



*City of Bristol
Board of Public Works*

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1

*Meeting ID: 843 0965 4391
Passcode: 989250*

The regular Board of Public Works Meeting will be held on April 18, 2024, at 6:00 p.m. in City Hall Council Chambers, 111 North Main Street, Bristol, Connecticut.

AGENDA

1. Call to Order
2. Approval of Minutes
 - a. March 2024 Minutes
3. Employee Recognition
 - a. Employee Anniversaries
4. Public Participation
5. Correspondence
6. Division Reports
 - a. March Division Reports
7. Public Works Project Schedule
 - a. February Project List
8. Building Project List
 - a. BldgComm Project List

9. Director's Report
 - a. March Directors Report
10. Old Business
 - a. BPW Roundabout presentation
11. New Business
 - a. Storm Water
 - b. Border Street Policy
 - c. Solid Waste Ordinance
 - d. Account Policy with section B
 - e. Shrub Road Sidewalks
 - f. DPW BOF Forms
 - g. DPW BOF Brine
 - h. BDW BOF Salt
 - i. DPW eecbg
 - j. DPW Watershed Study
 - k. NBL NRCS Jerome
 - l. DPW Intern
12. Adjournment

PER ORDER OF THE CHAIRPERSON
Mayor Caggiano

City of Bristol
Board of Public Works
Meeting Minutes for March 21, 2024
With Zoom Access

Members Present: Mayor Jeffrey Caggiano
Council Member Cheryl Thibeault
Council Member Jacqueline Olsen
Council Member Erick Rosengren
Commissioner Michael Dumas
Commissioner David Hartley
Commissioner Frank Stawski

Staff Present: Raymond Rogozinski, Director of Public Works

1. Call to order

Mayor Caggiano called the meeting to order at 6:00 p.m. There was a recitation of the Pledge of Allegiance.

2. Approval of Minutes

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

MOTION: to move up item 10b made by Council Member Olsen and Seconded by Commissioner Dumas. Motion passed.

10. New Business

a. BPW Roadway Rating System Presentation

Raymond Rogozinski spoke about a new rating system we have the opportunity to use. Currently we use Beta Engineering and have used them for approximately 8 years. This new system would give us the capability to rate roads ourselves. The road rating systems are moving towards AI technology. The value of the roadway system is to compare one road to another which is critical and to have the technology to rate the roads all at once.

Tom Cummins, Vialytics Inc., gave a presentation of the Intelligent Road Management System to the board. This is a smart phone-based solution and mounts to the windshield of the vehicles. He explained how the software detects and evaluates 15 damage classes of the roadway. The process is that the data is able to assist in planning for repairs, paying as well as any maintenance needed and works with real time data. There are 3 phones included with equipment and the app can be downloaded on any phone and also comes with licensing and files to set up web mapping service with current GIS. It can also see catch basin and manhole covers that are damaged as well.

MOTION: to authorize Public Works to procure services of Vialytics for the purpose of rating city roads at the cost of \$14,000 per year by Commissioner Dumas and seconded by Council Member Thibeault. Motion passed.

MOTION: to move up item 10d on the agenda made by Council Member Thibeault and seconded by Council Member Olsen. Motion passed.

d Streetscape Project Update

Paul Brand, GM2 Inc., gave a presentation of the Streetscape Project. He presented the plans for Riverside Ave, West End and North Main and how they will all flow together. The design includes pedestrian walkways, tree plantings, intersection improvements as well as safety improvements. There will have to be easements obtained from the businesses and property owners as well which will take time. The project has a potential construction start date for Park Street of April 2025 and Riverside Avenue will begin after that around 2026.

The board discussed the impact of the business during the construction, the sidewalks and curb cuts.

Morgan Urgo, The Carousel Museum, stated she is very excited about the proposed changes to Riverside Ave. She was wondering if the plan would impact the driveway of the museum as they have large tour buses that come. She asked if there would be a change to the lower parking lot and if so, would this affect the zoning requirement for parking.

Paul Brand stated that the goal is to limit property impact as much as possible. They are trying to stay in the existing right of way on Riverside Ave. They are creating larger curbs and within the horizontal geometry but these conversations will be had with all the properties.

3 Employee Recognition

The employee anniversaries were reviewed.

3. Public Participation

None

4. Correspondence

Raymond Rogozinski reviewed an appeal letter received regarding a mailbox replacement on Tyler Way. The mailbox was knocked down during a storm event and when Public Works went out and measured, it was determined to not be within the specifications and will not be replaced. It was too close to the road. The resident is upset and sent an appeal letter.

MOTION: to deny the mailbox appeal made by Commissioner Hartley and seconded by Commissioner Stawski. Motion passed.

5. Division Reports

The division reports were contained in the packet for review.

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

6. Public Works Project Schedule

Motion: made by Council Member Rosengren and seconded by Council Member Thibeault to accept as presented and place on file. Motion passed.

7. Bldg. Comm Project List

The report was not attached to the agenda and will be reviewed at next month's meeting.

8. Director's Report

Raymond Rogozinski, Director of Public Works reviewed the directors report. He reviewed the new covid policy changes which follows the CDC guidelines. Asset Management is moving forward. The second letters went out to residents regarding the FEMA flood mapping changes and the appeal process. CT DOT has a bus shelter replacement program to address bus shelters on public and private property but they have not given a schedule as of yet. South Street Ext. pavement markings have been forwarded to the police department traffic division for approval. Maple Court is in the hands of the property owners regarding easements. Memorial Blvd Bridge has been submitted to APWA New England and will be presented at the next session. New furniture in city hall is being received, training room and council chambers AV equipment will be installed in April. Unaccepted city streets have been forwarded to Corp Counsel and they are looking at it. Center St. was closed down from 5 p.m. and reopened this morning, due to an issue with the CXS train tracks that were damaged. It is now open, but will need to be shut down for 1-2 days for some work that will need be done. Hope Street parking garage- site work should be done around August 2024 with a project completion around April 2025. There will be 12-15 EV charging spots. The mayor said that we have used some state grants for some of these and the biggest issues is how do we manage these, maybe

through the parking authority. The purchasing Department is sending out bids for vendors to allow people to hook in and have them pay for the electricity. Raymond Rogozinski stated that the parking spots in the municipal lots are here for convenience and not seen as a destination to charge your vehicle.

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

9. New Business

a. BPW Roundabout Presentation

UCONN T2 was unable to attend and will present at a later date.

c. Ordinance Committee

Raymond Rogozinski reviewed the parking ban and snow ordinance with the board. The policy/ordinance is contained in the agenda packet. The police did indicate this was a challenge for them to take care of due to staffing and their current workload. Public works does understand this should not be a high priority for them, however, they are trained, respected and best equipped for enforcement of this ordinance. This policy was sent to the ordinance committee and was discussed at the monthly meeting and no action was taken.

e. Recycling

Raymond Rogozinski reviewed his memo regarding the processing cost and resident compliance with recycling. He presented photos of barrels that were taken during curbside collections audits. The contract with BRFOC is in the final year of its contract which expires June 30, 2024 and is currently negotiating to extend the contract. Working with the BRFOC, there are not many facilities to get competitive pricing from. The mayor stated that the BRFOC (which is a ten-city group) just met about strategies for the negotiation and reviewed what was discussed. A five-year contract was agreed on and will be forwarded to the city for approval. Anyone that would like a tour of the facility can let Raymond Rogozinski know. It was discussed about the idea of fining the residents who are repeat offenders who throw unacceptable items in the barrels. Public education can also be done with videos like ones done previously.

f. BOF Fleet Trailer

Raymond Rogozinski, stated this transfer if for the purchase of a trailer to transport equipment to job sites.

MOTION: to request through the board of finance a transfer in the amount of \$11,000.00 made by Commissioner Hartley and seconded by Council Member Thibeault. Motion passed.

Raymond Rogozinski received a proposal to repairs tracks to meet class I ratings to replace 600LF of track. The funds will come from snow contractor to Railroad Misc. Repairs.

MOTION: to transfer \$88,000.00 to replace 264 rail ties with associated tie plates and ballast to repair approx. 600 LF of track to restore City rail to FRA class 1 standard. Made by Council Member Rosengren and seconded by Commissioner Stawski. Motion passed.

b. Old Business

a. DPW Street Ordinance Proposed Revisions

Raymond Rogozinski reviewed the DPW Proposed Street Ordinance revisions with the board that were disused last month. This proposal includes working with contractors/vendors to provide curb to curb paving, a checklist for excavation permit requirements, license and bonding packet for contractors, and permanent patching of the city streets will be maintained by Public Works department or under contract to the city.

MOTION: that the Board of Public Works approves the proposed revisions to the City Ordinance Chapter 21 Streets, Sidewalks and Public Places, Article II, Division 3 to 5 and authorize the Department of Public Works to

submit the proposed revisions to the City Council Ordinance Committee for review and approval by Council Member Thibeault and seconded by Commissioner Dumas. Motion passed.

Council Member Olsen asked about the new type of material for road paving and asked how that worked out. Raymond Rogozinski stated it was Crown Street and it is early to assess but no issues have come up. Standard paving will be done for the spring paving list.

c. Adjournment

MOTION: to adjourn at 8:06 p.m. made by Commissioner Stawski and seconded by Council Member Thibeault to adjourn. Motion passed.

DRAFT

April Anniversaries

Robert Belanger	20 years
Zachary Doty	7 years
Frank Nicastro	34 years
Lindsey Rivers	6 years
Luis Lorenzo	1 year



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Board of Public Works
Public Works Department Activity Report: Administration – March 2024

Public Works Monthly Metrics:

Number of Residential Transfer Station Visitors	3119
Number of Bulk Collections	179

Current month activities:

- PAYT reporting and debt collection continues.
- Communications, press releases, social media, website maintenance and enhancements are ongoing.
- Management of Street Light repair requests and Shopping Cart ordinance compliance.
- Educational outreach for Reduce & Reuse and training for the Recycle Coach application, which currently has 5,806 users.
- Pursued 56 abandoned shopping carts, \$1,440.00 in fines were written.
- Welcome packets to new residents, which included recycling magnets and events we have scheduled, have been going out Monthly.
- Assisting Solid Waste with Illegal Bulk letters and fines. 26 complaints were received in March, resulting 11 tickets \$1,080.00.
- The 2024 Yard Waste season. We have about 2680 residents have signed up for the season so far.

Next month activities:

- Enforcement of Illegal Bulk, Street light repair requests, welcome letters with new materials, PAYT debt collections, Shopping cart enforcement and monitor illegal dumping areas.
- Continue outreach to increase awareness of the Reduce & Reuse program and the Recycle Coach app. DPW started posting new features and it is helping gain new app users.
- Continue work on the Department's webpage, Facebook, Instagram and Twitter accounts to enhance media presence. Everything is on our website and social media for residents to fill out or have their questions answered.

- Yard Waste renewals are in full swing for the 2024 season we have over 2000 residents signed up.
- Working with BAIMS Science club to create a recycle program.
- Working with Eastern on the Electronic Recycle Event in April.

Administration staff or concerns:

Administration Monthly OT Costs: \$173.28

Land Use activities for March 2024:

Inland Wetlands & Watercourses Commission

Wetlands boundary change application for the restoration of the White Bridge Waterworks facility at Maltby Street; Assessor's Map 52 & 53, Lots 11, 15, 16B16A, 17, 145, 147, 149, 150 & 151 – PUBLIC HEARING CONTINUED TO APRIL 1, 2024 MEETING; SITE WALK SCHEDULED FOR MARCH 23, 2024 AT 8:30 A.M. AND RAIN DATE OF MARCH 30, 2024.

Wetlands application for the restoration of the White Bridge Waterworks facility at Maltby Street; Assessor's Map 52 & 53, Lots 11, 15, 16B16A, 17, 145, 147, 149, 150 & 151 – PUBLIC HEARING CONTINUED TO APRIL 1, 2024 MEETING.

Floodplain application for the restoration of the White Bridge Waterworks facility at Maltby Street; Assessor's Map 52 & 53, Lots 11, 15, 16B16A, 17, 145, 147, 149, 150 & 151 – PUBLIC HEARING CONTINUED TO APRIL 1, 2024 MEETING.

Zoning Commission

Special Permit and Site Plan for Senior Housing (84 units) at 560, 594 & 644 Redstone Hill Road; Assessor's Map 1, Lots 9B-1, 9B-2, 11, 11-2, 11-3, & 10-B-1 – PUBLIC HEARING SCHEDULED FOR APRIL 8, 2024.

Site Plan for a public school at 532 Stevens Street; Assessor's Map 50, Lot A+A1; R-15 (Single-Family Residential) zone – APPROVED WITH STIPULATIONS

Proposed amendments to the Zoning Regulations to allow for Unified Residential Developments by Special Permit and Site Plan in the R-15/RM (Single-Family Residential/Mixed Residential Overlay) zone – APPROVED; EFFECTIVE DATE APRIL 8, 2024.

Planning Commission

Proposed revisions to the Zoning Regulations to add and amend the following: Add to Section 19 Use Definitions: Community Youth Organization; Amend Section 4.1 to include Community Youth Organization in the table of permitted principal uses; Amend Section 4.2 to include Community Youth Organization in the table of permitted principal uses. Initiated by: Bristol Zoning Commission – POSITIVE REFERRAL SENT TO ZONING COMMISSION.

C.G.S 8-24 Review: Department of Parks, Recreation, Youth and Community Services Improvements to Memorial Boulevard/Wozenski Way – POSITIVE REFERRAL SENT TO CITY COUNCIL.

Blossom Estates Subdivision - 505-545 Redstone Hill Road – Acceptance of bonding for public improvements for Phase 2 (16 lots); Assessor's Map 2, Lots 133-1; 133-3 through 133-17; R-15 (Single-Family Residential) zone; 505-545 Redstone Hill Road, LLC, applicant – BOND AMOUNT OF \$175,052.00 FOR PHASE 2 APPROVED.

Zoning Board of Appeals

The Board did not meet in February.

Historic District Commission

Request for a Certificate of Appropriateness for the replacement of an existing roof at 226 Grove Street; Assessor's Map 25, Lot 68 – APPROVED WITH STIPULATION.

Land Use staff or concerns:

- Monthly overtime costs (Board/Commission Secretaries and Assistant City Planner at meetings): \$307.58

Facilities – March 2024

Building Maintenance current month (March 2024) activities:

- Facility Manager Oakes participated in the update of the City Energy Plan with Energy Commission Members at the 3/21 regular meeting to establish goals for the future
- Public Work Analyst Lindsey Rivers, Facilities Manager Oakes Senior Maintenance Technician Luis Lorenzo and ACO Ray Zagurski toured the Bristol RI Animal Control Facility Building on 3/13
- Staff attended Roof Top/Elevated Work safety training on 3/11 with PointMan Safety
- Staff collected recyclable bottles from Bristol Eastern Environmental Club and delivered to Brian's Angels on a weekly basis
- Staff installed a historic, operational wall clock in the Council Chambers that was supplied by the Bristol Clock Museum (due to continual operational issues, a replacement clock was purchased by Public Works)
- Staff placed Early/Absentee Ballot Box at City Hall for City Clerk office and also assisted the Registrar of Voters in advance of early voting dates for primary polling
- Aldi Fence installed a secured fence enclosure at City Hall in basement storage area to alleviate constrictions within the Registrar of Voters office space
- Facilities Manager began to conduct seasonal quarterly site visits at all City Facilities and coordinate with site contacts on existing issues and planning for future projects
- Public Works Staff met with all Beals Center Departments and Mayor Caggiano on 3/15 to continue the discussion regarding re-use of the former BOE BECC office space
- Assisted BRRFOC Director Mark Bobman with his transition to new office space on the ground level of City Hall

Building Maintenance next month (April 2024) activities:

- Conduct interviews with Human Resources on 4/3 to fill the open vacancy of the 2nd Shift Tuesday – Saturday Custodian
- Staff to attend CPR/AED/Stop the Bleed training on 4/4
- Conduct City Hall fire drill on 4/4 with coordination with Fire and Police Department staff
- Complete and file EECBG application with ECD Grants Administrator Dawn Leger
- New Cambridge Painting to power-wash and paint exterior of Fire House #2 (151 Hill Street)
- Millennium Builders to replace/repair damaged carpentry work at J.P. Casey Salt Dome associated with decades of wear and tear for winter storm operations (including electrical work by AB-MEE for LED lighting improvements)
- Accurate Commercial Door to replace 2nd floor north stairwell door at the Police Complex to
- Shift to Spring landscaping and exterior maintenance, including site restoration from any parking lot damages due to snow removal operations
- New Cambridge Painting to complete power-washing and exterior trim painting at Fire House #2
- AirTemp to conduct preventative maintenance on HVAC chillers at Police Complex (including tower), Main Library and Beals Center, in advance of the cooling season ahead

Building Maintenance Staff or concerns:

- Anticipate minimal to moderate levels of Vacation/Miscellaneous time off during April
- 2nd Shift Custodian (Tuesday-Saturday) position was not signed for by any internal candidates and external candidate interviews will be conducted on 4/3 (vacancy will require weekly Saturday overtime for coverage at Police Complex until filled)
- Staff offered CPR Training in conjunction with Street Division on April 4th for those that wish to participate

Building Maintenance OT Costs: \$5,814.69

Staffing coverage for after-hour maintenance issues (Police overhead sensor issue and door strike, City Hall burglar alarms triggered), construction and installation of records storage shelf systems at City Hall, holiday and Saturday staffing for Police Complex custodial coverage, staffing coverage for employee illnesses and vacancy, Good Friday coverage at City Hall for audio-visual system adjustments, early voting at City Hall on 3/30

Solid Waste March 2024 Report

Solid Waste current month activities:

- Continued illegal bulk inspection and enforcement activities. We sent out 26 letters and picked up 11 illegal bulk stops.
- Continued curbside bulk collection, we collected 179 scheduled pick-ups.
- Continued the on-site management of barrels at the Transfer Station, disassembling, cleaning and reusing barrels.
- We currently have 2,680 residents who have paid for yard waste collection.
- Cut high vegetation at the transfer station and landfill.
- Worked overtime to make up for Good Friday curbside collections.
- Continued cleaning up areas with high amounts of litter.
(Matthews St, Mix St, Maltby St, Stevens St, Shrub Rd, Waterbury Rd, South St, Mtn Rd)
- Hired new solid waste laborer.

Solid Waste next month activities

- Continue illegal bulk inspection and enforcement activities.
- Monitor manufacture and transportation process for additional rubbish, recycling and yard waste containers.
- Start yard waste collection for the season.
- Start spring leaf bag collection.
- Patrol known dumping areas for illegally dumped items.
- Deliver event barrels to Rockwell Park and BAIMS for special events.
- Continue cleaning up areas with high amounts of litter.

Solid Waste staff or concerns:

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

<u>OT Costs/Revenue Generated:</u>	
Solid Waste OT =	\$6,247.18
Transfer Station OT =	\$2,992.98
TS Revenue (PAYT) =	\$27,781.50
Residential Permits =	\$2,428.05
Commercial Permits =	\$50.00
Yard Waste Revenue =	\$123,940.00
Murphy Road Rebate =	\$0.00
Iron Liberty Recycling =	\$1,866.62
Aluminum Liberty Rec =	\$0.00
Batteries Liberty Rec =	\$192.58
Electronics NewTech =	\$0.00
Compost Sale =	\$0.00
Bulk Pick-Up Revenue =	\$0.00
Book Box =	\$0.00
Misc. Revenue =	\$0.00
Border Street =	\$0.00
Illegal Bulk Fines =	\$0.00
Clothing Recycling =	\$0.00
Barrel Sale =	\$1,085.00
Damaged barrel =	\$134.00
Special Pick up – 2 nd	\$675.00

Fleet Maintenance Current Activities:

Streets Div.

1. **S3** – (2018 pickup truck) Check engine light diagnosed with a faulty knox sensor. Rotted oil pan and gasket were replaced as well during further inspection of vehicle.
2. **S21** – (2006 10 wheeled dump truck) Front slack adjusters replaced. New air dryer and cartridge installed. Full service.
3. **S39** – (2015 mason dump) Master brake cylinder replaced.
4. **C7, C9, C32 & C36** (Roadside sweepers) were fully gone through and serviced for upcoming season.
5. **C16** (2023 JD roadside mower) New unit arrived to replace old C16.

Solid Waste Div.

1. **R24** – (2000 roll off) New power steering lines and fittings. Truck is scheduled early March to be sent out for repair of engine brake system.
2. **R40** – (2008 automated rubbish truck) PTO issues diagnosed with corroded wires leading to unit.
3. **R35** – (2004 rear loader) New front engine cover and seals to repair the massive oil leak. 4 new rear tires.
4. **R23** – (2018 automated rubbish truck) New exhaust pipe behind cab of truck. New exhaust temp sensor. New wiring to hopper camera.
5. **R9** – (2015 automated truck) New rear door actuator valve. New radiator and fluid.
6. **R10** – (2020 automated truck) New PTO shaft. Front mesh cover for shaft replaced. Full service.
7. **R29** – (AEBI slope mower) Hydro pressure sensor finally arrived and was replaced. Unit is still down due to an electrical fault that is being further diagnosed.
8. **R6** – (2021 automated rubbish truck) New front and rear brakes were installed. 2 new front tires. 4 packer rollers were replaced during further inspection.
9. **R14** – (2019 6 wheeled automated rubbish truck) Truck was sent out to dealer for warranty work on transmission. Leaking packer cylinders are currently being replaced with rebuilt ones from fleet. Truck is scheduled to return to service early April.

Fleet Maintenance Next Month's Activities:

- Continue scheduled service to our Fleet vehicles.
- Continue scheduled services to our other divisions as well as our P.D.
- Continue to keep Streets & Solid Waste Ops. Running strong.
- Awaiting our skid steer
- Working on yard waste trucks.
- Working on our rear loaders for leaf collections.

- Washing all underbodies and chassis of winter units outside due to our poorly designed wash area.

Fleet Maintenance Staff or Concerns:

- Streets Div. S4 Crew leader pickup needs to be replaced. (Ordered)
- **Fleet garage heaters need to be replaced/Repaired**
- Street Div. (S30) 1985 Tractor trailer truck needs to be replaced.
- Any way we can put our Fleet Auction proceeds back into our Fleet instead of the GF?
- Trailer needs to be purchased for new sidewalk unit.
- **DPW really needs a dedicated wash building.**
- Overtime expenditures and totals \$2,102.82 (Holiday, Dispatch and Mechanic).



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: April 11, 2024

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

FROM: David Oakes, Public Works Facilities & Energy Manager

RE: City Building Project List Updates

City Yard – Garage Heating Unit Replacements - \$55,000

Manager Oakes met with AirTemp Staff to obtain a quote for installation of a new heating system to replace the antiquated gas fired burners and provide an improved environment for Fleet Division staff during winter months when snow plow operations keep the employees very active and HVAC system demands are high. An estimate of \$80,711.00 was provided to remove (8) existing heaters and replace with (8) Modine gas fired heaters (125,000 BTU input).

City Yard & Transfer Station – Waste Oil Heater Replacements \$42,000

Manager Oakes met with Yankee Services of Windham and the Griffith Company of Bridgeport to obtain quotes to replace three waste oil heaters located at City Yard (main Street Garage area and Automated Rubbish Truck Garage) and the Transfer Station Quonset Hut (roll-off and pay loader garage). The existing REZNOR units are past their life cycle and the manufacturer no longer makes the waste oil heaters or the parts needed to keep the units operating.

Based on direction from Director Rogozinski, Manager Oakes was told to obtain a cost to replace the waste oil heaters with gas fired units per the Board of Public Works. AirTemp Staff met with Manager Oakes on 11/7 to review the sites for this purpose. The Street Garage waste oil unit has an existing natural gas supply to the general location and replacement would be straight forward. However, the Automated Rubbish Truck Garage does not have natural gas service to the building and would require the installation of an underground line from the roadway to accommodate a gas fired heating unit. Similarly, the Transfer Station Quonset Hut does not have a natural gas line from the roadway along Lake Avenue. Installation of an extensive natural gas service run would be required to facilitate the use of a natural gas fired heater at any building located at the Transfer Station property.

Estimates below are based on the City providing either a direct natural gas service or propane tank/bottles:

Automated Rubbish Truck Garage - \$13,500.00 (natural gas service line installation required)
Main Streets Garage - \$27,227.00 (existing natural gas service available currently)
Transfer Station Quonset Hut - \$18,826.00 (propane tank/bottles required)



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51 High Street – Flooring Replacement \$25,000

The conference room flooring at 51 High Street is uneven and the vinyl floor tiles heave, crack and cause tripping hazards. Replacement of the vinyl tile floor is required. The subfloor is not level due to the age of the building and settling, therefore the subfloor will need attention as well. Building Maintenance staff would be able to complete this work scope after hours, but estimates for the replacement will also be solicited from outside contractors for competitive bidding purposes.

51 High Street – Security Upgrades \$30,000

A purchase order in the sum of \$4,623.00 was issued to Accurate Commercial Door to make modifications to existing exterior doors and lock systems. Accurate completed their work scope on 10/4/23. The remainder of the security upgrade funding will be used to install exterior security cameras that is compatible with existing Information Technology Department operation systems. American Total Protection LLC (ATP) of Hamden won the award for the security camera installations at a cost of \$20,935.00 and a purchase order has been generated.

Beals Center – Window Unit Replacements \$15,000

Manager Oakes obtained bids from the Window Shop of Plainville and Genest Construction of Bristol for the replacement of (3) three window assemblies at the Beals Community Center. A third bid from Millennium Builders Inc. (MBI) via the eZIQC procurement system won the award at a cost of \$8,738.15. Window assemblies are currently being fabricated for this work to be completed by MBI.

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

Department of Aging Director Jason Krueger informed Manager Oakes that upgrades to the Café and Card Room are pending Department shifts and adjustments within the Beals Community Center. The proposed upgrades will not be possible until a final decision is made to future locations of the State of CT Probate Court and Bristol-Burlington Health Department. Of note, the Bristol Board of Education Early Childhood Center vacated a portion of the north wing which it formerly occupied.

Mayor Caggiano met with Beals Center Departments (Aging, BBHD and Probate Court) Staff and Manager Oakes at the Beals Community Center on 10/13 to discuss future needs and space available at the Beals Center. A follow-up meeting was conducted on 11/17 to continue the discussion and formulate a master plan for re-use of vacant space at 240 Stafford Avenue. At that time, BBHD Director Marco Palmeri provided Director Rogozinski with marked-up prints and a vision of possible modifications to the former BOE BECC that are needed if BBHD offices are to move to that wing of the Beals Community Center. A meeting was held on 3/15 to continue the discussion of this renovation project.

Fire House #2 – Exterior Trim Painting \$15,000

Manager Oakes has obtained three competitive bids from Roberge Painting, New Cambridge Painting and Millennium Builders Inc. New Cambridge won the contract at a total cost of \$ 9,975.00. Eagle Environmental completed testing to determine if the existing exterior paint has the presence of lead. No detection of lead-based paint was found during Eagle's site sampling on 9/29. New Cambridge Painting began power-washing of the exterior on 4/8, in advance of the painting.

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



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James P. Casey Road Salt Dome – Carpentry Repairs \$17,725.92

The Street Division Salt Dome located on James P. Casey Road requires repairs to carpentry and other miscellaneous items to maintain its structural integrity and prohibit water infiltration. Millennium Builders Inc. (MBI) was issued a purchase order on 1/17/24 for this work scope. Work includes repairs to the entrance bump-out, dome siding and elevated roof work which requires a man-lift to complete. MBI is currently gathering materials and will provide an estimated work schedule in the near future. AB-MEE completed the removal of electrical conduits and lighting fixtures on 4/8 that are impacted by this repair work. MBI mobilized to the site on 4/9 and started the repair work.

PUBLIC WORKS BOARD CITY BUILDING PROJECT LIST - APRIL 2024

Funding Year	Location	Project Name	Contractor Name	Current Budget	Construction Estimated % Complete	Schedule/ Completion Date	Comments/Recommendations	Original Budget
FY23-24	City Yard - Fleet	Garage Heating Unit Replacements	TBD	\$55,000.00	0%	6/30/2024	On Hold - Pending Public Works Board review	\$55,000.00
FY23-24	City Yard & Transfer Station	Waste Oil Heater Replacements	TBD	\$42,000.00	0%	6/30/2024	On Hold - Pending Public Works Board review	\$42,000.00
FY23-24	51 High Street - BPRYCS	Flooring Replacement	TBD	\$25,000.00	0%	6/30/2024	Floor deteriorating, posing a safety hazard	\$25,000.00
FY23-24	51 High Street - BPRYCS	Security Upgrades	American Total Protection LLC	\$20,935.00	0%	6/30/2024	Contract award issued on 1/8/24	\$30,000.00
			Accurate Commercial Door	\$4,623.00	100%	10/4/2023	Completed on 10/4/23	
FY23-24	Beals Center	Window Unit Replacements	Millennium Builders Inc.	\$8,738.15	0%	6/30/2024	Window assemblies in production	\$15,000.00
FY23-24	Beals Center	Café & Card Room Upgrades	TBD	\$38,000.00	0%	6/30/2024	Pending proposed Department shifts in the future	\$38,000.00
FY23-24	Fire House #2	Exterior Trim Painting	New Cambridge Painting	\$9,975.00	5%	6/30/2024	Work started on 4/8	\$15,000.00
		Environmental Sampling	Eagle Environmental	\$402.50	100%	9/29/2023	No lead-based paint detected	
FY23-24*	J.P. Casey Salt Dome	Salt Dome Repairs	Millennium Builders Inc.	\$17,725.92	10%	6/30/2024	Work started on 4/9	\$17,725.92
			AB-MEE	\$3,800.00	50%	5/31/2024	Work started on 4/8	\$3,800.00

\$226,199.57

Available as of July 2023	21,204.69
2024 Funding	250,000.00
Spent 2023-2024	-10,267.22
Less Committed Contracts	69,989.07
Less Committed Projects	160,000.00
Net Available	51,482.84

NOTE: CT SHPO reimbursement of \$71,941.39 received on 12/8/23 for work completed at 51 High Street (reflected in negative balance above)



MEMORANDUM

DATE: April 2, 2024

TO: Mayor Jeffrey Caggiano
Board of Public Works

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

RE: BPW April – Director’s Report

Attached please find a summary report of the Department’s activities, issues, and concerns for the April 18, 2024 Board of Public Works meeting.

1. **Staffing: Administration, Fleet, Solid Waste, & Land Use Divisions** - Fully staffed. **Eng. Division** – Civil Engineer vacancy currently being advertised. No interviews to date. Summer intern being approved/interviewed. **Building Maintenance Division** – 1 evening/weekend custodian (candidate selected), vacancy will result in additional OT until filled. **Streets Division:** 1 vacant laborer position.
2. **Hope Street Parking Garage:** Construction started, geo-piers installation scheduled to start May 1, 2024. Presence of old construction debris and foundations (pre mail) causing obstructions and will require additional excavation/cost (see attached) – the need for additional not anticipated. As previously reported, site work will be substantially complete on August 15, 2024. Off-site precast fabrication of building will occur from July 15, 2024 to November 11, 2024, with on-site building erection on November 18, 2024 to January 3, 2025. Elevator install is scheduled for February 1, 2025 to March 15, 2025. **Completion of the parking garage will be April 30, 2025.**
3. **Asset Management:** DPW Divisions (Bldg, Eng, Fleet, & Admin) progressing on implementing Asset Management. Startup is scheduled to be completed in May.
4. **N. Main St Streetscape Improvements:** Laviero Construction started N. Main St - Streetscape Improvements (Hope/Laurel to Center) on April 15, 2024 and is scheduled to be completed Nov 2024.
5. **DPW Paving Program:** Milling started 3/26/24. Paving scheduled to be completed May 7, 2024. See attached spring paving list.
6. **Maple Court Roadway Reconstruction:** Design complete, DPW has contacted property owners to execute easement. Easements required from each property owner to commence work.
7. **Fleet Vehicle/Equipment:** Fleet heavy duty truck (66-ton) vehicle lift installed started March 28, 2024. Scheduled to be completed April 17, 2024.
8. **City Hall Renovations:** AV in 3rd floor training room started March 27, 2024, scheduled to be completed April 4, 2024. Additional camera in Council Chambers (2) scheduled for the beginning of April 22, 2024. Furniture schedule for mid-April. Additional roof railing scheduled for May. I would like to thank the Clock Museum for their assistance, however, due to malfunctions, the clock in the Council Chambers has been returned, and a new clock has been ordered. Additional AV training provided to recording clerks on April 10, 2024.
9. **Eversource Gas Replacement Projects:** Eversource Gas scheduled to replace gas mains/(disturb) roadways on the following streets: **2024:** Cambridge Rd, Pilgrim Rd, Puritan Rd, Burlington Ave – CT Rt 69 (Henderson to 512 Burlington), Highland, Beech, Crescent, Alder, N. Pond, Curtis, Molzon, Cypress, Willoughby, Stearns, Oakland, Broadview, Summer, Federal, Lincoln, and Prospect. **2025:** Fifth, Sixth, Fourth, River, Curtis, William, Pardee, Conlon, Dwight, E. Main, Main, Bellevue, Center, Belden Gardens, Sessions St, Arnold, Circle, and Academy. **2026:** Gridley, South, Allen, Robbins, Burlington (Lewis to Lardner), Lardner, Henderson, Birge, Jennings, Lexington, Fairfield, Ingraham Pl, Lincoln, Reilly, and Broad. **Eversource plan attached** along with notice issued by DPW (posted on website).
10. **DOT’s West End Intersection Reconstruction (CT 69/CT 72):** Contractor replacing sanitary sewer lateral at 18 Park Street the week of April 1, 2024. Work performed as part of roadway reconstruction project. Contractor scheduled to fully mobilize May 1, 2024, with work primarily consisting of storm drainage and streetscape installation. Sections of work include the southeast corner of the intersection and the roadway/sidewalk area along Café Real. Access to Café Real will be impacted for approximately 3 weeks. DPW is coordinating a meeting with Café Real, ECD, DOT, and the contractor the last week of April to review work and mitigate impact. Final pavement installation is scheduled for July 2024. Traffic signal mast arm. The signal heads and equipment have been installed. The original traffic equipment remains. The new traffic signal equipment will be operational, and the old equipment removed, in June 2024.
11. **Jerome Ave Bridge:** Gas main relocation started April 1, 2024. Bridge construction scheduled to start April 8, 2024. Construction scheduled to be substantially complete November 2024.
12. **Pequabuck Downtown Bike/Pedestrian Path:** RFP to procure design services scheduled to be issued April 17, 2024. The project consists of the design of a bike/pedestrian path that will interconnect Rockwell Park, West End, Brackett Park, Memorial Blvd and Middle St. Between Rockwell Park and the West End, the intent is to construct the path along the Pequabuck River. Therefore, obtaining easements will be required. The design will also develop alternate design associated with the DOT’s proposed re-alignment of CT Route 72 through Brackett Park.
13. **Bristol Landfill Erosion Repair Project:** Scheduled to start April 4, 2024. The project will reconstruct the earth cap and drainage swales along the south-east side of the landfill. The impervious membrane liner will not be impacted.



