



*City of Bristol
City Council*

Join Zoom Meeting:

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*Meeting ID: 844 2089 3989 Passcode: 123456
Dial by your location: 1 929 205 6099*

The regular City Council Meeting will be held on Tuesday, July 8, 2025, at 7:00 PM. in Council Chambers 111 North Main Street, Bristol, CT 06010.

1. Call to Order
 - a. Opening Ceremonies
2. Approval of Minutes
 - a. Approval of minutes of the regular City Council meeting held on June 10, 2025.
3. Public Participation
4. Announcements
5. Consent Agenda
 - a. To place on file the New Hire Report for June, 2025.
 - b. To approve the Tax Refunds dated July 1, 2025.
 - c. To authorize the Mayor or Acting Mayor to execute the renewal agreement with ClearGov for the City's digital budget software.
 - d. To approve the submission by the Parks, Recreation, Youth & Community Services Department for a DCF JRB/YDT Support and Enhancement Grant and authorize the Mayor or Acting Mayor to sign any necessary documents to effectuate said grant.
 - e. To authorize the Mayor or Acting Mayor to execute any and all documents associated with the FFY 2025 Amendment to the State Homeland Security Grant Program Memorandum of Agreement.

- f. To place on file a positive referral from the Planning Commission to the City Council for the C.G.S. Section 8-24 review of 201 Pine Street-Map 39, Lot 2.

6. Reports and Committee Reports

- a. **Real Estate Committee** - To authorize the Mayor or Acting Mayor to execute a Release waiving a deed restriction in a Quit Claim Deed from the City of Bristol to Darrin Witham dated December 4, 2008, for the sale of city-owned Lots 7, 8 and 9 Waterbury Road. The lots having been merged are now known as Lot 7 Waterbury Road. This matter is to be referred to the Corporation Counsel's Office to effectuate the same.
- b. **Salary Committee** - To authorize the elimination of the position of Assistant Director of Human Resources and refer this matter to the Board of Finance.
- c. **Salary Committee** - To authorize the creation of a new position of Human Resources Generalist at Code 3 on the non-bargaining salary schedule and refer this matter to the Board of Finance.
- d. **Ordinance Committee** - To set a public hearing and introduce amendments to the Bristol Code of Ordinances, Chapter 7, Fire Prevention and Protection, Article 1, Section 7-17 Open Burning Requirements.
- e. **Ordinance Committee** - To set a public hearing and introduce amendments to the Bristol Code of Ordinances, Chapter 23, Ordinance Enforcement by Citation Officers, Section 23-1 Adoption; Formation and Powers.
- f. **Ordinance Committee** - To set a public hearing and introduce amendments to the Bristol Code of Ordinances, Chapter 23, Ordinance Enforcement by Citation Officers, Section 23-2 Ordinances Designated for Enforcement by Citation Procedure.

7. Old Business

8. New Business

9. Resignations

10. Appointments

- a. Board and Commission Appointments.

11. Contracts

- a. To award contract 2P25-073 Design Services - Video Surveillance System to Good Harbor Techmark in the amount of \$81,168.00, and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.

- b. To award contract 2P25-076 Architectural/Engineering Services relative to Press Box at Bristol Central High School to Amara Associates in the amount of \$36,850.00, and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.

12. Resolutions

- a. To approve a resolution for the City of Bristol to join the CT Municipal Development Authority (CMDA) as a member municipality, and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to enter into a memorandum of agreement or other similar agreements with the Authority to create one or more development districts within the City of Bristol.
- b. To approve a resolution authorizing the Mayor or Acting Mayor to execute a three-year installment payment agreement for IT storage services with PNC Bank to accommodate three annual payments in the amount of \$42,783.86 per year, and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said agreement.

13. Any other matter to come before said meeting

14. Adjournment

Merina Bigos
Deputy Town & City Clerk

June 10, 2025

The regular meeting of the City Council was held on Tuesday, June 10, 2025 in the City Hall Council Chambers, 111 North Main Street at 7:00 p.m. Present: Mayor Caggiano; Council Members Dickau, Olsen, Panioto, Rosengren, Thibeault, and Tyler.

1. CALL TO ORDER

Opening Ceremonies – Mayor Caggiano read a proclamation for Migraine and Headache Awareness month and presented it to Ronetta Stokes.

Mayor Caggiano presented Brian Avery with the 2025 All-Heart Parks Advocate of the Year award.

2. APPROVAL OF MINUTES

On motion of Council Member Thibeault and seconded by Council Member Panioto, it was unanimously voted: To approve the minutes of the regular City Council meeting held on May 13, 2025 and the special City Council meeting held on May 19, 2025.

3. PUBLIC PARTICIPATION

Mayor Caggiano acknowledged Mr. Hamzy from the audience and let him know that the City Council 100% supports him in the endorsement of the potential naming opportunity at the Northeast Middle School Project in honor of his son, Lieutenant Alex Hamzy. Mr. Hamzy got up and spoke about the opportunity.

4. ANNOUNCEMENTS

Council members reported on committees, activities, and events.

5. ADOPTION OF CONSENT CALENDAR

On motion of Council Member Olsen and seconded by Council Member Tyler, it was unanimously voted: To adopt items 5 a. – h. as part of the Consent Calendar.

a. New Hire Report for May 2025

Communication received from the Human Resources Department.

As part of the Consent Calendar adoption and on motion of Council Member Olsen and seconded, it was unanimously voted: To place on file the New Hire Report for the month of May, 2025.

June 10, 2025

b. Tax Refunds in the Amount of \$37,980.10

Request presented from Deputy Tax Collector Cole.

As part of the Consent Calendar adoption and on motion of Council Member Olsen and seconded, it was unanimously voted: To approve the Tax Refunds as follows –

Motor Vehicle	\$22,809.70
Real Estate	+ 15,170.40
Total	\$37,980.10

c. Change Order for D'Amato+Downes Joint Venture – Northeast Middle School

Communication received from BOE Operations and Facilities Manager Landon.

As part of the Consent Calendar adoption and on motion of Council Member Olsen and seconded, it was unanimously voted: To approve the change orders for D'Amato+Downes Joint Venture, totaling \$70,531.50, as recommended by the Northeast Middle School Building Committee, and to authorize the Mayor or Acting Mayor to execute any documents necessary to amend the contract.

d. Agreement Between City of Bristol and AmeriGas Propane, L.P.

Communication received from Assistant Corporation Counsel Steeg.

As part of the Consent Calendar adoption and on motion of Council Member Olsen and seconded, it was unanimously voted: To authorize the Mayor or Acting Mayor to enter into a Non-Residential Customer Agreement between the City of Bristol and AmeriGas Propane, L.P. for the rental of a 500-gallon propane tank to facilitate the heating system at the Transfer Station Quonset Hut. The initial term of the lease is for three (3) years. There is no charge for the rent but the propane gas is \$1.97/gallon. It was further moved that the Mayor or Acting Mayor be authorized to sign any document necessary to effectuate this motion and that this matter be referred to the Corporation Counsel.

e. Contract 2P25-069 Bids and Contracts Management Software

Communication received from Purchasing Agent Rousseau.

As part of the Consent Calendar adoption and on motion of Council Member Olsen and seconded, it was unanimously voted: To award Contract 2P25-069 Bids and Contracts Management Software to International Data Base Corp. dba BidNet in the amount of \$54,649.45 for one-time implementation costs and Year 1 licensing, \$22,023.17 for Year 2 licensing, and increases of up to 5% for subsequent terms for annual licensing; and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.

June 10, 2025

f. Local Prevention Council Grant

Communication received from Deputy Superintendent Larson of PRYCS.

As part of the Consent Calendar adoption and on motion of Council Member Olsen and seconded, it was unanimously voted: To approve the submission by the Parks, Recreation, Youth & Community Services Department for a \$7,141.55 Local Prevention Council Grant and authorize the Mayor or Acting Mayor to sign any necessary documents to effectuate said grant.

g. Amendment to Contract 2C24-096 East St. Bridge Water Main Relocation

Communication received from Public Works Director Rogozinski.

As part of the Consent Calendar adoption and on motion of Council Member Olsen and seconded, it was unanimously voted: To authorize the Mayor or Acting Mayor to execute an amendment to Contract 2C24-096 East Street Bridge Water Main Relocation with Schultz Corporation in the amount of \$29,520.00, increasing the contract from \$2,684,499.52 to \$2,714,019.52. The cost associated with the contract amendment is 100% paid for by the Federal Local Bridge Program.

h. Contract 2P25-078 Concessions Services at Rockwell Theater

Communication received from Purchasing Agent Rousseau.

As part of the Consent Calendar adoption and on motion of Council Member Olsen and seconded, it was unanimously voted: To award Contract 2P25-078 Concessions Services at Rockwell Theater to Legacy Hospitality & Entertainment Group, LLC and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effectuate said contract.

i. Connecticut Network for Children and Youth Stabilization Grant

Communication received from School Readiness Council Liaison Osuch.

On motion of Council Member Rosengren and seconded, it was voted to remove this item from the Consent Agenda. Council Members wanted a better understanding of the motions that were being brought forward. School Readiness Liaison Osuch provided additional information regarding this item.

On motion of Council Member Rosengren and seconded, it was unanimously voted: To apply for funding from the Connecticut Network for Children and Youth for up to \$60,000 for a Stabilization Grant to support the Bristol School Readiness Council with summer funding between July 1, 2025 – September 30, 2025; to refer this grant to the Board of Finance for appropriation and any other necessary action; and to authorize the Mayor or Acting Mayor to execute any and all necessary documents related to the application, funding and implementation of the CT Network for Children and Youth grant.

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j. Shine Early Learning Local Governance Partner

Communication received from School Readiness Council Liaison Osuch.

On motion of Council Member Rosengren and seconded, it was voted to remove this item from the Consent Agenda. Council Members wanted a better understanding of the motions that were being brought forward. School Readiness Liaison Osuch provided additional information regarding this item.

On motion of Council Member Rosengren and seconded, it was unanimously voted: To authorize the Mayor or Acting Mayor, on behalf of the City of Bristol, to enter into a contract with Shine Early Learning to accept funding as the Local Governance Partner between July 1, 2025 - June 30, 2026; to refer the contract to the Board of Finance for appropriation and any other necessary action; and to authorize the Mayor or Acting Mayor to execute any and all necessary documents related to the Shine Early Learning contract for the period of July 1, 2025 - June 30, 2026.

