



*City of Bristol  
Board of Public Works*

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*Meeting ID: 879 0715 2604  
Passcode: 790610*

The regular Board of Public Works Meeting will be held on October 17, 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. September Draft Minutes
3. Employee Recognition
  - a. October Anniversaries
4. Public Participation
5. Division Reports
  - a. Division Reports
6. Building Committee
  - a. BldgComm Project List
7. Public Works Project Schedule
  - a. PW Project Schedule

8. Director's Report
  - a. Directors Report
9. New Business
  - a. BPW Condenser
  - b. BPW SW Budget
  - c. BPW Grants
  - d. BPW CT SustainableCT Certification
  - e. BOF Request Form
  - f. Board of Public Works 2025 Meeting Calendar
10. Old Business
11. Any other matter to come before said meeting
12. Adjournment

PER ORDER OF THE CHAIRPERSON  
*Mayor Jeffrey Caggiano*

City Of Bristol  
Board of Public Works  
Meeting Minutes for  
September 19, 2024  
With Zoom Access

**Members Present:** Council Member Mark Dickau  
Council Member Jacqueline Olsen  
Council Member Erick Rosengren  
Commissioner Michael Dumas  
Commissioner David Hartley  
Commissioner Frank Stawski

**Staff Present:** Raymond Rogozinski, Director of Public Work

**Absent:** Mayor Jeffrey Caggiano

1. Call to order

Council Member Jacqueline Olsen called the meeting to order at 6:00 p.m. There was a recitation of the Pledge of Allegiance.

2. Approval of Minutes

a. July Minutes

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

**MOTION:** to move item #9A and #9 B up on the agenda made by Commissioner Hartley and seconded by Commissioner Stawski. Motion passed.

b. BPW Streetscapes

Raymond Rogozinski, P.E., Director of Public Works, stated that there are residents present from the West End to speak. He reviewed the memo regarding the ongoing and proposed streetscapes in the city. North Main Street phase 1 is complete. The lights in front of carriers are being removed and Eversource will be disconnecting the power to them. On Hope Street, the curb cuts will extend over the thermal imprint island and it will be milled and a portion of that area will be redone next spring when Hope Street Garage is complete. On North Main to Center St. next spring, it will be milled and paved, as well as the stamped asphalt in the center of the road will be put back. The Belgian blocks next to the parallel parking spaces, about 25% has to be replaced. The options are repair those sections or remove them and pave over them. Then at that point put pavement markings or put stamped asphalt. Some of the trees will be removed as well and just be mulched. On Main Street from Riverside to South St. a preliminary layout is in the memo and Public Works staff will work on that. Route 72 Riverside, the consultants are continuing to work on and there will be public information meetings in October for the residents. The West End- CT DOT is working on that area. This is a DOT project even though it is in the city, but, the contractor and the DOT is not working for us and it is not clear how much input the city has in the project. When the streetscape was designed, some property owners did have concerns with what type of trees would be, and the trees also do not get full growth in an urban environment. We do understand resident's concerns, and specifically one of the concerns was the placement of a bus shelter. We try to put them next to a property line so they are not in front of a door, business or someone's property. I don't feel it is in an egregious location, but if it was a city streetscape it would have been moved to the south side of the curb cut. There is a request contained in the packet for removal of the bus shelter. The DOT landscape

architect has worked closely with the property owner on this. Either way the board decides, ultimately communication will be sent back to the DOT. There is a recommendation for the board and once the residents speak, we can talk about that.

Jess Jablon, Vice President of West End Association, we had previously sent a letter about moving the bus shelter. Part 1 is the location of the shelter was at 148 West Street and now it is moved it North near the intersection of School St. We noticed that the sidewalk juts out into West St. and now has to make a more aggressive turn out into West St to negotiate traffic. At the old location there was more room to negotiate traffic. The actual shelter, we would like to ask that the shelter be removed completely. We don't feel there is a need for a shelter at that location. Bus route #543 that serves that neighborhood shows that is it a very limited use bus route and only goes to Gaylord Apt. and back. There is nobody waiting for a bus there. The other part of is the shelter is an invitation to vandalism and other problems. We would request that the bus moves back to the original location and the shelter is removed as we feel it is not necessary.

Hilary Stoudt, West End Association, I am approaching this from a landlord perspective. I work hard to manage the flow of traffic and people. During the planning process I brought up several times there should be seating in the West End in front of businesses to drink coffee or have ice cream, and there was push back from City officials at the time that there would be no outdoor seating as part of this realignment project, which did not make sense that the only seat is for the bus now. I also believe there was a person residing in the bus stop at North Main and had to be continually be relocated, and this should be thought about when creating a shelter. I don't think we need to create a space that is enclosed and a private area for these things to happen.

Council Member Olsen stated she is not favor of having a shelter, because they do end up having graffiti or posters. I would have concern for a bench as well for graffiti and carvings on it.

Raymond Rogozinski, P.E., Director of Public Works, reminded the board that this would be a recommendation to the DOT, we don't have the authority to do this.

Jess Jablon, Vice President of West End Association, stated that there was previously a plan to move the shelter to the previous location.

Raymond stated in the packet to move it south on the other side of the curb cut, tight at the property line.

Hilary Stoudt, West End Association, stated it was about 150 feet back from where it currently is.

Raymond Rogozinski P.E., Director of Public Works, stated its 30 feet south of the curb cut right at the property line.

Jess Jablon, Vice President of West End Association, stated there is an existing bus stop that has been there for years and there is a bus stop sign there in front of 148.

Raymond Rogozinski, P.E., Director of Public Works, stated that they are typically at property lines.

Commission Hartley, stated that DOT does not maintain them. My concern is that we have a policy in Public Works that if a shelter goes up, they have to have defined maintenance agreements if people want to put them up.

Commissioner Stawski, stated it appears no bus riders are present, and hopefully with the new apartments there will be more people riding the buses and we owe people a shelter if they are riding the bus. I agree they can become nuisances and we need policies, like maybe they all have cameras and have a maintenance plan.

Raymond Rogozinski, stated I don't know how open the DOT is to changing anything. One concerned is asking the bus shelter be removed, would decrease the probability of getting it moved as there is a cost there for that. The city

if responsible for the streetscape and maintain as needed but we would not be sending someone out every day to clean it.

Hilary Stoudt, West End Association, replying to Commissioner Stawski, stating that yes, I if I was riding the bus would I want not want to stand out in the rain or snow, no, but that being said, I have been paying attention the last couple of weeks of how many people are riding the bus and it was three and they were already on the bus. Many times, the bus was completely empty.

Raymond Rogozinski, P.E., stated regarding if there is a motion on a proposed action regarding the bus shelter, DPW would advise DOT accordingly, otherwise, we will move forward with our proposal to relocate it. I don't know how receptive the DOT would be. I understand the concern with bus shelters, I would personally would not recommend removal of the bus shelter and do not think the DOT would remove the shelter. I would keep it there and if it gets to a deteriorated condition, it can be revisited. If it was a city scape it would already be relocated.

**MOTION:** made by Commissioner Stawski and seconded by Commissioner Dumas that the Board of Public Works agrees that the bus shelter should be relocated, and if it gets in a deteriorated state Public Works would contact the DOT with the removal of it. Motion passed.

Raymond Rogozinski, P.E., Director of Public Works, also stated the property owners raised a couple of good points. We do have a city ordinance that requires sidewalks get cleared. There is more concrete at the West End and Main Street. The property owners are not required to clear all the concrete. They are required to have a five-foot pass way not the entire streetscape concrete.

Commissioner Stawski, commented that ridership on this route is so slow, can we contact the buses and review their rider ship as they are spending my money to run the buses empty

Raymond Rogozinski, P.E., Director of Public Works clarified, that property owners moving forward, when business change, and more room is required for outdoor dining, he is 100% in support of removing trees and modifying the streetscape to support outside dining.

a. Eversource Road Restoration

Raymond Rogozinski, P.E., Director of Public Works, stated that contained in the packet is a memo about the restoration from Eversource and they are here tonight to talk. There is a large amount of work being done by Eversource to replace the old gas lines. The Board did pass a new ordinance associated with roadway restoration including requirements for Eversource.

Commissioner Hartley asked about compacting and the nuclear density testing and is it a cast iron to plastic replacement.

Pam Fisher, Eversource Gas, stated they do have a compaction protocol. Compaction testing is done every day. Some of it is cast iron and some is still plastic.

Eric Peterson, Eversource Gas, stated with the new ordinance we are cutting it back on top of what's already there to 100% and then a full depth repair. Then the next season coming back and then its milled and paved so it goes thru a full freeze season.

Commissioner Hartley asked about the sidewalks on Maple, as they are still asphalt sidewalks and it's a year later. Can that be checked on and get back to Ray on this.

Pam Fisher, Eversource gas stated that they will look into that. That should be done by now and will be checked on.

Darrell Kuhne, Eversource Gas, reviewed the packet presented to the board and gave updates on all the Eversource Gas projects and their status.

### 3. Public Participation

Diane Maida, 228 Wilderness Way, spoke regarding the islands in the neighborhood. She stated that the changes made to the islands were good and thanked the city for them. She asked about the stones and the tree that were put in the islands. She asked if more stones were being put in.

Raymond Rogozinski, P.E., Director of Public Works stated we moved two trees that were being removed and replanted them to the islands.

Commissioner Stawski stated that her attorney should have told her at her closing that these islands are owned by the property owners and we are not taking care of them, it is up to them to do so. The city will not be maintaining them.

Diane Maida, 228 Wilderness Way, stated yes, but the association never happened.

Commissioner Stawski, stated that the deed states you own it and you are responsible for it and we will not be touching it again.

Commissioner Hartley stated that we were very clear that it was a one-shot thing.

Dain Maida, 228 Wilderness Way, stated that it looks nice, and thanked the city again for doing the work. She stated it is Wildwood Run and Palmorr that should be taking care of it. She is stating that she is not part of that, but got involved.

Commission Hartley, stated that this is not supposed to be a dialogue at all and we are not going to continue to revisit this issue.

### 4. Employee Recognition

The employee anniversaries were reviewed

### 5. Division Reports

#### a. August Division Reports

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

Council Member Oslen asked about what happens to the abandoned shopping carts.

Raymond Rogozinski, P.E., Director of Public Works, stated that the store comes back and picks them up and they get fined. If they don't pick them up, they end up at the yard.

### 6. Building Committee

#### a. Project List

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

Council Member Rosengren asked about the floor at 51 High Street. Does this really need to be fixed?

Raymond Rogozinski, P.E., Director of Public Works, state that the floor is a safety issue and we don't want to let it keep deteriorating.

7. Public Works Project Schedule

a. Engineering Project List August 2024

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

8. Directors Report

a. Director's Report

Raymond Rogozinski, P.E., Director of Public Works, reviewed the Directors Reports and highlighted the items listed below.

Accounts payable- due to a staff retirement, there is temporary employee helping out in the interim. The admin staff is being cross trained which helps out the department.

Maple Court- all residents signatures have been obtained for easements. We did issue a work order to start the project.

Early Voting- extended hours associated with the early voting on Saturday and Sunday in City Hall required the building department to work overtime. Overtime is not required Mon-Fri due to evening shift.

City Railroad- there was a split in the switch rail and it has been repaired.

Sewer Dept.- The Water/Sewer Department offered DPW two trucks they are selling. Based on DPW evaluation, DPW did not purchase the trucks offered, but we do monitor auction sites for trucks to identify good vehicles that DPW could utilize. He will be talking with the purchasing agent and Board of Finance to potentially set up a fund so that when vehicles do come available, we have the funds, as you never know when a good one comes up.

Eversource tree clearing- Eversource will be clearing trees on electrical transmission power lines. The property owners will be severely impacted in their backyard but it is an easement and Eversource does have the right to do this.

Pavement markings and Traffic Control Signs- Signs and cones at the entrance to the Memorial Blvd. stating no thru trucks were put up a few weeks ago. If this seems to be effective, we can make something more permanent. DPW is also asking the PD for permanent markings on the road as well.

DPW Truck Monitoring- Samsara Inc. will provide monitoring of 10 DPW vehicles at no charge. It would be \$228/vehicle after the pilot. The parks department uses this company currently.

Raymond Rogozinski, P.E., Director of Public Works reviewed the process of using LOPSA funds and timeframes for projects.

Council Member Rosengren stated that the residents on Minnesota Lane are very happy with the street light that was fixed.

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

9. New Business

C. DPW Leaf Collection

Raymond Rogozinski, P.E., Director of Public Works, reviewed the memo regarding fall leaf pick up. It starts on October 14 and continues thru December 6<sup>th</sup>. The Department has seven rear packer trucks for leaf collection. This information is also posted on the website.

D. NBE FY2024-2025 Budget Review

Raymond Rogozinski, P.E., Director of Public Works, reviewed the budget for the FY 2023-24. The year was incorrect on the agenda. The budget year ended June 30<sup>th</sup>. All accounts are balanced and closed out. DPW has a surplus for FY2023 of approximately \$419,837. Credit is given to the DPW Division managers and employees and monitor the budget throughout the year.

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

E. CIP Memo

Raymond Rogozinski, P.E., Director of Public Works, reviewed the CIP memo. This memo summarized our projects and new updates.

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

F. BPW Park Dept Relocation to City Hall

Raymond Rogozinski, P.E., Director of Public Works, reviewed Parks and Recreation relocating to City Hall which includes Youth and Community Services. The proposal is to convert a section of the existing storage area into private offices. They will also have sole use of the existing conference room on the ground floor.

**MOTION:** to Authorize the Department of Public Works to obtain proposals and proceed in accordance with City Purchasing Manual to procure the services of an architect to prepare a preliminary design to support the PRYCS Department in City Hall made by Commissioner Hartley and Seconded by Commissioner Stawski. Motion passed.

Raymond Rogozinski, P.E., Director of Public Works, also stated that currently are looking at the storage space and converting them to offices. We have more storage for documents than before and we are looking city wide to scan documents. It would be more efficient, but it does cost money.

G. Jerome Ave Contract Amendment

Raymond Rogozinski, P.E., Due to a delay, the contractor is saying the bridge will not be open until the spring of 2025 due to an obstruction found 40 feet down during construction process. DPW was looking to authorize the contractor to work six 10-hour days, but the contractor could not guarantee the bridge would be complete to a point that would allow traffic. DPW does not support the additional cost of \$130,000 to open a few months earlier.

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

#### H. BOF Request Form

Raymond Rogozinski, P.E., Director of Public Works, stated this is to incorporate some of the traffic calming measures and add additional storm drainage to Shrub Road.

**MOTION:** made by Commissioner Hartley and seconded by Commissioner Stawski to transfer \$18,000.00 for the Shrub Road project.

#### 10. Old Business

##### a. Snow Plow- Schools

Raymond Rogozinski, P.E., Director of Public Works, reviewed the memo regarding snow plow school services. We went out to bid for the school for contractors in July and to hire contractors to plow the schools every storm. With the limited contractor's assistance, we have for the roads, schools will have a dedicated contractor for the biggest schools.

**MOTION:** made by Commissioner Stawski and seconded by Commissioner Hartley Authorize the Department of Public Works to procure the services of a dedicated contractor to plow selected City schools totaling \$30,200 (Bristol Central – Tabacco Construction-\$13,100), (Bristol Eastern – WiGant - \$6,400), & (West Bristol –Tabacco Construction - \$10,700). Motion passed.

11. Any other matter to come before said meeting  
None

#### 12. Adjournment

**MOTION:** made by Commissioner Stawski seconded by Commissioner Dumas to adjourn at 7:58 p.m. Motion passed.

Signature,

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Raymond Rogozinski, P.E.  
Director of Public Works

### October Employee Anniversaries

|                      |          |
|----------------------|----------|
| Andrew Armstrong     | 4 years  |
| Ryan Bosse           | 11 years |
| Jesse Bourgoin       | 5 years  |
| Anthony Contrastano  | 3 years  |
| Steven Cowperthwaite | 6 years  |
| Robert Flanagan      | 11 years |
| Freddy Guzman-Barros | 5 years  |
| Joseph Howson        | 4 years  |
| Felipe Machado       | 11 years |
| Jacob Violette       | 5 years  |
| Jason Whitehead      | 18 years |
| Joseph Palmisano     | 2 years  |



Department of Public Works | 860.584.6125

**Board of Public Works**  
**Public Works Department Activity Report: Administration – September 2024**

**Public Works Monthly Metrics:**

|                                                 |       |
|-------------------------------------------------|-------|
| Number of Residential Transfer Station Visitors | 3,788 |
| Number of Bulk Collections                      | 282   |

**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 5,913 users.
- Pursued 17 abandoned shopping carts, Zero dollars in fines were written.
- Welcome packets have been revised we are now only sending a letter to the new homeowner. All the info is now on the All heart website <https://bristolallheart.com/welcome> these letters are sent out monthly. This saves on postage and also material costs.
- Assisting Solid Waste with Illegal Bulk letters and fines. 29 complaints were received in September, resulting 1 ticket \$108.00.
- The 2024 Yard Waste season. We have about 4816 residents have signed up for the season so far.
- Continue the Food Scrap Collection started July 1<sup>st</sup>. Working on Marketing and handing out green kitchen composters.

**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.

111 North Main Street ♦ Ground Floor ♦ 860-584-6125

- 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.

**Administration staff or concerns:**

We are down an employee for Accounts Payable so my office is focusing on year end and covering that position.

Administration Monthly OT Costs:        \$0.00

## **Engineering Division Monthly Report October 2024 BPW Meeting**

(Summary of September Activity):

- Prepare work orders/ oversee misc. storm drainage work in support of DPW spring 2025 Paving program (Drainage contract Tabacco)
- N. Main Street Streetscape – Under construction/ work across Carrier development. Phase 1 & 2 complete, current activity at N. Main St & Center St intersection. Work on west side of N. Main St, north of Post Office anticipated in 2026 due to relocation of gas main.
- Install underdrain on Patricia Dr to prevent icing of sidewalk.
- Park St/Riverside Ave Streetscape – Current being designed by GM2. Park St on schedule for spring of 2025 & Riverside bid 2026. The design for Riverside is behind by approximately 1 month. Public information meeting pending initial state DOT review.
- Divinity culvert: DPW obtained Bristol IWC & ACOE approval. Water main relocation design required, scheduled to be performed by DPW Eng. CT DOT authorization to bid and easement required. Work to be coordinated with Park St Streetscape anticipated in 2026. New fence installed on 316 Divinity St. In addition to culvert replacement the existing stream overflows/ jump embankment prior to the culvert.
- Lake Ave culvert (adjacent to Lake Compounce) design complete. Easement required for construction in 2025. Meeting scheduled with Lake Compounce conducted, preliminary approval obtained. Two way traffic will be maintained at all times.
- Wolcott St reconstruction design substantially complete. Easements finalized. Project pending CT DOT approval and authorization to bid anticipated bid date in spring 2025.
- Eversource gas main installation coordination meeting for new mains and replacements, roadway repairs by Eversource or fee in lieu. DPW prefers obtaining fee in lieu of Eversource performing work.
- Coordination ongoing with consultant Shrub Road Sidewalks design and road diet (LOTICIP submitted). Scheduled to bid April 2025.
- Field St culvert: Under design by Cardinal Engineering, 1 of 4 easements obtained. Sanitary sewer replacement required on Peck Lane. Applied for State/Local Bridge Program Recommendation for full replacement – ROW coordination. State approved funding under the State/Local bridge program. Required structural design scheduled to be performed by DPW Eng.
- Work orders/encroachment permits for ADA ramps/paving/drainage for 2024/25 paving list.
- Coordinate/permits for Eversource gas for bridge work (Jerome Ave & Divinity St)
- Contract for Wetlands Map revision (BL Companies) Work ongoing. Field work complete map currently under DPW review. Map in GIS being finalized. Scheduled to submit to Bristol IWC in November.
- East St Bridge construction started July 2024 with completion in June 2025.
- Perkins St storm drainage ongoing - Gerber Construction awarded contract \$159,849. Funded with Roadway Maintenance funds. Scheduled to start in October.
- Inspect DPW facilities – Storm water control program
- Line striping updates for paving and faded markings
- Consultant preparation of Storm water Pollution Prevention Plan – DPW JPC Road site
- DPW Street Div. scheduled to install storm drainage on Maple Court in November 2024, with completion by contractors in April 2025.
- Scope finalized, fee/ hour negotiation ongoing in accordance with DOT protocol ongoing for CMAQ intersection project (Center/N. Main, School/Church & South/George. Execution of Agreement pending City/State PAL
- Update street light inventory for Eversource and Fiber for City
- City wide analysis/evaluation of roadside barrier ongoing.
- Sediment removal plans Frederick St bridge/Pequabuck culvert/floodway survey.
- Community Connectivity out to bid 2022 Award to Laviero/grant application for 2023 funds awarded and PAL signed
- Inventory bituminous sidewalks
- Assist Parks w/ARPA projects
- Asset management tasks/GIS upgrades

### **Engineering Division staff or concerns:**

Vacancies –City Engineer (temporary PE performing technical task/ plan review including administration of Inland Wetland regulations.

