

City of Bristol
Board of Public Works
Meeting Minutes for
November 20, 2025
With Zoom Access

Members Present: Mayor Ellen Zoppo-Sassu
Council Member Greg Hahn
Council Member Steve Seymour
Council Member Eric Rosengren
Commissioner Michael Dumas
Commissioner David Hartley
Commissioner Frank Stawski

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

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

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

Council Member Hahn asked if he could have a copy of the homeless encampment protocol. He wasn't familiar with it.

Raymond Rogozinski, P.E., Director of Public Works stated yes, he will forward it to all the commission members.

3. Public Participation

Eric Madsen, 70 Oakhill Drive, stated he has three matters to comment on. I am a Bristol taxpayer and it has come to my understanding that there was a vendor that was hired called BL & Co., who updated the Wetland map for the city of Bristol that was finished around June of this year. I am one of the many friends of the Hoppers organization in Bristol. We are trying to protect the Hoppers Park which is about 250 acres. We have concerns of the proposed development within the center of the park. In the center of the park, there are wetlands that were not picked up by vendor and for our group to defend the city park so that it can be conserved in its natural state. We are spending our own money to pay for a soil scientist to correct work that wasn't done right. We now are being asked to pay for soil scientists and I am asking if there is a way for a review of that work that was done? Is there any recourse so this can be resolved where we are not spending our own money to correct this?

Council Member Hahn asked before you start spending you own money did you bring this to anyone?

Eric Madsen, 70 Oakhill Drive, stated that we are in the process of an intervening action with a developer's application with the wetland committee and we were told we had to pay for it ourself. We are asking that the vendor fix the mistake.

Raymond Rogozinski, P.E., Director of Public Works, thanked the resident for bringing this the board tonight. This was an initiative from Public Works to remap the wetlands. We hired a consultant. They looked at the maps and used various resources. This is an overall wetlands map; it is not site specific. It was not site specific before and it is not site specific now. It is not implied or presented when you read the regulations. It is general guide to wetlands limits. The original map was from the 1960's. What BL was assigned to do, was to improve the map. What BL was assigned to do was to improve the map. They cross referenced several maps. What they did not do and it was not their assignment to do was a site specific for every linear foot. As part of the application the wetlands commission, typically requires a soil scientist to look at the site. From our perspective, they completed the task, because the task was to look at the overall map and improve it. Through that they had to go through a public hearing process through DEEP. I would also say that, some of the correspondence in my department and Michele Rudy, if the commissioner is so inclined, they can always ask the applicant to perform those soil scientist services. Public Works did reach out to the parks department and the park department authorized a soil scientist to go on their property for this. Hopefully this clarifies this. I don't believe that what BL was an error.

Eric Madsen, 70 Oakhill Drive, stated that in a sense that if they are on a contract they can do as little work as possible.

Raymond Rogozinski, P.E., Director of Public Works, stated that wasn't the case, that you keep on saying missed it, the assignment wasn't to walk every square foot of the city. The assignment was to improve the existing map from the 1960's. There are some areas where wetlands were added and some where there paved over that are no longer wetlands. And I say this is also a subject of an ongoing wetland application.

Eric Madsen, 70 Oakhill Drive, stated we have already paid for it, the vendor has not responded to us. The second point, was an email that I sent to Ray a couple of weeks ago. I am interested in the plastic signs around town. I found out who collects the signs and had a conversation with that person. The building department collects the signs and they dispose of them in the garage. I am all about keeping them out of the recycle stream but I cannot get an answer on this. I am interested in taking signs to repaint them and given them another life. I have gone several times to the garage and put some pressure on the building department. I wrote a detailed email to Ray and he never got back to me. I would like to come in the day before the day they are thrown out and take about a hundred of these signs.

Mayor Ellen Zoppo-Sassu stated that she will find out about them. She stated to give her some time and she can direct him as to what to do about that.

Eric Madsen, 70 Oakhill Drive, is asking about the bike lane on Shrub Road which there was funding for. Then it became a sidewalk, then a road widening project and ten-foot median was added. I know it vexes some people up there. It is a rural part of town with a a wildlife refuge and suddenly a road that becomes much wider and people will drive much faster. It will attract newer traffic. It will be bad for the neighbors, more animals will get killed, noisier for people using the accessible trail. We have not seen good techniques for traffic calming. I am also concerned for road widening, a giant median that won't serve any purpose and the overall project will almost double the impervious surface negatively impact the rainwater in Bristol. It hasn't been easy to follow this project.