Department of Public Works | 860.584.6125

14. **Fire House 3:** Design development/preliminary plans complete. See attached floor plan, site plan, and building rendering. The project has been submitted for required zoning approvals, and is scheduled to go out to bid in July, with construction starting in October 2024, and completion in November 2024.
15. **Railroad Center Street:** Approximately 1500 LF of CSX rail was damaged by a train on March 21, 2024. DPW provided assistance with paving adjacent to the Center Street rails. CSX paid asphalt cost. Center St pavement completed on 4/3/24.
16. **DPW Office Hours Revisions:** As notified via email:
DPW current City Hall Office Hours are as follows:
Mon, Wed, Thurs: 7:30 AM -4:30 PM
Tues: 7:30 AM-5:30 PM
Fri: 7:30 AM – 12:30 PM
Since implementing the above-referenced hours, DPW's Administrative, Engineering, and Land Use Staff have worked until 5:30 PM on Tuesdays to service residents. However, essentially NO residents have utilize the extended Tuesday hours. Since establishing the current hours in mid-November (approximately 20 Tuesdays), the residents serviced by DPW's Admin, Eng & Land Use staff has been limited to approx. (5, 2 & 0) customers during the extended Tuesday hours. We have posted our extended hours on our website and social media. Due to the limited requests for services, DPW will be modifying office hours, eliminating extended hours on Tuesdays.
DPW NEW City Hall Office Hours will be the following:
Monday –Thursday: 7:30 AM – 4:30 PM
Friday: 7:30 AM – 12:30 PM
The new hours will start April 8, 2024. The last Tuesday of extending hours will be Tuesday April 2, 2024.
It should be noted that under both the current and NEW office hours, DPW staff works 37.5 hrs/week. The extended Tuesday hours were provided with swing shifts that will be eliminated under the new hours.
17. **Vanderbilt Rd BPW 2015 approval of ROW/pole Border:** Property owner/ developer of two lots on Vanderbilt is initiating design/ development approval associated with BPW 2015 approval to install sanitary force mains within pole border/ ROW of Vanderbilt. See attached map & emails.



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: April 5, 2024

TO: Mayor Jeffrey Caggiano
City Council
Board of Public Works

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

RE: Hope Street/ Centre Square Parking Garage (Contract 2C24-033) – Project Update/ Contract Change Order

Construction of the Hope Street/Centre Square Parking garage has started. The parking structure will have 194 spaces, constructed of precast concrete members and will be supported on a geo-pier foundation system. The geo-piers consist of a series of 18-inch diameter holes drilled to a depth of approximately 16 ft., and are filled with crushed stone. The purpose of the geo-piers are to penetrate the layer of urban fill that covers the site and support the parking garage from the native/original ground level. The use of geo-piers also provides a benefit by reducing the amount of earth material that has to leave the site and therefore project cost. All earth material is classified as regulated, and has to be disposed of in accordance with CT DEEP regulations.

The problem is that foundation remains from buildings that predate the mall site have been encountered, and the required drilling for the geo-pier will not be able to penetrate the concrete sections. The full extent of foundation remains is unknown. During design there were 28 borings performed that did not indicate serious concerns with drilling. However, site excavation has exposed evidence of a foundation which remains from buildings predating the mall exist. As a result, the recommended course of action is to excavate the perimeter of the building, and along the building's shear wall to a depth of approximately 5-7 ft. to remove the concrete foundation sections, and to confirm that the geo-pier installer will not have "down time/stop work conditions" that the City would incur. Work will also include re-installation of the fill in compacted lifts in layers of 12-inches.

Current funding anticipated foundation contingencies, therefore, additional funding is not required. The potential cost associated with the additional excavation is dependent on the depth of the old foundations is between \$80,000 - \$135,000. The City Council approved a contract for the garage in the amount of \$7,830,141.45, which included an allowance of \$150,000 for the installation of electrical infrastructure. Actual cost for the electrical work was \$91,000. In accordance with City

Purchasing Manual requirements, a change order can be processed administratively in an amount that is less than ten percent of the contract, or up to \$50,000. Therefore, City Council approval is not required to process a change for the excavation in the amount of \$85,000 (Electrical saving + \$50,000 purchasing requirement limit) that will increase the current contract amount to \$7,856,141.45 (net increase of \$25,000).

All excavation work will be monitored by DPW staff or consultant engineers to ensure that excavation and compaction of fill material is performed correctly, and work progresses efficiently and additional change order may not be required to address subsurface conditions. However, there is a potential that additional excavation work and engineering work will be required, necessitating the need for a subsequent change order that will require City Council approval.

Once again, the need for additional funding is not anticipated.

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



SCHEDULE	Pavement Management Program (Spring 2024)				
	12-Mar-24				
	Street Name	Street Length (Ft)	Street Width (Ft)	Mill	RSR
S 24	Hardwick Road	1,116	31	Mill All	40
S 24	Meadow Brook Drive	893	31	Mill All	49
S 24	Sunset Drive	773	26	Mill All	51
S 24	Colonial Road	399	26	Mill All	57
S 24	Tanglewood Road	988	29	Mill All	62
S 24	Old Cider Mill Road	1,159	34	Mill All	61
S 24	Holt Street	585	30	Mill All	34
S 24	Holt Place	346	29	Mill All	52
S 24	Hepworth Street	2,282	30	Mill All	63
S 24	Overlook Avenue	1,063	25	Mill All	42
S 24	Donna Lane	572	34	Mill All	65
S 24	Diane Lane	2,102	33	Mill All	63
S 24	Trelli Lane	903	30	Mill All	65
S 24	Wanda Drive	651	33	Mill All	62
S 24	Loomis Lane	267	30	Mill All	52
S 24	Renee Street	1,179	30	Mill All	50
S 24	Knoll Street	908	30	Mill All	57
S 24	Hill St. (JPC to Marsh)	3,271	34	Mill All	60
S 24	Oakridge Road	2,354	30	Mill All	62
S 24	Maheu Street	1,502	34	Mill All	65
S 24	Ivy Drive	3,956	30	Mill All	55
S 24	Kimberly Lane	751	31	Mill All	62
S 24	Kenney Street	2,636	29	Mill All	60
S 24	Hillcrest Court	398	23	Mill All	60
S 24	Forest Street	253	21	Mill All	65

Note: Robbins Street, Benjamin Street, Edwards Street, and Melville Street were removed due to work needing to be performed by Eversource Gas.



Department of Public Works | 860.584.6125

EVERSOURCE GAS MAIN REPLACEMENT PROJECTS

Dated March 28, 2024

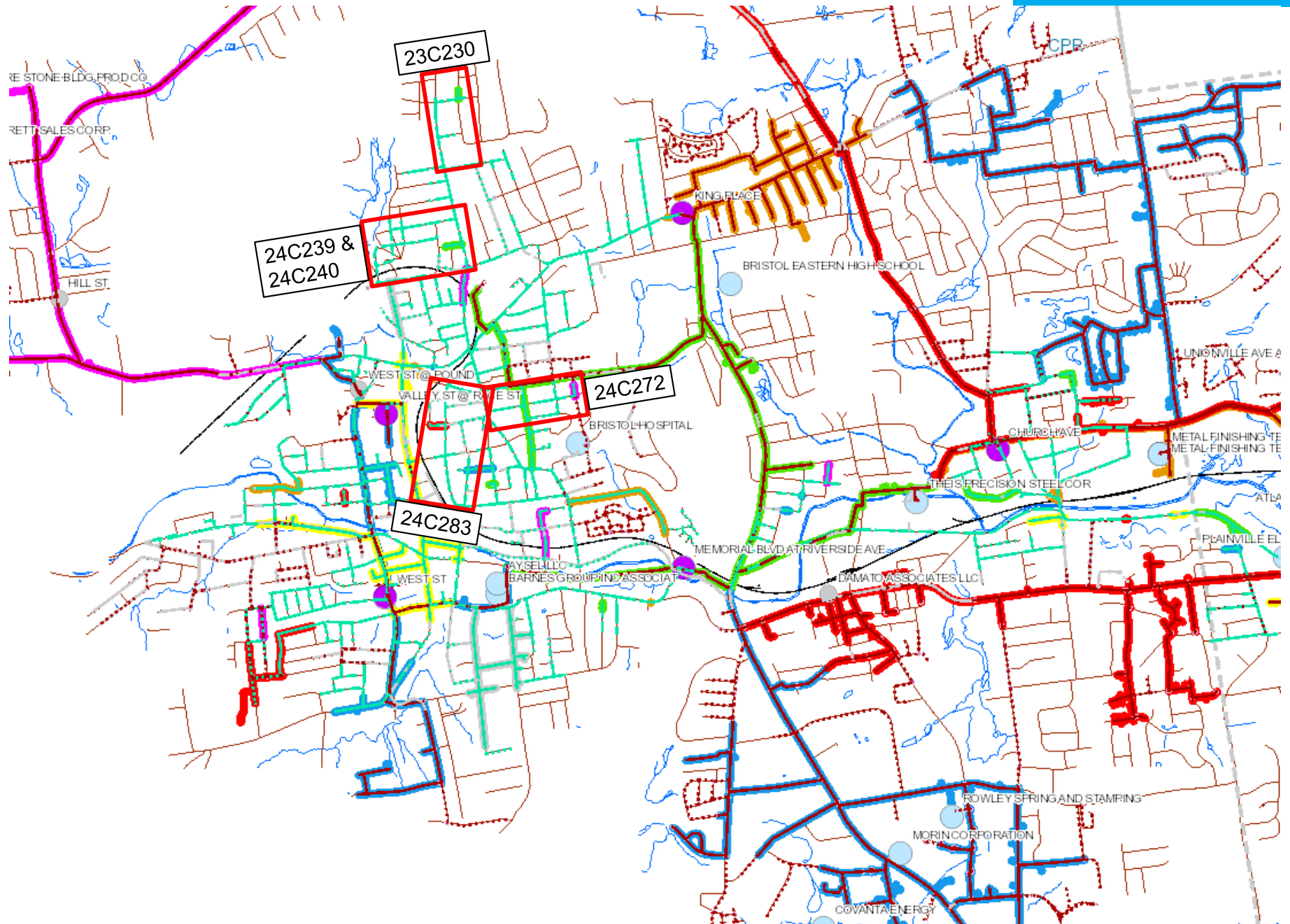
The City of Bristol Department of Public Works has been notified by Eversource Gas of gas main replacement project proposed within the City depicted on the attached maps.

Please note that the proposed plan is for a 3 year project period. Eversource has started work on this year’s project. Residents are also advised that revisions to the project location and schedule may occur and updates will be provided.

Please contact Eversource regarding gas main replacement project information or the Department of Public Works at 860-584-6125 with any questions.

Bristol Replacement Projects 2024 (Subject to Change)

Bristol



24C230_Bristol, Burlington~Pilgrim Replacement

— Install PL - ARP
— Retire - ARP

■ Main Tie-In
□ Cut & Cap Main
□ Main Tie-In, Concurrent Project

Street	From	To
Burlington Ave (Rt69)	Henderson St	512 Burlington Ave
Cambridge Rd	Burlington Ave	36 Cambridge Rd
Pilgrim Rd	Burlington Ave	61 Pilgrim Rd
Puritan Rd	Pilgrim Rd	17 Puritan Rd

Lardner Rd, Birge Rd,
Jennings Rd paved 2021

6" PL IP on Henderson
St per 2023 ARP
Project 23C211

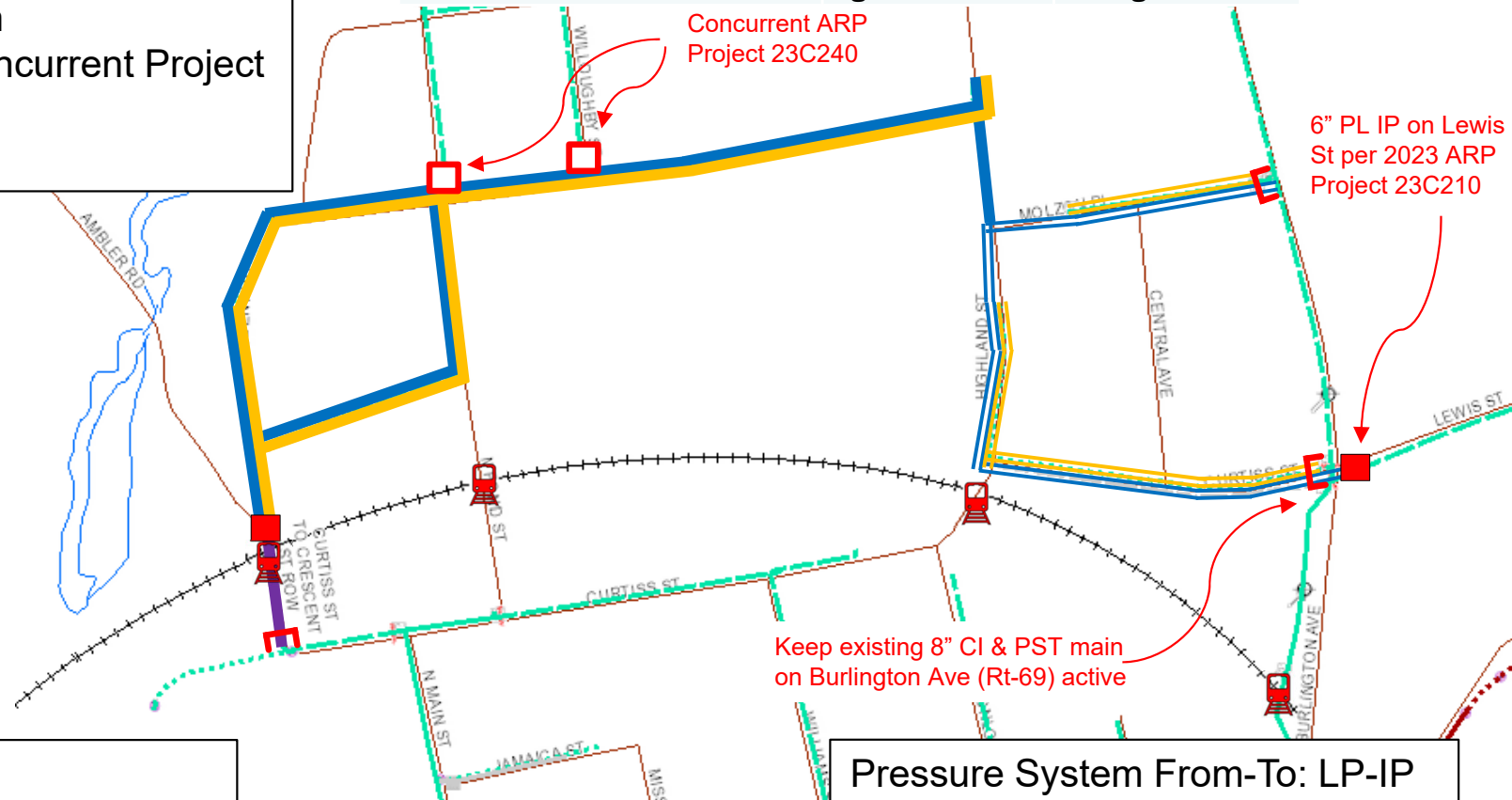
Pressure System From-To: LP-IP

24C239_Bristol, Beech~Crescent Replacement
24C239R_Bristol, Curtiss~Highland~Molzon Reliability
24C239P_Bristol, Crescent~Curtiss ROW Reliability

- Install PL - ARP
- = Install PL - Reliability
- Retire - ARP
- = Retire Reliability
- PIP

- Main Tie-In
- ┐ Cut & Cap Main
- Main Tie-In, Concurrent Project
- 🚂 RR Crossing
- 🎓 School

Street	From	To
Highland St	Curtiss St	62 Highland St
Beech St	Highland St	Crescent Dr
Crescent St	Beech St	Ambler Rd
Alder St	Crescent St	North Pond St
North Pond St	Alder St	Beech St
Curtiss St to Crescent St ROW	Crescent St	Curtiss St
Curtiss St	Lewis St	Highland St
Molzon Pl	Highland St	Burlington Ave



Leaks, Future paving

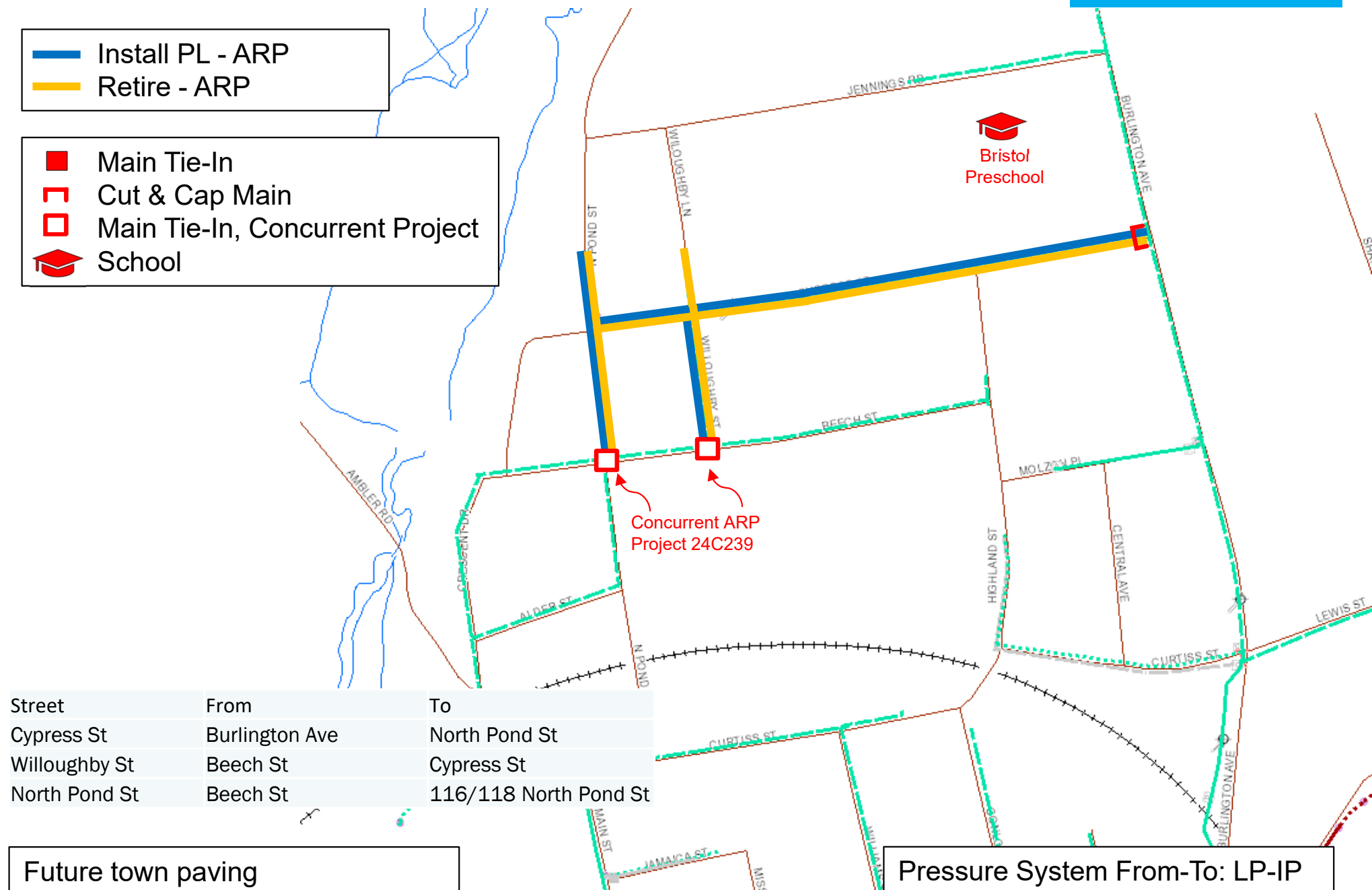
Safety First and Always

Pressure System From-To: LP-IP

24C240_Bristol, Cypress~Willoughby Replacement

Install PL - ARP
Retire - ARP

 Main Tie-In
 Cut & Cap Main
 Main Tie-In, Concurrent Project
 School

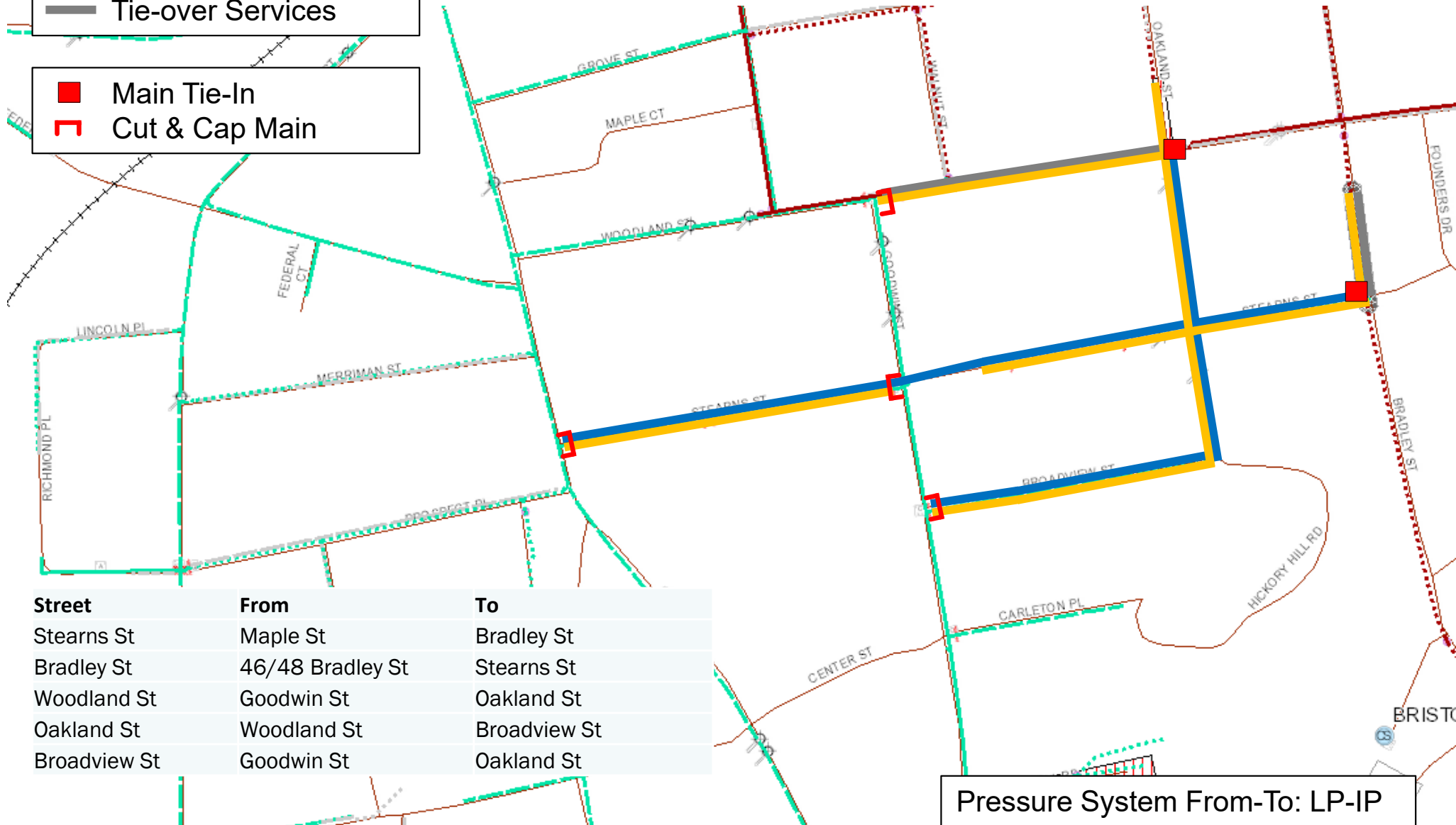


Safety First and Always

24C272_Bristol, Stearns~Oakland~Broadview Replacement

- Install PL - ARP
- Retire - ARP
- Tie-over Services

- Main Tie-In
- ┐ Cut & Cap Main



Street	From	To
Stearns St	Maple St	Bradley St
Bradley St	46/48 Bradley St	Stearns St
Woodland St	Goodwin St	Oakland St
Oakland St	Woodland St	Broadview St
Broadview St	Goodwin St	Oakland St

Pressure System From-To: LP-IP

24C283_Bristol, Summer~Federal Replacement 24C283R_Bristol, Lincoln~Prospect Reliability

- Install PL - ARP
- = Install PL - Reliability
- Retire - ARP
- = Retire Reliability

- Main Tie-In
- ┌ Cut & Cap Main
- RR Crossing

Street	From	To
Maple St	Woodland St	Merriman St
Federal St	Maple St	Summer St
Federal Ct	Federal St	7 Federal Ct
Summer St	Federal St	Main St
Center St	139 Center St	Main St
Lincoln Pl	Summer St	Richmond Pl
Richmond Pl	Lincoln Pl	Prospect Pl
Prospect Pl	Richmond Pl	Summer St

Potential future
RR Crossing

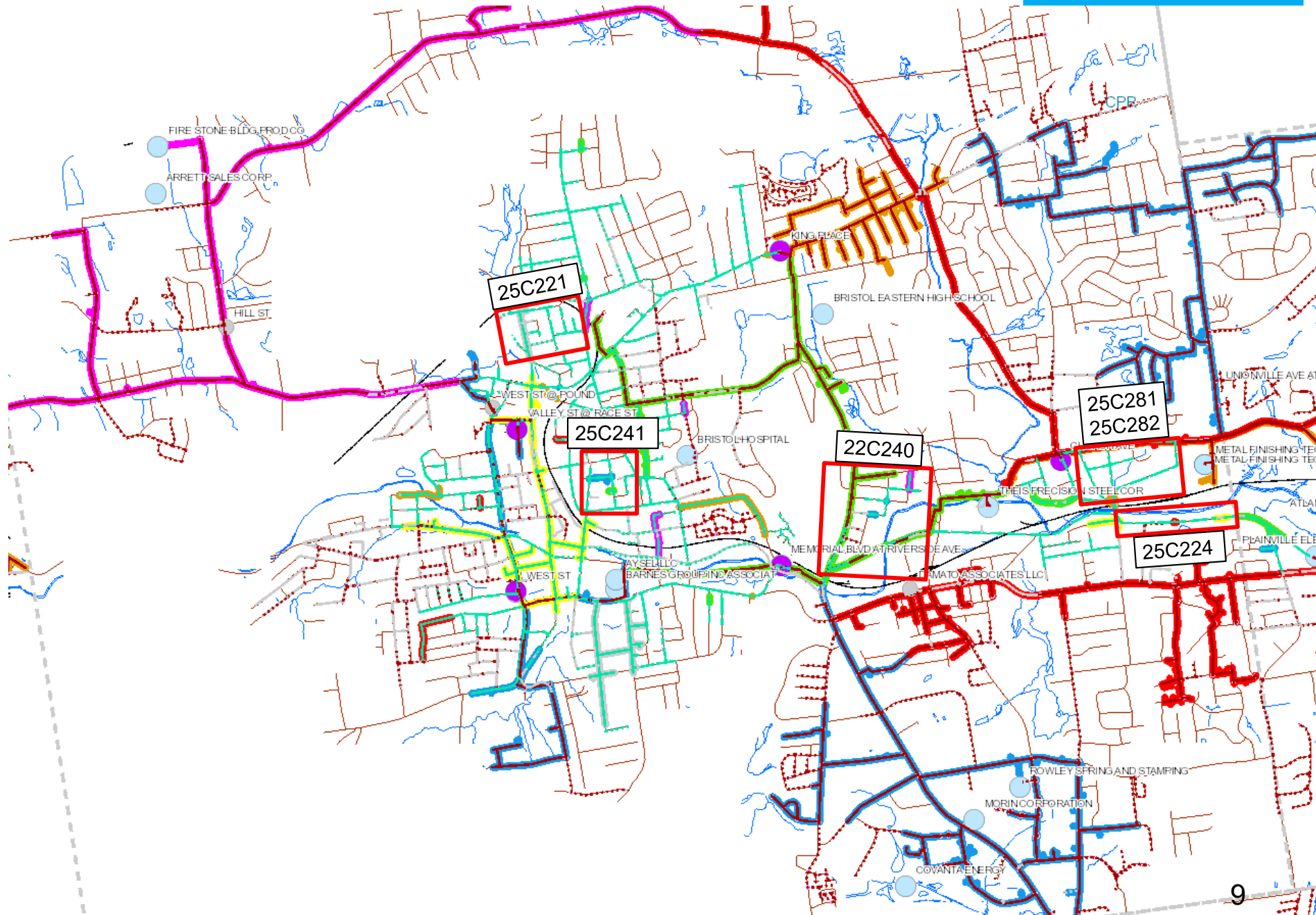
6" PL IP per 2023
ARP Project 23C302

Requested by Maintenance: Leaks on Main

Pressure System From-To: LP-IP

Bristol Replacement Projects 2025 (Initial Draft: Subject to Change)

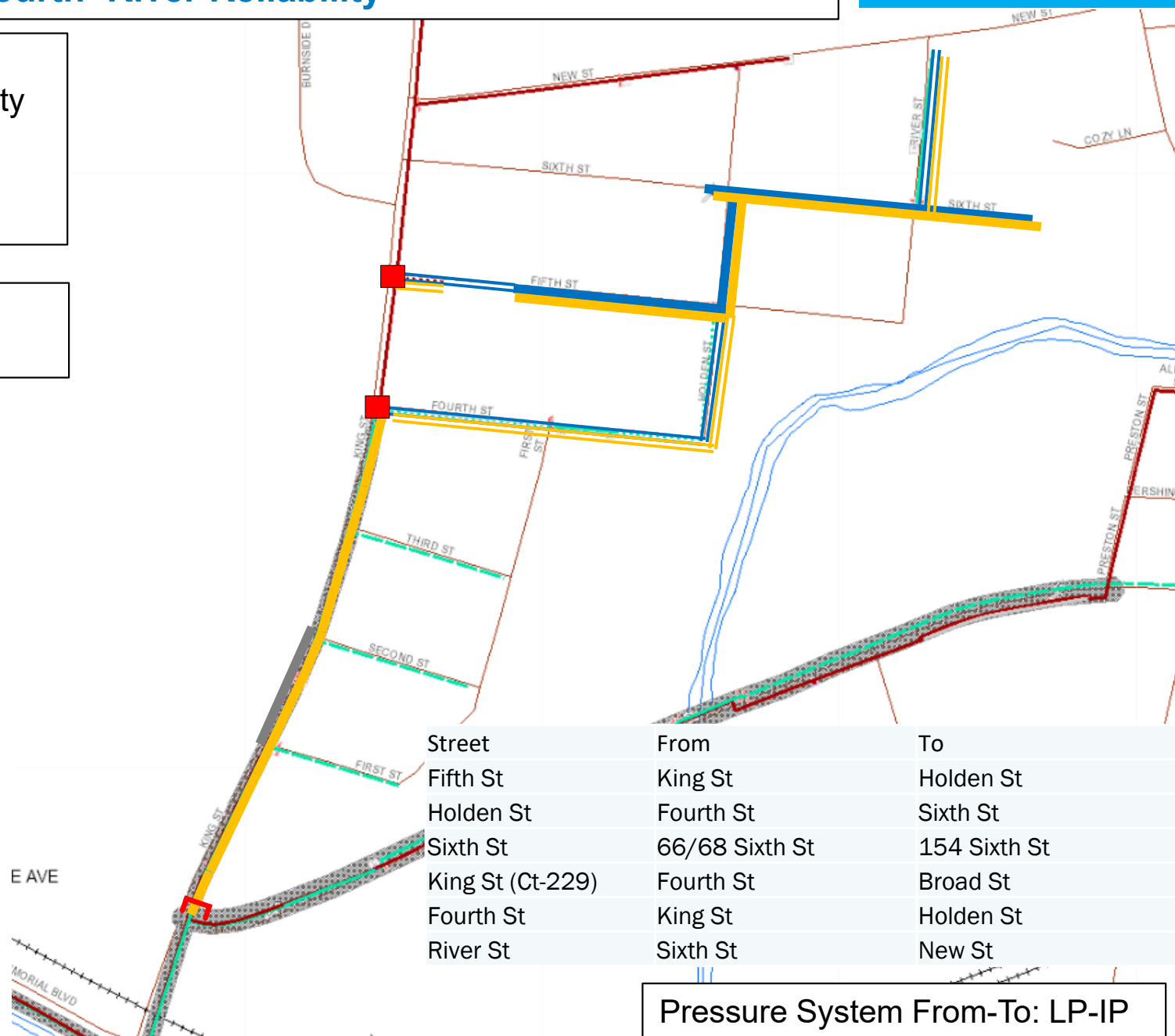
Bristol



22C240_Bristol, Fifth~Sixth St Replacement 22C240R_Bristol, Fourth~River Reliability

- Install PL - ARP
- = Install PL - Reliability
- Retire - ARP
- = Retire Reliability
- Tie-over Services

- Main Tie-In
- └ Cut & Cap Main



25C221_Bristol, Curtiss~Williams~Pardee Replacement

Proposed Work

- Install PL - ARP
- Retire - ARP

Symbols

- Main Tie-In
- ┌ Cut & Cap Main

Existing Infrastructure

Color - Pressure

- LP
- IP
- HP

Style - Material

- Cast Iron
- Steel
- Plastic

Street	From	To
Curtiss St	185 Curtiss St	98 Curtiss St
Williams St	Curtiss St	52 Irving St
Pardee St	Williams St	Burlington Ave (Rt69)
Conlon St	Pardee St	57 Conlon St
Dwight St	Pardee St	26 Dwight St