Land Use activities for September 2024:

**Inland Wetlands & Watercourses Commission**

Wetlands application for construction of a new single-family home at Old Wolcott Road, Lot 46 5; Assessor's Map 7, Lot 46-5 – APPROVED WITH STIPULATIONS.

Wetlands application for construction of a new 16' x 32' pool, electric heat pump and safety fence with gate at 632 Village Street; Assessor's Map 1, Lot 36 – APPROVED WITH STIPULATIONS.

Wetlands application for removal of an existing 16' x 18' wooden deck and replace with a 18' x 20' bedroom at 36 Anthony Drive; Assessor's Map 46, Lot 25 – APPROVED WITH STIPULATIONS.

Wetlands application to construct a wetlands crossing (access bridge) to rear of property and construction in the upland review area of two dwelling units as part of a greater Open Space Development consisting of 16 dwelling units at 260 Perkins Street and Rear Lot; Assessor's Map 60, Lots 12-5 & 11 (Rear Lot) – WITHDRAWN.

Wetlands application to modify previous Wetlands Permit #1964 to install utilities to Lot 2 through a 20'x40' trench and restoration at 175 Southdown Drive & 1936 Perkins Street, Assessor's Map 58, Lots 16-1-2 & 16-1I – APPROVED WITH STIPULATIONS.

**Zoning Commission**

Special Permit and Site Plan for a Unified Residential Development (15 units) at Earl Street, east of Crown Street and west of Melrose Street; Assessor's Map 14, Lots 72/71, 73/70, 74/69, 75/68 & 76/67 Earl Street; R-15/RM (Single-Family Residential/Mixed Residential Overlay) zone – WITHDRAWN BY APPLICANT.

Change of Zone from R-15 (Single-Family Residential) zone to A (Multi-Family Residential) zone at east of Old Wolcott Road and south of Wolcott Street; Map 7, Lot 45 (Old Wolcott Road) and Assessor's Map 7, Lots 44-2, 44-1 & 44 (Wolcott Street) – APPROVED.

**Planning Commission**

Special Permit for the adaptive re-use of an existing non- residential principal building to add dwelling units at 92 Jeanette Street; R-10 (Single- Family Residential) zone; Assessor's Map 39, Lot 57 – POSITIVE REFERRAL SENT TO ZONING COMMISSION.

C.G.S. 8-24 Referral: Lot 3 Business Park Road – Map 4, Lot 13-1  
POSITIVE REFERRAL SENT TO CITY COUNCIL.

C.G.S. 8-24 Referral: 30 Cross Street – Map 3, Lot 3  
POSITIVE REFERRAL SENT TO CITY COUNCIL.

C.G.S. 8-24 Referral: 396 Jerome Avenue – Map 53, Lot 134-2-2  
POSITIVE REFERRAL SENT TO CITY COUNCIL.

**Zoning Board of Appeals**

Variance request for minimum side yard required for a smoking area overhang at 192 Pine Street; Assessor's Map 3, Lot 17; BN (Neighborhood Business) zone – DENIED.

Variance requests for 1) maximum height for a fence of 4.5 feet and 50% open within the front yard and 2) fences located no closer than 3 feet from a front lot line or closer than 6 inches from any other lot line at 31 Poitras Road; Assessor's Map 1, Lot 30; R-15 (single-family residential) zone – PUBLIC HEARING CONTINUED TO OCTOBER.

Variance requests for 1) maximum height for a fence of 4.5 feet and 50% open within the front yard and 2) fences located no closer than 3 feet from a front lot line or closer than 6 inches from any other lot line at 70 Valmore Road; Assessor's Map 53, Lot 44; R-15 (single-family residential) zone; Klaudia Olechowska, applicant – APPROVED.

Variance requests for 1) minimum rear yard and 2) minimum side yard at 300 Broad Street; Assessor's Map 43, Lot 100; I (Industrial) zone – APPROVED.

Variance request for minimum parking spaces required per off-street parking requirements at 300 Broad Street; Assessor's Map 43, Lot 100; I (Industrial) zone – APPROVED.

**Historic District Commission**

1. Request for a Certificate of Appropriateness for the replacement of wood windows with vinyl windows (includes some windows already replaced) at 38 Broadview Street; Assessor's Map 25A, Lot 85 – DENIED.
2. Request for a Certificate of Appropriateness for the replacement of 31 wood windows with vinyl windows including adding new grates at 196 Woodland Street; Assessor's Map 25, Lot 110/40-1 – APPROVED.
3. Request for a Certificate of Appropriateness for a new shed at 45 Carleton Place; Assessor's Map 25A, Lot 89; – APPROVED.

**Land Use staff or concerns:**

Monthly overtime costs (Board/Commission Secretaries and Assistant City Planner at meetings: \$791.70

## **Facilities – September 2024**

### **Building Maintenance current month (September 2024) activities:**

- KMK Insulation completed re-insulation of air handler pipes that had asbestos-containing insulation removed previously, which was failing and posing a health & safety risk to staff
- Bristol Water Department changed meter at 51 High Street on 9/6
- Dalene Flooring of Southington completed the replacement of conference room flooring at 51 High Street which was failing and posed a trip hazard to staff and visitors
- Commencement of LED lighting upgrade projects at the Beals Community Center, 51 High Street and Fire House #2 in conjunction with Resource Lighting & Energy and NPower Construction on 9/16
- AirTemp Mechanical initiated seasonal preventative maintenance on all City Building boilers and natural gas burners in advance of heating season
- Provided support to Bristol Library Maintenance Division due to employee extended medical leave
- Staff replaced cracked cast iron storm drain pipes in the parking garage of 131 North Main Street
- Fire Control Services of New Milford completed several repairs to the Police Complex ANSUL fire suppression system that support the 911 Server Room and Dispatch Call Center at 131 North Main Street
- Coordinated with Colliers Engineers in due diligence investigations at 30 Cross Street (potential site of new Animal Control Facility)
- Staff completed a deep cleaning of both Police Complex Locker Rooms, including intensive floor cleaning and showering area steam cleaning, stripping and waxing of Front Lobby floors in advance of Fallen Officers memorial and events planned for October 2024
- Oakland LLC replaced boiler condensate tank and completed mud drum annual cleaning and replacement of two steam traps and numerous mud drum nipples that have failed over decades of use
- In conjunction with Human Resources, solicited applications for Custodial vacancy to conduct interviews of candidates
- Loureiro Engineering completed energy scoping studies for the Police Complex and Beals Center funded by Eversource
- Staff supported the Police Traffic Division for road closure and temporary sign postings during Traffic Technician personal time off and during MumFest parade events

### **Building Maintenance next month (October 2024) activities:**

- AirTemp Mechanical to complete the replacement of perimeter units heaters that are failing due to exceeding life expectancy (Library is using of Manross Memorial funds to complete)
- Coordinate with Tobacco Construction in regard to the demolition of the structure and subsequent site restoration of 396 Jerome Avenue
- Conduct 10-month occupancy commissioning meeting with D'Amato and Sustainable Engineering Solutions staff on 10/1 in regard to City Hall renovations and any lingering issues encountered to date
- Assist Bristol Police Department in ceremonies/events for the anniversary date of Fallen Officers Lt. DeMonte and Sgt. Hamzy
- Oakland LLC to finalize boiler condensate tank installation and other boiler plumbing tasks to complete testing and operation of heating systems in full prior to heating season
- Conduct Custodian interview on 10/2 with Human Resources
- Assist Bristol Police Lt. Robert Osborne with Blood Drive event at City Hall on 10/3
- Provide support and off-hours access to City Hall with relation to Registrar of Voters office and staff for early voting in advance of local and federal elections

**Building Maintenance Staff or concerns:**

- Anticipate minimal levels of Vacation/Miscellaneous time off during October
- 2<sup>nd</sup> Shift Custodian vacancy requiring overtime staffing on Friday and Saturdays until position is filled

**Building Maintenance OT Costs: \$7,455.40**

Staffing coverage for after-hour maintenance issues (Police Complex chiller shut-down, Police Dispatch condensate pump failure/replacement), shift coverage due to personal time off, sick time call-outs and 2<sup>nd</sup> shift vacancy, Labor Day holiday staffing at Police Complex, Police Complex Front Lobby floor stripping and waxing, Police Officer Locker Room floors stripping/waxing and deep cleaning of restrooms and showering areas, removal of spalling concrete within the parking garage at 131 North Main Street posing a safety hazard, removal/installation of conference room furniture at 51 High Street to accommodate Dalene floor removal/replacement, Manross Library air-handler motor belt replacement, bio-hazardous clean-up at 51 High Street associated with a sewage back-up in the basement level, 80 Meadow Street parking garage power/lighting outage due to work conducted by Eversource

## Streets September 2024 Report

### Streets current month activities:

- Continued to provide all employees with cleaning supplies as well as masks due to COVID-19
- Continued with roadside maintenance of City properties, including litter and yard sign removal. This work will be on going throughout the seasons  
Installed driveway aprons for engineering on new paved roads
- Serviced trees, including pruning, removals, and testing
  - **Take downs** (Elm St and Old Wolcott Rd)
- **Major Roads Engineering-**
- **Permanent Patch for Engineering-** (Ripped out concrete curb on Meadow St and Ward St for Tilcon. Installed conduit for Eversource on Minnesota Lane.)
- Stump Removals/ Loam
- Had several call ins for trees down
- Started Minor St project for storm drainage
- Stripped Wilderness Way islands/ replaced with stone and new trees
- Paved and curbed salt dome on James P. Casey Rd
- Continuing small road repair
- Addressing street signs
- Curb repair
- Vactor Work
- Cleaned out culverts throughout the city
- Milling and Paving
- Driveway Aprons
- Loam Feeder
- Patched Potholes
- Street Sweeping
- Storm Drainage
  - **Completed Basin Repairs/Sinkholes-** (Crystal Pond-6, Vantana, Elm and Prospect)
- Installing new poles and signage
- Winter Operations- OFF SEASON

### Streets next month activities:

- Continue with roadside maintenance
  - Street Sweeping
  - Potholes
  - Curb repair
  - Loam
  - Tree removal
  - Tree trimming
  - Mowing
  - Driveway aprons
  - Milling and Paving
  - Catch basin repair
- Permanent Patch List
- Milling and paving
- Winter Operations- **OFF SEASON**
  - Plowed and treated roads
  - Service Requests
- Continue addressing street road name signage replacement
  - Installing new poles and or signage
  - Look into printing other road signage of other Departments

- Fixing and installing signs for Police Department
- Maintenance of city properties
  - Litter clean up
  - Lawn Maintenance
  - Bridge clean up
- Continue tree take downs, trimming and stump grinding
- Continue to address seasonal maintenance activities, including preparation of seasonal operation equipment
- Assist other public work programs and departments as required

**Streets staff or concerns:**

Street Division is currently addressing service requests from the general public with our maintenance programs. We have been managing these requests throughout designated areas.

September OT Totals:     \$ 1938.27 Streets

## **Solid Waste September 2024 Report**

### **Solid Waste current month activities:**

- Continued illegal bulk inspection and enforcement activities. We sent out ? letters and picked up ? illegal bulk stops.
- Continued curbside bulk collection, we collected ??? scheduled pick-ups.
- Continued the on-site management of barrels at the Transfer Station, disassembling, cleaning and reusing barrels.
- Continued yard waste collection for the season, we currently have ???? residents participating.
- Continued cleaning up areas with high amounts of litter.
- Cut and mow high vegetation at the transfer station and landfill.
- Delivered event barrels to the Federal Hill Green and the Bristol Boys & Girls club for special events.
- Delivered event barrels to the Memorial Boulevard for the Mum Festival.
- Supplied bulk truck for the Mum Festival touch a truck.
- Hired new employee for open Solid Waste laborer position.
- Worked overtime on Saturday September 7<sup>th</sup> to make up for the Labor Day collections.

### **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.
- Continue to cut and mow high vegetation at the transfer station and landfill.
- Patrol known dumping areas for illegally dumped items.
- Continue cleaning up areas with high amounts of litter.
- Deliver event barrels to the Memorial Boulevard for the car show.
- Deliver event barrels to St. Paul's for the Mum a Thon.
- Place order for new rubbish, recycling and yard waste barrels.
- Start curbside leaf collection.
- Work overtime on Saturday October 19<sup>th</sup> to make up for the Columbus Day collections.

### **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 =                   | \$3,224.42  |
| Transfer Station OT =              | \$7,684.20  |
| TS Revenue (PAYT) =                | \$27,514.30 |
| Residential Permits =              | \$2,487.30  |
| Commercial Permits =               | \$200.00    |
| Yard Waste Revenue =               | \$2,850.00  |
| Murphy Road Rebate =               | \$0.00      |
| Iron Liberty Recycling =           | \$4,320.71  |
| Aluminum Liberty Rec =             | \$0.00      |
| Batteries Liberty Rec =            | \$178.52    |
| 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      |
| Additional Barrel Sale =           | \$0.00      |
| Damaged barrel =                   | \$0.00      |
| Special Pick up – 2 <sup>nd</sup>  | \$1,382.38  |

## **Fleet Maintenance Current Activities:**

### **Streets Div.**

1. **S12** – (2009 10 Wheeled Dump Truck) Replaced blown out air can for rear brakes. Dashboard cluster bezel was replaced.
2. **S26** – (2018 10 Wheeled Dump Truck) DEF heater lines were replaced due to multiple leaks.
3. **S11** – (2009 10 Wheeled Dump Truck) Truck was brought in to have rear tailgate chain locks replaced.
4. **S17** – (2016 6 Wheeled Dump Truck) Multiple hydro lines replaced due to corrosion. Dump bed on truck will need to be replaced within the next couple of seasons. Both rear brake air cans were replaced also due to corrosion.
5. **C19** – (2017 Chipper) Exhaust was replaced. 2 new tires.
6. **C40** – (2007 enclosed trailer) 2 new tires. 2 new cam locks for rear door. Trailer is in rough shape and should be considered for a replacement soon.
7. **C46** – (2012 Scag Zero turn mower) New engine and wheel motor. This will be the 3<sup>rd</sup> motor on unit.
8. **C49** – (2022 Hustler zero turn mower) 2 sets of front spindles and 2 sets of front tires. (Crew was spoken to about proper usage of machine!)
9. **GS26** – (2006 10 wheeled plow truck) 2 rear air cans. Rear pinion seal replaced. U joints for rear drive shafts replaced. Multiple cracks in plow were also repaired.

### **Solid Waste Div:**

1. **R16** – (2012 Automated rubbish truck) Replaced lift arm chains for new ones. New guide plates and braces installed in lift arm. Grease lines and fittings replaced in arm as well.
2. **R27** – (2015 Automated Rubbish Truck) New brakes on rear axle. Tailgate cylinders were rebuild and reinstalled.
3. **R7** – (2014 Automated Rubbish Truck) New rear axle brakes. DPF filter and sensors replaced due to truck entering a derate mode. Turbo actuator and sensor replaced due to turbo lag.

## **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.
- Working on rear loaders for leaf season.
- Working on plow trucks for upcoming season.
- Trying out a new Fleet maintenance program called Samsura.

## **Fleet Maintenance Staff or Concerns:**

- Fleet garage, Streets garage and Solid waste buildings heaters need to be replaced. (UPDATED) Plan in place.
- Street Div. (S30) 1985 Tractor trailer truck needs to be replaced. This would be a great opportunity to buy used.
- Any way we can put our Fleet Auction proceeds back into our Fleet And not the GF?
- **DPW really needs a dedicated wash building.**
- Overtime expenditures and totals \$2,047.88 (Holiday, Dispatch and Mechanic).



Department of Public Works | 860.584.6125

## MEMORANDUM

DATE: October 8, 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**

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

Van Zelm Engineers was issued a purchase order in the sum of \$23,300.00 to provide design schematics and bid documents for the City to issue an open bid. The remainder of the funds allocated for these projects (\$73,700.00) will be used for payment of the winning construction bid. Van Zelm is currently finalizing design bid documents for the Purchasing Department's needs.

### **51 High Street – Flooring Replacement \$25,000**

The conference room flooring at 51 High Street was uneven and the vinyl floor tiles heaved, cracked and caused tripping hazards. Replacement of the vinyl tile floor was required. Dalene Flooring of Southington provided a quote of \$3,431.45 to demo and replace the existing floor. A purchase order was issued on 8/30/24. The conference room floor was replaced on 9/13/24, when Park, Recreation, Youth & Community Services staff are out of office to eliminate operational.

The remainder of the project funds will be used at 51 High Street to replace the existing, worn carpet tiles throughout the 1<sup>st</sup> floor and repairs and painting of sheetrock that has been incurred from normal abuse of over 20 years of occupancy.

### **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 within the Beals Center.

Director Rogozinski has engaged with Colliers staff to provide the Beals Center/Bristol Burlington Health Department (BBHD) project cost estimate that was incorporated and scheduled to be approved as part of the CIP budget request.

### **FY24-25 Project List Additions**

City of Bristol  
Public Work Department  
111 North Main Street  
Bristol, CT 06010  
[www.bristolct.gov](http://www.bristolct.gov)



Department of Public Works | 860.584.6125

#### **Hazardous Building Materials Assessment Inspections & Reports \$20,000**

Numerous City Buildings do not have existing documentation in regard to potential hazardous building materials inventory. This project addresses all City Buildings without existing surveys for the benefit of staff, contractors and future activities such as renovations or property transactions, which may disturb potentially unknown hazards (such as asbestos and lead-based paint). Eagle Environmental of Terryville provided individual estimates for each building, and the combined total for all buildings came in at \$21,228.76. City Building under this work scope include: the Beals Community Center, Fire House #2, Fire House #5, Fire Headquarters, Manross Library, 51 High Street and the Police Complex. A purchase order is being issued to Eagle Environmental to complete the inspection and reports for the sum listed above.

#### **Police Complex ANSUL Fire Suppression System Repairs \$5,485.00**

During a recent semi-annual inspection of the ANSUL fire suppression system that serves the Police Dispatch Center and 911 Server Room, deficiencies were found pertaining to fire panel batteries, tank charge levels and a faulty smoke detector. Fire Control Services of New Milford submitted the lowest bid at \$6,838.08 and a purchase order has been issued to complete the work to bring the ANSUL system back into compliance. New ANSUL tank valves were not required to be replaced at a cost of \$1,353.00, therefore the final total cost was reduced to \$5,485.00. All work was completed on 10/3/24.

#### **Police Complex Condensate Tank Replacement \$50,000**

Oakland LLC began work to remove the condensate tank on 8/12/24. During removal activities, numerous other issues were found in regard to the boiler piping, steam traps and mud drums. One mud drum on Boiler #2 required removal and re-fabrication due to the nipples being corroded/stripped and in need of replacement. The surplus of the project funding (\$15,530.00) will be used toward the additional work and repairs to maintain the boiler systems in operational order. As of October 8<sup>th</sup>, electrical wiring of new condensate tank pumps remains and the boiler systems will then be fired off in advanced of heating season initiation to insure all components are operating at optimal levels going into the winter months.

#### **Police Complex Overhead Door Replacements \$25,000**

Over the last several years, the basement parking garage inbound and outbound overhead doors have shown their age and wear due to the high daily cycle rates of patrol and staff vehicles. The inbound and outbound doors have been damaged due to vehicle strikes, exposure to weather and salt required for de-icing operations on the down ramp to the doors. This project will replace in full, both overhead doors, one drive motor (one existing motor was replaced approximately one year ago and will be re-used), photo-sensors and other ancillary equipment to keep shift changeovers unimpeded and provide a higher level of security to the Police Complex areas. Manager Oakes is currently generating a bid document with Purchasing Agent Rousseau to conduct an open competitive bid for the overhead door replacements.



Department of Public Works | 860.584.6125

## Other Projects

### **LED Lighting Upgrades – Beals Center, 51 High Street & Fire House #2**

Resource Lighting & Energy (RLE) and NPower started the replacement of existing lighting fixtures with LED fixtures at the Beals Center on 9/16/24. 51 High Street LED lighting replacements began on 9/30/24. Upon completion at 51 High Street, the project will conclude with Fire House #2 at 151 Hill Street.