Mayor Ellen Zoppo-Sassu stated that Councilmen Hahn, I and several others were here when the sidewalk project was launched. The new administration including new members are not familiar with what is being proposed, so we are going to take some time to familiarize ourselves with that and get staff input and understand the iterations that have happened since then. So, I can't answer your questions but I can tell you that we will be looking not only at the project but a whole bunch of others and the scope associated with those for a variety of reasons. Functionality, cost timeliness etc. based on both the cities financial position, tour capacity to do that work, and frankly public input. If you could give us a little time, as there is a lot to digest, but we will probably be having a lot more conversations about that and other projects over the next months and into the budget process.

MOTION: to move item 9G up on the agenda made by Commissioner Dumas and seconded by Commissioner Stawski. Motion passed

9. New Business

G. BPW Waiver Benham

Raymond Rogozinski, P.E., Director of Public Works, received a request for a waiver for a driveway. It's a 60- foot- wide lot, the plan is included in the packet. Because of the width of the lot, we don't want to have a large curb cut in front of the lot. He reviewed the recommendations of the driveways and the motion is in the packet.

Mayor Ellen Zoppo-Sassu said she is very excited that Habitat for Humanity doing work in Bristol and would love to have a conversation with your client about other opportunities. This particular neighborhood is a very densely settled area, and its great to see this type of investment. Please let me know what your plans are and see if we can identify other properties.

Guy Husker, Habitat for Humanity, spoke and he stated he has no issues with the recommendations they were given.

MOTION: made by Commissioner Dumas and seconded by Council Member Rosengren to approve the waiver request of City Ordinance 21-51 by Humanity of North Central CT for the property identified as 60 Benham St, reducing the driveway width from 12 ft to 10 ft and the distance from the driveway to the adjacent lot and radius along Benham St from 3 ft to 1 ft. Said approval shall be contingent on the following:

A. Field locate the proposed driveway by a licensed surveyor and provide an as-built survey to the city prior to the issuance of a certificate of occupancy indicating the driveway does not encroach onto the adjacent lot.

B. Revise driveway grading to pitch runoff to south, away from the adjacent lot

4. Employee Recognition

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

MOTION: to move up item #8B made by Commissioner Dumas and seconded by Council Member Hahn. Motion passed.

b. DPW Clark Ave Mailbox Appeal

Monique Reed, 436 Clark Ave, (via zoom), stated that last winter her mailbox was hit three different times and it was only her mailbox was hit. My mailbox is in the parameter it is supposed to be in. I understand it is the policy to only pay \$75 towards the purchase of the mailbox, but then it's not fair that I have to pay someone to install the new mailbox when it wasn't my fault and it was more than one time it was hit.

Mayor Ellen Zoppo-Sassu asked if this was if we knew who the snowplow person is and was this discussed internally?

Raymond Rogozinski, P.E., Director of Public Works stated yes, we discussed it internally. Yes, it was installed within the conformance of postal office requirements. The policy is where we either give a brand-new city issue mailbox or give \$75. I believe Monique concern is she doesn't want our standard mailbox. She is looking for \$113 for her mailbox. I understand the frustration, but from public works perspective that the mailbox is in the city right of way and we set a limit because this mailbox is \$114, but some mailboxes are \$500 so to a certain extent there has to be a limit to what we will pay for a mailbox.

Mayor Ellen Zoppo-Sassu stated her concern is that it has been hit three times but its in the correct placement per our regulations.

Raymond Rogozinski, P.E., Director of Public Works, stated I think it's been hit three times, it got hit and got weakened and it kept coming out...

Mayor Ellen Zoppo-Sassu asked it was the same mailbox that got hit three times.

Monique Reed, 436 Clark Avenue, stated that it was the same mailbox that was hit three times, it was never been replaced.

Mayor Ellen Zoppz-Sassu stated it was hit three times which we have documentation for, and we have never replaced yet because you want \$113 instead of the \$75 that is our standard policy.

Monique Reed, 436 Clark Ave, stated I don't know where that amount came from. The receipt I submitted was \$100. But I understand the policy is \$75. The issue is it will cost me more than \$75 to have someone install the mailbox

Mayor Ellen Zoppo-Sassu, said, the issues is you paid \$100 and now you have to have someone install it. We typically will install it on the post for you.