6. REPORTS AND COMMITTEE REPORTS

a. Real Estate Committee

As recommended by the Real Estate Committee and on motion of Council Member Tyler and seconded by Council Member Dickau, it was unanimously voted: To accept the offer from CT Home Investors LLC, or its assigns, in response to RFP (Requests for Proposals) #2025-080 entitled, "Sale of Surplus Property at 36 Eastview Street, Assessors Map 24, Lot 56". The terms of acceptance of this proposal are as follows:

1. The purchase price shall be a cash transaction of \$29,000.00;
2. The purchaser shall construct a single-family house;
3. All costs associated with this transaction, including but not limited to, costs of surveys/maps, closing costs, publication notices, etc. shall be the responsibility of the purchaser. The City of Bristol shall incur no costs in this transaction.

It was further moved that the Mayor or Acting Mayor be authorized to sign any documents necessary to effectuate this motion and that this matter be referred to the Corporation Counsel.

Council Member Tyler provided a brief explanation on this lot being acquired by the City through foreclosure.

b. Real Estate Committee

As recommended by the Real Estate Committee and on motion of Council Member Tyler and seconded by Council Member Rosengren, it was unanimously voted: To accept the offer from Stanislaw Nadolny and Krystyna Nadolny or their assigns, for the purchase of city owned property known as 91 Goodwin Street, Assessors Map 25A, Lot 36, for the sales price of \$50,000. This sale is contingent on the buyers being able to obtain

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Building Department approval to construct a residence containing approximately 1,700 square feet and/or 3 bedrooms.

It was further moved that the Mayor or Acting Mayor be authorized to sign any documents necessary to effectuate this motion and that this matter be referred to the Corporation Counsel.

Council Member Tyler provided a brief explanation on this lot being acquired by the City through foreclosure and by using a real estate broker.

c. Salary Committee

As recommended by the Salary Committee and on motion of Council Member Thibeault and seconded by Council Member Panioto, it was unanimously voted: To approve, effective July 1, 2025, a two percent (2%) salary increase in the 2024/2025 salary schedule including steps for all non-bargaining classifications and to refer this matter to the Board of Finance.

Council Member Thibeault provided a brief explanation for the salary increase recommendation.

Council Member Tyler asked if this applied to non-bargaining members who have retired. Mayor Caggiano advised it was for active members only.

d. Ordinance Committee

Recommendation of Ordinance Committee to publish amendments and additions to the Bristol Code of Ordinances Chapter 7, Fire Prevention and Protection, Article I. In General, Sec. 7-18. Fire suppression systems inspection.

On motion of Council Member Panioto and seconded by Council Member Thibeault, it was unanimously voted: To waive the reading of the amended ordinance.

On motion of Council Member Panioto and seconded by Council Member Thibeault, it was unanimously voted: that Sec. 7-18. Fire suppression systems inspection of the Code of Ordinances of the City of Bristol, Connecticut, is hereby amended to read as follows. It was further moved that the City Clerk publish said amendments and additions to the Code of Ordinances, and that they become effective upon the expiration of 14 days from the date of their publication in a newspaper of general circulation in the City of Bristol.

Underscored text is proposed to be added. [Bracketed] text is proposed for deletion.

Sec. 7-18. Fire suppression systems inspection.

(a) *The City of Bristol Fire Department shall provide a system for receiving, reviewing and maintaining records of inspections, testing and maintenance, including but not necessarily limited to any fire protection and life safety system installed and/or required by the Connecticut State Fire Safety Code and Connecticut Fire Prevention Code with respect to properties within*

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the jurisdictional limits of the City of Bristol, in accordance with the applicable requirements of such Codes and the Records Retention Schedules of the State Records Administrator.

(b) The Fire Chief and/or the Fire Marshal shall have the authority to mandate the method in which contractors who perform required inspection, testing and/or maintenance services on fire and life safety systems submit reports to the City of Bristol Fire Department.

(c) Effective as soon as practicable, any and all contractors who perform inspection, testing and/or maintenance services on fire protection and life safety systems including, but not limited to, 5-Year Sprinkler, Active Smoke Control System, Automatic Closing Fire Assemblies, Automatic Sprinkler System, Emergency Generator, Emergency Radio Responder Coverage, Fire Alarm System, Fire Extinguisher, Fire Escape, Fire Pump, Gas Detection System, Private Fire Hydrant, Special Suppression System, Spray Booth, and Standpipe systems within the City of Bristol shall be required to electronically submit all compliant and non-compliant reports to the City of Bristol Fire Department via a method approved by the Fire Chief and/or the Fire Marshal unless otherwise permitted by the Fire Chief and/or Fire Marshal for good cause.

(d) Effective as soon as practicable, any and all contractors who perform inspection, testing and/or maintenance services on fire protection and life safety systems as set forth in subsection (c) above, within the City of Bristol, shall be required to electronically submit all compliant and non-compliant reports to the City of Bristol Fire Department via "the Compliance Engine Solution" system operated by the third-party provider in accordance with the requirements of the City of Bristol Fire Department and the third-party provider, unless otherwise permitted by the Fire Chief or Fire Marshal for good cause.

(e) The third-party provider may charge a fee to any and all contractors who perform inspection, testing and/or maintenance services on fire protection and life safety systems within the City of Bristol. Any such fee charged by the third-party provider shall be paid directly to the third-party provider at the time of filing any and all required reports. Any such fee shall be in addition to any other fee charged by the Office of the Fire Marshal. Fees charged by the City of Bristol, Office of the Fire Marshal, shall be paid directly to the Fire Marshal.

(f) Failure to comply with the inspection and reporting requirements in Sec. 7-18 in the Bristol Code of Ordinances shall result in fines of \$150.00 per incident. Contractors will have 45 days to comply from date of inspection to affect repairs to any non-compliant system or at the discretion of the Fire Chief and/or Fire Marshal.

(g) Any person aggrieved by the imposition of the fines in Section (f) above may appeal to the Fire Marshal for the City of Bristol within 45 days of the imposition of such fine. Such appeal shall be in writing, directed to the Fire Marshal's office. The Fire Marshal shall schedule a hearing within 30 days of receipt of the appeal at which time the appellant may present such evidence as they wish to the Fire Marshal. The Fire Marshal shall issue a determination on such appeal within 15 days of hearing such appeal.

(Ord. of 4-12-22)

7. **OLD BUSINESS** – None.

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8. NEW BUSINESS

Council Member Dickau posed questions and concerns he had regarding the demolition of the West End Athletic Club.

9. RESIGNATIONS

Rick Raymond – Zoning Board of Appeals
David Butkus – Retirement Board
Miguel Salguero – Youth Commission, under 21 Rep.

On motion of Council Member Thibeault and seconded by Council Member Olsen, it was unanimously voted: To accept the resignations and send letters of thanks.

10. APPOINTMENTS

a. The following appointments were presented:

Building Code of Appeals

Thomas Lozier – Appointment as Regular Member – term to 8/27.
Replaced Bruce Lydem.
Confirming motion by Council Member Tyler.
Motion passed in voice vote.

Charles Talmadge – Appointment as Alternate Member – term to 8/25.
Confirming motion by Council Member Tyler.
Motion passed in voice vote.

Commission For Persons with Disabilities

Ruth Graime – Reappointment – term to 6/28.
Confirming motion by Council Member Olsen.
Motion passed in voice vote.

Appointment of Comptroller

Diane Waldron – Reappointment – term to 6/29.
Confirming motion by Council Member Tyler.
Motion passed in voice vote.

Board of Finance

John Lodovico – Appointment – term to 6/29.
Replaced Glenn Heiser.
Confirming motion by Council Member Thibeault.
Motion passed in voice vote.

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Inland Wetlands Commission

Joseph Longo – Appointment as Alternate Member – term to 6/28.
Confirming motion by Council Member Thibeault.
Motion passed in voice vote.

Retirement Board

Alan Rudolewicz – Appointment (Fire Rep.) – term to 7/28
Replaced David Butkus.
Confirming motion by Council Member Olsen.
Motion passed in voice vote.

Youth Commission

Richard Kilby – Reappointment – term to 6/28.
Confirming motion by Council Member Rosengren.
Motion passed in voice vote.

Matthew Gotowala - Reappointment – term to 6/28.
Confirming motion by Council Member Rosengren.
Motion passed in voice vote.

Zoning Board of Appeals

Rory Ghio – Appointment – Appointment as Regular Member – term to 7/26.
Confirming motion by Council Member Tyler.
Motion passed in voice vote.

Zoning Commission

Richard Harlow – Reappointment – term to 6/28.
Confirming motion by Council Member Panioto.
Motion passed in voice vote.

John LaFreniere – Reappointment – term to 6/28.
Confirming motion by Council Member Panioto.
Motion passed in voice vote.

b. Reappointment of Comptroller, Diane Waldron

Communication received from the Human Resources Department.

On motion of Council Member Tyler and seconded by Council Member Thibeault, it was unanimously voted: To appoint and enter into a written employment agreement with the Comptroller, Diane Waldron, effective June 19, 2025, for a four-year term per the attached Employment Agreement and to authorize the Mayor, Jeffrey Caggiano, or Acting Mayor to sign said Agreement, and to refer this matter to the Board of Finance.

June 10, 2025

c. Appointment of Purchasing Agent, Nancy Haynes

Communication received from the Human Resources Department.

On motion of Council Member Olsen and seconded by Council Member Rosengren, it was unanimously voted: To approve the hiring of Nancy Haynes effective June 11, 2025, and her appointment as Purchasing Agent for a four-year term beginning July 28, 2025.

11. CONTRACTS

a. Contract 2C25-068 Brace Avenue Storm Drainage Replacements

Communication received from Purchasing Agent Rousseau.

On motion of Council Member Olsen and seconded by Council Member Panioto, it was unanimously voted: To award Contract 2C25-068 Brace Avenue Storm Drainage Replacements to Martin Laviero Contractor Inc. in the amount of \$1,789,855.00, and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effectuate said contract.

b. Purchase and Sale Agreement – 894 Middle Street, Lots 17, 17-3 and 17-4-1

Communication received from Economic and Community Development Executive Director Malley.

