



*City of Bristol
City Council*

Join Zoom Meeting:

<https://bristolct-gov.zoom.us/j/84420893989?pwd=lbzgSKRGKGR33bT1nLVucDG8iTpaV.>

1

Meeting ID: 844 2089 3989

Passcode: 123456

Dial by your location: 19292056099

The regular City Council Meeting will be held on Tuesday, August 12, 2025, at 7:00 PM. in Council Chambers 111 North Main Street, Bristol, CT 06010.

1. Call to Order
 - a. Recognition of Miss Connecticut's Teen, Haylee Patton.
 - b. Recognition of Bristol Junior Girls Softball All Star Team
2. Approval of Minutes
 - a. Approval of minutes of the Public Hearing held on July 8, 2025, and the regular City Council meeting held on July 8, 2025.
3. Public Participation
4. Announcements
5. Consent Agenda
 - a. To place on file the New Hire Report for July, 2025.
 - b. To approve the Tax Refunds dated August 1, 2025.
 - c. To approve the additional service for QA+M Architecture, totaling \$2,750.00 as recommended by the Northeast Middle School Building Committee and to authorize the Mayor or Acting Mayor to execute any documents necessary to amend their contract.
 - d. To approve the change orders for D'Amato+Downes Joint Venture, totaling \$43,118.56 as recommended by the Northeast Middle School Building Committee

and to authorize the Mayor or Acting Mayor to execute any documents necessary to amend their contract.

- e. To approve submission of a grant from the 2025 AARP Connecticut Livable Communities Grant program for \$5,000, to authorize the Mayor or Acting Mayor to execute any and all documents associated with the application/grant, and to refer the matter to the Board of Finance for any necessary action.
- f. To establish the Bristol Central High School Roof Replacement Project Committee as the building committee with regard to the roof replacement at Bristol Central High School located at 480 Wolcott Street in Bristol, CT.
- g. To authorize the Bristol Board of Education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the Roof Replacement at Bristol Central High School located at 480 Wolcott Street in Bristol, CT.
- h. To authorize preparation of schematic drawings and outline specifications with regard to the roof replacement at Bristol Central High School located at 480 Wolcott Street in Bristol, CT.
- i. To authorize the Mayor or Acting Mayor to sign a Hold Harmless agreement in favor of Inland Commercial Real Estate Services, LLC for the Bristol Police Department to conduct training exercises at 383 Middle Street in Bristol, CT.
- j. To place on file a positive referral from the Bristol Planning Commission for a C.G.S. 8-24 review of Map 21, Lot 420-1A/420-1, Burlington Avenue.
- k. To place on file a positive referral from the Bristol Planning Commission for a C.G.S. 8-24 review of 86 Divinity Street, Map 28, Lot 11.

6. Reports and Committee Reports

- a. **Real Estate Committee** - To authorize the Mayor or Acting Mayor to enter into a 60-day listing agreement with Bottom Line Realty to act as its real estate agent for the sale of city-owned property known as 86 Divinity Street, Map 28, Lot 11; to authorize the Mayor or Acting Mayor to sign any document necessary to effectuate this motion, and to refer this matter to Corporation Counsel.
- b. **Salary Committee** - To approve the creation of a new position of Parent Ambassador, non-bargaining, grant funded, at the rate of \$25.00 per hour, not to exceed 10 hours per month, up to three positions with a two-year term each, and to refer to the Board of Finance.
- c. **Salary Committee** - To approve the creation of a new full time position of Family and Community Engagement Coordinator, grant funded, at Salary Level 3 on the non-bargaining salary schedule, and to refer to the Board of Finance.

- d. **Ordinance Committee** - To adopt amendments to the Bristol Code of Ordinances Chapter 7, Fire Prevention and Protection, Article I, In General, Section 7-17 Open Burning Requirements.
 - e. **Ordinance Committee** - To adopt amendments to the Bristol Code of Ordinances Chapter 23, Ordinance Enforcement by Citation Officers, Sec. 23-1 Adoption; Formation and Powers.
 - f. **Ordinance Committee** - To adopt amendments to the Bristol Code of Ordinances Chapter 23, Ordinance Enforcement by Citation Officers, Sec. 23-2 Ordinances Designated for Enforcement by Citation Procedure.
- 7. Old Business
 - 8. New Business
 - 9. Resignations
 - 10. Appointments
 - a. Board and Commission Appointments
 - b. To discontinue the appointment of Merina Bigos as Acting Town Clerk effective July 31, 2025.
 - 11. Bristol Police Department
 - a. To approve funding necessary to execute the Memorandum of Understanding between the City of Bristol and Bristol Police Union for the "Referral and Sign-On Bonus Program for Lateral Certified Police Officers" effective August 13, 2025, and to refer to the Board of Finance.
 - b. To approve submission of a grant application to the State of CT Department of Emergency Services and Public Protection Division of Statewide Emergency Telecommunications Grant for approximately \$36,200.
 - 12. Resolution - Open Space and Watershed Land Acquisition
 - a. To approve the Resolution regarding the Open Space and Watershed Land Acquisition grant for Lot 12-5 and Lot 11-Rear, Assessor's Map 60, Perkins Street.
 - 13. Contract 2C25-081 Community Connectivity Grant Program
 - a. To award Contract 2C25-081 Community Connectivity Grant Program to Martin Laviero Contractor Inc. in the amount of \$712,025.00 and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.

14. Any other matter to come before said meeting

15. Adjournment

Erica Cabiya
Town & City Clerk

July 8, 2025

The regular meeting of the City Council was held on Tuesday, July 8, 2025 in the City Hall Council Chambers, 111 North Main Street at 7:02 p.m. Present: Mayor Caggiano; Council Members Dickau, Olsen, Panioto, Rosengren, Thibeault, and Tyler.

1. CALL TO ORDER**2. APPROVAL OF MINUTES**

On motion of Council Member Tyler and seconded by Council Member Rosengren, it was unanimously voted: To approve the minutes of the regular City Council meeting held on June 10, 2025.

3. PUBLIC PARTICIPATION – None.**4. ANNOUNCEMENTS**

Council members reported on committees, activities, and events.

Mayor Caggiano announced that today was Assistant Director of Human Resources, Linda Milia's last day working for the city and recognized Linda for the 18 years of dedicated service she provided to the city.

Mayor Caggiano encouraged the public to support the 12 new business establishments located in and around the downtown area.

Mayor Caggiano provided an update on the suspension of the execution of the demolition at 9 Divinity Street.

5. ADOPTION OF CONSENT CALENDAR

On motion of Council Member Tyler and seconded by Council Member Rosengren, it was unanimously voted: To adopt six items as part of the Consent Calendar.

a. New Hire Report for June 2025

Communication received from the Human Resources Department.

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

b. Tax Refunds in the Amount of \$16,185.99

Request presented from Tax Collector Bednaz.

July 8, 2025

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

Motor Vehicle	\$ 8,255.38
Real Estate	<u>+ 7,930.61</u>
Total	\$16,185.99

c. Renewal Agreement with ClearGov for City of Bristol Digital Budget Software

Communication received from Comptroller Waldron.

As part of the Consent Calendar adoption and on motion of Council Member Tyler and seconded, it was unanimously voted: To authorize the Mayor or Acting Mayor to execute the Renewal Agreement with ClearGov for the City's digital budget software.

d. DCF JRB/YDT Support and Enhancement Grant

Communication received from Deputy Superintendent Larson of PRY&CS.

As part of the Consent Calendar adoption and on motion of Council Member Tyler and seconded, it was unanimously voted: To approve the submission by the Parks, Recreation, Youth & Community Services Department for a DCF Juvenile Review Board (JRB)/YDT Support and Enhancement Grant and authorize the Mayor or Acting Mayor to sign any necessary documents to effectuate said grant.

e. Amendment to FFY 2025 State Homeland Security Grant Program (HSGP)

Communication received from Grants Administrator Leger.

As part of the Consent Calendar adoption and on motion of Council Member Tyler and seconded, it was unanimously voted: 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. Positive Referral from Planning Commission – 201 Pine Street – Map 39, Lot 2 – Street Line Revision – Referral to Acquire Property

Communication received from Bristol Planning Commission.

As part of the Consent Calendar adoption and on motion of Council Member Tyler and seconded, it was unanimously voted: To place on file the Planning Commission's positive referral in support of the sale of 201 Pine Street – Map 39, Lot 2. The Planning Commission finds that the C.G.S. 8-24 referral is generally consistent with the goals and policies of the 2015 Plan of Conservation and Development (POCD) amended to April 1, 2018.

July 8, 2025

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 Rosengren, it was unanimously voted: 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. 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 are conditioned upon Darrin Witham receiving subdivision approval for two (2) lots.

It was further moved that this matter be referred to the Corporation Counsel's Office to effectuate the same.

b. Salary Committee

As recommended by the Salary Committee and on motion of Council Member Thibeault and seconded by Council Member Dickau, it was unanimously voted: To approve the elimination of the position of Assistant Director of Human Resources and to refer this matter to the Board of Finance.

c. Salary Committee

As recommended by the Salary Committee and on motion of Council Member Thibeault and seconded by Council Member Dickau, it was unanimously voted: To approve the creation of the new position of Human Resources Generalist at Code 3 on the non-bargaining salary schedule and to refer this matter to the Board of Finance.

d. Ordinance Committee

As recommended by the Ordinance Committee and on motion of Council Member Panioto and seconded by Council Member Dickau, it was unanimously voted: In accordance with Section 41(f) of the Charter of the City of Bristol, to waive the reading of the proposed amendments to Chapter 7, Fire Prevention and Protection, Article I., In General, Section 7-17 Open burning requirements, of the Code of Ordinances being introduced this date.