2024 ARP Project 24C239

Paved in 2021

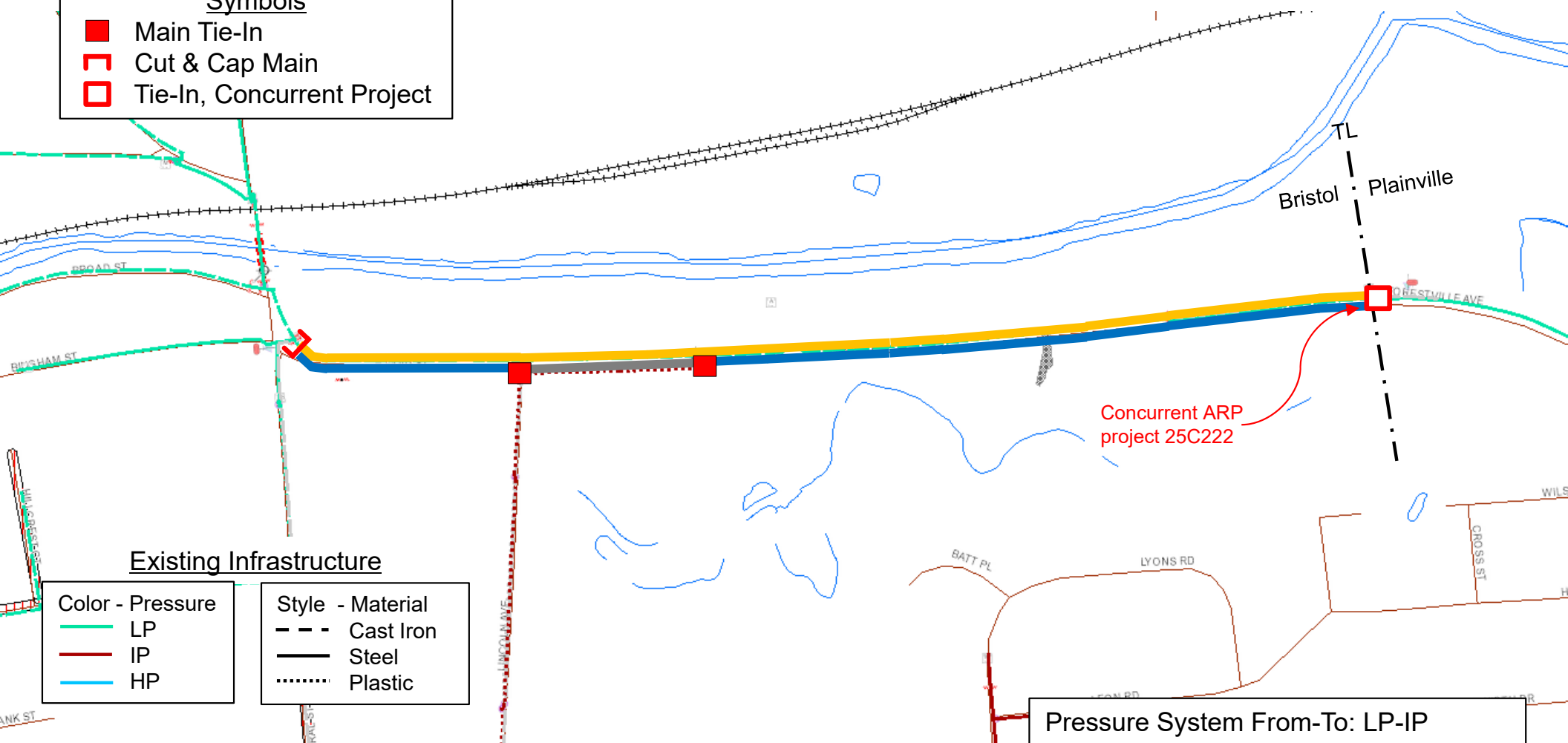
Pressure System From-To: LP-IP

25C224_Bristol, E Main St Replacement

Proposed Work
 Install PL - ARP
 Retire - ARP
 Tie-over Services

Street	From	To
East Main St (Rt 372)	100 E Main St / Plainville TL	Central St

Symbols
 Main Tie-In
 Cut & Cap Main
 Tie-In, Concurrent Project



25C241_Bristol, Main~Bellevue Replacement 25C241R_Bristol, Session~Arnold Reliability

- Proposed Work**
- Install PL - ARP
 - Install PL - Reliability
 - Retire - ARP
 - Retire Reliability

- Symbols**
- Main Tie-In
 - Cut & Cap Main
 - Easement Required

Existing Infrastructure

- Color - Pressure**
- LP
 - IP
 - HP

- Style - Material**
- Cast Iron
 - Steel
 - Plastic

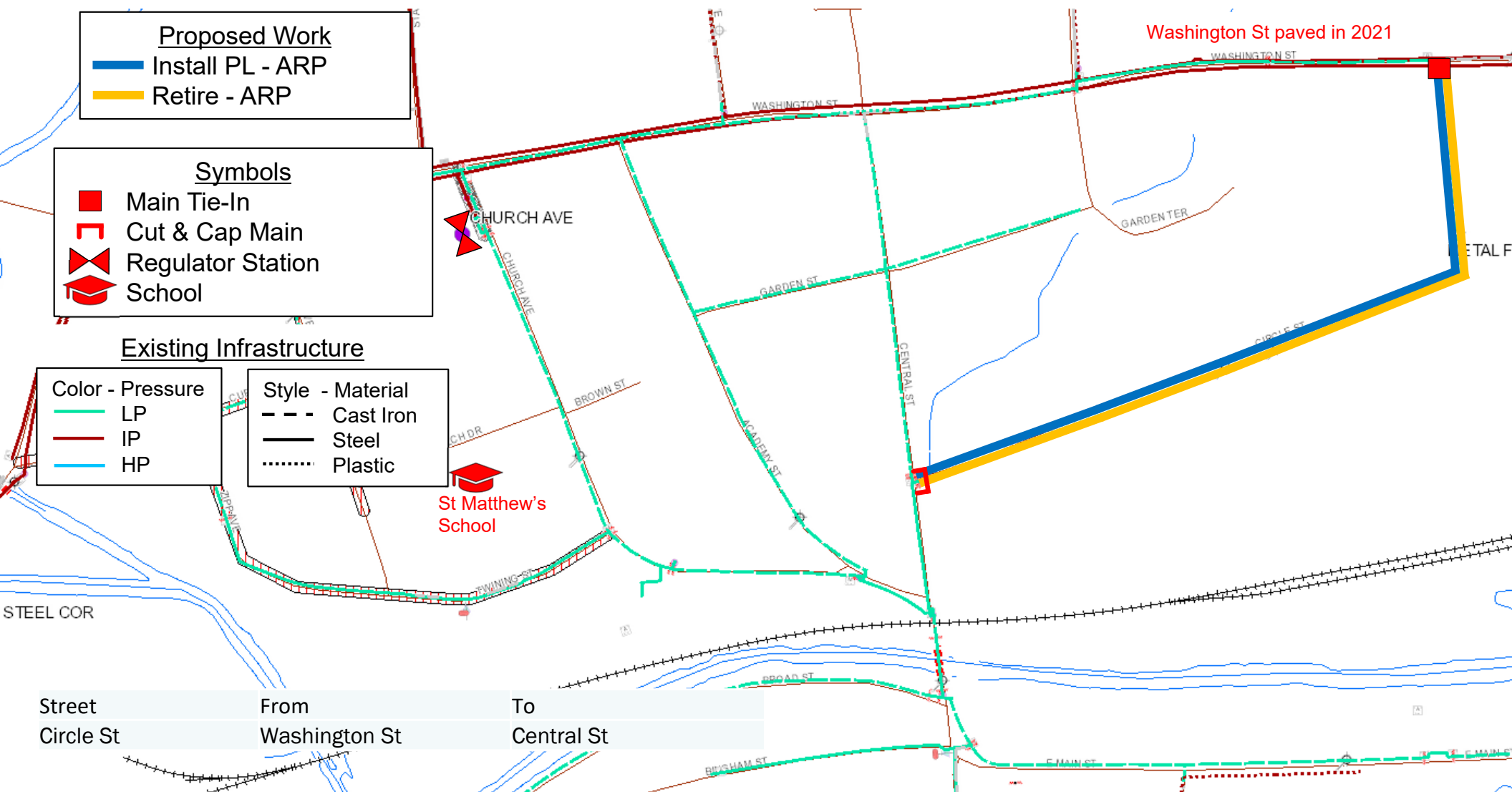
Street	From	To
Main St	Center St	Sumer St
Center St	Main St	Bellevue Ave
Bellevue Ave	Center St	High St
Belden Gardens Dr	Bellevue Ave	Queen St
Sessions St	Bellevue Ave	Main St
Arnold Ct	Main St	9/11 Arnold Ct

2024 ARP
Project 24C283

High GAMES rating
Safety First and Always

Pressure System From-To: LP-IP (60psig)

25C281_Bristol, Circle St Replacement



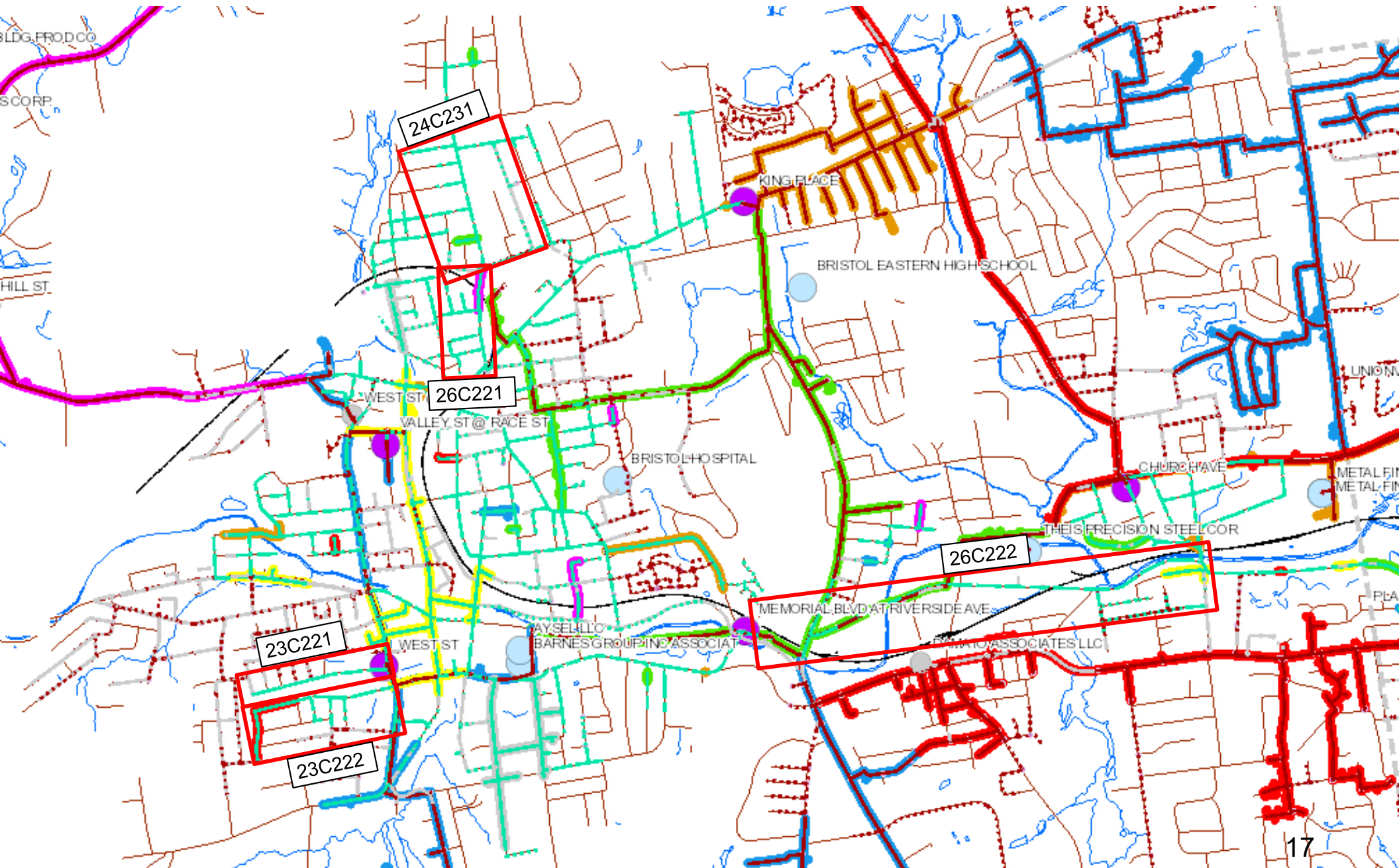
Pressure System From-To: LP-IP 60



Bristol Replacement Projects 2026

(Preliminary Draft: Incomplete, Revisions and Additional Projects Expected)

Bristol

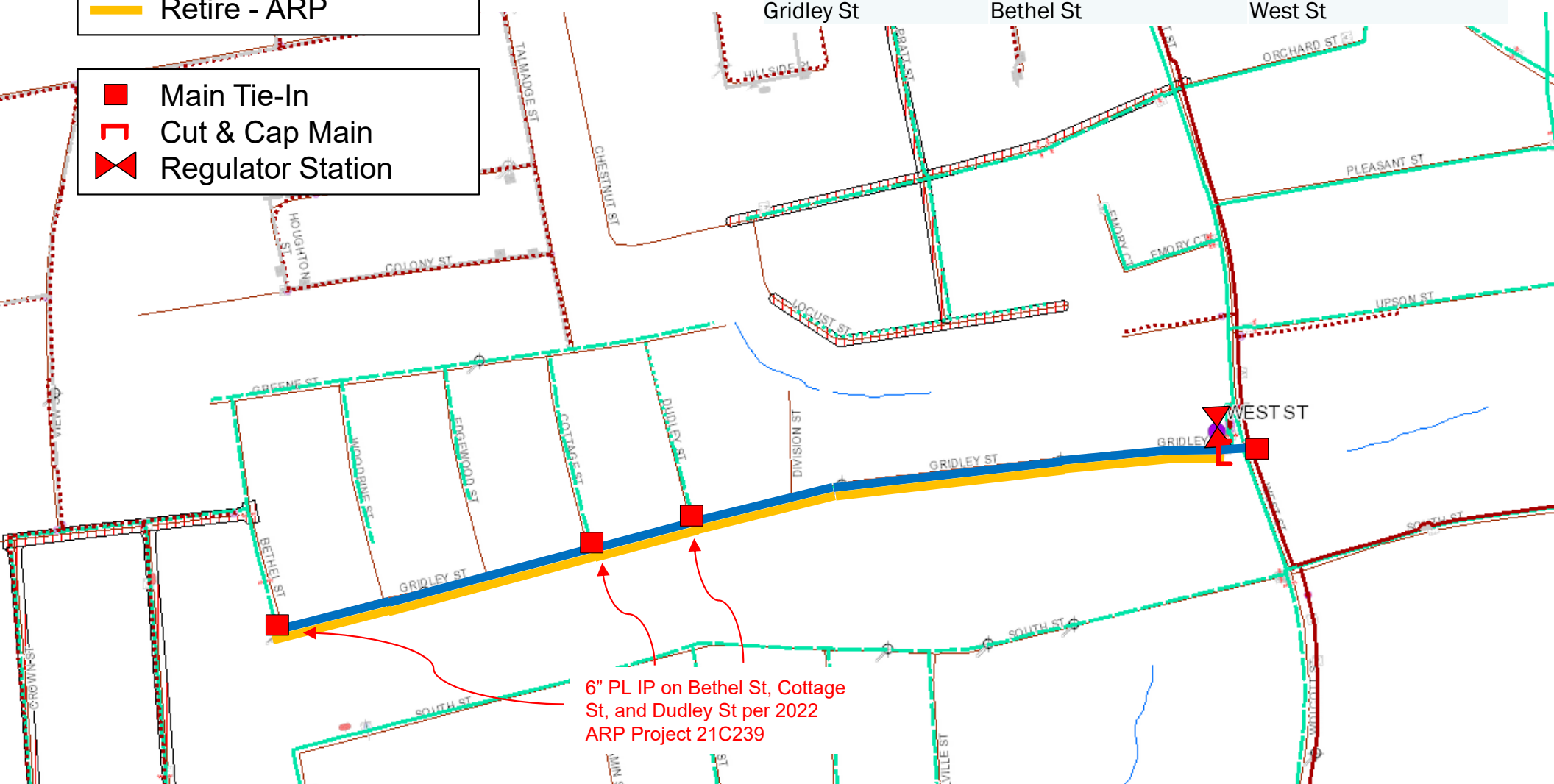


23C221_Bristol, Gridley St Replacement

— Install PL - ARP
— Retire - ARP

■ Main Tie-In
⌞ Cut & Cap Main
⌞ Regulator Station

Street	From	To
Gridley St	Bethel St	West St

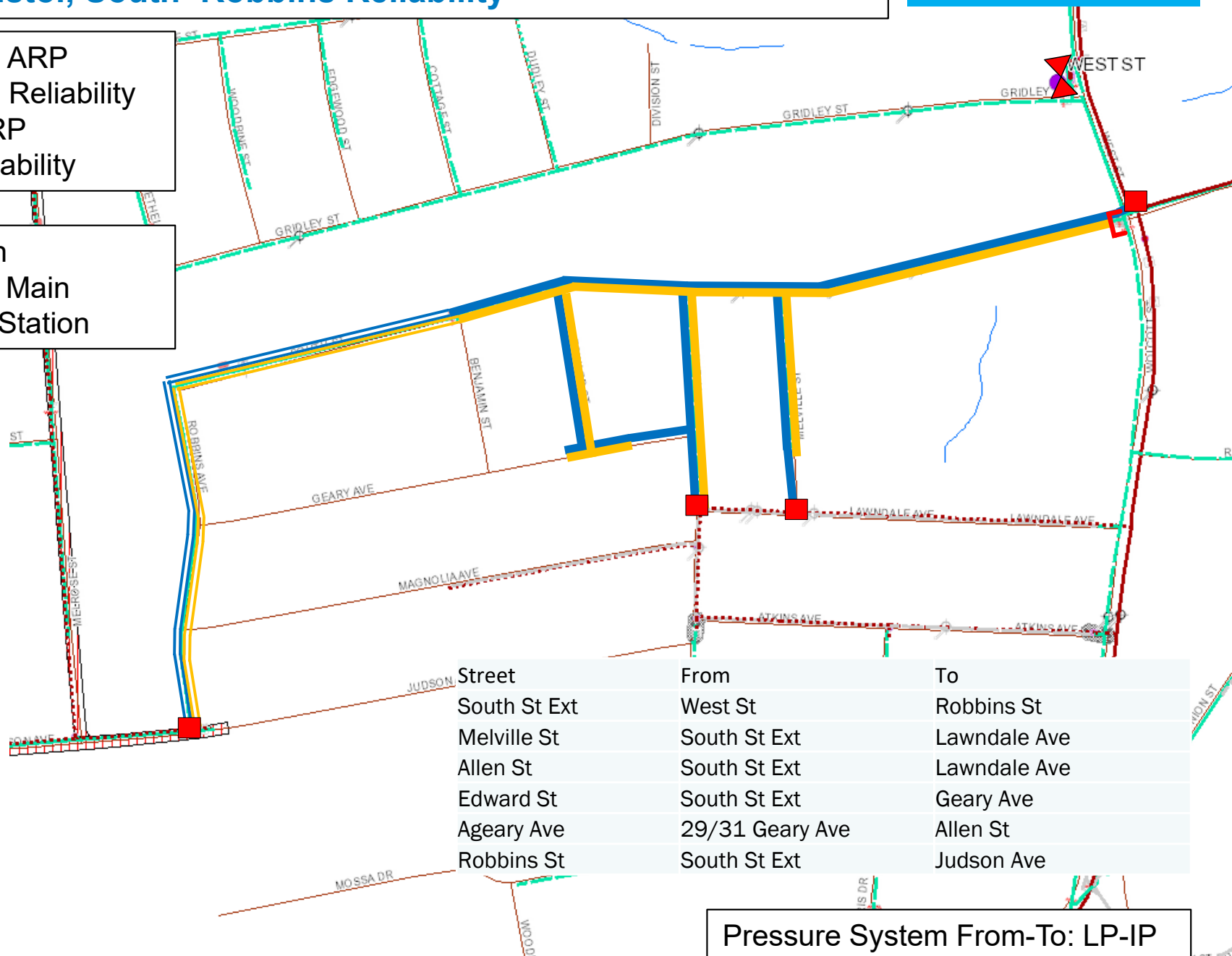


Pressure System From-To: LP-IP

23C222_Bristol, South~Allen Replacement 23C222R_Bristol, South~Robbins Reliability

- Install PL - ARP
- = Install PL - Reliability
- Retire - ARP
- = Retire Reliability

- Main Tie-In
- └─┐ Cut & Cap Main
- ✕ Regulator Station



Pressure System From-To: LP-IP

24C231_Bristol, Burlington~Jennings Replacement 24C231R_Bristol, Lexington St Reliability

- Proposed Work**
- Install PL - ARP
 - Install PL - Reliability
 - Retire - ARP
 - Retire Reliability

- Symbols**
- Main Tie-In
 - Cut & Cap Main

Existing Infrastructure

- Color - Pressure**
- LP
 - IP
 - HP

- Style - Material**
- Cast Iron
 - Steel
 - Plastic

Street	From	To
Burlington Ave (Rt69)	Lewis St	Lardner Rd
Lardner Rd	Burlington Ave	North Pond St
Henderson St	Burlington Ave	Lexington St
Birge Rd	Burlington Ave	36 Birge Rd
Jennings Rd	Burlington Ave	44 Jennings Rd
Lexington St	Lewis St	Henderson St
Fairfield St	Lexington St	13 Fairfield St

High GAMES rating

Safety First and Always

Pressure System From-To: LP – IP 60

IP per 2024 ARP Project 24C230

IP per 2024 ARP Project 24C240

IP per 2024 ARP Project 24C239

LP replacement with IP main continues south of Lewis St / Curtis St

26C221_Bristol, Burlington~Ingraham~Lincoln Replacement 26C221R_Bristol, Burlington Ave Reliability

- Proposed Work**
- Install PL - ARP
 - Install PL - Reliability
 - Retire - ARP
 - Retire Reliability

- Symbols**
- Main Tie-In
 - Cut & Cap Main
 - Tie-In, Concurrent Project
 - RR Crossing

Existing Infrastructure

- Color - Pressure**
- LP
 - IP
 - HP

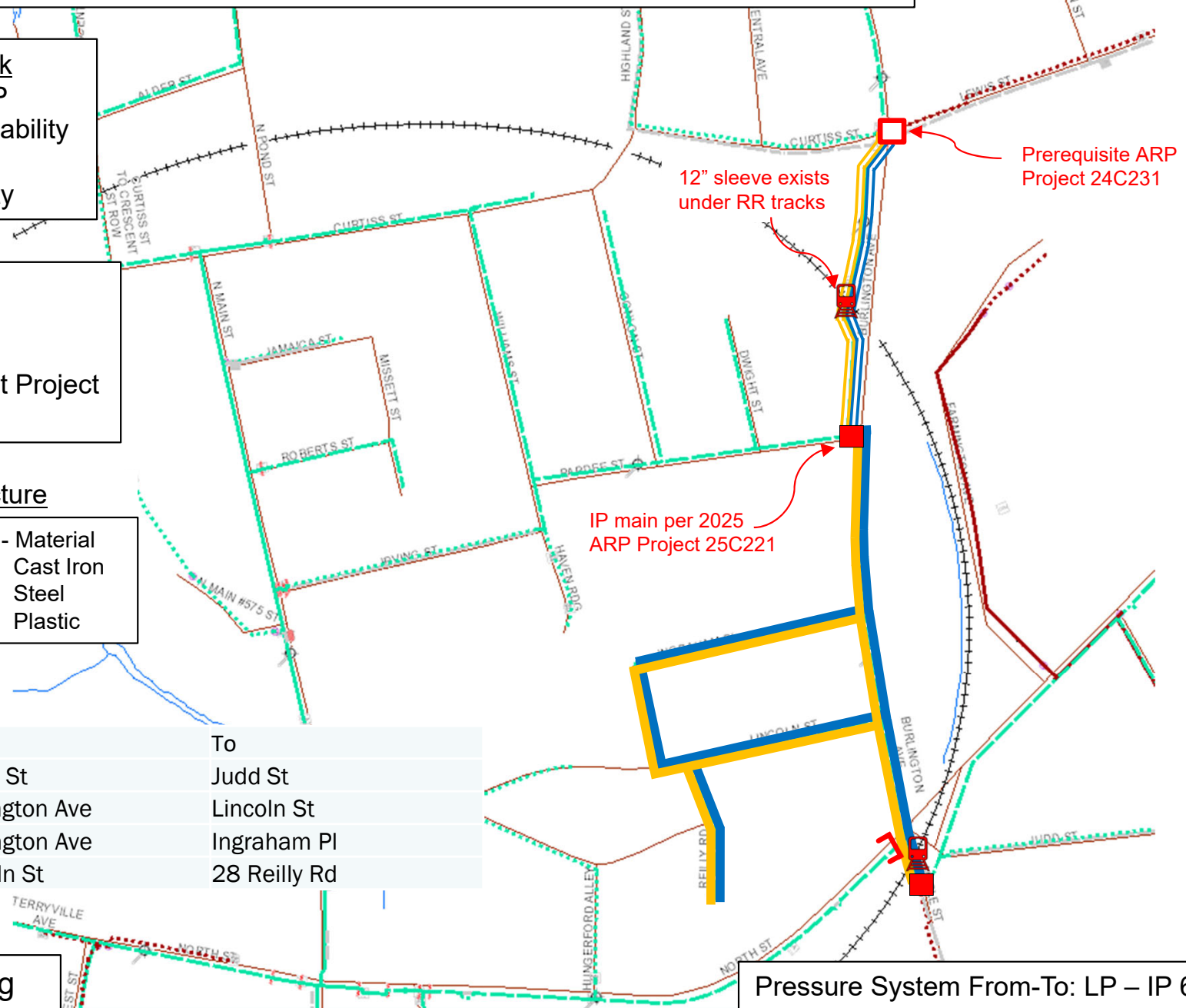
- Style - Material**
- Cast Iron
 - Steel
 - Plastic

Street	From	To
Burlington Ave (Rt69)	Lewis St	Judd St
Ingraham Pl	Burlington Ave	Lincoln St
Lincoln St	Burlington Ave	Ingraham Pl
Reilly Rd	Lincoln St	28 Reilly Rd

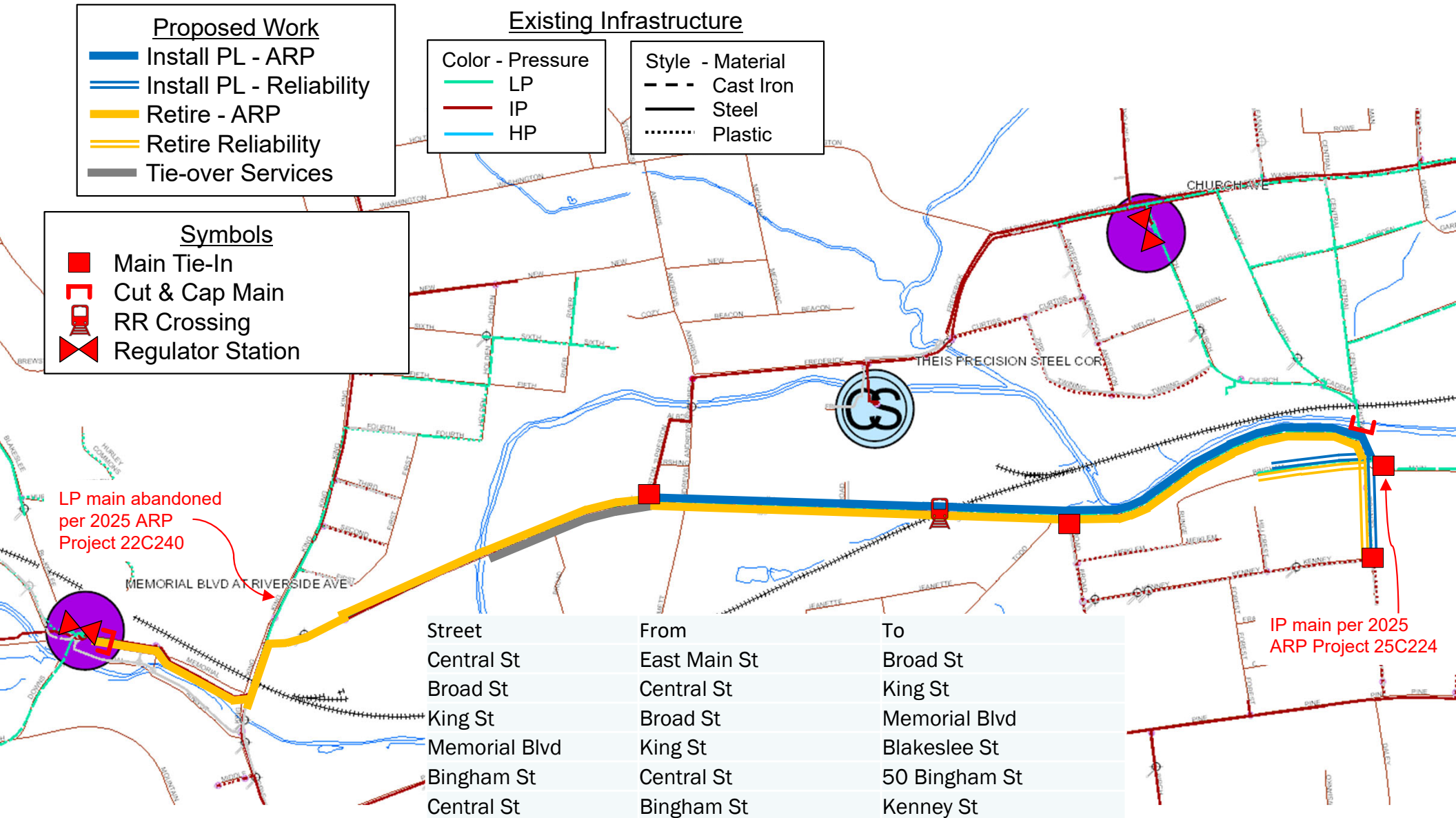
High GAMES rating

Safety First and Always

Pressure System From-To: LP – IP 60



26C222_Bristol, Broad St Replacement 26C222R_Bristol, Bingham~Central Reliability



High GAMES rating, Flood Zone

Pressure System From-To: LP – IP 60



GENERAL NOTES

1. EXISTING INFORMATION BASED UPON THE FOLLOWING DOCUMENTS:
1.1. "BOUNDARY-TOPOGRAPHIC SURVEY", PREPARED FOR CITY OF BRISTOL, FIRE STATION #3, CHURCH AVENUE, BRISTOL, CONNECTICUT, DATED JULY 2023, AND PREPARED BY BENESCH.
2. NO WETLANDS HAVE BEEN IDENTIFIED ON SITE.
3. THE SITE IS LOCATED WITHIN ZONE X, AN AREA OF MINIMAL FLOOD HAZARD, PER FEMA FIRM MAP 09003C0467F.

SIGN LEGEND

STOP
31-0552*

2
31-0662P
31-0448

AUTHORIZED VEHICLES ONLY
31-1790

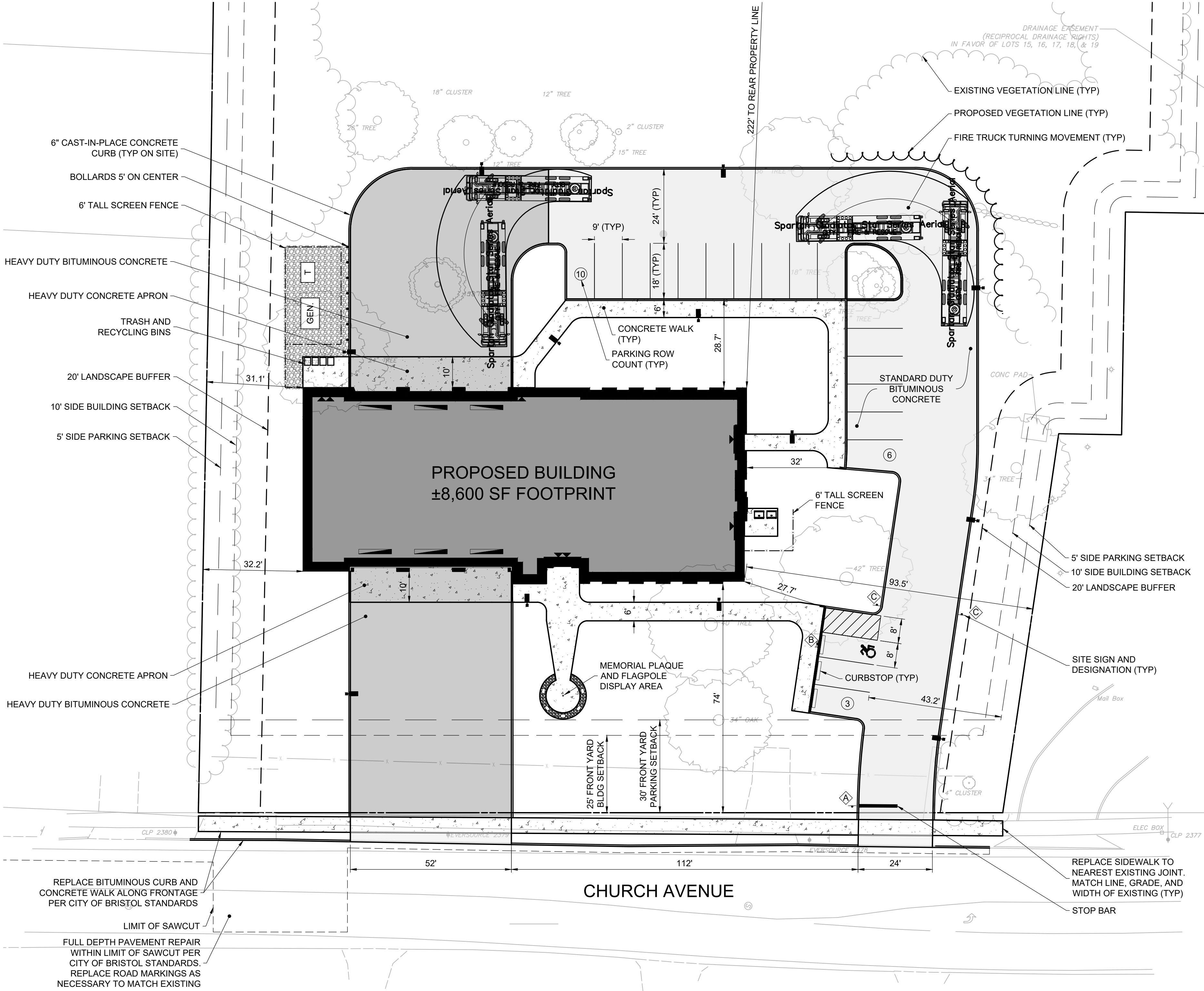
NOTE: ALL SIGNS SHALL BE IN ACCORDANCE WITH THE CTDOT SIGN CATALOG, OR AS SHOWN.
*SIGN MOUNTED ON BREAKAWAY POST

LEGEND

ITEM	EXISTING	PROPOSED
PROPERTY LINE		---
BUILDING LINE	=====	=====
BUILDING MAN DOOR		◀
BUILDING OVERHEAD DOOR		
SAWCUT		---
BITUMINOUS PAVEMENT		=====
HEAVY DUTY BITUMINOUS PAVEMENT		=====
CONCRETE		=====
HEAVY DUTY CONCRETE		=====
CURB	=====	=====
FLUSH CURB		=====
SIGN AND DESIGNATION		◀
BOLLARD		•

ZONING CHART				
ZONE: SINGLE FAMILY RESIDENTIAL (R-15), PRINCIPAL USE: CIVIC FACILITY (SPECIAL PERMIT)				
	ITEM	REQUIREMENT	PROPOSED	REFERENCE
BUILDING	MIN. LOT AREA [SF]	15000	107,572	7.1(A)
	MIN. LOT FRONTAGE [FT]	100	260	7.1(B)
	MIN. FRONT YARD [FT]	25	74	7.1(C)
	MIN. SIDE YARD [FT]	10	31	7.1(D)
	MIN. REAR YARD [FT]	25	222	7.1(E)
	MAX. BUILDING HEIGHT [FT]	35	26	7.1(F)
	MAX. BUILDING COVERAGE [%]	30	8	7.1(G)
	MAX. IMPERVIOUS COVERAGE [%]	70	27	7.1(H)
PARKING	NUMBER OF PARKING SPACES	TBD ¹	19	13.2.D.
	REQUIRED ADA SPACES	1 ²	1	ADA REQ'S
	MIN. PARKING FRONT YARD [FT]	30	30	13.7.1.A.1.
	MIN. PARKING SIDE/REAR YARD [FT]	5	43	13.7.1.A.2.
	MIN. PARKING/BUILDING SEPARATION [FT]	6	28	13.7.1.A.3.
	MIN. PARKING SPACE DIMENSIONS [FT X FT]	9 X 18	9 X 18	13.7.2.A.
	MIN. ACCESS AISLE WIDTH W/PARKING [FT]	24	24	13.7.2.A.
	MIN. ACCESS AISLE WIDTH W/O PARKING [FT]	20	24	13.7.2.D.
	MAX. NUMBER OF DRIVEWAYS [#]	3 ³	2	13.11.A.
	MIN. DRIVEWAY SEPARATION [FT]	100	112	13.11.B.
	MAX. DRIVEWAY WIDTH [FT]	30 ⁴	52	13.11.E.