On motion of Council Member Thibeault and seconded by Council Member Rosengren it was unanimously voted: To authorize Mayor Jeffrey Caggiano, or Acting Mayor, to execute a Purchase and Sale Agreement and to complete the property transaction, subject to the approval of Corporation Counsel, with Carrier Construction Inc. or its assigns for the sale of 894 Middle Street, Lot 17, 17-3, 17-4-1 as recorded on the A-2 Survey Map known as Property/Boundary Topographic Survey 894 Middle Street by Civil 1, for the purchase price of \$625,000 for purposes of constructing an industrial development that includes approximately seven (7) buildings and approximately 25-46 tenant spaces to accommodate tenant companies including but not limited to manufacturers, specialty trade contractors, and similar uses allowed by the Bristol Zoning Regulations.

c. Bristol Professionals & Supervisors Association Nutmeg Labor Union – Labor Agreement Extension

Communication received from Human Resources Department.

On motion of Council Member Thibeault and seconded by Council Member Panioto, it was unanimously voted: To approve a one-year labor agreement extension between the City of Bristol and the Bristol Professionals & Supervisors Association Nutmeg Labor Union, effective July 1, 2025 through June 30, 2026, with a two percent (2.00%) salary increase on wages indicated in Appendix B (effective July 1, 2024) with the remaining terms and conditions unchanged, and to refer this matter to the Board of Finance.

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12. SCHEDULE PUBLIC HEARING – CONNECTICUT MUNICIPAL DEVELOPMENT AUTHORITY

Communication received from Economic and Community Development Executive Director Malley.

On motion of Council Member Olsen and seconded by Council Member Panioto, it was voted: To schedule a City Council Public Hearing for July 8, 2025 at 6:15 p.m. in the Council Chambers, to consider entering into a Memorandum of Understanding with CMDA to assist in developing Bristol's downtown district.

Economic and Community Development Executive Director Malley provided a brief explanation of CMDA funds. Council Members posed additional questions for Executive Director Malley.

13. COMMUNITY DEVELOPMENT BLOCK GRANT CONSOLIDATED 5-YEAR PLAN AND ANNUAL ACTION PLAN

Communication received from Grants Administrator Leger.

On motion of Council Member Thibeault and seconded by Council Member Panioto, it was voted: To approve the CDBG Consolidated 5-Year Plan for 2025-2029 and Annual Action Plan for 2025-26 for the City of Bristol as recommended by the ECD Board, and to refer this recommendation to the Board of Finance for action.

(Council Member Tyler recused herself from the vote due to a conflict of interest.)

14. PUBLIC WORKS DEPARTMENT

a. Safe Streets and Roads for All – Authorization for Mayor to sign Grant Application

Communication received from Public Works Director Rogozinski.

On motion of Council Member Olsen and seconded by Council Member Panioto, it was unanimously voted: To authorize the Mayor or Acting Mayor to execute a Safe Streets and Roads for All grant in the amount of \$128,000 and to execute any and all related documents necessary to effectuate said grant. The total project cost will be \$160,000 with a City cost of \$32,000, subject to Board of Finance approval.

b. Mad River Watershed Based Plan - Authorization for Mayor to Execute Memorandum of Understanding with NVCOG

Communication received from Public Works Director Rogozinski.

On motion of Council Member Thibeault and seconded by Council Member Rosengren, it was unanimously voted: To authorize the Mayor or Acting Mayor to execute a Memorandum of Understanding between the Naugatuck Council of Governments and the City of Bristol regarding the Mad River Watershed Based Plan. Said agreement includes the City of Bristol's cost share of \$16,000 to complete the estimated \$230,000 study.

June 10, 2025

c. DPW Jerome Avenue Bridge – Contract Amendments No. 2624-061 (PJF Construction Corp.)

Communication received from Public Works Director Rogozinski.

On motion of Council Member Olsen and seconded by Council Member Panioto, it was unanimously voted: To authorize the Mayor or Acting Mayor to execute a contract amendment to the Jerome Avenue Bridge Contract (No. 2624-061) with PJF Construction Corp. in the amount of \$91,931. Said amendment shall increase PJF Construction Corp. contract amount from \$2,857,746.47 to \$2,949,677.47.

Council Member Rosengren asked on the behalf of one of his constituents if there was a way to know/foresee where the ledge was located. Public Works Director Rogozinski explained the borings process.

d. DPW Jerome Avenue Bridge – Contract Amendments No. 2920-046 (WMC Inc.)

Communication received from Public Works Director Rogozinski.

On motion of Council Member Thibeault and seconded by Council Member Panioto, it was unanimously voted: To authorize the Mayor or Acting Mayor to execute a contract amendment to the Jerome Avenue Bridge Design and Construction Administration Services Contract (No. 2920-046) with Wengell McDonnell & Costello Inc. in the amount of \$96,608. Said amendment shall increase Wengell McDonnell & Costello Inc. contract amount from \$462,902.99 to \$559,510.99.

15. OTHER BUSINESS

Council Member Dickau mentioned that Kathy Castoneda is present on zoom listening and advised they do have a bonified contract for 9 Divinity Street.

16. ADJOURNMENT

At 8:13 p.m., on motion of Council Member Thibeault and seconded by Council Member Rosengren, it was unanimously voted: To adjourn.

ATTEST: _____

Merina Bigos
Deputy Town & City Clerk

RECEIVED

2025 JUL -1 PM 2: 22
TOWN AND CITY CLERK
BRISTOL, CT

5a

WATER DEPARTMENT

NEW HIRE REPORT

6/1/2025 TO 6/30/2025

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>CITY</u>	<u>HIRE DATE</u>	<u>SALARY</u>	<u>PER HOUR</u>	<u>UNION</u>	<u>STATUS</u>	<u>DEPARTMENT</u>	<u>JOB TITLE</u>
WILSON	CONNOR	BRISTOL	06/02/2025	\$ 16.84	PER HOUR	NON-BARG	TP	WATER DEPARTMENT	TEMPORARY
RINALDINI	JAYDEN	BRISTOL	06/06/2025	\$ 16.84	PER HOUR	NON-BARG	TP	WATER DEPARTMENT	TEMPORARY

TOTAL: 2

NEW HIRE REPORT

6/1/2025 TO 6/30/2025

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>CITY</u>	<u>HIRE DATE</u>	<u>SALARY</u>	<u>PER HOUR</u>	<u>UNION</u>	<u>STATUS</u>	<u>DEPARTMENT</u>	<u>JOB TITLE</u>
ISAACS	SHANTEL	NEW BRITAIN	06/09/2025	\$ 24.72	PER HOUR	LOCAL 233	FT	LIBRARY - MAIN	CHILDRENS ASSISTANT
PERKINS HAYNES	NANCY	WINDSOR LOCKS	06/11/2025	\$ 112,591		BPSA	FT	PURCHASING	PURCHASING AGENT
GONZALEZ MIRANDA	AWND	BRISTOL	06/09/2025	\$ 17.00	PER HOUR	NON-BARG	PT	PARK DEPARTMENT	LIFEGUARD
KUCZEK	CAMILA	BRISTOL	06/09/2025	\$ 17.00	PER HOUR	NON-BARG	PT	PARK DEPARTMENT	LIFEGUARD
MANGHAM	OLIVER	FARMINGTON	06/25/2025	\$ 18.00	PER HOUR	NON-BARG	PT	PARK DEPARTMENT	LIFEGUARD
ROBLES	PATRICIA	BRISTOL	06/23/2025	\$ 23.10	PER HOUR	LOCAL 233	PT	PUBLIC WORKS	P/T PRINCIPAL CLERK
TARTARELLI	BRENDAN	BRISTOL	06/13/2025	\$ 17.00	PER HOUR	NON-BARG	PT	PARK DEPARTMENT	LIFEGUARD
ANDERSON	JASMYN	BRISTOL	06/07/2025	\$ 17.95	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
BABER	AUSTIN	BRISTOL	06/30/2025	\$ 16.75	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	LABORER PARK SEASONAL
BARRESI	MILAN	BRISTOL	06/07/2025	\$ 16.75	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
BENOIT	JALEN	BRISTOL	06/04/2025	\$ 23.75	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	SUMMER CAMP DIRECTOR
BOTTO	GIANNA	TERRYVILLE	06/07/2025	\$ 16.75	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
BOUTOTE	JACOB	BRISTOL	06/07/2025	\$ 17.95	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>CITY</u>	<u>HIRE DATE</u>	<u>SALARY</u>	<u>UNION</u>	<u>STATUS</u>	<u>DEPARTMENT</u>	<u>JOB TITLE</u>	
BRUCE	NOELLE	BRISTOL	06/07/2025	\$ 17.95	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
CARMELICH	BENJAMIN	PLYMOUTH	06/07/2025	\$ 17.95	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
CEBALLOS	JESSICA	BRISTOL	06/30/2025	\$ 40.00	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	CERTIFIED NURSE
CULPEPPER	MADISON	FARMINGTON	06/07/2025	\$ 16.75	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
DALLASTE	GIANA	BRISTOL	06/07/2025	\$ 16.75	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
DAMON SMITH	TREVOR	BRISTOL	06/21/2025	\$ 21.50	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	PARAPROFESSIONAL RECREATION
DELOGE	EMILY	BRISTOL	06/04/2025	\$ 23.75	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	SUMMER CAMP DIRECTOR
DEPASS	DANTE	BRISTOL	06/07/2025	\$ 17.95	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
DUBE	MADISON	BRISTOL	06/04/2025	\$ 21.00	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	SUMMER CAMP DIRECTOR ASST
GIBBS	CHARLES	BRISTOL	06/07/2025	\$ 17.95	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
GUARDA	NICO	BRISTOL	06/23/2025	\$ 16.75	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	LABORER PARK SEASONAL
HASEMANN	ERICH	BRISTOL	06/23/2025	\$ 21.50	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	PARAPROFESSIONAL RECREATION
HINTON	MIA	BRISTOL	06/07/2025	\$ 17.95	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
HINTON	PAIGE	BRISTOL	06/21/2025	\$ 21.50	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	PARAPROFESSIONAL RECREATION
HINTON	LILY	BRISTOL	06/23/2025	\$ 17.95	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
JOHNSON	ALICIA	BRISTOL	06/07/2025	\$ 17.95	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
LABRECQUE	KYLEIGH	BRISTOL	06/07/2025	\$ 17.95	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
LAIRD	KALEY	BRISTOL	06/07/2025	\$ 17.95	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
LAPOINTE	KAYLYNN	NEWINGTON	06/07/2025	\$ 17.95	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
LAPRISE	RYAN	BRISTOL	06/23/2025	\$ 17.95	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	LABORER PARK SEASONAL
LAWSON	ALAYNA	BRISTOL	06/02/2025	\$ 16.75	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	INTERN RECREATION
LENTINI	TINA MARIE	BRISTOL	06/08/2025	\$ 20.50	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	PARAPROFESSIONAL RECREATION