On motion of Council Member Panioto and seconded by Council Member Dickau, it was unanimously voted: In accordance with Section 41(f) of the Charter of the City of Bristol, to introduce the following amendments to the Code of Ordinances; and that the time and place of Tuesday, August 5, 2025 at 4:45 p.m., in Meeting 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

July 8, 2025

public hearing and the proposed amendments to the Code of Ordinances as required by City Charter.

Council Members Panioto and Thibeault provided examples in support of the proposed changes.

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:*

July 8, 2025

- (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)*

e. Ordinance Committee

As recommended by the Ordinance Committee and on motion of Council Member Panioto and seconded by Council Member Dickau, it was unanimously voted: In accordance with Section 41(f) of the Charter of the City of Bristol, to waive the reading of the proposed amendments to Chapter 23, Ordinance Enforcement by Citation Officers, Section 23-1 Adoption; Formation and Powers, of the Code of Ordinances being introduced this date.

On motion of Council Member Panioto and seconded by Council Member Dickau, it was unanimously voted: In accordance with Section 41(f) of the Charter of the City of Bristol, to introduce the following amendments to the Code of Ordinances; and that the time and place of Tuesday, August 5, 2025 at 4:50 p.m., in Meeting 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.

Council Member Panioto provided examples in support of the proposed changes.

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

July 8, 2025

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)

f. Ordinance Committee

As recommended by the Ordinance Committee and on motion of Council Member Panioto and seconded by Council Member Thibeault, it was unanimously voted: In accordance with Section 41(f) of the Charter of the City of Bristol, to waive the reading of the proposed amendments to Chapter 23, Ordinance Enforcement by Citation Officers, Section 23-2 Ordinances designated for enforcement by citation procedure, of the Code of Ordinances being introduced this date.

On motion of Council Member Panioto and seconded by Council Member Dickau, it was unanimously voted: In accordance with Section 41(f) of the Charter of the City of Bristol, to introduce the following amendments to the Code of Ordinances; and that the time and place of Tuesday, August 5, 2025 at 4:55 p.m., in Meeting 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.

July 8, 2025

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)

g. Transportation Committee

As recommended by the Transportation Committee and on motion of Council Member Thibeault and seconded by Council Member Rosengren, it was unanimously voted: To authorize the City of Bristol to begin negotiations with the State of Connecticut to acquire the property located on Todd Street which is currently used as a commuter lot. This property is noted on the Assessor's files as Account #0241393 further noted as Book 1445 and Page 0543. The Transportation Committee also makes the request that the city owned property on East Main Street Account #0099740; Book 1999 and Page 0254 be used for parking lot and/or a bus stop to promote Transit Oriented Development (TOD) in Forestville.

Council Member Thibeault provided examples in support of this motion.

Council Member Thibeault provided an update on the Animal Control Facility. They have received 5 bids from architects. The next meeting will be held on July 17, 2025.

Council Member Thibeault provided an update on the Arts and Culture Commission. They are currently working on a sculpture to be installed at Stocks Playground with similar features to the Locks of Love bridges.

July 8, 2025

Council Member Rosengren inquired for transportation purposes, whether a bench could be installed at Stop & Shop on Farmington Avenue. Public Works Director Rogozinski spoke further about this advising that consent of the property owner would be needed.

7. OLD BUSINESS

Council Member Dickau mentioned a video that was posted on the Covanta/Reworld noise complaints Facebook page. The video features low frequency noise and vibrations that residents are experiencing. Council Member Thibeault also commented on the video.

Council Member Dickau posed questions he had regarding the possible rescindment of demolition of 9 Divinity Street.

8. NEW BUSINESS

On motion of Council Member Olsen and seconded by Council Member Tyler, it was unanimously voted: To add an additional motion to the City Council meeting agenda to authorize the Mayor to sign a local Match Commitment letter to update a FEMA approved NVCOG Hazardous Mitigation Plan.

The proposed item is to fund the City of Bristol's portion of an update to a regional hazardous mitigation plan. The City of Bristol cost is \$5,264.00. The regional hazardous mitigation plan is prepared by the City's regional planning agency NVCOG. The purpose of the plan is to identify projects, within the region, that will prevent or reduce hazards associated with extreme weather events.

In the case of Bristol, the study may identify projects that would reduce flooding or assist the City in managing woody debris generated by tornadoes. The plan assists the City in obtaining federal grants.

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 DR 4820 Sub-application local match commitment letter associated with a FEMA approved NVCOG hazard mitigation plan. Said cost to the City is \$5,264.00. Funding has been approved by the Board of Finance.

9. RESIGNATIONS

Richard Balsam – Zoning Board of Appeals

Sandra Bogdanski – Board of Park Commissioners

James Moylan – Bristol Burlington District Board of Health – Effective July 31st, 2025

Ronald Smith – Storm Water Trust Committee

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

July 8, 2025

10. APPOINTMENTS

a. The following appointments were presented:

Arts & Culture Commission

Andrea Adams – Reappointment – term to 5/28.
Confirming motion by Council Member Thibeault.
Motion passed in voice vote.

Bristol Burlington District Board of Health

Kathy Langlais – Reappointment – term to 7/28.
Confirming motion by Council Member Tyler.
Motion passed in voice vote.

Board of Finance

Michael Massarelli – Reappointment – term to 6/29.
Confirming motion by Council Member Thibeault.
Motion passed in voice vote.

Planning Commission

Jon Pose – Reappointment – term to 7/30.
Confirming motion by Council Member Panioto.
Motion passed in voice vote.

Kiana Marie Small – Reappointment as Alternate Member – term to 7/30.
Confirming motion by Council Member Panioto.
Motion passed in voice vote.

Retirement Board

Thomas Barnes – Reappointment – term to 7/28.
Confirming motion by Council Member Olsen.
Motion passed in voice vote.

Storm Water Trust Committee

Frank Rossi – Appointment – term to 7/28
Confirming motion by Council Member Panioto.
Motion passed in voice vote.

Zoning Board of Appeals

Liza Salgado-Sirko – Appointment as Regular Member – term to 7/26.
Confirming motion by Council Member Tyler.
Motion passed in voice vote.

Joseph Kelaita – Appointment as Alternate Member – term to 7/28.
Confirming motion by Council Member Tyler.
Motion passed in voice vote.

July 8, 2025

Mathew Biadun – Appointment as Alternate Member – term to 7/28.
Confirming motion by Council Member Tyler.
Motion passed in voice vote.

Zoning Commission

Michael Deroehn – Reappointment as Alternate Member – term to 6/28.
Confirming motion by Council Member Thibeault.
Motion passed in voice vote.

Acting Town Clerk

Merina Bigos – Appointment – term indefinite.
Confirming motion by Council Member Olsen.
Motion passed in voice vote.

11. CONTRACTS

a. Contract 2P25-073 Good Harbor Techmark for Design Services – Video Surveillance System

Communication received from Operations & Facilities Manager Landon.

On motion of Council Member Tyler and seconded by Council Member Panioto, it was unanimously voted: 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 effectuate said contract.

b. Contract 2P25-076 Amara Associates for Architectural/Engineering Services relative to Press Box at Bristol Central High School

Communication received from Operations & Facilities Manager Landon.

On motion of Council Member Olsen and seconded by Council Member Dickau it was unanimously voted: 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 effectuate said contract.

12. RESOLUTIONS

a. 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 waive the reading of the Resolution, but to include it as part of the minutes.

July 8, 2025

On motion of Council Member Thibeault and seconded by Council Member Rosengren, it was unanimously voted: To authorize the Mayor or Acting Mayor, on behalf of the City of Bristol, to enter into a memorandum of agreement or other similar agreement with CT Municipal Development Authority (CMDA) as a member municipality.

The Resolution reads as follows –

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

July 8, 2025

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.

A roll call vote was taken.

<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Council Member Dickau		
“ ” Olsen		
“ ” Panioto		
“ ” Rosengren		
“ ” Thibeault		
“ ” Tyler		
Mayor Caggiano		

RESOLUTION ADOPTED: YES – 7; NO – 0; ABSTAIN – 0.

July 8, 2025

b. Communication received from Purchasing Agent Rousseau.

On motion of Council Member Thibeault and seconded by Council Member Rosengren, it was unanimously voted: To waive the reading of the Resolution, but to include it as part of the minutes.

On motion of Council Member Thibeault and seconded by Council Member Rosengren, it was unanimously voted: 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. The Resolution reads as follows –

Customer: City of Bristol, Connecticut

Principal Amount Expected to Be Financed: \$121,838.88

WHEREAS, the Customer is a political subdivision of the State of Connecticut and is duly organized and existing pursuant to the Constitution and laws of the State of Connecticut;

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 Mayor or Acting Mayor (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.

July 8, 2025

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 of Connecticut.

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

ADOPTED AND APPROVED on this Eighth day of July, 2025.

The undersigned Deputy Town Clerk of the City of Bristol hereby certifies and attests that the undersigned has access to the official records of the Governing Body of the City of Bristol, that the foregoing resolutions were duly adopted by the City Council 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.

Merina Bigos
Deputy Town Clerk

A roll call vote was taken.

<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Council Member Dickau		
“ ” Olsen		
“ ” Panioto		
“ ” Rosengren		
“ ” Thibeault		
“ ” Tyler		
Mayor Caggiano		

RESOLUTION ADOPTED: YES – 7; NO – 0; ABSTAIN – 0.