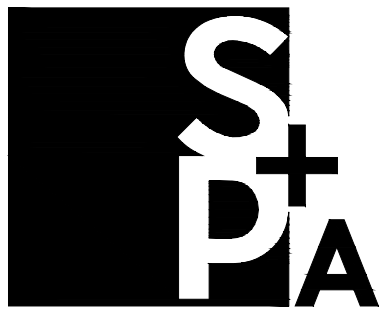
- NOTES:
1. MINIMUM NUMBER OF PARKING SPACES FOR PUBLIC OR SEMI-PUBLIC USES NOT OTHERWISE LISTED ARE AS DETERMINED BY THE COMMISSION.
THE 16 PRIVATE PARKING SPACES ARE PROPOSED TO ACCOMMODATE THE ANTICIPATED NUMBER OF EMPLOYEES ON SITE DURING A SHIFT CHANGE.
THE 3 PUBLIC SPACES ARE PROPOSED TO ACCOMMODATE THE ANTICIPATED VISITOR POPULATION.
2. PER ADA STANDARDS, WHEN THE TOTAL NUMBER OF PARKING SPACES PROVIDED ARE 1-25, 1 SPACE SHALL BE ACCESSIBLE.
3. MAXIMUM DRIVEWAYS CALCULATED PER THE FOLLOWING:
260 LF FRONTAGE * 1 DRIVEWAY / 85 LF FRONTAGE ALLOWED = 3 DRIVEWAYS
4. PER SECTION 13.11.E.2, A DRIVEWAY WIDTH IN EXCESS OF 30FT MAY BE ALLOWED BY THE COMMISSION IN ORDER TO ACCOMMODATE SERVICE VEHICLES.



Project Title:

BRISTOL FIREHOUSE #3

MAP 43, BLOCK 16, CHURCH AVENUE
BRISTOL, CT 06010



SILVER PETRUCCELLI + ASSOCIATES

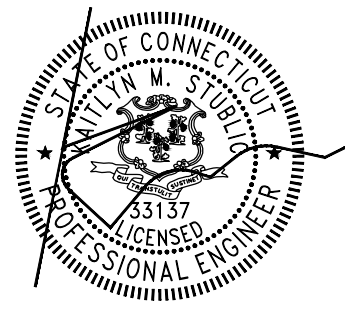
3190 WHITNEY AVENUE HAMDEN CT 06518
311 STATE STREET NEW LONDON CT 06320
203 230 9007 silverpetrucci.com

Revision:

Description:

Date:

Revised By:



Drawing Title:

SITE PLAN

Date:

MARCH 28, 2024

Scale:

1"=20'

Drawn By:

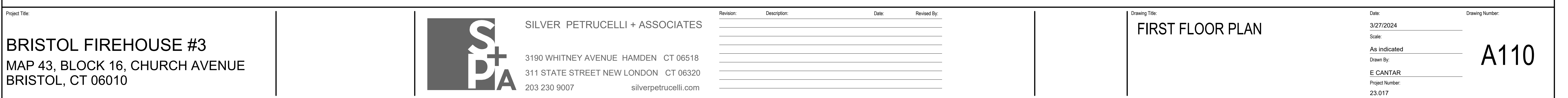
KMS

Project Number:

70895.00

Drawing Number:

C2.0



Bristol Firestation 3

Project Schedule - REV1

March 22, 2024



Phase		2023						2024												2025											
		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Schematic Design																															
Programming																															
Planning and Design Concepts	Issue SD Report (10/5)			(a)	(b)																										
SD Estimate																															
Design Development / Construction Documents																															
Design Development	Land Use Approvals									(c)	(d)	(e)																			
DD Estimate and Reconciliation												(f)																			
Construction Documents												(g)																			
CD Estimate														(h)																	
Bidding																															
Advertise and Bid																															
Bid Opening																															
Review and Award																															
Construction																															
Mobilize																															
Active Construction																															
Project Closeout																															

PRELIMINARY MEETING SCHEDULE

(a) SD Owner Meetings
i. Kitchen and FD Equipment
ii. MEP/FP and Civil
iii. Interior Finishes, Technology, Furniture
(b) SD Report Review Meeting
(c) Zoning Application Deadline
(d) Zoning Commission Meeting
(e) Zoning Commission Meeting
(f) DD Estimate Reconciliation and VE (if necessary)
(g) AHJ Meeting (Building/Fire)
(h) CD Estimate Reconciliation and VE (if necessary)

Laura Leger

From: Raymond Rogozinski
Sent: Wednesday, April 3, 2024 3:06 PM
To: 'john laviero'
Cc: Robert Longo; Marco Palmeri; Nancy Levesque
Subject: DPW / BPW 2015 approval of ROW - Development of lot 253-1 and 254-1 Vanderbilt Rd
Attachments: scan_raymondrogozinski_2024-04-03-14-49-42.pdf; RE: Well or public water; November 2015 BPW Minutes.docx

John,

The BPW's Nov 19, 2015 approval authorized the use of the road right of way, pole border for the purpose of servicing lot 183-187 Vanderbilt Rd with sanitary forcemains. It appears that there are two potential layout options consisting of either installing the force mains on the NE side or SW side of Vanderbilt St. A detailed survey & engineering evaluation would have to be performed by your survey & engineer to determine the best path. Without a survey, I do not know the available area between the curb and right of way, location of water laterals, water mains, fire hydrants and fire hydrants supply lines. I would say, that in accordance with the BPW's approval, as the property owner you are responsible for restoring the properties disturbed as part of your sewer force main installation.

One of DPW primary concerns is the impact to private property owners. It would appear that the installation of force mains in the pole border of Vanderbilt on the SW side would require the cutting 90 LF of existing trees currently along Vanderbilt (93 Fairfield). The BPW's 2015 action does not require the approval of the property owners at 93 or 109 Fairfield, however as part of the review process, DPW will be communicating with the effected property owners and your design should include provisions/restoration of the impacted properties (including a schedule). Coordinating your installation/ work with the impacted property owners and obtaining their consent would expedite DPW plan review. Depending on the surveyed location of the right of way, the installation of force mains on the NE side may have less impact to the property owner, however it would require you to cross Vanderbilt with the force mains. Crossing Vanderbilt would require the disturbance of Vanderbilt roadway pavement, which reduces the City benefit of allowing you to install the force mains in the pole border. However, it is my understanding that you will be disturbing/ excavating Vanderbilt to install a water main as part of your development.

I have attached the BPW 2015 approval, Water Dept. email and a GIS map of the area for reference purposes. I will also be providing a copy of this correspondence to the BPW as part of my Director's report for the April 18, 2024 BPW meeting.

Please contact me with any questions/ concerns at 860-584-6113.

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

From: john laviero [<mailto:laviero11@gmail.com>]
Sent: Thursday, March 28, 2024 2:01 PM

To: Raymond Rogozinski <RaymondRogozinski@bristolct.gov>

Subject: Development of lot 253-1 and 254-1 Vanderbilt Rd

Hello Ray , I am looking to move forward with the development of lots on Vanderbilt Rd. I have been in contact with Marco at Health Department and Rob at the Sewer /Water department. Rob sent out a mass e-mail. I don't know if you were able to read it. But Rob wanted me to contact you. In the email he mentioned you would need to approve placement of my sewer laterals. I plan to run in the tree line about 125' down the street, then cross over into the street to connect to the sewer main. They are not force main laterals. I plan to run two six inch gravity lines like my approval letter says. I am working on the plot plan now with my surveyor. If you could let me know where in the tree line you would like me to run these lines that would be greatly appreciated.

Thank you
John Laviero

John Laviero



Laura Leger

From: Robert Longo
Sent: Wednesday, March 27, 2024 7:21 AM
To: john laviero
Cc: Marco Palmeri; Erica Mikulak; Bryan Roberts; Renee LaMarre; Raymond Rogozinski; PAUL KEEGAN; Nancy Levesque
Subject: RE: Well or public water

Good Morning Mr. Laverio,

Thank you for your email. In 2017 we were contacted by the Department of Public Works with information on these lots and the intention to install the sewer laterals near the water main on Fairfield. In that correspondence, I emailed the City Engineer Ray Rogozinski back indicating that we would need to see a plan of the proposed development including where the sewer laterals and water main would be installed. I was copied on an email back to you from Ray Rogozinski stating that a plan would be required. I believe Renee sent you another copy of this email chain yesterday for your reference.

I have received the letter provided to you by the former Sewer Commission where in the Director of Public Works approved the installation of 2 private forced mains in the pole border. Since that time, the Bristol Water Department merged with the Sewer Department and although we would not approve such request today, we would stand behind any approvals made prior to the merger. The Bristol Water and Sewer Department does not make the final decision on where utilities can be installed in the public right of way and so if there is any question on whether the private sewer laterals can still be installed in the pole border, you would need to speak with the Director of Public Works.

As for the crossing of the sewer laterals over or under the existing water main on Fairfield, there would need to be a minimum 10 foot lateral separation between any water main and sewer main for sanitary purposes. I know you met with our Assistant Superintendent Mike Lynch to go over how the separation would need to be achieved and it is my understanding that you would need to install the proposed sewer laterals in the street at first. Again as stated in my email in 2019, we would need to see a detailed plan of this before we could approve anything.

As to the wells, Public Health Code requires that you connect to a water main if there is a water main within 200 feet of a property line. Our regulations require that a water main extension be installed to cover any frontage of the properties to be serviced by City water. Again in my email in 2019, a plan would be required showing where the water main would be installed as well as the services to the properties.

I did speak with the Director of Public Health who informed me that in the mid 1980's, someone requested wells be installed at these properties and whomever made that request was informed that a plan would need to be submitted before any decision could be made. I do not know if you had made the request in the mid 1980's or if it was a previous owner, however it is my understanding that a plan would be required. I have copied Marco Palmeri on this email in case I am mistaken.

I hope that from this information you understand that all parties including Public Works, Bristol Water and Sewer and the Bristol Burlington Health District will require a plan be submitted before any installation could be reviewed. You will be instructed the same if you choose to attend a Bristol Water and Sewer Department Board of Commissioners meeting. I understand there may be an investment in having plans prepared, however it is my understanding that all Departments will require this and it is where the process needs to begin. You are always welcome to attend a Board meeting, however I don't want to see you have to take time out of your schedule to be informed that a plan will be required.

Once a plan is submitted, we can determine if the installation will meet our regulations.

Sincerely,

Robert J. Longo, Superintendent



Bristol Water and Sewer Department

119 Riverside Avenue
Bristol, CT 06010

860-582-7431

860-585-1287 Fax

Follow us at:



From: john laviero [mailto:laviero11@gmail.com]

Sent: Wednesday, March 27, 2024 12:39 AM

To: Robert Longo <RobertLongo@bristolct.gov>

Subject: Well or public water

Hi Rob, Good morning. I wanted to start part of development on property my mom and I own. I wanted my contractor go pull a permit to install my sewer laterals at lots 253-1 and 254-1 Vanderbilt Rd.

Installing the sewer would be the first phase of this project. Due to the ledge in the area the cost to install utilities could escalate significantly. Hence the reason I need to do this in phases.

My contractor had a plot plan and approval letter to install the sewer laterals from the sewer commission. He was told that he couldn't have a permit and that we needed to go to the next sewer/water board meeting to speak to the board. I contacted Rene today at your office to get on the agenda at the next sewer/water board meeting. I was told I needed to speak to the board about the approval letter I had gotten to run the sewers in the tree line.

Rene mentioned that I should get a plot plan to submit to the board along with my approval letter. Rene also sent me an email chain of some past conversations had about developing these two properties. In the email chain there is mention of the water supply to the property.

In one of the emails you indicated you wanted to see where I was going to install the water main and laterals for the property. One of the reasons the project went on hold back then was from that email.

I explored installing a water main to service the two properties. The cost to install a water main through the ledge in the road is an unreasonable and would be a hardship. Public water was never installed in that part of the

subdivision during the construction of the subdivision when these lots were originated in 1948. Presumably the main was not installed because of the ledge.

However there are other options I am going to take action on. First I would like to drill wells. There are houses that are part of the same 1948 Maplewood subdivision, in the same part of the subdivision that have wells. But as you explained previously because of Connecticut health code 19-13-B51m I would need an exception from the state Health department first. That option we are in the process of preparing to submit the application for the exception to the Bristol Health department. Your office should receive that application within the next few days to fill out your section of that three part application. If approved by the state I will get a plot plan that shows the well locations .

My other option is to ask permission from the Bristol Water board to hook up my laterals to the main through the tree border that runs the opposite way my sewer was approved to run. There is a house in the same subdivision at 80 Tufts St. that was not required to install the main in the front entrance and connected to the lateral on a different street that the main entrance to the house is not on. Is there a certain exception application form I need to fill out to ask the board at the next meeting to do that?

So before I go and do more plot plans to submit to the board. Please give me a better understanding if there is more forms to file and what is needed to get on the agenda. Should this meeting with the board be to state the intentions we have to develop the lots? It sounds like I need to meet with the board a couple times. This first time possibly I don't need the plot plan? Does this meeting with the board need to be to confirm my sewer approval? It is one of the questions on the state well exception form.

There are a couple different parts to this situation. Let me know your thoughts. I will act on your recommendation.

Thank you ,
John Laviero

John Laviero

Minutes of Board of Public Works
Thursday, November 19, 2015
6:00 p.m. City Hall Council Chambers

Members Present: Mayor Kenneth Cockayne, Council Representatives Anthony D'Amato, Mary Fortier and Jodi Zils Gagne, Commissioners Sean Dunn, Morris Laviero and Donald Padlo, and Director of Public Works, Walter E. Veselka

Absent:

1) Call to Order

Mayor Cockayne called the meeting to order at 6:00 p.m.

2) Board Of Public Works Minutes of October 15, 2015

*Motion made by Commissioner Padlo and seconded to accept and place on file.
Motion passed.*

3) Employee Recognition

4) Concerns & Petitions from the public

Marilyn Ronewicz of 215 West Washington Street said that vehicles drive much too fast in front of her house. Mayor Cockayne will have the Police Department look at that intersection.

Subrina Alvarez of 28 High Meadow Lane and Joselyn Benoit of 38 High Meadow Lane would like the City to widen their street. The scheduled time for the Street Committee meeting is not a very accessible time for them so they will work with Director Veselka to set a time and date to meet to discuss their issue.

5) Committee Reports

- a) Street Committee Report – No November meeting
- b) Sewer Committee Report

SEWER COMMITTEE MEETING MINUTES

November 4, 2015

ATTENDANCE:

Members Present: Commissioner Padlo, Chairman
Commissioner Dunn

Staff Present: Brian W. Fowkes, P.E., Asst. Dir. PW/WPC Manager

The Meeting was called to order at 5:25 p.m. November 4, 2015, in the Public Works Conference Room, on the ground floor of City Hall.

Motion was made by Commissioner Dunn and approved to move to agenda item 4B.3 at the start of the meeting.

4B.1 Lots 253 and 254 Vanderbilt Road, request to extend sanitary sewer lateral, Bridget C. Gallagher

Discussion: The Committee reviewed the property owner's request for authorization to install private laterals from their properties to the public sewers. The Committee discussed restrictions that would be placed on the authorization.

MOTION: was made by Commissioner Dunn to:
Authorize the property owner to install private service lateral within the pole boarder on Vanderbilt Road in strict compliance with the following stipulations:

- 1) Separate lateral pipes shall be installed for each property and laterals shall service only the applicants' two properties;
- 2) The property owner is responsible for all costs associated with this installation without any reimbursement from the Sewer Authority;
- 3) The property owner is responsible for proper repair and restoration of all public infrastructure and properties crossed as part of this private sewer installation;
- 4) When public sewers are extended on Vanderbilt Road in the future both properties will be subject to any and all Benefit Assessments or Special Connections Fees associated with the extension of the public sewer;
- 5) The Sewer Authority reserves the right to require one or both properties to connect to the future public sewer in front of their property and properly abandon the non-standard private laterals;
- 6) Both properties would be subject to the standard connection fees upon installation of the service laterals.
- 7) The property owner's engineer shall submit plans detailing the proposed installation to the City Engineer for approval prior to any work being done. The installation shall conform to the City's engineering standards.

VOTE: The motion carried 2-0.

4B.2 104-106 Divinity Street, request for sewer adjustment, David Haberfield

MOTION: was made by Commissioner Dunn to:

Authorize the account be adjusted using the standard administrative adjustment; applicant will be billed for one high quarter based on the winter reading and then three billing quarters on an average consumption calculated based on the quarterly readings before and after the winter quarter.

VOTE: The motion carried 2-0.

4B.3 18 Main Street, Associated Spring, Inc., request for wastewater discharge variance

Discussion: The City met with representative of Associated Spring. The company has completed the design of the new treatment system, approved the capital expenditure for the project and is finalizing a construction contract. The equipment is expected to be received 12 weeks after issuance of the purchase order. Installation is expected to take 3

to 6 weeks and the company anticipates the new system will be operational during the second quarter of 2016. Commissioner Dunn expressed interest in touring the facility during the installation. No motion was needed.

4B.4 Discussion on if there is a problem with plastic fibers in water discharge in end product

Discussion: Staff noted that we have not experienced any operational or permit compliance problems related to plastic fibers or plastic microbeads in the treatment plant effluent. Microbeads are gaining much public and regulatory attention in recent years. State and Federal regulators are appropriately focusing attention on the consumer product manufacturers to discontinue use of the microbeads. No motion was needed.

4B.5 Any other items brought forth from the committee or staff

4B.5A 37 Center Street, Center Street Market, request for AGRU waiver

MOTION: was made by Commissioner Dunn to:

Approve a Diminimus Discharge waiver, as provided for in the State's General Permit section 5(b)(4), granted with the stipulation that the waiver may be revoked by the Sewer Authority at any time, at its sole discretion, if it deems the Food Preparation Establishment (FPE) to be a potential source of FOG. The FPE is required to notify the Sewer Authority prior to making any changes to its operation that may affect its potential to discharge FOG materials. The FPE will implement all Best Management Practices to minimize any residual discharge.

VOTE: The motion carried 2-0.

The meeting was adjourned at 6:36 p.m.

Rose Laviero of 247 East Road would like the City to help pay for some sewer laterals going down Vanderbilt Road. There are two empty lots that were not subdivided properly in the beginning. The City is authorizing the property owner to install sewer laterals with the above mentioned stipulations. Director Veselka clarified that the installation would be up to the property owner because the City was not going to pay to have the laterals installed 10 years ago.

John Laviero of 246 Matthews Street was also present for the property owner and mentioned that recently property on Tiffany Lane had sewer laterals installed by the City.

Motion made by Commissioner Dunn and seconded to look into the Tiffany Lane lateral installation a little further. Motion passed.

Motion made by Commissioner Padlo and seconded to accept the Sewer Committee report absent of item 4B.1 and place on file. Motion passed.

- c) Miscellaneous Matters Committee Report – No November meeting
- d) Solid Waste Committee Report – No November meeting

6) Correspondence

- a) Letter from Attorney Andre D. Dorval requesting waiver to do permanent patching in front of lots 73 & 74 Mechanic Street
Motion made by Commissioner Padlo and seconded to forward to the Street Committee. Motion passed.
- b) Letter from ACG North America, Inc. concerning adding street lighting along Brewster Road
Motion made by Commissioner Padlo and seconded to forward to the Miscellaneous Matters Committee. Motion passed.
- c) Referral from City Council concerning the discontinuance of Willis Street from South Street to Memorial Boulevard
Motion made by Council Representative Fortier and seconded to forward to the Street Committee. Motion passed.
- d) Referral from City Council to the Board regarding a sidewalk deferral at 120 Terryville Road
Council Representative Fortier feels that this matter is straightforward and there is no need to send it to the Street Committee.
Motion made by Commissioner Laviero and seconded to recommend the City Council approve the request to defer construction of sidewalks associated with the proposed site plan at 120 Terryville Road, subject to the filing of a standard sidewalk caveat on the City land records by the property owner. Said caveat reserves a right for the City to order the construction of sidewalks at the property owner's expense at a later date. Motion passed.
- e) Letter from Paul Gregorio requesting new street light positioned on Matthews Street
Motion made by Commissioner Padlo and seconded to forward to the Miscellaneous Matters Committee. Motion passed.

7) Public Works Division Report

- a) Narrative Report for October
Motion made by Commissioner Dunn and seconded to accept and place on file. Motion passed.
- b) Fleet Availability for October
Motion made by Commissioner Padlo and seconded to accept and place on file. Motion passed.

8) Public Works' Project List

Motion made by Commissioner Padlo and seconded to accept and place on file. Motion passed.

Motion made by Commissioner Dunn and seconded to move to Soap Box Derby item 11B next on the agenda. Motion passed.

- a) Discussion with Kyle Wentland of the Soap Box Derby regarding the location of future races

Brian Zukowski is President of the Soap Box Derby and stated that there are currently about 23 Bristol children who participate in the race. Director Veselka would like him to send in a Special Event form along with the proposed race dates for 2016. Director Veselka would like Mayor Cockayne to defer making a decision on where to hold races until the dates are looked over.

Motion made by Commissioner Laviero and seconded to approve the Soap Box Derby race dates if they are first approved by Staff. Motion passed.

9) Director's Verbal Report

Director Veselka updated the Board on current Public Works activities.

Motion made by Commissioner Dunn and seconded to accept and place on file. Motion passed.

10) Review of the Public Works Budgets

Motion made by Commissioner Padlo and seconded to accept and place on file. Motion passed.

11) Unfinished Business

a) Board Monthly Calendar

Motion made by Commissioner Padlo and seconded to move the December Sewer Committee meeting from Wednesday, December 2 to Wednesday, December 9. Motion passed.

Motion made by Commissioner Padlo and seconded to accept the Board Monthly Calendar and place on file. Motion passed.

b) Discussion with Kyle Wentland of the Soap Box Derby regarding the location of future races

This item heard previously tonight

c) Construction of Public Amphitheater "The Patch" on Depot Square

Motion made by Commissioner Dunn and seconded to accept and place on file. Motion passed.

12) New Business

a) Committee Appointments

b) Memo from Brian Fowkes to Director Veselka concerning filing DEEP bypass reports online

Motion made by Council Representative Fortier and seconded to authorize Mayor Cockayne, acting in his capacity as the Chairman of the Bristol Sewer Authority, to sign the DEEP Authorized Bypass Reporter Agreement and to authorize the Asst. Dir of PW/WPC Manager, the Asst. Chief Operator/Maintenance and Collection System and the Asst. Chief Operator/Laboratory Supervisor to serve as Bypass Reporters on behalf of the City and Sewer Authority.

c) Board meeting calendars for 2016

Motion made by Commissioner Padlo and seconded to accept and place on file. Motion passed.

- d) Board of Finance Request from WPC to transfer \$125,500 for unexpected major repairs
Motion made by Commissioner Laviero and seconded to forward to the Board of Finance for their approval. Motion passed.

Motion made by Commissioner Dunn and seconded to disband the Solid Waste Committee. Motion passed.

13) Addendum

14) Adjournment

Motion made by Commissioner Laviero and seconded to adjourn. Motion passed.

Meeting adjourned at 6:45 p.m.

This meeting was recorded.

Respectfully submitted,

Walter Veselka, P.E.
Director of Public Works

Minutes of Board of Public Works
Thursday, November 19, 2015
6:00 p.m. City Hall Council Chambers

Members Present: Mayor Kenneth Cockayne, Council Representatives Anthony D'Amato, Mary Fortier and Jodi Zils Gagne, Commissioners Sean Dunn, Morris Laviero and Donald Padlo, and Director of Public Works, Walter E. Veselka

Absent:

1) Call to Order

Mayor Cockayne called the meeting to order at 6:00 p.m.

2) Board Of Public Works Minutes of October 15, 2015

*Motion made by Commissioner Padlo and seconded to accept and place on file.
Motion passed.*

3) Employee Recognition

4) Concerns & Petitions from the public

Marilyn Ronewicz of 215 West Washington Street said that vehicles drive much too fast in front of her house. Mayor Cockayne will have the Police Department look at that intersection.

Subrina Alvarez of 28 High Meadow Lane and Joselyn Benoit of 38 High Meadow Lane would like the City to widen their street. The scheduled time for the Street Committee meeting is not a very accessible time for them so they will work with Director Veselka to set a time and date to meet to discuss their issue.

5) Committee Reports

- a) Street Committee Report – No November meeting
- b) Sewer Committee Report

SEWER COMMITTEE MEETING MINUTES

November 4, 2015

ATTENDANCE:

Members Present: Commissioner Padlo, Chairman
Commissioner Dunn

Staff Present: Brian W. Fowkes, P.E., Asst. Dir. PW/WPC Manager

The Meeting was called to order at 5:25 p.m. November 4, 2015, in the Public Works Conference Room, on the ground floor of City Hall.

Motion was made by Commissioner Dunn and approved to move to agenda item 4B.3 at the start of the meeting.

4B.1 Lots 253 and 254 Vanderbilt Road, request to extend sanitary sewer lateral, Bridget C. Gallagher

Discussion: The Committee reviewed the property owner's request for authorization to install private laterals from their properties to the public sewers. The Committee discussed restrictions that would be placed on the authorization.

MOTION: was made by Commissioner Dunn to:

Authorize the property owner to install private service lateral within the pole boarder on Vanderbilt Road in strict compliance with the following stipulations:

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- 6) Both properties would be subject to the standard connection fees upon installation of the service laterals.
- 7) The property owner's engineer shall submit plans detailing the proposed installation to the City Engineer for approval prior to any work being done. The installation shall conform to the City's engineering standards.

VOTE: The motion carried 2-0.

4B.2 104-106 Divinity Street, request for sewer adjustment, David Haberfield

MOTION: was made by Commissioner Dunn to:

Authorize the account be adjusted using the standard administrative adjustment; applicant will be billed for one high quarter based on the winter reading and then three billing quarters on an average consumption calculated based on the quarterly readings before and after the winter quarter.

VOTE: The motion carried 2-0.

4B.3 18 Main Street, Associated Spring, Inc., request for wastewater discharge variance

Discussion: The City met with representative of Associated Spring. The company has completed the design of the new treatment system, approved the capital expenditure for the project and is finalizing a construction contract. The equipment is expected to be received 12 weeks after issuance of the purchase order. Installation is expected to take 3

to 6 weeks and the company anticipates the new system will be operational during the second quarter of 2016. Commissioner Dunn expressed interest in touring the facility during the installation. No motion was needed.

4B.4 Discussion on if there is a problem with plastic fibers in water discharge in end product

Discussion: Staff noted that we have not experienced any operational or permit compliance problems related to plastic fibers or plastic microbeads in the treatment plant effluent. Microbeads are gaining much public and regulatory attention in recent years. State and Federal regulators are appropriately focusing attention on the consumer product manufacturers to discontinue use of the microbeads. No motion was needed.

4B.5 Any other items brought forth from the committee or staff

4B.5A 37 Center Street, Center Street Market, request for AGRU waiver

MOTION: was made by Commissioner Dunn to:

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VOTE: The motion carried 2-0.

The meeting was adjourned at 6:36 p.m.

Rose Laviero of 247 East Road would like the City to help pay for some sewer laterals going down Vanderbilt Road. There are two empty lots that were not subdivided properly in the beginning. The City is authorizing the property owner to install sewer laterals with the above mentioned stipulations. Director Veselka clarified that the installation would be up to the property owner because the City was not going to pay to have the laterals installed 10 years ago.

John Laviero of 246 Matthews Street was also present for the property owner and mentioned that recently property on Tiffany Lane had sewer laterals installed by the City.

Motion made by Commissioner Dunn and seconded to look into the Tiffany Lane lateral installation a little further. Motion passed.

Motion made by Commissioner Padlo and seconded to accept the Sewer Committee report absent of item 4B.1 and place on file. Motion passed.

- c) Miscellaneous Matters Committee Report – No November meeting
- d) Solid Waste Committee Report – No November meeting

6) Correspondence

- a) Letter from Attorney Andre D. Dorval requesting waiver to do permanent patching in front of lots 73 & 74 Mechanic Street
Motion made by Commissioner Padlo and seconded to forward to the Street Committee. Motion passed.
- b) Letter from ACG North America, Inc. concerning adding street lighting along Brewster Road
Motion made by Commissioner Padlo and seconded to forward to the Miscellaneous Matters Committee. Motion passed.
- c) Referral from City Council concerning the discontinuance of Willis Street from South Street to Memorial Boulevard
Motion made by Council Representative Fortier and seconded to forward to the Street Committee. Motion passed.
- d) Referral from City Council to the Board regarding a sidewalk deferral at 120 Terryville Road
Council Representative Fortier feels that this matter is straightforward and there is no need to send it to the Street Committee.
Motion made by Commissioner Laviero and seconded to recommend the City Council approve the request to defer construction of sidewalks associated with the proposed site plan at 120 Terryville Road, subject to the filing of a standard sidewalk caveat on the City land records by the property owner. Said caveat reserves a right for the City to order the construction of sidewalks at the property owner's expense at a later date. Motion passed.
- e) Letter from Paul Gregorio requesting new street light positioned on Matthews Street
Motion made by Commissioner Padlo and seconded to forward to the Miscellaneous Matters Committee. Motion passed.

7) Public Works Division Report

- a) Narrative Report for October
Motion made by Commissioner Dunn and seconded to accept and place on file. Motion passed.
- b) Fleet Availability for October
Motion made by Commissioner Padlo and seconded to accept and place on file. Motion passed.

8) Public Works' Project List

Motion made by Commissioner Padlo and seconded to accept and place on file. Motion passed.

Motion made by Commissioner Dunn and seconded to move to Soap Box Derby item 11B next on the agenda. Motion passed.

- a) Discussion with Kyle Wentland of the Soap Box Derby regarding the location of future races

Brian Zukowski is President of the Soap Box Derby and stated that there are currently about 23 Bristol children who participate in the race. Director Veselka would like him to send in a Special Event form along with the proposed race dates for 2016. Director Veselka would like Mayor Cockayne to defer making a decision on where to hold races until the dates are looked over.

Motion made by Commissioner Laviero and seconded to approve the Soap Box Derby race dates if they are first approved by Staff. Motion passed.

9) Director's Verbal Report

Director Veselka updated the Board on current Public Works activities.

Motion made by Commissioner Dunn and seconded to accept and place on file. Motion passed.

10) Review of the Public Works Budgets

Motion made by Commissioner Padlo and seconded to accept and place on file. Motion passed.

11) Unfinished Business

a) Board Monthly Calendar

Motion made by Commissioner Padlo and seconded to move the December Sewer Committee meeting from Wednesday, December 2 to Wednesday, December 9. Motion passed.

Motion made by Commissioner Padlo and seconded to accept the Board Monthly Calendar and place on file. Motion passed.

b) Discussion with Kyle Wentland of the Soap Box Derby regarding the location of future races

This item heard previously tonight

c) Construction of Public Amphitheater "The Patch" on Depot Square

Motion made by Commissioner Dunn and seconded to accept and place on file. Motion passed.

12) New Business

a) Committee Appointments

b) Memo from Brian Fowkes to Director Veselka concerning filing DEEP bypass reports online

Motion made by Council Representative Fortier and seconded to authorize Mayor Cockayne, acting in his capacity as the Chairman of the Bristol Sewer Authority, to sign the DEEP Authorized Bypass Reporter Agreement and to authorize the Asst. Dir of PW/WPC Manager, the Asst. Chief Operator/Maintenance and Collection System and the Asst. Chief Operator/Laboratory Supervisor to serve as Bypass Reporters on behalf of the City and Sewer Authority.

c) Board meeting calendars for 2016

Motion made by Commissioner Padlo and seconded to accept and place on file. Motion passed.

- d) Board of Finance Request from WPC to transfer \$125,500 for unexpected major repairs

Motion made by Commissioner Laviero and seconded to forward to the Board of Finance for their approval. Motion passed.

Motion made by Commissioner Dunn and seconded to disband the Solid Waste Committee. Motion passed.

13) Addendum

14) Adjournment

Motion made by Commissioner Laviero and seconded to adjourn. Motion passed.

Meeting adjourned at 6:45 p.m.

This meeting was recorded.

Respectfully submitted,

Walter Veselka, P.E.
Director of Public Works

From: Robert Longo
Sent: Wednesday, March 27, 2024 7:21 AM
To: john laviero
Cc: Marco Palmeri; Erica Mikulak; Bryan Roberts; Renee LaMarre; Raymond Rogozinski; PAUL KEEGAN; Nancy Levesque
Subject: RE: Well or public water

Good Morning Mr. Laverio,

Thank you for your email. In 2017 we were contacted by the Department of Public Works with information on these lots and the intention to install the sewer laterals near the water main on Fairfield. In that correspondence, I emailed the City Engineer Ray Rogozinski back indicating that we would need to see a plan of the proposed development including where the sewer laterals and water main would be installed. I was copied on an email back to you from Ray Rogozinski stating that a plan would be required. I believe Renee sent you another copy of this email chain yesterday for your reference.

I have received the letter provided to you by the former Sewer Commission where in the Director of Public Works approved the installation of 2 private forced mains in the pole border. Since that time, the Bristol Water Department merged with the Sewer Department and although we would not approve such request today, we would stand behind any approvals made prior to the merger. The Bristol Water and Sewer Department does not make the final decision on where utilities can be installed in the public right of way and so if there is any question on whether the private sewer laterals can still be installed in the pole border, you would need to speak with the Director of Public Works.

As for the crossing of the sewer laterals over or under the existing water main on Fairfield, there would need to be a minimum 10 foot lateral separation between any water main and sewer main for sanitary purposes. I know you met with our Assistant Superintendent Mike Lynch to go over how the separation would need to be achieved and it is my understanding that you would need to install the proposed sewer laterals in the street at first. Again as stated in my email in 2019, we would need to see a detailed plan of this before we could approve anything.

As to the wells, Public Health Code requires that you connect to a water main if there is a water main within 200 feet of a property line. Our regulations require that a water main extension be installed to cover any frontage of the properties to be serviced by City water. Again in my email in 2019, a plan would be required showing where the water main would be installed as well as the services to the properties.