This work scope is being funded by an Eversource municipal assistance program with 0% on-bill financing over 72 months. Incentive rebates in the total sum of \$109,644.15 are estimated to be achieved through Eversource Efficiency Services and Environmental Justice Community Incentive Programs.

PUBLIC WORKS BOARD CITY BUILDING PROJECT LIST - OCTOBER 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                              | Design Documents - Van Zelm    | \$23,300.00    | 90%                               | 8/31/2024                 | Van Zelm provided design & bid documents on 10/8/24,                                                                                                                                  | \$55,000.00     |
| FY23-24      | City Yard & Transfer Station                                                                                | Waste Oil Heater Replacements                                 | Installing Contractor - TBD    | \$73,700.00    | 0%                                | 12/31/2024                | Purchasing Departmentgenearting an open bid document                                                                                                                                  | \$42,000.00     |
|              |                                                                                                             |                                                               |                                |                |                                   |                           |                                                                                                                                                                                       |                 |
| FY23-24      | 51 High Street - BPRYCS                                                                                     | Flooring Replacement                                          | Dalene Flooring                | \$3,431.45     | 100%                              | 9/13/2024                 | Installation completed on 9/13/24                                                                                                                                                     | \$25,000.00     |
|              |                                                                                                             |                                                               |                                |                |                                   |                           |                                                                                                                                                                                       |                 |
| FY23-24      | Beals Center                                                                                                | Café & Card Room Upgrades                                     | TBD                            | \$38,000.00    | 0%                                | TBD                       | Pending proposed Department shifts within Beals Center                                                                                                                                | \$38,000.00     |
|              |                                                                                                             |                                                               |                                |                |                                   |                           |                                                                                                                                                                                       |                 |
| FY24-25      | Fire HQ, Fire #2, Fire #5, 51 High Street, Beals Center, Police Complex, Manross Library, 296 Riverside Ave | Hazardous Building Materials Assessment Inspections & Reports | Eagle Environmental, Inc.      | \$21,228.76    | 0%                                | 6/30/2025                 | Hazardous Materials studies for numerous City Buildings that do no have existing reports or analyses of building materials that may pose a health hazard to occupants and contractors | \$20,000.00     |
|              |                                                                                                             |                                                               |                                |                |                                   |                           |                                                                                                                                                                                       |                 |
| FY24-25*     | Police Complex                                                                                              | ANSUL Fire Suppression Upgrades                               | Fire Control Services Co. Inc. | \$5,485.00     | 100%                              | 10/3/2024                 | Completed on 10/3/24                                                                                                                                                                  | \$0.00          |
| FY24-25      | Police Complex                                                                                              | Condensate Tank Replacement                                   | Oakland LLC                    | \$ 34,740.00   | 95%                               | 10/15/2024                | Pump electrical work remains to completed                                                                                                                                             | \$50,000.00     |
| FY24-25      | Police Complex                                                                                              | Basement Overhead Door Replacements                           | TBD                            | \$ 25,000.00   | 0%                                | 6/30/2025                 | Puchasing Department generating bid currently                                                                                                                                         | \$25,000.00     |

\$224,885.21

|                           |              |
|---------------------------|--------------|
| Available as of July 2024 | \$184,634.64 |
| 2025 Funding              | \$95,000.00  |
| Spent 2024-2025           | \$15,418.30  |
| Less Committed Contracts  | \$29,695.40  |
| Less Committed Projects   | \$157,928.76 |
| Net Available             | \$76,592.18  |

October 2024 Project Schedule

| Projects                                           |              | Budget                                                                                                                                                                                                                 |  |  |  |  |  |  |  |  |                                                   |
|----------------------------------------------------|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|--|--|--|--|---------------------------------------------------|
| Projects in scoping/Design Phase                   |              |                                                                                                                                                                                                                        |  |  |  |  |  |  |  |  |                                                   |
| Divinity Street Culvert (east of Peck Lane)        | \$93,850.00  | Bristol IWC permit obtained June 20024 & ACOE permit obtained in August 2024, constrcuton anticipated in spring of 2026. Construction coordination required with Park St Streetscape due to detour.                    |  |  |  |  |  |  |  |  | Construction Spring 26                            |
| Downs St Bridge                                    | \$320,000.00 | Design substantially complete & permits in place. Scheduled for bidding in Novemebr 2024, pending DOT Encroachment permit and authorization to bid. Start construction in spring of 2025 with completion in July 2026. |  |  |  |  |  |  |  |  | Construction 2025                                 |
| Lake Street Culvert design                         | \$400,000.00 | Design & Permit complete. Easement required from Lake Compounce (preliminary approval from Lake Compounce obained).                                                                                                    |  |  |  |  |  |  |  |  | Construction 2025                                 |
| Wolcott St (Route 69 to Allentown)                 | \$185,000.00 | Design substainally complete, permits and easements in place. Project pending CT DOT approval and authorization for the City to bid.                                                                                   |  |  |  |  |  |  |  |  | Construction Spring 25                            |
| 2024 Community connectivity / sidewalk replacement | \$793,000.00 | Grant awarded / Design currently being perfomed                                                                                                                                                                        |  |  |  |  |  |  |  |  | Construction spring 2025                          |
| Vine & Brace Drainage                              | \$65,000.00  | Wetlands permitting 5/24 Design by WMC. Scheduled for bidding November 2024.                                                                                                                                           |  |  |  |  |  |  |  |  | Construction start fall 2024                      |
| Field St Culvert                                   | \$70,000.00  | Project under design. 1 of 4 required easements obtained. Sanitary sewer replacement on a portion of Peck Lane requierd.                                                                                               |  |  |  |  |  |  |  |  | Construction 2026                                 |
| CT Route 72 Riverside Ave & Park St Streetscape    | \$420,000.00 | Currently under design, public information meeting scheduled for November 16, 2024.                                                                                                                                    |  |  |  |  |  |  |  |  | Construction (Park St 2024) - Riverside Ave 2026) |
| Perkins St Stormdrainage Outfall                   | \$160,000.00 | Under construction                                                                                                                                                                                                     |  |  |  |  |  |  |  |  |                                                   |
| Broad St Retaining Wall design                     | \$83,500.00  | Awarded to WMC, currently under design. IW permit required.                                                                                                                                                            |  |  |  |  |  |  |  |  | Construction 2025                                 |
| Shrub Road Sidewalk                                | \$185,000.00 | Design currently being completed. Scheduled to be resubmitted in Decemebr to CT DOT & NVCOG. Scheduled fot bidding April 2024.                                                                                         |  |  |  |  |  |  |  |  | Construction 2025                                 |
| Active Construction & Other Projects               |              |                                                                                                                                                                                                                        |  |  |  |  |  |  |  |  |                                                   |

## MEMORANDUM

DATE: October 4, 2024

TO: Mayor Jeffrey Caggiano  
Board of Public Works

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

RE: BPW October – Director’s Report

Please find attached a summary report of the Department’s activities, issues, and concerns for the October 17, 2024 Board of Public Works meeting.

1. **Staffing: Fleet, Streets & Land Use Divisions** - Fully staffed. **Administration Division** – Vacancy in accounts payable, currently being filled by temp, part time employee. **Bldg. Maintenance Division** – vacancy in night custodian, currently conducting interviews. **Engineering Division** - As previously reported, the City Engineer position is vacant, temporary P.E. engineer in place providing technical assistance. **Solid Waste:** 1 vacant laborer position.
2. **Hope Street Parking Garage:** D’Amato Construction currently constructing building footings, precast erection scheduled to start on November 10. Elevator install (critical item) is scheduled for February 1, 2025 to March 15, 2025. **Completion of the parking garage scheduled for April 30, 2025.** Eversource installation of switchgear south of parking garage pending.
3. **Meadow St/Kelley St Parking Garage:** Garage substantially complete, issuance of CO pending final electrical connection of permanent power/fire lines. DPW coordinating operation of garage & City Hall EV stations. Once garage is complete, City can finalize State grant reimbursement of \$4,387,000.
4. **Maple Court Roadway Reconstruction:** All easements in place. DPW Street Div. scheduled to install storm drainage at Maple Court & Stewart St. Remainder of work (roadway pavement, storm drainage at Maple St, sidewalk & retaining wall at Maple St) scheduled to be completed in the spring 2025.
5. **DOT’s West End Intersection Reconstruction (CT 69/CT 72):** Project substantially complete. Along with the BPW, the City’s Transportation Committee did NOT support removal of the bus shelter, however, they did support relocation of the bus shelter. DPW’s request to DOT to relocate bus shelter pending approval.
6. **Pequabuck Downtown Bike/Pedestrian Path: Representatives of the Parks, DPW, & Purchasing Departments:** Authorization for design consultant (Stantec Inc. \$320,000 contract) on hold pending City/state execution of grant agreement. 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. The intent is to construct the path along the Pequabuck River. Therefore, obtaining easements will be required (Est. 12). Construction funding is not in place.
7. **Wildewood Run Islands:** DPW completed work to clear vegetation from the southerly island, installed stone, a tree, and medium directional sign (see attached photograph). No additional work proposed. DPW will apply weed killer in the spring.
8. **Shrub Road Sidewalks:** City engineering consultant AI Engineers re-submitted plans to CT DOT & NVGOC to review. DOT final authorization to fund pending. NVCOG third party engineering review required, along with DOT authorization to bid. Project bid anticipated in April with construction in 2025.
9. **Wolcott Street Reconstruction (Peck Lane to Witches Rock Road):** City engineering consultant AI Engineers coordinating with DOT district to determine encroachment permit requirements prior to resubmittal to NVCOG and DOT Lotip section.
10. **DPW Fall 2024 Paving Program:** Asphalt milling complete currently paving roadways.
11. **DPW Spring 2025 Paving Program:** Previously provided spring paving list will be revised (reduced) to coordinate paving of North Main Street (Center St to Farmington Ave) and Redstone Hill Road (Birch St to Plainville/Bristol town line. Please note that streets originally scheduled to be paved in spring 2025 that will be deferred due to the paving of North Main St, and Redstone Hill Road will be paved in the fall of 2025.
12. **Landfill Solar Project:** Corporation Counsel is finalizing an agreement to install solar on the transfer station landfill. City council authorization for the Mayor to sign is anticipated in October. Payment will be a lease agreement \$50,000/year for 20 yrs. The lease will offset transfer station cost. CT DEEP approval of Stewardship Landfill permit required. Actual construction/lease anticipated in 2026. Environmental & CT Siting Council approval required. Proposed solar field will be located on level portion of the City’s landfill and generate 1.625 megawatts.
13. **Traffic Signal Riverside (CT Route 72), Blakeslee St, Downs St and Mem Blvd:** CT DOT is proposing to replace the referenced traffic signal. As indicated, DPW is requesting “no thru truck” signage toward Mem Blvd and that for authentic purposes mast or span poles be painted black & located to coordinate with Mem Blvd Bridge.
14. **Zoning Regulation Update:** DPW Land Use is conducting a public information meeting to update/present the proposed new zoning regulations. The update currently being performed is a comprehensive update. The first since 1993.
15. **HHW Collection:** Household Hazardous Waste Collection is scheduled for November 23, 2024, at 9:00 AM – 1:00 PM, at DPW’s, 95 Vincent P Kelly Road facility. The event is sponsored by BRFFOC.
16. **Jerome Ave Bridge:** Progress on the bridge has progressed well, the contractor has completed the concrete pours for the bridge end walls and the precast beam deck are scheduled to be installed mid-November. With that said, the bridge will not be open to traffic prior to December, therefore DPW has suspended extended hours of operation by the contractor. Pictures of current construction attached.
17. **Salt Brine:** Snow operation salt brine system was re-bid and will be awarded (\$84,000). Work includes new magnesium tanks for the James P Kelly Road facility. The brine system will be installed at the DPW Vincent P Kelly Rd garage adjacent to the



Department of Public Works | 860.584.6125

salt dome. Installation of a concrete pad with sump, containment wall, covered fabric roof, water line and meter house building required. Completing installation is weather dependent prior to December.

18. **DPW Fleet Trucks:** Tree truck & automated rubbish truck bids received. Both bids are within budget. The tree truck lift high of the new truck is 65 ft., higher than the existing 57 ft. The new truck will have a single cab, the existing truck has a double cab, and therefore tree crew operations will require the addition of a pickup. The cost of the new truck is \$218,000. The bids for an automated rubbish truck are currently being evaluated. DPW refurbishing a Park Department 6 wheel dump truck for DPW use. Park Dept. was scheduled to dispose of the truck. DPW is refurbishing the truck for use in DPW snow plowing and will not for daily use.
19. **East Street Bridge:** Bridge work requires the relocation of the water main within the bridge project area. Connection into the existing water main required restraints, however do to rock within the existing trench the work cannot be completed as originally proposed. Addition water main will be extended to Riverside Ave at a cost of approximately \$60,000. A contract change order will be required, necessitating future City Council action, however the project is 100% paid for as part of the Federal Local Bridge program.
20. **City Hall:** DPW has initiated a review and coordination with City Hall Departments to review existing document storage within City Hall. The objective is to reduce document storage within City Hall by scanning documents. In addition to reducing stored documents, scanning also increases efficiency in finding/researching files. However, retention of some currently stored documents will be required due to State Library requirements. DPW completed 10 month post occupancy review of City Hall building & equipment included MEP systems (no major issues reported). Building warranty remains in effect for an additional 8 months, equipment warranties extend past the general building warranty (typically 5 years).

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

## Raymond Rogozinski

---

**From:** Raymond Rogozinski  
**Sent:** Monday, October 7, 2024 8:29 AM  
**To:** 'Mangan, Shawn W'  
**Cc:** Mayor'sOffice; Ryan Heller; Burgess, Seth A; Baughn, Andrea M; 'Hilary Stoudt'  
**Subject:** RE: Bristol 0017-0187 (Bus Shelter Relocation)  
**Attachments:** Route 72 @ Route 69.pdf; Untitled

As indicated below, the City would like to relocate the bus shelter recently installed at the West End (CT DOT Project 17—187). Can you provide an update?

Thanks for your assistance.

Raymond A Rogozinski, P.E.  
 Director of Public Works  
 860-584-6113

**From:** Mangan, Shawn W [mailto:Shawn.Mangan@ct.gov]  
**Sent:** Friday, September 6, 2024 7:45 AM  
**To:** Raymond Rogozinski <RaymondRogozinski@bristolct.gov>  
**Cc:** Mayor'sOffice <MayorsOffice@bristolct.gov>; Ryan Heller <RyanHeller@bristolct.gov>; Burgess, Seth A <Seth.Burgess@ct.gov>; Baughn, Andrea M <Andrea.Baughn@ct.gov>  
**Subject:** RE: Bristol 0017-0187 (Bus Shelter Relocation)

Good morning Ray,

I will bring this to the attention of our permit office as well as others in the Department for further direction. I ask that no work be performed until we can sort out any possible issues others may have with this proposal.

Thanks in advance for your cooperation and I will follow up with you as soon as I hear back from my office.

**Shawn Mangan** | Transportation Engineer III | CTDOT  
 District 1 - Construction | 1107 Cromwell Avenue | Rocky Hill, CT 06067  
 860.258.4626 | 860.970.7832 (C) | [shawn.mangan@ct.gov](mailto:shawn.mangan@ct.gov)



**From:** Baughn, Andrea M <[Andrea.Baughn@ct.gov](mailto:Andrea.Baughn@ct.gov)>  
**Sent:** Friday, September 6, 2024 7:18 AM  
**To:** Mangan, Shawn W <[Shawn.Mangan@ct.gov](mailto:Shawn.Mangan@ct.gov)>  
**Subject:** FW: Bristol 0017-0187 (Bus Shelter Relocation)

**From:** Raymond Rogozinski <[RaymondRogozinski@bristolct.gov](mailto:RaymondRogozinski@bristolct.gov)>  
**Sent:** Thursday, September 5, 2024 3:19 PM  
**To:** Baughn, Andrea M <[Andrea.Baughn@ct.gov](mailto:Andrea.Baughn@ct.gov)>  
**Cc:** Mayor'sOffice <[MayorsOffice@bristolct.gov](mailto:MayorsOffice@bristolct.gov)>; Ryan Heller <[RyanHeller@bristolct.gov](mailto:RyanHeller@bristolct.gov)>  
**Subject:** Bristol 0017-0187 (Bus Shelter Relocation)

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EXTERNAL EMAIL: This email originated from outside of the organization. Do not click any links or open any attachments unless you trust the sender and know the content is safe.

Andrea,

As discussed at yesterday meeting, the City would like to relocate the bus shelter the north side of the driveway on West St for 171 School St to the south side of the driveway. A marked up drawing is attached. As indicated in the attached picture the proposed bus shelter location is not within a flex pavement. It appears the flex pavement was NOT installed in the area. The proposed location is within the stamped concrete area, however the City does not see the placement of the shelter within the stamped concrete area as an issue. The City is also taking survey elevation of the area to confirm, however based on a preliminary evaluation ADA grades do not appear to be a concern.

Relocation of the bus shelter is a critical item for the City. The City is NOT requesting that the DOT or its contractor move the bus shelter. **Bristol DPW will relocate the shelter.** Within the last year the City has coordinated with the bus company and moved several bus shelters. Bristol is responsible for the long term maintenance of the bus shelter and will execute any appropriate document to take over the contractor's responsibility during projects the warranty period.

If there is someone else in the DOT that the City of Bristol should be speaking to regarding this request or if the City needs a DOT encroachment permit, please advise.

Available to discuss 860-584-6113.

Thanks for your assistance in this matter and I would also like to thank you for all the help coordinating with the landscape architect.

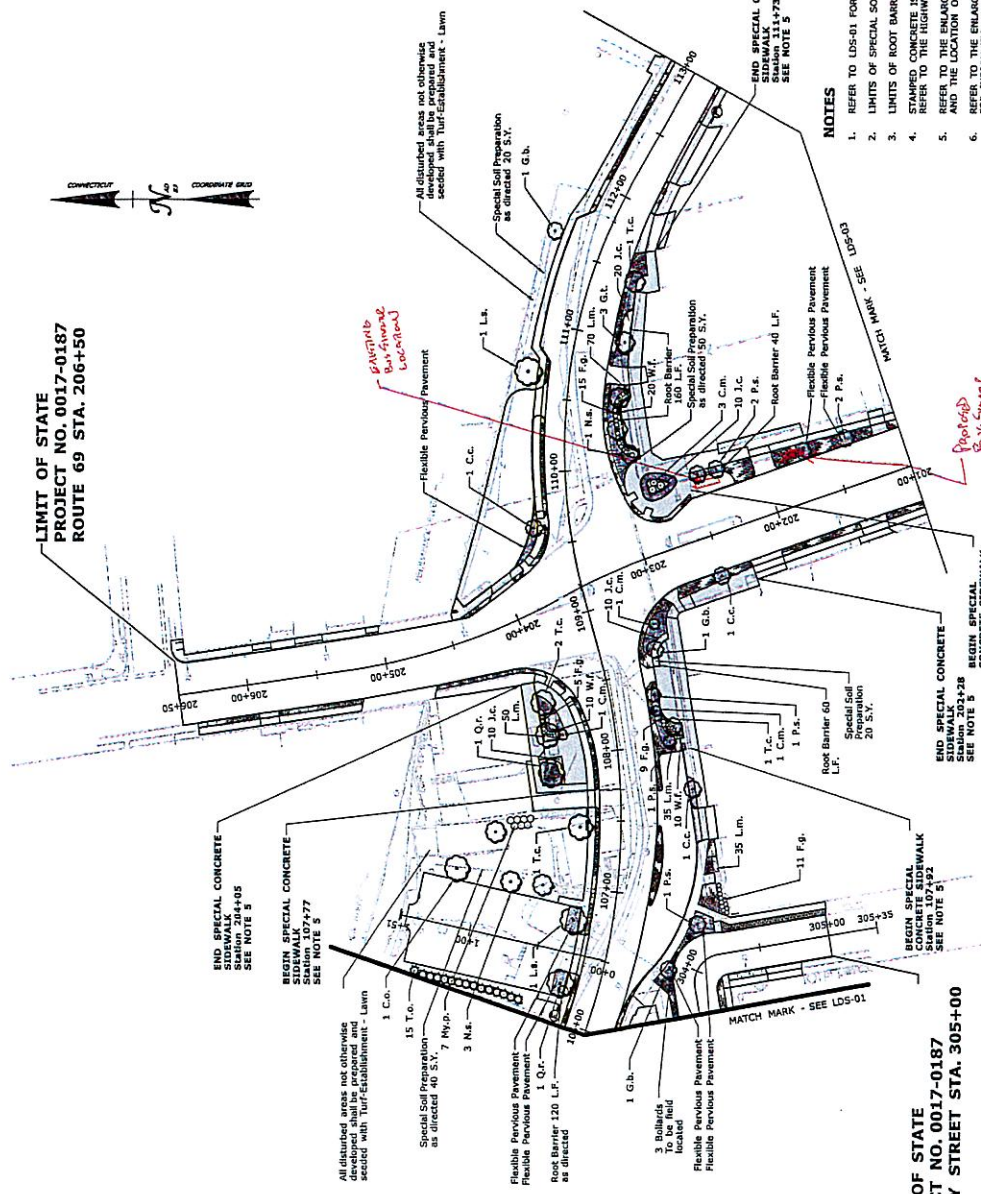
Raymond A Rogozinski, P.E.  
Director of Public Works

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LIMIT OF STATE  
PROJECT NO. 0017-0187  
ROUTE 69 STA. 206+50

LEGEND

- FLEXIBLE PERVIOUS PAVEMENT
- STAMPED CONCRETE
- SPECIAL CONCRETE SIDEWALK
- BOLLARD (Dwight Street)
- ROOT BARRIER



NOTES

1. REFER TO LDS-01 FOR PLANT LIST AND NOTES RELATED TO PLANTINGS.
2. LIMITS OF SPECIAL SOIL PREPARATION SHOWN ON THE PLANS IS APPROXIMATE AND SHALL BE FINALIZED IN THE FIELD.
3. LIMITS OF ROOT BARRIER SHOWN ON THE PLANS IS APPROXIMATE AND SHALL BE FINALIZED IN THE FIELD.
4. STAMPED CONCRETE IS SHOWN ON THE LANDSCAPE SUBSET FOR INFORMATIONAL PURPOSES ONLY. REFER TO THE HIGHWAY PLANS AND SPECIFICATIONS FOR ADDITIONAL INFORMATION.
5. REFER TO THE ENLARGEMENTS ON LDT-01 FOR THE LAYOUT OF SPECIAL CONCRETE SIDEWALK AND THE LOCATION OF EXPANSION JOINTS.
6. REFER TO THE ENLARGEMENTS ON LDT-02 AND THE SPECIFICATION FOR SPECIAL CONCRETE SIDEWALK FOR INFORMATION PERTAINING TO THE LAYOUT OF DUMMY JOINTS.
7. REFER TO THE DETAILS ON LDT-03 AND LDT-04 FOR INFORMATION PERTAINING TO SOIL PREPARATION AND PLANTINGS, AS WELL AS THE COORDINATION OF FLEXIBLE PERVIOUS PAVEMENT.