15. OTHER BUSINESS – None.

JULY 8, 2025

A Public Hearing of the City Council was held on Tuesday, July 8, 2025 at 6:15 p.m. in the City Hall Council Chambers, 111 North Main Street. Present: Mayor Caggiano; Council Members Olsen, Rosengren, Thibeault and Tyler. Absent: Council Members Dickau and Panioto.

The call of the meeting was presented:

“NOTICE OF CITY COUNCIL PUBLIC HEARING

There will be a Public Hearing of the Bristol City Council to be held on Tuesday, July 8, 2025 at 6:15 p.m. in the City Hall Council Chambers, 111 North Main Street, Bristol, Connecticut.

Members of the public are invited to a

PUBLIC HEARING

**MEMORANDUM OF UNDERSTANDING: CT MUNICIPAL DEVELOPMENT AUTHORITY
BRISTOL, CONNECTICUT**

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.

PURPOSE OF PUBLIC HEARING

The purpose of this meeting is to provide the community an opportunity to learn about the proposal for the City of Bristol to partner with CMDA via a Memorandum of Understanding (MOU). Executing an MOU with CMDA will allow the City of Bristol and/or those undertaking private development/redevelopment in downtown Bristol the opportunity to apply for technical assistance, funding/financing, and other benefits through CMDA. 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.

*NOTE: A copy of the proposed resolution is on file in the Office of the City Clerk, City Hall.

For additional information call or visit Economic and Community Development, City Hall, (860) 584-6185.

DATED this 16th day of June, 2025.”

**1. PUBLIC HEARING OF THE MEMORANDUM OF UNDERSTANDING:
CONNECTICUT MUNICIPAL DEVELOPMENT AUTHORITY.**

JULY 8, 2025

An overview of the Connecticut Municipal Development Authority (CMDA) was explained by Economic and Community Development Executive Director Malley:

“This public hearing is a requirement to engage in the Connecticut Municipal Development Authority (hereinafter referred to as “CMDA”). The CMDA was enacted through legislation by the State of Connecticut and partners with municipalities to assist them in the development or redevelopment of transit areas and/or downtown areas within communities. CMDA is allocated funds through the state, communities may be eligible to enter into a Memorandum of Understanding (hereinafter referred to as “MOU”) and then CMDA offers developers the chance of financing. First, the City Council must hold this public hearing, and second, the City Council approval of a resolution authorizing the Mayor to enter into a MOU. The MOU process can take quite some time, we don’t currently have the MOU.”

Council Members Olsen and Thibeault asked questions and a brief discussion was held with ECD Exec. Dir. Malley providing further explanation.

2. APPROVAL TO CLOSE THE PUBLIC HEARING.

At 6:25 p.m., on motion of Council Member Tyler and seconded, it was unanimously voted: To close the Public Hearing.

ATTEST: _____
Merina Bigos
Acting Town & City Clerk

July 8, 2025

16. ADJOURNMENT

At 7:58 p.m., on motion of Council Member Tyler and seconded by Council Member Dickau, it was unanimously voted: To adjourn.

ATTEST: _____
Merina Bigos
Acting Town & City Clerk

UNAPPROVED

WATER DEPARTMENT

5a

NEW HIRE REPORT

7/1/2025 TO 7/31/2025

LAST NAME	FIRST NAME	CITY	HIRE DATE	SALARY		UNION	STATUS	DEPARTMENT	JOB TITLE
JANICK	VIRGINIA	BRISTOL	07/23/2025	\$ 23.00	PER HOUR	NON-BARG	TP	WATER DEPARTMENT	TEMPORARY WORKER
TOTAL: 1									

RECEIVED
2025 AUG -4 AM 10:55
TOWN AND CITY CLERK
BRISTOL, CT

NEW HIRE REPORT

7/1/2025 TO 7/31/2025

LAST NAME	FIRST NAME	CITY	HIRE DATE	SALARY		UNION	STATUS	DEPARTMENT	JOB TITLE
CONLEY	MARION	SOUTHINGTON	07/01/2025	\$ 25.70	PER HOUR	LOCAL 233	FT	TREASURER	BOOKKEEPING CLERK
ACEVEDO	AMBROSIA	MERIDEN	07/28/2025	\$ 17.00	PER HOUR	NON-BARG	PT	PARK DEPARTMENT	LIFEGUARD
BRUNET	TRYSTAN	WINSTED	07/03/2025	\$ 21.00	PER HOUR	NON-BARG	PT	PARK DEPARTMENT	SUMMER CAMP DIRECTOR ASST
CHAMBERLIN	GAVIN	BRISTOL	07/28/2025	\$ 17.00	PER HOUR	NON-BARG	PT	PARK DEPARTMENT	LIFEGUARD
PICARD	RANDY	TERRYVILLE	07/23/2025	\$ 24.72	PER HOUR	LOCAL 233	PT	AGING SERVICES	PT SENIOR CENTER PROGRAM ASST
POTOCKI	CYNTHIA	BRISTOL	07/21/2025	\$ 24.72	PER HOUR	LOCAL 233	PT	AGING SERVICES	PT SENIOR CENTER PROGRAM ASST
DINICE	BRIANNA	TERRYVILLE	07/01/2025	\$ 16.75	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	LABORER PARK SEASONAL
DWYER	EMILY	BRISTOL	07/19/2025	\$ 20.00	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	RECREATION PROGRAM INSTRUCTOR
FLOYD	VANESSA	BRISTOL	07/07/2025	\$ 40.00	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	CERTIFIED NURSE
HAMILTON	WILLIAM	BRISTOL	07/01/2025	\$ 17.95	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	LABORER PARK SEASONAL
MILLS	ASHLEY	MANCHESTER	07/08/2025	\$ 35.00	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	FACILITATOR
OUELLETTE	ZACHARY	BRISTOL	07/01/2025	\$ 16.75	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	LABORER PARK SEASONAL
SIMMONS	JEFFREY	BRISTOL	07/08/2025	\$ 35.00	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	FACILITATOR
STAFFORD	BENJAMIN	BRISTOL	07/11/2025	\$ 16.75	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	LABORER PARK SEASONAL

Copy: Local #233, #1338, BPSA, Police, Fire

<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>
WHITFORD	KENNETH	BRISTOL	07/14/2025	\$ 16.75	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	LABORER PARK SEASONAL
KOSER	DONNA	TERRYVILLE	07/29/2025	\$ 40.94	PER HOUR	NON-BARG	TP	MAYOR	TEMPORARY WORKER
KOZIKOWSKI	ERIC	BRISTOL	07/08/2025	\$ 22.00	PER HOUR	NON-BARG	TP	AGING SERVICES	TEMPORARY WORKER
TOTAL: 17									



RECEIVED
2025 AUG -1 AM 9:42
TOWN AND CITY CLERK
BRISTOL, CT



DATE: August 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>CURRENT LIST YEAR</u> <u>NAME</u>	<u>LIST NUMBER</u>	<u>SUPPLEMENTAL MOTOR VEHICLE</u>			<u>TOTAL</u>	
		<u>TAX</u>	<u>INT</u>	<u>FEES</u>		
ZIMA, HEATHER	2024-04-0403013	\$ 134.48			\$ 134.48	DONATED/GIFTED
TOTAL		\$ 134.48	\$ -	\$ -	\$ 134.48	

<u>CURRENT LIST YEAR</u> <u>NAME</u>	<u>LIST NUMBER</u>	<u>MOTOR VEHICLE</u>			<u>TOTAL</u>	
		<u>TAX</u>	<u>INT</u>	<u>FEES</u>		
ANDELIN, WAYNO	2024-03-0301270	\$ 39.90			\$ 39.90	VEHICLE SOLD
BONACCORSO, RUSSELL	2024-03-0304524	\$ 29.70			\$ 29.70	VEHICLE SOLD
CARON, PHILIP	2024-03-0307201	\$ 908.79			\$ 908.79	VEHICLE SOLD
COLE, RICHARD	2024-03-0309171	\$ 144.51			\$ 144.51	VEHICLE SOLD
COLON-RODRIGUEZ, JONATHAN	2024-03-0309389	\$ 67.06			\$ 67.06	VEHICLE SOLD
DENIS, KARLO	2024-03-0312183	\$ 53.00			\$ 53.00	OVERPAYMENT
KEUHN, JAMES	2024-03-0324566	\$ 34.15			\$ 34.15	VEHICLE SOLD
MARON, LEONARD	2024-03-0328443	\$ 29.64			\$ 29.64	VEHICLE SOLD
O'LEARY, KEVIN	2024-03-0334014	\$ 39.34			\$ 39.34	TOTAL LOSS
PARE, PATRICIA	2024-03-0335253	\$ 1,312.56			\$ 1,312.56	OVERPAYMENT
RAMEDA, IRENA	2024-03-0338054	\$ 29.53			\$ 29.53	VEHICLE SOLD
SIMPSON, ROBERT	2024-03-0343084	\$ 10.26			\$ 10.26	VEHICLE SOLD
SIMPSON ROBERT	2024-03-0343086	\$ 37.07			\$ 37.07	VEHICLE SOLD
TOTAL		\$ 2,735.51	\$ -	\$ -	\$ 2,735.51	