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>CITY</u>	<u>HIRE DATE</u>	<u>SALARY</u>	<u>UNION</u>	<u>STATUS</u>	<u>DEPARTMENT</u>	<u>JOB TITLE</u>	
LITTLE	MAKAYLA	BRISTOL	06/07/2025	\$ 16.75	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
LUIS FUENTES	HEIDY	BRISTOL	06/04/2025	\$ 21.00	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	SUMMER CAMP DIRECTOR ASST
MALICK	UMAR	BRISTOL	06/16/2025	\$ 17.95	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	LABORER PARK SEASONAL
MALONE HILL	MACKENZIE	BRISTOL	06/07/2025	\$ 16.75	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
MAYETTE	AVA	SOUTHINGTON	06/07/2025	\$ 17.95	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
MEDINA	CHRISTIAN	BRISTOL	06/21/2025	\$ 20.50	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	PARAPROFESSIONAL RECREATION
MONTANEZ	ZELMAR JHON	BRISTOL	06/24/2025	\$ 20.50	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	PARAPROFESSIONAL RECREATION
MURRAY	NAYELI	BRISTOL	06/07/2025	\$ 16.75	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
NEWTON	ADAM	BRISTOL	06/07/2025	\$ 17.95	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
NIEVES	SERENITY	BRISTOL	06/07/2025	\$ 17.95	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
NIEVES	TRINITY	BRISTOL	06/07/2025	\$ 17.95	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
OLMSTEAD	BRYLEE	BRISTOL	06/07/2025	\$ 16.75	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
OUELLETTE	KIANA	BRISTOL	06/08/2025	\$ 20.50	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	PARAPROFESSIONAL RECREATION
PIROG	NATHAN	BRISTOL	06/07/2025	\$ 17.95	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
PITTMAN	STEPHEN	BRISTOL	06/20/2025	\$ 18.00	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	LIFEGUARD
POPIELARZ	NATALIA	BRISTOL	06/07/2025	\$ 16.75	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
PRELESKI	JONATHAN	MANCHESTER	06/04/2025	\$ 21.00	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	SUMMER CAMP DIRECTOR ASST
RAY	JACKSON	BRISTOL	06/07/2025	\$ 17.95	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
REDDY	RENUKA	UNIONVILLE	06/23/2025	\$ 21.50	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	PARAPROFESSIONAL RECREATION
RIVOIRA	CARSON	BRISTOL	06/16/2025	\$ 17.95	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	LABORER PARK SEASONAL
SALGADO	JOHN	CHESHIRE	06/07/2025	\$ 16.75	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
SANCHEZ	JUSTIN	BRISTOL	06/07/2025	\$ 16.75	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>CITY</u>	<u>HIRE DATE</u>	<u>SALARY</u>	<u>UNION</u>	<u>STATUS</u>	<u>DEPARTMENT</u>	<u>JOB TITLE</u>
SHELBY	ISABELLA	CEDAR RAPIDS	06/21/2025	\$ 17.95	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
SICOTTE	MEGAN	BRISTOL	06/07/2025	\$ 17.95	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
SPINA	RYAN	BRISTOL	06/07/2025	\$ 17.95	NON-BARG	SE	PARK DEPARTMENT	RECREATION LEADER
ST PIERRE	ALEKSANDAR	BRISTOL	06/23/2025	\$ 16.75	NON-BARG	SE	PARK DEPARTMENT	LABORER PARK SEASONAL
TOMASI	MARY	BRISTOL	06/27/2025	\$ 50.00	NON-BARG	SE	PARK DEPARTMENT	CERTIFIED NURSE
WELLS	HALEY	AVON	06/21/2025	\$ 20.50	NON-BARG	SE	PARK DEPARTMENT	PARAPROFESSIONAL RECREATION
WHALEN	RENEE	BRISTOL	06/08/2025	\$ 21.50	NON-BARG	SE	PARK DEPARTMENT	PARAPROFESSIONAL RECREATION
JANICK	VIRGINIA	BRISTOL	06/02/2025	\$ 21.00	NON-BARG	TP	CITY CLERK	TEMPORARY WORKER

TOTAL: 65



RECEIVED
2025 JUL -1 PM 2: 06
TOWN AND CITY CLERK
BRISTOL, CT



DATE: July 1, 2025

Tax Collector's Office | 860.584.6270

TO THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

I hereby request refunds to the following tax accounts listed below for the reasons stated.

<u>PRIOR LIST YEAR</u> <u>NAME</u>	<u>LIST NUMBER</u>	<u>MOTOR VEHICLE</u>		<u>INT</u>	<u>FEES</u>	<u>TOTAL</u>	
		<u>TAX</u>					
ALLY FINANCIAL	2023-03-0348887	\$ 407.38				\$ 407.38	VEHICLE SOLD
BROWN, KIAN	2021-03-0305704	\$ 201.25	\$ 36.23			\$ 237.48	VEHICLE SOLD
COATES, BRENDAN	2023-03-0309132	\$ 13.00				\$ 13.00	OVERPAYMENT
FINANCIAL SERVICES VEHICLE TR	2023-04-0402908	\$ 378.71				\$ 378.71	VEHICLE SOLD
KURPASKA, CODY	2023-03-0325092	\$ 26.95				\$ 26.95	OVERPAYMENT
KURPASKA, CODY	2023-04-0404622	\$ 206.09				\$ 206.09	OVERPAYMENT
LOPEZ, YVONNE	2018-04-0405608	\$ 708.81				\$ 708.81	OVERPAYMENT
MAHONEY, KEVIN	2022-03-0328368	\$ 137.18	\$ 24.69			\$ 161.87	WRONG TOWN
MAHONEY, KEVIN	2023-03-0328339	\$ 144.45				\$ 144.45	WRONG TOWN
NISSAN INFINITI LT LLC	2023-03-0333714	\$ 212.25				\$ 212.25	VEHICLE SOLD
TOYOTA LEASE TRUST	2022-03-0347442	\$ 482.26				\$ 482.26	VEHICLE SOLD
TOYOTA LEASE TRUST	2021-03-0346267	\$ 515.14				\$ 515.14	VEHICLE SOLD
TOYOTA LEASE TRUST	2023-03-0347623	\$ 187.85				\$ 187.85	VEHICLE SOLD
TOYOTA LEASE TRUST	2023-03-0347716	\$ 239.52				\$ 239.52	VEHICLE SOLD
TOYOTA LEASE TRUST	2023-03-0347817	\$ 194.89				\$ 194.89	VEHICLE SOLD
TOYOTA LEASE TRUST	2023-03-0347860	\$ 300.94				\$ 300.94	VEHICLE SOLD
TOYOTA LEASE TRUST	2023-03-0347584	\$ 71.87				\$ 71.87	VEHICLE SOLD
TOYOTA LEASE TRUST	2023-03-0347596	\$ 72.74				\$ 72.74	VEHICLE SOLD
TOYOTA LEASE TRUST	2023-03-0347644	\$ 433.99				\$ 433.99	VEHICLE SOLD
TOYOTA LEASE TRUST	2023-03-0347747	\$ 54.30				\$ 54.30	VEHICLE SOLD
TOYOTA LEASE TRUST	2023-03-0347762	\$ 54.70				\$ 54.70	VEHICLE SOLD
TOYOTA LEASE TRUST	2023-03-0347653	\$ 504.69				\$ 504.69	VEHICLE SOLD
TOYOTA LEASE TRUST	2023-03-0347656	\$ 179.54				\$ 179.54	VEHICLE SOLD
TOYOTA LEASE TRUST	2023-03-0347688	\$ 415.82				\$ 415.82	VEHICLE SOLD
TOYOTA LEASE TRUST	2023-03-0347709	\$ 255.20				\$ 255.20	VEHICLE SOLD
TOYOTA LEASE TRUST	2023-03-0347734	\$ 52.75				\$ 52.75	VEHICLE SOLD
TOYOTA LEASE TRUST	2023-03-0347780	\$ 54.70				\$ 54.70	VEHICLE SOLD
TOYOTA LEASE TRUST	2023-03-0347847	\$ 1,071.50				\$ 1,071.50	VEHICLE SOLD
TOYOTA LEASE TRUST	2023-03-0347850	\$ 184.92				\$ 184.92	VEHICLE SOLD
TOYOTA LEASE TRUST	2023-03-0347594	\$ 431.07				\$ 431.07	VEHICLE SOLD
TOTAL		\$ 8,194.46	\$ 60.92	\$ -		\$ 8,255.38	

City of Bristol
111 North Main Street
Bristol, CT 06010
www.bristolct.gov

PRIOR LIST YEAR
NAME

LIST NUMBER

REAL ESTATE
CITY TAX

INT

FEES

TOTAL

REASON

COLON, TRICIA	2023-01-0106219	\$ 1,733.44			\$ 1,733.44	OVERPAYMENT
CORELOGIC	2023-01-0106965	\$ 3,361.61			\$ 3,361.61	OVERPAYMENT
HOMELoAN SERV	2023-01-0121254	\$ 2,351.01			\$ 2,351.01	OVERPAYMENT
PHILIP FERRARO FAMILY LLC	2021-01-0115383	\$ 484.55			\$ 484.55	OVERPAYMENT
TOTAL		\$ 7,930.61	\$ -	\$ -	\$ 7,930.61	

TOTAL ALL MOTOR VEHICLE	\$ 8,255.38
TOTAL PERSONAL PROPERTY	\$ -
TOTAL ALL REAL ESTATE	\$ 7,930.61
GRAND TOTAL ALL COLLECTIONS	\$ 16,185.99

RESPECTFULLY,


ANN V BEDNAZ, CCMC
TAX COLLECTOR
KG



Comptroller's Office | Phone: 860.584.6130

Memorandum

To: Erica Cabiya, City Clerk
From: Diane M. Waldron, Comptroller
Re: ClearGov Contract
Date: June 13, 2025

The City has been using the ClearGov software for its digital budget development since the 2023-2024 budget for the operating and capital budgets. They have revised their service agreements for the renewal effective July 1, 2025.

