

City Of Bristol
Board of Public Works
Meeting Minutes for
December 19, 2024
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 Council Member Rosengren and seconded by Commissioner Stawski to accept as presented and place on file. Motion passed.

3. Public Participation

Kevin McCauley, 19 Spring Street, Bristol, CT, spoke about the reclassification of his transfer station permit to a commercial tier II. He presented the board with a packet of documents he spoke about.

Mayor Caggiano stated that public works had lots of debate regarding this decision, and that public works policies do not typically go in front of the ordinance committee for public hearings.

Raymond Rogozinski, P.E., Director of Public Works, asked if the item could have a motion to move up on the agenda.

MOTION: to move item # 10C up on the agenda made by Commissioner Harley and seconded by Council Member Dickau. Motion passed.

Raymond Rogozinski, P.E., Director of Public Works, discussed the changes made and there was a public hearing when the policy was updated, the website was updated as well as notifications hung at the transfer station. The criteria were evaluated and a spreadsheet was done to show the weights for this year and the previous two years. He spoke about calls that he received from the letters. Being government, we set policies and they matter. We do have to draw the line somewhere, but am not opposed to changing the policy and looking at the accounts again. If that is what the board wants.

Mayor Caggiano, spoke about his permit being under on the list and can see how a house move can get you there. New data is coming in and do we consider tweaking this policy.

Kevin McCauley, 19 Spring Street, Bristol, stated why put a policy in place for a formal appeal process if you are not going to consider them.

Mayor Caggiano, asked if the board wants to make a motion to keeps the policy as is.

Council Member Olson stated that if we look back and see that it was only once they went over the tonnage. We can see that it's a one- time thing. History speaks for itself.

Mayor Caggiano, stated that anyone that is 2.5 and in the previous years were below that, we could not put them into that tier.

Commissioner Hartley, stated that maybe it should be a rolling average and come back next month to take under advisement

Raymond Rogozinski, P.E., Director of Public Works, stated that another option would be to make a motion to authorize the Director of Public Works to evaluate them based on items discussed and process this year's requests and then come back to the board to formulate a new formula.

Mayor Caggiano, stated that the director did the right thing by not granting any exceptions.

Council Member Rosengren stated that if it's the first time getting a permit, have a notice to give them explaining this to make them aware of the policy.

Mayor Caggiano, stated that the data is here and just needs to be populated to the spreadsheet. There is a lesson here, maybe we can tell people that we shouldn't be throwing all this stuff out. Some can be donated to goodwill which is a good cause, as well as using bulk pick up.

Raymond Rogozinski, P.E., Director of Public Works, stated the he feels strongly that the \$5.00 gate fee for Tier II should be waived for free items. If we could close this quickly, as letters have already gone out and calls are coming in.

MOTION: to modify the commercial Tier II to be 2.5 or less with a rolling average of 1.5 for the previous two years and eliminate the \$5.00 gate fee for free items made by Commissioner Hartley and seconded by Commissioner Stawski. Motion passed.

4. Employee Recognition

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

5. Division Reports

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

6. Bldg.Comm Project List

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

7. Engineering Project List

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

8. Director's Report

Raymond Rogozinski, P.E., Director of Public Works, reviewed the directors report with the board. The report is attached on the agenda site.

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

9. Old Business

a. Redstone Hill Road

Raymond Rogozinski, P.E., Director of Public Works, reviewed the Redstone Hill Road investigation to potentially install traffic calming measure from the intersection of Redstone Hill Road to Birch Street. The decision is whether or not there is a cost benefit to narrowing the roadway pavement. The estimated cost would be \$260,000.00.

Council Member Olsen stated that for 3 mph reduction if it was worth all that money.

Commissioner Stawski stated that they may complain about the noise with the rumble strips.

MOTION: to install roadway pavement markings to narrow travel lanes to 11 ft, maintaining the existing curb line, and install edge line rumble strips 6-inches (curb side) of the edge lines. DPW recommends installing the rumble strips in April, prior to paving, at a cost of \$10,000. DPW would monitor the effectiveness of rumble strips, and if effective, reinstall the rumble strips once Redstone Hill Rd is paved at the additional cost of \$10,000 made by Commissioner Hartley and seconded by Commissioner Dumas. Motion passed.

b. 2025 Amended Board of Public Works Meeting Schedule

Raymond Rogozinski, P.E., Director of Public Works, sent the amended 2025 meeting schedule. The month of April was changed due to a conflict.

MOTION: made by Commissioner Stawski and seconded by Commission Dumas to accept the amended Board of Public Works meeting calendar. Motion passed.

10. New Business

a. DPW Leasing

Raymond Rogozinski, P.E., Director of Public Works, discussed the request to lease property at the DPW City Yard on Vincent P Kelly Road. He stated he is supportive of the lease and that is needs to have exit clauses if the business is no longer doing business. There have been no further requests in the past month.

b. Proposed Policy Property Address

Raymond Rogozinski, P.E., Director of Public Works, reviewed the proposed policy for Assignment of Property Addresses.

MOTION: to approve the Department of Public City Assignment of Property Addresses Policy effective January 1, 2025 made by Commissioner Dumas and seconded by Council Member Olsen. Motion passed

c BPW Peter Court Road Accessway

Raymond Rogozinski, P.E., Director of Public Works, reviewed the Road Accessway (Unaccepted City Street) Peter Court. Based on research Public Works could not find any easement, right of way, or property ownership that requires the department to provides roadway services.

MOTION: to Direct the Department of Public Works to cease any and all maintenance of the road accessway identified as Peter Court, effective January 17, 2024. Said action shall include notification to property owners and submittal to City Council for final approval made by Commissioner Dumas and seconded by Council Member Olsen. Motion passed.

e. Organic Pilot Collection Program

Raymond Rogozinski, P.E., Director of Public Works, reviewed organic collection pilot program with the board. Baims school will be doing the pilot program. The organic food waste will be picked up by a private hauler. It is a three-month program and uses nipper funds to pay for it.

Council Member Olsen asked about the reason for it using Beautify Bristol program.

Commissioner Stawski stated that the nipper money should not be used for anything other than litter issues.

Mayor Caggiano, stated that this will eventually have to be done so it is great we are getting a head start to this.

MOTION: to approve the Board of Finance request for \$56,484.00 to fund the Organic Waste Collection Pilot Program made by Commissioner Stawski and seconded by Council Member Olsen. Motion passed.

f. Board of Finance Request

MOTION: to approve the Board of Finance Request of \$1,000.00 in support of DPW Land use Division Review and consultation of land use applications made by Commissioner Dumas and seconded by Commissioner Stawski. Motion passed.

g. Board of Finance Request

MOTION: to approve a Board of Finance Request for \$14,013.00 for structural engineering software made by Commissioner Dumas and seconded by Commissioner Stawski. Motion passed.

h. Any other matter to come before the meeting

i. Adjournment

MOTION: to adjourn at 7:35 p.m. made by Council Member Rosengren and seconded by Commissioner Stawsk. Motion passed.

Raymond Rogozinski, P.E.
Director of Public Works