

City of Bristol
Board of Public Works
Meeting Minutes for
May 16, 2024, 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 9a on the agenda made by Council Member Thibeault and seconded by Commissioner Stawski. Motion passed.

9 Old Business

a. Roundabout Presentation

Jason Hughes and Melissa Evans from CT T2 Center, gave a presentation about the effects of roundabouts and how it is used as a traffic calming measure. They explained the benefits of a roundabout which includes lower speeds, reduced delay and traffic congestion.

Raymond Rogozinski, Director of Public Works, stated his main concerns are driver expectations and about not having a big enough space for them in the area discussed.

3. Employee Recognition

The employee anniversaries were reviewed

4. Public Participation

None

5. Division Reports

The Division Reports are contained in the packet for review.

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

6. Public Works Project Schedule

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

7. Bldg. Comm Project List

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

8. Director's Report

The Director's report included in the packet and was reviewed with the board.

Staffing- engineering has a city engineer and a civil engineer opening, maintenance has an evening and weekend custodian opening, Streets and Solid waste have 3 laborers opening. Our engineering intern started this week and is working out very well.

Hope Street garage had a contract amendment and is scheduled for completion in April 2025

The asset management system was implemented and training is progressing. Dispatch will be working in Admin for training next week.

The spring paving list is complete and preliminary fall list is being looked at.

Maple Court- the residents will receive a third notice to continue to try to obtain easements.

City Hall is complete and a financial report will be coming in August.

The Director had a meeting with the owner of Café Real and the contractors to discuss the upcoming work that will be happening. He did ask the contractors if they could maybe do the work after 10 a.m. as most of his business is before then. The contractor will begin working on May 13, 2024.

Jerome Ave bridge was posted that the bridge will be open by year end.

The Bike path has an RFP to procure design services.

The bus shelter program will be assessing the bus shelters and reporting back on the finding.

The Memorial Bridge is complete. The director walked with a representative of the Parks department and veterans committee. A copy of the comments and concerns will be sent to the Mayor and the Board as well. The DOT did not approve a sign at the traffic signal for the no truck lane and other options are being looked at. The mayor did state that the traffic division is fully staffed which should be helpful for enforcement.

The city sent two letters of support for two grants for the railroad to upgrade their crossings at Central Street, Broad St, Emmet Street, Center Street and Federal Street. The town of Southington submitted a grant for West Street corridor near 84 and a letter of support was sent for this as well.

We will be going forward with a volunteer organic program and installing containers at Vincent P. Kelly Road and will notify residents when they are set up and there will be an education component done as well. This is a major item being pushed for solid waste from DEEP.

We went live with Valitex road rating system. Jason Morrocco is setting up weekly meetings with staff to troubleshoot some kinks that are occurring and these should be corrected.

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

9. Old Business

B Solid Waste Ordinance

Raymond Rogozinski, Director of public works, discussed the proposed ordinance changes that are being considered regarding the noncompliance with barrels. Currently the drivers tag the barrels explaining why it was not picked up.

Also, looking to see what can be done about repeat offenders. The Proposed ordinance is that the city cleans up the waste and charge the property owner for this. There is a component in the ordinance regarding no salvaging from containers. A discussion was had with the board regarding the revision of the wording of the ordinance as well as rubbish versus recycle barrels and a safety component as well.

MOTION: to approve the revision with the addition of changing the practice of salvaging or removing from curbside rubbish barrels is prohibited made by Commissioner Hartley and seconded by Commissioner Stawski. Motion passed.

10. New Business

a. Flood Erosion Control Board

Raymond Rogozinski, Director of Public Works discussed the flood and erosion board that was established years ago, and is proposing that the Board of Public Works to function as the Flood and Erosion Control board and submit a yearly report to the city council.

MOTION: to forward the proposal to the ordinance committee with Board of Public Works approval made by Commissioner Hartley and seconded by Commissioner Stawski. Motion passed.

b. Illegal Bulk Policy

Raymond Rogozinski, Director of Public Works reviewed the illegal bulk policy with the board. The policy will be posted on website and social media. Some of the issues are due to tenants and Public Works does have a good relationship with the property owners and work with them to try and educate them on the process.

MOTION: to accept the policy with the changes made by Council Member Thibeault and seconded by Commissioner Stawski. Motion passed.

c. DPW Eligible Bridge List

Raymond Rogozinski, Director of Public Works reviewed the memo regarding the eligible bridge list for grants thru the state dot as well as federal grants. He also reviewed the bridges that are currently under construction or being repaired. Council Member Thibeault asked what would be a bad score for a bridge. The director stated anything below 60 is a bad score.

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

Mayor Caggiano took leave at 7:20 p.m.

d. DPW Double Pole Update

Raymond Rogozinski, Director of Public Works spoke about the great job our ombudsman Commissioner Hartley has done with his work on the double poles in town. He has developed contacts and has worked with Jason Morrocco and other staff in engineering to get these poles resolved. Council Member Thibeault asked if Commissioner Harley could create a document with contracts and procedures so that when he has completed his term as ombudsman, they next person has something to reference.

MOTION: to reappoint Commissioner Hartley as the Double pole ombudsman with a term ending in 2027 made by Commissioner Stawski and seconded by Council Member Thibeault. Motion passed.

MOTION: made by Commissioner Stawski and Seconded by Council Member Rosengren to accept as presented and place on file. Motion passed.

e. DPW EV Station Fees

Raymond Rogozinski, Director of Public Works explained the EV stations and how they work. There are two stations at City Hall and nine in the Meadow Street garage that are scheduled to become operational. The market rate fees are \$0.35/KW HR up to \$0.43/KW HR. The maintenance of these stations is expensive as well. The charging stations are not anticipated to recoup the City's cost to operate them. The board had a discussion about the rates and maintenance contract regarding these stations. Council Member reviewed the following rates which are, \$0.35 kw/hr. and \$0.50/charge fees with a limit of four hours. The hours available are 6:00 a.m.to 11:00 p.m. and spots are first come first serve.

MOTION: to approve the rates of \$0.35/KW HR, with a set fee of \$0.50/charge, a charging duration limit of four hours, and charging limited to the hours referenced in the attached policy, with the goal to be revenue neutral made by Commissioner Hartley and seconded by Commissioner Stawski. Motion passed.

11. Any other matter to come before said meeting

None

12. Adjournment

MOTION: made by Council Member Rosengren and seconded by Commissioner Stawski to adjourn at 7:20 p.m. Motion passed.

Signature,

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