<u>PRIOR LIST YEAR</u> <u>NAME</u>	<u>LIST NUMBER</u>	<u>MOTOR VEHICLE</u>			<u>TOTAL</u>	
		<u>TAX</u>	<u>INT</u>	<u>FEES</u>		
BRETT, TYLER	2022-03-0305378	\$ 218.82			\$ 218.82	WRONG TOWN
ENTERPRISE FM TRUST	2023-04-0402781	\$ 268.12			\$ 268.12	VEHICLE SOLD
GONZALEZ, KENDRA	2022-03-0318432	\$ 5.83			\$ 5.83	ADJUSTED
NISSAN INFINITI LT LLC	2023-04-0406167	\$ 167.17			\$ 167.17	VEHICLE SOLD
PELLUMP, DALIPI	2023-03-0311329	\$ 13.01			\$ 13.01	TOTAL LOSS
TOTAL		\$ 672.95	\$ -	\$ -	\$ 672.95	

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

CURRENT LIST YEAR
NAME

MIRMINA, FRANCIS

LIST NUMBER

2024-01-0113376

REAL ESTATE
CITY TAX

\$ 3,203.55

INT

FEES

TOTAL

\$ 3,203.55

REASON

DOUBLE PAYMENT

TOTAL

\$ 3,203.55

\$ -

\$ -

\$ 3,203.55

PRIOR LIST YEAR
NAME

COTALITY

LIST NUMBER

2023-01-0105356

REAL ESTATE
CITY TAX

\$ 414.23

INT

FEES

TOTAL

\$ 414.23

REASON

OVERPAYMENT

COTALITY

2023-01-0106627

\$ 522.59

\$ 522.59

OVERPAYMENT

COTALITY

2023-01-0109632

\$ 66.91

\$ 66.91

OVERPAYMENT

TOTAL

\$ 1,003.73

\$ -

\$ -

\$ 1,003.73

TOTAL ALL MOTOR VEHICLE

\$ 3,542.94

TOTAL PERSONAL PROPERTY

\$ 3,203.55

TOTAL ALL REAL ESTATE

\$ 1,003.73

GRAND TOTAL ALL COLLECTIONS

\$ 7,750.22

RESPECTFULLY,



ANN V BEDNAZ, CCMC
TAX COLLECTOR
KG

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

Iris White
 Superintendent of Schools

Mary Hawk
 Superintendent of Schools

July 9, 2025

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

RECEIVED
 2025 JUL -9 PM 2:34
 TOWN AND CITY CLERK
 BRISTOL, CT

Dear Ms. Cabiya,

At the regular Northeast Middle School building committee meeting held on July 8, 2025, the committee voted to approve an additional service for QA+M Architecture for \$2,750.00 and the change orders presented by D'Amato Downes Joint Venture totaling \$43,118.56. Please consider the inclusion of the following motions for the upcoming City Council meeting to be held on Tuesday, August 12, 2025:

To approve the additional service for QA+M Architecture, totaling \$2,750.00 as recommended by the Northeast Middle School Building Committee and to authorize the Mayor or Acting Mayor to execute any documents necessary to amend their contract

To approve the change orders for D'Amato Downes Joint Venture, totaling \$43,118.56 as recommended by the Northeast Middle School Building Committee and to authorize the Mayor or Acting Mayor to execute any documents necessary to amend their contract.

Please let me know if there are any questions.

Sincerely,

Tara Landon
 Operations & Facilities Manager
 Assistant Manager of School Projects

Enc



Northeast Middle School (NEMS)

Additional Services Proposal

June 30, 2025

Tara Landon
Project Manager
Board of Education
129 Church Street
Bristol, CT 06010

Dear Mrs. Landon,

During the design phase of the project it was decided that the main drive of the school that connects between Felice Road and Stevens street would remain as it currently is designed and we would only mill and repave the road leaving the existing storm system below to remain as is. As bids came in there was an alternate given to fully replace this drive which was accepted. After full video review of the existing storm system below it was determined that replacement in full would be beneficial to the project and the longevity of the new road now being installed above. With the replacement of the storm system requested Benesch needs to update their contract documents, run the outfall energy dissipator calculations and coordinate the approvals and submission of changes to the City's Town Departments (Planning & Engineering).

Attached is a proposal request from Benesch requesting the additional fee for these updated drawings, calculations, and approvals. Per our contract as a consultant to QA+M a 10% markup is included on top of their proposal. QA+M is not charging any additional amount for their assistance in the coordination and updates being provided.

Total Proposal: \$ 2,750.00

Please do not hesitate to contact us with any questions about this proposal.

Sincerely,

A handwritten signature in black ink, appearing to read 'Michael Lane', with a stylized flourish at the end.

Michael Lane, AIA

QuisenberryArcariMalik



Bristol Northeast Middle School

530 Stevens Street
Bristol, CT 06010

Proposal Request

03

June 5, 2025

To: Mike Lane
Project Manager
QA+M Architecture
195 Scott Swamp Road
Farmington, CT

From: Ryan Scrittorale, PE
Project Manager
Alfred Benesch & Company
200 Glastonbury Boulevard
Glastonbury, CT

Re: Storm Drainage Upgrades

Description:

Architect requested the upgrade to the storm drainage system within the access road on site. The existing drainage system has been requested to be replaced by the building committee. Benesch is requesting an additional fee of \$2,500 to prepare contract documents to replace the existing storm drainage system and run the calculations for the outfall energy dissipator (plung pool) and administer approvals of these changes with the City's Town Departments (Planning & Engineering).

Attachments: None

End of Proposal Request-03

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

Iris White
 Superintendent of Schools

Mary Hawk
 Superintendent of Schools

July 9, 2025

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

RECEIVED
 2025 JUL -9 PM 2:34
 TOWN AND CITY CLERK
 BRISTOL, CT

Dear Ms. Cabiya,

At the regular Northeast Middle School building committee meeting held on July 8, 2025, the committee voted to approve an additional service for QA+M Architecture for \$2,750.00 and the change orders presented by D'Amato Downes Joint Venture totaling \$43,118.56. Please consider the inclusion of the following motions for the upcoming City Council meeting to be held on Tuesday, August 12, 2025:

To approve the additional service for QA+M Architecture, totaling \$2,750.00 as recommended by the Northeast Middle School Building Committee and to authorize the Mayor or Acting Mayor to execute any documents necessary to amend their contract

To approve the change orders for D'Amato Downes Joint Venture, totaling \$43,118.56 as recommended by the Northeast Middle School Building Committee and to authorize the Mayor or Acting Mayor to execute any documents necessary to amend their contract.

Please let me know if there are any questions.

Sincerely,

Tara Landon
 Operations & Facilities Manager
 Assistant Manager of School Projects

Enc



PCO #024

DAmato + Downes JV
200 Stanley St
New Britain, Connecticut 06051
Phone: (860) 229-3755
Fax: (860) 225-3617

Project: 60-19-0004 - Northeast MS - Bristol
530 Stevens Street
Bristol, Connecticut 06010

Prime Contract Potential Change Order #024: CE #024 - RFI #47 - Area B - Domestic Piping Size Discrepancy

TO:	City Of Bristol, Bristol Public Schools 129 Church Street Bristol, CT 06011-0450, 06011-7086	FROM:	D'Amato + Downes JV 105 Laurel Street Bristol, Connecticut 06010
PCO NUMBER/REVISION:	024 / 0	CONTRACT:	60-19-0004 - Bristol Northeast MS
REQUEST RECEIVED FROM:	Thomas Ferguson (Ferguson Mechanical Co., Inc)	CREATED BY:	Darian D'Amato (D'Amato + Downes JV)
STATUS:	Pending - In Review	CREATED DATE:	6/13/2025
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:	0 days	PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$2,669.33

POTENTIAL CHANGE ORDER TITLE: CE #024 - RFI #47 - Area B - Domestic Piping Size Discrepancy

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)

CE #024 - RFI #47 - Area B - Domestic Piping Size Discrepancy

This PCO includes all labor and material to provide 1-1/2" domestic water pipe in corridors B100 and C100 in lieu of 1" pipe per RFI #47 - Area B - Domestic Piping Size Discrepancy. This change occurred prior to the working commencing due to the drawings showing branch piping that was larger than the main piping in these locations. Refer to Ferguson Mechanical COP #603 for cost details.