Monique Reed, 436 Clark Ave, No one told me that. They just told me that the policy is they only pay \$75. That is why I appealed it. It was three separate time.

Mayor Ellen Zoppo-Sassu, stated that we are going to give you \$75 and install the post for you.

MOTION: to replace the post and offer \$75 as reimbursement for the damage that Ms. Reed incurred for the three times her mailbox was damaged by a city snowplow made by Commissioner Dumas and seconded by Council Member Hahn. Motion passed.

Mayor Ellen Zoppo-Sassu, stated for the record that this is not going to be something that we frivously do moving forward. That our policy and the enforcement of our policy is important. However, with this being that the post was placed appropriately, that it's been hit three times, and there doesn't appear to be issues with the road that other conditions would have caused other mailboxes to also be damaged. I am concerned about this incident, and feel that it would be appropriate compensation to do this one time. I would encourage you Miss Reed, to look into some of those barriers that might protect your mailbox as winter comes on, even if it's a board or some type of metal thing so that as the snow hits it, for whatever reason, if your house is in a particular place anything you can do to protect your mailbox moving forward. And then obviously there will be an internal conversation with our snowplow drivers for whoever is assigned in your neighborhood to take care and notice of whatever conditions are on Clark Ave. Which is a wide road so they do have to make several passes. I hope that will be acceptable to you.

Monique Reed, 436 Clark Avenue, Yes thank you.

Raymond Rogozinski, P.E., Director of Public Works, stated he will call Monique Reed tomorrow to get this taken care of.

MOTION: to move up 9A made by Commissioner Dumas and seconded by Commissioner Stawski. Motion passed.

a. BPW Broad Street Retaining Wall

Raymond Rogozinski, P.E., Director of Public Works, reviewed the retaining wall project. This is a replacement of the stone retaining wall. It supports Broad Street in Forestville Center. It has actually failed. If you look over the edge it is being supported by large concrete blocks. It runs along the Pequabuck River. It is a large project. There are a couple of options. The project will take about 6-7 months.

Keegan Elder, WMC Consulting Engineers, reviewed the project design. This was a one- year design project. We have received all our permits with the Army Corp and DEEP. The wall on Pequabuck should be completed withing six months. There is an existing gas main and we are in contact with Eversource for the project and will not be impacted by this project. Repaving of the road and reconstruction of guardrail. Reconstruction of catch basins and drainage pipes to prevent flooding. Ornamental fencing for protection.

Commissioner Hartley asked is there would be metal beam rail or steel fencing used?

Keegan Elder, WMC Consulting Engineers, stated that the would be using both. He discussed the soil borings regarding the project and the bedrock profile that was created.

5. Division Reports

Council Member Hahn asked about the opening of the Senior Maintenance position at the library.

Raymond Rogozinski, P.E., Director of Public Works stated that it was downgraded to a regular custodian due to the budget and the OT done by the maintenance department comes out of the library account.

Council Member Hahn asked if the Overtime paid is less than what it would take to hire a maintenance tech.

Raymond Rogozinski, P.E., Director of Public Works, said he could talk to the library and find out. At the time of budget adoption, the maintenance position wasn't filled at the library.

Council Member Hahn asked under fleet maintenance concerns about the Wash station for fleet and if that was being done or just being talked about

Raymond Rogozinski, P.E., Director of Public Works, stated we are looking for a dedicated wash bay. We have put it in our capital improvement program. To date it has not been funded. I would say there are vendors that have portable ones. We tested it and it didn't have the capacity we were looking for and based on the dollar amount of the equipment we are not looking to move forward with it. But we are looking at a wash bay, we feel it will increase the service life of our vehicles.

Council Member Hahn, stated you are down a mechanic and a mechanic helper. We are coming into the season. Are we in a position to fill those positions?

Raymond Rogozinski, P.E., Director of Public Works, stated, they are advertised, we don't have any viable candidates at this time. It is a concern for the department. We are down approximately 8 positions not including two laborers we lost through the budget process.

Mayor Ellen Zoppo-Sassu, stated, there was a question from the supervisor from the fleet auction proceeds and scrap metal being put back to the fleet budget and not the general fund.

Ray stated certainly from the managers fund, we always have the ability when we go to auction, we can transfer to an operational account.