I did speak with the Director of Public Health who informed me that in the mid 1980's, someone requested wells be installed at these properties and whomever made that request was informed that a plan would need to be submitted before any decision could be made. I do not know if you had made the request in the mid 1980's or if it was a previous owner, however it is my understanding that a plan would be required. I have copied Marco Palmeri on this email in case I am mistaken.

I hope that from this information you understand that all parties including Public Works, Bristol Water and Sewer and the Bristol Burlington Health District will require a plan be submitted before any installation could be reviewed. You will be instructed the same if you choose to attend a Bristol Water and Sewer Department Board of Commissioners meeting. I understand there may be an investment in having plans prepared, however it is my understanding that all Departments will require this and it is where the process needs to begin. You are always welcome to attend a Board meeting, however I don't want to see you have to take time out of your schedule to be informed that a plan will be required.

Once a plan is submitted, we can determine if the installation will meet our regulations.

Sincerely,

Robert J. Longo, Superintendent



Bristol Water and Sewer Department

119 Riverside Avenue
Bristol, CT 06010

860-582-7431

860-585-1287 Fax

Follow us at:



From: john laviero [mailto:laviero11@gmail.com]

Sent: Wednesday, March 27, 2024 12:39 AM

To: Robert Longo <RobertLongo@bristolct.gov>

Subject: Well or public water

Hi Rob, Good morning. I wanted to start part of development on property my mom and I own. I wanted my contractor go pull a permit to install my sewer laterals at lots 253-1 and 254-1 Vanderbilt Rd.

Installing the sewer would be the first phase of this project. Due to the ledge in the area the cost to install utilities could escalate significantly. Hence the reason I need to do this in phases.

My contractor had a plot plan and approval letter to install the sewer laterals from the sewer commission. He was told that he couldn't have a permit and that we needed to go to the next sewer/water board meeting to speak to the board. I contacted Rene today at your office to get on the agenda at the next sewer/water board meeting. I was told I needed to speak to the board about the approval letter I had gotten to run the sewers in the tree line.

Rene mentioned that I should get a plot plan to submit to the board along with my approval letter. Rene also sent me an email chain of some past conversations had about developing these two properties. In the email chain there is mention of the water supply to the property.

In one of the emails you indicated you wanted to see where I was going to install the water main and laterals for the property. One of the reasons the project went on hold back then was from that email.

I explored installing a water main to service the two properties. The cost to install a water main through the ledge in the road is an unreasonable and would be a hardship. Public water was never installed in that part of the

subdivision during the construction of the subdivision when these lots were originated in 1948. Presumably the main was not installed because of the ledge.

However there are other options I am going to take action on. First I would like to drill wells. There are houses that are part of the same 1948 Maplewood subdivision, in the same part of the subdivision that have wells. But as you explained previously because of Connecticut health code 19-13-B51m I would need an exception from the state Health department first. That option we are in the process of preparing to submit the application for the exception to the Bristol Health department. Your office should receive that application within the next few days to fill out your section of that three part application. If approved by the state I will get a plot plan that shows the well locations .

My other option is to ask permission from the Bristol Water board to hook up my laterals to the main through the tree border that runs the opposite way my sewer was approved to run. There is a house in the same subdivision at 80 Tufts St. that was not required to install the main in the front entrance and connected to the lateral on a different street that the main entrance to the house is not on. Is there a certain exception application form I need to fill out to ask the board at the next meeting to do that?

So before I go and do more plot plans to submit to the board. Please give me a better understanding if there is more forms to file and what is needed to get on the agenda. Should this meeting with the board be to state the intentions we have to develop the lots? It sounds like I need to meet with the board a couple times. This first time possibly I don't need the plot plan? Does this meeting with the board need to be to confirm my sewer approval? It is one of the questions on the state well exception form.

There are a couple different parts to this situation. Let me know your thoughts. I will act on your recommendation.

Thank you ,
John Laviero

John Laviero



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: March 11, 2024

TO: Mayor Jeffrey Caggiano
Board of Public Works

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

RE: TRAFFIC ROUNDABOUTS (Benefits & Challenges/Concerns)

The Department of Public Works has scheduled representatives from the UCONN T2 Center to provide a presentation on traffic roundabouts to the Board of Public Works. The UCONN T2 Center provides technical assistance and education programs to municipalities for safety and traffic signals. **The Department of Public Works is not proposing a project that includes a traffic roundabout at this time**, however, DPW's intent is to provide the Board with information associated with the both the pros and cons of a traffic roundabout.

Public Works wants to present the Board with the benefits and challenges of traffic roundabouts, without a specific proposal to install a roundabout within the City. The traffic engineering community including the FHWA and the CT DOT has promoted and increased the use of roundabouts within the last 5 years, and as a result, the number of roundabouts located within the state has increased, and will continue to increase.

The installation of traffic roundabouts have benefited traffic flow at intersections within the state, however, they are not the best solution for most intersections, and must be designed and located to ensure they are large enough to prevent safety concerns, or if they increase traffic concerns at adjacent signalized intersections. The primary advantages of roundabouts includes a reduction of traffic conflict points from at least 24 to 8 for a four leg intersection by the elimination of left turns. As traffic roundabouts become increasingly common in the state's roadway network, one of my primary concerns regarding safety have been mitigated. As Director of Public Works, I strongly believe that roadway design safety is, in large part, a function of driver expectation. Since roundabouts have not typically been installed in Connecticut, and Connecticut drivers have not previously encountered traffic roundabouts, it was previously my opinion that new traffic roundabouts could pose a safety concern. However, with the number of roundabouts increasing throughout the State of Connecticut, drivers are becoming more accustomed to roundabouts, and my safety concerns have diminished.

As indicated, although the Department of Public Works is currently not proposing the installation of a roundabout within the City, future consideration should be given to their installation. Installation should be based on traffic engineering standards and guidelines to improve traffic intersection conditions. Traffic roundabouts improve traffic flow. However, it is critical that they are large enough (often requiring additional right of way), do not impact traffic signals within a corridor, do not reduce pedestrian safety, and support truck movements. It is also important to consider the traffic flow through an intersection prior to recommending the installation of a roundabout. Factors to consider include traffic flow and intersection geometry. Is the intersection in question currently experiencing extended periods of congested, moderate, or free flow? Will the roundabout function as a traffic calming measures? Are the intersections street approaches perpendicular or skewed? Based on my personal experience, the roundabouts installed on CT Route 79 & 80 in North Madison and the roundabouts in Manchester, Vermont work well, whereas, the roundabouts on Hebron Ave & New London Turnpike in Glastonbury do not function well.

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



Training and Technical Assistance Center

**Connecticut
Transportation
Institute**

CT T2 Center Roundabouts – An Overview

t2center.uconn.edu

What is a
roundabout?



A roundabout...



- Is an intersection with a circular configuration
 - Features channelized, curved approaches that reduce vehicle speed
 - Has entry yield control that gives right-of-way to circulating traffic
 - Has counterclockwise flow around a central island that minimizes conflict points
- Is NOT a traffic circle or rotary
 - Does not have stop sign or traffic signal control
 - Does not provide right-of-way to incoming traffic

So what is a mini- roundabout...

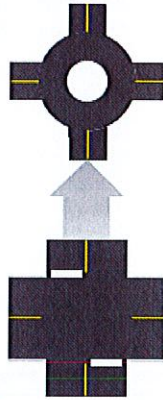
- A smaller version of a roundabout, mostly used in more residential areas
- **Still** has entry yield control that gives right-of-way to circulating traffic
- **Still** has counterclockwise flow around a central island that minimizes conflict points

Where to use a roundabout

- Intersections with angle and turning crashes
- Intersections experiencing congestion due to existing traffic control (signal, stop signs)
- Intersections with operational issues related to turning movements
- Intersections experiencing speeding issues

Safety Benefits:

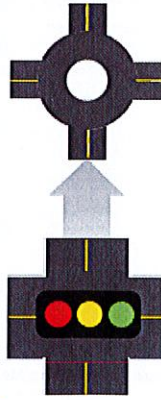
Two-Way Stop-Controlled
Intersection to a Roundabout



82%

reduction in fatal
and injury crashes.¹

Signalized Intersection to a
Roundabout



78%

reduction in fatal
and injury crashes.¹

[Roundabouts | FHWA \(dot.gov\)](https://www.fhwa.dot.gov/roundabouts/)

Benefits of roundabouts

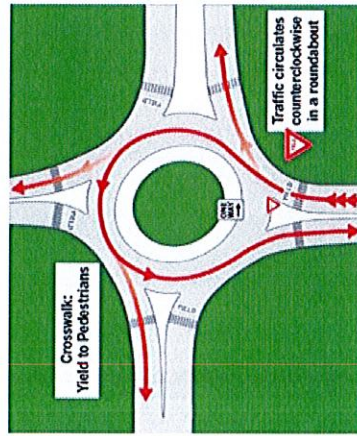
- Lower speeds
- Reduced conflicts
- Reduced delay and congestion
- Improved air quality
- More suitable environment for walking and cycling*

Considerations

- Right-size the roundabout – does it fit?
- Large vehicle traffic
- Materials, landscaping, lighting
- Maintenance – have this conversation early and often!
- Walking and cycling – include appropriate features
- What happens during construction?

Don't forget education!

Navigating the Two Mile Road / South Road Roundabout



Is it a Roundabout? A Rotary? A Traffic Circle? YES!

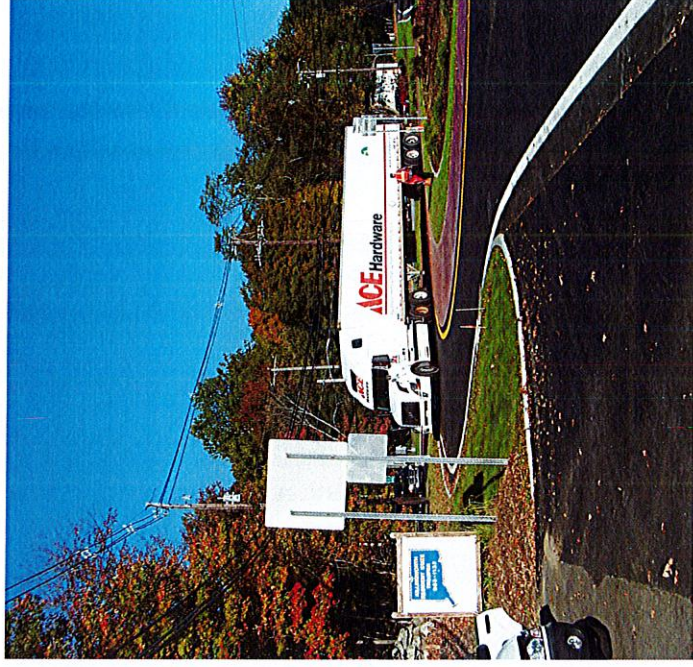
You have probably seen these in other Connecticut communities and now we have our first one here in Farmington! For some it's exciting, others it's a nuisance and for others it's confusing. Here's some basic information for navigating roundabouts:

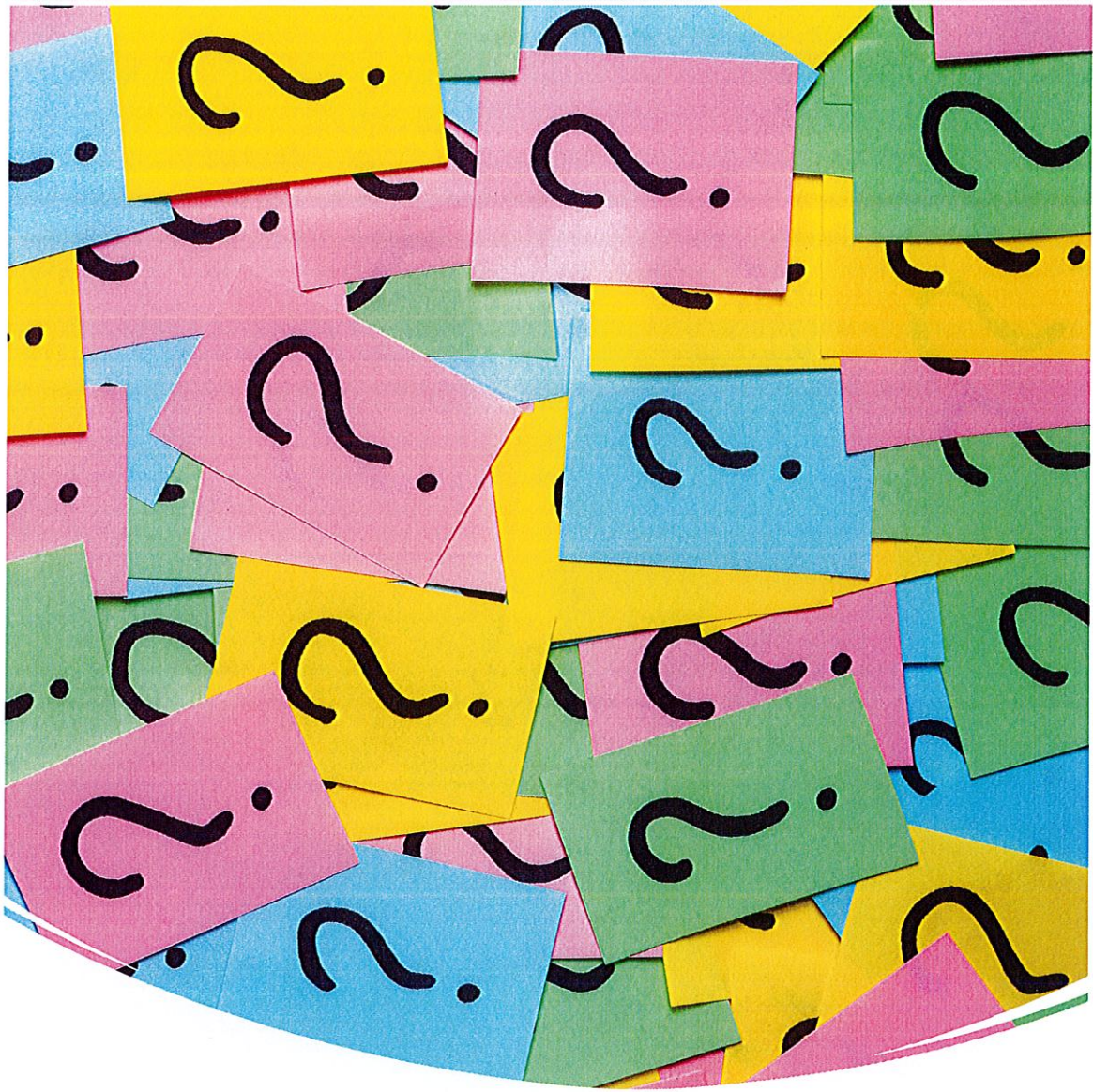
The graphic above demonstrates how to move through the roundabout. Traffic proceeds to the right, yielding to vehicles coming from the left and to pedestrians in the crosswalk. Roundabouts are considered safer than traditional intersections and result in fewer vehicle to vehicle conflict points and fewer vehicle to pedestrian conflict points.



Roundabout resources

- FHWA Proven Safety Countermeasure - [Roundabouts | FHWA \(dot.gov\)](https://www.fhwa.dot.gov/roundabouts/)
- [What is a Roundabout \(ct.gov\)](https://www.ct.gov/transportation/what-is-a-roundabout)
- [Roundabouts \(iihs.org\)](https://www.iihs.org/roundabouts)
- [Mini Roundabout | National Association of City Transportation Officials \(nacto.org\)](https://www.nacto.org/mini-roundabout/)
- [Modern Roundabouts in Connecticut \(arcgis.com\)](https://arcgis.com)





Questions?



For additional information, please contact:

Melissa Evans

Safety Circuit Rider

CT T2 Center

melissa.evans@uconn.edu

203-898-0977

Jason Hughes

Safety Technical Associate

CT T2 Center

jason.hughes@uconn.edu

860-486-0303



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: March 27, 2024

TO: Strom Water Trust
Board of Public Works

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

**RE: Bristol Storm Water Control Trust (2023) Annual Report &
Storm Water Facilities Fiduciary Lump Sum Calculation
Guidance**

Please find attached the annual report on the status/condition of the Bristol Storm Water Trust. The report was prepared pursuant to Section 22-136 of the Bristol Code of Ordinances.

In addition, please find attached a guidance document prepared by the Department of Public Works to advise developers of pond maintenance cost, fiduciary lump sum calculations, and ordinance requirements. The calculation guidance documents outline the components which are used by the Department of Public Works prior to recommending approval to the City Council.

The Department requests the following Storm Water Trust & Board of Public Works action:

Vote to support the Department of Public Work's use of the proposed Storm Water Facilities, Fiduciary Lump Sum Cost Calculations Guidance Document, in reviewing and recommending to City Council approval of Storm Water Facilities into the Storm Water Trust.

The goal of establishing a calculation guidance document for the long-term maintenance of ponds is to ensure proper funding to support the Storm Water Trust.

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



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: March 20, 2024 rev 3/27/24

TO: City Council
Board of Public Works
Storm Water Trust

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

RE: Annual Report – Bristol Storm Water Control Trust (2024)

Pursuant to Section 22-136 of the Bristol Code of Ordinances, I am forwarding the Annual Report of the Bristol Storm Water Trust for calendar year 2022.

The Trust has a responsibility for investing principal managing investments, and caring for the integrity of the Trust funds, received for the perpetual maintenance of storm water control areas, holding or detention ponds, structures, and the like, as may be accepted by the City Council and made part of the Storm Water Trust.

The Trust currently manages the following twenty-three storm water pond/detention areas:

Huntington Woods (Blakeslee St)	Tyler Way (Hse 260)	Belgian Circle -cul-de-sac
Tiffany Lane – west (Hse 394-414)	Brandon Run (Hse 60)	Bird Rd (Hse 80-100)
Fox Hollow Pond (east)	Corbin Ridge (Hse 33)	Business Park Drive
Fox Hollow Pond (Hse 84 &100)	Old Orchard Road (Hse 234)	Middle St
Partridge Run (Hse 96)	Witches Rock Rd at Old Orchard	Sunnydale Avenue
Medford St (Hse 112-124)	Warner St at Wildewood Run	Margaret Way
Intervale road – north (Hse 44)	Empire Way - Cul-de-sac	Eastview Farms – Hart St
Valmore Road	Cricket Hill Rd at Shrub Rd – sub surface	

No ponds were completed and accepted by the trust in 2023. The developers of subdivisions at Charles Way/Redstone Hill and Roebling Road/Farrell Ave & Stellas Way are currently completing work associated with the referenced subdivisions. It is anticipated that the detention pond at Stellas Way will be completed this spring, and \$65,000 will be deposited into the Trust as part of the City's roadway acceptance of Stellas Way. Work on Roebling Road/Farrell Ave pond (\$45,000 deposit) is not anticipated to be completed until 2025. The pond on Charles Way is anticipated to be completed, and accepted into the trust with a deposit of \$29,568, in September of 2024.

The Public Works Street Maintenance Operations Division performed maintenance authorized by the Trust in the pond areas during 2023 that consisted of sediment removal, fence repair, tree removal, repair of berms, and lawn mowing. All Department of Public Works cost are reimbursed by the Storm Water Trust. The Department of Public Works has increased the number of times that vegetation is cut, from two to three times per year.

The total cost incurred by the Trust in 2022 was \$25,009.84. The Trust is also continuing the program (CT DEEP permitting performed by The Pond & Lake Co.) to remove evasive species from Fox Hollow East, Fox Hollow West, and Business Park Drive detention ponds at a cost of \$2,200 (included in the total \$25,009.84). The evasive management program will expand to include the ponds located on Sunnydale Ave and Corbin Ridge (area of house 33).

The Department of Public Works engineering staff also performed required pond inspections for each pond, and the Department is pleased to report that all areas are in very good shape. The Trust extends their thanks to the Department of Public Works and Comptroller Office staff for the work performed during 2023.

Since the creation of the trust in 1991, the Trust has received principal funds totaling \$551,661.34, which it has invested to generate income. The funds contained within the Trust as of December 31, 2024 totaled \$1,311,482.51. The Trust realized a 14.80% gain on its investments during 2023. The gain was representative of market conditions. It should be noted, that the market was down in 2022, and the Trust experienced a loss of 16.9% for the year. The Trust has sufficient capital to fund all necessary routine maintenance on the ponds, repairs to the infrastructure, and the allowance for budgeting long-term capital maintenance. A copy of the Treasurer's Report for the calendar year 2023 is enclosed for your review.

The Department replaced a 60-inch diameter pipe within the Huntington Woods detention pond in the spring of this year (2023). The work was originally scheduled to go out to bid and be performed by a contractor. However, due to the mild winter, the work was completed by the Department of Public Works. The estimated cost of the work, if performed by a contractor was \$220,000. The cost of material of the pipe (\$14,727.00) and stone bedding (\$1,200) used by the Department totaled \$15,927.00.

The Department of Public Works prepared the attached Guidance Document to formalize the Department's calculation of annual maintenance cost and the establishment of the fiduciary lump sum deposit. The Trust voted to support the Department's use of the prepared Guidance Document at a special meeting of the Trust on March 26, 2024. The Trust took this action to ensure sufficient funds are received for future ponds that are maintained by the Trust.

STORM WATER CONTROL TRUST
TREASURER'S REPORT
Calendar Year 2023

COST BASIS as of January 1, 2022 \$ 796,352.43

Receipts:

Endowment Inc	\$	0.00	
Vanguard Cap Gains, Dividends and Interest		37,910.16	37,910.16

Disbursements:

Professional Engineering fees		(4,000.00)	
Maintenance expenditures		(21,183.16)	(25,183.16)

COST BASIS as of December 31, 2023 \$ 809,079.43

MARKET VALUE as of December 31, 2023

Vanguard:	Shrs	/share	Bal / Fd	
Federal Money Fund	88,253.010	1.00	88,253.01	
Inflation-Protected Securities	7,209.760	23.03	166,040.77	
REIT Index Fund	1,612.956	125.15	201,861.44	
Short Term Treasuries	17,711.489	9.88	174,989.51	
Total International Stock Fund	5,912.288	31.13	184,049.53	
Total Stock Market Index Fund	4,297.240	115.49	496,288.25	\$ <u>1,311,482.51</u>

2023 Total Return = 14.80%

Endowment Principal:

05/31/95	Rockwood Estates Pond B	Tyler Way	\$15,000.00
05/31/95	Eastview Farms	Hart St	17,000.00
04/01/97	City Share	Miller Rd	2,500.00
05/26/98	Rockwood Estates Basin A/North	Brandon Run	15,000.00
01/19/99	Rockwood Estates Basin A/South	Tiffany La	15,000.00
03/28/00	Huntington Woods	Blakeslee St	37,500.00
10/27/00	Cricket Knoll 2 ponds	Intervale Rd	10,000.00
09/23/03	Sunnydale Subdivision	Sunnydale Ave	18,181.80
09/23/03	Fox Hollow 3 ponds	Fox Hollow	18,500.00
05/24/06	Medford St	Medford St	20,000.00
02/27/07	Wilderness Way	Warner St	21,818.18
03/02/07	Empire Way	Empire Way	25,455.00
03/11/08	Belgian Meadows	Belgian Circle	48,674.09
09/08/08	G&S Homes LLC	Bird Rd	25,440.00
09/08/08	CFC Builders	Margaret Way	23,127.27
09/08/08	Woodridge Estates	2 WR Rd, OO Rd	21,265.00
09/05/09	Loveland Builders	Valmore Rd	32,000.00
10/05/11	SE Industrial Park 2 ponds	Business Park Rc	121,200.00
05/23/22	Corbin Ridge	Corbin Ridge	64,000.00
			<u>\$551,661.34</u>

Respectfully submitted,
Patricia J. Chapman, Treasurer

Bristol Storm Water Trust Committee
presented @ March 07, 2024 Storm Water Control Trust Meeting

o:\x\ds\treas\SWCTrust:swctcal23

Welcome back,

\$1,311,482.51

Value as of: December 29, 2023, 4:00 p.m., Eastern time

Last login: December 30, 2023, 8:42 a.m., Eastern time

Performance

Date Range: 01/01/2023 - 12/29/2023

Ending balance

\$1,311,482.51

Rate of return

14.8%

as of 12/31/2023

Beginning balance

+\$1,164,977.12

Investment returns

↑ +\$171,688.55

Purchases & Withdrawals

↓ -\$25,183.16

Month	Beginning balance	Purchases & Withdrawals	Market Gain/Loss	Income returns	Personal Investment Returns	Cumulative returns	Ending balance
01/2024	\$1,311,482.51	\$0.00	\$0.00	\$0.00	\$0.00	↑\$171,688.55	\$1,311,482.51
12/2023	\$1,252,842.08	\$0.00	↑\$47,201.73	↑\$11,438.70	↑\$58,640.43	↑\$171,688.55	\$1,311,482.51
11/2023	\$1,171,491.14	\$0.00	↑\$80,396.49	↑\$954.45	↑\$81,350.94	↑\$113,048.12	\$1,252,842.08
10/2023	\$1,195,937.50	\$0.00	↓-\$25,420.57	↑\$974.21	↓-\$24,446.36	↑\$31,697.18	\$1,171,491.14
09/2023	\$1,267,587.20	↓-\$25,183.16	↓-\$53,236.25	↑\$6,769.71	↓-\$46,466.54	↑\$56,143.54	\$1,195,937.50
08/2023	\$1,293,092.95	\$0.00	↓-\$26,317.18	↑\$811.43	↓-\$25,505.75	↑\$102,610.08	\$1,267,587.20
07/2023	\$1,263,050.24	\$0.00	↑\$29,269.10	↑\$773.61	↑\$30,042.71	↑\$128,115.83	\$1,293,092.95
06/2023	\$1,214,304.80	\$0.00	↑\$40,398.61	↑\$8,346.83	↑\$48,745.44	↑\$98,073.12	\$1,263,050.24
05/2023	\$1,228,784.16	\$0.00	↓-\$15,193.92	↑\$714.56	↓-\$14,479.36	↑\$49,327.68	\$1,214,304.80
04/2023	\$1,219,517.86	\$0.00	↑\$8,527.41	↑\$738.89	↑\$9,266.30	↑\$63,807.04	\$1,228,784.16
03/2023	\$1,199,184.25	\$0.00	↑\$15,092.03	↑\$5,241.58	↑\$20,333.61	↑\$54,540.74	\$1,219,517.86
02/2023	\$1,234,446.93	\$0.00	↓-\$35,823.90	↑\$561.22	↓-\$35,262.68	↑\$34,207.13	\$1,199,184.25
01/2023	\$1,164,977.12	\$0.00	↑\$68,884.84	↑\$584.97	↑\$69,469.81	↑\$69,469.81	\$1,234,446.93
Total		-\$25,183.16	\$133,778.39	\$37,910.16	\$171,688.55		

Disclaimer:

Your personal performance figures are an estimate only and should not be solely relied upon in making investment decisions. Your personal performance figures are calculated using an internal rate of return formula, which is a dollar-weighted return. Investment return provides the total dollar amount that was made or lost based on the simple formula of balance minus amount invested. Amount invested is determined by netting all trading and settlement fund activity starting with a position level and building to an account level.

Certain margin account activity related to the use of your margin credit and/or debit balance will create an imbalance in the activity used to calculate the amount invested, causing actual performance to be overstated or understated. By default, all of your accounts are included in your performance information. To exclude your margin account from your performance information, please de-select your margin account from view.

Other factors, including but not limited to 529 plans and Vanguard Cash Plus, may cause performance results to differ from actual performance. For example, deposits that occur on the last day of the month may cause an artificial increase in performance at month end, with a corresponding loss the next month. While these activities may impact performance, over time the impact will minimize.

The ending balance shown in personal performance may differ from portfolio balance at the top of the page due to security pricing changes during trading hours (generally 9 a.m. - 4 p.m., ET). In addition, personal performance figures do not include outside investments or other assets not held by Vanguard.



December 31, 2023, year-to-date statement
View your statements online at vanguard.com.

Client Services: 800-662-2739

Do Not Use For Account Transactions
PO BOX 3009
MONROE, WI 53566-8309
000009102 AIB 0.561 **AUTO T1 0 7309 06010-811299 -C05-P00091-112
CITY OF BRISTOL STORM
WATER CONTROL TRUST
C/O TREASURERS OFFICE
PATRICIA CHAPMAN
111 N MAIN ST
BRISTOL CT 06010-8112



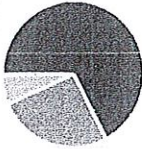


Client Services: 800-662-2739

Statement overview

\$1,311,482.51
Total value of all accounts as of December 31, 2023

Accounts	Value on 12/31/2022	Value on 12/31/2023	Asset mix	
				Value on 12/31/2023
City Of Bristol Storm Water Control Trust			67.3% Stocks	\$882,199.22
			26.0% Fixed Income	341,030.28
			6.7% Short-term reserves	88,253.01
			0.0% Other	0.00
Endowment account	\$1,164,977.12	\$1,311,482.51		\$1,311,482.51



Your asset mix percentages are based on your holdings as of the prior month-end.



Vanguard

Client Services: 800-662-2739

Endowment account
City Of Bristol Storm Water Control Trust

Account overview

\$1,311,482.51

Total account value as of December 31, 2023

Year-to-date income

Taxable income	\$37,910.16
Nontaxable income	0.00
Total	\$37,910.16

Balances and holdings for Vanguard funds

Beginning on January 1, 2012, new tax rules on taxable (nonretirement) mutual fund accounts (excluding money market funds) require Vanguard to track cost basis information for shares acquired and subsequently sold, on or after that date. Unless you select another method, sales of Vanguard mutual funds, but not ETFs, will default to the average cost method. For more information, visit vanguard.com/costbasis.

Symbol	Name	Fund and account	Average price per share	Total cost	Balance on 12/31/2022	Balance on 12/31/2023
VMFXX	Federal Money Mkt Fund	0033-88230220834	-	-	\$26,484.57	\$88,253.01
VAIPX	Inflation-Protect Sec Adm	5119-88230220834	-	-	166,905.94	166,040.77
VGSLX	Real Estate Index Admiral	5123-88230220834	67.00	108,070.12	188,506.17	201,861.44
VFIRX	Short-Term Treasury Adm	0532-88230220834	-	-	174,916.14	174,989.51
VTIAX	Tot Intl Stock Ix Admiral	0569-88230220834	-	-	164,716.34	184,049.53
VTSAX	Total Stock Mkt Idx Adm	0585-88230220834	-	-	443,447.96	496,288.25
					\$1,164,977.12	\$1,311,482.51

December 31, 2023, year-to-date statement

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Vanguard

Endowment account

City Of Bristol Storm Water Control Trust

Client Services: 800-662-2739

Account activity for Vanguard funds

Federal Money Mkt Fund 0033-88230220834

Purchases	Withdrawals	Dividends
\$84,620.58	-\$25,183.16	\$2,331.02

7-day SEC yield as of 12/29/2023* 5.32%

*Average annualized income dividend over the past 7 days. For updated information, visit vanguard.com.

Date	Transaction	Amount	Share price	Shares transacted	Total shares owned	Value
	Beginning balance on 12/31/2022		\$1.00		26,484.570	\$26,484.57
01/31	Income dividend	\$95.90	1.00	95.900	26,580.470	
02/28	Income dividend	91.73	1.00	91.730	26,672.200	
03/17	Dividend from TintSIAdm	365.97	1.00	365.970	27,038.170	
03/22	Dividend from Ttl lx Adm	1,811.42	1.00	1,811.420	28,849.590	
03/23	Dividend from RealElixAdm	1,760.70	1.00	1,760.700	30,610.290	
03/31	Income dividend	108.59	1.00	108.590	30,718.880	
03/31	Dividend from ST Trsy Ad	648.40	1.00	648.400	31,367.280	
03/31	Dividend from InfPrSecAd	546.50	1.00	546.500	31,913.780	
04/28	Income dividend	124.65	1.00	124.650	32,038.430	
04/28	Dividend from ST Trsy Ad	614.24	1.00	614.240	32,652.670	
05/31	Income dividend	138.59	1.00	138.590	32,791.260	
05/31	Dividend from ST Trsy Ad	575.97	1.00	575.970	33,367.230	
06/16	Dividend from TintSIAdm	1,947.51	1.00	1,947.510	35,314.740	
06/22	Dividend from Ttl lx Adm	1,904.30	1.00	1,904.300	37,219.040	
06/28	Dividend from RealElixAdm	2,120.88	1.00	2,120.880	39,339.920	

December 31, 2023, year-to-date statement



Vanguard

Client Services: 800-662-2739

Endowment account

City Of Bristol Storm Water Control Trust

Account activity for Vanguard funds continued

Federal Money Mkt Fund 0033-88230220834 continued

Date	Transaction	Amount	Share price	Shares transacted	Total shares owned	Value
06/30	Income dividend	143.85	1.00	143.850	39,483.770	
06/30	Dividend from ST Trsy Ad	561.23	1.00	561.230	40,045.000	
06/30	Dividend from InfPrSecAd	1,669.06	1.00	1,669.060	41,714.060	
07/31	Income dividend	179.55	1.00	179.550	41,893.610	
07/31	Dividend from ST Trsy Ad	594.06	1.00	594.060	42,487.670	
08/31	Income dividend	190.03	1.00	190.030	42,677.700	
08/31	Dividend from ST Trsy Ad	621.40	1.00	621.400	43,299.100	
09/15	Dividend from TintSIAdm	920.54	1.00	920.540	44,219.640	
09/18	Check redemption	-25,183.16	1.00	-25,183.160	19,036.480	
09/19	Exchange from Ttl lx Adm	50,000.00	1.00	50,000.000	69,036.480	
09/20	Dividend from Ttl lx Adm	1,658.73	1.00	1,658.730	70,695.210	
09/27	Dividend from RealElixAdm	1,661.18	1.00	1,661.180	72,356.390	
09/29	Income dividend	228.81	1.00	228.810	72,585.200	
09/29	Dividend from ST Trsy Ad	607.60	1.00	607.600	73,192.800	
09/29	Dividend from InfPrSecAd	1,692.85	1.00	1,692.850	74,885.650	
10/31	Income dividend	335.94	1.00	335.940	75,221.590	
10/31	Dividend from ST Trsy Ad	638.27	1.00	638.270	75,859.860	
11/30	Income dividend	330.30	1.00	330.300	76,190.160	
11/30	Dividend from ST Trsy Ad	624.15	1.00	624.150	76,814.310	
12/15	Dividend from TintSIAdm	2,675.31	1.00	2,675.310	79,489.620	
12/20	Dividend from Ttl lx Adm	2,083.73	1.00	2,083.730	81,573.350	

December 31, 2023, year-to-date statement

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Vanguard

Endowment account

Client Services: 800-662-2739

City Of Bristol Storm Water Control Trust

Account activity for Vanguard funds continued

Federal Money Mkt Fund 0033-88230220834 continued

Date	Transaction	Amount	Share price	Shares transacted	Total shares owned	Value
12/20	Dividend from RealElyAdm	2,442.34	1.00	2,442.340	84,015.690	
12/21	Dividend from InfPrSecAd	3,242.95	1.00	3,242.950	87,258.640	
12/29	Income dividend	363.08	1.00	363.080	87,621.720	
12/29	Dividend from ST Trsy Ad	631.29	1.00	631.290	88,253.010	
Ending balance on 12/31/2023			\$1.00		88,253.010	\$88,253.01
Inflation-Protect Sec Adm 5119-88230220834						

Purchases	Withdrawals	Dividends
\$0.00	\$0.00	\$7,151.36

30-day SEC yield as of 12/31/2023*

2.18%

*Based on holdings' yield to maturity for last 30 days; distribution may differ. For updated information, visit vanguard.com.