Please include on the July 8th City Council agenda authorization for the Mayor or Acting Mayor to sign the renewal agreement with ClearGov for the City's digital budget software.

RECEIVED
2025 JUN 25 AM 11:20
TOWN AND CITY CLERK
BRISTOL, CT



2 Mill & Main; Suite 630; Maynard, MA 01754

Service Order

Created by	Michael Lanza
Contact Phone	(617) 816-7726
Contact Email	mlanza@cleargov.com

Order Date	May 12, 2025
Order valid if signed by	Jul 10, 2025

Customer Information					
Customer	City of Bristol	Contact	Diane Waldron	Billing Contact	Jodi McGrane
Address	111 North Main Street	Title	Comptroller	Title	Assistant to the Comptroller
City, St, Zip	Bristol, CT 06010	Email	dianewaldron@bristolct.gov	Email	jodimcgrane@bristolct.gov
Phone	(860) 584-6127			PO # (if any)	

The Services you will receive and the Fees for those Services are...

Subscription Services	Tier	Service Fees
ClearGov Base Platform - Civic Edition	Tier 4	\$ 4,500.00
ClearGov Capital Budgeting - Civic Edition	Tier 4	\$ 23,400.00
ClearGov Digital Budget Book - Civic Edition	Tier 4	\$ 16,100.00
ClearGov Transparency - Civic Edition	Tier 4	\$ 14,800.00
Bundle Discount: Base Platform (25%)	Tier 4	\$ (1,125.00)
Bundle Discount: Modules (15%)	Tier 4	\$ (8,145.00)
Total ClearGov Subscription Service Fee - Billed ANNUALLY IN ADVANCE		\$ 49,530.00

ClearGov will provide your Services according to this schedule...

Period	Start Date	End Date	Description
Setup	Jul 1, 2026	Jul 1, 2026	ClearGov Setup Services
Initial	Jul 1, 2026	Jun 30, 2029	ClearGov Subscription Services

To be clear, you will be billed as follows...

Billing Date(s)	Amount(s)	Notes
Jul 1, 2025	\$32,992.50	Annual Subscription Fee
Jul 1, 2026	\$51,015.90	Annual Subscription Fee
Jul 1, 2027	\$52,546.38	Annual Subscription Fee

Additional subscription years and/or renewals will be billed annually in accordance with pricing and terms set forth herein.

Billing Terms and Conditions		
Valid Until	Jul 10, 2025	Pricing set forth herein is valid only if ClearGov Service Order is executed on or before this date.
Payment	Net 30	All invoices are due Net 30 days from the date of invoice.
Initial Period Rate Increase	3% per annum	During the Initial Service Period, the Annual Subscription Service Fee shall automatically increase by this amount.
Rate Increase	6% per annum	After the Initial Service Period, the Annual Subscription Service Fee shall automatically increase by this amount.

General Terms & Conditions	
Statement of Work	ClearGov and Customer mutually agree to the ClearGov Service activation and onboarding process set forth in the attached Statement of Work. Please note that ClearGov will not activate and/or implement services for any Customer with outstanding balance past due over 90 days for any previous subscription services.

Taxes	The Service Fees and Billing amounts set forth above in this ClearGov Service Order DO NOT include applicable taxes. In accordance with the laws of the applicable state, in the event that sales, use or other taxes apply to this transaction, ClearGov shall include such taxes on applicable invoices and Customer is solely responsible for such taxes, unless documentation is provided to ClearGov demonstrating Customer's exemption from such taxes.
Term & Termination	Subject to the termination rights and obligations set forth in the ClearGov BCM Service Agreement, this ClearGov Service Order commences upon the Order Date set forth herein and shall continue until the completion of the Service Period(s) for the Service(s) set forth herein. Each Service shall commence upon the Start Date set forth herein and shall continue until the completion of the applicable Service Period. To be clear, Customer shall have the option to Terminate this Service Order on an annual basis by providing notice at least sixty (60) days prior to the end of the then current Annual Term.
Auto-Renewal	After the Initial Period, the Service Period for any ClearGov Annual Subscription Services shall automatically renew for successive annual periods (each an "Annual Term"), unless either Party provides written notice of its desire not to renew at least sixty (60) days prior to the end of the then current Annual Term.
Agreement	The signature herein affirms your commitment to pay for the Service(s) ordered in accordance with the terms set forth in this ClearGov Service Order and also acknowledges that you have read and agree to the terms and conditions set forth in the ClearGov BCM Service Agreement found at the following URL: http://www.ClearGov.com/terms-and-conditions . This Service Order incorporates by reference the terms of such ClearGov BCM Service Agreement.

Customer	
Signature	
Name	Jeffrey Caggiano
Title	Mayor

ClearGov, Inc.	
Signature	
Name	Bryan A. Burdick
Title	President

Please e-mail signed Service Order to Orders@ClearGov.com or Fax to (774) 759-3045

Order type (ClearGov internal use only)			
Select Order Type for this Service Order	RI	If XS: Original Service Order Date	

Statement of Work

This Statement of Work outlines the roles and responsibilities by both ClearGov and Customer required for the activation and onboarding of the ClearGov Service. ClearGov will begin this onboarding process upon execution of this Service Order. All onboarding services and communications will be provided through remote methods - email, phone, and web conferencing.

ClearGov Responsibilities

- ClearGov will activate ClearGov Service subscription(s) as of the applicable Start Date(s). ClearGov will create the initial Admin User account, and the Customer Admin User will be responsible for creating additional User accounts.
- ClearGov will assign an Implementation Manager (IM) responsible for managing the activation and onboarding process. ClearGov IM will coordinate with other ClearGov resources, as necessary.
- ClearGov IM will provide a Kickoff Call scheduling link to the Customer's Primary Contact. Customer should schedule Kickoff Call within two weeks after the Service Order has been executed.
- If Customer is subscribing to any products that require data onboarding:
 - ClearGov IM will provide a Data Discovery Call scheduling link to the Customer's Primary Contact. Customer should schedule Data Discovery Call based on the availability of Customer's staff.
 - ClearGov will provide Customer with financial data requirements and instructions, based on the ClearGov Service subscription(s).
 - ClearGov will review financial data files and confirm that data is complete, or request additional information, if necessary. Once complete financial data files have been received, ClearGov will format the data, upload it to the ClearGov platform and complete an initial mapping of the data.
 - After initial mapping, ClearGov will schedule a Data Review call with a ClearGov Data Onboarding Consultant (DOC), who will present how the data was mapped, ask for feedback, and address open questions. Depending upon Customer feedback and the complexity of data mapping requests, there may be additional follow-up calls or emails required to complete the data onboarding process.
- ClearGov will inform Customer of all training, learning, and support options. ClearGov recommends all Users attend ClearGov Academy training sessions and/or read Support Center articles before using the ClearGov Service to ensure a quick ramp and success. As needed, ClearGov will design and deliver customized remote training and configuration workshops for Admins and one for End Users - via video conference - and these sessions will be recorded for future reference.
- ClearGov will make commercially reasonable efforts to complete the onboarding/activation process in a timely fashion, provided Customer submits financial data files and responds to review and approval requests by ClearGov in a similarly timely fashion. Any delay by Customer in meeting these deliverable requirements may result in a delayed data onboarding process. Any such delay shall not affect or change the Service Period(s) as set forth in the applicable Service Order.

Customer Responsibilities

- Customer's Primary Contact will coordinate the necessary personnel to attend the Kickoff and Data Discovery Calls within two weeks after the Service Order has been executed. If Customer needs to change the date/time of either of these calls, the Primary Contact will notify the ClearGov IM at least one business day in advance.
- If Customer is subscribing to any products that require data onboarding:
 - Customer will provide a complete set of requested financial data files (revenue, expense, chart of accounts, etc.) to ClearGov in accordance with the requirements provided by ClearGov.
 - Customer's Primary Contact will coordinate the necessary personnel to attend the Data Discovery and Data Review calls. It is recommended that all stakeholders with input on how data should be mapped should attend. Based on these calls and any subsequent internal review, Customer shall provide a detailed list of data mapping requirements and requested changes to data mapping drafts in a timely manner, and Customer will approve the final data mapping, once completed to Customer's satisfaction.
- Customer will complete recommended on-demand training modules in advance of customized training & configuration workshops.
- Customer shall be solely responsible for importing and/or inputting applicable text narrative, custom graphics, performance metrics, capital requests, personnel data, and other such information for capital budget, personnel budget, budget books, projects, dashboards, etc.



RECEIVED
2025 JUN 30 AM 7:59
TOWN AND CITY CLERK
BRISTOL, CT

DATE: June 24, 2025

TO: Mayor Jeffrey Caggiano
City Council Members

CC: Erica Cabiya, CCTC
Jennifer Lishness, Mayor's Aide
Josh Medeiros, Superintendent of Parks, Recreation, Youth and Community Services
Dawn Leger, Grants Administrator

FROM: Sarah Larson, Deputy Superintendent of Parks, Recreation, Youth and Community Services

RE: DCF JRB/YDT Support and Enhancement Grant

Shirley

Background

A Juvenile Review Board (JRB) is a community-based diversion process for youth that may otherwise be referred to the Juvenile Court for minor violations of the law. The Bristol Youth Services Bureau under the Department of Parks, Recreation, Youth and Community Services facilitates Bristol's JRB. The Connecticut Youth Services Association receives grant funding from DCF, which it awards annually to subrecipients to enhance and support their JRB/YDT.

