONDITIONS AND ALL DOCUMENTS REFERENCED THEREIN AND AGREE TO BE BOUND BY THEIR TERMS.

ACCEPTANCE OF PROPOSAL:

The above prices, specifications and conditions are Satisfactory and are hereby accepted. Contractor is authorized to do the work as specified. By signing below, Customer acknowledges that Customer is the owner of the property where work is to be performed.

Respectfully submitted,

Red Dog's Roofing, LLC

Signature: _____

By: _____

Date: 03/05/2024

Select Representative

Alex Ruggiero



"Protect your home with Generations of Experience....."

**BRISTOL HISTORIC DISTRICT COMMISSION
MINUTES
REGULAR MEETING OF WEDNESDAY, DECEMBER 27, 2023**

CALL TO ORDER:

By: Chair Nicastro

Time: 5:00 P.M.

Place: City Hall

ROLL CALL:

MEMBERS:	NAME	PRESENT	ABSENT
REGULAR MEMBERS:	Colleen Nicastro, Chair	X	
	Karen Stevens, Vice Chairman	X	
	Patti Philippon, Secretary	X	
	Catherine Norton		X
ALTERNATE MEMBERS:	Mary Beth Mackiewicz	X	
	Andrew E. Collins	X	
STAFF:	Andrew Armstrong, Assistant City Planner	X	

PLEDGE OF ALLEGIANCE:

Chair Nicastro led the Commissioners in the Pledge of Allegiance.

Chair Nicastro reminded the Commission the next regular meeting of the Historic District Commission is Wednesday, January 24, 2024.

Chair Nicastro designated regular Commissioners Stevens and Philippon as additional voting members this evening. She also designated alternate Commissioners Mackiewicz and Collins as voting Commissioners.

PUBLIC COMMENT:

There was no public comment.

STAFF APPROVED ADMINISTRATIVE APPLICATIONS:

Date	Street No.	Address	Description
3/21/23	239	Grove Street	Replace 10 roof shingles
6/15/23	132	Stearns Street	New roof shingles – from pre-approved shingles

In the review of the above shingle replacement details, Andrew Armstrong noted that both replacements were from the pre-approved shingles list. It was also noted that the shingles for the Bradley Street home was done in September 2023. Andrew will research this item for the Commission and report back at the next meeting.

APPROVAL OF MINUTES:

1. November 29, 2023

MOTION: Move to approve the minutes of the November 29, 2023, regular meeting.

By: Stevens

Seconded: Mackiewicz

For: Stevens, Philippon, Mackiewicz, Collins, and Nicastro.

Against: None.

Abstained: None.

The Minutes were approved into the record.

CORRESPONDENCE:

2. Memo – Delay of Demolition 2024

The Commission received the following item in their electronic packet:

a. letter dated 01/01/24 from Richard Brown, Chief Building Official

Andrew Armstrong advised the Commissioners that this letter is sent to the Chief Building Official at the start of each year. It's a reminder that if any property on the historic registry or resource list that the Commission needs to be notified. This allows them to work with the not for profit or owners before demolition.

3. Resignation Letter – DuTremble

The Commission received the following item in their electronic packet:

a. letter dated 12/01/23 from Bernadette DuTremble

Andrew Armstrong advised the Commissioners that Commissioner DuTremble was no longer able to participate on the Commission. She supplied the supplied letter with her gratitude for the work of the members.

STAFF REPORTS:

4. Initiatives

a. HDC Properties Mailing

Andrew Armstrong provided a sample letter from another town which spoke to the type of communication he is proposing for the Bristol historic district homeowners. The letter would reinforce the Historic District's website information. The idea is to communicate with the historic district to make them aware that they're in a historic district and what that means for them.

b. Historic District Signage

Andrew Armstrong revisited the Commission's discussion about historic district street signs. This could either be different designed signs or different colors. It would draw attention to the area for those driving through it and reinforce it to the district residents as well. The signs could be made within the City's Public Works department as well.

5. Commissioner Training

a. Bristol Land Use Boards & Commission Review

b. Rules for Running a Meeting

c. Historic Districts

Andrew Armstrong provided the Commissioners with training and a review of reference information related to land use and the historic districts. Information included a review of meeting guidelines, considerations when reviewing proposed solar panels, and related commissions and boards such as Land Use and the Zoning Commission. The Commissioners actively participated in the training and review.

There were no applications presented to the Commission at this meeting.

ADJOURNMENT:

Chair Nicastro designated regular Commissioners Philippon, Nicastro, Norton and Stevens to vote on the adjournment. She also designated alternate Commissioners Mackiewicz and Collins to vote on the adjournment.

MOTION: Move to adjourn at 6:27 P.M.

By: Philippon

Seconded: Mackiewicz

For: Stevens, Philippon, Mackiewicz, Collins, and Nicastro.

Against: None.

Abstained: None.

The meeting adjourned at 6:27 P.M.

Respectfully submitted,

Sharon Arsego
Recording Secretary

Colleen Nicastro, Chair

Patti Philippon (Secretary)

Posted on: January 17, 2024

CITY IMPLEMENTS CIVICPLUS AGENDA AND MEETING MANAGEMENT SELECT SOLUTION

The City of Bristol has partnered with CivicPlus® to implement its Agenda & Meeting Management Select solution, also known as CivicClerk®. The City of Bristol will use the software to streamline the automation of its agenda and meeting minutes management processes and enable convenient access by residents to public content. The software also allows board members to participate in live meetings remotely anywhere from any Internet-enabled device.

“This upgrade to the City’s agenda and meeting management system will allow for a more streamlined and consistent process for City staff to better manage meeting agendas, meeting minutes, and agenda packets, which are posted to the meeting calendars on the City’s website. It will be more user-friendly for the community as well with the ability to watch meetings live on demand from any internet-enabled device,” stated Erica Cabiya, City of Bristol Town & City Clerk.

With City of Bristol’s use of Agenda & Meeting Management Select, residents can utilize an accessible, mobile-friendly public portal with email subscription capabilities, and benefit from such conveniences as the ability to view or download PDF files for agendas, meeting minutes, agenda packets, and other documents, access a meeting calendar, and watch live/on-demand meeting videos.

It is important to note that if you currently receive email meeting notifications through the City’s website you will have to re-sign up for these notifications through the new system by creating an account at <https://notifications.civicplus.com/CT-Bristol/>. Click on the “SIGN IN TO MANAGE SUBSCRIPTIONS” button at the top right.

Mayor Caggiano stated; “The implementation of CivicClerk will create uniformity for all agendas and meeting minutes. We hope this will foster better engagement with the public as the new format should make finding all documents for meetings more convenient and easier to follow. I encourage the public to sign up to receive email notifications for meetings as soon as agendas and other documents are posted to CivicClerk in order to stay engaged in City government.”

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“CivicPlus is built on designing innovative solutions for local governments,” said Megan Asikainen, Solution Manager. “We continually invest in our products to strengthen and transform the way local governments serve and communicate with their citizens. We are proud to partner with the City of Bristol to help its leaders accomplish their transparency and document management goals.”

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