Commissioner Hartley stated when he was at the DOT, wash bays were so important. We were directly attributing savings of truck dollars.

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

6. Project Lists

Council Member Rosengren asked about the Beals Center café and card room upgrades. Are we still on hold for this?

Mayor Ellen Zoppo-Sasso stated it says it is pending the relocation the office shift of the health district over to the other wing. I believe it is one of the activities that is slated to go into the area the the BBHS is vacating. It is an appropriate use they don't have to worry about high ceilings for some of the exercise equipment and things. I believe that the senior center planning wants that to go into the section they are receiving for new space.

MOTION: Made by Council Member Rosengren and seconded by Council Member Hahn. Motion passed.

7. Directors Report

Raymond Rogozinski, P.E., Director Report, stated that The Redstone Hill Road rumble strips, when I woke up all the residents doing pavement markings. I have limited timeframe to get this done.

Mayor Ellen Zoppo-Sassu stated We know what you are up against in terms of scheduled., the council members agree its information and when people understand what's happening and anticipate it, we can do a better job with communicating that out. I am sure Council Member Dickau can communicate that out to the residents in that area. Also, I Want to point out that Ray has given us an update on the Shrub Road sidewalks, you have heard a lot about this project, there is a lot happening there. We do have a consultant that has been guiding the project over the last couple of years. There have been some changes and I am looking to spend a little bit of time with Ray because I would like more information about the widening issues as well as the visual islands. Because I have heard a lot from people in that area that are either concerned, looking for information or just outright skeptical that is something that is needed and I need to reacquaint myself with some of these budget numbers. That being said Ray and I will be having regular department head meetings and I will look forward to having that on the agenda so I am going to be tracking that project. What about the storm drainage on Brace Ave.?

Raymond Rogozinski, P.E., Director of Public Works, stated the worst part is almost done. It is indicated that we are including O'Sullivan is included in this too.

Mayor Ellen Zoppo-Sassu, stated as a point of interest to the public works board and the connectivity between our boards, if you look at item 11, on Rays report about the stop sign between Summer Street and Center Street. PD has requested the installation of the flashing red stop sign. I am there a lot because the Historical society is right there. It was amazing to see the accident data for that intersection. It was the highest accident-prone intersections in a residential area. The interesting data is that most of the people involved in accidents are non-residents. So, the assumption is as they approach Center Street from south or North on Summer Street, when they see the two- way stop, their interpretation is everyone stops. We have had multiple cars on the lawn of the historical society, other property in the area, the Church railing got hit one time. You expect Rte. 229, Rte. 6, the heavily traveled, speed driven area, but this intersection is one at the top of everyone's list. I am looking forward to seeing that flashing stop sign because the other location that Ray referenced has seen a reduction now that that is there, so it be interesting to see if it works here as well.

Commissioner Dumas asked about the repaving of the East Street Bridge.

Raymond Rogozinski, P.E., Director of Public Works, stated the work was unacceptable. As a side note, the project was funded by a federal state program at 100%. All rework was done at the contractor expense. They did accept responsibility early on. Schultz did the paving originally and they will be paying for the repaving.

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

8. Old Business

a. Litter Collection Truck

Raymond Rogozinski, P.E., Director of Public Works, reviewed the nipper funds. For every nipper we sell Bristol receives \$0.5 and the stated purpose of the nipper fund is to address litter. One of the things we have been looking at is a piece of equipment that can stay on the road and reach out ten feet wide to the full right of way. If approved we will go out to public bid. At the last meeting we presented the piece of equipment that we wanted to move forward with. One of the members wanted to look at a larger piece of equipment. We would want to get into some of the areas like federal hill and Forestville and a larger truck would be problematic. We did check references and did find some fleet chat rooms. We do have a policy that was questioned at the last meeting. My philosophy is to never buy a piece of equipment that we are not familiar with, that increases our footprint, but because it is an unusual piece of equipment, we were unable to rent it. Ultimately, we tried it out for three days. One of our commissioners was going away and was able to go to the factory.

Commissioner Stawski, stated he did go to the factory and did a tour. Its not a large company and they make 38 of these vehicles a year as well as a lot of other items. It was a well cleaned operation. The design, the material selections everything was first class.

Council Member Rosengren asked if there was a warranty for the vehicle?

Commissioner Stawski stated that there would be expected maintenance that would have to be done on the vehicle but there is a warranty.