Project Description

Support and Enhancement Grant Funds support case management, pro social activities, and direct services, including:

- Case management hours for the JRB/YDT to increase referral capacity and success rates
- Memberships or scholarships for Pro Social activities that foster positive development such as youth development programs, classes, clubs, leagues, gyms, etc
- Transportation to support for youth and family
- Youth Employment Services
- Treatment Services
- Tutoring

Grant Request

The City of Bristol is eligible to receive between \$18,000 and \$21,000 depending on available funding.

Requested Action

Motion to approve the submission by the Parks, Recreation, Youth & Community Services Department for a DCF JRB/YDT Support and Enhancement Grant and approve the Mayor to sign any necessary documents to effectuate said grant.



5e
RECEIVED
2025 JUN 23 AM 10:48
TOWN AND CITY CLERK
BRISTOL, CT

DATE: July 1, 2025
TO: Mayor and City Council Members
FROM: Dawn Leger, Grants Administrator *D Leger*
RE: Amendment to the FFY 2025 State Homeland Security Grant Program (HSGP)

Background

The Connecticut Department of Emergency Services and Public Protection (DESPP) is the recipient and administering agency of the State Homeland Security Grant Program. For FFY 2025, DESPP funds are to be distributed to Regional Planning Organizations (RPO) across the state. The RPOs are then responsible for using grant funding for regional projects associated with emergency management and homeland security.

Project Description

The City of Bristol is one of 41 municipalities that comprise the Capitol Region Council of Governments (CRCOG) planning team focused on emergency management and homeland security. CRCOG proposes to utilize said funding for seven regional set-aside projects that will benefit the state's municipalities: Regional Collaboration; CT Intelligence Center/Fusion Center; CBRNE Detection and Response; Metropolitan Medical Response System; Citizen Corps. Program; Medical Preparation and Response; and Cyber Security. DEMHS Region 3 may also provide financial and programmatic support for member municipalities (such as the regional bomb squad) in accordance with approved bylaws.

Because the Executive Officer (Mayor) has not changed since the previous agreement was submitted in 2023, the City is only required to submit an amendment to the existing agreement. The City of Bristol does not receive direct grant funding, but benefits from the allocation of emergency equipment, funding, and support from the region.

City Match

There is no City match requirement.

Requested Action

To authorize the Mayor or Acting Mayor to execute any and all documents associated with the FFY 2025 Amendment to the State Homeland Security Grant Program Memorandum of Agreement.



City of Bristol

BRISTOL, CONNECTICUT 06010
Planning Commission

RECEIVED

2025 JUN 30 PM 1:46

TOWN AND CITY CLERK
BRISTOL, CT

DATE: June 24, 2025
TO: City Council (c/o Erica Cabiya, Town and City Clerk)
FROM: Bristol Planning Commission
RE: C.G.S. 8-24 Review -201 Pine Street – Map 39, Lot 2 –
Street line Revision -Referral to Acquire Property

Pursuant to the Connecticut General Statutes Section 8-24, the Bristol Planning Commission, at its Regular Meeting of June 23, 2025, voted to send a positive referral to the City Council in support of the sale of 201 Pine Street with the following motion:

"To send a positive referral to the City Council for the C.G.S. 8-24 referral for 201 Pine Street - Map 39, Lot 2. The Planning Commission finds that the C.G.S. 8-24 referral, as presented, is generally consistent with the goals and policies of the 2015 Plan of Conservation and Development (POCD), amended to April 1, 2018."

For questions or additional information, please contact:
City of Bristol Land Use Office at 860-584-6225.

cc: Raymond Rogozinski, P.E., Director of Public Works (via email)
Attorney J. Steeg (via email)

6a

BRISTOL CITY COUNCIL
REAL ESTATE COMMITTEE
SUSAN TYLER, CHAIR

JULY 8, 2025

RECEIVED
2025 JUN 30 AM 10:02
TOWN AND CITY CLERK
BRISTOL, CT

MOTION

I HEREBY MOVE that the Mayor or Acting Mayor be authorized to execute a Release waiving a deed restriction in a Quit Claim Deed from the City of Bristol to Darrin Witham dated December 4, 2008 for the sale of city owned Lots 7, 8 and 9 Waterbury Road. The lots having been merged is now known as Lot 7 Waterbury Road. The deed restriction allowed only for a single-family residence to be constructed.

In exchange for this Release, Darrin Witham shall remit the sum of \$10,000 to the City of Bristol and will hold harmless the city for a stone wall located on the street line of Waterbury Road. This payment and hold harmless to the city is conditioned upon Darrin Witham receiving subdivision approval for two (2) lots.

I further MOVE that this matter be referred to the Corporation Counsel's Office to effectuate same.

6636C

Merina Bigos

From: Barbara Kashuba
Sent: Wednesday, July 2, 2025 11:49 AM
To: TownClerk; Merina Bigos
Subject: 7/1/25 Salary Committee Special Meeting

Importance: High

The results of the special meeting held on 7/1/25 at 4:30 PM were as follows:

To approve the elimination of the position of Assistant Director of Human Resources

To approve creation of a new position of Human Resources Generalist at Code 3 on the non-bargaining salary schedule.

Thank you,

Barbara Kashuba, Senior Administrative Assistant

Human Resources/Claims

111 North Main Street

Bristol, CT 06010

(860) 584-6153 Direct

(860) 584-6155 Office

(860) 584-6211 Fax

barbarakashuba@bristolct.gov

RECEIVED
2025 JUL -2 PM 2:26
TOWN AND CITY CLERK
BRISTOL, CT

**Salary Committee
SPECIAL MEETING MINUTES
Tuesday, July 1, 2025
Human Resources Conference Room
3rd Floor, City Hall**

Present: Councilmembers Cheryl Thibeault, Sebastian Panioto. Mark Dickau via ZOOM
Staff: James Haselkamp, Barbara Kashuba

1. CALL TO ORDER.

The regular meeting of the Salary Committee was called to order by Chairperson Cheryl Thibeault at 4:31 p.m.

2. PUBLIC PARTICIPATION

None

3. NEW BUSINESS

TO CONSIDER ELIMINATION OF THE POSITION OF ASSISTANT DIRECTOR OF HUMAN RESOURCES

Unanimously approved and refer to Board of Finance.

TO CONSIDER CREATION OF NEW POSITION OF HUMAN RESOURCES GENERALIST AT CODE 3 ON THE NON-BARGAINING SALARY SCHEDULE

Unanimously approved and refer to Board of Finance.

4. At 4:39 p.m., on motion of Chairperson Cheryl Thibeault and seconded, it was unanimously voted: To adjourn.

ATTEST: _____
Barbara Kashuba, Recording Secretary

6636C

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To: TownClerk; Merina Bigos
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ATTEST: _____
Barbara Kashuba, Recording Secretary

BRISTOL CITY COUNCIL MEETING

JULY 8, 2025

COUNCILMAN SEBASTIAN PANIOTO
CHAIR, ORDINANCE COMMITTEE

**PROPOSED AMENDMENTS TO CODE OF ORDINANCES
PERTAINING TO CHAPTER 7, FIRE PREVENTION AND PROTECTION,
ARTICLE 1. IN GENERAL, SECTION 7-17, OPEN BURNING
REQUIREMENTS**

MOTION TO WAIVE READING

In accordance with Section 41(f) of the Charter of the City of Bristol, I hereby MOVE that the reading of the proposed amendments to the Code of Ordinances to be introduced this date pertaining to Chapter 7, Fire Prevention and Protection, Article 1. In General, Section 7-17, Open Burning Requirements BE WAIVED.

MOTION TO INTRODUCE

In accordance with Section 41(f) of the Charter of the City of Bristol, the following amendments to the Code of Ordinances are hereby INTRODUCED.

I hereby MOVE that the time and place of Tuesday, August 5, 2025 at 4:45 p.m., in Room 1-1, City Hall, 111 North Main Street, Bristol, Connecticut be set for the holding of a public hearing thereon by the Ordinance Committee, and that the City Clerk publish notice of said public hearing and the proposed amendments to the Code of Ordinances as required by City Charter.

Underscored text is proposed to be added. [Bracketed] text is proposed for deletion.

Sec. 7-17. Open burning requirements.

- (a) Preamble: Statement of Purpose: Open burning of combustible materials may create a hazard or nuisance, emissions from incomplete combustion or burning of hazardous and toxic materials pollute the air and make it difficult for persons with respiratory problems to breathe. A nuisance is considered to be the unreasonable, unwarranted, or unlawful use of a person's property which substantially interferes with the use and enjoyment of another person's property. A smoke nuisance typically occurs when wood or other combustible materials are burned in a campfire, fire pit, chiminea or similar devise which results in the release of large amounts of smoke and un-burned particulate matter.
- (b) The following types of open burning shall be allowed only in accordance with the following standards:
 - (1) The burning of non-processed (non-processed wood is considered to be any untreated natural wood up to and including rough cut lumber) wood for campfires, bonfires and other outdoor fires for ceremonial or recreational purposes; cooking fires and fires within an enclosed commercial product such as a

chiminea, fire pit or patio hearth; fires within an enclosed fixed masonry structure such as stone, block or brick[;] and shall be a minimum of twenty (20) feet from any permanent structure and property line as found in assessor's database.

