

City of Bristol
Board of Public Works
Meeting Minutes for
May 15, 2025
With Zoom Access

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

Absent: Council Member Jacqueline Olsen
Council Member Erick Rosengren

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

1. Call to Order
2. Approval of Minutes
 - a. April draft minutes

MOTION: made by Commissioner Hartley and Commissioner Stawsky to accept as presented and place on file.

3. Public Participation
None

MOTION: to move up items 8 A, B and D up on the agenda made by Commissioner Dumas and seconded by Commissioner Stawski. Motion passed.

8. New Business

a. Zoning Rewrite

Robert Flanigan, City of Bristol Planner, presented the board with the new zoning regulations and the changes that will make it easier for new business to come into the city as well as the timeline for the process to take place.

Raymond Rogozinski, P.E., Director of Public Works, stated that this was an important task and this has not been done since 1990. Between this and the redoing of the wetlands map, these are two great strides of development and gives the best information to the community.

b. Community Connectivity Project

William Stango, P.E., City Engineer, gave a presentation for the design completion and update for the Community Connectivity Project. The city received around \$780,000.00 from the State of CT to replace inadequate handicap ramps with ADA compliant ramps.

Raymond Rogozinski, P.E., Director of Public Works, reviewed the grant requirements for the project.

Commissioner Dumas asked about what happens about if the construction cost balloons above the grant amount.

William Stango, P.E., City Engineer, stated that built into the budget is a 6% contingency plan. You can never account for everything that can happen, so we do include the contingency due to that, so we do have about 12 ramps we could pull off the plan.

Raymond Rogozinski, P.E., Director of Public Works, stated that we make sure that we are able to reduce the scope than not expend all the grant funds.

Mayor Caggiano asked to have this put on the public works page so we can share with the public.

d. Sidewalk Ramp

William Stango, P.E., City Engineer, reviewed the memo, which the purpose of is to clearly define the policy on how we approach infeasible ramps, which means they are not able to be installed by current ADA standards. The state has a mechanism to use when this happens and if you cannot meet these requirements, there is a form to fill out which takes liability away from the city. The ramps are ADA compliant; it is the approach sidewalks that typically are out of compliance because of the slope of the hill or the grade of the walk. This form is a way for the city to improve the infrastructure we have and reduce the liability the city takes on.

Raymond Rogozinski, P.E., Director of Public Works stated that even though we install new ramps, there are rare occasions where we don't meet ADA requirements. Non-Compliance of handi-cap ramps is a big deal and this will allow us to document that we took things into consideration and we cannot get it to comply and that the intersection does not allow it.

MOTION: made by Council Member Dumas and seconded by Commissioner Dickau to accept the recommendation from the City Engineering Department to accept the policy for the Side Walk Ramps. Motion passed.

MOTION: to add to the agenda the item of community conductivity on the area of Emmet Street made by Commissioner Hartley and seconded by Commissioner Stawski. Motion passed.

Raymond Rogozinski, P.E., Director of Public Works, stated that Public Works is to submit an application for a conductivity grant to install sidewalks on Emmett Street and Public Works is looking for the board support to authorize moving forward with the application and to be addressed at the next city council meeting.

MOTION: to authorize the Board of Public Works to submit the CT Department of Transportation Community Connectivity Grant application in the amount of \$570,000 to install concrete sidewalk on Emmett St (Sycamore St to Redstone St). The concrete walk will replace 2,699 LF of existing asphalt sidewalk along with the installation of 488 LF of new concrete walk and to forward to City council for approval. Made by Commissioner Hartley and seconded by Commissioner Dumas. Motion passed.

MOTION: to amend to street name to Redstone Hill Road made by Council Member Dickau and seconded by Commissioner Hartley. Motion passed.

4. Employee Recognition

a. Employee Anniversaries

The employee anniversaries were reviewed.

5. Division Reports

MOTION: made by Commissioner Dumas and seconded by Council Member Dickau to accept as presented as place on file.

6. Director's Report

a. Director report

Raymond Rogozinski, P.E., Director of Public Works, reviewed the directors report with the board members.

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

7. Public Works Project Lists

a. Building Project List

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

b. Engineering Project List

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

8. New Business

c. Emmett Street Property

Raymond Rogozinski, P.E., Director of Public Works, discussed the Emmett Street request to acquire property located between Emmett Street and the property known as 201 Pine Street by D'Amato Construction Company, Inc. He explained that while the area does not serve a purpose for DPW, there may be a future need for a dedicated right turn if an expansion of the roadway intersection if the area in question would be needed. The Department of Public works would recommend that a referral to the Real Estate Committee and the Planning Commission.