ATTACHMENTS:

#	Budget Code	Description	Amount
1	001.22-100.S Construction.MEP Systems.Subcontractor	Ferguson COP #603	\$2,669.33
Subtotal:			\$2,669.33
Gen Liability Insurance (0.00%) :			\$0.00
Bond (0.00%) :			\$0.00
CM Fee (0.00%) :			\$0.00
Grand Total:			\$2,669.33

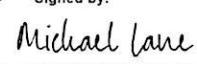
Michael Lane (QA+M Architecture)
195 Scott Swamp Road Farmington, CT
06032

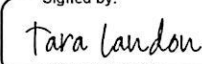
City Of Bristol, Bristol Public Schools
129 Church Street

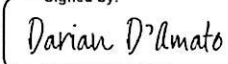
Bristol, CT 06011-0450, 06011-7086

D'Amato + Downes JV
105 Laurel Street

Bristol, Connecticut 06010

Signed by:

7/3/2025
SIGNATURE DATE

Signed by:

7/9/2025
SIGNATURE DATE

Signed by:

6/13/2025
SIGNATURE DATE

**PCO #028**

DAmato + Downes JV
200 Stanley St
New Britain, Connecticut 06051
Phone: (860) 229-3755
Fax: (860) 225-3617

Project: 60-19-0004 - Northeast MS - Bristol
530 Stevens Street
Bristol, Connecticut 06010

Prime Contract Potential Change Order #028: CE #028 - RFI #38 - JS-1 Sink and Accessories Conflict Clarification

TO:	City Of Bristol, Bristol Public Schools 129 Church Street Bristol, CT 06011-0450, 06011-7086	FROM:	D'Amato + Downes JV 105 Laurel Street Bristol, Connecticut 06010
PCO NUMBER/REVISION:	028 / 0	CONTRACT:	60-19-0004 - Bristol Northeast MS
REQUEST RECEIVED FROM:	Thomas Ferguson (Ferguson Mechanical Co., Inc)	CREATED BY:	Darian D'Amato (D'Amato + Downes JV)
STATUS:	Pending - In Review	CREATED DATE:	6/13/2025
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:	0 days	PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$28,033.73

POTENTIAL CHANGE ORDER TITLE: CE #028 - RFI #38 - JS-1 Sink and Accessories Conflict Clarification

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)

CE #028 - RFI #38 - JS-1 Sink and Accessories Conflict Clarification

This PCO includes all labor, material, and equipment to install updated accessories for janitor sinks type JS-1 per RFI #38 - JS-1 Sink and Accessories Conflict Clarification. This change occurred prior to the work commencing due to conflicting information on the construction documents. 5/P5.2 states: "Service sink faucet/eye saver combination. See plumbing fixture schedule." The Plumbing Fixture Schedule on P6.1 does not list eye saver combination for JS-1, nor do the Specifications. Refer to Ferguson Mechanical COP #602 for cost details.

ATTACHMENTS:

#	Budget Code	Description	Amount
1	001.22-100.S Construction.MEP Systems.Subcontractor	Ferguson COP #602	\$28,033.73
Subtotal:			\$28,033.73
Gen Liability Insurance (0.00%):			\$0.00
Bond (0.00%):			\$0.00
CM Fee (0.00%):			\$0.00
Grand Total:			\$28,033.73

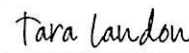
Michael Lane (QA+M Architecture)
195 Scott Swamp Road Farmington, CT
06032

City Of Bristol, Bristol Public Schools
129 Church Street
Bristol, CT 06011-0450, 06011-7086

D'Amato + Downes JV
105 Laurel Street
Bristol, Connecticut 06010

Signed by:

7/3/2025
SIGNATURE DATE

Signed by:

7/9/2025
SIGNATURE DATE

Signed by:

6/13/2025
SIGNATURE DATE



PCO #046

DAmato + Downes JV
200 Stanley St
New Britain, Connecticut 06051
Phone: (860) 229-3755
Fax: (860) 225-3617

Project: 60-19-0004 - Northeast MS - Bristol
530 Stevens Street
Bristol, Connecticut 06010

Prime Contract Potential Change Order #046: CE #046 - PR #019 - Site Conduit			
TO:	City Of Bristol, Bristol Public Schools 129 Church Street Bristol, CT 06011-0450, 06011-7086	FROM:	D'Amato + Downes JV 105 Laurel Street Bristol, Connecticut 06010
PCO NUMBER/REVISION:	046 / 0	CONTRACT:	60-19-0004 - Bristol Northeast MS
REQUEST RECEIVED FROM:	Jeff Levins (Richards Corporation)	CREATED BY:	Darian D'Amato (D'Amato + Downes JV)
STATUS:	Pending - In Review	CREATED DATE:	6/17/2025
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:	0 days	PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$16,334.27

POTENTIAL CHANGE ORDER TITLE: CE #046 - PR #019 - Site Conduit

CHANGE REASON: Client Request

POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)

CE #046 - PR #019 - Site Conduit

This PCO includes all labor, equipment, and material to update the electric and data lines coming onto the site per PR #019 - Site Conduit. The sitework subcontractor is responsible for the additional length of trenching and backfilling for the lines. The MEP subcontractor is providing a credit for the difference in length needed for going from the original layout coming from Stevens Street to the new layout from Illinois Avenue and providing fewer conduits. This change is within the boundaries of the project site and is a result of coordination with the location of the City fiber line which was not originally captured on the project documents. Refer to Richards Corporation COP #19 and Ferguson Mechanical COP #616 for cost details.

ATTACHMENTS:

#	Budget Code	Description	Amount
1	001.31-100.S Construction.Sitework.Subcontractor	Richards COP #19	\$30,009.11
2	001.22-100.S Construction.MEP Systems.Subcontractor	Ferguson COP #616	\$(13,674.84)
Subtotal:			\$16,334.27
Gen Liability Insurance (0.00%):			\$0.00
Bond (0.00%):			\$0.00
CM Fee (0.00%):			\$0.00
Grand Total:			\$16,334.27

Michael Lane (QA+M Architecture)
195 Scott Swamp Road Farmington, CT
06032

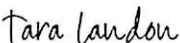
City Of Bristol, Bristol Public Schools
129 Church Street

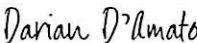
Bristol, CT 06011-0450, 06011-7086

D'Amato + Downes JV
105 Laurel Street

Bristol, Connecticut 06010

Signed by:
 7/3/2025
SIGNATURE DATE

Signed by:
 7/9/2025
SIGNATURE DATE

Signed by:
 6/17/2025
SIGNATURE DATE



PCO #055

DAmato + Downes JV
200 Stanley St
New Britain, Connecticut 06051
Phone: (860) 229-3755
Fax: (860) 225-3617

Project: 60-19-0004 - Northeast MS - Bristol
530 Stevens Street
Bristol, Connecticut 06010

Prime Contract Potential Change Order #055: CE #055 - Submittal #102123-1 Revision 0: Cubicles - Product Data

TO:	City Of Bristol, Bristol Public Schools 129 Church Street Bristol, CT 06011-0450, 06011-7086	FROM:	D'Amato + Downes JV 105 Laurel Street Bristol, Connecticut 06010
PCO NUMBER/REVISION:	055 / 0	CONTRACT:	60-19-0004 - Bristol Northeast MS
REQUEST RECEIVED FROM:	Austin Godbolt (Scope Construction Co)	CREATED BY:	Darian D'Amato (D'Amato + Downes JV)
STATUS:	Pending - In Review	CREATED DATE:	6/13/2025
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:	0 days	PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	(\$315.00)

POTENTIAL CHANGE ORDER TITLE: CE #055 - Submittal #102123-1 Revision 0: Cubicles - Product Data

CHANGE REASON: Client Request

POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)

CE #055 - Submittal #102123-1 Revision 0: Cubicles - Product Data

This PCO includes all material to provide antimicrobial cubicle curtain fabric per the response to Submittal #102123-1 Revision 0: Cubicles - Product Data. This change occurred prior to the work commencing due to the originally specified fabric not being able to be provided in an antimicrobial finish. The design team selected another fabric that met the needs of the project for a credit. Refer to Scope Construction COP #05 for cost details.

ATTACHMENTS:

#	Budget Code	Description	Amount
1	001.06-500.S Construction.General Trades & Millwork.Subcontractor	Scope COP #05	\$(315.00)
Subtotal:			\$(315.00)
Gen Liability Insurance (0.00%):			\$0.00
Bond (0.00%):			\$0.00
CM Fee (0.00%):			\$0.00
Grand Total:			\$(315.00)

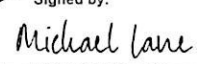
Michael Lane (QA+M Architecture)
195 Scott Swamp Road Farmington, CT
06032

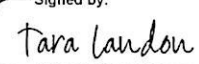
City Of Bristol, Bristol Public Schools
129 Church Street

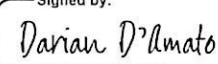
Bristol, CT 06011-0450, 06011-7086

D'Amato + Downes JV
105 Laurel Street

Bristol, Connecticut 06010

Signed by:

7/3/2025
SIGNATURE DATE

Signed by:

7/9/2025
SIGNATURE DATE

Signed by:

6/13/2025
SIGNATURE DATE



PCO #060

DAmato + Downes JV
200 Stanley St
New Britain, Connecticut 06051
Phone: (860) 229-3755
Fax: (860) 225-3617

Project: 60-19-0004 - Northeast MS - Bristol
530 Stevens Street
Bristol, Connecticut 06010

Prime Contract Potential Change Order #060: CE #060 - RFI #145 - RTU Curb Support Detail 2/S2.06 - Clarifications			
TO:	City Of Bristol, Bristol Public Schools 129 Church Street Bristol, CT 06011-0450, 06011-7086	FROM:	D'Amato + Downes JV 105 Laurel Street Bristol, Connecticut 06010
PCO NUMBER/REVISION:	060 / 0	CONTRACT:	60-19-0004 - Bristol Northeast MS
REQUEST RECEIVED FROM:	Juan Delgado (Shepard Steel)	CREATED BY:	Darian D'Amato (D'Amato + Downes JV)
STATUS:	Pending - In Review	CREATED DATE:	6/23/2025
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:	0 days	PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$0.00

POTENTIAL CHANGE ORDER TITLE: CE #060 - RFI #145 - RTU Curb Support Detail 2/S2.06 - Clarifications

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)

CE #060 - RFI #145 - RTU Curb Support Detail 2/S2.06 - Clarifications

This PCO includes all labor and material to provide support plates with pre-drilled holes to attach to the roof deck for RTU curbs per RFI #145 - RTU Curb Support Detail 2/S2.06 - Clarifications. This change occurred prior to the work commencing due to the curbs needing to bear directly on the roof structure. The curbs will be fastened to these plates which will be fastened to the roof deck. Refer to Shepard Steel COP #10 for cost details.