Mayor Ellen Zoppo-Sassu, asked if in the deliberations previously were there any opportunities what the usage scheduled looked like and whether there were any opportunities to work with our regional neighbors to rent it out.

Raymond Rogozinski, P.E., Director of Public Works, stated we haven't talked about regionalization, but it is the type of equipment that we could. There are heavy periods of litter, usually spring, but in general we would envision going out once every two weeks, so potentially it could be regionalized.

Council Member Rosengren asked how does the warranty work.

Commissioner Stawski stated, he saw the warranty department, the warranty department stressed the maintenance of the equipment was very important. Everything I talked about and could see; they stand by their equipment.

MOTION: made by Commissioner Stawski and seconded by Commissioner Hahn to Authorize the Department of Public Works to request Board of Finance approval to purchase a truck mounted debris/litter collector vehicle in the amount of \$217,000.00. Said funding shall utilize State-supplied nipper funds provided to the City and includes authorization for DPW to work with the City's Purchasing Department to issue a bid for the DCL 500SM model or a OR A SIMILAR UNIT. Motion passed,

9. New Business

b. DPW Eversource Contribution to Paving

Raymond Rogozinski, P.E., Director of Public Works, reviewed the Eversource paving contributions to the City of Bristol. This is a huge impact to the city roads. There is a sliding pay scale to pave the roads. The list of roads they are paving in 2029 is attached. They contribute about 50% of the cost.

c. Transfer Station Reclassification

Raymond Rogozinski, P.E., Director of Public Works, reviewed the reclassification of the transfer station accounts. This account is also subsidized by the users. This is the third year of reclassification, higher that 2.5 tons of chargeable materials. There are approximately 11,000 permit holders. There are 41 currents would be reclassified as Tier 11 /residential, 18 current will remain Tier 11, and 84 current will return to residential. There is an appeal process for the resident to go thru if they don't agree with this reclassification. The first couple of years, no appeals were approved, but if its obvious if the resident is redoing a bathroom over and we can cross reference with the building department to verify.

Mayor Ellen Zoppo-Sassu stated that the appeal process should be added to the letter being sent out.

d. BPW Special Event Traffic Control

Mayor Ellen Zoppo-Sassu stated that this is a work in progress. Ray and I have had a couple of conversations about how to minimize costs especially for small groups that are looking to do community events, that spawned another entire separate conversation about who should evaluate what events should move forward, which are credible ones, which are ideas that are from people that might not have the ability to produce said events, so we go thru a lot of work setting this up and going thru the special event process and when in fact those events don't come to fruition and not able to be executed. This conversation was sparked by the Carole sing that is on December 16th, it is a private type of event being put on by private citizens and businesses so there is not that typical entity type application triggered classification on how to charge appropriately. Some of these costs on a Sunday tend to be a little high, and we should spend some time talking to our partners as well as those who participate at events and have a conversation whether there are opportunities to streamline this process so its not as unwieldy especially for some small groups. We are trying to adjust some of those charges so its not as significant to those who are planning something that would be a nice addition to our holiday schedule

Council Member Rosengren mentioned that when he was working on the Mum a Thon, they set up cones themselves to minimize the police presence and to keep cost down.

Mayor Ellen Zoppo-Sassu stated that Rays point earlier in the week is there are two target audiences, the people attending the event, and its also passing traffic. So, we have to make sure everything is done at the highest level of safety so nobody is impacted. To those of us involved with city events, in public works, setting up a barricade is no big deal, but it is a big deal when there are lane closures and turn lanes and incoming traffic. We never want to give the impression that it's to either duck union work or compromise safety Its just difficult for small groups to come in when we have all of these requirements for special events. there has to some conversation with everyone at the table. And frankly the ones who have the best suggestions are our employees because they are the ones doing the work. I think we will see this on a future agenda and I will be interested in soliciting everyone ideas between now and the next meeting.

e. BPW Traffic Signal Temp Stop Signs

Raymond Rogozinski, P.E., Director of Public Works, stated that Public Works took over all maintenance on July 1st. When the lights go out due to power outage, and we would get called by PD to install a temporary stop sign. Most of the time recently every time, it would happen to be a DOT traffic signal. When I contacted the DOT, they said we don't install stop signs and we don't think you should be installing stop signs. When I talked to the UCONN technical group regarding technical traffic group, they were all told not to install stop signs by their insurance carrier. The issue with installing them, when you don't take them down immediately when the light is working properly again, you have conflicting movements when the lights go back on. Public Works did talk to Corp Council who suggested going to the Board of Finance and the Insurance committee. It is a policy issue that has to be worked out.