MOTION: made by Commissioner Hartley and seconded by Commissioner Stawski to waive the reading of the motion.

MOTION: made by Commission Dumas and seconded by Commission Hartley to forward the request from D'Amato Construction Company to acquire the 0.14-acre (5,982 SF) property located between Emmett St and the property identified as 201 Pine St to the Real Estate Committee and the Planning Commission for a referral, pursuant to Ct State Statute 8-24. Said referral by the Board of Public Works shall indicate a recommendation to transfer said property, subject to Real Estate Committee and City Council final approval, with the stipulation that the property shall be encumbered with an easement in favor of the City of Bristol for highway purposes. The easement shall allow the City full use of the property for the purpose of expanding or reconstructing the roadway (if required). Pursuant to City Council approval, the transfer of the property will consist of a street line revision to the Emmett St right of way. Motion passed.

e. Jerome Avenue CO Amendment

Raymond Rogozinski, P.E., Director of Public Works, reviewed the Jerome Avenue Bridge contract amendments and the Board of Finance Request. This is due to overtime to achieve the opening date and an obstruction that was found during the install of the pile.

MOTION: made by Commissioner Dumas and Commissioner Stawski to approve the Department of Public Works submission requesting Board of Finance approval of additional funding in the amount of \$62,000 (\$31,000 state bridge grant & \$32,000 City Major Bridge Contingency funds), and to approve a contract amendment with Wengell McDonnell & Costello Inc. in the amount of \$96,608, and to approve a contract amendment with PJF Construction in the amount of \$91,931.00. Motion passed.

f. Handicap Ramp

Raymond Rogozinski, P.E., Director of Public Works, this item was reviewed previously on the agenda.

g. Water Gauge Replacement

Raymond Rogozinski, P.E., Director of Public Works, explained the USGS that is located in the Pequabuck River near Nuchies at the bridge near Broad Street, this measures the water surface elevation of the river. The city currently pays \$16,000.00 per year for this. He stated we can purchase this alternative program that does the same thing at a reduced cost. DPW would install a radar detection system to measure the water elevations and monitor weather conditions. The equipment cost would be \$8,470.00 and the yearly monitoring would be \$320.00 per year instead of the current \$16,800.00. The proposed system would be accessed using a cell phone app and would give the same information as the previous system being used currently.

MOTION: made by Commissioner Stawski and seconded by Council Member Dickau to Approve the Department of Public Works' request to transfer \$8,500 from the unused Snow Operation Vendor account (0013018-544410) to procure a radar water monitoring system and weather station installed at the Central St Bridge. Said action will include the elimination of the existing USGS water gauging station, and reduce annual cost from \$16,800 to \$450 per year with a capital investment of \$8,050. Motion passed.

h. BPW Operation BOF

MOTION: made by Commissioner Hartley and seconded by Commissioner Stawski to approve the Board of Finance request for \$76,566.00 to year-end balance and adjustments. Motion passed.

i. Cross St Roadside Barrier

Raymond Rogozinski, P.E., Director of Public Works, stated at the intersection of Cross Street and Lake Avenue, there is a roadside barrier, that we are proposing to remove. It does get hit a few times a year. Another component is to put roadside markings and speed limit signs and arrows on the road.

9. Old Business

Mayor Caggiano stated that he did receive an email regarding the No thru Truck will be painted approaching Memorial Boulevard and a photo was shown of how that will look on the road.

Raymond Rogozinski, P.E., stated this will be the intersection of Riverside Avenue going east towards the intersection, you will see the No Thru Trucks writing on the road.

10. Any Matter to come before said meeting

Raymond Rogozinski, P.E., Director of Public Works, reviewed an item to add on regarding a CT DOT project for the replacement of traffic signals located on Farmington Ave, Maple and Burlington Ave, and Oakland/Middle and Cross/Redstone. There is a project authorization letter to the city and he asking to add the letter to the agenda and is asking the board to authorize the mayor to sign the letter.

MOTION: made by Commissioner Hartley and seconded by Commissioner Dumas to add the item to the agenda and to authorize the mayor to sign the project authorization letter. Motion passed.

11. Adjournment

MOTION: made by Commissioner Hartley and seconded by Commissioner Stawski to adjourn at 7:26 p.m. Motion passed.

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