ATTACHMENTS:

#	Budget Code	Description	Amount
1	001.05-120.S Construction.Structural Steel.Subcontractor	Shepard COP #10	\$6,456.83
2	001.60-120.S Construction.Additional Supplemental Steel.Subcontractor	GMP Allowance	\$(6,456.83)
Subtotal:			\$0.00
Gen Liability Insurance (0.00%):			\$0.00
Bond (0.00%):			\$0.00
CM Fee (0.00%):			\$0.00
Grand Total:			\$0.00

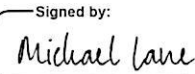
Michael Lane (QA+M Architecture)
195 Scott Swamp Road Farmington, CT
06032

City Of Bristol, Bristol Public Schools
129 Church Street

Bristol, CT 06011-0450, 06011-7086

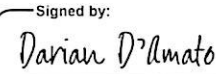
D'Amato + Downes JV
105 Laurel Street

Bristol, Connecticut 06010

Signed by:

7/3/2025
SIGNATURE DATE

Signed by:

7/9/2025
SIGNATURE DATE

Signed by:

6/23/2025
SIGNATURE DATE

**PCO #073**

D'Amato + Downes JV
200 Stanley St
New Britain, Connecticut 06051
Phone: (860) 229-3755
Fax: (860) 225-3617

Project: 60-19-0004 - Northeast MS - Bristol
530 Stevens Street
Bristol, Connecticut 06010

Prime Contract Potential Change Order #073: CE #073 - PR #027 - Tech Millwork

TO:	City Of Bristol, Bristol Public Schools 129 Church Street Bristol, CT 06011-0450, 06011-7086	FROM:	D'Amato + Downes JV 105 Laurel Street Bristol, Connecticut 06010
PCO NUMBER/REVISION:	073 / 0	CONTRACT:	60-19-0004 - Bristol Northeast MS
REQUEST RECEIVED FROM:	Austin Godbolt (Scope Construction Co)	CREATED BY:	Darian D'Amato (D'Amato + Downes JV)
STATUS:	Pending - In Review	CREATED DATE:	6/23/2025
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:	0 days	PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	(\$3,603.77)

POTENTIAL CHANGE ORDER TITLE: CE #073 - PR #027 - Tech Millwork

CHANGE REASON: Client Request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

CE #073 - PR #027 - Tech Millwork

This PCO includes the removal of millwork within the Tech - Shop classroom per *PR #027 - Tech Millwork*. This change occurred prior to the work commencing due to a need for more flexibility in this classroom space. The drywall subcontractor is providing a credit for the blocking that the counter originally needed. The general trades subcontractor is providing a credit for the counter in this room. Refer to Acoustics, Inc. COP #8 and Scope Construction COP #07 for cost details.

ATTACHMENTS:

#	Budget Code	Description	Amount
1	001.09-250.S Construction.Drywall.Subcontractor	Acoustics COP #8	\$(232.37)
2	001.06-500.S Construction.General Trades & Millwork.Subcontractor	Scope COP #07	\$(3,371.40)
Subtotal:			\$(3,603.77)
Gen Liability Insurance (0.00%):			\$0.00
Bond (0.00%):			\$0.00
CM Fee (0.00%):			\$0.00
Grand Total:			\$(3,603.77)

Michael Lane (QA+M Architecture)
195 Scott Swamp Road Farmington, CT
06032

City Of Bristol, Bristol Public Schools
129 Church Street

Bristol, CT 06011-0450, 06011-7086

D'Amato + Downes JV
105 Laurel Street

Bristol, Connecticut 06010

Signed by:

7/3/2025
SIGNATURE DATE

Signed by:

7/9/2025
SIGNATURE DATE

Signed by:

6/23/2025
SIGNATURE DATE



RECEIVED
2025 JUL 29 AM 11:50
TOWN AND CITY CLERK
BRISTOL, CT

DATE: August 1, 2025

TO: Mayor Jeffrey Caggiano
City Council Members

FROM: Dawn Leger, Grants Administrator *Dyer*

RE: Accessible Picnic Table for Senior Center

Background

The City of Bristol Department of Aging Services provides programming for hundreds of individuals at the Senior Center. During the warm weather months, some activities can be performed outdoors in the courtyard area of the Senior Center.

Project Description

The Department of Aging Services would like to purchase a handicap accessible picnic table through Able Solutions that provides easy access for seniors with disabilities and program facilitators seeking to increase inclusivity as well as arts appreciation. Tables manufactured by Able Table have custom artwork designed by a local artist, and the table is a public art piece when it is not being used during programming. This table will replace a broken table in the courtyard area.

Funding Request

The City of Bristol will apply for a grant of \$5,000 from the 2025 AARP Connecticut Livable Communities Grant program.

City Match

There is no match required.

Requested Action

A motion to approve submission of a grant from the 2025 AARP Connecticut Livable Communities Grant program for \$5,000, to authorize the Mayor or Acting Mayor to execute any and all documents associated with the application/grant, and to refer the matter to the Board of Finance for any necessary action.

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

Iris White
 Superintendent of Schools

Mary Hawk
 Deputy Superintendent of Schools

August 4, 2025

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

RECEIVED
 2025 AUG -4 AM 11:27
 TOWN AND CITY CLERK
 BRISTOL, CT

Dear Ms. Cabiya,

At the regular Bristol Board of Education meeting to be held on August 6, 2025, the Board of Education will review the motions listed in bold below. Contingent upon approval at the meeting, it is requested that the Bristol City Council please consider the inclusion of the following motions for the upcoming City Council meeting to be held on Tuesday, August 12, 2025:

To establish the Bristol Central High School Roof Replacement Project Committee as the building committee with regard to the roof replacement at Bristol Central High School located at 480 Wolcott Street in Bristol, CT.

To authorize the Bristol Board of Education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the Roof Replacement at Bristol Central High School located at 480 Wolcott Street in Bristol, CT.

To authorize for preparation of schematic drawings and outline specifications with regard to the roof replacement at Bristol Central High School located at 480 Wolcott Street in Bristol, CT.

Please let me know if there are any questions.

Sincerely,

Tara Landon
 Operations & Facilities Manager
 Assistant Manager of School Projects

TEACH AND LEARN WITH PASSION AND PURPOSE

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

Iris White
 Superintendent of Schools

Mary Hawk
 Deputy Superintendent of Schools

August 4, 2025

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

RECEIVED
 2025 AUG -4 AM 11:27
 TOWN AND CITY CLERK
 BRISTOL, CT

Dear Ms. Cabiya,

At the regular Bristol Board of Education meeting to be held on August 6, 2025, the Board of Education will review the motions listed in bold below. Contingent upon approval at the meeting, it is requested that the Bristol City Council please consider the inclusion of the following motions for the upcoming City Council meeting to be held on Tuesday, August 12, 2025:

To establish the Bristol Central High School Roof Replacement Project Committee as the building committee with regard to the roof replacement at Bristol Central High School located at 480 Wolcott Street in Bristol, CT.

To authorize the Bristol Board of Education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the Roof Replacement at Bristol Central High School located at 480 Wolcott Street in Bristol, CT.

To authorize for preparation of schematic drawings and outline specifications with regard to the roof replacement at Bristol Central High School located at 480 Wolcott Street in Bristol, CT.

Please let me know if there are any questions.

Sincerely,

Tara Landon
 Operations & Facilities Manager
 Assistant Manager of School Projects

TEACH AND LEARN WITH PASSION AND PURPOSE

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

Iris White
 Superintendent of Schools

Mary Hawk
 Deputy Superintendent of Schools

August 4, 2025

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

RECEIVED
 2025 AUG -4 AM 11:27
 TOWN AND CITY CLERK
 BRISTOL, CT

Dear Ms. Cabiya,

At the regular Bristol Board of Education meeting to be held on August 6, 2025, the Board of Education will review the motions listed in bold below. Contingent upon approval at the meeting, it is requested that the Bristol City Council please consider the inclusion of the following motions for the upcoming City Council meeting to be held on Tuesday, August 12, 2025:

To establish the Bristol Central High School Roof Replacement Project Committee as the building committee with regard to the roof replacement at Bristol Central High School located at 480 Wolcott Street in Bristol, CT.

To authorize the Bristol Board of Education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the Roof Replacement at Bristol Central High School located at 480 Wolcott Street in Bristol, CT.

To authorize for preparation of schematic drawings and outline specifications with regard to the roof replacement at Bristol Central High School located at 480 Wolcott Street in Bristol, CT.

Please let me know if there are any questions.

Sincerely,

Tara Landon
 Operations & Facilities Manager
 Assistant Manager of School Projects

TEACH AND LEARN WITH PASSION AND PURPOSE

EDWARD C. KRAWIECKI, JR.
CORPORATION COUNSEL

THOMAS W. CONLIN
ASSISTANT CORPORATION COUNSEL

JEFFREY R. STEEG
ASSISTANT CORPORATION COUNSEL

SCOTT MATNEY
ASSISTANT CORPORATION COUNSEL

NOELLE BATES
LEGAL ADMINISTRATOR

MARIA THEAM
LEGAL ADMINISTRATIVE ASSISTANT



City of Bristol

BRISTOL, CONNECTICUT 06010

Office of Corporation Counsel

CITY HALL
111 NORTH MAIN STREET
BRISTOL, CONNECTICUT 06010
Tel. (860) 584-6150
CorpCounsel@bristolct.gov

RECEIVED
2025 AUG -4 PM 12:25
TOWN AND CITY CLERK
BRISTOL, CT

MEMORANDUM

TO: Merina Bigos, Deputy Town Clerk

FROM: Jeffrey R. Steeg, Asst. Corporation Counsel 

DATE: August 4, 2025

RE: August City Council Agenda

Merina,

Would you kindly add the following item to the Consent Agenda for the August 12, 2025 City Council meeting?