Mayor Ellen Zoppo-Sassu stated that we are self- insured and I do believe that this motion is proper and I think that it will give this board policy guidance, but also, I don't want to be responsible for a decision in another way that actually incurs liability. So, I think that we have to take the advice of our lawyers and send this to our insurance carriers and have them opine on it.

MOTION: made by Commissioner Hartley and seconded by Commissioner Dumas to approve a Board of Public Works referral to the Board of Finance Insurance Committee requesting input from the City's insurance carrier regarding the installation of temporary stop signs at nonfunctioning traffic signals. As indicated in DPW's 11/10/25 memorandum to the BPW, it appears municipal insurance carriers have prohibited the use of temporary stop signs at traffic signals. Motion passed.

f. NBF Street Acceptance

Raymond Rogozinski, P.E., Director of Public Works, reviewed the planning commissions request for street acceptance of the roads that are built off of Barlow Street. For new committee members, street acceptance is an acknowledgment that the road has been constructed to city standards in accordance with the plans submitted by planning. The street is not a city accepted street unless it is accepted by City Council. After the developer builds the road, he petitions the city through the planning commission he says I am done, the planning commission refers it to two entities. The Board of Public Works and the Water and Sewer Board are two equal entities and should look at it independently. Those two refers go back to the planning commission, once the planning commission has two positive referrals, then a motion is forwarded to city council to requesting acceptance of the road. My memo does indicate to acceptance except for one, but if you look at the map, the cul-de-sac. The water board acted last night not to accept the streets because there is a major water line that has to go down Barlow Street. The board can move forward with my motion or table it, pending the developer starts installing the line.

Mayor Ellen Zoppo Sassu stated I feel strongly we should work in tandem with the Water and Sewer Commission and use the influence to try to influence positive resolution of this issue.

MOTION: made by Council Member Rosengren and seconded by Council Member Hahn to table this until next month's agenda and work in tandem with the water board. Motion passed.

Mayor Ellen Zoppo-Sassu stated that through Roberts rules that when we table something it remains on our agenda for the next meeting, if we do not take action at the next meeting, per Roberts rules it falls off the agenda. We just have to keep an eye on this. If we do not have a resolution by December's meeting, we will have to bring it physically back on for January or whatever month you are ready to take that.

b. Any Matter to come before said meeting

Council Member Seymour passed out a packet to the board. Regarding East View which is off of Oakland. It is a cul-de sac. When there is plowing and it goes up against the guardrail which block Hickory Street. The Road is gravel and it makes all kinds of pits. If you look on page 4, that is where it ends, but you will see trees that were cut down by the city and left there. Any kind of delivery service will not come up that road. There are ditches in it, you cannot plow the road. There is also another house at the bottom of the cul-de-sac that gets drainage due to the snow being piled there. It's a small area and once it's done you wouldn't have to worry about it.

Mayor Ellen Zoppo-Sassu asked if this is an unaccepted street?

Raymond Rogozinski, P.E., Director of Public Works said yes and it is characterized as a driveway. He stated he will look into it and report back to the board.

Council Member Seymour stated that it has to be coordinated as there may be a bigger area, it would be smart to make it a cul-de-sac to dump the snow there and once the trees are cleared out by 5 feet or so. There wouldn't be any issues in the future.

Mayor Ellen Zoppo-Sassu thanked Council Member Seymour for putting together the packet. I would like to ask Council Member Seymour to make a motion to refer the matter of Hickory Street to the Public Works Director for further review.

MOTION: made by Council Member Seymour and seconded by Council Member Hahn to refer the matter of Hickory Street to the Public Works Director for further review. Motion passed.

Commissioner Stawski asked if those trees were cut down and just left there?

Raymond Rogozinski, P.E., Director of Public Works, stated he will look into that matter.

Commissioner Hartley stated we went thru a process last summer to identify non public city streets. This street never got on the list. It is a process and there is a procedure to deal with this.

Mayor Ellen Zoppo-Sasso stated thank you for reminding us of that but in some of these older neighborhoods, there is always a history and it's always good to listen to the residents when we come upon them and see if we can get some satisfaction in terms or even compromise in terms of whether it's a cleanup or whatever. We will go thru the legal process and the policy that we have and report back.