LIMIT OF STATE  
PROJECT NO. 0017-0187  
LANDRY STREET STA. 305+00

|                                                         |  |              |  |
|---------------------------------------------------------|--|--------------|--|
| PROJECT NO.                                             |  | BRISTOL      |  |
| 0017-0187                                               |  | LANDSCAPE    |  |
| SHEET NO.                                               |  | DESIGN SHEET |  |
| 08.03                                                   |  |              |  |
| MAJOR INTERSECTION IMPROVEMENTS ON ROUTE 72 AT ROUTE 69 |  | TITLE        |  |
| OFFICE OF ENGINEERING                                   |  | BRISTOL      |  |
| DEPARTMENT OF TRANSPORTATION                            |  | DESIGNED BY  |  |
| DESIGNED BY                                             |  | 3/14/2017    |  |
| SCALE IN FEET                                           |  | SCALE 1"=40' |  |
| 0 20 40                                                 |  | DATE         |  |
| 2/2/2017                                                |  | SHEET NO.    |  |
| 2/2/2017                                                |  |              |  |

**Raymond Rogozinski**

---

**From:** Michael Plourde <michaelpourde77@comcast.net>  
**Sent:** Thursday, September 26, 2024 2:38 PM  
**To:** Ernest Pitti  
**Cc:** Raymond Rogozinski; jrimcoski@gmail.com; Jennifer Vanasse; Craig Kasparian  
**Subject:** Re: DPW - Wilewood Estate Island

Ray,  
 Thank you,  
 Michael

Sent from my iPad

> On Sep 26, 2024, at 11:15 AM, Ernest Pitti <epitti2005@gmail.com> wrote:

>

> Hello Raymond:

> I actually think your crew did a great job on the 2nd island. It hasn't looked as good as it does now in years. Now the 1st island is a different story and still looks like something you'd see at the entrance to a school or cemetery.

>

> Ernie Pitti

> 66 Palmorr Place

> Sent from my iPhone

>

>> On Sep 26, 2024, at 10:58 AM, Raymond Rogozinski <RaymondRogozinski@bristolct.gov> wrote:

>>

>> Thanks for the email, I have perform a preliminary review of the work completed to date and it is consistent with the scope presented and authorized by the Board of Public Works. DPW will perform an additional review of the walls.

>>

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

>>

>> -----Original Message-----

>> From: Michael Plourde [mailto:michaelpourde77@comcast.net]

>> Sent: Wednesday, September 25, 2024 12:03 PM

>> To: Raymond Rogozinski <RaymondRogozinski@bristolct.gov>

>> Cc: epitti2005@gmail.com; jrimcoski@gmail.com; Jennifer Vanasse <jenn@windowshopinc.com>

>> Subject: Wilewood Estate Island

>>

>> Good morning Ray,

>>

>> I'm writing to you about the work that was done yesterday and to talk about the second island.

>>

>> It was nice to see that things are moving forwards with the cleanup. I would like to give you some feedback on it. The comments were not very good from the neighbors.

>> Here is the picture

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>>  
>>  
>>  
>>

>> Most neighbors comments were it look like a cemetery now, just awful. Why can't it just be leveled out and grass planted on it instead. So I think that they would like just grass on the second island and maybe just leave the one tree on the top half. That center raised bed should be removed as well since it's falling apart, and would need extensive repair.

>>

>> Please let me know if there is a meeting that the neighbors should attend to voice there concerns and opinions.

>>

>> Sent from my iPhone

**Raymond Rogozinski**

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**From:** Frank Nicastro  
**Sent:** Monday, October 7, 2024 8:16 AM  
**To:** Raymond Rogozinski  
**Subject:** Re: Wilderness Way Island



7



7



7



7



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| SCHEDULE | Pavement Management Program (Fall 2024) |                    |                   |          |     |
|----------|-----------------------------------------|--------------------|-------------------|----------|-----|
|          | 7-Jun-24                                |                    |                   |          |     |
|          | Street Name                             | Street Length (Ft) | Street Width (Ft) | Mill     | RSR |
|          |                                         |                    |                   |          |     |
| F 24     | Spark Avenue                            | 1,110              | 31                | Mill All | 63  |
| F 24     | Rich Lane                               | 695                | 31                | Mill All | 60  |
| F 24     | Stonecrest Drive                        | 3,553              | 33                | Mill All | 60  |
| F 24     | Madison Drive                           | 1,527              | 33                | Mill All | 62  |
| F 24     | Gayle Drive                             | 803                | 33                | Mill All | 63  |
| F 24     | Wintergreen Road                        | 1,069              | 34                | Mill All | 51  |
| F 24     | Peppermint Lane                         | 1,627              | 36                | Mill All | 53  |
| F 24     | Ridgecrest Lane                         | 1,489              | 34                | Mill All | 66  |
| F 24     | Matthews St. (Hill to Rt.6)             | 5,302              | 32                | Mill All | 62  |
| F 24     | Sand Hill Road                          | 903                | 34                | Mill All | 65  |
| F 24     | Emory Court                             | 444                | 19                | Mill All | 46  |
| F 24     | Chestnut Street                         | 1,994              | 27                | Mill All | 65  |
| F 24     | Locust Street                           | 935                | 30                | Mill All | 60  |
| F 24     | Pratt Street                            | 580                | 29                | Mill All | 65  |
| F 24     | Ronzo Road                              | 1,438              | 49                | Mill All | 62  |
| F 24     | Dell Manor Drive                        | 538                | 40                | Mill All | 65  |
| F 24     | Ebert Drive                             | 663                | 26                | Mill All | 59  |
| F 24     | Lakeside Drive                          | 1,347              | 28                | Mill All | 50  |
| F 24     | Glenn Street                            | 850                | 20                | Mill All | 60  |
| F 24     | Ebert Road                              | 463                | 15                | Mill All | 61  |
| F 24     | Kelley Street                           | 756                | 29                | Mill All | 60  |
| F 24     | Ward Street                             | 505                | 27                | Mill All | 60  |
| F 24     | Meadow Street                           | 500                | 30                | Mill All | 60  |
| F 24     | Wolcott Road                            | 2,000              | 25                | Mill All | 50  |
| F 24     | Woodhaven Road                          | 1,306              | 34                | Mill All | 63  |
| F 24     | Woodybrook Road                         | 682                | 34                | Mill All | 61  |
| F 24     | Lochaven Road                           | 950                | 34                | Mill All | 62  |
| F 24     | Perkins Street(Peacedale to T.Line)     | 4,748              | 28                | Mill All | 65  |
|          |                                         |                    |                   |          |     |

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UNDER DPW REVIEW  
TO ADJUST FOR THE  
PAVING OF N. MAIN ST  
& REDSTONE HILL RD

| SCHEDULE | Pavement Management Program (Spring 2025) |                    |                   |          |     |
|----------|-------------------------------------------|--------------------|-------------------|----------|-----|
|          | 7-Jun-24                                  |                    |                   |          |     |
|          | Street Name                               | Street Length (Ft) | Street Width (Ft) | Mill     | RSR |
| S 25     | James Drew Lane                           | 369                | 33                | Mill All | 51  |
| S 25     | Drayla Drive                              | 480                | 33                | Mill All | 63  |
| S 25     | Mechanic (Wash. to Beacan)                | 1,037              | 28                | Mill All | 33  |
| S 25     | Beacon Street                             | 1,062              | 26                | Mill All | 55  |
| S 25     | East New Street                           | 616                | 32                | Mill All | 49  |
| S 25     | Cozy Lane                                 | 274                | 33                | Mill All | 55  |
| S 25     | Hollyberry Road                           | 2,720              | 34                | Mill All | 62  |
| S 25     | Summerberry Circle                        | 580                | 34                | Mill All | 62  |
| S 25     | Winterberry Circle                        | 322                | 34                | Mill All | 54  |
| S 25     | Nursery Circle                            | 257                | 34                | Mill All | 62  |
| S 25     | Pinehurst Road                            | 3,295              | 24                | Mill All | 60  |
| S 25     | Arbor Court                               | 664                | 30                | Mill All | 65  |
| S 25     | Deerfield Road                            | 1,113              | 30                | Mill All | 65  |
| S 25     | Rambler Street                            | 3,772              | 30                | Mill All | 55  |
| S 25     | Northwestern Drive                        | 1,047              | 34                | Mill All | 62  |
| S 25     | Stafford Ave. (Collins to Birchwood)      | 5,407              | 40                | Mill All | 59  |
| S 25     | Miller Road                               | 657                | 34                | Mill All | 53  |
| S 25     | Pierce Street                             | 856                | 34                | Mill All | 66  |
| S 25     | Fairview Street                           | 608                | 33                | Mill All | 64  |
| S 25     | Sunnydale Avenue                          | 3,547              | 34                | Mill All | 66  |
| S 25     | Gaylord Street                            | 921                | 29                | Mill All | 53  |
| S 25     | Francis Street                            | 372                | 29                | Mill All | 62  |
| S 25     | Stearns Street                            | 1,843              | 29                | Mill All | 52  |
| S 25     | Elm Street                                | 595                | 27                | Mill All | 43  |
| S 25     | Vance Road                                | 2,354              | 30                | Mill All | 44  |
| S 25     | Vance Street                              | 1,502              | 34                | Mill All | 45  |
| S 25     | Sessions Street                           | 497                | 29                | Mill All | 44  |
| S 25     | Bernside Drive                            | 1,382              | 32                | Mill All | 47  |



STATE OF CONNECTICUT  
*CONNECTICUT SITING COUNCIL*

Ten Franklin Square, New Britain, CT 06051

Phone: (860) 827-2935 Fax: (860) 827-2950

E-Mail: [siting.council@ct.gov](mailto:siting.council@ct.gov)

Web Site: [portal.ct.gov/csc](http://portal.ct.gov/csc)

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VIA ELECTRONIC MAIL

October 1, 2024

The Honorable Jeffrey Caggiano  
Mayor  
City of Bristol  
City Hall  
111 North Main Street  
Bristol, CT 06010-0114  
[mayorsoffice@bristolct.gov](mailto:mayorsoffice@bristolct.gov)

RE: **PETITION NO. 1644** – C-Tec Solar, LLC petition for a declaratory ruling, pursuant to Connecticut General Statutes §4-176 and §16-50k, for the proposed construction, maintenance and operation of a 1.625-megawatt AC solar photovoltaic electric generating facility and associated equipment to be located at the former Bristol Landfill, 685 Lake Avenue, Bristol, Connecticut, and associated electrical interconnection.

Dear Mayor Caggiano:

Pursuant to Connecticut General Statutes §4-176 and §16-50k, the Connecticut Siting Council (Council) is in receipt of a petition for a declaratory ruling to construct, maintain and operate a 1.625-megawatt solar photovoltaic electric generating facility in the City of Bristol.

In accordance with Section 16-50j-40 of the Regulations of Connecticut State Agencies, on or about September 30, 2024, written notice of the intent to file the petition for a declaratory ruling was provided to the Council, the property owner of record, abutting property owners and the chief elected official of the municipality in which the proposed solar facility will be located.

Should you have any questions or comments regarding the above-referenced petition for a declaratory ruling, please feel free to call me at 860-827-2951 or submit written comments to the Council by October 30, 2024.

Thank you for your consideration.

Sincerely,

Melanie A. Bachman  
Executive Director

MAB/dll

**Raymond Rogozinski**

---

**From:** Raymond Rogozinski  
**Sent:** Monday, October 7, 2024 8:44 AM  
**To:** 'Frazier, Maureen T.'; Mayor'sOffice  
**Cc:** Patrick Krajewski; mark.morello@bristolct.gov; Anthony Lorenzetti; Joshua Medeiros; Karen Svetz; 'Paul Brand'  
**Subject:** RE: 0171-0504 Town Notification - District 1 Traffic Control Signal Replacement  
**Attachments:** Town Notification-Bristol.pdf

Thanks for the notice. The City looks forward to the replacement of the traffic signal at CT Route 72 (Riverside Ave)/ Blakeslee/ Downs and Mem Blvd. The City is rescheduled to replace the Downs Street Bridge in 2025 and work may extend into the spring of 2026.

In addition, the City sees this intersection as a gateway into the City. With the assistance of the State/City local bridge program the Mem Blvd bridge was recently replaced/reconstructed. The City would like to discuss the layout of mast arm or span poles to prevent blocking or distracting the view of the newly replaced Mem Blvd. Bridge. The painting of the span pole or mast arm black would help in addition to coordinating the location of the poles or mast arm. The City would also like signage, including a sign installed on the signal head on the east bound lane toward Mem Blvd indicated "no thru trucks". We would also request pavement marking painted on the referenced lane indicating "no thru trucks".

Thanks for your assistance. Please feel free to contact me to discuss 860-584-6113/ 203-592-3497.

**From:** Frazier, Maureen T. [mailto:Maureen.Frazier@ct.gov]  
**Sent:** Tuesday, October 1, 2024 9:58 AM  
**To:** Mayor'sOffice <MayorsOffice@bristolct.gov>  
**Cc:** Raymond Rogozinski <RaymondRogozinski@bristolct.gov>; Patrick Krajewski <PatrickKrajewski@bristolct.gov>; mark.morello@bristolct.gov  
**Subject:** 0171-0504 Town Notification - District 1 Traffic Control Signal Replacement

Dear Mayor Caggiano:

Please see the attached letter regarding project 0171-0504.

Thank you,

**Maureen Frazier**

**Administrative Assistant**

Connecticut Department of Transportation

Division of Traffic Engineering

Phone: 123-456-7890

[Maureen.Frazier@ct.gov](mailto:Maureen.Frazier@ct.gov)





September 25, 2024



The Honorable Jeffrey J. Caggiano  
Mayor  
City of Bristol  
3rd Floor  
111 North Main St.  
Bristol, CT 06010  
[mayorsoffice@bristolct.gov](mailto:mayorsoffice@bristolct.gov)

Dear Mayor Caggiano:

Subject: **Town Notification**  
State Project No. 0171-0504  
Federal-Aid Project No. N/A  
District 1 Traffic Control Signal Replacement  
City of Bristol

The Department of Transportation's (CTDOT) Office of Engineering is developing plans to upgrade or replace the existing traffic signal infrastructure in various towns in District 1. In Bristol, the traffic signal equipment at intersection 017-256 (Route 72 at Memorial Blvd, Blakeslee St, and Downs St) is planned for full replacement. Work may include support structures (mast arms or span poles), cabinets, controllers, pedestals, signal heads, conduits, vehicle detection equipment, coordination/communication equipment, signing and pavement markings, and pedestrian control features. The purpose of this project is to upgrade or revise existing traffic control signal equipment to current standards.

The present schedule indicates that the design will be completed in May 2026, with construction anticipated to start in the winter of 2026, assuming acceptance of the project, availability of funding, and receipt of any required right-of-way and environmental permits. This project will be undertaken with 100% state funds. The CTDOT will coordinate with the City during the design phase.

Please advise this office of any work that may be contemplated in the vicinity of the following project intersection in the City of Bristol:

- Bristol                      017-256                      Route 72 at Memorial Blvd, Blakeslee St, & Downs St

By completing such work prior to or at the same time as the proposed construction, the traveling public can be better served upon completion of the project with a pavement that would not have to be disturbed for installations of this kind for many years.

It is CTDOT's policy to keep the public informed and involved when such projects are undertaken. It is important that the community share its concerns with the CTDOT to assist in the project's development. Accordingly, the enclosed press release describing the proposed improvement is scheduled to be released shortly. CTDOT expects to hold a public hearing upon the completion of the preliminary design.

If you have any questions or wish to assist CTDOT with this project, please contact Kaethe Podgorski, Project Manager, at (860) 594-2189 or by e-mail at [Kaethe.Podgorski@ct.gov](mailto:Kaethe.Podgorski@ct.gov).

2800 Berlin Turnpike  
P.O. Box 317546  
Newington, CT 06131-7546  
860-594-2000

- 1 -

CT.GOV/DOT

9/25/2024

Mayor Caggiano

September 25, 2024

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Very truly yours,



Matthew C. Blume, P.E., PTOE  
2024.09.25 11:11:19-04'00'

Matthew C. Blume, P.E., P.T.O.E.  
Division Chief of Traffic Engineering  
Bureau of Engineering and Construction

Enclosures

cc: NVCOG  
Ray Rogazinski, P.E., City Engineer  
Mark Morello, Interim Chief of Police  
Patrick Krajewski, Traffic Division Commander

HOME

Posted on: September 25, 2024

# CITY OF BRISTOL ANNOUNCES PUBLIC PRESENTATION OF PROPOSED ZONING UPDATES

The City of Bristol is pleased to announce a virtual public presentation of proposed changes to environmental standards of the City’s zoning regulations, scheduled to be held on Thursday, October 17, 2024, at 6:00 pm – see Zoom link below. This meeting will include a presentation of the recommended amendments and will be followed by a question-and-answer period.

The presentation will provide an opportunity for residents and stakeholders to learn about the proposed zoning updates and voice their opinions. The Zoning Commission has been diligently working on these updates with the goal of improving the Town’s regulation of parking across the City with an emphasis on the Downtown. These recommended amendments follow a two-year long process by which the City updated its zoning regulations to bring them up to date and improve the usability of the zoning regulations document.

Information for the Zoom Meeting:

<https://bit.ly/3MP2W0q>

Meeting ID: 835 7077 4063

Passcode: 123456

## TOOLS

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[Notify Me](#)

## CATEGORIES

- [All Categories](#)
- [Home](#)
- [Home - Public Works](#)
- [Home - Town Clerk](#)
- [Home - Water and Sewer](#)

Additionally, an online survey is currently available for residents and other stakeholders to participate in to share their opinions about zoning, land use, and development in the City. The survey is available at the following link: [www.surveymonkey.com/r/bristolzoning](http://www.surveymonkey.com/r/bristolzoning).

For additional information about the proposed zoning amendments or the virtual public presentation, please contact Robert Flanagan, City Planner at [RobertFlanagan@bristolct.gov](mailto:RobertFlanagan@bristolct.gov).