Date	Transaction	Amount	Share price	Shares transacted	Total shares owned	Value
	Beginning balance on 12/31/2022		\$23.15		7,209.760	\$166,905.94
03/31	Dividend to Federal MM	\$546.50			7,209.760	
06/30	Dividend to Federal MM	1,669.06			7,209.760	
09/29	Dividend to Federal MM	1,692.85			7,209.760	
12/21	Dividend to Federal MM	3,242.95			7,209.760	
Ending balance on 12/31/2023			\$23.03		7,209.760	\$166,040.77

December 31, 2023, year-to-date statement

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Vanguard

Endowment account

Client Services: 800-662-2739

City Of Bristol Storm Water Control Trust

Account activity for Vanguard funds continued

Beit

Real Estate Index Admiral 5123-88230220834

Purchases	Withdrawals	Dividends
\$0.00	\$0.00	\$7,985.10

Date	Transaction	Amount	Share price	Shares transacted	Total shares owned	Value
	Beginning balance on 12/31/2022		\$116.87		1,612.956	\$188,506.17
03/23	Dividend to Federal MM	\$1,760.70			1,612.956	
06/28	Dividend to Federal MM	2,120.88			1,612.956	
09/27	Dividend to Federal MM	1,661.18			1,612.956	
12/20	Dividend to Federal MM	2,442.34			1,612.956	
	Ending balance on 12/31/2023		\$125.15		1,612.956	\$201,861.44

The Vanguard(R) REIT Index Fund's quarterly distributions may include payments of income, return of capital, and capital gains. The character of the Fund's distributions is determined annually based on information provided after December 31 by each of the REITs in which the Fund invests. The recharacterized breakdown of the Fund's distributions is reported to shareholders each year on Form 1099-DIV and in the Annual Report to shareholders.

Short-Term Treasury Adm 0532-88230220834

Purchases	Withdrawals	Dividends
\$0.00	\$0.00	\$7,075.17
30-day SEC yield as of 12/29/2023*		4.34%

*Based on holdings' yield to maturity for last 30 days; distribution may differ. For updated information, visit vanguard.com.

Date	Transaction	Amount	Share price	Shares transacted	Total shares owned	Value
	Beginning balance on 12/31/2022		\$9.93		17,614.918	\$174,916.14

December 31, 2023, year-to-date statement

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Vanguard

Endowment account

City Of Bristol Storm Water Control Trust

Client Services: 800-662-2739

Account activity for Vanguard funds continued

Short-Term Treasury Adm 0532-88230220834 continued

Date	Transaction	Amount	Share price	Shares transacted	Total shares owned	Value
01/31	Income dividend	\$489.07	10.00	48.907	17,663.825	
02/28	Income dividend	469.49	9.85	47.664	17,711.489	
03/31	Dividend to Federal MM	648.40			17,711.489	
04/28	Dividend to Federal MM	614.24			17,711.489	
05/31	Dividend to Federal MM	575.97			17,711.489	
06/30	Dividend to Federal MM	561.23			17,711.489	
07/31	Dividend to Federal MM	594.06			17,711.489	
08/31	Dividend to Federal MM	621.40			17,711.489	
09/29	Dividend to Federal MM	607.60			17,711.489	
10/31	Dividend to Federal MM	638.27			17,711.489	
11/30	Dividend to Federal MM	624.15			17,711.489	
12/29	Dividend to Federal MM	631.29			17,711.489	
Ending balance on 12/31/2023					17,711.489	\$174,989.51
Tot Intl Stock lx Admiral 0569-88230220834						

Purchases	Withdrawals	Dividends
\$0.00	\$0.00	\$5,909.33

Date	Transaction	Amount	Share price	Shares transacted	Total shares owned	Value
	Beginning balance on 12/31/2022		\$27.86		5,912.288	\$164,716.34
03/17	Dividend to Federal MM	\$365.97			5,912.288	

December 31, 2023, year-to-date statement

Vanguard

Client Services: 800-662-2739

Endowment account

City Of Bristol Storm Water Control Trust

Account activity for Vanguard funds continued

Int

Tot Intl Stock Ix Admiral 0569-88230220834 continued

Date	Transaction	Amount	Share price	Shares transacted	Total shares owned	Value
06/16	Dividend to Federal MM	1,947.51			5,912.288	
09/15	Dividend to Federal MM	920.54			5,912.288	
12/15	Dividend to Federal MM	2,675.31			5,912.288	
Ending balance on 12/31/2023						
Total Stock Mkt Idx Adm 0585-88230220834						
Purchases						
\$0.00						
Withdrawals						
\$0.00						
Dividends						
\$7,458.18						

\$31.13

Date	Transaction	Amount	Share price	Shares transacted	Total shares owned	Value
Beginning balance on 12/31/2022						
03/22	Dividend to Federal MM	\$1,811.42	\$93.10		4,763.136	\$443,447.96
06/22	Dividend to Federal MM	1,904.30			4,763.136	
09/19	Exchange to Federal MM	-50,000.00	107.32	-465.896	4,763.136	
09/20	Dividend to Federal MM	1,658.73			4,297.240	
12/20	Dividend to Federal MM	2,083.73			4,297.240	
Ending balance on 12/31/2023						
\$115.49						
\$496,288.25						

For more cost basis information go to investor.vanguard.com/taxes/cost-basis.

December 31, 2023, year-to-date statement

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Vanguard

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December 31, 2023, year-to-date statement

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Welcome back,

\$1,311,482.51

Value as of: December 29, 2023, 4:00 p.m. Eastern time

Last login: December 30, 2023, 8:06 a.m., Eastern time

Holdings

The holdings you've hidden in your customized view are excluded from the information displayed on this page.

Show:

Prices & returns



This page shows the standardized performance information for the investments held in your accounts. To see your personalized performance information, go to **Performance**.

Expand all accounts | Collapse all accounts

Self-managed accounts

City of Bristol Storm Water Control Trust — Charitable Endowment - 2

\$1,311,482.51

Definitions ⓘ

Returns as of 12/31/2023

As of
12/29/2023
04:00 PM, ETReturn as of
12/25/2023Expense
ratioSEC
yield

\$ Change % Change

Price

1-year 3-year 5-year

Mutual funds

Symbol	Price	\$ Change	% Change	Expense ratio	SEC yield	Return as of 12/25/2023	1-year	3-year	5-year
VAIPX	\$23.03	↓ -\$0.01	↓ -0.04%	0.1%	2.18% G	3.79%	3.7%	-1.12%	3.02%
Vanguard Inflation-Protected Securities Fund Admiral Shares					2.18% A 30 day 12/23/2023				

VFIRX	\$9.88	\$0.00	0%	0.1%	4.36% A	3.59%	3.6%	-0.65%	1.14%
Vanguard Short-Term Treasury Fund Admiral Shares					30 day 12/23/2023				

VGSLX	\$125.15	↓ -\$1.52	↓ -1.2%	0.12%	-	11.81%	11.8%	5.02%	7.33%
Vanguard Real Estate Index Fund Admiral Shares									

VMFXX	\$1.00	\$0.00	0%	0.11%	5.32% C	5.06%	5.0%	2.2%	1.83%
Vanguard Federal					7 day 12/23/2023				

Symbol ▲	As of 12/29/2023 04:00 PM, ET	Returns as of 12/31/2023							
Name ◆	Price ◆	\$ Change ◆	% Change ◆	Expense ratio ◆	SEC yield ◆	YTD ◆ 12/25/2023	1-year ◆	3-year ◆	5-year ◆

Money

Market Fund

VTIAX	\$31.13	↑ +\$0.05	↑ +0.16%	0.11%	—	15.48%	15.48%	1.76%	7.33%
Vanguard Total International Stock Index Fund Admiral Shares									

VTSAX	\$115.49	↓ -\$0.48	↓ -0.41%	0.04%	1.46% B 30 day 11/30/2023	26.01%	26.01%	8.43%	15.07%
Vanguard Total Stock Market Index Fund Admiral Shares									

Note: The as-of date for the returns for non-Vanguard mutual funds may be different than for Vanguard mutual funds. Month-end information for these funds is provided by Morningstar as is generally available by the middle of the following month. Updated information for these funds is also available at Morningstar's website.

The performance data shown represents past performance, which is not a guarantee of future results. Total investment returns and principal value will fluctuate, so that investors' shares, when sold, may be worth more or less than their original cost. Current performance may be lower or higher than the performance data cited. Performance data for periods of less than one year do not reflect the deduction of purchase and redemption fees that may apply. All other performance data are adjusted for purchase and redemption fees, where applicable. Click a fund or ETF name to view standardized quarterly returns, after-tax returns, since-inception returns, fees, and expense ratio information. For ETFs, the returns presented are based on market price. Click an ETF name to view ETF returns based on net asset value (NAV).



Department of Public Works | 860.584.6125

**DEPARTMENT OF PUBLIC WORKS
STORM WATER FACILITIES
FIDUCIARY LUMP SUM COST CALCULATION
GUIDANCE DOCUMENT
March 20, 2024 rev 3/27/24**

In accordance with Ordinance 22-127: In the event that a storm water management facility (i.e. detention pond, retention pond, dam, drainage ditches, storm water drains) becomes necessary for the development and/or long term use and enjoyment of tracts of land within the City of Bristol, the person(s) responsible for said development or use and enjoyment shall develop a plan and provide for an endowment to ensure perpetual maintenance and upkeep of said storm water management facility.

The developer is required to submit said plan that includes an engineering plan of operations and maintenance, schedule of inspection, analysis of annual operating expenses, and a fiduciary determination of the lump sum amount necessary to provide funds for the annual operating expenses taking into account market rates of investment and inflation.

In accordance with the Ordinance, developers reserve the right to propose various types of ownership to meet the requirements of the ordinance, including a private trust, homeowners' association, or gaining City Council approval for municipal assumption of the storm water management facility, through the Bristol Storm Water Trust. It is important to note that irrespective of the type of ownership/control of the storm water facility, pursuant to Ordinance 22-127, developers are required to provide a plan that establishes a fiduciary fund sufficient to fund the long-term maintenance of the storm water facility.

Plans submitted by developers indicating that the storm water facility ownership will be retained privately, or as a homeowner association, will not be recommended for approval by the Department of Public Works, unless said plan demonstrates sufficient funds will be in place for the long-term maintenance of storm water control facilities. If, for example, a developer submitted a plan that merely stated that the pond would be maintained privately or through a home owners association the Department of Public Work's would require documentation that sufficient funds would be in plan, in perpetuity, for the long term maintains of the pond prior to recommending approval to City Council. In the case of a private owner, the establishment of a trust may be required or in the case of a home owner association, the establishment of formal bylaws that include a funding and legal mechanism to provide for the long term maintenance and fiduciary lump sum amount must be demonstrated. In order for the Department of Public Works to recommend approval of any long-term maintenance plan, provided by the developer, the plan must indicate that funding is in place, or a fiduciary mechanism to provide funding will be established.

The Department of Public Works will evaluate the annual operating expense plans submitted by developers, based on the Bristol Storm Water Trust historic operation expenses, inflation rate, and market rate of investments, using the methodology and calculations formula provided below:

Storm water facility plan:

1. Storm Water Facility Life (SWFL) - 50 years
2. Inflation Rate (IR) – 10 year average of CPI (consumer price index) as indicated in the website <https://www.minneapolisfed.org/about-us/monetary-policy/inflation-calculator/consumer-price-index-1913->
Based on the website, the 10 year CPI for the period of 2019-2023 is 2.73%
((4.1+8.0+4.7+1.2+1.8+2.4+2.1+1.3+0.1+1.6)/10).
3. Market Rate of Investment (MRI) – 20 year average of DOW Jones (website https://www.google.com/search?q=djia+20+year+average+rate+of+return&sca_esv=f821761c2da7a39d&rlz=1C1GCEU_enUS927US927&ei=BOz5ZZWFOYeu5NoPzIOW6A0&ved=0ah_UKEwiVI_mMjiGFAXUHF1kFHcyBBd0Q4dUDCB&uact=5&oq=djia+20+year+average+rate+of+return&gs_lp=Egxnd3Mtd2l6LXNlcAil2RqaWEgMjAgeWVhciBhdmVvYWdlIHJhdGUgb2YgcmlV0dXJuMgUQIRigATIFECEY0AEyBRAHqGKABMGUQIRigATIFECEYnwUyBRAHqGJ8FMgUQIRigBTIFECEYnwUyBRAHqGJ8FSLAVC-DFi4hQFwAXgBkAEAmAFkoAGIHqoBBDUzLjG4AQPIAQD4AQGYAjegAsYhwgIKEAAYRxiWBBiW8ICBxAgAoYoAHCAgYQABgWGB7CAGsQABiABBiKBRiGA8ICBRAAGIAEwgIKEAAYgAQYRrhj6AcICFhAAGIAEGEYY-gEYlwUYjAUy3QTYAQHCAgsQABiABBiKBRiRAsICERAAGIAEGloFGJECGLDGIMBwgIKEC4YgAQY5QQYCsICCxAAGIAEGLEDGIMBwgIEECEYFZgDAIgGAZAGCLoGBggBEAEYE5IHBDQ5LjagB8rwAg&scient=gws-wiz-serp
Based on website, the 20 year average is 2024-2004 is 10.1%
4. Initial Annual Maintenance Expense (IAME)
5. Present Worth Fiduciary Lump Sum (PWFLS):

$$PWFLS = \frac{IAME}{(1 + IR)} \left[\frac{(1 + w)^{SWFL} - 1}{w(1 + w)^{SWFL}} \right]$$

when,

$$w = \frac{1 + MRI}{1 + IR} - 1$$

Initial Annual Maintenance Expense: The Department of Public Works' calculation of the initial annual maintenance expense shall be based on the historic landscaping costs incurred by DPW, along with provisions for sediment removal, evasive species management, fencing, and a capital project factor. A summary of said cost calculation is provided below:

Landscaping Expense: DPW landscaping cost per square foot for 2023 is \$0.08/SF. The square foot cost is based on the total hourly cost for DPW (on an overtime basis) to provide landscaping maintenance of the ponds, divided by the total area of the pond maintained. It should be noted that for wet ponds, the area of standing water was not included in the maintenance area, and the defined area of maintenance does not include any open space or property that is not maintained as part of the storm water facilities operation. Maintenance is performed three times per year. The 2023 Landscaping Expense = (Total DPW Cost/Maintained Area), rounded to the nearest cent.

Sediment removal: Maintenance of Storm Water Facilities include periodic sediment removal. Although sediment removal may not occur on a yearly basis, each storm water structure with an accumulation of sediment must be removed. Maintenance of "dry" storm water facilities (facilities that do not have standing water) include sediment removal on average once every three years. Maintenance of "wet" storm water facilities (facilities that have standing water) include sediment removal on average once every 7 years. Although sediment removal occurs more on dry storm water facilities, the cost of sediment removal for wet storm water facilities is more costly due to water handling. DPW's established 2023 sediment removal cost for dry and wet storm water facilities is \$200/yr. and \$300/yr., respectively. The yearly calculated sediment removal cost of future year shall be based on 2023 cost adjusted for inflation.



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Evasive Species Management: Maintenance of storm water facilities includes evasive species management which typically consists of the application of CT DEEP approved pesticides by a certified applicator. Evasive Management expenses are limited to wet ponds at a cost of \$200. No evasive management expenses are charged for dry ponds. The yearly calculated evasive species management cost of future years shall be based on 2023 cost, adjusted for inflation.

Fencing: The Department of Public Works recommends the installation of perimeter fencing around the perimeter of each storm water facility. The fence shall be installed around a 10 ft. wide access road installed along the entire perimeter of the storm water facility. Fencing shall be 4 ft. high with a top and bottom rail and include a gate access. The City's 2023 fencing cost is \$43/LF. Yearly calculated fencing maintenance cost shall consist of two percent (1/100) of computer fencing installation cost.

Capital Project Factor: Although the annual maintenance cost is based on an operation life of the storm water facility of 50 years, the Department of Public Works recognizes storm water facilities as part of the public infrastructure, and as such, shall function in perpetuity. Therefore, the Department of Public Works' maintenance cost includes a factor of 15% for the funding of a larger capital project required to restore storm water facilities to original design conditions. It should be noted that annual cost expenses do not include modification to storm water facilities that alter the original design function of the facility. For example, installing subsurface retention structures to replace an excavated constructed storm water facility is not maintenance. However, excavation to reestablish original elevation or removal of a granular surface layer to re-establish permeability shall be part of the maintenance responsibilities.

A spreadsheet indicating the various components of DPW's maintenance and fiduciary lump sum amount required for the existing ponds is attached. As indicated, the annual yearly maintenance cost and fiduciary is a function of the following:

- A. Annual Maintenance cost:
 - i. Landscape Expense: Pond area (access road & fenced in area/area within perimeter road in square foot (SF), identified as PASF. The 2024 square foot cost of pond landscaping is \$0.08/SF.
 - ii. Sediment Removal: \$200/yr.-Dry Pond & \$300/yr.-Wet Pond
 - iii. Evasive Species Management: \$0/yr. – Dry Pond & \$200/yr. Wet Pond
 - iv. Fencing; Length of fencing (LF) X DPW 2024 cost \$43/LF X 1.00%
 - v. Capital Cost: Subtotal of annual cost plus 15.00% (Sub-total annual cost X 1.15)
- B. Fiduciary Lump Sum
 - i. Inflation (CPI) 10 yr. average – from website 2024 2.73%
 - ii. Market Rate of Return (DOW JONES 20 year average) – from website 10.10%

As an example, the attached spreadsheet provide calculations for three sample ponds with the following parameters:

- a. Example 1
 - Given:
 - 1. Pond Area 101,035 SF, Standing Water Area 67,035 SF, Net Pond Area to be Maintained 34,000 SF.
 - 2. Pond Wet

3. Fence Length 1920 LF
4. Sediment Removal Cost; \$300
5. Evasive Management: \$200
6. Fencing Unit Cost \$43/LF
7. Pond Life Span: 50 yrs.
8. Inflation Rate – 10 year Ave (IR) from Website 2.73%
9. Market Rate – 20 year Ave (MR) from website 10.1%

Calculated

1. Landscape Expense: \$2,720/yr
2. Sediment Removal: \$300/yr
3. Fencing Cost (annual): \$825/yr
4. Capital Project Factor: \$413/yr
5. Initial Maintenance Expense (IAME): \$4,502
6. Fiduciary Lump Sum (PWFLS): \$59,174

b. Example 2

Given:

1. Pond Area 59,580 SF, Standing Water Area 36,580 SF, Net Pond Area to be Maintained 23,000 SF.
2. Pond Wet
3. Fence Length 1,100 LF
4. Sediment Removal Cost; \$300
5. Evasive Management: \$200
6. Fencing Unit Cost \$43/LF
7. Pond Life Span: 50 yrs.
8. Inflation Rate – 10 year Ave (IR) from Website 2.73%
9. Market Rate – 20 year Ave (MR) from website 10.1%

Calculated

1. Landscape Expense: \$1,840/yr
2. Sediment removal: \$300/yr
3. Fencing Cost (annual): \$473/yr
4. Capital Project Factor: \$279/yr
5. Initial Maintenance Expense (IAME): \$3,135/yr
6. Fiduciary Lump Sum (PWFLS): \$41,214

c. Example 3

Given:

1. Pond Area 24,000 SF
2. Pond Dry
3. Fence Length 880 LF
4. Sediment Removal Cost; \$200/yr
5. Evasive Management: \$0/yr
6. Fencing Unit Cost \$43/LF
7. Pond Life Span: 50 yrs.
8. Inflation Rate – 10 year Ave (IR) from Website 2.73%
9. Market Rate – 20 year Ave (MR) from website 10.1%

Calculated

1. Landscape Expense: \$1,920/yr
2. Sediment Removal: \$200/yr
3. Fencing Cost (annual): \$378/yr
4. Capital Project Factor: \$291/yr
5. Initial Maintenance Expense (IAME): \$2,833/yr
6. Fiduciary Lump Sum (PWFLS): \$37,239/yr



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rip rap, level spreader, complex outlet structure or special planting. It should also be noted, that the initial calculations of the required fiduciary lump sum deposits shall be based on the anticipated acceptance date of the pond, not the date of approval by land use boards. In addition, the Department of Public Works reserves the right to make adjustments to the calculated maintenance cost, however, all adjustments shall be reported to the Board of Public Works and the Bristol Storm Water Trust.

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

DEPARTMENT OF PUBLIC WORKS

STORM WATER FACILITIES

FIDUCIARY LUMP SUM COST CALCULATION

GUIDANCE DOCUMANT

Dated: 3/20/2024 rev 3/27/24																	
LOCATION	Pond Area (sf)	WET/ DRY POND	Fence Length (lf)	Net Pond Area (Pond Area - Water)	Landscaping Expense	Sediment Removal	Evasive Managem ent	Fencing Unit Cost	Fencing Cost (Annual)	Sub Total Annual Cost	Capital Project Factor	Total Initial Maintainacne Expense (IAME)	Pond Life Span	Inflation (IR)%	Market Rate (MRI)%	Calc Factor W	PWFLS Fiduciary Lump Sum
INPUT	INPUT	INPUT	INPUT	INPUT	CALCULATED	Input	Input	Input	Calculated	Calcualted	Calculated	Calculated	Input (Standard)	Input (website)	Input (website)	Calculated	Calculated
Pond Example 1	101,035	Wet	1,920	34,000	\$2,720.00	\$300.00	\$200.00	\$43.00	\$825.60	\$4,088.60	\$413.44	\$4,502.04	50	2.73	10.10	0.0717	\$59,174.23
Pond Example 2	59,580	Wet	1,100	23,000	\$1,840.00	\$300.00	\$200.00	\$43.00	\$473.00	\$2,856.00	\$279.68	\$3,135.68	50	2.73	10.10	0.0717	\$41,214.97
Pond Example 3	24,000	Dry	880	24,000	\$1,920.00	\$200.00	\$0.00	\$43.00	\$378.40	\$2,541.40	\$291.84	\$2,833.24	50	2.73	10.10	0.0717	\$37,239.74



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MEMORANDUM

DATE: March 23, 2024

TO: Mayor Jeffrey Caggiano
Board of Public Works

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

RE: DPW Fee Increase & Policy Review – Service for Residential Border Properties

The Department of Public Works provides solid waste collection services to non-Bristol residents that border, and are adjacent to, the City of Bristol's town line. The service is not provided for free. The applicable border properties pay the City for the services. The service is provided as a courtesy, and IS LIMITED to areas that are already part of Bristol's route such as cul-de-sacs or adjacent properties. As indicated on the attached list, the number of properties is limited to six (6). Five (5) of which are in Farmington, on Ivy Drive cul-de-sac, and one (1) in Plymouth, immediately over the line on Waterbury Road.

The Department of Public Works recommends increasing the fee from the current \$235.00/year to \$275.00/year. Since five out of the six border properties are in Farmington, Bristol DPW has historically set Bristol's border fees to match Farmington's collection fee charged or Farmington residents. Farmington established a fee of \$275.00/year, therefore the DPW requests the following BPW action:

Authorize the Department of Public Works to increase Solid Waste Fees for Residential Border Properties from \$235/year to \$275/year for fiscal year 2024-25. Said fee shall start on July 1, 2024 and end on June 30, 2025, or on the establishment of a new rate by the Board of Public Works. Services shall be provided in accordance with Public Works policy 22.1 Service for Residential Border Properties.

It should be noted that DPW's cost to provide the services to border properties is approximately \$209.62/year $((2 \times (\text{DPW Solid Waste} + \text{Fleet budget}(50\%) + \text{Solid Waste Disposal} + \text{Fleet Truck (Current value \$1,300,000Fund-15 year life) })/\text{Deployed Barrels}) = ((2 \times (\$1,316,455 + \$1,022,000 + \$1,777,000 + \$128,651))/40,494)$. Note the factor of two is a function of each property being assigned a recycling barrel and a rubbish barrel. Border properties, as with Bristol residential properties, are charged for an extra barrel. Based on the analysis above, Bristol barrel cost of \$207/barrels is lower than the respective barrel cost for Farmington, Southington and Plymouth of \$275, \$408 and \$300/ year respectively.

The Department of Public Works existing "Service for Residential Border Properties" is attached for the Board of Public Works' review and approval. DPW is generally in agreement with the current policy, however, recommends the proposed revisions indicated below and/or as marked up on the attached PROPOSED revised policy.

1. In accordance with the Policy, Border Properties are provided all DPW Solid Waste curb side services including Bulk Pickup, special collections (leafs/Christmas tress), and yard waste. These services exceed the available services offered by the adjacent towns. However, it would require an additional DPW administrative task to reduce services, and the proposed fee will cover the City's expense.
2. Clarify that border properties are subject to all City of Bristol Solid Waste Ordinances and Department of Public Works policies, existing and as modified.
3. Add a provision that the Department of Public Works and/or Director of Public Works, is authorized to terminate services with two weeks' notice without cause. Said termination shall be reported to the Board of Public Works within 45 days. As indicated, DPW provides solid waste services to border properties as a courtesy. However, there have been times when individual border property residents' expectations exceeded that of Bristol residents, and required additional administrative and operational time. Under such circumstances, DPW proposed policy revision would allow DPW to terminate of services.

The Department of Public Works requests the following Board of Public Works action:

Approve the Department of Public Works proposed revisions to DPW Policy 22.1 Service for Residential Border Properties dated March 23, 2024 effective May 1, 2024.

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



Department of Public Works | 860.584.6125

CITY OF BRISTOL – PUBLIC WORKS

22.1 SERVICE FOR RESIDENTIAL BORDER PROPERTIES

1. Policy Name

Service for Residential Border Properties

Dated: March 23, 2024

2. Responsible Division and Effective Date.

Public Works Solid Waste Division

Policy effective date 5/1/~~2018~~2024

3. Rationale or Purpose

This policy is designed to reflect the City of Bristol's policy for providing Solid Waste services to residential properties that are on the perimeter of the City and pay taxes to ~~both the City of Bristol and~~ another municipality.

4. Policy Statement

This policy defines the City Solid Waste services that will be provided on residential border properties that pay taxes to ~~Bristol and~~ another municipality.

5. Scope

This policy applies to City Solid Waste services that will be provided to residential properties on border streets meeting the criteria of this policy.

All border properties receiving service in accordance with this policy are subject to all current City Solid Waste Ordinances and Department of Public Works Policies including and all revisions or amendments (if any).

6. Procedures – City Solid Waste Services Provided on Residential Border Properties

The City of Bristol shall furnish Solid Waste services (outlined below) to the occupants of residential dwelling houses on properties that border Bristol and one other municipality provided:

- a) Such properties pay less than 51% of total property taxes to the City of Bristol.
- b) Such properties pay service fees set by the Board of Public Works for such services.

Included services available:

- a) Weekly curbside rubbish, bi-weekly curbside recycle (including leaf bag and holiday tree) collection.
- b) Weekly seasonal yard waste
- c) Bulk collections (must be scheduled).
- d) Transfer Station use – see www.bristolct.gov/respayt

Excluded services:

- a) Brush/Branch collection will not be provided

¹ [border properties rar 3 27 24](#) Policy 22.1 – Service for Residential Border Properties
11/20/2018

Other services:

- b) Residents of border properties may only use Household Hazardous Waste and Electronic Waste Collections if the address shown on their driver's license is Bristol or the city shown on their license qualifies to use the collection through the sponsors of the collection.

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b) Note that in accordance with this policy, border properties shall be provided all curbside solid waste services provided to Bristol residents, however, the Department of Public Works and Board of Public Works reserves the right to modify or adjust any and all provided services.

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7. Roles/Responsibilities

- a) Property owner is responsible to pay fees for services desired.
- b) Property owner is responsible to schedule services as appropriate.
- c) Public Works is responsible for providing the services that the property is eligible to receive once appropriate payment has been received.
- e)d) The Department of Public Works, and/or Director of Public Works, reserves the right to terminate the service provided in accordance with this policy without cause. The Department shall provide two weeks' notice and return applicable fees, prorated based on the date of termination. The termination of services by the Department of Public Works shall be reported to the Board of Public Works within 45 days of termination.

8. Definitions

- a) Border Property or Perimeter property: A residential property whose boundaries are located in Bristol and at least one other municipality that borders Bristol.

9. References

None

10. Consequences of Non-Compliance

The City of Bristol will not provide services to border properties that do not meet the criteria of this policy. The City of Bristol will terminate any/all of the listed services if property owner fails to pay service fees when due.

Approval authority: Board of Public Works

Approved date: April ~~1918~~, 202418

Review cycle: Bi-Annually (once every two years or as required by the Board of Public Works)

Prices effective 10/17/19:

Curbside Rubbish and Recycling: \$235.00 per year (based on Farmington rates) — weekly rubbish collection and bi-weekly recycle collection

Yard Waste Collection Service: \$90.00 per year, seasonal weekly collection mid-April through mid-November. See www.bristolct.gov/yardwaste

Bulk Collection: \$25.00 per scheduled occurrence with a limit of 5 CY (approximately 3'Wx3'Hx15'L)

² border properties rar 3 27 24Policy 22.1—Service for Residential Border Properties
11/20/2018



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: March 25, 2024

TO: Mayor Jeffrey Caggiano
Board of Public Works

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

RE: DPW Solid Waste Ordinance Revisions – Enforcement, Service to Border Properties, and Salvaging

The Department of Public Works requests Board of Public Works approval of revisions to the City's Solid Waste Ordinance (Section 10) associated with Enforcement, Service to Border Properties, and Salvaging.

1. Enforcement (Article I – Curbside Collections)

A. Existing:

In accordance with Curbside Collection - Ordinance Sec 10-6(f) & 10-7(c); the director or their designee, shall give written notice to the generator of the solid waste that a violation has occurred. If warranted, the director shall issue a second notice of violation which shall advise the generator that subsequent violations shall be cause for penalties in accordance with this article, and that future rubbish (10-6f) & recyclable (10-7c) solid waste from said dwelling unit shall not be collected at the sole opinion of the city.

Pursuant to Ordinance 10-15 Violations: Each day any violation of this section is willfully continued, after official notice from either the director of public works or the director of health to halt or correct such violation, shall be deemed a separate offense and be penalized as such, pursuant to ordinance [section 1-11](#).

B. Proposed:

The Department of Public Works proposes revisions to the City's Solid Waste Ordinance to clarify and strengthen enforcement actions. Under the existing Ordinance, DPW has the authority to issue notice of violations and to suspend

collection of curbside solid waste. Although DPW recommends retaining authorization to suspend curbside collection of solid waste, due to Public Health concerns, enforcement through suspension of services is generally not recommended by DPW.

The most common type of violations associated with curbside collection of rubbish and recycling consist of the following:

- i. Disposal of unauthorized material in rubbish & recycling barrels. Prohibited items within rubbish and recycling barrels creates safety/hazardous disposal issues and/or increases City cost. The proposed revisions will authorize DPW to charge property owners DPW's cost to segregate the waste in accordance with City ordinance. For an example, if authorized items, such as rubbish, are found in a recycling barrel, DPW would separate the waste and either fine or lien of the subjected property to recover City costs.
- ii. Barrels overfilled, resulting in the barrel lids not closing. Overfilled barrels often result in the contents of the barrel ending up within the front yard of properties. The DPW's proposed revisions will authorize DPW to charge property owners DPW's cost of DPW staff picking up the contents within the roadway, or within ten (10) feet of the roadway right of way, and/or providing an additional rubbish barrel to the property owner. Proposed ordinance revisions would allow DPW to fine or lien property owners the cost of DPW cleanup and/or providing the property with an additional barrel.

It should be noted that all curbside barrels are City-owned and assigned to a specific address. Therefore, enforcement action is directed to property owners, NOT residents.

DPW requests the following Board of Public Works Ordinance Revisions, associated with enforcement of curbside collected solid waste ordinance:

The Board of Public Works approves the proposed revisions to City Ordinance Chapter 10 Solid Waste: Curbside Collection Article I 10-6(f) & 10-7(c), "The director or their designee, shall give written notice to the generator of the solid waste that a violation has occurred. If warranted, the director shall issue a second notice of violation which shall advise the generator that subsequent violations shall be cause for penalties in accordance with this article, and may include fines and charges by the Department of Public Works to recover the Department's cost associated with taking corrective action to comply with the City Ordinances. Penalties may include termination of solid waste curbside collection services from said dwelling, recovering the cost of segregating the placement of unauthorized materials contained within City issued curbside barrels, cost of providing properties an additional barrel to contain solid waste, and the cost of picking up solid waste displaced by overfilled barrels." Said revisions shall include Sec 10-15 Violations: "Each day any violation of this section is willfully continued after official notice, from either the director of public works or the director of health to halt or correct such violation, shall be deemed a separate offense and be penalized as such pursuant to ordinance [section 1-11](#). The Department of Public Works reserves the right to issue and all fines or penalties against the property owner associated with the assigned DPW solid waste barrel. All penalties and fines are subject to the issuance of property liens by the City of Bristol to recover cost."

See revised City Ordinance Sections **10-6(f), 10-7(c) and 10-15.**

2. Border Properties:



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The Department of Public Works provides solid waste collection services to non-Bristol residents that border, and are adjacent to, the City of Bristol's town line. The service is not provided for free. The applicable border property pays the City for its services. The services are provided as a courtesy, and IS LIMITED to areas that are already part of Bristol's route, such as cul-de-sacs or adjacent properties.

The Board of Public Works approves the proposed revisions to City Ordinance Chapter 10 Solid Waste Sec 10-6 & 10-7 to include a provision stating "The Board of Public Works may authorize the Department of Public Works curbside collection services to non-Bristol properties at a cost approved by the Department of Public Works. The service provided shall be in accordance with all applicable City ordinances and Board policies, and shall be limited to properties that are adjacent to the City line, or are in the area of an existing solid waste collection route.

3. Salvaging:

The existing ordinance Sec 10-6c currently contains provisions that prohibit salvaging, the practice of taking materials out of a solid waste barrel once the resident places the barrel at the curb. The existing ordinance states: "The practice of salvaging or removing materials from curbside barrels is prohibited." DPW proposes the following revisions to prohibit the placement of materials into a barrel. The intent of the proposed ordinance revision is NOT to prevent the placement of minor items, such as litter. However, the Department has received a number of complaints associated with placement of a large amount of rubbish and recycling within curbside barrels.