Mayor Ellen Zoppo-Sassu, stated she should have brought this up under the directors' report, but, you as a public works board have been working on potentially relocate Bristol Parks Recreation and Youth Services to the downstairs general use space, what used to be public works space. The estimate of almost \$1.3 million is something that I am not comfortable with, I also philosophically do not agree with relocating a merged agency which is also working cooperatively with WIC in a location that is amenable for families and children frankly at risk and doing a lot with our community services department. I am also big in maintaining confidentiality. I would like to have the public works board entertain a motion to rescind whatever work they have done in order to facilitate that move, because I would like that department to stay where they are, both from a programmatic standpoint, but also to have a cost avoidance for \$1.3 million. Further, the work that has been done with those architect plans could be kept on a shelf and as we identify other partners or departments that might need to relocate we could use those plans at that point to fit out that space

Commissioner Stawski stated that month after month the cost of operating High Street has been a real issue and somewhat of a driver of relocating. I would strongly suggest some action be taken to look at that building to what the ongoing cost are going to be to keep it and maintain it because it is just a money hole for the city.

Mayor Ellen Zoppo-Sasso stated that I agree with you on a cost analysis, that is probably true when you look at the numbers on a spreadsheet. But I will tell you I think that building plays a couple of different roles, one is we merged departments and we were able to house everyone there in a building the city purchased 25 years ago with a significant amount of grant money. We outfitted it, we renovated it, again with some state grant money involved, with some city contribution when we used to have a building committee. We partnered with Bristol Hospital so the prevention of child abuse division as well as WIC program is based out of their which grant funds flow to youth services from those two programs. Just recently they received a very large grant from the Rosenheim Foundation due to the connectivity of all those programs working together. It is also a historic building and I think that we as the city, when we impose historic standards and regulations and our historic district, we have to hold ourselves to the same standard. That building has been maintained very well, it maintains all of those criteria, it is an anchor building within a historic district and again based on its programmatic use and the populations that it services, those costs are costs. But I think the benefits far outweigh what we are paying to carry a historic building that provides the services that it provides.

Commissioner Stawski stated he is just suggesting that the city is just asking what other modifications have to be made to that building. Every month it's a new carpet, it's a new roof, almost every month, what is the plan here.

Mayor Ellen Zoppo-Sasso stated that it's carried in terms of every building is carried.

Raymond Rogozinski, P.E., Director of Public Works, stated that all buildings require maintenance. Public Works can report back as far as major components. Some of those items have been done recently and we can give a current status.

Commissioner Stawski stated he understands that, without some insight with what will this building cost. As a taxpayer we should know that and have a plan moving forward.

Mayor Ellen Zoppo-Sasso stated if we have a plan for that building, we should have one for Manross and the senior center, and the water department building as well as the others because we are carrying the costs of all of them

Commissioner Hartley stated we had asked Manager Oakes and he had gotten back to us last year, regarding this. We can ask about what the HVAC looks like, what does the roof look like to get it on any capital program. I think we have done all the little stuff now but certainly if Manager Oakes can take a look to see if we have anything to keep on the radar.

Mayor Ellen Zoppo-Sassu said she agreed, and thinks that as a board and stewards of the public facilities we should all be discussing the in public works budget process.

MOTION: made by Council Member Rosengren and seconded by Commissioner Hartley to rescind whatever work they have done in order to facilitate that move, because I would like that department to stay where they are, both from a programmatic standpoint but also to have a cost avoidance for \$1.3 million, further the work that has been done with those architect plans could be kept on a shelf and as we identify other partners or departments that might need to relocate we could use those plans at that point to fit out that space. Motion passed.

Commissioner Stawski stated he read in the Bristol Press he saw a state grant for sidewalks and he never heard or anticipated this.

Raymond Rogozinski, P.E., Director of Public Works, stated it was a couple of memos, it was confusing, we received multiple community connectivity grants. This section was for Emmett Street and Public Works will be working with the mayor's office to issue a press release. It's the third one we have received.

Mayor Ellen Zoppo-Sassu stated the more money we can bring in through grants and connectivity programs and not have to rely upon taxpayers' funds to do those sidewalks.

10. Adjournment

MOTION: made by Council Member Rosengren and seconded by Council Member Hahn to adjourn at 7:41 p.m.

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