**Media Contact:**  
Robert Flanagan  
City Planner  
City of Bristol  
860-584-6225  
[RobertFlanagan@bristolct.gov](mailto:RobertFlanagan@bristolct.gov)

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[EARLY VOTING](#)  
[INFORMATION](#)

**OTHER NEWS IN HOME**

**EARLY VOTING INFORMATION**

Posted on: September 10, 2024

**BUSINESSES OPEN DURING JEROME AVENUE BRIDGE CONSTRUCTION**

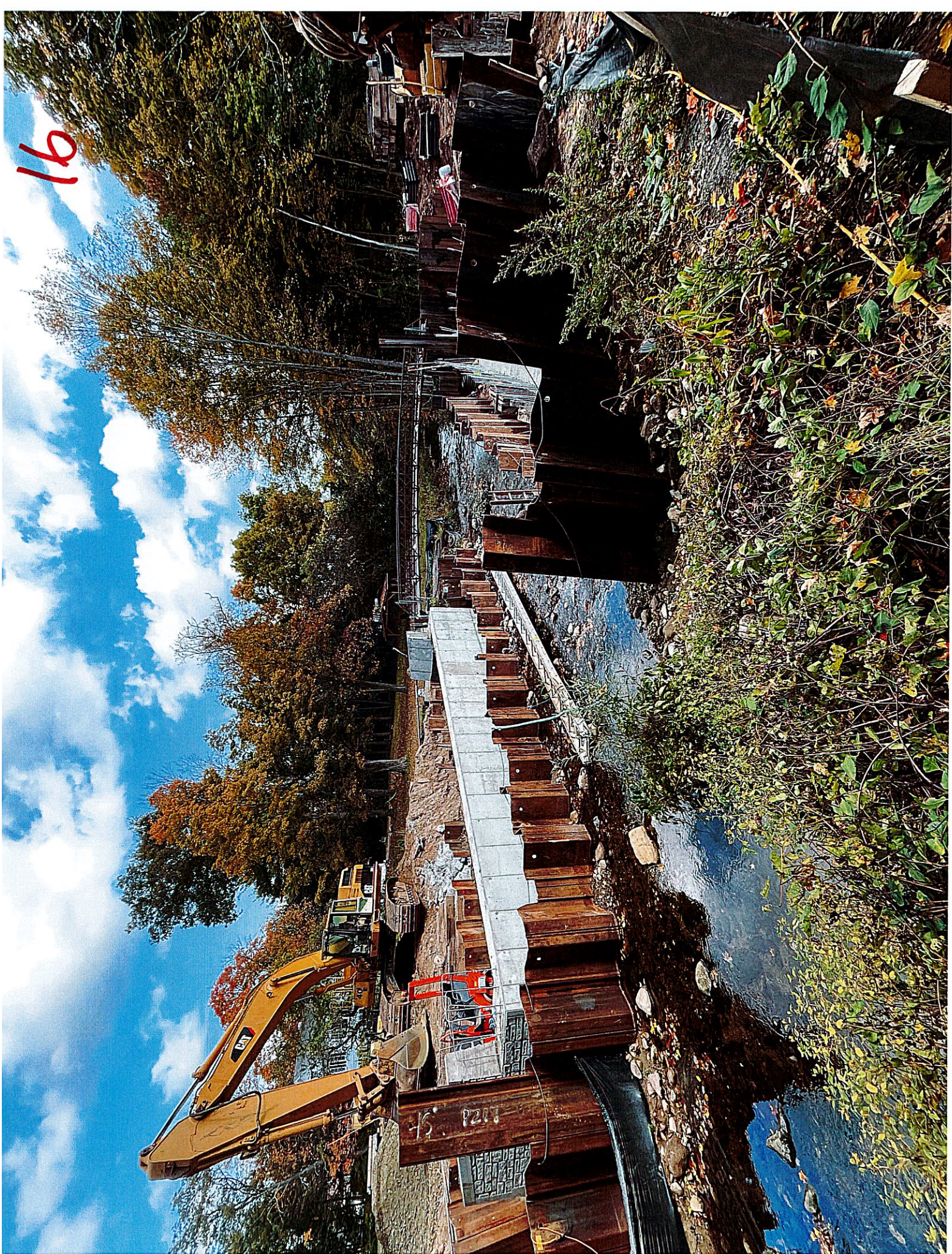
Posted on: April 29, 2024 | Last Modified on: April 29, 2024

**CITY OF BRISTOL LAUNCHES NEW FORGIVABLE REVOLVING LOAN FUND IN PARTNERSHIP WITH CIC**

Posted on: January 31, 2024

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# Meeting Minutes

|              |                       |                  |           |
|--------------|-----------------------|------------------|-----------|
| Project Name | Bristol City Hall     | Date of Meeting  | 10/1/2024 |
| Project No.  | 21-361                | Date of Minutes  | 10/2/2024 |
| Subject      | Post-Occupancy Review | Meeting Location | Site      |

| Attendee Name  | Initials | In Attendance                       | Company         |
|----------------|----------|-------------------------------------|-----------------|
| Ray Rogozinski | RR       | <input checked="" type="checkbox"/> | City of Bristol |
| Luis Lorenzo   | LL       | <input checked="" type="checkbox"/> | City of Bristol |
| David Oakes    | DO       | <input checked="" type="checkbox"/> | City of Bristol |
| Eugene Karcha  | EK       | <input checked="" type="checkbox"/> | DDJV            |
| Walker Greeno  | WG       | <input checked="" type="checkbox"/> | SES             |

The following is believed to be an accurate representation of discussions and decisions made at this meeting. If any of the items are incorrect or fail to record discussions at the meeting, please notify the author of these minutes, in writing, within 5 days of the issue date. Failing such notification, these minutes will be considered a matter of record.

**Purpose:** The intent of this meeting is to review the performance, functionality, and overall satisfaction with the systems and components. It also allows for documentation and instigation of warranty-related issues prior to the end of the general warranty period.

| Item | Item                                                                                                                                                                                                                                                                                                                                                                                          | Action By |
|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| 1.   | The overall building pressurization needs to be addressed by the engineer and the TAB contractor to properly maintain pressures between zones internally and control the pressure to the exterior. Currently there are a few internal zones that are very positively pressurized and the overall building pressure is very positive, causing some of the doors to not close properly.         | DDJV      |
| 2.   | Exhaust fan 017B – the status on the BMS does not match the actual status condition. ATC contractor to correct.                                                                                                                                                                                                                                                                               | DDJV      |
| 3.   | There was a leak found during a rain event in room 018 through the concrete deck above, it is believed to be originating from the entrance to the building above. Contractors to investigate and provide solution.<br><br>There was also a leak found from the ceiling above the main stairway. This may have been addressed by the roofing contractor. City to monitor and relay info to EK. | DDJV      |



| Item | Item                                                         | Action By |
|------|--------------------------------------------------------------|-----------|
| 4.   | Info only. The city installed a roof rail system for safety. | None      |

Respectfully Submitted,

Walker Greeno CCP, CxTS, LEED AP  
Project Manager  
Sustainable Engineering Solutions, LLC



Department of Public Works | 860.584.6125

# MEMORANDUM

DATE: September 30, 2024

TO: Mayor Jeffrey Caggiano  
Board of Public Works

FROM: Raymond A. Rogozinski, P.E., Director of Public Works  
David Oakes, Facility Manager

RE: **DPW POLICE COMPLEX BOILER CONDENSATE TANK  
REPLACEMENT**

---

For the FY24-25, \$50,000.00 was budgeted to replace the condensate tank that serves both primary steam boilers at the Police Complex, via the City Building Project List (Account #1018310-570200). A competitive bidding process was executed, and Oakland LLC of Bristol won the contract at a total sum of \$34,740.00. Previously solicited quotes were as high as \$48,000.00.

Oakland LLC removed the condensate tank on the week of August 12<sup>th</sup>. Upon removal of the condensate tank, mud drum nipples serving both steam boilers were found to exhibit high levels of corrosion and appeared to be compromised. Annual mud drum cleaning and flushing are a normal preventative maintenance task that the Facilities Division completes in conjunction with service providers, either Air Temp Mechanical or Oakland LLC. Due to the evident state of the mud drums, I requested that Oakland LLC complete the annual mud drum cleaning and pull all mud drum barrel plugs and inspect the length with a camera system designed for plumbing systems. Initial review of camera footage showed a high percentage of mud drum nipples (13 nipples per mud drum) were scaled and clogged from decades of use. The fact that nipples were also corroded over, prompted one mud drum to be removed to have nipples replaced to eliminate the chance that nipples would fail during the course of the heating months at the Police Complex. Other mud drums had select nipples replaced based on inspection and probability of failure.

The option to replace one mud drum was explored, but no supply house in the Northeast carried these antiquated boiler parts at this time. A supply house in Philadelphia believed they could source a used mud drum, but soon found that the drum was not compatible with the Smith boilers onsite at the Police Complex. Therefore, Oakland LLC removed the mud drum completely and re-conditioned the drum at their fabrication shop. Extensive grinding and cutting was required to remove all the seized nipples from this drum and all nipple threads were required to be cut in again properly to accommodate replacement nipples.

Additionally, two steam traps that are associated with the condensate tank were found to be past their useful life cycle and necessitated replacement as well. These steam traps were not included in the condensate tank replacement work scope.

To date, an additional cost of \$11,986.85 has been incurred to the condensate tank replacement project. However, it should be known that some of this additional cost would have been incurred for the normal annual mud drum cleaning and boiler preventative maintenance that is completed on a regular basis. The large portion of the cost is from mud drum nipple replacements and labor-intensive mineral scale removal that has occurred over decades of use. The boiler equipment is original to the building construction circa 1979.

The contractor has indicated that without completion of the work, the boiler would not have operated through this winter/heating season. The contractor also stated that he estimates the current operational life of the boiler at 3-5 years. The proposed HVAC upgrades to replace the steam boiler with a hot water boiler were put on hold due to the receipt of high bid, and the City is currently evaluating the replacement/renovation of Police Complex building.

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



Corroded and compromised mud drum nipples. Nipple screw threads so severely pitted they are non-existent and locking nuts have completely disintegrated over time



Two condensate tank steam traps that required replacement due to age



A mud drum nipple that was completely clogged with mineral scaling



Mud drum exhibiting decades of mineral scaling that was air-chiseled out during re-conditioning.



Mud drum nipple that required being cut-out during re-conditioning at Oakland LLC



Mud drum after re-conditioning at Oakland LLC



Department of Public Works | 860.584.6125

# MEMORANDUM

DATE: October 4, 2024

TO: Mayor Jeffrey Caggiano  
Board of Public Works

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

RE: **DPW SOLID WASTE/TRANSFER STATION FUND & BUDGET  
REVIEW**

The City's Solid Waste and Transfer Station operations are funded through designated funds identified as the Solid Waste Disposal Fund and the Transfer Station Funds. The funds are not part of the City's operating budget; however, the funds are in part funded by the City's general funds. With that said, the Solid Waste Disposal Fund has a reserve fund that functions at the end of the year similarly to the City's operating budget that covers budget shortfalls or receives excess funds. Similarly, the Transfer Station fund also has a reserve fund. Both the Solid Waste Disposal and Transfer Station funds have both revenues and expenses. For accounting purposes, revenues are indicated with negative values. A summary of the year end closeout for each fund is provided below:

## **Solid Waste Disposal Fund**

The year-end account summary for FY2023-24 is attached for review. Fund expenditures consist of the following:

- a. Covanta/Reworld – Rubbish Disposal Cost: \$1,283,213. The City disposed of 17,446 tons of rubbish at Covanta/Reworld at \$72.68/ton. DPW collects 19,944 curbside rubbish containers on a weekly basis. The current cost for FY2024-25 is \$75.05/ton. The City contracts solid waste disposal, processing of recyclables through BRFFOC a consortium of 14 municipalities. The current rubbish disposal fee of \$75.05/ton is substantially below market cost of \$105-\$115/ton. The existing BRFFOC contract will remain in place for an additional 10 years, until June 30, 2034. In accordance with the contract, disposal cost increase based on CPI with a peak rate of 3.25%. Based on the City's disposal amount, City cost would increase by \$610,610 once the existing Covanta/Reworld contract expires  $((110-75) \times 17,446)$ .
- b. Murphy Road LLC – Curbside Recycling Processing Cost: \$331,591. DPW collects 20,550 curbside recycling containers ones every two weeks. As with rubbish, the City procures recycling processing through BRFFOC. The current contract consist of a base fee, with a factor that adjusts the cost based on the commodity price of the recycled materials. Therefore, the cost varies month to month. During FY23-24 the cost has fluctuated from approximately \$52.53/ton to \$93.87/ton. A list of commodities that are used to adjust the base recycling processing fee

are provided below, along with a percent by weight of the commodity within the waste stream:

| Commodity           | Recyclable Stream %<br>(per contract by weight) |
|---------------------|-------------------------------------------------|
| OCC (cardboard)     | 13.40                                           |
| Mixed Paper         | 46.00                                           |
| Glass               | 19.00                                           |
| Steel Cans          | 2.00                                            |
| Aluminum            | 0.25                                            |
| Natural HDPE        | 0.60                                            |
| Colored HDPE        | 0.75                                            |
| PET                 | 2.00                                            |
| Mixed Plastics #3&7 | 1.00                                            |
| Residue (Rubbish)   | 15.00                                           |
| Base Fee (BPF)      | \$87.50                                         |

- c. BRFFOC Municipal Fee - \$23,620: The City's fee to BRFFOC.

The Solid Waste Fund revenues consist of the following:

- City General Fund - \$1,154,000
- Covanta/Reworld Host Fee - \$324,643: The City receives a host fee pursuant to the existing contract as a function of Covanta/Reworld being located within the City limits.
- Solid Waste Reserve Fund - \$117,113

It should also be noted that the City receives a credit from Covanta/Reworld based on energy production. In FY2023-24 the energy credit was \$49,010.99. In addition to the listed revenues, the Solid Waste Fund also receives hauler permit fees, Reworld grant funds, Solid Waste reserve fund interest, and currently includes State nipper funds.

A summary of the FY2023-24 Year End Budget indicates that additional funding from the Solid Waste Reserve fund in the amount of \$33,000 was required to cover solid waste disposal & processing cost. The current Solid Waste fund balance is \$268,760.

### **Transfer Station Fund**

The year-end account summary for FY2023-24 is attached for review.

Transfer station expenditures include labor, material disposal, and facility cost and totaled \$871,547 for FY2023-24. The transfer station processed 44,975 transaction in FY 2023-24 and 12,954 tons of material.

Transfer station revenues include permit fees, sale of disposed of material, Wolcott processing fee, pay as you throw charges, and City general funds. A summary of the revenue is provided below:

- Permit (Residential & Commercial): \$34,743
- Wolcott process fee: - \$5,151
- Sale of disposed material: \$55,566
- Pay as You throw charges: \$293,292
- Fund Balance Interest: \$22,529
- General Fund: \$470,490



**Department of Public Works | 860.584.6125**

A review of revenues indicates that “pay as you throw” revenues were approximately \$30,000 higher than anticipated. There are a number of potential factors for the increase, however, the BPW did increase commercial fees and implemented policy changes in October of 2023 that increased transfer station revenue.

A summary of the FY2023-24 Year End Budget indicates that there was a surplus of approximately \$10,000 generated with the Transfer station fund. The surplus funds were transferred to the Transfer Station reserve fund that current totals approximately \$514,894.

The City is finalizing an agreement with a solar provider to install solar panels on the landfill/transfer station property. Extensive permitting is required to install the solar panel, if the solar provider is successful, lease revenue of \$50,000 starting in 2026 is anticipated. DPW would recommend that lease payments be included in the Transfer Station Fund revenue to offset general fund contributions.

A copy of the yearly Transfer Station Yearly CT DEEP report is attached for review.

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

## YEAR TO DATE BUDGET REPORT

FOR 2024 13

|                                             | ORIGINAL<br>ESTIM REV | ESTIM REV<br>ADJSTMTS | REVISED<br>EST REV | ACTUAL YTD<br>REVENUE | REMAINING<br>REVENUE | PCT<br>COLL |
|---------------------------------------------|-----------------------|-----------------------|--------------------|-----------------------|----------------------|-------------|
| <b>121 SOLID WASTE DISPOSAL FUND</b>        |                       |                       |                    |                       |                      |             |
| <b>1211019 SOLID WASTE DISPOSAL FUND</b>    |                       |                       |                    |                       |                      |             |
| 1211019 460000 INTEREST INCOME              | -3,000                | 0                     | -3,000             | -17,954.59            | 14,954.59            | 598.5%      |
| TOTAL SOLID WASTE DISPOSAL FUND             | -3,000                | 0                     | -3,000             | -17,954.59            | 14,954.59            | 598.5%      |
| <b>1213010 PUBLIC WORKS ADM SOLID WASTE</b> |                       |                       |                    |                       |                      |             |
| 1213010 442017 SOLID WASTE DISP             | -200                  | 0                     | -200               | -175.00               | -25.00               | 87.5%       |
| 1213010 450303 RECYCLING RECEIP             | -58,000               | 0                     | -58,000            | -52,551.50            | -5,448.50            | 90.6%       |
| 1213010 480000 CITY OF BRISTOL              | -360,000              | 0                     | -360,000           | -324,643.39           | -35,356.61           | 90.2%       |
| 1213010 490001 TRANSFER IN GENE             | -1,154,000            | 0                     | -1,154,000         | -1,154,000.00         | .00                  | 100.0%      |
| TOTAL PUBLIC WORKS ADM SOLID WASTE          | -1,572,200            | 0                     | -1,572,200         | -1,531,369.89         | -40,830.11           | 97.4%       |
| <b>1213016 SOLID WASTE DISPOSAL FUND</b>    |                       |                       |                    |                       |                      |             |
| 1213016 432169 LIQUOR BOTTLE DE             | 0                     | -45,000               | -45,000            | -117,113.15           | 72,113.15            | 260.3%      |
| 1213016 461002 BUDGETARY FUND B             | -100,000              | -40,000               | -140,000           | .00                   | -140,000.00          | .0%         |
| TOTAL SOLID WASTE DISPOSAL FUND             | -100,000              | -85,000               | -185,000           | -117,113.15           | -67,886.85           | 63.3%       |
| TOTAL SOLID WASTE DISPOSAL FUND             | -1,675,200            | -85,000               | -1,760,200         | -1,666,437.63         | -93,762.37           | 94.7%       |
| TOTAL REVENUES                              | -1,675,200            | -85,000               | -1,760,200         | -1,666,437.63         | -93,762.37           |             |
| GRAND TOTAL                                 | -1,675,200            | -85,000               | -1,760,200         | -1,666,437.63         | -93,762.37           | 94.7%       |

\*\* END OF REPORT - Generated by Jodi McGrane \*\*

## YEAR TO DATE BUDGET REPORT

FOR 2024 13

|                                          | ORIGINAL<br>APPROP | TRANFRS/<br>ADJSTMTS | REVISED<br>BUDGET | YTD EXPENDED | ENC/REQ | AVAILABLE<br>BUDGET | PCT<br>USED |
|------------------------------------------|--------------------|----------------------|-------------------|--------------|---------|---------------------|-------------|
| <b>121 SOLID WASTE DISPOSAL FUND</b>     |                    |                      |                   |              |         |                     |             |
| <b>1213016 SOLID WASTE DISPOSAL FUND</b> |                    |                      |                   |              |         |                     |             |
| 1213016 542140 CITY REFUSE               | 1,675,200          | 0                    | 1,675,200         | 1,638,426.20 | .00     | 36,773.80           | 97.8%       |
| 1213016 561800 PROGRAM SUPPLIES          | 0                  | 85,000               | 85,000            | 71,021.23    | .00     | 13,978.77           | 83.6%       |
| TOTAL SOLID WASTE DISPOSAL FUND          | 1,675,200          | 85,000               | 1,760,200         | 1,709,447.43 | .00     | 50,752.57           | 97.1%       |
| TOTAL SOLID WASTE DISPOSAL FUND          | 1,675,200          | 85,000               | 1,760,200         | 1,709,447.43 | .00     | 50,752.57           | 97.1%       |
| TOTAL EXPENSES                           | 1,675,200          | 85,000               | 1,760,200         | 1,709,447.43 | .00     | 50,752.57           |             |
| GRAND TOTAL                              | 1,675,200          | 85,000               | 1,760,200         | 1,709,447.43 | .00     | 50,752.57           | 97.1%       |

