

City of Bristol
Board of Public Works
Meeting Minutes for
January 16, 2025
With Zoom Access

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

Staff Present: Raymond Rogozinski, P.E., Director of Public Works

1. Call to Order
2. Approval of Minutes

MOTION: made by Commissioner Dave Hartley and seconded Commissioner Michael Dumas.

3. Public Participation

Jeff Hayden, 50 Melinda Lane, is requesting sidewalks at South Side School on Tuttle Road to the driveway of 93 Tuttle Road. He presented photos to the commission showing the safety concerns for the sidewalks necessity for them to be put in.

Raymond Rogozinski, P.E., Director of Public Works, stated that he is always in support of sidewalks and feels that it is a good location.

Mayor Caggiano stated that he encourages Jeff to stay engaged and come back next month and that he also thinks that sidewalks are a priority as well.

MOTION: to investigate the install and come back next month made by Commissioner Hartley and Commissioner Dumas.
Motion passed.

Lazim Elezovski, Bristol Connecticut, owner of 9 properties in Bristol, spoke about his transfer station account being switched over to Commercial Tier I. He stated he owns nine properties and brings garbage that his tenants leave so it isn't just at the road and tries to keep it clean.

Mayor Caggiano explained the transfer station policy and the amendments from last month's meeting. It will be kept as commercial and if you go below the 2 tons you will go back to residential next year.

Raymond Rogozinski, P.E., stated that he did speak to Mr. Elezovski prior and that he used 2.55 last year and the prior year was 6.6. The transfer station is used and funded by tax payers.

Mayor Caggiano stated that there will be no changes made tonight.

Samantha Medolia, attended via zoom and asked that the transfer station account be brought back down to residential as they were also converted to commercial. They had a bathroom remodel they did and brought a lot of material to the transfer station and will not be doing so again as it was a one- time thing.

Mayor Caggiano, stated, if a one- time thing we look at the rolling average and look at it if it was lower for the past two years.

Raymond Rogozinski, P.E., Director of Public Works stated that it does fit in the criteria even though they just opened the permit last year they went over it substantially. Last year was 3.56 in October to October. The prior year was .58 which was the first year she had the permit.

Samantha Medolia stated this is a one- time thing that was for a renovation and we use it for items that we use to get rid of from a family of seven for kids toys but we will not be going over the tonnage like we did for the construction.

Mayor Caggiano stated that we will reevaluating in October. We cannot change it for everyone. Taxes go up every year. There will be no policy changes tonight. Please schedule to speak with us at a later date to continue the conversation.

Jane Murdock, present on Zoom, is asking when the Jerome Avenue Bridge will be complete.

Raymond Rogozinski, P.E., Director of Public Works, stated it should be completed in April as long as the asphalt plants are open.

4. Employee Recognition

The employee anniversaries were reviewed.

5. Division Reports

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

6. Project List

a. Engineering Project List

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

b. Blg.Comm Project List

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

7. Director's Report

Staffing- Frank Nicastro is retiring in February and his position has been posted.

Sick time- there is a new policy that no sick note is needed until after five days.

Hope Street garage- should be completed in April

Maple Court is continuing

Shrub Road- AI Engineers are finalizing plans and will be submitted to CT DOT for review.

Wolcott Street – continues to move forward. Project is pending DOT authorization to bid

Jerome Ave- is scheduled for completion for April pending the asphalt companies being open.

City Hall- DPW is obtaining pricing to touch up paint throughout the building. QAM architect are meeting with the park department about relocating to City Hall.

DPW- DPW Yard Facility- HVAC hear were out today and was worked on

North Main Street Landscape- construction stopped due to the cold weather.

Memorial Blvd meeting this week regarding the signage

30 Cross Street- closed today. Mayor Caggiano stated that the construction costs are part of the grant but not the purchase of the building itself.

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

8. New Business

a. NBA Budget FY 2025-2026

Raymond Rogozinski, P.E., Director of Public Works, reviewed each division of the public works budget and highlighted the areas which areas increased or decreased

A. Operating Budget

MOTION: I move that the Board of Public Works forward the FY 2025-26 Public Works Department Operating Budget Proposal in the amount of \$10,966,643 s presented to the Board of Finance for consideration. The Board of Public Works authorizes the Director of Public Works to make minor corrections/adjustments to the budget requests subject to the approval of the mayor made by Commissioner Hartley and seconded by Commissioner Dumas. Motion Passed.

B. Department of Public Works Proposed 2024-2025 Solid Waste Disposal Fund (presented to BPW at its December 21, 2023)

MOTION: I move that the Board of Public Works forward the FY2025-26 Solid Waste Disposal Fund proposed budget in the amount of \$1,725,204 as presented to the Board of Finance for consideration. The Board of Public Works authorizes the Director of Public Works to make minor corrections/adjustments to the budget requests subject to the approval of the mayor made by Commissioner Dumas and seconded by Council Member Jacqueline Olsen. Motion passed.