The Board of Public Works approves the proposed revisions to City Ordinance Chapter 10 Solid Waste Sec 10-6 to include a provision stating: "The practice of salvaging or removing materials from curbside barrels is prohibited. *In addition, the placement of materials into a City-supplied barrel placed curbside is prohibited. Said material shall include the placement of bags, recycling, debris, or bulk items, but shall not include small litter items that are less than 3 inches in diameter.*

Although, the Department request approval of this ordinance revision, enforcement will be challenge depending on statements/information for residents associated with neighbor's activity.

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

EXISTING – PROPOSED SOLID WASTE ORDINANCE

March 27, 2024

• Chapter 10 - SOLID WASTE^[1]

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Footnotes:

--- (1) ---

Editor's note— An ordinance adopted March 9, 2021, amended Ch. 10 in its entirety to read as herein set out. Such amended provisions, being §§ 10-1—10-15, 10-21—10-34, have been set forth in lieu of former §§ 10-1—10-15, 10-21—10-33, 10-41—10-47, which had been derived from ordinances adopted June 12, 2001; February 10, 2004; July 13, 2010; June 12, 2012; July 9, 2013; October 10, 2017; and April 10, 2018. See the Code Comparative Table for a complete derivation.

Cross reference— Health and sanitation, Ch. 11; general requirements relating to the safe and sanitary maintenance of dwellings, Ch. 12, Art. IV; junk dealers, Ch. 13, Art. II; disposition and removal of trash on open space lands, § 21-184; water, sewers and sewage disposal, Ch. 22; enforcement by citation officers, Ch. 23.

State Law reference— Authority re collection and disposal, G.S. §§ 7-148, 7-194(14); disposal plants and transportation, G.S. §§ 7-161, 7-162.

• ARTICLE I. - IN GENERAL

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• Sec. 10-1. - Purpose of chapter.

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The purpose of this chapter is to regulate the collection and disposal of refuse and recyclables in accordance with generally accepted standards of sanitation and to prevent and control unsanitary or unhygienic practices concerning refuse that might constitute a menace to the safety and health of the city.

(Ord. of 3-9-21)

• **Sec. 10-2. - Definitions.**

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As used in this chapter, the following terms shall have the meanings indicated, unless the context clearly indicates otherwise:

Acceptable curbside collected recyclable materials shall consist of materials required to be recycled by the Connecticut State Statutes, along with any materials designated by the board of public works and as posted from time to time on the city public works website.

Acceptable curbside collected rubbish shall consist of solid waste generated at a residential dwelling and shall include refuse, garbage and other solid waste materials permitted under applicable law to be accepted for disposal at a state approved facility and allowed by the board of public works and as posted from time to time on the city public works website.

Ashes shall mean the solid residue of combustion of any type of fuel.

Board means the board of public works of the City of Bristol.

Brush shall mean branches no larger than six (6) inches in diameter and no longer than four (4) feet.

Bulky waste shall mean building demolition, logs (excluding stumps), brick, asphalt pavement, boulders, ledge, sheet rock, asphalt shingles, and ceramic items such as toilets and tile.

City means the City of Bristol, CT as incorporated in the State of CT.

Collector means any person, company or agency who holds him/herself out to collect, haul, transport or dispose of solid waste from residential, business, commercial or other establishments.

Combustible rubbish shall mean all burnable refuse.

Director means the director of public works of the City of Bristol or his designee.

Electronic waste shall mean electronic products to be recycled as defined by Chapter 446n, Section 22a-629 thru Section 22a-640, Connecticut General Statutes.

Garbage shall mean any animal or vegetable matter or product of the putrefaction or decomposition thereof, which accumulates in the preparation of food and any offal or refuse of meats, fish, fowl, vegetable or spoiled foods and other refuse or waste subject to decay.

Hazardous waste means that portion of solid waste which by reason of its composition or characteristics is:

(1)

Hazardous waste as defined in the Solid Waste Disposal Act, [42](#) U.S.C. 6901 et seq., [40](#) CFR 261.3, and the regulations thereunder, or in section 22a-209-1 of the Regulations of Connecticut State Agencies, and any succeeding legislation or regulations or amendments to the foregoing; or

(2)

Any other materials which any governmental agency or unit having appropriate jurisdiction shall determine from time to time is harmful, toxic or dangerous, or otherwise ineligible for disposal through a resource recovery facility; and

(3)

Any material which would result in process residue being hazardous waste under subsection (1) or (2) above.

Nonresidential property shall include all commercial or industrial facilities, nonprofit organizations, condominiums and apartment buildings with more than five (5) dwelling units.

Person means a natural person, corporation, trust, estate, partnership, association, joint venture, government, governmental subdivision or agency, or any other legal or commercial entity.

Refuse shall be construed to be all-inclusive and shall include, but not be limited to, all solid wastes of the city, originating in the city, including all garbage, ashes, combustible rubbish, noncombustible rubbish, and trade wastes. Refuse shall not include body wastes, large tree branches, tree trunks, stumps, tree roots, sludge, animals, automobiles and large automobile parts or material from demolished buildings (bulky waste).

Residential property means real estate containing one (1) or more dwelling units but not more than five (5) units on one (1) lot and shall not include hospitals, motels or hotels, apartment buildings, mobile home parks, nursing centers and condominiums.

Solid waste collector means a person engaged in the business of collecting, transporting or disposing of solid waste generated within the boundaries of the city.

Unacceptable curbside collected rubbish shall consist of all materials not permitted under applicable laws to be accepted for disposal at a state approved disposal site and materials restricted by the board of public works. Common unacceptable curbside collected rubbish includes leaves, brush, woodchips, grass clipping, demolition materials (sheetrock, shingles and tile), dirt, sod, sand, rocks, bricks, concrete, metals larger than one (1) cubic foot, electronics, chemicals, hot ashes, smoke detectors, mercury containing thermostats or thermometers, oil based paint and latex paint cans (dried or liquid).

User shall mean any person who sends or delivers refuse to the disposal area or facility.

Yard waste shall mean grass clippings, plants of all types, leaves, woodchips, and small twigs no thicker than one (1) inch in diameter and no longer than twelve (12) inches.

(Ord. of 3-9-21)

Cross reference— Rules of construction and definitions generally, [§ 1-3](#).

- **Sec. 10-3. - Disposal restricted generally.**

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Except as provided in article II of this chapter, no person shall dispose of any refuse or garbage within the city, except at the designated disposal areas or facilities provided by the city.

(Ord. of 3-9-21)

- **Sec. 10-4. - Private premises storage and disposal restrictions.**

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(a)

The board of public works shall designate acceptable container type, fee, color and size. City-provided containers shall remain the property of the City of Bristol. No paint, crayon, marker or other material shall be applied to the container unless approved by the board of public works. Residents may use two-inch number stickers to identify their containers by house/apartment number. The director of public works, or agent, may remove any city-owned container that is defaced in a manner that violates terms of [section 10-4](#) from service. Replacement of these removed containers will be at the property owner's expense. Additional rubbish or recycling containers are available only through a fee-paid annual subscription. Additional rubbish containers must have a valid paid sticker displayed in the designated area in order to be collected.

(b)

Refuse shall not be permitted to accumulate on any private premises except in approved containers, trash or refuse storage bins, racks, or enclosures as described in this section.

(c)

If in the opinion of the director of health or their agent, an unsanitary or unhygienic condition exists on any private premises within the city, the director of health or their agent may require the user to take such action as is necessary to correct the situation including the construction of refuse storage bins, racks or enclosures, and the treatment of refuse, refuse containers and refuse storage bins, racks and enclosures with disinfectants, deodorizers and/or exterminating compounds. All such action shall be under the direction of and subject to the approval of the director of health or their agent. The director of health or their agent may order the public works department onto any property to eliminate unsanitary conditions at the property owner's expense.

(d)

The owner or occupant of any private premises shall insure that all solid waste stored on the premises does not create offensive odors, create air or water pollution problems, invite the breeding of flies, mosquitoes or rodents, create a fire hazard, or in any other manner tend, in the opinion of the director of health or their agent, to constitute a nuisance or a potential health hazard.

(Ord. of 3-9-21)

- **Sec. 10-5. - Rubbish storage regulations for mercantile and business establishments and multiple dwellings.**

[SHARE LINK TO SECTION](#)[PRINT SECTION](#)[DOWNLOAD \(DOCX\) OF SECTION](#)[EMAIL SECTION](#)

(a)

Outside storage bins for all establishments having car parts and all items pertaining to the repairing of motor vehicles shall be constructed of masonry and must be of sufficient size to conceal this type of storage. Bins shall not be constructed on a wall having windows above unless it has a metal roof. Bins constructed on a wall having no windows and noncombustible trim may be constructed without a roof. Bins shall be equipped with metal door and locking facilities. If bins are also used for paper, cartons, rags and miscellaneous combustibles, they must be constructed with a metal roof or cover.

(b)

Metal commercial type containers, completely enclosed, may be used, normally, for the storage of combustible rubbish, waste, boxes, cartons, paper, etc., tires, automobiles and automobile parts. If they are constructed specially for the user's own requirements, they must be approved by the building inspector, fire marshal or health authority.

(c)

Used tires may be stored in a fenced in enclosure out of direct sight of the street. The storage area must have a paved or concrete floor. The area must be covered to prevent the accumulation of rain water in the tires. In lieu of an enclosure establishments may request a waiver to use alternative storage from the director of public works and zoning enforcement officer.

(Ord. of 3-9-21)

- **Sec. 10-6. - Curbside collected rubbish.**

[SHARE LINK TO SECTION](#)[PRINT SECTION](#)[DOWNLOAD \(DOCX\) OF SECTION](#)[EMAIL SECTION](#)

The board of public works shall institute weekly curbside collection of household rubbish materials from residential dwelling units. Only materials meeting the definition of "acceptable curbside collected rubbish" can be disposed of and will be collected by the city.

Residential household rubbish (for single through five (5) residential dwelling units per building) shall be sorted and packaged as follows:

(a)

Containers for household rubbish must be city issued. The department of public works will only collect rubbish contained in a city issued container.

(b)

All household rubbish containers shall be placed curbside no sooner than 3:00 p.m. the day preceding the collection day nor later than 6:00 a.m. on the designated collection day. Containers shall not be placed within five (5) feet of all obstructions (parked vehicles, mail boxes, other solid waste containers, trees bushes, etc.) Empty containers shall be removed from curbside no later than twelve (12) hours after collection.

(c)

Solid waste that does not meet the requirements of "acceptable curbside collected rubbish" will not be collected. Recyclable materials are not allowed in rubbish barrels. All rubbish must be placed in a bag contained within the barrel and the barrel lid must be closed.

(d)

Household syringes shall be disposed of in accordance with all state and federal regulations and/or procedures established by the board of public works.

(e)

No curbside acceptable recyclable materials shall be placed in the rubbish container.

(f)

Barrels containing materials classified as "unacceptable curbside collected rubbish" will not be collected.

All curbside collected rubbish containers are subject to inspection by the collector and/or the city to determine proper separation and segregation of recyclable solid waste and other solid waste as set forth in this article.

City issued barrels damaged through normal wear and tear shall be repaired or replaced at city expense by the department of public works. The city provides each residential property one (1) rubbish barrel per unit. Any additional barrels can be purchased by the resident at a fee approved by the board of public works.

~~The director or their designee, upon receipt of notice of a violation shall give written notice to the generator of the solid waste that a violation has occurred. If warranted, the director shall issue a second notice of violation which shall advise the generator that subsequent violations shall be cause for penalties in accordance with this article, and that future recyclable solid waste from said dwelling unit shall not be collected at the sole option of the city.~~

The director or their designee, shall give written notice to the generator of the solid waste that a violation has occurred. If warranted, the director shall issue a second notice of violation which shall advise the generator that subsequent violations shall be cause for penalties in accordance with this article, and may include fines and charges by the Department of Public Works to recover the Department's cost associated with taking corrective action to comply with the City Ordinances. Penalties may include termination of solid waste curbside collection services from said dwelling, recovering the cost of segregating the placement of unauthorized materials contained within City issued curbside barrels, cost of providing properties an additional barrel to contain solid waste, and the cost of picking up solid waste displaced by overfilled barrels." Said revisions shall include Sec 10-15 Violations: "Each day any violation of this section is willfully continued after official notice, from either the director of public works or the director of health to halt or correct such violation, shall be deemed a separate offense and be penalized as such pursuant to ordinance section 1-11. The Department of Public Works reserves the right to issue and all fines or penalties against the property owner associated with the assigned DPW solid waste barrel. All penalties and fines are subject to the issuance of property liens by the City of Bristol to recover cost."

All properties receiving curbside rubbish collection services as of January 1, 2018 shall be classified as residential unless otherwise defined by the board of public works the department of public works shall be authorized to suspend or cease curbside rubbish collection service to any property that does not meet the definition of residential property. Any property owner that converts a residential property to a commercial, industrial or condominium use shall notify the department of public works within thirty (30) days. Upon receipt of the said notice or an investigation performed by the department of public works determines that the property is classified as a non-residential property, the suspension or elimination of curbside rubbish collection services may result.

The board of public works reserves the right to approve owner supplied barrels such as bear proof barrels, however the barrels must meet city collection requirements and be approved by the director of public works. The purchase and repair of said barrels shall be at the owner's sole expense.

The board of public works reserves the right to establish a weight limit for all materials deposited in the city issued curbside collected rubbish barrel.

The department of public shall schedule weekly collection of all curb side collected rubbish barrels. The director of public works and the board of public may revise or alter said collection day from time to time or as required due to city holidays.

~~The practice of salvaging or removing materials from curb side barrels is prohibited.~~

The practice of salvaging or removing materials from curbside barrels is prohibited. In addition, the placement of materials into a City-supplied barrel placed curbside is prohibited. Said material shall include the placement of bags, recycling, debris, or bulk items, but shall not include small litter items that are less than 3 inches in diameter.

The Board of Public Works may authorize the Department of Public Works curbside collection services to non-Bristol properties at a cost approved by the Department of Public Works. The service provided shall be in accordance with all applicable City ordinances and Board policies, and shall be limited to properties that are adjacent to the City line, or are in the area of an existing solid waste collection route.

(Ord. of 3-9-21)

- **Sec. 10-7. - Curbside collected recycling.**

[SHARE LINK TO SECTION](#)[PRINT SECTION](#)[DOWNLOAD \(DOCX\) OF SECTION](#)[EMAIL SECTION](#)

The board of public works may institute bi-weekly (once every two (2) weeks) curbside collection of household recyclables materials from residential dwelling units. Only materials meeting the definition of "acceptable curbside collected recycling" can be disposed of and collected by the city.

Residential household recycling (for single through five (5) residential dwelling units per building) shall be sorted and packaged as follows:

(a)

Containers for household recycling must be city issued. The department of public works will only collect recycling contained in a city issued containers.

(b)

All household recycling containers shall be placed curbside no sooner than 3:00 p.m. the day preceding the collection day nor later than 6:00 a.m. on the designated collection day. Containers shall not be placed within five (5) feet of all obstructions (parked vehicles, mail boxes, other solid waste containers, trees, bushes, etc.) Empty containers shall be removed from curbside no later than twelve (12) hours after collection.

(c)

Solid waste that does not meet the requirements of acceptable curb side collected recyclable materials will not be collected; All recyclable materials shall be placed in the container loose, bagging of recyclable materials is not allowed. The barrel lid must be closed.

All household curbside collected recyclable containers are subject to inspection by the collector and/or the city to determine proper separation and segregation of recyclable solid waste and other solid waste as set forth in this article.

City issued barrels damaged through by normal wear and tear shall be repaired or replaced at city expense by the department of public works. The city provides each residential property one (1) rubbish barrel per unit. Any additional barrels can be purchased by the resident at a fee approved by the board of public works.

~~The director or their designee, shall give written notice to the generator of the solid waste that a violation has occurred. If warranted, the director shall issue a second notice of violation which shall advise the generator that subsequent violations shall be cause for penalties in accordance with this article, and that future recyclable solid waste from said dwelling unit shall not be collected at the sole option of the city.~~

The director or their designee, shall give written notice to the generator of the solid waste that a violation has occurred. If warranted, the director shall issue a second notice of violation which shall advise the generator that subsequent violations shall be cause for penalties in accordance with this article, and may include fines and charges by the Department of Public Works to recover the Department's cost associated with taking corrective action to comply with the City Ordinances. Penalties may include termination of solid waste curbside collection services from said dwelling, recovering the cost of segregating the placement of unauthorized materials contained within City issued curbside barrels, cost of providing properties an additional barrel to contain solid waste, and the cost of picking up solid waste displaced by overfilled barrels." Said revisions shall include Sec 10-15 Violations: "Each day any violation of this section is willfully continued after official notice, from either the director of public works or the director of health to halt or correct such violation, shall be deemed a separate offense and be penalized as such pursuant to ordinance section 1-11. The Department of Public Works reserves the right to issue and all fines or penalties against the property owner associated with the assigned DPW solid waste barrel. All penalties and fines are subject to the issuance of property liens by the City of Bristol to recover cost."

All properties receiving curbside recycling collection service as of January 1, 2018 shall be classified as residential unless otherwise defined by the board of public works. The department of public works is authorized to suspend or cease curbside rubbish collection service to any property

that does not meet the definition of residential property. Any property owner that converts residential property to commercial, industrial or condominiums shall notify the department of public works within thirty (30) days. Upon receipt of the said notice or an investigation performed the department of public works that determine the property is classifies as a non-residential property, suspension or elimination of curb side rubbish collection services may result.

The board of public works reserves the right to approve owner supplied barrels such as bear proof barrels, however the barrels must meet city collection requirements and be approved by the director. The purchase and repair of said barrels shall be at the owner's sole expense.

The department of public shall schedule bi-weekly (once every two (2) weeks) collection of all curb side collected recycling barrels. The director of public works and the board of public works may revise or alter said collection day from time to time or as required due to city holidays.

The Board of Public Works may authorize the Department of Public Works curbside collection services to non-Bristol properties at a cost approved by the Department of Public Works. The service provided shall be in accordance with all applicable City ordinances and Board policies, and shall be limited to properties that are adjacent to the City line, or are in the area of an existing solid waste collection route.

(Ord. of 3-9-21)

- **Sec. 10-8. - Nonresidential recyclable solid waste.**

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(a)

Any person who generates solid waste from other than a residential property shall make provisions for the separation from other solid waste of the items designated for recycling by the Connecticut Commissioner of Energy and Environmental Protection and/or as set forth in regulations established by the board of public works.

(b)

Generators from nonprofit institutions may bring non-product related recyclable solid waste to the transfer station after disclosure of a nonprofit tax I.D. number and purchase of a permit at a cost equal to the residential transfer station permit. See sections [10-10](#) and [10-24](#).

(Ord. of 3-9-21)

- **Sec. 10-9. - Solid waste transfer station.**

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A means shall be provided for residents and taxpayers to dispose of bulky waste items which includes, ceramic items such as sheet rock, roof shingles, tile, leaves, grass, yard waste, sand, rocks, brush, stumps, appliances, metal, etc. And other items/materials authorized by the board of public works; at the solid waste transfer station.

In addition to any applicable permit fees, users shall pay to the city a user fee based on the weight of material disposed of at the transfer station. The weight of the material shall be calculated by the weight measured on the inbound and out bound scale upon entering and exiting the transfer station. Permit and user fees shall be established by the board of public works. No user fee will be charged for disposal of "acceptable curbside recyclable materials", however a permit is required to gain access to the transfer station.

A list of acceptable material allowed to be disposed of at the transfer station shall be established by the director of public and shall be in accordance with State of Connecticut DEEP requirements.

The solid waste transfer station shall be available to residential and commercial permit holders only. Residential permits will be issued only to residents or taxpayers of the city. Commercial permits are available to insured businesses to dispose of solid waste generated in the city. Use of residential permits for commercial use will not be permitted. Disposal of material generated outside the city limits at the transfer station is not permitted.

(a)

All persons using the solid waste transfer station facility shall source separate materials brought thereto into the appropriate container or area set aside for that purpose.

(b)

Prior to disposing of any item or items at said transfer station, a permit/windshield sticker or other identifying tag shall be obtained from the department of public works. Said permit fee shall be set in accordance with a fee schedule established from time to time by the board of public works.

(c)

In addition to the permit fee each user of the transfer station shall be charged a user fee based on the weight of the material disposed of at the transfer station. The per pound fee shall be established by the board of public works. The weight of the material that the user shall be charged shall be based on the difference calculated by the inbound and outbound scale. The department of public works shall calibrate the scales on a yearly basis. Said calibration shall be made available to residents upon request.

(d)

The department of public works may require each residential permit holder accessing the transfer station to provide proof of residency/property ownership or in the case of commercial, industrial and contractor businesses, prove that the materials being deposited at the transfer station were generated within city limits.

(e)

Each commercial, industrial and contractor business shall provide in addition to a permit fee a current certificate of insurance (auto liability insurance) in an amount specified by the board of finance, with the City of Bristol named as certificate holder.

(f)

Department of public works permits must be displayed in accordance with department requirements in order to gain entry into the transfer station.

(g)

Replacement permits will be granted free of charge only if the non-expired permit is presented to the department of public works. Otherwise, a new permit must be purchased. Lost or misplaced permit are subject to fees set by the board of public works. If a previous permit has been suspended or revoked, the resident will not be reissued a permit for a time period as determined by the director.

(h)

The hours of normal operation of the transfer station facility shall be set by the board of public works. The director of public works may make temporary adjustments of the operating hours of the station to address situational events such as storm clean-up, leaf collection, etc.

(i)

A vehicle may be classified as commercial if it has exterior business stenciling, is a dump truck, panel truck, box truck, ladder rack, or any vehicle or trailer with a storage bed larger than eight (8) feet long by six (6) feet wide. Commercial vehicles will be required to have commercial permits and pay commercial fees.

(j)

Any resident of the city may bring separated recyclable material to the recycling station after purchase of a transfer station permit.

(k)

Brush, less than six (6) inches in diameter and four (4) feet in length, may be brought to the transfer station for chipping and disposal by the city.

(l)

All pressurizable tanks, including propane tanks, with valves removed shall be disposed at the transfer station as scrap metal. Only twenty-pound gas grill tanks in good working order will be accepted with valves, which must contain a transport/storage plug.

(m)

The practice of salvaging or removing materials from the transfer station is prohibited. All items deposited at the transfer station become the property of the City of Bristol.

(Ord. of 3-9-21)

• **Sec. 10-10. - Special curbside collections—Seasonal.**

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The board of public works may establish special curbside city-wide collections for items such as leaf bags and Christmas trees. Said collections shall be seasonal and available to all residential properties.

(a)

Leaf bag collection:

(1)

The department of public shall provide curbside collection of leaf bags during the spring and fall of each year. The date and times shall be set by the director of public works.

(2)

All leaf bags shall be brought to the curb. Leaves are only collected in brown, recyclable, paper leaf bags.

(3)

Leaf bags containing dirt, sand, rocks, sod or materials other than leaves will not be collected.

(4)

Loose leaf piles will not be collected.

(5)

Leaf bag collection service shall be limited to residential properties only.

(6)

Yard waste, grass clippings, and similar green leafy materials may be included with leaves.

(b)

Christmas tree collection:

(1)

Each year after the New Year holiday the department of public works shall collect Christmas trees for a period of approximately two (2) weeks. Said time may be extended by the director.

(2)

Residents shall place trees curbside by 6:00 a.m. on the day of collection established by the department of public works.

(3)

All trees shall be free of stands, lights, ornaments and tree bags removed.

(4)

Christmas tree collection shall be limited to residential properties only.

(Ord. of 3-9-21)

- **Sec. 10-11. - Special curbside collections—Scheduled.**

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The department of public works shall provide residents an opportunity to schedule curbside collection of brush/branches and bulk solid waste.

(a)

Brush/branches collection:

(1)

Brush will only be collected after scheduling a brush pick up with the public works department.

(2)

Branches must be less than six (6) inches in diameter and cut to a maximum four-foot length.

(3)

The total brush/branch pile cannot exceed four (4) feet by four (4) feet by four (4) feet and must be tied to secure bundles.

(4)

Loose piles of brush and branches will not be collected by the department of public works.

(b)

Bulk solid waste collection/pick up.

(1)

One bulk pick up is available to each residential property (unit) per year. Fees associated with additional bulk pick up shall be established by the board of public works. For the purposes of bulk pick up "per year" is define as a calendar year.

(2)

The maximum size of a bulk pick up shall be five (5) cubic yards (approximately three (3) feet by three (3) feet by fifteen (15) feet.)

(3)

Only owners of residential properties are allowed to scheduled bulk pick ups.

(4)

Acceptable bulk pick up items shall be established by the director of public works and the board of public works. Unless otherwise approved by the board of public works, the following items are not eligible and will not be picked up as part of a bulk pick up; chemicals, auto parts, porcelain fixtures (toilets, sinks), construction debris, sheet rock, shingles, ceramic tiles, yard waste, mirrors or glass. Metal item shall be placed in a separate pile segregated from the other bulk pick up items.

(Ord. of 3-9-21)

- **Sec. 10-12. - Yard waste collection service.**

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The department of public works shall provide residential properties a subscription curbside collection service.

(a)

by subscribing to a fee-paid collection service. Fees shall be approved by the board of public works.

(b)

All yard waste shall be placed in a city supplied and owned barrels. The city reserves the right to enter onto private property to collect city owned barrels stored outside.

(c)

The department of public works will only collect yard waste barrels when a valid paid sticker is displayed on the barrel in the designated area.

(d)

Yard waste cannot be disposed in rubbish or recycling containers.

(e)

Yard waste collection periods are established by the board of public works.

(f)

The director may extend the period of collection and advise the board of public works of such action.

(Ord. of 3-9-21)

• **Sec. 10-13. - Prohibition of storage, disposal or use of fracking waste.**

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(a)

Purpose. The prohibition of oil and gas drilling and extraction wastes are hereby declared necessary for the protection of the health, property, safety and welfare of the residents of the City of Bristol pursuant to sections 7-148(c)(7)(H), 7-148(c)(4)(H); 7-148(c)(7)(H)(xi), 7-148(c)(8), and 7-148(c)(7)(H)(ii), Connecticut General Statutes, as amended.

(b)

Definitions. For the purposes of this section, the following terms, phrases, and words shall have the meanings given here, unless otherwise clearly indicated by the context:

Application. The physical act of placing or spreading natural gas waste or oil waste on any road or real property located within the City of Bristol.

Hydraulic fracturing. The fracturing of underground rock formations, including shale and non-shale formations, by manmade fluid-driven techniques for the purpose of stimulating oil, natural gas, or other subsurface hydrocarbon production.

Natural gas extraction activities. All geologic or geophysical activities related to the exploration for or extraction of natural gas, including, but not limited to, core and rotary drilling and hydraulic fracturing.

Natural gas waste.

(1)

Any liquid or solid waste or its constituents that is generated as a result of natural gas extraction activities, which may consist of water, brine, chemicals, naturally occurring radioactive materials, heavy metals, or other contaminants;

(2)

Leachate from solid wastes associated with natural gas extraction activities;

(3)

Any waste that is generated as a result of or in association with the underground storage of natural gas;

(4)

Any waste that is generated as a result of or in association with liquid petroleum gas well storage operations; and

(5)

Any products or by products resulting from the treatment, processing, or modification of any of the above wastes (1)—(4);

(6)

For purposes of this ordinance natural gas waste does not include purposeful materials derived from the distillation or refinement of petroleum such as oil, asphalt or bitumen.

Oil extraction activities. All geologic or geophysical activities related to the exploration for or extraction of oil, including, but not limited to, core and rotary drilling and hydraulic fracturing.

Oil waste.

(1)

Any liquid or solid waste or its constituents that is generated as a result of oil extraction activities, which may consist of water, brine, chemicals, naturally occurring radioactive materials, heavy metals, or other contaminants;

(2)

Leachate from solid wastes associated with oil extraction activities; and

(3)

Any products or by products resulting from the treatment, processing or modification of any of the above wastes (1)—(2).

(4)

For purposes of this ordinance oil waste does not include products derived from the distillation or refinement of petroleum such as oil, asphalt or bitumen.

(c)

Prohibitions.

(1)

The application of natural gas waste or oil waste, whether or not such waste has received beneficial use determination or other approval for use by DEEP (department of energy and environmental protection) or any other regulatory body, on any road or real property located within the city for any purpose is prohibited.

(2)

The introduction of natural gas waste or oil waste into any wastewater treatment facility within or operated by the city is prohibited.

(3)

The introduction of natural gas waste or oil waste into any solid waste management facility within or operated by the city is prohibited.

(4)

The storage, disposal, sale, acquisition, transfer, handling, treatment, and/or processing of waste from natural gas or oil extraction is prohibited within the city.

(d)

[Inclusion.] Provision to be included in bids and contracts related to the construction or maintenance of publicly owned and/or maintained roads or real property within the city.

(1)

All bids and contracts related to the retention of services to construct or maintain any publicly owned and/or maintained road or real property within the city shall include a provision stating that no materials containing natural gas waste or oil waste shall be utilized in providing such a service.

(2)

All bids and contracts related to the purchase or acquisition of materials to be used to construct or maintain any publicly owned and/or maintained road or real property within the city shall include a provision stating that no materials containing natural gas waste or oil waste shall be provided to the city.

(3)

The following statement, which shall be a sworn statement under penalty of perjury, shall be included in all bids related to the purchase or acquisition of materials to be used to construct or maintain any publicly owned and or maintained road or real property within the city and all bids related to the retention of services to construct or maintain any publicly owned and/or maintained road or real property within the city: "We hereby certify under penalty of perjury that no natural gas waste or oil waste will be used by the undersigned bidder or any contractor, sub-contractor, agent or vendor agent in connection with the bid; nor will the undersigned bidder or any sub-contractor,

agent or vendor agent thereof apply any natural gas waste or oil waste to any road or real property within the City of Bristol as a result of the submittal of this bid if selected. "Oil waste" and "natural gas waste" does not include products derived from the distillation or refinement of petroleum such as oil, asphalt or bitumen."

(e)

Penalties for offenses. In response to a violation of this section, the city may require remediation of any damage done to any land, road, building, aquifer, well, watercourse, air quality or other asset, be it public or private, within the City of Bristol. The city may also impose fines in accordance with [section 1-11](#) of this Code of Ordinances for any violation of this section and any other remedies allowable under the law.

(Ord. of 3-9-21)

- **Sec. 10-14. - Disposal of small animal carcasses.**

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No dead small animal shall be disposed of except as provided in this section. It may either:

(1)

Be buried in a hole and covered with dirt to a depth of at least two (2) feet; or

(2)

In a manner approved by the director.

(Ord. of 3-9-21)

- **Sec. 10-15. - Violations.**

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Each day any violation of this section is willfully continued after official notice from either the director of public works or the director of health to halt or correct such violation shall be deemed a separate offense and be penalized as such pursuant to ordinance [section 1-11](#).

(Ord. of 3-9-21)

Cross reference— Animals and fowl, Ch. 4.

- **Secs. 10-16—10-20. - Reserved.**

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- **ARTICLE II. - LICENSING AND FEES**

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- **Sec. 10-21. - License/fee—required; classifications.**

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No person shall engage in the business of collecting or disposing of refuse as a solid waste collector, recyclable solid waste collector, or generator within the city without first obtaining the appropriate license and paying the appropriate fee from the public works department for each vehicle to be used for such purpose. Any person operating as a solid waste collector within the city on or after January 1, 1986, or as a recyclable solid waste collector within the city on or after July 1, 1991, will be subject to the requirements and penalties provided in this chapter. Fees shall be set from time to time by the board after a public hearing.

(Ord. of 3-9-21)

- **Sec. 10-22. - Same—Registration of collectors.**

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Any person who intends to operate as a collector of recyclable solid waste or nonrecyclable solid waste in the city shall register in advance with the city in the manner prescribed by this article. Any person who operates as a collector without proper registration within the city thirty (30) days after the effective date of this article will be subject to the penalties provided in this article. Any person who operates a nonresidential property may register with the city as a generator in accordance with sections [10-21](#) and [10-23](#).

(Ord. of 3-9-21)

- **Sec. 10-23. - Same—Application forms; approval of director of public works.**

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Persons desiring to register as solid waste collectors must apply to the public works department on forms provided by that department. Those forms may require the registrant to furnish all information requested, including but not limited to:

(1)

The names of the business and whether it is a corporation, partnership, or sole proprietorship;	(2)
The name of all stockholders (if corporation not publicly held), directors, partners, officers or proprietors of the business;	(3)
A listing and description of the vehicles to be used for solid waste and/or recyclable solid waste hauling in the town;	(4)
The names and addresses of all customers presently served, if any, within the town;	(5)
The approximate tonnage of solid waste and/or recyclable solid waste expected to be collected each week;	(6)
The names of all other communities serviced by the registrant;	(7)
A certificate of insurance (auto liability insurance) in an amount as specified by the board of finance, with the City of Bristol named as the additional insured, shall be required; and	(8)
If required by the director, an affidavit from each customer with whom the registrant has contracted, said affidavit to set forth that the customer has contracted with the registrant to pick up the customer's solid waste and/or recyclable solid waste and the daily or weekly quantity of said solid waste and/or recyclable solid waste.	
(Ord. of 3-9-21)	

• **Sec. 10-24. - Same—Issuance.**

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Upon receipt by the public works department of a properly completed and approved application, the director shall issue a refuse license upon the payment of a fee established by the board of public works. Said fees shall be set from time to time by the board after a public hearing.

All commercial licensees shall secure a permit for use from the city's designated solid waste disposal facilities. The licensee shall comply with and meet all rules and regulations of said facility.

The license issued by the department of public works shall permit the licensee to dispose of solid waste at the same cost charged to the City of Bristol. Payment by the licensee shall be made directly to the disposal facility.

(Ord. of 3-9-21)

- **Sec. 10-25. - Same—Revocation.**

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The director of public works reserves the right to a revoke a license from a licensee for failure to comply with city requirements or the requirements of the disposal facility.

(Ord. of 3-9-21)

- **Sec. 10-26. - Same—Expiration; renewal.**

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After January 1, 2002, licenses required by this section shall expire on the thirty-first (31st) day of December following the date of issue. They may be renewed annually thereafter upon the payment of a like fee, unless revoked in accordance this ordinance.

(Ord. of 3-9-21)

- **Sec. 10-27. - Inspections of vehicle and equipment.**

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(a)

Sanitary inspections before licensing. The city reserves the right to inspect vehicles listed on the application license by the applicant.

(b)

Additional inspection. In addition to the initial inspections before licensing, all vehicles and equipment used for the collection and transportation of refuse within the city shall be subject to spot inspection at any time by the director or their agent or the director of health or their agent.

(Ord. of 3-9-21)

- **Sec. 10-28. - Equipment requirements.**

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(a)

Ashes, combustible rubbish and dry noncombustible rubbish other than garbage may be transported in non-watertight vehicles when such vehicles are sufficiently covered to prevent the escape of ashes, dust and other material.

(b)

All vehicles used for transportation of solid waste except ashes, combustible rubbish and dry non-combustible rubbish must be equipped with covered watertight metal containers, unless the vehicle itself is of closed construction on the bottom, front, rear and sides.

