

Minutes of Board of Public Works
Regular Meeting
Thursday September 15, 2022
6:00 p.m.
Council Chambers, City Hall

Members Present: Council Member, Cheryl Thibeault
Commissioner Frank Stawski
Commissioner, David Hartley
Council Member, Jolene Lusitani
Commissioner Michael Dumas

Staff present: Raymond A. Rogozinski, Director of Public Works
Lindsey Rivers, Public Works Analyst

Absent: Mayor Jeffrey Caggiano
Council Member, Sebastian Panioto

Call to Order

Council Member, Cheryl Thibeault called the meeting to order at 6:04 p.m. There was a recitation of the Pledge of Allegiance

9.) Unfinished Business

Motion made to move item #9C made by Commissioner David Hartley and Seconded by Commissioner Michael Dumas. Motion passed

C. Animal Control Facility Update:

A slide show was viewed and all the options to either renovate, partially rebuild or build a brand new facility. Each design addressed the water, A/C, and insulation issues the current facility has and how the new design would update and correct them based on state regulations. The addition of outside runners, a bathing area as well as a showing area for the animals. Commissioners all agreed that the building should be an entirely new building. Council member Cheryl Thibault spoke about a grant that could possibly help with the cost of the project. The town of Plymouth was brought up to partner up with Bristol to take some of their animals and could be a shared cost somehow. There is an appropriation fund of \$170,000 and BOF request for a modification of the existing appropriation. The building will also service the Police Board and the project will be discussed at their next monthly meeting as well to see about sharing of expenses for the build.

Motion made to file report by David Hartley and seconded by Michael Dumas. Motion passed

8. City Hall renovation project

Motion made to move agenda item 8 by Commissioner Michael Dumas and seconded by Commissioner David Harley. Motion Passed

A. September City Hall Update

D'Amato did a three dimensional presentation showing the updates on the New City Hall building. Discussion regarding the current progress of the building was held. The timeline for completion is October of next year and currently on track. An update was also provided on the progress of the parking garage.

Motion made to file report by Commissioner Hartley and seconded by Michael Dumas. Motion Passed

1. Board of Public Works Minutes from Previous Meeting

A. Draft Regular meeting minutes from August 2022

Motion: Made by Commissioner David Hartley and seconded by Commissioner Michael Dumas to accept as presented and place on file. Motion Passed

2. Employee Recognition:

A Public Works employee shout out in the Police Department monthly notice was recognized.

Employee anniversaries were recognized.

3. Concerns and Petitions from the Public

None

4. Correspondence

None

5. Public Works Division Reports

A. August 2022 Division Reports were presented.

The Public Works director spoke about the ways that the employees at Public Works have gone above and beyond to make things better and to save costs in several ways within the department. Specifically Josh Corey, Craig Kasparian, Frank Nicastro and James Divirgilio. Recognized Nancy Levesque and Jason Morrocco for covering the department during the employee shortage in the division. Commissioner Cheryl Thibault gave her thanks for all the hard work and suggested that maybe there could be a newsletter done highlighting these items.

Motion made to file report by Commissioner Michael Dumas and seconded by David Hartley. Motion Passed

6. Public Works Project Schedule

A. July 2022 Project Schedule

Motion to file report made by David Hartley and seconded by Frank Stawski. Motion Passed

B. Bldg. Comm Project List

Motion to file report by Commissioner David Hartley and seconded by Frank Stawski. Motion passed

7. Director's Report

A. September Director Report

Director's report was reviewed. The Director spoke about staff openings and the potential of revising job descriptions to ensure all positions are covered. Recruitment is actively being done.

The salt dome roof is complete and the paving projects are moving along.

A tree hearing was held regarding S. Street Ext.

The hazardous waste collection day went well.

Nancy Levesque and Lindsey Rivers attended an APWA conference this month. Lindsey Rivers spoke about the workshops she attended such as asset management, composting as well as learning about several new products that could help make public works better.

Public works will be providing two trucks for the Touch a Truck event happening at the Mum Festival as well as setting up the road barriers for the festival.

The director spoke in regards to a bear/trash complaint public works received. The ordinance has been rewritten to authorize the use of a bear proof barrel. The city will not be paying for these barrels. The residents would have to purchase them at their cost.

Motion to file report made by Commissioner David Hartley and seconded by Michael Dumas. Motion Passed

9. Unfinished Business

A.) Traffic Calming Memo

Discussion regarding how to calm traffic on specific area of Bristol and the affects this would have on other roads in the area.

Motion to execute the contract with A.I. Engineers Shrub Rd. contract by Commissioner Michael Dumas, seconded by Commissioner David Hartley. Motion Passed

B.) Shrub Road Sidewalk Update

Motion to file by Commissioner David Hartley, seconded by Commissioner Frank Stawski. Motion Passed

10. New Business

Motion to approve Board of Finance transfer \$55,000 from solid waste disposal fund to PW Solid waste program supply account for purpose of purchasing 793 sold waste barrels by Commissioner Michael Dumas, seconded by Commissioner David Hartley. Motion Passed

A.) Barrel Report

The policy for new yard waste barrels will be amended with the new guidelines. If you are new customer requesting a yard waste barrel, you will need to make a deposit of \$50.00 to receive your barrel as well as the \$90 yearly fee. If you decide to return the barrel, you will get a refund of your deposit. The online application will be updated with this new information.

Motion made to authorize Public Works to charge for new yard waste customers a \$50.00 deposit fee to start in 2023 and deposit to be returned to yard waste participant upon return of the barrel by Michael Dumas and seconded by Frank Stawski. Motion passed.

B.) Snow Rates

To account for the increase in fuel costs, an adjustment has been made to the snow rates for contractors. The drivers were asking for this adjustment. Finding drivers has been an issue, hopefully this adjustment helps.

Motion to file report by Michael Dumas and seconded by Frank Stawski. Motion passed.

C.) BOF Covanta Grant

Motion made to appropriate the Covanta outreach grant that promotes sustainability for solid waste in collaboration with the Board of Education for education material for the residents and students by Commissioner Michael Dumas and seconded by Frank Stawski. Motion passed.

11. Addendum

Memorial BLVD: A delay in the delivery of the stone façade from the supplier. This is expected to be a partial delivery around October 16. Potentially installed around Memorial Day next spring. There is no way to expedite the delivery.

Motion made to file by Commissioner Dave Hartley and seconded by Michael Dumas. Motion Passed

Transfer station- Invoice cloud doesn't support the transfer station accounting system. Wells Fargo can support it, however would cost \$10,500 annually for the service. The previous system did not charge a yearly fee due to the

bank it used, but we need the service to work with the transfer station as the residents who are accessing it online are unable to view their balance online.

Motion made to appropriate the funds of \$18,000 to put the new system in place and refer to the Board of Finance by David Hartley and seconded by Michael Dumas... Motion Passed

12. Adjournment

Meeting adjourned at 8:25 P.M.

This meeting was recorded.

Respectfully submitted,

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