C. Department of Public Works Proposed 2025-26 Transfer Station Special Revenue Fund

MOTION: I move that the Board of Public Works forward the FY25-26 Transfer Station Special Revenue Fund proposed budget in the amount of \$902,985 as presented to the Board of Finance for consideration. The Board of Public Works authorizes the Director of Public Works to make minor corrections/adjustments to the budget requests subject to the approval of the mayor made by Commissioner Hartley and seconded by Commissioner Stawski. Motion passed.

D. Department of Public Works Proposed 2025-2026 Capital Improvement Projects:

MOTION: I move that the Board of Public Works forward the 2025-26 Capital Improvement Projects proposed budget in the amount of \$4,340,000 for DPW CIP project. The Board of Public Works authorizes the Director of Public Works to make minor corrections/adjustments to the budget requests, subject to the approval of the mayor made by Council Member Olsen and seconded by Commissioner Stawski. Motion Passed.

E. Department of Public Works Proposed 2024-2025 Fleet Vehicle Budget

MOTION: I move that the Board of Public Works forward the FY25-26 Fleet Capital proposed budget in the amount of \$1,648,000 as presented to the Board of Finance for consideration. The Board of Public Works authorizes the Director of Public Works to make minor corrections/adjustments to the budget requests subject to the approval of the mayor made by Commissioner Dumas and seconded by Council Member Olsen. Motion passed.

F. City Funding- Project List

MOTION: I move that the Board of Public Works forward the FY25-26 City Building Fund proposed budget in the amount of \$200,000 as presented to the Board of Finance for consideration. The Board of Public Works authorizes the Director of Public Works to make minor corrections/adjustments to the budget requests subject to the approval of the mayor made by Council Member Rosengren and seconded by Commissioner Stawski. Motion passed.

G. Major Road Improvement Fund

MOTION: I move that the Board of Public Works forward the FY25-26 Major Road Improvement Fund proposed budget in the amount of \$5,819,830 as presented to the Board of

Finance for consideration. The Board of Public Works authorizes the Director of Public Works to make minor corrections/adjustments to the budget requests subject to the approval of the mayor made by Council Member Olsen and seconded by Council Member Rosengren. Motion Passed.

b. Budget Narratives

Raymond Rogozinski, P.E., Director of Public Works, stated the budget narratives are contained in the packet and there is a lot of work that goes into them. In the engineering narrative, there is the potential for taking over traffic signals so it is in the budget for the future, but it is still being talked about and is still under the police board as of now.

Mayor Caggiano stated that these will go before the Board of Finance sometime in late February so we can read them over during the month.

c. BOF Resiliency

Raymond Rogozinski, P.E., stated that this is a fully funded program to evaluate flood resilient. It is not the expectation that the consultant will find a solution to the flooding for the flooding, but to try to address residents and have community outreach and education as far as what resources are available to them.

MOTION: to approve the Board of Finance transfer for a CT DEEP grant in the amount of \$250,000 to prepare a climate/flood resiliency plan to be prepared by an engineering consultant to evaluate access, potential flood mitigation projects made by Commissioner Dumas and seconded by Council Member Olsen. Motion passed.

9. Old Business

Mayor Caggiano, stated that we do have nipper fund money available and at the discretion of the Director that we purchase clink bags for community groups. This will help keep the city clean and save us money in the long run by keeping it out of the recycle stream.

MOTION: to utilize nipper funds to get clink bags at the discretion of the Director of Public Works made by Council Member Rosengren and seconded by Commissioner Stawksi. Motion passed.

a. Transfer Station Update

Raymond Rogozinski, P.E., Director of Public Works, updated the board regarding the transfer station reclassification residential permits to commercial permits. There is no change to the policy and there is a memo attached in the agenda.

10. Communications

a. Parking ban

The parking ban memo is included in the online packet.

Mayor Caggiano spoke about the street light requests that have been received directly on the mayor's page and have been sent straight to Mike Krenicki. I have gotten positive comments back.

Council Member Rosengren mentioned we can also direct them to the webpage as everything is there to report there as well.

Raymond Rogozinski, P.E., Director of Public Works stated we do have solar lights that we have not tried yet, but we do have them as a backup.

11. Any Matter to come before said meeting

Raymond Rogozinski, P.E., there is a board of finance request transfer to transfer \$26,183 is to transfer from regular wage account to the part time account because we are down one engineer. We are filling that with a part time person Tony Lorenzetti.

MOTION: to approve \$26,183.00 transfer from regular wage account to part time account made by Commissioner Hartley and seconded by Commissioner Stawski. Motion passed.

Raymond Rogozinski, P.E., stated from regular wage account in both solid waste and streets division to hire a consultant to audit sanitary sewer.

MOTION: to approve \$11,000.00 transfer from regular solid waste and streets wages to made by Commissioner Hartley and seconded by Commissioner Stawski. Motion passed.

Raymond Rogozinski, P.E., Director of Public Works, reviewed a letter regarding a mailbox request for replacement of \$75.00 which is our standard fee. This is general tax payer's dollars to replace these. The mailbox is in the cities right of way.

12. Adjournment

MOTION: to adjourn at 7:49 made by Commissioner Dumas and seconded by Council Member Olsen. Motion Passed.

Signature

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