\*\* END OF REPORT - Generated by Jodi McGrane \*\*

## YEAR TO DATE BUDGET REPORT

FOR 2024 13

|                                      | ORIGINAL<br>APPROP | TRANFRS/<br>ADJSTMTS | REVISED<br>BUDGET | YTD EXPENDED | ENC/REQ | AVAILABLE<br>BUDGET | PCT<br>USED |
|--------------------------------------|--------------------|----------------------|-------------------|--------------|---------|---------------------|-------------|
| <b>136 TRANSFER STATION FUND</b>     |                    |                      |                   |              |         |                     |             |
| <b>1363016 TRANSFER STATION FUND</b> |                    |                      |                   |              |         |                     |             |
| 1363016 422020 RESIDENTIAL PERM      | -50,000            | 0                    | -50,000           | -32,743.05   | .00     | -17,256.95          | 65.5%       |
| 1363016 422021 COMMERCIAL PERMI      | -2,200             | 0                    | -2,200            | -1,655.00    | .00     | -545.00             | 75.2%       |
| 1363016 450303 RECYCLING RECEIP      | -12,000            | 0                    | -12,000           | -5,151.88    | .00     | -6,848.12           | 42.9%       |
| 1363016 450350 CLOTHING SALES        | -250               | 0                    | -250              | .00          | .00     | -250.00             | .0%         |
| 1363016 450351 ALUMINUM SALES        | -3,000             | 0                    | -3,000            | -5,105.60    | .00     | 2,105.60            | 170.2%      |
| 1363016 450352 IRON/METAL SALES      | -60,000            | 0                    | -60,000           | -48,493.25   | .00     | -11,506.75          | 80.8%       |
| 1363016 450353 BATTERIES             | -3,000             | 0                    | -3,000            | -1,968.75    | .00     | -1,031.25           | 65.6%       |
| 1363016 450354 COMPOST SALES         | -4,000             | 0                    | -4,000            | .00          | .00     | -4,000.00           | .0%         |
| 1363016 450356 PAYT REVENUE          | -260,000           | 0                    | -260,000          | -293,292.75  | .00     | 33,292.75           | 112.8%      |
| 1363016 460000 INTEREST INCOME       | -5,160             | 0                    | -5,160            | -22,529.24   | .00     | 17,369.24           | 436.6%      |
| 1363016 461002 BUDGETARY FUND B      | -40,000            | -54,000              | -94,000           | .00          | .00     | -94,000.00          | .0%         |
| 1363016 480023 RECYCLING REBATE      | -300               | 0                    | -300              | .00          | .00     | -300.00             | .0%         |
| 1363016 490001 TRANSFER IN GENE      | -459,140           | -11,350              | -470,490          | -470,490.00  | .00     | .00                 | 100.0%      |
| TOTAL TRANSFER STATION FUND          | -899,050           | -65,350              | -964,400          | -881,429.52  | .00     | -82,970.48          | 91.4%       |
| TOTAL TRANSFER STATION FUND          | -899,050           | -65,350              | -964,400          | -881,429.52  | .00     | -82,970.48          | 91.4%       |
| TOTAL REVENUES                       | -899,050           | -65,350              | -964,400          | -881,429.52  | .00     | -82,970.48          |             |
| GRAND TOTAL                          | -899,050           | -65,350              | -964,400          | -881,429.52  | .00     | -82,970.48          | 91.4%       |

\*\* END OF REPORT - Generated by Jodi McGrane \*\*

## YEAR TO DATE BUDGET REPORT

FOR 2024 13

|                                      | ORIGINAL<br>APPROP | TRANFRS/<br>ADJSTMTS | REVISED<br>BUDGET | YTD EXPENDED | ENC/REQ | AVAILABLE<br>BUDGET | PCT<br>USED |
|--------------------------------------|--------------------|----------------------|-------------------|--------------|---------|---------------------|-------------|
| <b>136 TRANSFER STATION FUND</b>     |                    |                      |                   |              |         |                     |             |
| <b>1363016 TRANSFER STATION FUND</b> |                    |                      |                   |              |         |                     |             |
| 1363016 514000 REGULAR WAGES &       | 316,180            | 9,490                | 325,670           | 327,971.36   | .00     | -2,301.36           | 100.7%      |
| 1363016 515100 OVERTIME WAGES &      | 62,000             | 1,860                | 63,860            | 46,430.36    | .00     | 17,429.64           | 72.7%       |
| 1363016 517000 OTHER WAGES           | 500                | 0                    | 500               | 1,012.88     | .00     | -512.88             | 202.6%      |
| 1363016 520100 LIFE INSURANCE        | 500                | 0                    | 500               | 535.80       | .00     | -35.80              | 107.2%      |
| 1363016 520500 DISABILITY INSUR      | 150                | 0                    | 150               | 120.00       | .00     | 30.00               | 80.0%       |
| 1363016 520700 F.I.C.A.              | 22,030             | 0                    | 22,030            | 21,669.43    | .00     | 360.57              | 98.4%       |
| 1363016 520750 MEDICARE INSURAN      | 5,155              | 0                    | 5,155             | 5,067.88     | .00     | 87.12               | 98.3%       |
| 1363016 531000 PROFESSIONAL FEE      | 65,000             | 0                    | 65,000            | 58,221.91    | .00     | 6,778.09            | 89.6%       |
| 1363016 534200 ENVIRONMENTAL MO      | 1,000              | 0                    | 1,000             | .00          | .00     | 1,000.00            | .0%         |
| 1363016 541000 PUBLIC UTILITIES      | 5,800              | 0                    | 5,800             | 4,208.34     | .00     | 1,591.66            | 72.6%       |
| 1363016 541100 WATER & SEWER CH      | 400                | 0                    | 400               | 276.01       | .00     | 123.99              | 69.0%       |
| 1363016 542101 DISPOSAL              | 7,000              | 0                    | 7,000             | 7,080.57     | .00     | -80.57              | 101.2%      |
| 1363016 542105 TIRE DISPOSAL         | 8,500              | 0                    | 8,500             | 6,800.00     | .00     | 1,700.00            | 80.0%       |
| 1363016 542110 FREON DISPOSAL        | 2,200              | 0                    | 2,200             | 1,272.00     | .00     | 928.00              | 57.8%       |
| 1363016 542115 BULK WASTE DISPO      | 23,000             | 0                    | 23,000            | 19,090.00    | .00     | 3,910.00            | 83.0%       |
| 1363016 542120 SOLID WASTE TIP       | 204,160            | 0                    | 204,160           | 180,605.19   | .00     | 23,554.81           | 88.5%       |
| 1363016 543000 REPAIRS & MAINT       | 10,000             | 0                    | 10,000            | 6,987.92     | .00     | 3,012.08            | 69.9%       |
| 1363016 561800 PROGRAM SUPPLIES      | 26,000             | 0                    | 26,000            | 12,269.98    | .00     | 13,730.02           | 47.2%       |
| 1363016 563100 FRONT END LOADER      | 0                  | 54,000               | 54,000            | 50,810.96    | .00     | 3,189.04            | 94.1%       |
| 1363016 570900 23024 SERVER          | 0                  | 0                    | 0                 | 11,645.00    | .00     | -11,645.00          | 100.0%      |
| 1363016 589000 CONTINGENCY           | 7,000              | 0                    | 7,000             | .00          | .00     | 7,000.00            | .0%         |
| 1363016 591500 TRANSFER OUT INT      | 132,475            | 0                    | 132,475           | 109,472.18   | .00     | 23,002.82           | 82.6%       |
| TOTAL TRANSFER STATION FUND          | 899,050            | 65,350               | 964,400           | 871,547.77   | .00     | 92,852.23           | 90.4%       |
| TOTAL TRANSFER STATION FUND          | 899,050            | 65,350               | 964,400           | 871,547.77   | .00     | 92,852.23           | 90.4%       |
| TOTAL EXPENSES                       | 899,050            | 65,350               | 964,400           | 871,547.77   | .00     | 92,852.23           |             |
| GRAND TOTAL                          | 899,050            | 65,350               | 964,400           | 871,547.77   | .00     | 92,852.23           | 90.4%       |

\*\* END OF REPORT - Generated by Jodi McGrane \*\*



Department of Energy & Environmental Protection  
Bureau of Materials Management & Compliance Assurance  
79 Elm Street - 4<sup>th</sup> Floor  
Hartford, Connecticut 06106-5127

## Annual Municipal Recycling Report

This report regarding municipal recycling activity for the previous fiscal year is **required** to be submitted by September 30<sup>th</sup> of each year to the Connecticut Department of Energy & Environmental Protection (DEEP) -CGS Sec 22a-220(h).

**Parts 1 through 5** can be completed and submitted to the CT Department of Energy & Environmental Protection via any **one** of the following methods

- Fax (860) 424-4059 Attn: Solid Waste Facility Reporting- Paula Guerrero; **Or**
- Scanned & E-Mailed To [DEEP.Solid&HazWasteReports@ct.gov](mailto:DEEP.Solid&HazWasteReports@ct.gov) (Do not send hard copy if sending electronically); **Or**
- Land-Mailed to CT DEEP; Bureau of MM&CA – Recycling Office; 79 Elm Street - 4<sup>th</sup> Floor; -Hartford, CT 06106-5127; Attn: Solid Waste Facility Reporting- Paula Guerrero.
  - Must be double-sided and preferably on paper with a minimum 30% post-consumer content.
  - PLEASE CONSERVE PAPER – **Do not send unused pages or sections.** Indicate ([at bottom of this page](#)) the total number of pages in your report.

Call Paula Guerrero (860 424-3334) to confirm receipt of your report.

**Part 6** needs to be completed electronically on SurveyMonkey and will provide a snapshot of municipal compliance with basic statutory recycling requirements and help identify areas that need improvement. **The link to Part 6 will be e-mailed to municipal recycling contacts sometime in August.**

**Questions? Visit the CT [DEEP Website](#) or contact [Paula Guerrero](#) (see above) or [Judy Belaval](#) (860) 424-3237.**

1. **Name of City/Town** City of Bristol  
**Mailing Address:** 111 North Main St Zip Code 06010

2. **Recycling Contact:** Name: Josh Corey  
Title: Superintendent of Solid Waste  
Fax #: (860) 584-3838 Email: [joshcorey@bristolct.gov](mailto:joshcorey@bristolct.gov) Phone #: (860) 584-7791

3. **Reporting Period:** July 1, 20 23 through June 30, 20 24

**Number of Pages in This Report:** 8

**OFFICE USE ONLY:** ✓ = Complete M = Missing I = Incomplete C = Called

Part 1a \_\_\_\_\_ Part 1b \_\_\_\_\_ Part 2 \_\_\_\_\_ Part 3 \_\_\_\_\_ Part 4 \_\_\_\_\_ Part 5 \_\_\_\_\_ Part 6 \_\_\_\_\_

COMMENTS \_\_\_\_\_



**PART 1: Items Recycled (Please report disaster debris as a separate material type)**

| Materials Recycled from <i>Residential</i> Sources                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                   |                          |                         |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-------------------------|
| (A)<br>Recyclable Item                                                                                                                                                                                                                                                           | (B)<br>Name/Address - <i>First</i> Destination for <i>Residential</i> Recyclables<br>(after the municipal transfer station or municipal compost site, if applicable)                                                                                                              | (C)<br>Amount Recycled   | (D)<br>Units of Measure |
| <b>Bottles/Cans/Cartons/Paper (BCP)</b><br><br><ul style="list-style-type: none"> <li>First Destination Is a <i>CT Permitted SW Facility</i></li> </ul> <input type="checkbox"/> Includes Res & NonRes                                                                           | Destination:<br>Address:<br>Check all that apply:<br><input type="checkbox"/> Single Stream <input type="checkbox"/> Dual Stream <input type="checkbox"/> Material Collected Separately                                                                                           | NA                       | NA                      |
|                                                                                                                                                                                                                                                                                  | Destination:<br>Address:<br>Check all that apply:<br><input type="checkbox"/> Single Stream <input type="checkbox"/> Dual Stream <input type="checkbox"/> Material Collected Separately                                                                                           | NA                       | NA                      |
|                                                                                                                                                                                                                                                                                  | Destination:<br>Address:<br>Check all that apply:<br><input type="checkbox"/> Single Stream <input type="checkbox"/> Dual Stream <input type="checkbox"/> Material Collected Separately                                                                                           | NA                       | NA                      |
| <b>Bottles/Cans/Cartons/Paper</b><br><br><ul style="list-style-type: none"> <li>First Destination Is <i>Not</i> a CT Permitted SW Facility</li> </ul> <input type="checkbox"/> Tonnage Includes Res & NonRes                                                                     | Destination:<br>Address:<br>Check all that apply:<br><input type="checkbox"/> Single Stream <input type="checkbox"/> Dual Stream <input type="checkbox"/> Material Collected Separately<br><i>If unable to report tonnage – then please provide Hauler Name and Contact Info:</i> |                          |                         |
|                                                                                                                                                                                                                                                                                  | Destination:<br>Address:<br>Check all that apply:<br><input type="checkbox"/> Single Stream <input type="checkbox"/> Dual Stream <input type="checkbox"/> Material Collected Separately<br><i>If unable to report tonnage – then please provide Hauler Name and Contact Info:</i> |                          |                         |
| <b>Storage Batteries</b> (vehicle batteries) <i>Generated in the municipality and recycled thru a program operated on municipally owned property or thru a municipally run or contracted program</i><br><input checked="" type="checkbox"/> Tonnage Includes Res & NonRes        | Destination: Continental Scrap Metal, LLC<br>Address: 1275 Wolcott Rd, Wolcott CT 06716                                                                                                                                                                                           | 6.04                     | tons                    |
|                                                                                                                                                                                                                                                                                  | Destination:<br>Address:                                                                                                                                                                                                                                                          |                          |                         |
| <b>Scrap Metal</b> - <i>Generated in the municipality and recycled thru a program operated on municipally owned property or thru a municipally run or contracted program</i><br><input checked="" type="checkbox"/> Tonnage Includes Res & NonRes                                | Destination: Continental Scrap Metal, LLC<br>Address: 1275 Wolcott Rd, Wolcott CT 06716                                                                                                                                                                                           | 291.45<br>iron and steel | tons                    |
|                                                                                                                                                                                                                                                                                  | Destination: Continental Scrap Metal, LLC<br>Address: 1275 Wolcott Rd, Wolcott CT 06716                                                                                                                                                                                           | 8.09<br>aluminum         | tons                    |
| <b>Waste Oil</b> (gallons) <i>Generated in the municipality and recycled thru a program operated on municipally owned property or thru a municipally run or contracted program</i><br><input checked="" type="checkbox"/> Includes Res & NonRes                                  | Destination: Western Oil<br>Address: Lincoln, RI 02865                                                                                                                                                                                                                            | 5,824                    | Gallons                 |
| <b>Used Textiles</b> (clothing, shoes, linens etc.) <i>Generated in the municipality and recycled thru a program operated on municipally owned property or thru a municipally run or contracted program</i><br><input checked="" type="checkbox"/> Tonnage Includes Res & NonRes | Destination: CMRK Inc.<br>Address: Northborough, MA 01532                                                                                                                                                                                                                         | 3.60                     | tons                    |
| <b>Electronics</b> <i>Generated in the municipality and recycled thru a program operated on municipally</i>                                                                                                                                                                      | Destination: NewTech Recycling<br>Address: Somerset, NJ 08873                                                                                                                                                                                                                     | 64.31                    | tons                    |

## Materials Recycled from *Residential* Sources

| (A)<br>Recyclable Item                                                                                                                                                                                                                                                                                                                                                                                                                                       | (B)<br>Name/Address - <i>First</i> Destination for <i>Residential</i> Recyclables<br>(after the municipal transfer station or municipal compost site, if applicable)                                                                                                                                                                                                                                                                                                                                  | (C)<br>Amount Recycled          | (D)<br>Units of Measure                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|------------------------------------------|
| <b>owned property or thru a municipally run or contracted program</b> Check Types Included:<br><input checked="" type="checkbox"/> CEDs (CT e-Waste Recycling Program)<br><input type="checkbox"/> Non-CEDs<br><input type="checkbox"/> Other- Specify:<br><input type="checkbox"/> Other- Specify:<br><input type="checkbox"/> <b>Tonnage Includes Res &amp; NonRes</b>                                                                                     | Destination: NewTech Recycling<br><br>Address: Somerset, NJ 08873                                                                                                                                                                                                                                                                                                                                                                                                                                     | 64.31                           | tons                                     |
| <b>NiCd Batteries</b> <i>Generated in the municipality and recycled thru a program operated on municipally owned property or thru a municipally run or contracted program</i><br><input type="checkbox"/> <b>Includes Res &amp; NonRes</b>                                                                                                                                                                                                                   | Destination: NewTech Recycling<br><br>Address: Somerset, NJ 08873                                                                                                                                                                                                                                                                                                                                                                                                                                     | Recorded with electronic weight |                                          |
| <b>C&amp;D Waste Recycled</b> Specify Type: Construction Debris                                                                                                                                                                                                                                                                                                                                                                                              | Destination: Allied Sanitation<br><br>Address: Forestville, CT 06010                                                                                                                                                                                                                                                                                                                                                                                                                                  | 199.82                          | tons                                     |
| <b>For the following questions regarding source separated organics: - If source separated organics or any products (compost, mulch, etc.) made from those organics by the municipality are sent to a CT permitted composting or recycling facility, please include information re the receiving facility so that the tonnage is not 2x counted. <i>Any organic material burned (with or without energy production) cannot be counted as recycled!!!!</i></b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                 |                                          |
| <b>Incoming Leaves</b> <i>Generated in the municipality and recycled thru a program operated on municipally owned property or thru a municipally run or contracted program.</i><br><br>1 CY=0.25 tons<br><input checked="" type="checkbox"/> <b>Tonnage Includes Res &amp; NonRes</b>                                                                                                                                                                        | <b>How are leaves managed?</b><br><input checked="" type="checkbox"/> Leaves are composted at municipal compost site<br><input checked="" type="checkbox"/> Finished compost is used on municipal sites<br><input checked="" type="checkbox"/> Finished compost is given or sold to residents<br><br><input type="checkbox"/> Finished compost is sold or sent to a permitted composting or recycling facility<br>Destination:<br>Address:                                                            | 863.87                          | Tons                                     |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <input checked="" type="checkbox"/> Leaves are sent to a permitted composting or recycling facility<br>Destination: City of Bristol Transfer Station<br>Address: 685 Lake Ave, Bristol CT 06010                                                                                                                                                                                                                                                                                                       |                                 |                                          |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <input type="checkbox"/> Other – Describe<br>Destination:<br>Address:                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                 |                                          |
| <b>Brush (from yard waste)</b> <i>Generated in the municipality and recycled thru a program operated on municipally owned property or thru a municipally run or contracted program</i><br><br>1CY(loose) = 0.15 tons<br><input checked="" type="checkbox"/> <b>Tonnage Includes Res &amp; NonRes</b>                                                                                                                                                         | <b>How is the brush managed?</b><br><input type="checkbox"/> chipped and used as mulch on municipal sites<br><input type="checkbox"/> chipped and given to residents<br><input type="checkbox"/> chipped and used as bulking agent in municipal compost site<br><input checked="" type="checkbox"/> sent to a permitted composting or recycling facility<br>Destination: City of Bristol Transfer Station<br>Address: 685 Lake Ave, Bristol CT 06010<br><br><input type="checkbox"/> Other – Describe | 534                             | Tons after grinding                      |
| <b>Grass Clippings</b> <i>Generated in the municipality and recycled thru a program operated on municipally owned property or thru a municipally run or contracted program</i><br><input type="checkbox"/> <b>Tonnage Includes Res &amp; NonRes</b>                                                                                                                                                                                                          | <b>How are grass clippings managed?</b><br><input checked="" type="checkbox"/> Grass clippings are composted at municipal compost site<br><br><input type="checkbox"/> Grass clippings are sent to a permitted composting or recycling facility<br>Destination:<br>Address:                                                                                                                                                                                                                           | Weight recorded with yard waste |                                          |
| <b>Yard Waste Mix</b> <i>Generated in the municipality and recycled thru a program operated on municipally owned property or thru a municipally run or contracted program</i> Check Types Included:<br><input checked="" type="checkbox"/> Grass; <input checked="" type="checkbox"/> Brush;                                                                                                                                                                 | <b>How is mixed yard waste managed?</b><br><input checked="" type="checkbox"/> Mixed yard waste is composted at municipal compost site<br><input checked="" type="checkbox"/> Finished compost is used on municipal sites<br><input checked="" type="checkbox"/> Finished compost is given or sold to residents<br><input checked="" type="checkbox"/> Finished compost is sold or sent to a permitted composting or recycling facility<br>Destination:<br>Address:                                   | 2,769.74                        | Tons                                     |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 772.50                          | Compost out- sale, city and to residents |

