

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.

Signature,

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