To authorize the Mayor or acting mayor to sign Hold Harmless agreement in favor of Inland Commercial Real Estate Services, LLC for the Bristol Police Department to conduct training exercise at 383 Middle Street in Bristol, Connecticut.

JRS/met



City of Bristol

BRISTOL, CONNECTICUT 06010
Planning Commission

RECEIVED

2025 AUG -4 PM 4:16

TOWN AND CITY CLERK
BRISTOL, CT

DATE: July 31, 2025
TO: City Council (c/o Erica Cabiya, Town and City Clerk)
FROM: Bristol Planning Commission
RE: C.G.S. 8-24 Referral:
Burlington Avenue – Map 21, Lot 420-1A/420-1

Pursuant to the Connecticut General Statutes Section 8-24, the Bristol Planning Commission, at its meeting of July 28, 2025, approved the following motion with respect to the above captioned item:

"To send a positive referral to the City Council for the C.G.S. 8-24 referral for: Map 21, Lot 420-1A/420-1 - Burlington Avenue. 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 Planner – Robert M. Flanagan, AICP – City of Bristol Land Use Office at 860-584-6225.

cc: Attorney J. Steeg (via email)



City of Bristol

BRISTOL, CONNECTICUT 06010

Planning Commission

RECEIVED

2025 AUG -4 PM 4:16

TOWN AND CITY CLERK
BRISTOL, CT

DATE: July 31, 2025

TO: City Council (c/o Erica Cabiya, Town and City Clerk)

FROM: Bristol Planning Commission

RE: C.G.S. 8-24 Referral:
86 Divinity Street – Map 28, Lot 11

Pursuant to the Connecticut General Statutes Section 8-24, the Bristol Planning Commission, at its meeting of July 28, 2025, approved the following motion with respect to the above captioned item:

"To send a positive referral to the City Council for the C.G.S. 8-24 referral for: 86 Divinity Street – Map 28, Lot 11. 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 Planner – Robert M. Flanagan, AICP – City of Bristol Land Use Office at 860-584-6225.

cc: Attorney J. Steeg (via email)

BRISTOL CITY COUNCIL
REAL ESTATE COMMITTEE
SUSAN TYLER, CHAIRPERSON

AUGUST 12, 2025

RECEIVED
2025 AUG -4 PM 2:51
TOWN AND CITY CLERK
BRISTOL, CT

MOTION

I HEREBY MOVE that the Mayor or Acting Mayor be authorized to enter into a 60-day listing agreement with Bottom Line Realty to act as its real estate agent for the sale of city owned property known as 86 Divinity Street, Map 28, Lot 11. The listing price is anticipated to be \$45,000.

I FURTHER MOVE 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.

Merina Bigos

From: Barbara Kashuba
Sent: Wednesday, July 23, 2025 8:36 AM
To: Merina Bigos; TownClerk
Subject: August - City Council Meeting items from HR

Good morning,

These are 2 items for City Council:

To approve the creation of a new position of Parent Ambassador, non-bargaining, grant funded, at the rate of \$25.00 per hour not to exceed 10 hours per month, up to three positions with a two year term each, and refer to the Board of Finance.

To approve the creation of a new full time position of Family and Community Engagement Coordinator, grant funded, at Salary Level 3 on the non-bargaining salary schedule, and refer to the Board of Finance.

Thanks,

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 23 AM 8:58
 TOWN OF BRISTOL, CT

Merina Bigos

From: Barbara Kashuba
Sent: Wednesday, July 23, 2025 8:36 AM
To: Merina Bigos; TownClerk
Subject: August - City Council Meeting items from HR

Good morning,

These are 2 items for City Council:

To approve the creation of a new position of Parent Ambassador, non-bargaining, grant funded, at the rate of \$25.00 per hour not to exceed 10 hours per month, up to three positions with a two year term each, and refer to the Board of Finance.

To approve the creation of a new full time position of Family and Community Engagement Coordinator, grant funded, at Salary Level 3 on the non-bargaining salary schedule, and refer to the Board of Finance.

Thanks,

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 23 AM 8:58
 TOWN OF BRISTOL, CT

**ADOPTION OF ORDINANCE
CHAPTER 7, FIRE PREVENTION AND PROTECTION,
ARTICLE I, IN GENERAL
SECTION 7-17, OPEN BURNING REQUIREMENTS**

RECEIVED
2025 AUG -6 PM 12:53
TOWN AND CITY CLERK
BRISTOL, CT

BRISTOL CITY COUNCIL MEETING

AUGUST 12, 2025

COUNCILMAN SEBASTIAN PANIOTO
CHAIR, ORDINANCE COMMITTEE

MOTION: I hereby **MOVE** that Sec. 7-17 – Open Burning Requirements of the Code of Ordinances of the City of Bristol, Connecticut, is hereby amended to read as follows. I **FURTHER MOVE** 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. (Additions are underlined and deletions are bracketed.)

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 nonprocessed (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)

ADOPTION OF ORDINANCE
CHAPTER 23, ORDINANCE ENFORCEMENT BY CITATION OFFICERS,
SEC. 23-1 ADOPTION; FORMATION AND POWERS

BRISTOL CITY COUNCIL MEETING

AUGUST 12, 2025

COUNCILMAN SEBASTIAN PANIOTO
 CHAIR, ORDINANCE COMMITTEE

2025 AUG - 6 PM 12:53
 TOWN AND CITY CLERK
 BRISTOL, CT

RECEIVED

MOTION: I hereby **MOVE** that Sec. 23-1 Adoption; Formation and Powers of the Code of Ordinances of the City of Bristol, Connecticut, is hereby amended to read as follows. I **FURTHER MOVE** 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. (Additions are underlined and deletions are bracketed.)

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)

**ADOPTION OF ORDINANCE
CHAPTER 23, ORDINANCE ENFORCEMENT BY CITATION OFFICERS,
SEC. 23-2 ORDINANCES DESIGNATED FOR ENFORCEMENT BY CITATION
PROCEDURE**

BRISTOL CITY COUNCIL MEETING

AUGUST 12, 2025

COUNCILMAN SEBASTIAN PANIOTO
CHAIR, ORDINANCE COMMITTEE

2025 AUG -6 PM 12:53
TOWN AND CITY CLERK
BRISTOL, CT

RECEIVED

MOTION: I hereby **MOVE** that **Sec. 23-2- Ordinances Designated For Enforcement By Citation Procedure** of the Code of Ordinances of the City of Bristol, Connecticut, is hereby amended to read as follows. I **FURTHER MOVE** 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. (Additions are underlined and deletions are bracketed.)

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)

1; Ord. of 5-9-23)

August 2025 (AS OF 8/6/25) APPOINTMENTS

RESIGNATIONS:

Rob Lawson (R) – Park Board, expires 12/25, received letter

Andrew Collins (R) – Persons with Disabilities, expires 6/26, received letter

Rick Raymond – ZBA, Commissioner/Secretary, expires 7/25, waiting on letter

Bristol Early Childhood Collaborative ↓

Donna Koser, United Way of West Central CT,

Jillian Romann, Bristol Public Schools

Sarah Roy, Family Resource Centers

Valerie Toner, Bristol Public Library

Continuing Vacancies:

Housing Code of Appeals

Continuing Alternate vacancy

Inland Wetlands

1 Alternate position available. expires 9/25

Park Board

1 position available. expires 12/25, (3) year term

Persons with Disabilities

1 position available. expires 6/26, (3) year term

Youth Commission

1 position Represents Under 21

1 position Represents Citizen

NEW APPOINTMENTS FOR AUGUST:

BBHD

Replace James Moylan (D), with Brian Suchinski (D), expires 7/27

Bristol Early Childhood Collaborative

Appoint Sandra Godin, Bristol Family Resource Centers,

Greene-Hills School, sandragodin@bristolh12.org 860.584.7822, ext. 503143, expires 8/26

Appoint Stephanie Daniele, Parent Ambassador, expires 8/26

Appoint Kate Kerchaert, Member at Large, Main Street Community Foundation

PO Box 2702, Bristol, CT 06011-2702, kate@mainstreetfoundation.org,

860.583.6363, expires 8/26

Appoint Kaitlyn Rondeau, Health Care Provider, WIC, 11 Bellevue Avenue, Bristol,

krondea1@bristolhospital.org, 860.585.3280, expires 8/26

Appoint Kara Singleton, Wheeler Health, One Hope Street, Bristol,

ksingleton@wheelerclinic.org, 860.637.3660, expires 8/26

Building Code of Appeals

Replace or Reappoint Ed D'Amato (D), 860.250.4264, expires 8/30

Replace or Reappoint Charlie Talmage, Alt Member (R), expires 8/30

Park Board

Replace Rob Lawson with Jon Fitzgerald (R), 99 Gregory Rd., 860.585.6202,
jonfitzgerald.esq@gmail.com expires 12/25

Replace Sandra Bogdanski with Cecilia Garay (D), 860.329.5432, cecigara43@gmail.com
expires 12/25

DRAFT

Motions for City Council – August 12, 2025

Approval of funding necessary to execute the Memorandum of Understanding between the City of Bristol and Bristol Police Union for the "Referral and Sign-On Bonus Program for Lateral Certified Police Officers" effective August 13, 2025, and refer to the Board of Finance.