## Materials Recycled from *Residential* Sources

| (A)<br>Recyclable Item                                                                                                                                                                                                                                                     | (B)<br>Name/Address - <i>First</i> Destination for <i>Residential</i> Recyclables<br>(after the municipal transfer station or municipal compost site, if applicable) | (C)<br>Amount Recycled | (D)<br>Units of Measure |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-------------------------|
| <input type="checkbox"/> Leaves<br><input type="checkbox"/> <b>Tonnage Includes Res &amp; NonRes</b>                                                                                                                                                                       | <input type="checkbox"/> Mixed yard waste is sent to a permitted composting or recycling facility<br>Destination:<br>Address:                                        |                        |                         |
|                                                                                                                                                                                                                                                                            | <input type="checkbox"/> Mixed yard waste - Other – Describe<br>Destination:<br>Address:                                                                             |                        |                         |
| <b>Food Scraps</b> <i>Generated in the municipality and recycled thru a program operated on municipally owned property or thru a municipally run or contracted program</i><br><input type="checkbox"/> <b>Tonnage Includes Res &amp; NonRes</b>                            | Destination: <b>Starting program July 2024</b><br><br>Address:                                                                                                       |                        |                         |
|                                                                                                                                                                                                                                                                            | Destination:<br><br>Address:                                                                                                                                         |                        |                         |
| <b>Disaster Debris Clean Wood</b> <i>Generated in the municipality and recycled thru a program operated on municipally owned property or thru a municipally run or contracted program</i><br><input type="checkbox"/> <b>Tonnage Includes Res &amp; NonRes</b>             | Destination:<br><br>Address:                                                                                                                                         |                        |                         |
|                                                                                                                                                                                                                                                                            | Destination:<br><br>Address:                                                                                                                                         |                        |                         |
| <b>Paint</b> <i>Generated in the municipality and recycled through the CT EPR program or other program on municipally owned property or thru a municipally run or contracted program</i><br><input checked="" type="checkbox"/> <b>Tonnage Includes Res &amp; NonRes</b>   | Destination: <b>Clean Harbor (PaintCare)</b><br><br>Address: <b>Bristol, CT 06010</b>                                                                                | 12.95                  | tons                    |
| <b>Mattresses</b> <i>Generated in the municipality and recycled through the CT EPR program or other program on municipally owned property or thru a municipally run or contracted program</i><br><input type="checkbox"/> <b>Tonnage Includes Res &amp; NonRes</b>         | Destination: <b>Willimantic Waste</b><br><br>Address: <b>Willimantic, CT</b>                                                                                         | 61<br>2,365            | tons<br>units           |
| <b>Other – Specify: Antifreeze</b> <i>Generated in the municipality and recycled thru a program operated on municipally owned property or thru a municipally run or contracted program</i><br><input checked="" type="checkbox"/> <b>Tonnage Includes Res &amp; NonRes</b> | Destination: <b>Western Oil</b><br><br>Address: <b>Lincoln, RI 02568</b>                                                                                             | 2.64                   | tons                    |
| <b>Other – Specify: Books</b> <i>Generated in the municipality and recycled thru a program operated on municipally owned property or thru a municipally run or contracted program</i><br><input checked="" type="checkbox"/> <b>Tonnage Includes Res &amp; NonRes</b>      | Destination: <b>Better World Books</b><br><br>Address: <b>Alpharetta, GA 30022</b>                                                                                   | 3.33                   | tons19                  |

## OTHER RECYCLABLES (i.e. Recyclables Not Listed Above and/or Material Recycled Only from Non-Residential Sources)

| (A)<br>Recyclable Item                                                                                                                                      | (B)<br>Name/Address - <i>First</i> Destination for <i>Other</i> Recyclables<br>(after the municipal transfer station or municipal compost site, if applicable)                          | (C)<br>Amount Recycled | (D)<br>Units of Measure |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-------------------------|
| <b>Non-Residential Bottles/Cans/Paper (BCP)</b><br><ul style="list-style-type: none"> <li><b>First Destination Is a CT Permitted SW Facility</b></li> </ul> | Destination:<br>Address:<br>Check all that apply:<br><input type="checkbox"/> Single Stream <input type="checkbox"/> Dual Stream <input type="checkbox"/> Material Collected Separately | NA                     | NA                      |
|                                                                                                                                                             | Destination:<br>Address:<br>Check all that apply:<br><input type="checkbox"/> Single Stream <input type="checkbox"/> Dual Stream <input type="checkbox"/> Material Collected Separately | NA                     | NA                      |
|                                                                                                                                                             | Destination:<br>Address:                                                                                                                                                                | NA                     | NA                      |

**OTHER RECYCLABLES** (i.e. Recyclables Not Listed Above and/or Material Recycled Only from Non-Residential Sources)

| (A)<br>Recyclable Item                                                                                                                                                                                                        | (B)<br>Name/Address - <i>First</i> Destination for <i>Other</i> Recyclables<br>(after the municipal transfer station or municipal compost site, if applicable)                                                                                                             | (C)<br>Amount Recycled | (D)<br>Units of Measure |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-------------------------|
|                                                                                                                                                                                                                               | Check all that apply:<br><input type="checkbox"/> Single Stream <input type="checkbox"/> Dual Stream <input type="checkbox"/> Material Collected Separately                                                                                                                |                        |                         |
| <i>Non-Residential</i><br><b>Bottles/Cans/Paper</b><br>• First Destination Is <b>Not</b> a CT Permitted SW Facility                                                                                                           | Destination:<br>Address:<br>Check all that apply:<br><input type="checkbox"/> Single Stream <input type="checkbox"/> Dual Stream <input type="checkbox"/> Material Collected Separately<br>If unable to report tonnage – then please provide Hauler Name and Contact Info: |                        |                         |
|                                                                                                                                                                                                                               | Destination:<br>Address:<br>Check all that apply:<br><input type="checkbox"/> Single Stream <input type="checkbox"/> Dual Stream <input type="checkbox"/> Material Collected Separately<br>If unable to report tonnage – then please provide Hauler Name and Contact Info: |                        |                         |
| <b>Other</b> Specify Type of Recyclable:<br><u>Propane tanks</u><br><input type="checkbox"/> Only Residential<br><input type="checkbox"/> Only Non-Residential<br><input checked="" type="checkbox"/> Includes Res & NonRes   | Destination: <b>Paraco Gas</b><br><br>Address: <b>75 East Aurora St, Waterbury, CT 06708</b>                                                                                                                                                                               | <b>1.99<br/>201</b>    | <b>tons<br/>units</b>   |
| <b>Other</b> Specify Type of Recyclable<br><u>Air conditioners</u><br><input type="checkbox"/> Only Residential<br><input type="checkbox"/> Only Non-Residential<br><input checked="" type="checkbox"/> Includes Res & NonRes | Destination: <b>NewTech Recycling</b><br><br>Address: <b>Somerset, NJ 08879</b>                                                                                                                                                                                            | <b>626</b>             | <b>units</b>            |
| <b>Other</b> Specify Type of Recyclable<br><u>Bulbs</u><br><input type="checkbox"/> Only Residential<br><input type="checkbox"/> Only Non-Residential<br><input checked="" type="checkbox"/> Includes Res & NonRes            | Destination: <b>NLR Inc.</b><br><br>Address: <b>256 Main St, East Windsor, CT 06088</b>                                                                                                                                                                                    | <b>.77</b>             | <b>tons</b>             |

**PART 2: Grasscycling & Home Composting** If your municipality has active, ongoing grasscycling (leaving grass clippings on the lawn) and/or home composting programs, please check the appropriate boxes below. An estimate of the amount home composted/grasscycled will be added to your municipality's waste diversion tonnages. If you have determined (through measurement or survey) the actual amount home composted and/or grasscycled, please report that annual tonnage on Part #1 (pages 2 thru 5) of this form and specify "grasscycling" and/or "home composting" in the row(s) labeled "other", and attach a brief description of how those tonnages were calculated. Want more information re home composting or grasscycling? Visit the DEEP [composting webpage](#) or call the DEEP Recycling Office at (860) 424-3366

| Program or Activity Type                                                                                                        | Home Composting of Yard Trimmings & Food Scraps                                                                                                                                | Grasscycling<br>(Leaving grass clippings on the lawn)                                                                                                                          |
|---------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Land Mailings of Educational Material                                                                                           | This FY: <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Frequency of Mailings this FY:                                                                            | This FY: <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Frequency of Mailings this FY:                                                                            |
| Distribution (other than mailing) of Brochures and Other Educational Material (including information on the municipal web site) | This FY: <input type="checkbox"/> Yes <input type="checkbox"/> No<br>How Distributed:                                                                                          | This FY: <input type="checkbox"/> Yes <input type="checkbox"/> No<br>How Distributed:                                                                                          |
| Showing of Home Composting and/or Grasscycling Video(s) either on Local Cable Access or Other Public Media                      | This FY: <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Frequency of Showing this FY:<br>Where Shown:                                                             | This FY: <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Frequency of Showing this FY:<br>Where Shown:                                                             |
| Master Composting Program                                                                                                       | This FY: <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                              |                                                                                                                                                                                |
| Workshops, Demonstrations, etc.                                                                                                 | This FY: <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Description:                                                                                              | This FY: <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Description:                                                                                              |
| Distribution or Subsidizing of Home Composting Bins, and/or Mulching Blades or Mulching Mowers for Residents                    | This FY: <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Number of Bins Distributed or Subsidized in this Reporting Fiscal Year:<br>Month(s)/Year of Distribution: | This FY: <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Number of Mulching Blades or Mulching Mowers Distributed or Subsidized <b>this Reporting Fiscal Year:</b> |
| Other Programs or Activities Promoting Grasscycling or Home Composting                                                          | This FY: <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Description:                                                                                              | This FY: <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Description:                                                                                              |



**PART 3: Information Regarding Collectors (Haulers) of Solid Waste (SW) and Recyclables Operating Within the Borders of the Municipality**

Please list below the haulers or collectors operating in your municipality and provide their contact information- including their e-mail address: **(Please duplicate this page if additional space is needed.)**

| Name of Hauling Company | Owner of Hauling Company | Mailing Address & E-mail Address | Contact Name   | Phone Number | Did Hauler Register in Your Municipality in FY2017?         | Did Hauler Submit FY2017 Annual Report To Your Municipality? | Other CT Municipalities in which the Collector Hauls SW &/or RECY (if more than three towns just list CT regions – e.g. NW CT; SE CT; etc.) | Types of SW &/or RECY Hauled by the Collector (e.g. MSW, C&D, Special, Landclearing, Yard Waste; Food Scrap; Recyclables,etc.) Check all that apply.                                                                                                                                                                    | Source of SW & RECY Hauled (e.g. Residential, Non-Residential) Check all that apply.                                                                                                                          |
|-------------------------|--------------------------|----------------------------------|----------------|--------------|-------------------------------------------------------------|--------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| All Waste               |                          | Mailing:<br>E-mail:              | Matt Slowik    | 860 952-0269 | <input type="checkbox"/> Yes<br><input type="checkbox"/> No | <input type="checkbox"/> Yes<br><input type="checkbox"/> No  |                                                                                                                                             | <input checked="" type="checkbox"/> MSW; <input type="checkbox"/> C&D; <input type="checkbox"/> Yard Waste<br><input type="checkbox"/> Landclearing ; <input type="checkbox"/> Food Scraps<br><input type="checkbox"/> Recyclables; <input type="checkbox"/> Special Waste<br><input type="checkbox"/> Other – Specify- | <input type="checkbox"/> MSW – Residential<br><input type="checkbox"/> MSW – Non Residential;<br><input type="checkbox"/> Recyclables – Residential<br><input type="checkbox"/> Recyclables – Non-Residential |
| Allied Sanitation       |                          | Mailing:<br>E-mail:              | Ryan           | 860 589-6944 | <input type="checkbox"/> Yes<br><input type="checkbox"/> No | <input type="checkbox"/> Yes<br><input type="checkbox"/> No  |                                                                                                                                             | <input checked="" type="checkbox"/> MSW; <input type="checkbox"/> C&D; <input type="checkbox"/> Yard Waste<br><input type="checkbox"/> Landclearing ; <input type="checkbox"/> Food Scraps<br><input type="checkbox"/> Recyclables; <input type="checkbox"/> Special Waste<br><input type="checkbox"/> Other – Specify- | <input type="checkbox"/> Residential<br><input type="checkbox"/> Non-Residential                                                                                                                              |
| Waste Material Trucking |                          | Mailing:<br>E-mail:              | Ellen Russo    | 860 675-9682 | <input type="checkbox"/> Yes<br><input type="checkbox"/> No | <input type="checkbox"/> Yes<br><input type="checkbox"/> No  |                                                                                                                                             | <input checked="" type="checkbox"/> MSW; <input type="checkbox"/> C&D; <input type="checkbox"/> Yard Waste<br><input type="checkbox"/> Landclearing ; <input type="checkbox"/> Food Scraps<br><input type="checkbox"/> Recyclables; <input type="checkbox"/> Special Waste<br><input type="checkbox"/> Other – Specify- | <input type="checkbox"/> Residential<br><input type="checkbox"/> Non-Residential                                                                                                                              |
| CWPM                    |                          | Mailing:<br>E-mail:              | Andrew Madigan | 860 797-1147 | <input type="checkbox"/> Yes<br><input type="checkbox"/> No | <input type="checkbox"/> Yes<br><input type="checkbox"/> No  |                                                                                                                                             | <input checked="" type="checkbox"/> MSW; <input type="checkbox"/> C&D; <input type="checkbox"/> Yard Waste<br><input type="checkbox"/> Landclearing ; <input type="checkbox"/> Food Scraps<br><input type="checkbox"/> Recyclables; <input type="checkbox"/> Special Waste<br><input type="checkbox"/> Other – Specify- | <input type="checkbox"/> Residential<br><input type="checkbox"/> Non-Residential                                                                                                                              |
| HQ Dumpsters            |                          | Mailing:<br>E-mail:              | Ralph Holyst   | 860 422-5678 | <input type="checkbox"/> Yes<br><input type="checkbox"/> No | <input type="checkbox"/> Yes<br><input type="checkbox"/> No  |                                                                                                                                             | <input checked="" type="checkbox"/> MSW; <input type="checkbox"/> C&D; <input type="checkbox"/> Yard Waste<br><input type="checkbox"/> Landclearing ; <input type="checkbox"/> Food Scraps<br><input type="checkbox"/> Recyclables; <input type="checkbox"/> Special Waste<br><input type="checkbox"/> Other – Specify- | <input type="checkbox"/> Residential<br><input type="checkbox"/> Non-Residential                                                                                                                              |
| Lake Compounce          |                          | Mailing:<br>E-mail:              | Mike Forbes    | 860 583-3300 | <input type="checkbox"/> Yes<br><input type="checkbox"/> No | <input type="checkbox"/> Yes<br><input type="checkbox"/> No  |                                                                                                                                             | <input checked="" type="checkbox"/> MSW; <input type="checkbox"/> C&D; <input type="checkbox"/> Yard Waste<br><input type="checkbox"/> Landclearing ; <input type="checkbox"/> Food Scraps<br><input type="checkbox"/> Recyclables; <input type="checkbox"/> Special Waste<br><input type="checkbox"/> Other – Specify- | <input type="checkbox"/> Residential<br><input type="checkbox"/> Non-Residential                                                                                                                              |
|                         |                          | Mailing:<br>E-mail:              |                |              | <input type="checkbox"/> Yes<br><input type="checkbox"/> No | <input type="checkbox"/> Yes<br><input type="checkbox"/> No  |                                                                                                                                             | <input checked="" type="checkbox"/> MSW; <input type="checkbox"/> C&D; <input type="checkbox"/> Yard Waste<br><input type="checkbox"/> Landclearing ; <input type="checkbox"/> Food Scraps<br><input type="checkbox"/> Recyclables; <input type="checkbox"/> Special Waste<br><input type="checkbox"/> Other – Specify- | <input type="checkbox"/> Residential<br><input type="checkbox"/> Non-Residential                                                                                                                              |
|                         |                          | Mailing:<br>E-mail:              |                |              | <input type="checkbox"/> Yes<br><input type="checkbox"/> No | <input type="checkbox"/> Yes<br><input type="checkbox"/> No  |                                                                                                                                             | <input type="checkbox"/> MSW; <input type="checkbox"/> C&D; <input type="checkbox"/> Yard Waste<br><input type="checkbox"/> Landclearing ; <input type="checkbox"/> Food Scraps<br><input type="checkbox"/> Recyclables; <input type="checkbox"/> Special Waste<br><input type="checkbox"/> Other – Specify-            | <input type="checkbox"/> Residential<br><input type="checkbox"/> Non-Residential                                                                                                                              |

Attach additional sheets if needed

**Please note:** All collectors hauling solid waste (including recyclables) generated within the borders of your municipality are required to: **(1) register annually in your municipality and (2) report annually to your municipality – CGS Sec 22a-220a(d).** The collector/hauler reporting form can be found at: [www.ct.gov/DEEP/solidwastereporting](http://www.ct.gov/DEEP/solidwastereporting) or by clicking on links below:

Annual *Collector/Hauler* Reporting Form to be submitted to the municipalities in which the collector/hauler operates [Word](#) [pdf](#) [Instructions](#)



## Part 4: Solid Waste Disposed (Please Report Disaster Debris Separately From Other Material)

Please indicate the first destination(s) (landfill, resource recovery facility, or regional multi-town transfer station) where solid waste generated in your town is received for disposal.

- If first destination is your municipal transfer station – report the first destination of waste sent out from your transfer station.
- If first destination is out-of-state, report (in Column C) the tonnage delivered to that facility.
  - If you are unable to get information regarding tonnage sent to that out-of-state facility, report information regarding the hauler who transported that waste out-of-state.

| (A)<br>Type of Solid Waste Disposed                                                                                                                                                                  | (B)<br>Name and Address of First Destination (i.e. Receiving Facility)<br>(after the municipal transfer station, if applicable)                       | (C)<br>Tons this FY |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| <b>MSW<sup>1</sup></b><br>• <b>First Destination</b> (after the municipal transfer station, if applicable) <b>Is a CT Permitted SW Facility</b>                                                      | Facility : <b>Reworld Bristol / Covanta Bristol</b><br>Address: <b>170 Enterprise Dr, Bristol CT 06010</b>                                            | <b>NA</b>           |
|                                                                                                                                                                                                      | Facility :<br>Address:                                                                                                                                | <b>NA</b>           |
| <b>Oversized MSW<sup>1</sup>- (furniture, mattresses, carpets, etc)</b><br>• <b>First Destination</b> (after the municipal transfer station, if applicable) <b>Is a CT Permitted SW Facility</b>     | Facility : <b>Reworld Bristol / Covanta Bristol</b><br>Address: <b>170 Enterprise Dr, Bristol CT 06010</b>                                            | <b>NA</b>           |
|                                                                                                                                                                                                      | Facility :<br>Address:                                                                                                                                | <b>NA</b>           |
| <b>MSW<sup>1</sup></b><br>• <b>First Destination</b> (after the municipal transfer station, if applicable) <b>Is Not a CT Permitted SW Facility</b>                                                  | Facility :<br>Address:<br>If unable to report tonnage to this first destination (located out-of-state) – please provide Hauler Name and Contact Info: | Tons:               |
|                                                                                                                                                                                                      | Facility :<br>Address:<br>If unable to report tonnage to this first destination (located out-of-state) – please provide Hauler Name and Contact Info: | Tons:               |
| <b>Oversized MSW<sup>1</sup>- (furniture, mattresses, carpets, etc)</b><br>• <b>First Destination</b> (after the municipal transfer station, if applicable) <b>Is Not a CT Permitted SW Facility</b> | Facility:<br>Address:<br>If unable to report tonnage to this first destination (located out-of-state) – please provide Hauler Name and Contact Info:  | Tons:               |
|                                                                                                                                                                                                      | Facility:<br>Address:<br>If unable to report tonnage to this first destination (located out-of-state) – please provide Hauler Name and Contact Info:  | Tons:               |
| <b>CONSTRUCTION &amp; DEMOLITION WASTE</b> (after the municipal transfer station, if applicable)                                                                                                     | Facility: <b>Allied Sanitation</b><br>Address: <b>Forestville CT 06011</b>                                                                            | Tons: <b>199.82</b> |
|                                                                                                                                                                                                      | Facility:<br>Address:                                                                                                                                 | Tons:               |
| <b>DISASTER DEBRIS</b> (after the municipal transfer station, if applicable)                                                                                                                         | Facility:<br>Address:                                                                                                                                 | Tons:               |
| <b>LANDCLEARING DEBRIS (logs and stumps)</b> (after the municipal transfer station, if applicable)                                                                                                   | Facility:<br>Address:                                                                                                                                 | Tons:               |

| (A)<br>Type of Solid Waste Disposed | (B)<br>Name and Address of First Destination (i.e. Receiving Facility)<br>(after the municipal transfer station, if applicable) | (C)<br>Tons this FY |
|-------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|---------------------|
| <b>SPECIAL WASTE<sup>2</sup></b>    | Facility:<br><br>Address:                                                                                                       | Tons:               |

<sup>1</sup> MSW is solid waste from residential, commercial and industrial sources; **excluding** hazardous, biomedical, sludge; etc.