(c)

The interior body of closed construction vehicles shall have a watertight lining of metal on the entire bottom and on the front and sides, or the entire body shall be of metal, with a metal tailgate not less than eighteen (18) inches in height. All such vehicles shall be equipped with metal covers and/or loading doors constructed to prevent leakage, access of flies, or the scattering of contents. All covers, loading doors, and like openings on such vehicles and equipment shall be kept closed except when loading and unloading.

(Ord. of 3-9-21)

- **Sec. 10-29. - Sanitary maintenance regulations.**

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All vehicles and equipment used for solid waste disposal shall be kept clean and sanitary at all times. From May first (1st) to November first (1st) of each year such vehicles shall be swept and washed out daily. During the rest of the year this care shall be given as needed. The public works director or his agent or the director of health or his agent may, at any or at all times, require the private collector to spray his vehicle or vehicles with an approved insecticide and/or deodorizing compound.

(Ord. of 3-9-21)

- **Sec. 10-30. - Enforcement and penalty.**

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(a)

The director shall mail written notice of the approval or denial of an application for registration as a collector or a generator to the applicant within sixty (60) days after submission of the application. Registration is effective only upon approval and issuance of the notice of approval.

(b)

The director may refuse to grant registration to any applicant, or may suspend the registration of any registered collector or generator, if that person:

(1)

Has violated or does violate any provision of state statute pertaining to recyclable solid waste;

(2)

Violates this ordinance;

(3)

Is not insurable in accordance with this article; or

(4)

Is otherwise deemed unsuitable as a collector or generator for good cause shown.

A denial or suspension of registration may not exceed a period of one hundred eighty (180) days for any one (1) violation; provided, that repeated or willful violations of this chapter may result in permanent refusal or revocation of registration without right to reapply. The director may refuse to grant registration to any applicant who is not insurable in accordance with this article or who is otherwise deemed to be unsuitable.

(c)

No denial, suspension or revocation notice is effective until the person adversely affected has been notified in writing of that decision and the reasons for it, and has been afforded a reasonable and prompt opportunity to appear at an informal hearing before the director of public works for the purpose of responding to those reasons.

(d)

Any person aggrieved by an initial denial, suspension or revocation of registration may appeal that decision to the board of public works by filing a notice of appeal with the director within fifteen (15) days after either:

(1)

Notice of the initial decision is mailed to that person; or

(2)

The informal hearing provided under subsection (c) of this section is held and the decision affirmed by the director or designee.

The director shall immediately notify the board of public works of any appeal.

(e)

A hearing shall be scheduled before the board of public works for a date not more than thirty (30) days after the notice of appeal is filed. The hearing may be postponed or continued to a later date not more than one (1) time, and the later date must be no more than two (2) weeks after the original date. Written notice of the hearing shall be given by the director to the person making the appeal and to any person who requests notice of the hearing. The hearing may be at a regular or special meeting of the board of public works.

(f)

At that hearing, the person aggrieved shall be permitted to present evidence and cross-examine witnesses. No formal rules of evidence shall apply, but the board of public works may exclude irrelevant or duplicate evidence. The board of public works shall make its decision within forty-five (45) days of the date the notice of appeal is filed. That period may, but need not, be extended by any period of postponement which is requested for the convenience of the person bringing the appeal. The decision may:

(1)

Uphold the decision denying, suspending or revoking the registration;

(2)

Reverse the decision and order the registration granted or reinstated; or

(3)

Order the registration granted or reinstated with modifications or conditions.

The decision of the board of public works shall be final.

(g)

Every person who violates any provision of this chapter shall be guilty of a violation, as defined in G.S. § 53a-27(a), and shall be subject to a fine of ninety dollars (\$90.00) for each day that the violation continues. From time to time, the board of public works may modify fines as necessary.

(Ord. of 3-9-21)

- **Sec. 10-31. - Prohibition on collection, transportation and disposal by unregistered collectors.**

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Beginning January 1, 1986, all unregistered solid waste collectors and all solid waste collectors whose registration has been suspended or revoked are prohibited from engaging in the business

of collecting, hauling, transporting or disposing of solid waste or recyclable solid waste generated within the city.

(Ord. of 3-9-21)

- **Sec. 10-32. - Administration and enforcement.**

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(a)

The director shall mail written notice of the approval or denial of an application for registration as a collector or a generator to the applicant within sixty (60) days after the submission of the completed application. Registration is effective only upon approval and issuance of the notice of approval.

(b)

A registered collector shall update the information required at least once each year at the time of registration renewal.

(c)

Once approved, the registration shall be effective until the following December 31, and, unless properly renewed, shall lapse thereon. Registration fees shall be set from time to time by the board after a public hearing. Each vehicle used shall constitute one (1) registration. Registration fees shall not be prorated.

(Ord. of 3-9-21)

- **Sec. 10-33. - Salvaging, scavenging.**

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No salvaging or scavenging shall be allowed at any solid waste disposal area or facility unless authorized by the board of public works.

(Ord. of 3-9-21)

- **Sec. 10-34. - Dangerous materials.**

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There shall be no disposal at any solid waste disposal area or facility of explosive or dangerously flammable materials such as gunpowder, dynamite, cartridges, shells, gasoline, naphtha,

benzene, ether, cleaning fluids or other explosive or similarly dangerous substances, including radioactive wastes, biological wastes, drugs and poisons.

(Ord. of 3-9-21)

- **Secs. 10-35—10-40. - Reserved.**

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- **ARTICLE III. - LITTER IN PUBLIC AND PRIVATE PLACES**

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- **Sec. 10-41. - Definitions.**

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For the purpose of this chapter, the following terms, phrases, words and their derivations shall have the meanings given herein:

Commercial handbill, circular or flyer. Any printed or written matter, any sample or device, dodger, circular, leaflet, pamphlet, lawn signs, paper booklet and any other printed or otherwise reproduced original or copies of any matter of literature which:

(a)

Advertises for sale any merchandise, product, commodity or thing;

(b)

Directs attention to any business or mercantile or commercial establishment or other activity for the purpose of either directly or indirectly promoting the interest thereof by sales;

(c)

Directs attention to or advertises any meeting, theatrical performance, exhibition or event of any kind for which an admission fee is charged for the sole purpose of private gain or profit; but the terms of this division shall not apply where an admission fee is charged or a collection is taken up for the purpose of defraying the expenses incident to such meeting, theatrical performance, exhibition or dissemination of information; or

(d)

While containing reading matter other than advertising matter, is predominately and essentially an advertisement and is distributed or circulated for advertising purposes or for the private benefit and gain of any person so engaged as an advertiser or distributor.

City. City of Bristol.

Litter. Any discarded, used or unconsumed substance or waste material, whether made of aluminum, glass, plastic, rubber, paper, or natural or synthetic material, or any combination thereof, including, but not limited to, any bottle, jar or can, or any top, cap or detachable top of any bottle, jar or can, any lit or unlighted cigarette, cigar, match or any flaming or glowing material, or any garbage, trash, refuse, debris, rubbish, grass clippings or other lawn, garden or animal waste, newspaper, magazine, glass, metal, plastic or paper container or paper containers or other packaging or construction material which has not been deposited in a litter receptacle.

Newspaper. Any newspaper or general circulation as defined by general laws, any newspaper duly entered with the Post Office Department of the United States in accordance with federal statute or regulation, and any newspaper filed and recorded with any recording officer as provided by law and, in addition thereto, shall mean and include any periodical or current magazine regularly published with not fewer than four (4) issues per year and sold to the public.

Noncommercial handbill, circular or flyer. Any printed or written matter, any sample or device, dodger, circular, leaflet, or other printed or otherwise reproduced original or copies of any matter of literature not included in the aforesaid definitions of a "commercial handbill, circular or flyer," or "newspaper."

Park. A park, reservation, playground, beach, recreation center or any other public area in the town owned or used by the town and devoted to active or passive recreation.

Person. Any individual, firm, partnership, association, corporation, company or organization of any kind.

Private premises. Any dwelling, house, building or other structure designed or used, either wholly or in part, for private residential purposes, whether inhabited or temporarily or continuously uninhabited or vacant, and shall include any yard, grounds, walk, driveway, porch, steps, vestibule or mailbox belonging or appurtenant to such dwelling, house, building or other structure.

Public place. Any area that is used or held out for use by the public, whether owned or operated by public or private interests.

Vehicle. Includes every device capable of being moved upon a public highway and in, upon or by which any persons or property is or may be transported or drawn upon a public highway, except devices moved by human or animal power or used exclusively upon stationary rails or tracks.

(Ord. of 8-8-23)

- **Sec. 10-42. - Deposits in public places.**

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No person shall throw or deposit litter in or upon any street, sidewalk or other public place within the city except in public receptacles, in authorized private receptacles for collection or in the official city landfills.

(Ord. of 8-8-23)

- **Sec. 10-43. - Placement in receptacles.**

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Persons placing litter in public receptacles or in authorized private receptacles shall do so in such a manner as to prevent it from being carried or deposited by the elements upon any street, sidewalk or other public place or upon private property.

(Ord. of 8-8-23)

- **Sec. 10-44. - Sweeping into gutters, catch basins, culverts and sidewalks.**

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No person shall sweep into or deposit in any gutter, catch basin, culvert, street or other public place within the city the accumulation of litter from any building or lot or from any public or private sidewalk or driveway. Persons owning or occupying property shall keep the sidewalk in front of their premises free of litter.

(Ord. of 8-8-23)

- **Sec. 10-45. - Duty of merchants.**

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No person owning or occupying a place of business shall sweep into or deposit in any gutter, catch basin, culvert, street or other public place within the city the accumulation of litter from any building or lot or from any public or private sidewalk or driveway. Persons owning or occupying places of business within the city shall keep the sidewalk in front of their business premises free of litter.

(Ord. of 8-8-23)

- **Sec. 10-46. - Deposits from vehicles.**

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No person, while a driver or passenger in a vehicle, shall throw or deposit litter upon any street or other public place within the city or upon private property.

(Ord. of 8-8-23)

- **Sec. 10-47. - Deposits and debris from trucks.**

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No person shall drive or move any truck or any other vehicle loaded with litter within the city unless such litter is kept from being blown or deposited upon any public place; nor shall any person drive or move any vehicle within the city, the wheels or tires of which carry onto or deposit mud or dirt in any public place.

(Ord. of 8-8-23)

- **Sec. 10-48. - Litter in parks.**

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No person shall throw or deposit litter in any park within the city except in public receptacles and in such a manner that the litter will be prevented from being carried or deposited by the elements upon any part of the park or upon any street or other public place. Where public receptacles are not provided, all such litter shall be carried away from the park by the person responsible for its presence and properly disposed of elsewhere as provided herein.

(Ord. of 8-8-23)

- **Sec. 10-49. - Litter in lakes and fountains.**

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No person shall throw or deposit litter in any fountain, pond, lake, river, stream, or any other body of water in a park or elsewhere within the city.

(Ord. of 8-8-23)

- **Sec. 10-50. - Placing handbills, circulars or flyers on vehicles.**

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No person shall throw or deposit any commercial handbill, circular or flyer in or upon any vehicle.

(Ord. of 8-8-23)

- **Sec. 10-51. - Prohibited handbill, circular or flyer distribution.**

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No person shall throw, deposit or distribute any commercial or noncommercial handbill, circular or flyer upon any private premises if requested either by the owner thereof or by a person duly authorized to act by and for the owner not to do so, or if there is placed on said premises in a conspicuous position near the entrance thereof by the owner of the premises or by a person duly authorized to act by or for the owner a sign bearing the words "No Advertisement or Handbills May Be Distributed or Left Here" or any similar notice indicating that the owner of the premises or the occupants of said premises do not desire to have any handbills, circulars or flyers left upon such premises.

(Ord. of 8-8-23)

- **Sec. 10-52. - Handbill, circulars and flyer distribution at private premises.**

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No person shall throw, deposit or distribute any commercial handbill or flyer in or upon private premises except by handing or transmitting any such handbill or flyer directly to the owner, occupants or other person then present in or upon such private premises; provided, however, that in case of private premises which are not posted as provided in this chapter, such person, unless requested by anyone upon such premises not to do so, may place or deposit such handbill or flyer in or upon such private premises if such handbill or flyer is so placed or deposited as to secure or prevent such handbill or flyer from being blown or drifted about such premises or sidewalks, streets or other public places.

(Ord. of 8-8-23)

- **Sec. 10-53. - Unsolicited bulky printed material at private premises.**

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No person shall throw, deposit or distribute any bulky printed material, including without limitation any commercial, advertising or promotional document consisting of more than twenty (20) pages, in or upon any private premises if requested by the resident thereof not to do so.

(Ord. of 8-8-23)

- **Sec. 10-54. - Posting handbills or commercial lawn signs on public property.**

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No person shall post or affix any commercial handbill or commercial lawn signs to any public lamppost, public utility pole or public shade tree or upon any public structure, building or property except as may be authorized or required by law.

(Ord. of 8-8-23)

- **Sec. 10-55. - Litter on occupied private property.**

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No person shall throw or deposit litter on any occupied private property within the city, whether owned by such person or not, except that the owner or person in control of private property may maintain authorized private receptacles for collection in such a manner that litter will be prevented from being carried or deposited by the elements upon any street, sidewalk or other public place or upon any private property.

(Ord. of 8-8-23)

- **Sec. 10-56. - Litter on vacant lots.**

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No person shall throw or deposit litter on any open or vacant private property within the city, whether owned by such person or not.

(Ord. of 8-8-23)

- **Sec. 10-57. - City litter removal from private property.**

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(a)

Notice to remove. Any authorized City of Bristol personnel and/or Bristol-Burlington Health District employee is empowered to notify the owner of any open or vacant private property within the city or the agent of such owner to properly dispose of litter located on such owner's property. Such notice shall be by registered mail, addressed to said owner at his last known address, or served by an indifferent person.

(b)

Action upon noncompliance. Upon the failure, neglect or refusal of any owner or agent so notified to properly dispose of litter within seven (7) days after receipt of written notice provided for in subsection (a) above or within ten (10) days after the date of such notice in the event the same is returned to the city because of the inability of the post office to make delivery thereof, provided that the same was properly addressed to the last known address of such owner or agent. Any authorized City of Bristol personnel and/or Bristol-Burlington Health District employee is empowered to notify the owner to pay for the disposing of such letter or to order its disposal by the city.

(c)

Charge to be borne by owner. When the city has effected the removal of such dangerous litter or has paid for its removal, the actual cost thereof, plus accrued interest at the rate of ten (10) percent per annum from the date of the completion of the work not paid by such owner prior thereto, shall be charged to the owner of such property, and such charge may be collected by the city as a debt against such owner.

(Ord. of 8-8-23)

- **Sec. 10-58. - Violations and penalties.**

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In accordance with sections [1-11](#), [4-3](#) and [23-2](#) of City Ordinances, any person violating any of the provisions of this article shall be fined ninety dollars (\$90.00) for each such violation. Each such occurrence of a violation and each day such violation is permitted to continue shall constitute a separate violation and shall be subject to a separate penalty.

(Ord. of 8-8-23)

- **Sec. 10-59. - Enforcement.**

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In addition to other available methods of enforcement, this article may be enforced through the civil citation process



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: March 25, 2024

TO: Mayor Jeffrey Caggiano
Board of Public Works

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

**RE: Department of Public Works – Account Use Guidance
(Building Maintenance/Other Buildings) & (Street Program
Supplies/RIF Program Supplies)**

The purpose of this document is to provide guidance and clarification to the Department of Public Works and Comptroller staff relative to DPW's expense charges for the applicable accounts/funds. In particular, clarification of buildings classified as "other buildings," and charges associated with Streets Division program supplies and Road Infrastructure Fund (RFI) program supplies.

A. Building Maintenance/Other Buildings

Building Maintenance & Other Buildings expenses are currently charged to the following account indicated in the table below:

Account Object	Bldg. Main (0013013)	Other Bldg. (0013021)
	Account Name	Account Name
514000	Reg Wages	
515100	Overtime	
517000	Other wages	
531000	Prof Fees	
541000	Utilities	Utilities
541100	Water Sewer	Water/Sewer
543000	Repair & Main	Repair & Main
553000	Telephone	
561400	Main Supplies	Main Supplies
562200	Natural Gas	
581120	Conf & Mem	

As indicated, both the Building Maintenance and Other Building accounts have Utilities, Water/Sewer, Repair/Maintenance, and Maintenance Supply accounts. Utilities expenses, Water/Sewer, Repair/Maintenance and Maintenance Supplies are funded by the Building Maintenance account for City Hall and the Police Complex Building. The Other Building account funds primarily the repair/maintenance cost for the following buildings classified as Other Buildings:

- a. Fire Department - Fire Houses (1-5)
- b. Library - Main
- c. Library – Manross
- d. Senior Center
- e. Police Department - Animal control Facility
- f. DPW V.P. Kelley Garage
- g. Bristol Parks Recreation and Community Services facility (51 High St.)

Within each department that occupies the building classified as Other Buildings, there are accounts that fund utilities, water, sewer, and maintenance supplies (for the departments that provide custodian services). For example, the Fire, Library, Senior Center, Police, DPW Garage, and Parks Department all have accounts within their departments that pay for building utilities and water/sewer. The Parks Department pays for all utilities, sewer & water charges, except electrical charges attributed to the portion of the building leased to Bristol Hospital (WIC program). All of the departments occupying Other Building facilities, except the Park Department and Animal Control, perform their own custodial services. DPW Building Maintenance only provides custodial and landscaping services to City Hall, Police Complex, Animal Control, and Parks Dept. (51 High St).

Although the Fire, Library, Senior Center, DPW V.P. Kelly Garage provide custodial, landscaping services, and funds maintenance supplies, the department accounts do not fund building repairs. As such, the DPW Other Building repair account essentially funds the repair of all City buildings (contract services or repairs performed by DPW Building Maintenance staff).

In addition, the City has completed construction of the Municipal Parking Garage at Meadow St & Kelley St and is currently under construction of the Centre Square parking garage on Hope St. Both parking garages will be equipped with LED lighting and EV Stations. Users of the EV Stations will be charged for applicable electric and administration charges for the City to recoup operating expenses of the EV Stations. However, the Centre (Hope St) parking garage will have an elevator, which will result in service, utility and telephone/alarm charges. The City is also replacing the Police Department's Animal Control facility. The new Animal Control facility building is scheduled to be completed in 2025.

Another concern with the Building Maintenance/Other Building accounts is that there are no labor accounts in the Other Building account fund. All Building Maintenance staff regular wage and overtime are charged to the DPW Building Maintenance account. The lack of an overtime account is of particular concern, and the establishment of an overtime account would improve the tracking of expenses.

DPW would recommend reconfiguring/reorganizing Building Maintenance/Other Building expenses to group all buildings that DPW provides custodial services for, and pays utilities/water/sewer charges for, under Building Maintenance. As such, the following buildings will be grouped as Building Maintenance:

- A. City Hall - **Renovated**
- B. Police Complex
- C. Municipal Parking Garage (Meadow St & Kelley St) – **New Building**
- D. Centre Square Parking Garage (Hope St) – **New Building**
- E. Bristol Parks Recreation and Community Services facility (51 High St.)



Department of Public Works | 860.584.6125

F. Police Department Animal Control Facility – **New/Replacement Building**

The recommended reconfiguring would require a transfer of utility, sewer, and water account funds from the Parks Department to the Department of Public Works. The recommended account revisions would classify the following buildings as Other Buildings:

- i. Fire Department - Fire Houses (1-5)
- ii. Library - Main
- iii. Library – Manross
- iv. Senior Center
- v. DPW V.P. Kelly Garage

In addition, DPW would recommend the establishment of an Other Building Overtime account to track overtime repair costs. The initial overtime account would be established at \$5,000.

The recommended reorganization of Building Maintenance/Other Building account WILL NOT result in the need for additional funding in FY2024-25. Additional funding, if required in future budgets, will be based on facilities' need not account/fund organizations.

The Department of Public Works request the following Board of Public Works actions:

Authorize the Director of Public Works to seek Comptroller and/or required Board of Finance approval to reorganize/restructure Building Maintenance/Other Building account funds as presented in this memorandum prepared by the Department of Public Works dated March 25, 2024

It should also be noted that per City Ordinance, the Department of Public Works is responsible for all City buildings that are not specifically designated to department. Therefore, there has been time when the City acquires property through foreclosure or other means that are unanticipated, that the Department of Public Works is required to maintain. These building are typically smaller in nature (houses) and maintenance is charged to Other Buildings.

B. Street Program Supplies/RIF Program Supplies

The Department of Public Works Streets Division performs roadway maintenance as the core function of the Division. The work includes, but is not limited to: repairs to asphalt, catch basins, storm drainage piping, and curbing. As part of the DPW Streets Division work, materials such as asphalt, catch basins, and storm drainage piping is purchased, and depending on the type and size of the project there are times when expenses are charged to DPW Streets Program or RIF Program Supplies. Roadway repair type work is charged to DPW Streets Division program supplies and roadway replacements/improvements are charged to RIF Program Supplies.

Repair work of road items such as: pothole patching, curb repair of less than 5 ft. sections, replacing of deteriorated catch basins on roads NOT scheduled to be resurfaced, and repair/replacement of existing storm drainage piping, are charged to DPW Streets Division Program Supply accounts (00013016-561800).

When DPW Streets Division performs roadwork that is larger in scale and is not classified as a repair, items are charged to RIF Program supplies (3063019-570300). For example, the DPW Streets Division has started the practice of milling and paving larger roadway sections, such as full lane width 20-30 ft. in length. The milling and paving of such roadway sections is not classified as merely a repair, rather it is a replacement, and is charged to RIF Program Supplies. Similarly, the installation or replacement of roadway curbing greater than 20 ft. length or new storm drainage shall be charged to RIF Program Supplies. Likewise, storm drainage performed in support of DPW's major roadway resurfacing program shall be charged to the RIF Program Supply account.

Please feel free to contact me with any questions or concerns.



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: March 26, 2024

TO: Mayor Jeffrey Caggiano
Board of Public Works

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

RE: SHRUB ROAD SIDEWALK – DESIGN PLANS (SUBSTANTIALLY COMPLETE)

The design of Shrub Road sidewalks is substantially complete. As previously reported to the Board of Public Works, the construction of the \$1,982,400 project will be FULLY funded with a LOTCIP grant. The LOTCIP grant is administered through the City's regional planning agency, NVCOG, and the design requires CT DOT approval. Although the design is substantially complete, and the required Inland Wetlands permit has been obtained, there are a number of administrative approvals required by NVCOG and CT DOT, such as authorization to fund, completion of the third-party engineering review, finalization of easements, and approval of an additional north bound stop sign at the Jerome Ave/Shrub Road intersection, prior to DPW receiving authorization to bid.

A link to the Shrub Road design plans are attached for review and have been posted on the Department's website at the following link:

https://www.bristolct.gov/DocumentCenter/View/46507/3401-Shrub-Road-Bristol_KM_4-3-24

As previously indicated in the January 10, 2023 report to the Board, the concrete sidewalks will be 5 ft. wide with a 3 ft. pole/grass border between the face of roadway curb and front of walk. Roadway travel lanes will be 11 ft. wide, and off-street parking will be provided adjacent to the Pigeon Hill open space. The sidewalk project will also include an additional stop sign on Jerome Ave (north bound) at the intersection of Jerome Ave and Shrub Rd. DPW is currently obtaining traffic counts and analyzing the intersection for Police Board/Legal Traffic Authority approval. One of the concerns with installing the additional stop sign is queuing, which would potentially impact traffic movements at Stevens St and Jerome Ave. However, currently available traffic counts indicate peak Shrub Road traffic as AM, east bound toward Jerome, and a stop sign would protect pedestrians crossing Jerome to utilize the proposed Jerome Ave sidewalks, connected to Stevens St.

Based on the proposed schedule, DPW anticipates project bidding in the fall, with construction in the fall of 2024 or the spring of 2025.

A representative of AI Engineers, the project designers, will be attending the Board of Public Works April 18, 2024 meeting to make a brief presentation and to address any questions from the Board. Please feel free to contact me with any questions at 860-584-6113.



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

To: Board of Finance Commissioners

From: Public Works
(Requesting Department)

Date: April 4, 2024
(Submission Date)

For the April 23, 2024 Board of Finance Meeting Agenda
(Date of Meeting)

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

- ☐ Additional Appropriation \$ _____
- ☐ Transfer from Contingency \$ _____
- ☒ Transfer(s) \$ 72,243
- ☐ Grant \$ _____
- ☐ Carry-over(s) \$ _____
- ☐ Other

Approval:

This request was approved by the Board of Public Works
(governing Board of your department)
at its meeting held on April 18, 2024.
(date)

(Department Head's signature)

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Board of Finance Agenda Request Form

Reason for request:

See attached Spreadsheet Dated 3/26/24 Comment Section

Transfer(s) complete the following:

See attached Spreadsheet

DPW BOF TRANSFER REQUESTS

FROM					TO					COMMENT
ORG	OBJECT	DPW DIV	ACCOUNT	\$	ORG	OBJECT	DPW DIV	ACCUNT	\$	
0013011	514000	Eng	Reg Wag	\$16,000	0013011	515200	ENG	Part Time	\$16,000	Part time engineering filling vacancy
0013010	581120	Admin	Conf Mem	\$1,872	0013011	581120	ENG	Conf Mem	\$1,872	City Eng Cert Flood Plain Manager Training
0013012	581120	LU	Conf Mem	\$800	0013012	531000	LU	Proff Fees	\$800	Attorney Services for Mix St IWC application and Zoning Rewrite
0013018	544410	Snow	Snow Cont Fee	\$360	0013012	555000	LU	Print / Binding	\$360	Binding for Zoning Rewrite
0013018	544410	Snow	Snow Cont Fee	\$2,200	0013012	557700	LU	Advertising	\$2,200	Additional publishing of permit legal notices
0013013	514000	Bldg Main	Reg Wag	\$10,000	0013013	515100	Bldg Main	OT	\$10,000	OT due to vacancies
0013018	544410	Snow	Snow Cont Fee	\$5,000	0013013	553000	Bldg Main	Telephone	\$5,000	Telephone for City Hall and Parking Garage alarm
0013018	544410	Snow	Snow Cont Fee	\$6,000	0013013	561400	Bldg Main	Main Suppl	\$6,000	Main Supplies CH & PD Complex
0013018	544410	Snow	Snow Cont Fee	\$4,200	0013015	543000	Streets	Repair & Main	\$4,200	PD Traffic Control Services
0013018	544410	Snow	Snow Cont Fee	\$6,000	0013015	561800	Streets	Program Suppl	\$6,000	Tree removal at Lewis st Cemetery
0013016	514000	SW	Reg Wages	\$7,000	0013016	515100	SW	OT	\$7,000	Overtime for special collections
0013016	542110	SW	Haz Waste	\$4,000	0013016	534200	SW	Env Monitoring	\$4,000	Required CT DEEP testing
0013018	544410	Snow	Snow Cont Fee	\$8,311	0013018	531000	Snow	Prof Service	\$8,311	PD Traffic Control Services (downtown and Wolcott St)
0013018	544410	Snow	Snow Cont Fee	\$500	0013021	541000	Other Bldg	Utilities	\$500	Electric Charges for WIC at 51 High St
				\$72,243	TOTAL				\$72,243	



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

To: Board of Finance Commissioners

From: Public Works
(Requesting Department)

Date: April 4, 2024
(Submission Date)

For the April 23, 2024 Board of Finance Meeting Agenda
(Date of Meeting)

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

- ☐ Additional Appropriation \$ _____
- ☐ Transfer from Contingency \$ _____
- ☒ Transfer(s) \$ 38,000.00
- ☐ Grant \$ _____
- ☐ Carry-over(s) \$ _____
- ☐ Other

Approval:

This request was approved by the Board of Public Works
(governing Board of your department)
at its meeting held on April 18, 2024.
(date)

(Department Head's signature)

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Board of Finance Agenda Request Form

Reason for request:

Install a water lateral and electrical service upgrades to DPW's salt dome/ storage facility for support brine treatment system.

Transfer(s) complete the following:

From:	0013018 544410	To:	0013017-543000	Amount:	\$38,000.00
	_____		_____		_____



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

To: Board of Finance Commissioners

From: Public Works
(Requesting Department)

Date: April 4, 2024
(Submission Date)

For the April 23, 2024 Board of Finance Meeting Agenda
(Date of Meeting)

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

- ☐ Additional Appropriation \$ _____
- ☐ Transfer from Contingency \$ _____
- ☒ Transfer(s) \$ 70,000.00
- ☐ Grant \$ _____
- ☐ Carry-over(s) \$ _____
- ☐ Other

Approval:

This request was approved by the Board of Public Works
(governing Board of your department)
at its meeting held on April 18, 2024.
(date)

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Board of Finance Agenda Request Form

Reason for request:

Purchase of road salt in preparation of 2024-25 winter. Transfer request of \$70,000 combined with current Snow Program Supplies for salt of \$168,502 will purchase approx. 2,400 tons and save the City approx. \$7,400.

Transfer(s) complete the following:

From:	0013018 544410	To:	0013018-561800	Amount:	\$70,000.00
	_____		_____		_____



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

To: Board of Finance Commissioners

From: Public Works
(Requesting Department)

Date: April 4, 2024
(Submission Date)

For the April 23, 2024 Board of Finance Meeting Agenda
(Date of Meeting)

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

- ☐ Additional Appropriation \$ _____
- ☐ Transfer from Contingency \$ _____
- ☐ Transfer(s) \$ _____
- ☒ Grant \$ 119,770
- ☐ Carry-over(s) \$ _____
- ☐ Other

Approval:

This request was approved by the Board of Public Works
(governing Board of your department)
at its meeting held on April 18, 2024.
(date)

(Department Head's signature)

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Board of Finance Agenda Request Form

Reason for request:

The City received a grant in the amount \$119,770 from the US Department of Energy. Items eligible for the use of grant funding are limited but include LED lighting. Lighting will include the installation of LED fixtures at all exterior lighting at DPW's V.P. Kelley Rd Garage Facility and interior lighting at the DPW Solid Waste Building located at the DPW Garage Facility. In addition, the EECBD Grant will fund the replacement of exterior lights with LED fixtures at the following Park Facilities (Rockwell Park, 240 Jacob St, Brakett Park, Stocks/Casey Field, Peck Park, and Federal Hill)

New Account:

EECBG Grant Lighting

Amount:

\$119,770



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

To: Board of Finance Commissioners

From: Public Works
(Requesting Department)

Date: April 4, 2024
(Submission Date)

For the April 23, 2024 Board of Finance Meeting Agenda
(Date of Meeting)

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

- ☐ Additional Appropriation \$ _____
- ☐ Transfer from Contingency \$ _____
- ☒ Transfer(s) \$ \$10,500
- ☐ Grant \$ _____
- ☐ Carry-over(s) \$ _____
- ☐ Other

Approval:

This request was approved by the Board of Public Works
(governing Board of your department)
at its meeting held on April 18, 2024.
(date)

(Department Head's signature)

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Board of Finance Agenda Request Form

Reason for request:

Transfer to fund the services of a summer intern for DPW Engineering Division. The intern will be assisting engineering on roadway projects, including N.Main St Streetscape, East St & Jerome Ave Bridge, and implementing asset management for roadways. It is estimated the intern will work from May 13, to August 30, 2024.

Transfer(s) complete the following:

From:	3063019-531000	To:	RIF Temp Wages	Amount:	\$10,500



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

To: Board of Finance Commissioners

From: Public Works
(Requesting Department)

Date: April 4, 2024
(Submission Date)

For the April 23, 2024 Board of Finance Meeting Agenda
(Date of Meeting)

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

- ☐ Additional Appropriation \$ _____
- ☐ Transfer from Contingency \$ _____
- ☒ Transfer(s) \$ \$1,100
- ☐ Grant \$ _____
- ☐ Carry-over(s) \$ _____
- ☐ Other

Approval:

This request was approved by the Board of Public Works
(governing Board of your department)
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(date)

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Board of Finance Agenda Request Form

Reason for request:

City cost associated with an NRCS grant to purchase the property identified as 396 Jerome Ave. The property is eligible for the grant due to flooding. See attached City Council action, which provides additional information. Note that execution of the grant is subject to the property owners approval that is currently pending.

Transfer(s) complete the following:

From:	0013011-561800	To:	NRCS Grant – Jerome Ave	Amount:	\$1,100
	_____		_____		_____



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

To: Board of Finance Commissioners

From: Public Works
(Requesting Department)

Date: April 4, 2024
(Submission Date)

For the April 23, 2024 Board of Finance Meeting Agenda
(Date of Meeting)

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

- ☐ Additional Appropriation \$ _____
- ☐ Transfer from Contingency \$ _____
- ☒ Transfer(s) \$ \$16,000
- ☐ Grant \$ _____
- ☐ Carry-over(s) \$ _____
- ☐ Other

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Board of Finance Agenda Request Form

Reason for request:

In 2019, NVCOG partnered with Bristol, Waterbury, and Wolcott to apply for a CT DEEP Section 319 Nonpoint Source Grant, for the purpose of developing a Mad River Watershed Based Plan. The Plan's goal was to identify sources of contamination in the Mad River Watershed, determine actions to improve water quality, and to form a volunteer watershed association to carry out the activities in the Plan.

CT DEEP has recently contacted NVCOG to solicit our interest in resubmitting the Mad River application, The grant will require a 40% non-federal match. NVCOG would be able to provide approximately 10% in-kind match through grant administration activities; and is requesting each of three municipalities in the watershed split the remaining match. The grant request will be \$160,000, therefore Bristol share will be \$16,000.

As indicated in the attached map the watershed map, the area in Bristol includes Cedar Lake and the surrounding roadway along with Fall Mountain and Allentown Road.

The Department of Public Works support the study and request the following transfer from within the Departments accounts.

Transfer(s) complete the following:

From:	0013011-561800	To:	0013011-531000	Amount:	\$16,000
	_____		_____		_____



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

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- ☐ Transfer(s) \$ _____
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- ☐ Carry-over(s) \$ _____
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New Account:

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Amount:

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BOARD OF FINANCE AGENDA REQUEST FORM**

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- ☐ Transfer from Contingency \$ _____
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(governing Board of your department)
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The Department of Public Works support the study and request the following transfer from within the Departments accounts.

Transfer(s) complete the following:

From:	0013011-561800	To:	0013011-531000	Amount:	\$16,000
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Approval:

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Board of Finance Agenda Request Form

Reason for request:

City cost associated with an NRCS grant to purchase the property identified as 396 Jerome Ave. The property is eligible for the grant due to flooding. See attached City Council action, which provides additional information. Note that execution of the grant is subject to the property owners approval that is currently pending.

Transfer(s) complete the following:

From:	0013011-561800	To:	NRCS Grant – Jerome Ave	Amount:	\$1,100
	_____		_____		_____



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**

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.

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.



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BOARD OF FINANCE AGENDA REQUEST FORM**

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(Requesting Department)

Date: April 4, 2024
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- ☐ Transfer from Contingency \$ _____
- ☒ Transfer(s) \$ \$10,500
- ☐ Grant \$ _____
- ☐ Carry-over(s) \$ _____
- ☐ Other

Approval:

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Reason for request:

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Transfer(s) complete the following:

From:	3063019-531000	To:	RIF Temp Wages	Amount:	\$10,500