To discontinue the appointment of Acting Town Clerk for Merina Bigos effective July 31, 2025.

RECEIVED
2025 JUL 31 PM 4:33
TOWN AND CITY CLERK
BRISTOL, CT

Motions for City Council – August 12, 2025

Approval of funding necessary to execute the Memorandum of Understanding between the City of Bristol and Bristol Police Union for the “Referral and Sign-On Bonus Program for Lateral Certified Police Officers” effective August 13, 2025, and refer to the Board of Finance.

To discontinue the appointment of Acting Town Clerk for Merina Bigos effective July 31, 2025.

RECEIVED
2025 JUL 31 PM 4:33
TOWN AND CITY CLERK
BRISTOL, CT

RECEIVED
2025 JUL 31 PM 4:33
TOWN AND CITY CLERK
BRISTOL, CT

Memorandum of Understanding

Referral and Sign-On Bonus Program for Lateral Certified Police Officers

Referral Bonus:

- Officers covered by the terms and condition of the CBA shall be eligible to receive a recruitment referral bonus of seven thousand five hundred dollars (\$7,500), minus required deductions, for each certified police officer hired who successfully completes his or her probationary period.
- Payment to the referring officer(s) shall be made within thirty (30) days after completion of six months of employment by the certified officer.
- The maximum payment for each Certified Police officer hired shall be seven thousand five hundred dollars (\$7,500) and may be split between two officers if there is a joint referral.
- In order to receive the referral bonus, notification of the referral shall occur at the time of application by the CPO on the attached form.
- The referral program may be paused in the event there are no current vacancies to fill.
- Prior sworn officers with the City of Bristol are not eligible for this program.

Certified Police Officers:

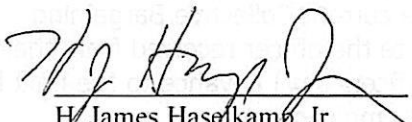
- **Rate of Pay:** Upon hiring, the level of compensation shall be the same as, or as reasonably proximate to, based upon the current Collective Bargaining Agreement (CBA) salary schedule, the rate the officer received from their previous employer. Thereafter, police officers shall advance to the next highest Step, if any, on their anniversary date of employment.
- **Probationary Period:** The eighteen (18) month probationary period as stated in article 7.1 shall be lowered to twelve (12) months for certified officers hired under this agreement.
- **Sign-on Bonus:** The City shall pay certified police officers, hired under this incentive program, a seven thousand and five hundred dollars (\$7,500) lump sum payment minus applicable deductions after successfully completing their probationary period with the City of Bristol.
- **Vacation:** Vacation benefits shall be provided to the officer upon hiring. The level of vacation received shall be the same as, or as reasonably

proximate to, based upon the current CBA, the amount the officer received from their previous employer.

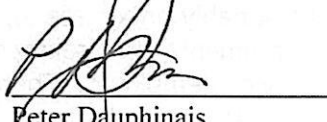
- Sick Leave: Upon hire, the officer shall receive twelve (12) working days of sick leave credit. Thereafter, the officer shall receive Sick Leave benefits in accordance with Section 14:5 of the current CBA, namely, twelve (12) working days of sick leave credit each year on the anniversary date of employment. Upon reaching five (5) years of service, the officer shall receive sick leave benefits in accordance with the CBA.
- Student Loan Forgiveness program:
 - After completion of probation, certified officers (lateral hires only) shall be reimbursed up to five thousand dollars (\$5,000) per year for student loan reimbursements up to a maximum of five (5) years from their date of hire.
 - These reimbursements shall be made for student loan debt incurred prior to employment.
 - Payments shall be made at the beginning of the fiscal year (during the month of July) with evidence of student loan payments for the prior year (July 1 through June 30th).
 - Eligibility for payment reimbursement shall not occur unless employed as of July 15th of a given year. This payment shall, if required, be made net of applicable deductions.
 - Eligibility for the program and payments for reimbursement shall be made at the sole discretion of the City.

Duration: City has right, in its sole discretion, the right to terminate this program with thirty (30) days' notice to the union. This MOU shall expire 7/1/2027 unless the parties otherwise agreed to extend it. Those enrolled in the program prior to its expiration shall continue to receive the benefits outlined herein.

For City of Bristol


H. James Hasenkamp, Jr.
Director of HR
Dated: 7/24/25

For Bristol Police Union


Peter Dauphinais
President
Dated: 7/24/25



BRISTOL POLICE DEPARTMENT

131 North Main Street
Bristol, CT. 06010

RECEIVED
2025 JUL 16 PM 1:23
CITY CLERK
BRISTOL, CT

July 16, 2025

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

Please place the following item on the agenda for the next City Council meeting.

To approve applying for a grant application to the State of CT Department of Emergency Services and Public Protection Division of Statewide Emergency Telecommunications Grant for approximately \$36,200.

The local match is 50% of the Grant Total. This grant program will provide funding to replace 2 BARD units at one of our radio infrastructure sites located at 80 Princeton Drive. One of the HVAC units had failed, and the other is being phased out due to environmental concerns.

I am requesting permission to apply for the grant. If you have any further concerns or questions, please call me at 860-584-3094.

Respectfully,

Chief Mark R. Morello

Mark Morello
Chief of Police



RECEIVED
2025 AUG -4 PM 12:25
TOWN AND CITY CLERK
BRISTOL, CT



Office of the Corporation Counsel | 860.584.6150

MEMORANDUM

TO: Merina Bigos, Acting Town & City Clerk
FROM: Thomas W. Conlin, Assistant Corporation Counsel *mc*
DATE: August 4, 2025
RE: City Council Agenda Item

Merina, would you kindly add the attached Resolution regarding the Open Space & Watershed Land Acquisition grant for Lots 12-5 and Lot 11-Rear, Assessor's Map 60, Perkins Street, to the City Council Agenda for August 12, 2025?

Thank you. Please call me with any questions.

TWC/ntb

CORPORATE RESOLUTION

RESOLVED, that Jeffrey Caggiano, Mayor of the City of Bristol is hereby authorized to execute on behalf of the City of Bristol a Grant Agreement and Conservation and Public Recreation Easement and Agreement under the Open Space and Watershed Land Acquisition Program with the State of Connecticut for financial assistance to acquire permanent interest in land known as Hoppers-Birge Pond Preserve Expansion, OSWA 668 and to manage said land as open space land pursuant to Section 7-131d of the Connecticut General Statutes.

IT IS FURTHER CERTIFIED that Jeffrey Caggiano was elected Mayor. His term of office began on November 13, 2023 and will continue until November 10, 2025. As the Mayor, Jeffrey Caggiano serves as the Chief Executive Officer for the City of Bristol and on _____, Mayor Caggiano had both the authority and the offer to sign on behalf of the City of Bristol a grant Agreement and Conservation and Public Recreation Easement and Agreement for financial assistance to purchase permanent interest in land under the Open Space and Watershed Land Acquisition Program.

In witness whereof, I have caused the corporate seal of this City to be hereunto affixed, duly attested by me on this _____ day of _____, 2025.

Erica Cabiya
Town & City Clerk
City of Bristol, CT

S E A L

CORPORATE RESOLUTION

RESOLVED, that Jeffrey Caggiano, Mayor of the City of Bristol is hereby authorized to execute on behalf of the City of Bristol a Grant Agreement and Conservation and Public Recreation Easement and Agreement under the Open Space and Watershed Land Acquisition Program with the State of Connecticut for financial assistance to acquire permanent interest in land known as Hoppers-Birge Pond Preserve Expansion, OSWA 668 and to manage said land as open space land pursuant to Section 7-131d of the Connecticut General Statutes.

IT IS FURTHER CERTIFIED that Jeffrey Caggiano was elected Mayor. His term of office began on November 13, 2023 and will continue until November 10, 2025. As the Mayor, Jeffrey Caggiano serves as the Chief Executive Officer for the City of Bristol and on _____, Mayor Caggiano had both the authority and the offer to sign on behalf of the City of Bristol a grant Agreement and Conservation and Public Recreation Easement and Agreement for financial assistance to purchase permanent interest in land under the Open Space and Watershed Land Acquisition Program.

In witness whereof, I have caused the corporate seal of this City to be hereunto affixed, duly attested by me on this _____ day of _____, 2025.

Erica Cabiya
Town & City Clerk
City of Bristol, CT

S E A L



Purchasing Department | Tel. 860.584.6195

MEMORANDUM

To: Office of Town and City Clerk
 Cc: Office of Corporation Counsel
 Mayor Jeffrey Caggiano
 William Stango, Civil Engineer
 From: Nancy P. Haynes, Purchasing Agent
 Date: August 5, 2025

Nancy P. Haynes

RECEIVED
 2025 AUG -6 PM 3:51
 TOWN AND CITY CLERK
 BRISTOL, CT

Re: Contract 2C25-081 Community Connectivity Grant Program

The Purchasing Department received bids for the installation of sidewalks within Rockwell Park. The lowest responsive and responsible bidder was **Martin Laviero Contractor Inc.**; the firm's qualifications have been sufficiently and successfully reviewed by Purchasing and Public Works staff.

I therefore respectfully request that you include the following motion on the agenda for the next meeting of the City Council:

To award **2C25-081 Community Connectivity Grant Program** to **Martin Laviero Contractor Inc.** in the amount of **\$712,025.00** and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.

Thank you for consideration of this request.

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