<sup>2</sup> **SPECIAL WASTE** is any waste other than hazardous or radioactive waste which requires special handling for safe disposal such as sewage treatment, water treatment, and industrial sludges; fly ash and casting sands or slag; contaminated dredge spoils, etc.



## Part 5: Certification of Data Reported

Municipality: **City of Bristol**

Reporting Period: July 1 2023

June 30, 2024

Certification of document. This document, which is required to be submitted to the Commissioner of Energy and Environmental Protection, shall be signed by the municipal CEO or a duly authorized representative of such CEO, and by the individual(s) responsible for actually preparing such document, and each such individual shall certify in writing as follows:

"I have personally examined and am familiar with the information submitted in this document and all attachments thereto, and I certify, based on reasonable investigation, including my inquiry of those individuals responsible for obtaining the information, that the submitted information is true, accurate and complete to the best of my knowledge and belief. I understand that any false statement made in the submitted information may be punishable as a criminal offense under §53a-157b of the Connecticut General Statutes and any other applicable law."

### Municipal Recycling Contact Signature:

Signature - Municipal Recycling Contact

Date

**Josh Corey**

**joshcorey@bristolct.gov**

Printed Name - Municipal Recycling Contact

E-mail Address

### Municipal CEO Signature:

Signature Of Municipal CEO

Date

Printed Name - Municipal CEO

**jeffcaggiano@bristolct.gov**

E-mail Address

## Part 6: Qualitative Survey Questions re Municipal Recycling Program

- Part 6 survey questions need to be answered electronically on SurveyMonkey. Check your e-mail in August for the link.
- No Internet Access? Contact Paula Guerrera (860) 424- 3334 for a paper version of Part 6.



Department of Public Works | 860.584.6125

# MEMORANDUM

DATE: September 30, 2024

TO: Mayor Jeffrey Caggiano  
Board of Public Works

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

RE: **DPW PROJECTS – GRANT SUMMARY**

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The Department of Public Works funds a number of projects utilizing grant funds. A summary of the grants, projects, and required administrative tasks is provided below:

1. Federal/Local Bridge Program:

- a. Louisiana Ave Bridge: Completed in 2023 - \$2,420,988 (80% Grant Funded)
- b. Mellen Street Bridge: Completed in 2024 - \$2,716,600.00
- c. East St Bridge: Under construction scheduled to be completed in July 2025 - \$2,599,499.20

Federal/Local Bridge funds are administered by the CT DOT and provide 100% funding for project design, construction, and right of way acquisitions. Eligible bridges consist of bridges with deficient ratings, and are limited to local roads with spans over 20 ft. Prior to 2022, the Federal/Local Bridge program provided 80 percent funding with 20 percent of the project cost supplied by municipalities.

DPW prepares grant/bridge applications. In accordance with the Federal/Local Bridge requirements, a Project Authorization Agreement (PAL) is executed between the City and State, and an authorization for the City to award a contract is issued. The Federal/Local Bridge program is a reimbursement program. The City expends funds and DPW submits a request for reimbursement for each invoice paid.

2. State/Local Bridge Program:

- a. Lake Ave Culvert (south of Glenn): Approved for funding in 2024 - \$1,775,000 project - \$950,000 City). Design complete and environmental permits in place. Scheduled to start construction in 2025, pending acquisition of easements from Lake Compounce Amusement Park.
- b. Field Street Culvert: Currently being designed, easements required. Scheduled for construction in 2025 - \$1,273,271
- c. Jerome Ave Bridge \$2,915,311
- d. Andrew Street Culvert: DPW \$949,750

DPW prepares grant/bridge applications. State/Local Bridge Funds are administered by CT DOT. All deficient bridges with spans over 6 ft. are eligible for State/Local Bridge funding. Funding

approval is based on bridge inspection ratings, therefore, due to the level of State funding, approval of bridges for State/Local Bridge funding is competitive.

City funding (50%) is based on a supplemental agreement executed by the City and State. Design costs incurred prior to execution of the State/City supplemental agreement are eligible for State (50%) funding. Once a City audit is complete, excess funds are returned to the State, or if additional funds are required, a revision to the supplemental agreement is executed to receive funding.

The City typically does not proceed with grant applications until full project funding is in place. In the case of the State/Local Bridge program, the City would be required to fund 50 percent of the project cost at the time of the grant application. Although it is critical for deficient bridges to be replaced, replacement can typically be deferred until State approval of State/Local Bridge program funds. DPW does not proceed with bridge designs until BOF approval of funds are in place. However, DPW proceeds with applications to fund construction with State/Local bridge funds once bridge projects are on the approved Five Year Capital Improvement Program, and seeks City funds once the CT DOT approval is obtained.

3. LotCip (Local Transportation Capital Improvement Project) Grants:
  - a. Wolcott Road (CT Route 69 to Allentown Road/Mountain Rd & Witches Rock Road - \$4,424,944: Design substantially complete pending CT DOT approval authorization to bid.
  - b. Divinity Street Culvert - \$1,105,000: Design substantially complete and environmental permits in place. Easement required; construction scheduled for 2026 to coordinate with Park Street Streetscape due to detour.
  - c. Shrub Road Sidewalks - \$1,982,400: Project design currently being finalized. Pending CT DOT funding approval.
  - d. Downs Street Bridge - \$2,390,500: Project design substantially complete, pending CT DOT District 1 approval, and CT DOT authorization to bid. Scheduled for construction in 2025.

DPW prepares grant applications. LotCip Grant funds are administered by NVCOG regional planning agency. Project funding is for construction only. The City is responsible for the full project design cost. Lotcip projects require CT DOT approval of project designs that increase the potential for design change orders. Project construction funding is provided to the City prior to construction. Similar to the State/Local Bridge Program, once a City audit is complete, excess funds are returned to the State or if additional funds are required, a revision to the supplemental agreement is executed. The NVCOG staff provide the City a high degree of assistance complying with Lotcip requirements. However, completing project designs funded through Lotcip has proved problematic due to required CT DOT reviews and approvals. In addition, due to revisions to project cost estimates and the fact that Lotcip grants cover the full amount (100%) of the project cost, the Department defers BOF approval of the construction budget until CT DOT authorization to bid is received.

4. CMAQ Grant:
  - a. The City has received \$2,937,254 to replace traffic signals at the following intersections from the CT DOT:
    - i. Main St/South St & George St
    - ii. Center St & N. Main St
    - iii. School St/Mem Blvd & Main St

DPW prepared a grant application. A consultant has been selected to perform the design and execution of the design contract, pending a City/State project authorization agreement. Construction is scheduled for 2026. Grant provides 100% funding, no City contribution required. City expenditures are reimbursed by the grant as requested, similar to the Federal/State Bridge Program.

5. Community Conductivity Grant:

Grant application prepared by ECD Grant Administrator. The City has been awarded DOT Community Connectivity grant funds of \$299,916, \$439,000, and \$794,000 in funds for sidewalk and ADA ramp replacement. Sidewalk construction with the initial grant of \$299,916 is complete, and the construction of the \$439,000 is ongoing. Design of \$794,000 has started. Grants provide 100% funding, no City contribution required.



**Department of Public Works | 860.584.6125**

6. CT DEEP Climate Resilience Grant:

Grant application prepared by ECD Grant Administrator, DPW currently completing agreement. Grant in the amount of \$250,000 will fund engineering and consultant professional services to determine potential flood remediation options, evaluate and rank potential property acquisitions to reduce flood impacts, develop a community emergency plan, and conduct community based public education related to flooding. Grant provides 100% funding, no City contribution required.

7. CT DEEP Trail Grant:

Grant application prepared by ECD Grant Administrator and NVCOG, DPW currently completing agreement. Trail grant in the amount of \$320,000 with City funds of \$80,000 to design a bike and pedestrian path connecting Rockwell Park, West End, Brackett Park, Mem Blvd, and Middle St. The \$400,000 is for design only. Construction funds of \$8,268,000 are not in place. DPW recommends deferring procurement of construction funds until design is complete and the City can pursue grants to complete project in phases.

The City has selected a consultant to proceed with design, however, work is on hold pending execution of the City/CT DEEP agreement.

8. EECBG Grant:

Grant application prepared by ECD Grant Administrator, DPW completed agreement and reimbursement. DPW received \$119,000 to install LED lighting at DPW garage and City parks. Grant provides 100% funding, no City contribution required.

9. Locip (Local Capital Improvement Project) Grant:

DPW has complete several Locip funded projects including the following:

- a. Woodland Street Sidewalks \$136,000
- b. DPW Fleet Vehicle Lift \$148,000
- c. N. Main Streetscape - \$400,000 (portion of streetscape)

Although Locip is a grant, it functions more as a funding source of State funds for capital projects, and is administered by the City's Comptroller Office. Locip project criteria states Locip funds cannot be used to fund engineering studies only. Locip funds are for the construction of capital projects, and can include project engineering design services directly associated with project construction. Locip grant projects also require a flood management certificate, and all construction contracts must comply with CHRO requirements. As a result of the need for flood management certificates, DPW does not recommend the use of locip grants to fund work within the floodplain, and CHRO requirements limits the use of some existing DPW on-call contracts.

10. State Community Investment Fund (CIF) Grant:

Grant application completed by ECD Grant Administrator and ECD currently completing agreement. The \$6,850,000 will fund construction of streetscape improvements on CT Route 72 on Riverside Avenue (Mem Blvd to Main Street), and Park St (east of West End intersection to Rockwell Park). Design funded by City funds (\$382,000). Park St construction scheduled for 2025. Riverside Ave construction is scheduled for 2026 and will be completed in conjunction with CT DOT roadway improvements

11. EMERGENCY WATERSHED PROTECTION FLOODPLAIN EASEMENT (EWPP – FPE) GRANT

Grant application prepared by ECD Grant Administrator, agreement, reimbursement, and closeout completed by DPW. The \$383,543 grant has funded property acquisition and will fund demolition and flood mitigation measures. City share is \$1,100.

12. CT DECD Grant

Grant application prepared by ECD Grant Administrator, closeout documents currently being completed by ECD & DPW. The \$4,692,000 grant funded the design and construction of 254 parking spaces at Meadow St & Kelley Street parking garage. DPW preparing grant reimbursement request of City funds, pending completion of electrical work (Eversource permanent power). Architect AIA substantial completion form and final Certificate of Occupancy required.

13. CT DEEP Urban Grant

Grant application prepared by ECD Grant Administrator, agreement, reimbursement, and closeout completed by DPW. The \$1,200,000 grant funded a portion of the cost to reconstruct the Mem Blvd retaining wall located on the north-east section of Mem Blvd along the Pequabuck River.

In addition to the grants referenced above, DPW has completed grant projects on West St (CT Route 69) to install temporary road diet measures and a grant at Edgewood School from the Farmington River Association to construct a rain garden. Both projects were a success and established close ties with CT DOT and Farmington River Association staff. Although both projects were fully funded by grant funds, future consideration shall be given to evaluate allocation of the Department's resources prior to committing to future grants.

FEMA Mitigation grants provide funds to design and construct flood control/drainage projects along with funding the purchase of flood prone properties. The City has previously utilized FEMA mitigation grants to purchase flood prone properties within the City. However, obtaining FEMA grants to complete flood control/drainage projects has not been viable due to grant requirements to have a benefit cost ratio above 1 for 100 year storm events.

Administrative tasks to comply with grant requirements vary, and at times require a large allocation of DPW resources and coordination with ECD, Purchasing, Corporation Counsel, and Comptroller Office. The ECD, Comptroller Office, and Purchasing Department are currently establishing additional procedures to improve grant administration. DPW is preparing Department procedures to streamline grant administration and supports ECD, Comptroller, and Purchasing Department efforts and recommends establishing quarterly committee/meetings to review current and upcoming grants, establish department responsibility associated with grant preparation, agreement, funding, and closeout. DPW would state that ECD and the Comptroller's Office are a tremendous help to DPW in administering and meeting grant requirements.

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



Department of Public Works | 860.584.6125

# MEMORANDUM

DATE: October 8, 2024

TO: Mayor Jeffrey Caggiano  
Board of Public Works  
Raymond A. Rogozinski, P.E., Director of Public Works  
FROM: David Oakes, Public Works Facilities & Energy Manager

RE: **2024 SustainableCT Certification – Gold Level & Climate Leadership Designation Status**

On October 4th, I was **notified by SustainableCT (SCT) staff that the City of Bristol had achieved GOLD Level Certification**, surpassing our current level of Silver Level (originally obtained in 2020 and maintained in 2023). The Gold Level Certification also required obtaining Climate Leadership Designation (CLD) status in the SCT program. The City of Bristol was a charter member of the SCT program, achieving Bronze Level Certification in the first year of the SCT program in 2018.

The City of Bristol now holds the most prestigious ranking in the program, which only New Haven obtained during the first Gold Level opportunity in the Fall of 2023. The Connecticut municipalities of Old Saybrook, Fairfield, Glastonbury, and West Hartford also earned Gold Level Certification during the 2024 certification cycle with Bristol. Of the 138 total SCT registered municipalities, only 6 now hold Gold Level Certification, and 16 have achieved the Climate Leadership Designation. Bristol is setting the standard and on the forefront of providing leadership and a vision for a more sustainable future for the City and the State as a whole.

Gold Level Certification requires 750 total points, 4 Equity Toolkits, adopting a municipal Equity Statement, collaborating with other municipalities on a sustainable action, and achieving 150 points in actions classified under the Climate Leadership Designation.

The City of Bristol achieved the following 2024 requirements in pursuit of Gold Level Certification:

- 775 Total Points (in 40 of 77 total possible categories)
- 4 Equity Toolkits (Community Resilience Building, Beautify Bristol Campaign, Kern Park Redevelopment, and Youth Led Sustainability Projects)
- Pigeon Hill Preserve Open Space with the Town of Burlington
- 245 Points in Climate Leadership Designation actions (150 CLD Points required)

- Approved Equity Statement – Bristol Board of Education

Based on SustainableCT staff review of 2023 submitted action, the City was provided direction to focus on areas that did not meet the program requirements, which we concentrated on, and improved on. A large component of achieving Gold Certification is the adoption of a city-wide Equity Statement. I was able to work with Superintendent, Iris White, and the Bristol Board of Education, to formally adopt an existing BOE Equity Statement that did not meet the technical guidelines which SCT requirements mandated. The BOE and Superintendent White allowed me to present the issue formally through a meeting agenda and they graciously put the Equity Statement to a formal vote, adopted over the summer of 2024, to help meet application filing deadlines on August 14, 2024.

Areas of improvement during 2024 included the following projects that helped to increase our SCT point total:

- Implementation of Complete Streets Projects (Memorial Boulevard Bike Lanes & West Street Traffic Calming)
- Installation of bilingual signage at City Parks & Facilities
- The creation of an ADA restroom structure/parking lot at the Pine Lake Challenge Course
- Energy scoping audits of City & Board of Education Buildings
- Improvements to Historical Assets (Main Library & 51 High Street)
- Increased Use of Renewable Energy at City & Board of Education Buildings
- Partnering with Youth on Sustainable Initiatives/Projects
- Increasing Open Space in the City
- BOE Equity Statement Adoption

The efforts and actions reflected in our SCT approved action portfolio reflects work completed by all City Departments, not only Public Works. No one person completed and earned SCT Gold Level Certification, this was truly a combined effort from many City Staff members, along with dedicated volunteers, commission members, and members of the community over many years that truly care about Bristol and the future of the All Heart City. Teamwork, cooperation, and communication were the key to obtaining this high level of certification in a State-wide recognized program.

I have reached out and thanked all City Departments, local non-profits, neighborhood associations, community groups, and others that have added to our impressive work on sustainability in Bristol. Through the past years we have made many new connections and networked with various Committees, Boards, and Community Organizations to document their work, and to participate in their meetings to better serve these members of the community, and provide improved City services to assist and meet their evolving needs.

It was my honor and privilege to serve as the SCT Point Person for the City of Bristol. The opportunity to share this success with the residents of the City of Bristol should not go unheralded. The City and Staff work on a daily basis to make Bristol a stronger and more resilient community for all that live within its borders. Bristol serves as an example and leader to other communities in Connecticut and the future caretakers of the City and State. The work conducted today bears the fruits of tomorrow for the next generation.

I again thank all members of City Staff and Community Members of Bristol that have contributed in this process.

Thank you for your time and support over the years, in pursuit of this lofty goal.



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

To: Board of Finance Commissioners

From: Public Works  
(Requesting Department)

Date: October 9 2024  
(Submission Date)

For the October 29, 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) \$ 11,000
- ☐ 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 October 17, 2024  
(date)

  
(Department Head's signature)

***All requests to appear on the Board of Finance meeting agenda for consideration must be submitted to Jodi McGrane in the Comptroller's Office by 10:00 a.m. Monday of the preceding week of the meeting. Board of Finance Meetings are held on the fourth Tuesday of each month at 5:30 p.m. in the Council Chambers.***

## Board of Finance Agenda Request Form

Reason for request:

Due to vacancy in City Engineer position transfer funds from DPW Eng Regular Wages to DPW Eng Professional Fees to cover consultant engineering cost.

Transfer(s) complete the following:

|              |                             |            |                                     |                |          |
|--------------|-----------------------------|------------|-------------------------------------|----------------|----------|
| <b>From:</b> | 0013011 514000 Reg<br>Wages | <b>To:</b> | 0013011 531000 DPW<br>Eng Prof Fees | <b>Amount:</b> | \$11,000 |
|--------------|-----------------------------|------------|-------------------------------------|----------------|----------|



Department of Public Works | 860.584.6125

To: Town & City Clerk

From: **Board of Public Works**

Contact Person: Laura Leger

Telephone #: 860-584-6102

Address: 111 North Main Street- Bristol, CT

Email: [lleger@bristolct.gov](mailto:lleger@bristolct.gov)

In compliance with Section 1-225 of the Connecticut General Statutes the following is a listing of dates of the regular meetings of the **Board of Public Works** for calendar year 2025.

| MONTH                 | DATE/DATES             | TIME & PLACE OF MEETING    |
|-----------------------|------------------------|----------------------------|
| <b>JANUARY 2025</b>   | Thursday, January 16   | 6:00 p.m. Council Chambers |
| <b>FEBRUARY 2025</b>  | Thursday, February 20  | 6:00 p.m. Council Chambers |
| <b>MARCH 2025</b>     | Thursday, March 20     | 6:00 p.m. Council Chambers |
| <b>APRIL 2025</b>     | Thursday, April 17     | 6:00 p.m. Council Chambers |
| <b>MAY 2025</b>       | Thursday, May 15       | 6:00 p.m. Council Chambers |
| <b>JUNE 2025</b>      | Thursday, June 19      | 6:00 p.m. Council Chambers |
| <b>JULY 2025</b>      | Thursday, July 17      | 6:00 p.m. Council Chambers |
| <b>AUGUST 2025</b>    | Thursday, August 21    | 6:00 p.m. Council Chambers |
| <b>SEPTEMBER 2025</b> | Thursday, September 18 | 6:00 p.m. Council Chambers |
| <b>OCTOBER 2025</b>   | Thursday, October 16   | 6:00 p.m. Council Chambers |
| <b>NOVEMBER 2025</b>  | Thursday, November 20  | 6:00 p.m. Council Chambers |
| <b>DECEMBER 2025</b>  | Thursday, December 18  | 6:00 p.m. Council Chambers |
| <b>JANUARY 2026</b>   | Thursday, January 15   | 6:00 p.m. Council Chambers |

Yours very truly,

Chair

Jeffrey Caggiano

Secretary

Raymond R. Rogozinski

(Date)