

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 6th. 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 30th. 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,

Raymond Rogozinski, P.E.
Director of Public Works