- (2) No fire shall exceed three (3) feet in diameter and no fire shall extend beyond 1:00 a.m. The fire marshal or open burning official may approve exceptions for emergency situations.
 - (3) Only dry, non-processed wood may be burned.
 - (4) Burning is prohibited when the State of Connecticut forest fire danger is high, very high or extreme or when conditions as identified by the fire marshal prohibit burning, or when the predicted state air quality index is seventy-five (75) or higher as reported by ct.gov/DEEP/Air/Forecasting/AQI/Air-Quality-Index.
- (c) The following types of open burning shall not be allowed unless the fire marshal or open burning official issues a permit:
- (1) Fires for the control or destruction of diseases, pests, floodplain brush and debris, vegetation management; for the control of frost and the warming of livestock;
 - (2) Fires to abate an immediate fire hazard or fires to abate a health hazard as determined by the local director of health.
- (d) The following types of open burning shall not be allowed:
- (1) Processed wood (including wood that has been milled and or planed and includes recycled wood, glued wood, treated wood, pallets, crates, and/or wood scraps from these types of materials), garbage, grass, paper, metals, rubber, painted materials, demolition waste, cardboard, construction waste materials, plastic, flammable and combustible liquids, hazardous materials, paints, solvents, lacquers, varnish;
 - (2) Any other materials that are prohibited by Connecticut Statutes or regulations or materials that are deemed hazardous to burn by the fire marshal, open burning official or senior fire official on scene.
- (e) Open burning shall be conducted so as not to create a hazard or nuisance. When burning dry wood in a campfire or in one of the acceptable devices as mentioned in subsection (b)(1) above, the utmost caution must be exercised to prevent injury to humans and animals and damage to property. Any fire shall be considered a nonpermitted fire if it is determined to be a hazard and/or nuisance by the fire marshal, opening burning official, senior fire official on scene or police officer.
- (f) Upon receipt of a complaint concerning any open fire, the deputy fire chief, the nearest available engine company, and a police officer shall respond to the complaint. The senior fire official on scene shall make a determination as to whether the fire shall be extinguished. The police officer or senior fire official on scene shall make a determination as to whether an infraction shall be issued or whether other action shall be taken.
- (g) Violations of this section shall be an infraction punishable as provided in section 1-11 of this Code of Ordinances. Each violation shall be considered a separate offense.

(Ord. of 12-14-10; Ord. of 5-11-21)

COUNCILMAN SEBASTIAN PANIOTO
CHAIR, ORDINANCE COMMITTEE

6e
RECEIVED
2025 JUL -2 AM 11:23
TOWN OF BRISTOL, CT
CITY CLERK

**PROPOSED AMENDMENTS TO CODE OF ORDINANCES
PERTAINING TO CHAPTER 23, ORDINANCE ENFORCEMENT BY
CITATION OFFICERS, SEC. 23-1 ADOPTION; FORMATION AND POWERS**

MOTION TO WAIVE READING

In accordance with Section 41(f) of the Charter of the City of Bristol, I hereby MOVE that the reading of the proposed amendments to the Code of Ordinances to be introduced this date pertaining to Chapter 23, Ordinance Enforcement By Citation Officers, Section 23-1, Adoption; Formation and Powers, BE WAIVED.

MOTION TO INTRODUCE

In accordance with Section 41(f) of the Charter of the City of Bristol, the following amendments to the Code of Ordinances are hereby INTRODUCED.

I hereby MOVE that the time and place of Tuesday, August 5, 2025 at 4:50 p.m., in Room 1-1, City Hall, 111 North Main Street, Bristol, Connecticut be set for the holding of a public hearing thereon by the Ordinance Committee, and that the City Clerk publish notice of said public hearing and the proposed amendments to the Code of Ordinances as required by City Charter.

Underscored text is proposed to be added. [Bracketed] text is proposed for deletion.

Sec. 23-1. Adoption; formation and powers.

- (a) Pursuant to G.S. § 7-148(c), the City of Bristol may enforce the violation of the ordinances designated in section 23-2 hereof by the issuance of a citation. Pursuant to G.S. § 8-12a, the City of Bristol may enforce the violation of zoning regulations adopted by the Bristol Zoning Commission under G.S. § 8-2 or by special act. Pursuant to G.S. § 22a-42g, the City of Bristol may enforce the violation of wetlands regulations adopted by the Bristol Inland Wetlands and Watercourses Agency under G.S. § 22a-42 of the Connecticut General Statutes.
- (b) The persons holding the offices of zoning enforcement officer, building official, code enforcement officer/assistant building inspector, wetlands enforcement officer, party chief, environmental protection technician, highway inspector, excavation inspector, construction inspector, chief of police, senior fire official on scene park ambassador, Bristol Water Pollution Control assistant chief operator and senior process operator, and all employees of the City of Bristol appointed to the police force are hereby designated citation officers and empowered to issue citations as provided for hereunder.

- (c) The mayor may nominate and the city council may appoint additional municipal officers or employees and officers or employees of the Bristol Burlington Health District as citation officers empowered to issue citations as provided for hereunder. The city council at the time of appointment may limit the authority of any citation officer it appoints pursuant to this paragraph to enforcement of only those ordinances it deems advisable after taking into account the complexity of the ordinances to be enforced and the expertise and knowledge required of the citation officer.
- (d) Each citation shall be issued only by a designated or appointed citation officer empowered hereunder. No citation shall be issued unless the citation officer first issues a written warning providing notice of the specific violation to be corrected.

(Ord. of 11-13-90; Ord. of 4-28-03; Ord. of 12-12-06; Ord. of 6-12-07; Ord. of 7-8-14; Ord. of 1-8-19; Ord. of 9-14-21; Ord. of 5-9-23)

BRISTOL CITY COUNCIL MEETING

JULY 8, 2025

COUNCILMAN SEBASTIAN PANIOTO
CHAIR, ORDINANCE COMMITTEE

67
RECEIVED
2025 JUL -3 AM 8:38
TOWN AND CITY CLERK
BRISTOL, CT

**PROPOSED AMENDMENTS TO CODE OF ORDINANCES
PERTAINING TO CHAPTER 23, ORDINANCE ENFORCEMENT BY
CITATION OFFICERS, SEC. 23-2 ORDINANCES DESIGNATED FOR
ENFORCEMENT BY CITATION PROCEDURE**

MOTION TO WAIVE READING

In accordance with Section 41(f) of the Charter of the City of Bristol, I hereby MOVE that the reading of the proposed amendments to the Code of Ordinances to be introduced this date pertaining to Chapter 23, Ordinance Enforcement By Citation Officers, Section 23-2, Ordinances Designated For Enforcement by Citation Procedure, BE WAIVED.

MOTION TO INTRODUCE

In accordance with Section 41(f) of the Charter of the City of Bristol, the following amendments to the Code of Ordinances are hereby INTRODUCED.

I hereby MOVE that the time and place of Tuesday, August 5, 2025 at 4:55 p.m., in Room 1-1, City Hall, 111 North Main Street, Bristol, Connecticut be set for the holding of a public hearing thereon by the Ordinance Committee, and that the City Clerk publish notice of said public hearing and the proposed amendments to the Code of Ordinances as required by City Charter.

Underscored text is proposed to be added. [Bracketed] text is proposed for deletion.

Sec. 23-2. Ordinances designated for enforcement by citation procedure.

- (a) The following chapters of the Code of Ordinances of the City of Bristol, Connecticut, are hereby designated for enforcement pursuant to the provisions of section 23-1 by citation officers. Unless specifically limited by the city council in its appointment of a citation officer, all citation officers are empowered to issue citations for the purpose of enforcing the following chapters:

Chapter 2.5—Alarm Systems
Chapter 3—Article II Carnivals
Chapter 4—Animals and Fowl
Chapter 5—Buildings and Building Regulations
Chapter 7—Fire Prevention and Protection
Chapter 8—Flood and Erosion Control
Chapter 10—Solid Waste
Chapter 12—Housing
Chapter 13—Licenses and Business Regulations
Chapter 14—Division 3. Unregistered, Inoperable Motor Vehicles

Chapter 15—Offenses and Miscellaneous Provisions

Chapter 16—Parks and Recreation

Chapter 18—Planning

Chapter 21—Streets, Sidewalks and Public Places

Chapter 22—Water, Sewers and Sewage Disposal

(Ord. of 11-13-90; Ord. of 3-9-92, § 8; Ord. of 4-28-03; Ord. of 7-8-14; Ord. of 9-14-21)

July 2025 (AS OF 7/3/25) APPOINTMENTS

RESIGNATIONS:

Richard Balsam – ZBA

Ronald Smith – Storm Water Trust, (D) expires 7/28

Sandra Bogdanski – Park & Recreation, (U) expires 12/25

Continuing Vacancies:

BBHD

1 Regular position

Inland Wetlands

1 Alternate position available. expires 9/25

Youth Commission

1 position Represents Under 21

NEW APPOINTMENTS FOR JULY:

Arts and Culture Commission

Reappoint Andrea Adams (D), expires 5/28

BBHD

Reappoint Kathy Langlais (D), 860.940.8548, expires 7/28

Board of Finance

Reappoint Mike Massarelli (R), expires 7/29

Housing Code of Appeals

Reappoint Steve Coan (R), expires 6/29

Planning Commission

Reappoint Jon Pose (D), expires 7/28

Reappoint Kiana Maria Small (U) Alt., expires 7/28

Retirement Board

Replace or Reappoint Frank Rossi (U) Citizen, expires 7/28

Reappoint Tom Barnes (R) Citizen, expires 7/28

Storm Water Trust

Appoint Frank Rossi (U) expires 7/28

ZBA

Appoint Liza Salgado-Sirko as Regular Member

Appoint Joe Keilata (R) Alt, expires 7/28

Appoint Mathew Biadun (R) as Alt., expires 7/28

Zoning

Reappoint Michael Deroehin (R) Alt., expires 6/28

Shelby Pons, **Chair**
Maria Simmons, **Vice Chair**
Jill Fitzsimons-Bula, **Secretary**
Russell Anderson
Eric Carlson
Kristen Giantonio
Lorianne Osenkowski
Dante Tagariello
Jennifer Van Gorder



P.O. Box 450 | 129 Church Street
Bristol, CT 06011-0450
860-584-7000 | Fax 860-584-7611

11a 2 11b
Iris White
Superintendent of Schools

Mary Hawk
Superintendent of Schools

RECEIVED
2025 JUN 17 AM 11:37
TOWN AND CITY CLERK
BRISTOL, CT

June 13, 2025

Erica Cabiya
Town and City Clerk
City of Bristol
111 North Main Street
Bristol, CT 06010

Dear Ms. Cabiya,

At the regular Finance and Operations meeting held on June 11, 2025, the committee voted to approve the following:

Good Harbor Techmark for bid #2P25-073 Design Services – Video Surveillance System in the amount of \$81,168.00

Amara Associates for contract 2P25-076 Architectural/Engineering Services relative to Press Box at Bristol Central High School in the amount of \$36,850.00

Please consider the inclusion of the following motion for the upcoming City Council meeting to be held on Tuesday, July 8, 2025:

To award contract 2P25-073 Design Services – Video Surveillance System to Good Harbor Techmark in the amount of \$81,168.00 and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.

To award contract 2P25-076 Architectural/Engineering Services relative to Press Box at Bristol Central High School to Amara Associates in the amount of \$36,850.00 and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.

Please let me know if there are any questions.

Sincerely,

A handwritten signature in black ink that reads "Tara Landon". The signature is fluid and cursive, with the first name "Tara" being more prominent.

Tara Landon
Operations & Facilities Manager
Assistant Manager of School Projects

Shelby Pons, **Chair**
Maria Simmons, **Vice Chair**
Jill Fitzsimons-Bula, **Secretary**
Russell Anderson
Eric Carlson
Kristen Giantonio
Lorianne Osenkowski
Dante Tagariello
Jennifer Van Gorder



P.O. Box 450 | 129 Church Street
Bristol, CT 06011-0450
860-584-7000 | Fax 860-584-7611

11a 2 11b
Iris White
Superintendent of Schools

Mary Hawk
Superintendent of Schools

RECEIVED
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BRISTOL, CT

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Please let me know if there are any questions.

Sincerely,

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Tara Landon
Operations & Facilities Manager
Assistant Manager of School Projects

12a



RECEIVED
2025 JUN 24 PM 1:41
TOWN AND CITY CLERK
BRISTOL, CT

DATE: June 24, 2025

TO: Mayor Jeffrey Caggiano
City Council Members

FROM: Justin Malley, Economic and Community Development

RE: CT Municipal Development Authority: MOU Approval

Background

The CT Municipal Development Authority (CMDA) is a new State of Connecticut quasi-public authority statutorily charged with helping municipalities build up their downtowns and districts near public transportation. The CMDA offers communities a variety of benefits for downtown development, including providing technical assistance regarding multifamily development, infrastructure development, and more, as well as the potential of funding for municipalities and developers. The CMDA has \$60 million in bonding authorizations that municipalities may apply for to help spur development, with Governor-led proposals for additional funding in the future.

Connecticut municipalities are eligible to work with CMDA following a public hearing process and the subsequent approval of a certified resolution by the local legislative body to join CMDA. The proposed resolution is attached.

Member municipalities work with CMDA to develop a Memorandum of Understanding that establishes the parameters of a development district within which CMDA can fund transit-oriented development, housing, building demolition or rehabilitation, or any investment that will lead to redevelopment or development within that district.

Proposed Motion

Please see the Resolution attached.

CITY OF BRISTOL, CONNECTICUT

RESOLUTION REGARDING JOINING THE CONNECTICUT MUNICIPAL REDEVELOPMENT AUTHORITY AS A MEMBER MUNICIPALITY

WHEREAS, the Connecticut Municipal Redevelopment Authority (the “Authority”), a body politic and corporate, constituting a public instrumentality and political subdivision of the State of Connecticut has been established pursuant to section 8-169ii of the Connecticut General Statutes (the “General Statutes”); and

WHEREAS, the Authority was created for the performance of an essential public and governmental function, including for the purposes set forth in section 8-169jj of the General Statutes to: (1) Stimulate economic and transit-oriented development, as defined in section 13b-79kk of the General Statutes, within Connecticut Municipal Redevelopment Authority development districts; (2) encourage residential housing development within development districts; (3) manage facilities through contractual agreement or other legal instrument; (4) stimulate new investment within development districts and provide support for the creation of vibrant, multidimensional downtowns; (5) upon request of the legislative body of a member municipality, or the legislative bodies of the municipalities constituting a joint member entity, as applicable, in which a development district is located, work with such municipality or municipalities to assist in development and redevelopment efforts to stimulate the economy of such municipality or municipalities; (6) upon request of the Secretary of the Office of Policy and Management and with the approval of the chief executive officer of a member municipality, or the chief executive officers of the municipalities constituting a joint member entity, as applicable, in which a development district is located, enter into an agreement to facilitate development or redevelopment within such development district; (7) encourage development and redevelopment of property within development districts; (8) engage residents of member municipalities, or municipalities constituting a joint member entity, as applicable, and other stakeholders in development and redevelopment efforts; (9) market and develop development districts as vibrant and multidimensional; and (10) provide financial support and technical assistance to municipalities to develop housing growth zones; and

WHEREAS, under the General Statutes, the types of projects for which Authority assistance is authorized includes the following: (A) the design and construction of transit-oriented development, as defined in section 13b-79kk of the General Statutes; (B) the creation of housing units through rehabilitation or new construction; (C) the demolition or redevelopment of vacant buildings; and (D) development and redevelopment; and

WHEREAS, according to Section 8-169ll of the General Statutes, a municipality may, by certified resolution of the legislative body of the municipality, opt to join the Authority as a member municipality, provided such municipality holds a public hearing prior to any vote on such certified resolution; and

WHEREAS, the CITY OF BRISTOL (the “City”) held such a public hearing on July 8, 2025 pursuant to the Notice attached hereto; and

WHEREAS, the CITY COUNCIL OF THE CITY OF BRISTOL has found that joining the Authority as a member municipality would support the CITY OF BRISTOL’S efforts to stimulate economic development and foster the purposes outlined in Section 8-169jj within the CITY OF BRISTOL and accordingly desires to join the Authority as a member municipality; and

WHEREAS; the CITY COUNCIL OF THE CITY OF BRISTOL desires to further authorize the MAYOR OF THE CITY OF BRISTOL to enter into a memorandum of agreement or other similar agreements with the Authority to create one or more development districts within the CITY OF BRISTOL to advance the purposes contained in Section 8-169jj.

NOW THEREFORE BE IT RESOLVED THAT:

Section 1. The CITY COUNCIL OF THE CITY OF BRISTOL hereby approves the CITY OF BRISTOL joining the Authority as a member municipality.

Section 2. The MAYOR OF THE CITY OF BRISTOL is authorized to take or cause to be taken such actions, including, but not limited to, the negotiation and execution of any memorandum of agreement on behalf of the CITY OF BRISTOL with the Authority and any other agreements, instruments and documents, that such official deems necessary, appropriate or desirable to implement the terms of any such memorandum of agreement and consummate the intention of this and the resolution.

Section 3. This Resolution shall be effective as of the date of approval.



Purchasing Department | Tel. 860.584.6195

MEMORANDUM

To: Erica Cabiya, Town and City Clerk
Cc: Mayor Jeffrey Caggiano
Office of Corporation Counsel
Eric Evans, Chief Information Officer
From: Roger D. Rousseau, Purchasing Agent
Date: July 2, 2025

RECEIVED
2025 JUL -2 PM12:11
TOWN AND CITY CLERK
BRISTOL, CT

RE: Resolution Regarding Installment Payment Agreement with PNC Bank

The IT Department is seeking to finalize an agreement for upgrades to and support for storage equipment related to City systems, through a State of Connecticut contract with Total Communications Inc. Pursuit of the agreement includes execution of an installment payment agreement with PNC Bank, as the agreement covers three years.

I therefore respectfully request that you include the inclusion of a resolution related to this agreement on the agenda for the next meeting of the City Council:

To approve a resolution authorizing the Mayor or Acting Mayor to execute a three-year installment payment agreement for IT storage services with PNC Bank to accommodate three annual payments in the amount of \$42,783.86 per year, and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said agreement.

Please let me know if I can provide any further information regarding this contract.

Thank you for your consideration of this request.

RESOLUTION

Customer: «Customer Name»

Principal Amount Expected to Be Financed: \$«AmountFinanced»

WHEREAS, the Customer is a political subdivision of the State in which the Customer is located (the "State") and is duly organized and existing pursuant to the Constitution and laws of the State;

WHEREAS, pursuant to applicable law, the governing body of the Customer ("Governing Body") is authorized to purchase, acquire and lease personal property for the benefit of the Customer and to enter into contracts with respect thereto necessary to the functions or operations of the Customer;

WHEREAS, the Customer desires to purchase, acquire, finance and lease certain property with a cost not to exceed the amount set forth above constituting personal property necessary for the Customer to perform essential governmental functions (the "Products");

WHEREAS, the Customer has taken the necessary steps, including those relating to any applicable legal bidding requirements, to arrange for the acquisition of the Equipment; and

WHEREAS, the Customer proposes to enter into that certain Installment Purchase Agreement (the "Agreement"), with PNC Bank, National Association, the form of which has been available for review by the governing body of the Customer prior to this meeting.

NOW, THEREFORE, Be It Ordained by the Governing Body of the Customer:

Section 1. Either one of the _____ OR _____ (each an "Authorized Representative") acting on behalf of the Customer, is hereby authorized to negotiate, enter into, execute, and deliver the IPA. Each Authorized Representative acting on behalf of the Customer is hereby authorized to negotiate, enter into, execute, and deliver such other documents relating to the IPA as the Authorized Representative deems necessary and appropriate in connection with the foregoing. All other related contracts and agreements necessary and incidental to the IPA are hereby authorized.

Section 2. By a written instrument signed by any Authorized Representative, said Authorized Representative may designate specifically identified officers or employees of the Customer to execute and deliver agreements and documents relating to the IPA on behalf of the Customer.

Section 3. The aggregate original principal amount of the IPA shall not exceed the amount stated above and shall bear interest as set forth in the IPA and the IPA shall contain such options to prepay or purchase by the Customer as set forth therein.

Section 4. The Customer's obligations under the IPA shall be subject to annual appropriation or renewal by the Governing Body as set forth in IPA and the Customer's obligations under the IPA shall not constitute general obligations of the Customer or indebtedness under the Constitution or laws of the State.

Section 5. This resolution shall take effect immediately upon its adoption and approval.

ADOPTED AND APPROVED on this _____, 20__.

The undersigned Secretary/Clerk of the above-named Customer hereby certifies and attests that the undersigned has access to the official records of the Governing Body of the Customer, that the foregoing resolutions were duly adopted by said Governing Body of the Customer at a meeting of said Governing Body and that such resolutions have not been amended or altered and are in full force and effect on the date stated below.

_____[SEAL]

Name:

Title

Date: