



*City of Bristol
Board of Public Works*

Public Works is inviting you to a scheduled Zoom meeting.

Topic: Board of Public Works Regular Meeting

Time: Feb 19, 2026 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://bristolct-gov.zoom.us/j/81733771882?pwd=jawNVNobBMprshVg9D1TEa83vTEtCP.>

1

Meeting ID: 817 3377 1882

Passcode: 834613

The regular Board of Public Works Meeting will be held on February 19, 2026 at 6:00 p.m. in City Hall Council Chambers, 111 North Main Street, Bristol, Connecticut.

AGENDA

1. Call to Order
2. Approval of Minutes
 - a. January Draft Minutes
3. Public Participation
4. Employee Recognition
 - a. Employee Anniversaries
5. Division Reports
 - a. Division Reports
6. Public Works Project Lists
 - a. BldgComm Project List
7. Director's Report

- a. Directors Report
- 8. Old Business
- 9. New Business
 - a. DPW Snow Policy
 - b. DPW Fleet Dump Truck Loader
 - c. DPW Nipper Truck Bid Waiver
 - d. BPW ESPN Ronzo Road Extension
 - e. BOF Request Form
 - f. North Main Streetscape
 - g. City Bldg Space Reallocation Request
- 10. Communications
 - a. Robertson Street Mailbox
 - b. Woodfield Road Mailbox
 - c. BPW Ordinance Amendments
 - d. BPW Fire House Council Referral
- 11. Any other matter to come before said meeting
- 12. Adjournment

PER ORDER OF THE CHAIRPERSON
Ellen Zoppo-Sassu, Mayor

City of Bristol
Board of Public Works
Meeting Minutes for
January 15, 2026
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

Mayor Zoppo-Sassu, asked for corrections of her name and a resident's name in the minutes on page 4.

MOTION: made by Commissioner Stawski and seconded by Council Member Seymour to accept with corrections made and place on file. Motion passed.

3. Public Participation

None

4. Employee Recognition

- a. Employee Anniversaries

Anniversaries were reviewed with the board.

5. Division Reports

- a. Division Reports

Mayor Zoppo-Sassu noted that Wolcott Street should be 2026 completion date. The senior parking lot should be started in the spring of 2026 pending the approval of the budget. She also noted the reference to the lack of the senior tech at the libraries, which was eliminated in the budget process last year, which has added and shifted duties onto our building maintenance staff. She stated that Deb Prozzo will be asking to restore that position and hopefully alleviate the public works staff. There was reference to something regarding Bagela Asphalt plant and Ray was asked to explain what this was.

Raymond Rogozinski, P.E., Director of Public works explained it's a stationary machine that's used to fill up hot boxes, which you see the trucks pulling on a trailer.

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

Commissioner Stawski asked about the card room at the Beals Center regarding the project cost of over 2 million dollars.

Mayor Zoppo-Sassu, stated that is for the BBHD project. They are moving out of their offices to the north side where the pre-school was. She stated she had a conversation with the health district Director and told him that there will be no change orders and anything that is extra to this project, he will have to pay for it out of his extensive fund balance. I will defer to Commissioner Hartley because I asked him to be the liaison to that project.

Commissioner Hartley stated himself, Ray and the purchasing director met with the health director and his second in command and walked thru the process. It was explained what submittal was, what a change order and RFI was and then reviewed the bids. It does appear that all bids received were close to the same amounts.

Mayor Zoppo-Sassu stated in November she held this project due to the cost. There is electrical, lighting, there's also going to be a kitchen installed.

Commissioner Hartley stated all the bathrooms are the original preschool toilets. There is some significant work. The school was built very similar to Edgewood with all the underground tunnels running around it.

Commissioner Stawski, stated that he was the chairman of the last rehabilitation of the senior center committee and stated all the heating, air condition and plumbing was all redone then.

Commissioner Hartley stated the building looks tired and it is for the greater good, the seniors will get a contiguous space.

Mayor Zoppo-Sassu stated the reason she halted the project was because of the price tag and trying to understand the scope, which Ray walked me through. She stated they had some conversations at the Bristol Burlington Health District about their responsibilities. Their philosophy in the beginning was, we are a tenant and this is what we want. She stated that once I got further into the project and through health district discussions and seeing they are carrying a \$2.7 million fund balance which is 50% of their operating costs, is when I decided that they will pay for anything associated with this project. They also do pay rent, so there is a lease that actually is coming due and will have to renegotiate. They will have a larger footprint with a nicer space so that is something about that. I think we are in good shape and do not want to set the health district up for failure, which is why I asked Commissioner Hartley to assist them. We are going to do what we can to keep this project online. The good news is that the older hallway is then going to be given over to Jason Kruger and his staff, who already have a programming plan about what they can do there which will benefit the membership.

Raymond Rogozinski, P.E., Director of Public Works, stated that there were a large number of bids that were all within the same range, which is indicative of their pricing the work the way it should be. We had a budget prepared at the very beginning of the project and the cost is what we anticipated it to be.

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

MOTION: made by Commissioner Hartley and Seconded by Commissioner Stawski to move item # 8A on the agenda. Motion passed.

8. New Business

a. DPW Budget

Mayor Zoppo-Sassu asked about the aesthetics of the Main Street Bridge, cameras for the parking garages, and work with some of the downtown intersections and roadways. She said we may be able to take those monies and apply to the tax increment funding account to fund those items instead of them coming out of the public works budget. She

wants to review with Ray to look at those items and maybe assign those dollars elsewhere. Also, to talk to Justin with that account and if we work with the railroad, we can rehab the bridge, but use TIF funding to do it. She stated she wants to preserve the option of moving some of those downtown related projects to TIF fund and then we could take those public works potential dollars and move them to other projects. She spoke about the AI subscriptions mentioned in the budget and stated they just had a meeting with a vendor that would provide some of these services citywide and that public works is one of the larger departments that would use it. She explained what the system does and how it would reduce phone calls and help as an auto attendant for off hours, but that would be something that the IT department would pay for and then public works wouldn't have to. The other question raised was the 5.2 million storage building that was listed and what it was for.

Raymond Rogozinski, P.E., Director of Public Works, explained that is to replace the Quonset Hut in the public works facility on the west side outside of fleet. The building in the budget is larger and at one point it was to accommodate the police department, so if the police does end up joining the space with animal control that 5.2 million can be reduced.

Mayor Zoppo-Sassu, asked if the police, animal control and the PW Quonset hut could be all in one area.

Raymond Rogozinski, P.E., Director of Public Works, stated that is something we can look at that.

Mayor Zoppo-Sassu stated that we have a \$6.5 million project and a \$5.2 million project and if space allows, I think we could add that to the list and see if it could work.

Mayor Zoppo-Sassu, stated that there is still money left on the bond for this building that hasn't closed out yet. She stated, since we are not outfitting the swing space for parks and rec., and as the bond gets closed out, it could be reduced and we would save a little on interest. Do we have any potential substitute use for that space and could get it done with the funds left over in this bond, that we could take off this list and attach to that bonding money which could reduce your budget out of the buildings and projects?

Raymond Rogozinski, P.E., Director of Public Works stated one of them would be the cameras for the meadow street parking garage that could be part of this bond. There is also something on the equipment list for the garages for snow removal.

Mayor Zoppo-Sassu stated that the camera issue could also fall under TIF, especially for the downtown garage. The Meadow Street would be the second priority for the building bond. From a budget standpoint if everyone is comfortable with as presented and understanding that the director still has the opportunity to tweak it, we will present to the comptroller's office and do a presentation to the board of finance. At that point anyone from the board can come for support.

MOTION: made by Commissioner Hartley and seconded by Commissioner Stawski, that the Board of Public Works forward the FY26-27 Public Works Department Operating Budget proposal in the amount of \$11,753,565 as presented to the Board of Finance for consideration. The Board of Public Works authorizes the Director of Public Works to make minor corrections/adjustments to the budget requests subject to the approval of the mayor. Motion passed.

MOTION: made by Commissioner Hartley and seconded by Commissioner Stawski, that the Board of Public Works forward the FY2026-27 Solid Waste Disposal Fund proposed budget in the amount of \$1,980,575 presented to the Board of Finance for consideration. The Board of Public Works authorizes the Director of Public Works to make minor corrections/adjustments to the budget requests subject to the approval of the mayor. Motion passed.

Raymond Rogozinski, P.E., Director of Public Works, stated that he wanted to say that the biggest increase comes from the recycling size. We are still locked into the contract until 2034 with real-world which gives us below market rate disposal for rubbish. We are budget more for recycling as it increased from \$80 a ton to \$105 a ton which is the biggest increases in the budget.

Mayor Zoppo-Sassu, stated We are having a meeting with the operating committee and the environment committee with the state legislature next week in order to discuss this escalating cost and the impact to the municipalities and hopefully there could be some state funding attached to this waste crisis we have been in for so many years now.

MOTION: made by Council Member Seymour and seconded by Commissioner Stawski, that the Board of Public Works forward the FY26-27 Transfer Station Special Revenue Fund proposed budget in the amount of \$949,485 as presented to the Board of Finance for consideration. The Board of Public Works authorizes the Director of Public Works to make minor corrections/adjustments to the budget requests subject to the approval of the mayor. Motion passed.

MOTION: made by Council Member Seymour and seconded by Commissioner Stawski, that the Board of Public Works forward the 2026-27 Capital Improvement Projects proposed budget in the amount of \$7,815,000 for DPW CIP project. The Board of Public Works authorizes the Director of Public Works to make minor corrections/adjustments to the budget requests, subject to the approval of the mayor. Motion passed.

Raymond Rogozinski, P.E., Director of Public Works, stated that public works has categories of projects, bridges and culverts and the committee should be aware that there are funding programs for various projects. He reviewed the projects and how much funding goes to each one and how much the city cost would be. The biggest is the police complex which has two phases. The first is the HVAC and the other is structural concerns with the parking garage. Anything over \$100,000 would be a capital project. We also need to update our plan of development periodically and that will be \$250,000 to do that.

Council Member Seymour stated that for the Manross roof, they only had two estimates submitted, so he requested two more to be done. He asked if it is worth repairing the police department based on the total cost versus a new building.

Raymond Rogozinski, P.E., Director of Public Works, stated that a new building is about 65 - 70 million, a renovation would be 45-50 million.

Mayor Zoppo-Sassu stated they do have the swing space they are using that was the former courthouse and city hall during the transition of this building. They do not have a space problem. The aesthetic issue can be worked on. The boilers being let to get 40 years old is on us and they need to be replaced. This is government row and I feel it's important to stay that. I don't think the parking garage is unsalvageable. I am willing to do the investment here, and from an aesthetic point of the 135 people that work there, 122 of them are not in the building.

Commission Hartley, stated the old steam boilers are obsolete. We have had conversations about converting the building to hot water, which would be an engineering choice. Hopefully we get through the winter. I agree with the mayor we do not have a space problem we have a building skeletal problem.

Mayor Zoppo-Sassu asked about the \$10,000 item for Colliers and what that was for.

Raymond Rogozinski P.E. Director of public works, stated we were asking for various potential options and were asking Collier to do a proposal on that. The \$10,000 would not move forward.

MOTION: made by Commissioner Stawski and seconded by Commissioner Hartley, that the Board of Public Works forward the FY26-27 Fleet Capital proposed budget in the amount of \$1,190,000 as presented to the Board of Finance for consideration. The Board of Public Works authorizes the Director of Public Works to make minor corrections/adjustments to the budget requests subject to the approval of the mayor. Motion passed.

Mayor Zoppo -Sassu stated that we are entering conversations with West Cemetery to take it back. It is a city cemetery, but it has been managed for the last 70 years by the West Cemetery Association as a non-profit, including the chapel. They are asking for some assistance to have a long-term sustainability plan so it looks like it may come back to us. It would be assigned most likely to the parks/rec & community services building maintenance crew, with assistance from public works and assistance with arts & culture because that is a revenue potential with those buildings. It may not have a budget impact for public works, but they do operate in the black, and there is revenue that comes in, grants and perpetual care funds that would be transferred. We would not transfer in employees. This is also good winter work for the parks & rec maintenance division. There is also equipment that would enter into our fleet one of which is a brand-new Kubota.

Raymond Rogozinski, P.E., Director of Public Works, stated that he sees the operation guys every morning and this

is the biggest issue for them. Over the last 4-5 years we have started purchasing used surplus equipment that has saved the city money. But buying used through auction isn't the answer. We are looking at a \$1.9 million dollar budget which is a significant investment for the city.

MOTION: made by Commissioner Hartley and seconded by Commissioner Stawski, that the Board of Public Works forward the FY26-27 City Building Fund proposed budget in the amount of \$285,000 as presented to the Board of Finance for consideration. The Board of Public Works authorizes the Director of Public Works to make minor corrections/adjustments to the budget requests subject to the approval of the mayor. Motion passed.

Mayor Zoppo-Sassu, stated that as previously discussed on the building committee list, the cameras I believe that can be paid elsewhere. She asked for more information on the 296 Riverside Avenue roof system repairs and the decommissioning of firehouse 3 and repairing the doors.

Raymond Rogozinski, P.E., Director of Public Works, stated it is the doors is at the Mix Street firehouse.

Mayor Zoppo-Sassu, asked if we are sending it to cert team or the real estate committee.

Raymond Rogozinski, P.E., Director of Public Works, stated that he feels Cert has enough space in the 2nd floor pd complex. He stated that other potential users should be evaluated or it should go to the real estate committee for the private sector.

Mayor Zoppo-Sassu, stated she agrees with that, the new firehouse isn't going to be occupied until the end of February, but that doesn't mean we can't start the process of which cert can participate. I would like to see the public works board send a referral to the real estate committee and Corp counsel. As a courtesy I will bring it up to the fire board next week that the decommission of firehouse 3 commence by sending it to the real estate committee to gauge public interest for purchase.

Commissioner Hartley stated he thought the overall plan was that was going to be record storage.

Raymond Rogozinski, P.E., Director of Public Works, stated that he suggested that but didn't get support for it, but we did have a records storage approval for the pd building.

Mayor Zoppo-Sassu, stated that we need to move toward the digitization of all of our records. From a space perspective it's easier access and better for public transparency however, we are still required by law to maintain hard copies of specific records. A lot of what city clerk does go to Iron Mountain. A secondary permanent record storage downstairs is not a bad idea. She stated if we could do anything with record retention process with the remaining bond money, that would be a great use.

Raymond Rogozinski, P.E., Director of Public Works, stated that big picture-wise, we shouldn't use city hall space for storage if we could store them somewhere else.

Mayor Zoppo-Sassu, stated that if something happened to this building and our backup records storage was here, it would be problematic. Is there a future use of another municipal function that could go there?

Raymond Rogozinski, P.E., Director of Public Works, stated there always seems one comes up at some point.

MOTION: made by Commissioner Hartley and seconded by Council Member Seymour to refer the decommissioning of former firehouse #3 and send a referral to the real estate committee and Corp counsel for preparation for sale or reuse and a courtesy copy to cert and the Fire Marshal. Motion passed.

MOTION: made by Commissioner Hartley and seconded by Commissioner Stawski, that the Board of Public Works forward the FY26-27 Major Road Improvement Fund proposed budget in the amount of \$6,352,024 as presented to the Board of Finance for consideration. The Board of Public Works authorizes the Director of Public Works to make minor corrections/adjustments to the budget requests subject to the approval of the mayor. Motion passed.

Raymond Rogozinski, P.E., Director of Public works, stated we have a very robust program and it is highly funded from the state. The state offers two major grants to us. One component of the budget was \$200,000 of city money, which directly impacts taxes, I am proposing to take that down to \$100,000 as there is not that much difference from \$200,000, but having the component of city funds is helpful as there are grant restrictions.

Mayor Zoppo-Sassu, stated we have new items that came after the packet was published. The first on is the request for waiver of city ordinance 21-51 driveway distance to adjacent parcel. This, via a meeting we had with the priest and parish council members from St Anthony and St Ann's who are interested in selling the rectory that is next to St Ann's church and we need to help them with some housekeeping items to help this go smoothly. This is the driveway width and location.

MOTION: made by Commissioner Hartley and seconded by Commissioner Stawski to approve the waiver request of City Ordinance 21-51 by Saint Ann's Church for the proposed lot identified as 67-1 (southeast corner of lot 67) located along West St (CT Route 69), reducing the distance from the driveway to the adjacent lot and radius along West St from 3 ft to 0.5 ft. Said approval shall be contingent on grading driveway to limit runoff to the adjacent lot. The waiver is only applicable to the area within the City's right of way. Motion passed.

MOTION: made by Commissioner Hartley and seconded by Commissioner Stawki to approve the board of finance request form for \$77,423.00 for transferring into DPW admin for professional fees, engineering professional fees, part time wages and engine repairs. Motion passed.

MOTION: made by Commissioner Hartley and seconded by Commissioner Stawski to approve the board of finance request for \$7,000.00 to transfer into the natural gas line item. Motion passed.

6 Public Works Project Lists

a. BldgComm Project List

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

7 Director's Report

a. Directors Report

Raymond Rogozinski, P.E., Director of Public Works, reviewed the directors report with the board. He stated that staffing is still a challenge. We are trying to move forward with hiring a mechanic without a CDL as we are down two mechanic helpers and one mechanic in fleet. He mentioned in snow ops that salt is the biggest cost and another item about how we handle sidewalks. He stated that we are always looking at way to keep trucks off Memorial Boulevard and had engineering contacting various apps like google maps and map-quest, and is in process of being contacted on how to add to the directions for trucks to avoid the boulevard.

Mayor Zoppo-Sassu, asked about the mechanics CLD to offer to pay for their training, in the report it was noted that it requires HR approval, wouldn't it be the board's approval.

Raymond Rogozinski, P.E., Director of Public Works, stated it would be multiple approvals, HR would ultimately be an MOU. Without the Board of Public Works support it wouldn't be moved upon. Discussion was had with the union president and they indicated they supported it. Management has the right to do it, but would ultimately have to negotiate it afterwards,

Mayor Zoppo-Sassu, stated, I feel strongly that we direct the department and we tell them what we are doing and them to facilitate an MOU.

Raymond Rogozinski, P.E., Director of Public Works, stated that if the board of public works approved it, it adds more weight to it.

MOTION: made by Commissioner Hartley and seconded by Commissioner Stawski to endorse the concept for mechanics CLD contingency plan that public works would pay for the training in order to attract candidates. Training cost is approximate \$3,400.00. Motion passed.

Mayor Zoppo-Sassu asked if the staff submitted revised Shrub Road to NVCOG this week

Raymond Rogozinski, P.E., Director of Public Works, stated, it's up to the consultant, who stated it should be done by next week.

Mayor Zoppo-Sassu, stated that the police are looking to offload the unshoveled sidewalk work to the public works staff. I just want the board to be aware of this, they would finish this season out and then discuss after the budget season.

Commissioner Hartley stated that the calls should not be for public works. Public Works in my mind should be friendly and approachable and I don't believe public works people should be knocking on people doors.

Mayor Zoppo-Sassu, stated we also don't have citation authority and I believe public works division are in storm response mode. I don't agree with this, but it is a continuous discussion point out of the police department. They are down 8 officers due to vacancies and 4 injured or on light duty. When people are saying they are not getting a response on unshoveled sidewalk complaint that's why. She stated that for the housing growth plan, I think we should let NVCOG do that and utilize the dues we pay them and just participate with the plan. We should use their staff as much as we can. The 2028 planning conservation and development is a big undertaking as well and it would make sense to have some of that duck tale with our strategic plan with the community engagement, because we have to do engagement with the strategic plan. She asked about the discussion on how we could potentially receive funding on utilities if we change an ordinance that is mentioned in the reports.

Raymond Rogozinski, P.E., Director of Public Works, stated he believes that came from Dave Oakes report and he would have to get more information on that.

Mayor Zoppo-Sassu, stated if we can get utilities to help with road patches and it only requires us to change our ordinance let's do it. We can keep it on the agenda until we hear back on this.

Commissioner Stawski sked if there was a plan to adjust the salary range for the mechanics if the CDL doesn't work. Salaries have gone up significantly for these positions.

Raymond Rogozinski, P.E., Director of Public Works, stated that we have talked about his. Our mechanic makes about \$35/hr. It always a challenge to support raises. We would have to get it up to the \$40/hr. range which is a big jump. The first step is trying to increase the pool with the CDL requirement and see what caliber mechanic we get. If increasing the pool with the CDL doesn't work, we will be back here talking about that.

Mayor Zoppo-Sassu stated that if the cdl does not work, then it would go to the salary commission and then to talk with 1338 about.

Commissioner Hartley stated that most mechanics working in typical dealerships don't get the overtime. The winter overtime did help people want to work for the DOT and the benefits. There is some tradeoff.

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

8 New Business

b. Street Acceptance

MOTION: made by Commissioner Hartley and seconded by Commissioner Stawski, to forward a positive referral to the Planning Commission accepting the following roads: Village Street – fifty-feet in width and running from the west line of Silo Road from station right [25-feet] 16+74.94, in a westerly and northerly direction approximately

1,305.70 feet back to meet Silo Road again on its west side at station right [25-feet] 24+42.15 with all connecting curves and intersections as a public highway to be so named .Final road acceptance is contingent upon the Department of Public Works –Engineering Division acceptance and the filing of mylars on the City of Bristol City Clerk Land Records. Motion passed.

c. DPW Spring Paving 2026

The Spring paving list for 2026 was reviewed and discussed with the board. The list includes roads that Eversource will be doing.

Raymond Rogozinski, P.E., Director of Public Works, stated that this a preliminary list and could change due to issues or projects that come up.

Mayor Zoppo-Sassu asked, looking at the fall list, if the spring list wasn't completed, they would be moved to the fall list.

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

Commissioner Hartley asked about Oakland Street, right past Rustic Terrace. The road is already sinking where Eversource paved over it during an emergency gas issue. It should be looked at.

Raymond Rogozinski, P.E., Director of Public Works, stated he will call Eversource regarding this tomorrow.

Mayor Zoppo-Sassu asked that Public Works streets division to cover the snow removal at the fire department ramps until they fill this position.

Raymond Rogozinski, P.E., Director of Public Works, stated that Public Works worked directly with Jay Kelly, and is not a problem for coverage.

9 Old Business

Mayor Zoppo-Sassu, stated that she did speak with the Arts and Culture board, who will be coming next week and meet with Dave Oakes for a walk thru of the building for areas to hang the art and how it will be hung.

10 Any other matter to come before said meeting

None

11 Adjournment

MOTION: made by Commissioner Hartley and seconded by Commissioner Stawski to adjourn at 7:20 p.m. Motion passed.

Signature.

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

DRAFT

February Anniversaries

Andrew Koscho	19 Years	Driver/ Collection
Zachary Norton	7 years	Engineering ENVRNMT Protection/Inland Wetlands Officer
David Oakes	21 years	Public Facilities * Energy Manager
Daniel Raspardo	18 years	Street Maintenance Equip Operator
John Taylor	21 years	Equipment Maintenance Coordinator
Austin Brown	2 years	Streets Laborer
Luther Holley	2 years	Streets Laborer



Department of Public Works | 860.584.6125

Board of Public Works
Public Works Department Activity Report: Administration – January 2026

Public Works Monthly Metrics:

Number of Residential Transfer Station Visitors	2,139
Number of Bulk Collections	236

Current month activities:

- PAYT reporting and debt collection continues. In December our delinquent accounts total \$7,644.76
- Communications, press releases, social media, website maintenance and enhancements are ongoing.
- Management of Street Light repair requests and Shopping Cart ordinance compliance.
- Educational outreach for Reduce & Reuse and training for the Recycle Coach application, which currently has 6,262 users.
- Pursued 33 abandoned shopping carts, \$180.00 written in fines were written.
- Welcome packets are now on the All heart website <https://bristolallheart.com/welcome> these letters are sent out monthly. My office sent out 107 in the month of December.
- Assisting Solid Waste with Illegal Bulk letters and fines. 22 complaints were received in January, resulting in 4 tickets \$432.00.
- The 2026 Yard Waste season has begun. We have renewed 755 residents for 2026.
- We have renewed 62 Additional Rubbish barrels for 2026.
- Continue the Food Scrap Collection campaign started 2024. Eastern High School will begin in the month of February food waste collection for every lunch wave. This is their 2026 project that the national honor society.
- The 2023 National honor society project is still going strong with bottle collection throughout the school weekly and they give the bottles and cans that would otherwise be thrown away to Brian's Angels.
- Plastic collection for our Trex benches is still going strong. In the month of January, we have dropped of 590 pounds. The city has received 7 benches since 2019. They are located at Page Park, Library, Senior Center and Pickle Ball courts.

Next month activities:

111 North Main Street ♦ Ground Floor ♦ 860-584-6125

- Enforcement of Illegal Bulk, Street light repair requests, welcome letters, PAYT debt collections, collecting additional barrels NOT paid for, shopping cart enforcement and monitor illegal dumping areas.
- Continue outreach to increase awareness of the Reduce & Reuse program and the Recycle Coach app. Adding more report a problem for residents to use the website vs calling in.
- Continue work on the Department's webpage, Facebook & Instagram accounts to enhance media presence. Everything is on our website and social media for residents to fill out or have their questions answered.
- The 2026 Yard Waste Season has begun and we will just get busier as the snow melts.
- 26/27 Budget workshops

Administration staff or concerns: None

Administration Monthly OT Costs: \$264.25

Land Use activities for January 2026:

Zoning Commission

Modification of Special Permit from (1) Automotive repair and service facility and (2) The display or sale of operable used automobiles to (1) Motor Vehicle Repair or Service Facility and (2) Motor Vehicle Sales and (3) To modify the number of vehicles displayed for sale at 237 East Main Street; Assessor's Map 41, Lot 20; BG (General Business) zone – APPROVED WITH STIPULATIONS.

Special Permit for Earth Removal in excess of 400 cubic yards associated with the development of two residential dwelling units at 45 Grassy Rd. (Lot 214); 51 Grassy Rd. (Lot 215); Lot 217 Grassy Rd. and Lot 216 Ambler Rd.; Assessor's Map 20, Lots 214, 215, 216 & 217; R-40 (Single-Family Residential) zone – PUBLIC HEARING CONTINUED TO FEBRUARY 9, 2026.

Site Plan for Earth Removal in excess of 400 cubic yards associated with the development of two residential dwelling units at 45 Grassy Rd. (Lot 214); 51 Grassy Rd. (Lot 215); Lot 217 Grassy Rd. and Lot 216 Ambler Rd.; Assessor's Map 20, Lots 214, 215, 216 & 217; R-40 (Single-Family Residential) zone – PUBLIC HEARING CONTINUED TO FEBRUARY 9, 2026.

2025 Annual Report for Special Permit for earth removal and processing of earth materials between south of Barnum Road, north of Farrell Avenue and east of Arcadia Rd.; Assessor's Maps 67, Lot 78 (Farrell Ave.), Lot 57 (Arcadia Rd.) and Lot 43 (Barnum Rd.); R-15 (Single-Family Residential) zone – ITEM CONTINUED FROM FEBRUARY 9, 2026; ANNUAL REPORT IS PAST DUE.

Inland Wetlands & Watercourses Agency

Wetlands application for earth removal activity within the upland review area associated with the development of two residential dwelling units at 45 & 51 Grassy Road; Lot 216 & Lot 217 Ambler Road; Assessor's Map 20, Lots 214, 215, 216 and 217 – PUBLIC HEARING CLOSED; DELIBERATIONS BEGIN FEBRUARY 2, 2026.

Wetlands application for the construction of a new multi-tenant industrial development, parking areas, and other associated improvements within the upland review boundary at 894 Middle Street; Assessor's Map 4, Lot 17-3 & 17-4-1; – PUBLIC HEARING POSTPONED TO FEBRUARY 2, 2026.

Planning Commission

The Commission did not meet in January.

Zoning Board of Appeals

The Board did not meet in January.

Aquifer Protection Agency

The Agency did not meet in January

Historic District Commission

The Commission did not meet in January.

Land Use staff or concerns:

Monthly overtime costs (Board/Commission Secretaries) at meetings: \$860.21

Facilities – January 2026

Building Maintenance current month (January 2026) activities:

- PerfectTemp finalized punch list items that remained pertaining to heating unit replacements at the City Yard Fleet & Streets Garage (primarily warranty replacement of numerous unit heater thermostats that failed within the first month of operations) with final inspections completed by Building Department Inspectors to close out the project
- Staff replaced existing gun locker enclosures at hallway entrance to Police Complex Holding Area with a new storage system selected by Bristol Police Staff, which also included restoration sheetrock repairs and final wall painting to match existing
- Millennium Builders completed Purchase Office storage space conversion to office space (including new door frame with window, electrical upgrades for Code compliance and addition of HVAC supply and return ductwork)
- Completed final elevator testing at 30 Hope Street with CT State Elevator Bureau, D'Amato & Thyssen Krupp Elevator, including communication connections for elevator emergency phone and fire panel lines with Alarm New England
- Manager Oakes attended a Facilities Roundtable event in South Windsor that focused on Department of Homeland Security Cybersecurity & Infrastructure Security Agency (CISA) resources available to CT Municipalities
- Police Complex Boiler #1 mud drum failed on 1/28, which will require the City to obtain/employ a temporary trailer-mounted steam boiler (rental) until the end of the heating season (AirTemp has been contracted to provide all services for site preparation, temporary electrical service for the temporary boiler and other aspects related to operating this system through the winter heating season)
- Staff worked through the extended severe Winter Storm Benjamin event beginning on 1/25 that required the closure of City Hall on 1/26 due to the amount of snow and lengthy duration of the storm event
- OS Metro completed warranty replacement of (3) security cameras at City Hall
- Public Works Staff collected and delivered over 1,000 pounds of residential plastic film/wrap for recycling at ShopRite that earned the City its 7th TREX outdoor bench via a national recycling program, which was delivered to the Beals for use at their community walking track as a rest stop for patrons (other benches have been deployed at Seymour Park pickle ball courts, Senior Center bocce courts, Main Library and Page Park)
- Collection of redeemable beverage containers from Bristol Eastern High School for Veteran Strong office staff

Building Maintenance next month (February 2026) activities:

- Manager Oakes to meet with Department of Aging Director Jason Krueger to discuss interior changes desired within the Beals Center current BBHD southwest wing that will be vacated when BBHD Staff move to the former BOE BECC wing adjacent to Probate Court in the north wing
- Strategics Spaces to deliver and install new workstation in recently converted Purchasing Department office on 2/4, in advance on new Assistant Purchasing Agent hire
- AirTemp and Oakland LLC to complete Boiler #1 isolation and service connections/start-up of temporary steam boiler trailer at Police Complex, which will carry the facility through the remainder of the 2026 winter/spring heating season
- Re-issue of Police Complex Mechanical & Electrical Renovation bid to address the lingering HVAC and facility issues due to aged equipment and infrastructure at 131 North Main Street
- Accurate Door to replace door and frame on the 3rd Floor Parking Garage of Police Complex on 2/5 that has deteriorated past the point of functionality
- Manager Oakes to participate in HVAC meeting and other tasks associated with moving toward final punch list at new Fire House #3 with Commissioning Agent from Van Zelm Engineers and building contractors/design firm
- Initiate kick-off with Purchasing Department, Department of Aging, Bristol-Burlington Health Department, Phase Zero Design and Annuli & Sons for the renovation of the former BOE Early Childhood Center at the north wing of the Beals Community Center

- Coordinate with Bristol Police Staff on wall repairs and re-painting of the Training Room on the 2nd Floor of 131 North Main Street
- Manager Oakes will continue to coordinate with Library Director Deb Prozzo. Manross Library Branch Manager Beth Martin and IT Department Staff to discuss expansion of site access system at Main Library and installation of site access system and security cameras at Manross Library, with the addition of DHS CISA staff who will complete on-site surveys to enhance the effectiveness of future security upgrades
- Respond to after hour snow operation events and conduct snow removal/de-icing as required

Building Maintenance Staff or Concerns:

- Anticipate minimal to moderate levels of Vacation/Miscellaneous time off during February
- Holiday overtime staffing required at the Police Complex on 2/16 Presidents Day holiday
- Lack of a Library Senior Maintenance Technician has added and shifted additional duties to Public Works Maintenance Staff to keep both Libraries operationally sound
- Traffic Control Technician ending employment with the City on 9/29 which has caused overtime operations until a permanent replacement is hired, as existing contract relies on Building Maintenance staff in the absence of this position
- Temporary Custodian currently at Police Complex to cover for regular Custodian who is on extended medical leave
- New A4 truck/plow replacement received for duty use on 1/23 after final configuration by Fleet Division was completed

Staff members worked tirelessly from 1/25 through 1/27 to deal with Winter Storm Benjamin snow removal operations and remedial site restoration work. Some staff worked in excess of 80 hours for the week and thankfully no injuries or other issues occurred. Thanks also to Streets, Solid Waste & Fleet Staff for their long hours and support throughout the prolonged winter weather event.

Building Maintenance OT Costs: \$3,788.00

Staffing coverage for after-hour maintenance service calls (Main Library de-icing on 1/10, Main Library lockset replacements, Main Library burglar alarm response on 1/19 holiday, Manross Library cracked toilet response to isolate, Main Library burglar response triggered by staff on 1/24, City Hall BOE Meeting on 1/24, North Main & Hope Street traffic light repair with Police on 1/27, 1/29 51 High Street sewage line back-up cleaning & 1/30 51 High Street office area deep cleanings, 1/31 weekend City Building inspections of mechanical rooms to due extreme, prolonged cold temperatures), Martin Luther King Jr. holiday overtime staffing at Police Complex, assist Public Work Engineering Division with signage/traffic signal lighting requests as required, snow operations response events on: 1/1, 1/4, 1/11, 1/17, 1/18, 1/19, 1/25, 1/26 & 1/27

Streets January 2026 Report

Streets current month activities:

- Continued with roadside maintenance of City properties, including litter and yard sign removal. This work will be on going throughout the seasons
Installed driveway aprons for engineering on new paved roads
- Serviced trees, including pruning, removals, and testing
 - **Tree take downs**- Trimmed for winter operations as well as a take down in West Cemetery
- **Major Roads Engineering**- OFF SEASON
- **Permanent Patch for Engineering**- NA
- Stump Removals/ Loam
- Continuing small road repair
- Addressing street signs
- Curb repair
- Vactor Work
- Cleaned out culverts throughout the city
- **Milling and Paving** –
- Driveway Aprons
- Loam Feeder
- Patched Potholes
- Street Sweeping
- Storm Drainage
 - **Completed Basin Repairs/Sinkholes**- Off Season
- **Winter Operations**- Dealt with several winter storms throughout the month as well as continuing to make salt brine for pre-treatment. Started snow removal throughout all 4 districts in the city
- Addressing mailbox work orders
- Continued making asphalt on our Bagela asphalt plant to pave/patch any asphalt related issues throughout the winter
- Finished installing retaining wall on Maple Court. Will fine tune everything once winter is done

Streets next month activities:

- Continue with roadside maintenance
 - Street Sweeping
 - Potholes
 - Curb repair
 - Loam
 - Tree removal
 - Tree trimming
 - Mowing
 - Driveway aprons
 - Milling and Paving
 - Catch basin repair
- Preparing for winter operations including plowing as well as snow removal
- Tilcon closed will continue making asphalt on our Bagela asphalt plant
- Continue making salt brine
- Continue working on Maple Court
- Permanent Patch List
- Milling and paving
- Winter Operations-
 - Plowed and treated roads
 - Service Requests
 - Mailbox installations

- Continue addressing street road name signage replacement
 - Installing new poles and or signage
 - Look into printing other road signage of other Departments
 - Fixing and installing signs for Police Department
- Maintenance of city properties
 - Litter clean up
 - Lawn Maintenance
 - Bridge clean up
- Continue tree take downs, trimming and stump grinding
- Continue to address seasonal maintenance activities, including preparation of seasonal operation equipment
- Assist other public work programs and departments as required

Streets staff or concerns:

Street Division is currently addressing service requests from the general public with our maintenance programs. We have been managing these requests throughout designated areas.

January OT Totals: \$2,040.82 Streets

Solid Waste January 2026 Report

Solid Waste current month activities:

- Continued illegal bulk inspection and enforcement activities. We sent 22 letters to residents for illegal bulk and cleaned up 4 stops. Residents cleaned up 8 stops, with 10 still pending
- Continued curbside bulk collection, we collected 176 scheduled pick-ups.
- Continued the on-site management of barrels at the Transfer Station, disassembling, cleaning and reusing barrels.
- We currently have 760 new or renewed yard waste participants.
- Continued cleaning up areas with high amounts of litter.
- Finished curbside Christmas tree collection, collecting a total of 10.5 tons.
- Worked overtime to make up for New Year's curbside collections.
- Shipped out a trailer full of broken barrels for reclaim, approximately 400 barrels.
- Assisted the streets department with winter storm plowing and snow clean up.

Solid Waste next month activities

- Continue illegal bulk inspection and enforcement activities.
- Continued the on-site management of barrels at the Transfer Station, disassembling, cleaning and reusing barrels
- Patrol known dumping areas for illegally dumped items.
- Continue cleaning up areas with high amounts of litter.
- Work overtime to make up for Presidents Day curbside collections.

Solid Waste staff or concerns:

- Manage Solid Waste Division staffing levels.
- Manage Division vehicle equipment needs.
- Continue to cross train Division employees.

<u>OT Costs/Revenue Generated:</u>	
Solid Waste OT =	\$15,293.03
Transfer Station OT =	\$6,066.85
TS Revenue (PAYT) =	\$18,541.73
Residential Permits =	\$1,910.00
Commercial Permits =	\$125.00
Yard Waste Revenue =	\$68,250.00
Murphy Road Rebate =	\$0.00
Iron Liberty Recycling =	\$0.00
Aluminum Liberty Rec =	\$0.00
Batteries Liberty Rec =	\$0.00
Electronics NewTech =	\$0.00
Compost Sale =	\$0.00
Bulk Pick-Up Revenue =	\$0.00
Book Box =	\$0.00
Misc. Revenue =	\$0.00
Border Street =	\$705.00
Illegal Bulk Fines =	\$0.00
Clothing Recycling =	\$0.00
Additional Barrel Sale =	\$12,090.00
Damaged barrel =	\$134.00
Special Pick up – 2 nd	\$545.00

Fleet Maintenance Current Activities:

Streets Div.

1. **S10** – (2021 mason dump) Front brakes and rotors replaced. 2 plow lines replaced during storm. Vehicle was serviced as well.
2. **GS8** – (2006 mason dump) Transmission lines were replaced due to corrosion. Replaced with new stainless lines. Front and rear brake pads, rotors and seals were replaced due to being warped causing brake pedal to pulsate. Rear spreader control module replaced due to corrosion.
3. **S26** – (2018 10 wheeled dump truck) Transmission cooler lines rotted out. Lines were replaced with stainless. Plow fitting valve box was rebuilt with new o rings to prevent leaking.
4. **S13** – (2019 6 wheeled dump truck) Rear wheel lug nuts snapped off during storm due to overloading. (Driver was spoken to) Lugs were replaced and a spare hub was ordered if this were to happen again. Mechanic noticed 2 bad slack adjusters while completing initial repair. Both slacks were replaced as well.
5. **S42** – (2004 6 wheeled dump) Intercooler line failed during storm. Parts were ordered and is in line to be repaired due to short staff.
6. **S20** – (2010 6 wheeled dump truck) Replaced 2 broken plow cylinders. Rear axle was snapped during storm from driver trying to get himself unstuck instead of calling for help. While truck was in for repair, tech noticed cooler lines in bad shape. New ones were installed. Truck also had a check engine light that resulted in the replacement of the recirculation valve and DPF filter. Truck is still in shop awaiting parts.
7. **S18** – (2020 10 wheeled dump truck) Truck was backed into another truck causing dump body damage. Fleet was able to heat and mold components back into shape allowing the dump locks to work properly again.
8. **S36** – (2015 mason dump) Transmission gear selector on transmission broke. During repair, tech noticed the transmission gear selector cable was starting to fray. Cable was ordered and is scheduled to be repaired by early February.
9. **S2** – (2022 pickup truck) Plow lines replaced during storm. Plow power harness replaced after storm. Battery fuse block was also replaced due to bad connection in the block itself.
10. **GS13** – (1998 6 wheeled plow truck) Water pump replaced along with new belt and pulley. Truck is in poor condition and needs to be retired. Rear stainless spreader will be pulled and put on unit S42. New tail shaft will be needed to complete the rebuild. Old rotted out bed from S42 will be scrapped.
11. **S12** – (2009 10 wheeled dump truck) Fuses replaced to make strobes function. Power steering lines were replaced due to corrosion.

Solid Waste Div.

1. **R11** – (2017 automated rubbish truck) Packer piston replaced due to blown out cap nut. (Caused by excessive packing) Packer panel track was replaced on one side due to large crack and bent in it. Worn packer rollers were replaced as well.
2. **R15** – (2020 automated rubbish truck) Unit lost all communication with ECM. Due to short staff and winter ops, unit was sent to Peterbilt for repairs. Truck is still there.
3. **R8** – (2022 automated rubbish truck) PTO shaft and steering column bearing replaced. This unit is facing similar issues with the ECM causing multiple codes. Truck will be swapped out with R15 when it's completed.
4. **R27** – (2015 automated rubbish truck) Main wrist pin and mounting bolts broke in grabber arm. Issues were repaired, truck was serviced and back online.
5. **R14** – (2019 6 wheeled automated truck) Truck was pulled into shop with 2 broken air cans and mounts. Seems to be caused by running chains during a snow event. Repairs were made and unit is back online.

Fleet Maintenance Next Month's Activities:

1. Continue scheduled maintenance to our Fleet vehicles.
2. Continue scheduled services to our other divisions as well as our P.D.
3. Continue to keep Streets & Solid Waste Ops. running strong.
4. Continue servicing BBH, Building and Cert vehicles.
5. Still working/waiting on budgeted bid items.
6. Going through all plow blades.
7. Going through all rear spreaders.
8. S45 & A5 will receive new rear mounted spreaders.
9. Fleet will (try) to go through front end loader snowblowers.
10. Building Maintenance receives new A4 pickup truck.

Fleet Maintenance Staff or Concerns:

- DPW really needs a dedicated wash building or a proper way to clean trucks. Trucks being brought in for repairs are in rough shape from poor washing.
- (Still) Down 1 Mechanic and 2 Mechanic's Helpers. This has us sending more units out to be repaired for work we could perform in house becoming more costly.

Overtime expenditures and totals:

\$5,525.27 (Holiday & Storms).



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: February 5, 2026

TO: Raymond Rogozinski P.E., Public Works Director

FROM: David Oakes, Public Works Facilities & Energy Manager

RE: City Building Project List Updates

Beals Center – Café & Card Room Upgrades \$38,000

Department of Aging Director Jason Krueger informed Manager Oakes that upgrades to the Café and Card Room are on hold pending Bristol-Burlington Health Department office shifts and adjustments within the Beals Community Center. Design documents were generated for the BBHD work scope by Colliers Associates. Bids were received for Contract #2C226-002 at the end of October 2025, with Annuli & Sons being lower bidder at \$2,158,000.00. The renovation project is currently under review by the Mayor and City Council.

Main Library Site Access System Upgrades \$25,000

The Main Library currently has a security camera system which covers the building. In the past year, a single side door entrance was put onto the Avigilon site access system to allow for Library Staff to gain access prior to open public hours at the Main Library. The FY25-26 funding would expand coverage the site access system to include sensitive and high security areas of the building to allow access only to those employees that require it and provide a tracking log of when high security access areas are entered. Manager Oakes is currently working with IT Department Staff on formulating a bid document for the Purchasing Department to use for the system expansions.

UPDATE: Manager Oakes attending a CT Municipality Facilities roundtable in South Windsor on 1/21, which focused on enhancing cyber and infrastructure security for towns and cities. Representatives from the Department of Homeland Security Cybersecurity & Infrastructure Security Agency (CISA) provided a summary of their services that can be provided to all CT Municipalities. Based on this meeting, Manager Oakes has engaged with the CISA Staff to make onsite visits and provide a third-party review of several City Building facilities (specifically the (2) new Parking Garages, Parking Garage at 131 North Main Street and both Libraries). These surveys will assist in understanding current shortcomings that exist and where priority improvements should be made. This will also aid in helping City Staff determine best practices, as well as providing guidance for the upcoming site access upgrades at Main and Manross Libraries. IT Department Staff can also use DHS CISA programs to increase cybersecurity measures in a constantly changing internet environment.

Manross Library Site Access System Installation \$25,000

The Manross Library does not have a security camera system or any site access doorways currently. This funding would include the addition of security cameras at (2) public entrances and (1) staff-only entrance at the rear of the building. The 3 building entrances with security cameras would record all entrance and

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egress from the building, providing Library Staff and visitors with a high sense of security and also protecting valuable Library assets from “walking off.” A site access badge reader would be added to the rear Staff entrance for off-hour access. Manager Oakes is currently working with IT Department Staff to have a vendor provide a site assessment on priority locations for security cameras to provide the most coverage possible with limited placements.

Police Complex Doors/Frames & Locks Replacement \$50,000

Work continues to address remaining doorways in the Parking Garage that are exterior and prone to weather exposure and deterioration. Interior doors will be addressed over the next several months, which are not weather dependent.

To date, complete door and frame replacements (including ancillary hardware) have been completed on the 4th level Parking Garage double door-set, 3rd level Parking Garage North Stairwell, and replacement of a continuous hinge on the 1st level north exterior door of the Police Complex. Total costs to date are \$17,272.00 and the remaining \$32,727 will address several other deteriorated exterior doors and then for interior doors that are crucial to Bristol Police site security (front lobby doors, exterior basement garage, southern employee entrance).

Police Complex Office Carpeting & Interior Painting \$20,000

The interior space of the 1st Floor of the Police Complex has not seen an update or enhancement since 2000. The funding for FY25-26 will be used to replace 20-year-old carpeting in office spaces for indoor air quality improvement and staff benefit. Areas include OIC office, Records Division, Administration Row, Detectives Division offices (CID), Dispatch Offices, Front Desk and Sargent’s office. If any funding remains, interior painting will be completed to the extent possible, as walls encounter a high level of wear due to the bulky duty belts and tactical vest gear each Officer wears on a daily basis. Manager Oakes is currently working with Bristol Police Deputy Chief Robert Osborne on priority areas and the request to repaint the 2nd Floor Training Room is high at this time.

Police Complex Renovation Conceptual Plan

Although previously listed at \$10,000, Director Rogozinski did not proceed with this work scope and no purchase order was issued.

Other Projects

City Yard Fleet Garage & Street Garage Heating Upgrades \$300,000 CIP Funded

PerfecTemp Staff completed warranty replacement of numerous faulty unit heater thermostats as a final punch list task. Building Department Inspector completed a site visit, signed off on the project and provided at Certificate of Approval on 1/23/26. The project has been completed in full.

Bristol Police Complex Boiler #1 & Temporary Boiler Rental

On 1/28, it was discovered that the sight glass on Boiler #1 at the Bristol Police Complex had ruptured. Upon further inspection it was found that the boiler had gone offline at some point over the weekend of 1/24-1/26. Staff completed normal boiler “blow-downs” on 1/23 and both boilers were fully operational at



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that time. Due to Boiler #1 being offline for an extended period of extreme low temperatures, the ambient heating within the Boiler Room dropped significantly. Adding to the fact that Boiler #1 is directly below the outdoor make-up air shaft, water within Boiler #1 actually froze within pipes while offline.

During repair work completed by Oakland LLC on 1/28, the sight glass was replaced and upon firing off Boiler #1, a substantial leak was found on the equalizer pipe that connects to both Boiler #1 and Boiler #2. Subsequent repairs to the equalizer pipe on 1/29 were being conducted when Oakland Staff found that the left mud drum on Boiler #1 was cracked and compromised. The mud drum is of cast iron construction. Public Works Staff had completed a replacement of a mud drum on Boiler #2 over the summer of 2025. Locating this antiquate mud drum was near impossible at that time. CT Boiler Repair was only able to locate (1) mud drum after multiple vendors searched the entire Northeast region and most of the United States. The HB Smith 350 Mills Boilers are over 48 years old and the manufacturer no longer casts iron mud drums for these units. CT Boiler again attempted to locate a mud drum for Boiler #1, with no success.

It was determined that due to the critical requirement to have a secondary boiler, a temporary steam boiler would need to be employed for the remainder of the 2026 winter heating season. Relying on one single boiler would put the Bristol Police Complex in a precarious position of hoping the operational Boiler #2 would not fail. If Boiler #2 went offline, the entire facility would be without heating and unoccupiable and shut down per Building Code and OSHA standards for permissible occupied office heating levels.

AirTemp and Oakland LLC will be working in conjunction to isolate Boiler #1, disconnect and then tie in a trailer-mounted steam boiler. The temporary boiler will be placed along side of the natural gas meter at 131 North Main and plumbing into the Boiler Room. Electrical service will also be brought out to the temporary boiler. To accommodate these connections, several concrete core boring will be completed in advance. The rental of this temporary boiler will be for 3 months initial, and extended as needed based on weather conditions in April/May.

Furthermore, this incident precipitates the need to move forward with the previously issued bid for mechanical and electrical upgrades at the Police Complex. Van Zelm Engineers provided design documents previously for this bid originally and will update those documents and prints so that the City can issue an open bid and proceed with this work scope in a quick manner to complete over the summer/fall of 2026 to be prepared for the winter 2027 heating season.

PUBLIC WORKS BOARD CITY BUILDING PROJECT LIST - FEBRUARY 2026

Funding Year	Location	Project Name	Contractor Name	Current Budget	Construction Estimated % Complete	Schedule/ Completion Date	Comments/Recommendations	Original Budget
FY23-24	Beals Center	Café & Card Room Upgrades	TBD	\$38,000.00	0%	TBD	Pending BBHD office shifts within Beals Center	\$38,000.00
FY25-26	Main Library	Site Access System Upgrades	TBD	\$25,000.00	0%	TBD	Reviewing scope with IT Dept & Library Staff	\$25,000.00
FY25-26	Manross Library	Site Access System Installation	TBD	\$25,000.00	0%	TBD	Reviewing scope with IT Dept & Library Staff	\$25,000.00
FY25-26	Police Complex	Door/Frame & Lock Replacements	Accurate Commercial Door	\$32,727.00	40%	TBD	Parking Garage Stairwells Doors being addressed currently	\$50,000.00
FY25-26	Police Complex	Office Carpeting & Interior Painting	TBD	\$20,000.00	0%	TBD	Establishing priority areas with Police Admin. Staff	\$20,000.00

\$140,727.00

Available as of July 2025	\$110,616.63
FY25-26 Funding	\$140,000.00
Spent 2025-2026	\$60,119.06
Less Committed Contracts	\$8,014.19
Less Committed Projects	\$108,000.00
Net Available	\$74,483.38

MEMORANDUM

DATE: February 13, 2026

TO: Mayor Ellen Zoppo-Sassu
Board of Public Works

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

RE: BPW February 2026 – Director’s Report

Please find attached a summary report of the Department’s activities, issues, and concerns for the February 12, 2026 Board of Public Works meeting.

1. **Staffing: 10** DPW positions vacant, not including the 2 laborer positions removed as part of the FY2025-26 budget. As indicated in the vacancy summary below, there has been no change to DPW’s vacancies. However, the City has performed the following:
 - a. Finalized the 233 bargaining unit union contract which will enable HR/DPW to revise/update the DPW Traffic Tech position to require an electrician license to combine traffic signal and streetlight replacement duties.
 - b. HR is finalizing the hiring of new laborer and is evaluating an increase in recruitment advertisements.
 - c. HR has completed revisions to the Mechanic and Mechanic Helper job descriptions, indicating a CDL is NOT required at the time of employment. The City will cover employee CDL training costs.
 - d. DPW is requesting that employment solicitations for the Mechanic, Mechanic Helper, and Laborer positions be advertised on Indeed.

DPW Vacancy summary: **Administration Division** fully staffed. **Landuse Division - 1** Assistant City Planner **Eng. Division – 1** Project Manager position vacant. **1** Excavation inspector vacant, Traffic Signal Tech (retired) vacant. The excavation inspector position is being filled on a temporary basis with a construction inspector. **1** Traffic Tech duties are being filled in accordance with an MOU. **1** Civil engineer position, the City has received an application from an engineer currently serving in the military, scheduled to complete service in March (DPW has requested HR contact candidate). **Bldg. Divisions –** fully staffed, temporary custodian hired to fill vacancy of staff member out on medical leave. **Solid Waste – 1 laborer. Fleet Division: 1** vacant mechanic & **2** mechanic helper positions posted to the outside. **Street Div. 1** laborer. DPW requested FY2026-27 Budget include funding for one of the two laborer positions eliminated in the FY2025-26 budget.

2. **Hope Street Parking Garage:** Certificate of Occupancy issued on February 13, 2026.
3. **Winter Salt Storage Shortage:** DPW is experiencing the regional salt shortage. DPW currently has approximately 1,000 to 1,200 tons of salt, estimated enough for 3 storms. DPW has two salt storage domes, a 5,000 ton dome on V.P. Kelly Rd, and 2,000 ton dome at James P Casey Road. We have been notified that we can obtain 500 tons of untreated salt the week of 2/15/26, and potentially 1,000 tons of treated salt the following week of 2/22/26. With that said, we have had a pending order since Jan 15th, and have been advised of deliveries in the past with no salt delivered. DPW is reserving salt; we are not providing, or we are limiting, salt to other departments and agencies. DPW is also limiting salt applications during storms. DPW typically uses treated salt at a cost of \$87.50/ton. The Department procured 150 tons of untreated (snow white) salt the week of 2/8/26 at a cost of \$120/ton.
4. **Sidewalk Snow Clearing & DPW Mail Box Replacement:** DPW has been notified by PD of 35 unshoveled sidewalks. Of the sidewalks, DPW has only had to clear 7 sidewalks, the other sidewalks (28) were shoveled based on PD notice, and no action was required by DPW. DPW has replaced 140 mailboxes damaged in the January 24-26, 2026 winter storm. Less than 5 of the mailboxes were out of specs or exhibited evidence of damage prior to the storm. Therefore, 135 of the mailboxes are being replaced or repaired at DPW expense.
5. **Transfer Station:** DPW has revised its previous practice with respect to the disposal of cardboard collected at the transfer station. DPW collects and compacts carboard that was previously disposed of at Murphy Road LLC as municipal recycling at a cost of approx. \$95/ton. DPW is now disposing the cardboard at Norton Place in Plainville a no-cost, saving \$9,500 (\$95/ton X 100 tons/year \$9,500).
6. **Shrub Road Sidewalk Project:** Has been submitted to the CT DOT for a final review and authorization to bid. Per the BPW previous approval, the plans were revised to eliminate the painted island eliminated along with parking east of open space.
7. **Street Light Repairs:** There are currently 20 streetlights know by DPW to be out of service (see attached report):
 - i. 4 of the 20 do not have power and require Eversource action.
 - ii. 4 of the 20 are non-standard lights with parts on order.
 - iii. 5 of 20 are on designated streets that require Police traffic protection. Work is coordinated to limit traffic control costs
 - iv. 7 of 20 are scheduled to be inspected by DPW’s vendor on 2/17/26.
8. Storm Water Resiliency Grant: Public Meeting scheduled for February 25, 2026 to provide residents and opportunity to provide input and information regarding flooding in the City.
9. HHW: The annual Household Hazardous Waste collection has been scheduled for 11/14/26 at DPW’s Vincent P Kelley Road facility (9:00 AM to 1:00 PM).



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10. PD Boiler: One of the two steam boilers in the PD Complex failed. As previously reported to the BPW, the boilers were in poor condition. Parts for the boiler are unavailable. In order to ensure heat to the City's Police & IT Departments, a temporary boiler has been installed (cost \$85,000). DPW currently has a pending CIP project to replace the steam boilers with hot water boilers. As indicated in the attached, the current plan is to utilize the temporary boiler for the rest of the winter, and proceed with the proposed CIP project to replace and upgrade the HVAC & electrical systems.
11. Traffic Signal North Main St at School St: The referenced traffic signal is currently on flash due to an Eversource power surge. DPW is arranging to replace the primary electric feed in the control panel. Once complete, an assessment of traffic control equipment will be performed to determine additional damage (if any). DPW has contacted Eversource regarding the submittal of claim to recoup cost.
12. Fire House 3 – Forestville: New station being completed, Certificate of Occupancy scheduled for the last week of February, with Fire House relocation anticipated for mid-March.
13. RRFB Installation: DPW will be installing a Rectangular Rapid Flashing Beacon on the southern end of Lake Ave in the area of Lake Compounce to increase safety.

Please feel free to contact me with any questions or concerns at 860-584-6113.

2-12-2026 Street Light Update

Eversource Street Light Issues

- 178 Mechanic St – Pole #1770 – Light Outage
- 176 Brentwood Dr – Pole #11416 – Light Outage
- 222 Corbin Ridge – No pole number in data – Non-traditional street light pole – Light Outage
- Enterprise Dr / Century Dr Area – Light Outage (Exact poles number unknown, Eversource to assign first available crew to inspect the outage 2-11-26)

Shock Electrical Light Issues

- 110 Wildewood Run – Pole #12 – Waiting on non-traditional parts
- 130 Wildewood Run – Pole #13 – Waiting on non-traditional parts
- 125 Brandon Run – Pole #15248 – Waiting on non-traditional parts
- 123 Middle Street – Pole #2862 – Police Road list / Waiting on Shock
- 247 Terryville Ave – Pole #4083 – Police Road list / Waiting on Shock
- 257 Terryville Ave – Pole #4085 – Police Road list / Waiting on Shock
- 289 Terryville Ave – Pole #4087 – Police Road list / Waiting on Shock
- 341 Cameron Dr – Pole #15329 – Waiting on non-traditional parts
- 150 Main St – Pole #153 – New Pole, Police Road list
- Lake Ave – Pole #2553 – Shocks List Sched 2/17/26
- Lake Ave – Pole #6033 – Shocks List Sched 2/17/26
- 120 Buckboard La – Pole #13673 – Shocks List Sched 2/17/26
- 9 Baldwin Dr – Pole #620 Sched 2/17/26
- 40 Windsor Lane – Pole #12285 – Shocks List Sched 2/17/26
- 361 Wolcott St – Pole #2407 – Police Road list Sched 2/17/26
- Jerome Ave & Swanson Light On Continuance Sched 2/17/26



BRISTOL EXPERIENCES FLOODING THAT CAN BLOCK ROADWAYS AND DAMAGE PROPERTY.

Some buildings have been damaged by floods more than once in recent years. In severe cases, flooding can endanger the safety and wellbeing of residents.



The City of Bristol is exploring ways to reduce flood risk. A key step in this process is understanding where flooding occurs. We want to hear from you—Bristol's residents, property owners, and businesses—about your experience with flooding.

We want your input!

- » Has flooding impacted your home, property, or business?
- » Has flooding happened along your commute to work, home, or school?
- » Where have these disruptions happened?



On **February 25, 2026 at 6:30 PM** in **Bristol's City Council Chambers**, we're hosting a public workshop to map local flooding concerns and talk about flood recovery resources. The findings of this workshop will help shape the City's response to this persistent challenge.

City Hall Council Chambers
111 N. Main St., 1st floor
Bristol, CT 06010

10

Raymond Rogozinski

From: Raymond Rogozinski
Sent: Tuesday, February 10, 2026 3:38 PM
To: 'DAVID HARTLEY'; Fusco, Peter
Cc: Ellen Zoppo-Sassu; Diane Waldron; Nancy Haynes; David Oakes; Luis Lorenzo
Subject: PD Complex Temp Boiler - Update

The temporary boiler has been installed since the end of last week. It is operating well. **Based on installation, rental and removal the cost will be approx. \$85,000** (\$80,000 to Perfect Temp & \$5,000 Oakland Mech).

It is anticipated that the boiler will be in place until the end of April. As presented to the CIP committee, DPW is proposing renovation to the PD complex consisting of the following:

Phase I: Replacement of MEP (mechanical, electrical and plumbing) systems. MEP upgrade of the Police Court Complex heating and electrical systems consists of replacing the 2 existing steam boilers with 2 hot water boilers as well as replacement of the existing air handling unit (AHU). Due to construction phasing, MEP work also includes modifications to install new coils in the AHU in order to allow units to operate on hot water until new AHU units can be installed. The engineering associated with the project is essentially complete, the project was bid in 2023 at a cost of \$5,298,000. A BOF appropriation of \$3,100,000 is currently in place. Due to budget overruns the project was suspended. The updated project would consist of incorporating value engineering and increasing the plumbing renovation components of the project. The project will include repairs to all wall and ceiling disturbed as part of the project, along with painting of the disturbed rooms. Total Phase I Est cost \$6,100,000 (additional appropriation of \$2,700,000 required)

Phase II: Renovation of parking garage (structural). Engineering and construction. To date a detailed study containing a cost estimate has been completed by Desman Associated. The project will include engineering design & construction. Total Phase II \$8,400,000.

I would like to thank the Mayor, Dave Hartley, Peter Fusco, Diane Waldron, Nancy Haynes along with DPW Bldg. staff David Oakes and Luis Lorenzo for all your assistance.

Available to discuss.

Raymond Rogozinski

From: Raymond Rogozinski
Sent: Thursday, February 12, 2026 4:33 PM
To: Raymond Rogozinski

N. MAIN ST & SCHOOL ST TRAFFIC SIGN



Sent from my iPhone



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: February 7, 2026

TO: Mayor Ellen Zoppo-Sassu
Board of Public Works

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

RE: DPW Snow Removal and Ice Control Policy - Update

Please find attached an updated Snow Removal and Ice Control Policy for the Department of Public Works, along with Department's current (old) policy. The policy revisions primarily consist of additional details and provisions to reflect the Department's current practices.

The Department has managed several snow events in the last month, including the storm on January 25, 2026 with snow accumulation of 18 inches. The updated policy essentially consists of items that have arisen over the past weeks associated with larger storm storms, drifting snow, and salt shortages. The policy has been updated to serve as a tool that will provide guidance to manage future storm events and winter operations. In particular, policy revisions focus on the additional of details to Section 5, Scope and Responsibilities, and Section 6 L, Procedures – Snow Storms with Greater than 12 inches in Accumulations.

In addition to updates and additional details, the revised policy redefines when DPW snow operations are initiated. The current (old) and proposed (new) policy is provided below:

Current (Old) Policy – Section 6 Procedures

Snow accumulation of one (1") inch or more.

Proposed (New) Policy – Section 6Biii: Procedure – DPW Operation Mobilization/Deployment

Snow accumulation that potentially poses a travel hazard, snow that remains on the roadway surface (does not melt) throughout a large portion of the City for more than 2 hours, typically 1 inch or more.



Department of Public Works | 860.584.6125

The proposed update reflects the Department's current practice. The current (old) policy does, however, include a provision for the Police Department to notify and call-in DPW to perform snow operations when roads became hazardous, often prior to 1 inch of accumulated snow. With that said, DPW does not foresee a time that the Department would **not** perform snow operations when there are snow accumulations of 1 inch throughout the City. I would also state that due to elevation differences, there are times when DPW snow operations consists of plowing snow in the higher elevations of the City, such as Chippens Hill, and applying salt treatment in the lower elevations.

The policy also includes the current (old) policy of DPW performing and managing snow removal and ice control at BOE facilities. In accordance with the policy, DPW performs all required snow removal and ice control for BOE parking lots, including managing contractors' activity, at West Bristol, Bristol Eastern, and Bristol Central. As the BPW may recall, the Department has hired dedicated contractors to perform snow operations at the referenced schools for all storm events. Although not reflected in policy revisions, DPW has been in discussion with BOE staff and supports a change in policy that would result in BOE staff management performing snow removal at all BOE facilities. Under this proposal, contractors will be used to plow all BOE facilities, funded through DPW's Snow Removal Contractor Fee account. The snow removal operations would be managed by the BOE, and DPW will continue to apply salt treatment.

The existing DPW contract to plow City streets containing hourly rates will be used in the short term to procure the expanded contractor services to plow additional BOE lots. Moving forward, DPW will prepare separate bids for the BOE lots. DPW is currently evaluating if contract-provided salt treatment will be included in bids, or if DPW will continue to provide the service.

To adopt the Department of Works' proposed Snow Removal and Ice Control Policy, the Department requests the following Board of Public Works action:

Approve revisions and updates to the Department of Public Work's Snow Removal and Ice Control Policy as submitted effected February 19, 2026. Said approval shall include provisions for BOE staff to manage snow removal operations at BOE facilities utilizing contract services, funded by the City's DPW Snow Removal Program Contract Fee account.



Department of Public Works | 860.584.6125

Please feel free to contact me with any questions or concerns at 860-584-6113.

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

CITY OF BRISTOL – PUBLIC WORKS POLICY

25 Snow Removal and Ice Control

1. Policy Name

25 Snow Removal and Ice Control

2. Responsible Division

The Department of Public Works Streets Division and Building Maintenance Division

3. Rationale or Purpose

This policy establishes the formal Snow Removal and Ice Control plan for the City of Bristol Department of Public Works. The policy also defines the routes and priorities for snow removal and ice control for the Department.

4. Policy Statement

The Department of Public Works is responsible to provide snow removal and ice control on City Street and Department maintained facilities. DPW Streets Division is responsible for snow removal and ice control on the City's 234 miles of City Streets and a number of City parking lots and sidewalks. The DPW Building Maintenance Division is responsible for snow removal and ice control at City-maintained buildings such as City Hall, the Police Complex, BPRYCS 51 High St building, and City Parking Garages. The Building Maintenance Division work includes parking lots and sidewalks, the Main Library parking lot, and assists at the Senior Center.

The Department of Public Works strives to provide snow removal and ice control in a safe and cost-effective manner. The City uses Public Works staff and equipment as well as private contractors, as needed, to provide adequate snow removal and ice control for the safety of travelers on City streets.

5. Scope and responsibility of winter operations

Areas/ Items	Responsible Party
City Accepted Streets (234 miles)	DPW Streets Division
City Facilities – Parking Lots and Walks (City Hall, PD Complex, Meadow St & Hope St Parking Garages, BPRYCS 51 High St Bldgs.). Work includes snow removal from Street sidewalks in accordance with City Ordinance 21-23.	DPW BLDG Maintenance Division
Libraries, Senior Center, West End (2), and Mix Street parking Lots.	DPW Street Divisions
Sidewalks along City owned parcels and bridges, excluding BOE, Water/Sewer, Park and Fire department facilities. Work includes but is not limited to West End,	DPW Streets Division

pathway from Hope St parking garage to Main St and North Main St bus shelters.	
PD Willis Street Emergency Cell Tower & generator access	DPW BLDG Maintenance Division
Libraries & Senior Center building walks	Library and Senior Center staff
City Cemeteries	West Cemetery Association
BOE Schools (19) & Administrative Building excluding West Bristol, Bristol Central and Bristol Eastern	DPW Streets Division
West Bristol, Bristol Eastern and Bristol Central	Contractors
Animal Control (Vincent P Kelly Road) walks	DPW BLDG Maintenance Division
30 Cross St parking and sidewalks	DPW BLDG Maintenance
Downtown (N. Main St, Main St (Riverside to Prospect), Riverside & Hope St. Snow plowed to center of street and removed (hailed away) after storm.	DPW Street Division
State Highways (CT Route 72, Riverside Ave Extension, Riverside Ave, School St, Park St and Terryville Road), Route 229 (Middle St & King St), CT Route 69 (Wolcott Rd, West St & Burlington Ave). Work includes bridge sidewalks on State roads.	CT DOT
City Fire Hydrants	Bristol Water Department

The Streets Division of Public Works will respond to emergency situations on State highways when the State Department of Transportation is unavailable, or as requested by the Chief or Shift Commander of Bristol Police Department when state resources are not able to respond in a timely manner.

Snow and ice control operations will be conducted when weather conditions do not endanger the safety of city employees and equipment. Factors that may delay snow and ice control operations include severe cold, significant winds, and limited visibility. In addition, rest periods are provided to DPW staff when work durations are greater than 10 hours.

The Department of Public Works does not provide snow removal and ice control at all City facilities and roadways. The City's Water and Sewer Department maintains their designated facilities (administrative office, pump station, water towers, and well). The Fire Department, Senior Center, and Library Departments also maintain their own facilities, however, DPW Building Maintenance staff provides assistance as required. The Department

does not perform snow removal and ice control on private driveways to residential homes or accessways on unaccepted roads that serve primarily as private driveways.

6. Procedures

A. Pre-Storm Activity

- i. Weather Forecast Monitoring: The Department monitors weather conditions throughout the winter, October to April. In addition to public weather sources, the Department procures the services of a private weather service. The current provider is BAM Weather, which provides a summary of daily forecasted weather, a detailed projected hourly forecast for 16 hours, and most importantly, the ability to text the service's on-call meteorologist with a question on the weather 24-hours a day, 7-days a week. The Department shall periodically evaluate weather service providers and may change providers from time to time.
- ii. Salt Brine Application: The Department applies salt brine on City streets to produce a salt residue prior to the storm. Salt brine is produced by mixing water and solar salt to form a solution of 23.3% salt. Liquid magnesium chloride can also be added to the solution to increase the effectiveness of brine at low temperatures (8-10 degrees).

The Department has one tank truck equipped to apply salt brine solution. The brine solution is applied 2-3 days prior to the storm. Weather conditions are monitored to ensure effective temperatures are maintained, and rain does not wash away the applied brine.

Brine applications shall be prioritized in the hilly areas of the City. A prioritized list of roads for brine applications shall be maintained by DPW.

B. DPW Snow Operation Mobilization/Deployment:

DPW mobilizes for winter operations either based on DPW's evaluation of weather conditions (expected storm) or a call-in notification from the Police Department. When DPW mobilizes for winter operations, based on weather reports, staffing is typically scheduled to start 1 hour before the snow (storm event).

The Director of Public Works or the Snow and Ice Control Supervisor (Superintendent of Streets) will decide when to begin snow or ice control operations. The criteria for the decision are as follows:

- i. Notice(s) from weather forecasts and services

- ii. Notice from Bristol Police Department – precipitation/emergency-specific calls.
- iii. Snow accumulation that potentially poses a travel hazard, snow that remains on the roadway surface (does not melt) throughout a large portion of the City for more than 2 hours, typically 1 inch or more.
- iv. Drifting of snow that causes problems for travel;
- v. Icy conditions which seriously affect travel;
- vi. Time of snowfall in relationship to heavy traffic patterns.

It should be noted that winter storm operations occur for non-storm activities, such as icing conditions associated with Fire Department activities, broken water mains, and ground water/foundation drains discharging to City streets.

DPW staff shall be alert to ice conditions during long (1-2 weeks) of subfreezing temperatures. These periods increase probability of groundwater discharge to City streets. Each location shall be recorded and referred to the DPW Engineering Division for potential installation of City storm drainage systems.

C. DPW Snow Operation Staffing:

DPW staffing is based on the analysis of the storm event. If mobilization is scheduled due to monitoring of weather conditions, DPW Streets Division will fully mobilize to cover the full 234 miles of roadway. Addressing Police Department call-ins, or anticipated minor icing of City hilly areas, may result in staffing of 5 trucks covering critical, hilly areas. For ice calls associated with Fire activity, watermain breaks, or groundwater/foundation drains, DPW would deploy a single truck.

The deployment of all DPW staffing & trucks are conducted under a DPW Supervisor's supervision.

D. DPW Winter Phases of Response:

Once snow and ice control operations are initiated, the Streets Superintendent/DPW Coordinator will contact the appropriate number of Public Works staff and private contractors to inform them of the start time and location for operations to begin.

There are various phases of operations, shown below, but each event will be unique based on weather forecast, type, and duration of precipitation:

- i. Initial (Pre-Storm): Anti-icing agents will be applied to streets when a storm is imminent. Public Works staff will apply anti-icing agents based on when precipitation is expected to begin, and where safety concerns are greatest. Pretreatment for

storms consist of the application of liquid magnesium or treated salt. Pretreatment is not applied when a period rain is forecast prior to the storm. Treated road salt is applied on City streets within an hour of forecasted snow to limit salt dissipation associated with vehicles. Traffic, especially on high traffic volume streets, knocks off the salt and is therefore ineffective.

DPW also uses salt brine as a roadway pretreatment, however, salt brine is NOT applied during DPW winter emergency operations and is therefore not included in this section. See Salt Brine Section below:

- ii. Phase I – notable to significant (minimal snow fall, rapidly melting snow, squalls or flurries) includes ice control products and road treatment being applied to streets where and when needed. This can range from spot-treating specific areas to city-wide road treating as needed. Minimal plowing may occur resulting from precipitation.
- iii. Phase II – major (3"-5" of snow accumulation expected) includes the use of Public Works staff and equipment, both plowing and road treatment. Staff for storms greater than 3 inches include contract services.
- iv. Phase III – Heavy (major snow fall, six inches (6") or greater accumulation expected) includes Public Works staff and equipment, plowing and road treatment, as well as private contractors being called in to plow the districts they are assigned to.
- v. The Department of Public Works shall institute an emergency winter parking ban to eliminate vehicles parked on City streets during the Department's winter operations. Parking bans are typically issued for storm events with anticipated accumulations of 3 inches or more. Every effort shall be made to issue parking bans a minimum of 24 hours prior to anticipated start of the winter storm. The posted public notification of the parking ban shall be indicated on the Department of Public Works, Police Department, and Mayor's Office websites and social media pages.
- vi. Post-Storm (activity after precipitation ends): Within six (6) hours after snow fall ceases, plowing operations will be completed and city-wide road treatment operations will begin. Factors that may prevent meeting this guideline include: equipment failure, freezing rain or other icing conditions, traffic congestion, emergency situations, residents/contractors placing snow into the travel way, and personnel availability. Due to the unique nature of each storm event, the Streets

Superintendent/DPW Coordinator must use experience and judgment to balance safety and expenses for each storm.

E. Snow Routes:

For snow removal and ice control operations, the City is divided into four (4) districts which coincide with City rubbish routes. A link to the DPW Snow Operation Map is provided below:

https://www.bristolct.gov/DocumentCenter/View/50868/DPW_SnowOperations

A summary of roads within the districts is provided below:

District 1, Monday routes – Northeast section and Fern Hill Road area (portion of Wednesday route)

District 2, Tuesday routes – Southeast section and Bayberry Drive area

District 3, Wednesday routes – Northwest section

District 4, Thursday & Friday routes – Downtown, Federal Hill, and southwest section

The streets which have high priorities for road treatment and plowing are:

i. District 1 (Monday Routes)

Ivy Drive
Felice Road
Ohio Drive
Jerome Avenue
Lewis Street
Maltby Street
Maple Avenue
Mines Road
Mix Street
Oakland Street (north of Farmington Avenue)
Round Hill Road
Sonstrom Road
Stafford Avenue (north of Farmington Avenue)
Shrub Road
Stevens Street
Vanderbilt Road
Willow Brook Road

District 2 (Tuesday Routes)

Anderson Avenue
Andrews Street
Birch Street
Brook Street
Emmett Street
Central Street (Manross Public Library)
Church Avenue
Curtiss Avenue
Frederick Street
Lincoln Avenue
Louisiana Avenue
Mountain View Avenue
Pine Street
Pine Street (Middle Street to Riverside Ave)
Redstone Street
Redstone Hill Road
Stafford Ave (south of Farmington Avenue) - (Senior Center)
Todd Street
Washington Street
Welch Drive

District 3 (Wednesday Routes)

Barlow Street
Battle Street
Chapel Street
Clark Avenue
Curtiss Street
Cypress Street
Hart Street
Hill Street
Jacob Street
James P. Casey Road
Jennings Road
Marsh Road
Matthews Street
Minor Street
North Main Street (Farmington Avenue to Curtiss Street)
North Pond Street
Peacedale Street (Burlington Avenue to Hart Street)
Peacedale Street (Eastwood Road to Perkins Street)
Perkins Street

District 4 (Thursday Routes)

Belridge Road (Woodland Street to Brewster Road)

Bellevue Avenue
Blakeslee Street
Brewster Road (Belridge Road to Queen Street)
Broadview Street
Center Street
Church Street
Federal Street
Goodwin Street
High Street (Bristol Public Library)
Maple Street
Main Street
Meadow Street (City Hall)
Mellon Street (Riverside Avenue to Prospect Street)
Moody Street North Main Street (Farmington Avenue to Church Street)
Oakland Street (Farmington Avenue to Goodwin Street)
Page Avenue
Prospect Street
Queen Street
Riverside Avenue (North Main Street to Main Street)
Stewart Street
Summer Street
Pound Street
Waterbury Road
West Washington Street
Woodland Street
Allentown Road
Crown Street
Cross Street
Divinity Street
Downs Street
East Road
Fall Mountain Road
Gridley Street
Lake Avenue
Peck Lane
Rockwell Avenue
South Street Extension
Union Street
View Street
Willis Street
Witches Rock Road
Wolcott Street (CT Route 69 to Fall Mountain Road)

F. Private Contractors:

Each fall, private contractors may apply to be considered for assisting the City with snow plowing operations. Eligible contractors must provide their own vehicles and equipment and comply with all requirements, rules, and regulations.

Private contractors are assigned to a snow district. Each district has a Group Leader assigned. Group Leaders are responsible for calling in their snow plow teams. The group leader will assign each driver/plow to a specific street or area and amend assignments as needed. Group Leaders are also responsible to oversee and monitor snow plowing progress in their district. At the conclusion of the weather event, the Group Leader will complete pay sheets for their team and submit them to the Streets Superintendent.

In addition, to plowing City Streets on an "as needed" basis, the Department of Public Works procures the services of contractors to plow the parking lots of Bristol Eastern, Bristol Central, and West Bristol School for all storm events, including storms with accumulations of less than 4 inches of snow.

Contractors do not apply roadway salt or liquid magnesium road treatment. The application of roadway de-icer products is the sole responsibility of the Department of Public Works.

G. Priority:

High volume routes are addressed first. Streets classified as high-volume routes consisting of minor arterials and collectors, which connect major sections of the city and provide access for emergency fire, police, hospital and medical services are considered high volume.

City vehicles are deployed to high volume routes. Contractors may assist the street crews as required. The second priority streets are those streets providing access to Bristol Hospital, schools, municipal buildings, and business centers. These are also cleared by Public Works staff, but may be assisted by contractors. The third priority streets are low volume residential streets. Contractors are primarily assigned to these streets when snow accumulations are 3 inches or more. The fourth priority areas are municipal parking lots and city school parking lots when school is canceled.

In the event of a life-threatening emergency (such as medical and/or fire response), the Police Department can request that a snow plow escort the emergency response vehicles. On days when school is in session, winter

maintenance efforts will be timed to coincide with bus routing and delivery. On weekends, winter maintenance efforts will be timed to coincide with religious services, excluding State roads, which fall under the jurisdiction of the CT Department of Transportation.

H. DPW Plowing and Residential Driveways and Sidewalks:

The Department plows City streets from curb to curb to clear the roadway of snow ensuring full use of the road and prevent issues with snow deposits impacting future snow storm events. The Department understands that residents clear driveways and City sidewalks within this 6-hour period, and a portion of the plowed snow within the roadway surface is deposited within the sidewalk and driveway area.

Based on the quantity of snow within the roadway, it is not considered practical to limit the deposit of snow to the pole border area. Residents are advised that in areas where the snow is NOT plowed to the curb it should be anticipated that additional DPW plowing activity will occur resulting in the deposition of snow on sidewalk and driveway areas.

The Department of Public Works shall make every attempt to limit the plowing of snow outside the post-storm 6-hour storm cleanup time to limit the impact to residents. With that said, for large accumulation storms, typically greater than 8-inches, storm clean can extend past 6 hours.

Pursuant to City Ordinance Sec 21-23, abutting property owners have either 12- or 9- hours to clear the snow from roadway sidewalks, depending on the official end time of the storm. In accordance with this policy, the designated end of storm shall be defined as the end of the Department of Public Works cleanup period, 6-hours after the end of storm precipitation.

I. DPW Clearing of Sidewalk:

In accordance with City Ordinance 21-23, abutting property owners are required to clear sidewalks along City Streets.

The DPW Building Maintenance Division shall clear sidewalks along parcels occupied by City buildings maintained by the Department of Public Works such as City Hall, the Police Complex, Meadow St Parking Garage, Hope St Parking Garage, and 51 High St.

The DPW Streets Division shall clear sidewalks along City bridges and City vacant parcels such as Hope St, Riverside Ave, North Main St, West End

parking lots (east & west), bus shelters (N. Main (2), West End), and designated open space or City-owned parcels maintained by the DPW.

A list of sidewalks maintained by the DPW Streets Division changes over time, as parcels are acquired and sold. DPW shall maintain a list of sidewalks maintained by the Division and post said list on the Department's website.

The DPW Streets Division also clears sidewalks along private property that are not in compliance with City Ordinance 21-23. Said sidewalks are referred to the Department by the Bristol Police Department. The cost incurred by the DPW is charged to the property owner.

J. Downtown Cleanup:

In the downtown area, buildings are required to be within 10 ft of the City road right of way, as a result there is minimal area for storage of snow for private property owners. In the areas of City streetscapes (North Main St, Main St, Hope St and Riverside Ave (Main St to N. Main St), DPW plows the snow to the center of the roadway and hauls the snow away as part of the storm cleanup. DPW plows the snow to the center of the road to maintain parking along the road during the winter and improve pedestrian access in the downtown area.

DPW typically schedules the downtown cleanup 48-hours after the normal storm cleanup period of 6-hours after storm precipitation. The work is performed at night to limit impact to traffic. Police traffic control is provided, and work is scheduled to be performed in evening to limit impact to traffic.

The snow is currently hauled to the City's Hope Street undeveloped lots. When the lots are developed, alternate areas for snow storage will be evaluated, or the practice of plowing to the center of downtown roads will be reevaluated.

During downtown cleanup operations, there is noise associated with the Department's equipment, in particular back-up audio safety beepers. However, in accordance with City Ordinance 15-18, snow removal activities are exempt from the City's noise ordinance.

K. Maintenance of Snow Equipment:

Upon completion of snow operations, all vehicles and equipment shall be cleaned, in particular vehicle undercarriages, to remove salt and roadway treatments.

All required repairs to equipment shall be made. DPW's Fleet Maintenance Division shall prioritize vehicles and equipment for snow operations to ensure availability of use for the next storm.

If DPW equipment is not available for snow operations, in particular, the Department front-end loaders, the Department shall rent or procure through a short-term lease required vehicles and equipment to meet the Department's needs. In the event the required equipment is not available to rent or lease, DPW shall procure the services of a private contractor to supplement operations. Every effort shall be made to limit contract service cost, including integrating DPW's work force with contractor-supplied equipment.

L. Snow Storms with Greater than 12 inches in Accumulations:

For snow greater than 12 inches, large piles of snow are anticipated at intersections and cul-de-sacs. In addition, snow may not be pushed to the curb, leaving snow encroaching into the roadway pavement. Under these conditions, the Department shall consider the following:

- i. Prioritize snow removal activity as follows:
 - Plow, scape, and treat roads to make roads passable for two-way traffic
 - Remove snow and ice with by plowing, scaping and applying treatment to clear roads to roadway asphalt pavement.
 - Clear snow blocking traffic control signs, such as stop signs and warning signs.
 - Remove snow at intersections to eliminate sightline obstructions on City streets. Note that the removal of snow to establish sightlines from private driveways and accessways is not the responsibility of the Department of Public Works.
 - Remove snow encroaching onto the roadway surface along the edge of the road to re-establish the curb line. Snow shall be removed to prevent snow accumulations at driveways and sidewalks. Priority areas shall be areas of high-density housing such as the downtown, Federal Hill, West End, and areas adjacent to schools and commercial areas utilizing on-street parking.
 - Remove stockpiled snow from cul-de-sacs
- ii. Priority Coordination Meeting: A meeting shall be conducted with Bristol Police, Board of Education, and DPW staff to confirm priorities and ensure critical items are being addressed.
- iii. Intersection Sightline Evaluation: DPW Engineering staff shall investigate all sightline issues at major intersections located throughout the City, identified in DPW Policy *25.3 Debris and Excessive Snow Clearing Priority Plan*. Identified impacted intersections shall be forwarded by DPW Streets Division to clear/remove sightline hazards.
- iv. Traffic Signal Operation: City traffic signals are equipped with detection cameras focused on lane detection areas. During periods of snow

- accumulations where roadway lanes are not fully available, traffic signal detection operations will be impacted.
- v. Assistance from Other City Departments: The Department may request assistance in snow removal from other City departments. In particular, vehicles and equipment from the City's Water & Sewer and Parks Departments.

- The Department of Public Works may request the services of specialized staff from other departments to assist DPW in snow operations. Use of said services shall require the approval of the other department's department head. The services may include, but are not limited to, qualified snow plow drivers or mechanics. The Department of Public Works shall cover all associated costs of the "other" department's labor and repairs (if any) to equipment.
- vi. Solid Waste Collection: The storm's impact to solid waste collection shall be considered in cases where DPW Solid Waste drivers or vehicles are at risk, or it is anticipated that a large number of barrels will be impacted by snow plowing activity. Based on these factors, scheduled solid waste collections may be canceled. If canceled, the daily collection would be delayed to the next day's collections with subsequent days adjusted accordingly. Every effort shall be given to notify residents as early as possible. In addition to City/Departments' websites and social media, DPW shall notify residents utilizing the Recycling Coach app.
 - vii. Drifting Snow: During periods of high winds, drifting of snow occurs across City roads, in particular in open areas such as Chippens Hill.

DPW shall manage operations to keep roads passable and increase plowing and treatment may be required. It should be recognized that during periods of extended high winds, drifts will continue to form.

- When long periods of potential drifting are anticipated, a coordination meeting shall be conducted with DPW and Bristol Police to manage DPW call-ins. Snow on the roadway should be anticipated and the criteria for DPW call-ins shall be keeping roadways passable, recognizing that snow will be present on the roadway surface. DPW may arrange for periodic inspection of roadways.
- viii. Post Storm Review: For storms larger than 12 inches, DPW shall conduct a post storm review of operations with DPW Streets, Admin, Fleet, Bldg. Maint., Solid Waste Divisions along with Police, Fire, Parks and Water/Sewer, Mayor office/departments.

7. Resident Concerns with DPW Operations

- A. Communication/Record of Concern:

All communications and concerns received by residents shall be logged and investigated. Concerns will be prioritized in accordance with this policy.

DPW Administration Division phones located in City Hall shall remain interconnected with DPW dispatch phone lines located at the Department's Vincent P. Kelly Road facility to ensure communication with residents. The interconnection of phones allows residents calling City Hall, outside normal working hours, to communicate with DPW snow operations staff at the Department's Vincent P. Kelly Road facility.

B. Common Residents' Concerns with DPW Snow Operations:

The most common concerns received from residents consist of the following:

- i. **DPW Depositing Snow in Shoveled Driveways & Sidewalks:** DPW snow operations activity extends to approximately 6-hours after the storm (end of precipitation). Residents are advised to anticipate snow in driveway and sidewalk areas until the snow is pushed back by DPW to the curb. After the 6-hour cleanup period, DPW shall make every effort to clear snow from driveway and sidewalk areas if snow is deposited in the referenced areas during the post cleanup period associated with heavy (large) storm events.
- ii. **Damage to Mailboxes:** See DPW's mailbox policy for the Department's response and procedures associated with mailboxes damaged by the Department during snow operations.
- ii. **Snow Reducing Sightline at Private Driveways:** Responsibility of Property Owners.
- iii. **Snow at Roadway Handicap Ramps:** In accordance with Ordinance 21-23, ice and snow is to be removed by abutting owners. Handicap ramps are classified as part of the sidewalks and shall be cleared of snow and ice by the abutting property owner.

It should also be noted that residents are not permitted, in accordance with City Ordinance 21-24, to deposit snow in City streets. Residents depositing snow in City streets shall be referred to the Police Department and are subject to a fine of \$75.

8. Snow Plowing Method

A. City Streets:

- i. **Plowing City Streets:** Snow will be plowed in a manner to minimize traffic obstructions and clear snow from City streets curb to curb, the full width of the roadway. On minor or narrow streets, the center of the roadway will be plowed first to open the roads for travel. The snow will then be pushed from left to right. On wider, major City roads or during heavy snow events, DPW

snow plow drivers may initially plow the gutter portion of the street, leaving the center of the roadway to the end of the storm. Plowing the gutter of the road first allows snow to be pushed to the curb. The Superintendent of Streets, or the Public Works Coordinator overseeing snow operations, shall direct crew leaders on the best manner of plowing to achieve the Department's objective based on road and storm conditions.

All plowing operations shall be performed following motor vehicles rules and regulations for vehicles. Plow vehicles shall travel on the correct side of the roadway, stopping at stop signs, obeying traffic signal controls, all traffic control signage, and roadway speed limits.

- ii. **Road Intersections & Cul-de-Sacs:** When plowing an intersection, the snow may be pushed diagonally across from the intersection; the truck will back up carefully and make a right turn, pushing the snow away from the center of the intersection and/or continue plowing to the intersection and make a right turn, keeping the intersection clear as possible. Generally, the street shall be opened for two (2) way traffic flow and final push back of snow shall be complete at the end of the storm. When plowing cul-de-sacs, the snow will be reasonably distributed to all abutting properties. Most of the snow will be pushed out of the cul-de-sac, unless there is a staging area located in the cul-de-sac. In times of extreme snowfall, streets will not always immediately be able to be completely cleared of snow. During heavy snowfall, heavy equipment may be used to keep streets open.

9. Snow and Ice Control:

The Department uses road treatments, ice control products, and other chemicals when there are hazardous ice or slippery conditions. The material will be spread at an appropriate rate for effective control of ice and snow. The initial application of material is used to minimize the bonding of snow/ice to the pavement. The City will limit its use of salt and chemicals to limit the negative impact on the environment and reduce cost. Public Works shall work to establish parameters for appropriate use and volumes of materials used in winter operations.

A. Roadway Salt:

- i. **Materials:** Treated Morton Salt, identified as Blizzard Wizard, shall be used by the Department. The treated salt is effective at a lower temperature, adheres to the roadway surface, increases melting, and is more environmentally friendly due to a lower oxygen demand. The Department orders salt from the CRCOG annual bid.
- ii. **Staff Training:** All DPW staff shall receive training, such as UCONN's Green Program, to reduce the use of road salt.
- iii. **Storage & Supply:** All salt shall be stored in a covered facility in accordance with CT DEEP regulations. The Department utilizes two salt storage domes. A 5,000-ton dome is located at the Department's Vincent

P. Kelly Road facility and is the primary dome used by the Department. A 2,000-ton dome is located on James P. Casey Road to service the Department's snow operations in the northwest section of the City.

The Department shall order additional salt when the capacity of either dome is reduced to $\frac{3}{4}$ of the dome's capacity. It should be the Department's objective to ensure each dome is filled to capacity at the start of winter operations.

The Department of Public Works shall charge departments such as Bristol Housing Authority and Bristol Water/ Sewer Dept the cost of salt incurred by DPW. Department's funded through the City general fund shall not be charged.

- iv. Regional Salt Shortages: During severe winters when salt use is high, municipalities, including Bristol, experience salt shortages. The shortages are typically regional, throughout the state. In order to minimize the impact, DPW shall maintain supply. To address shortages, the use of alternate salt types shall be utilized, including the use of untreated salt. In addition, Department trucking and the procurement from contractors or other sources shall be utilized.

During periods of salt shortages, the Department shall cease or reduce supplying of salt to other City Departments or agencies such as (Bristol Housing Authority, Park Dept and the Water/Sewer Dept.

State DOT shall be contacted as a potential source of salt.

- v. Loading Procedures: Heavy Equipment Operators load dump trucks with salt for winter operations using front bucket loaders. When a weather event is imminent, trucks are loaded in advance of the storm. All trucks shall be loaded appropriately based on the Gross Vehicle Weight.

Truck drivers fill magnesium chloride tanks on their vehicles. Before the start of each season, refresher training is provided to the drivers on proper procedures for filling magnesium chloride tanks, and required PPE (Personal Protective Equipment) when filling tanks.

B. Road Liquid Magnesium:

- i. Roadway De-Icer Liquide Magnesium: Magnesium chloride is dispensed in conjunction with the ice control products and road treatment mixture to accelerate melting.
- ii. Truck drivers fill magnesium chloride tanks on their vehicles. Before the start of each season, refresher training is provided to the drivers on proper procedures for filling magnesium chloride tanks, and required PPE (Personal Protective Equipment) when filling tanks.

10. Snow Storage

- A. The Director of Public Works and/or the Snow and Ice Control Supervisor will determine when there is a need for snow to be removed from an area using heavy equipment and trucks. Such snow removal will occur in areas where there is no adequate room on the tree border for snow storage, snow accumulation of (18") eighteen inches in the gutter portion of the street(s) in the downtown area, designated streets where the snow is pushed toward the centerline of the roadway, and in areas where accumulated piles of snow create a hazardous condition (i.e., cul-de-sacs and intersections).

Snow removal operations will commence at the conclusion of other snowplowing operations. Snow removal operations may also be delayed depending on weather conditions and personnel. The snow will be removed and hauled to a snow storage area. The snow storage area will be located so as to minimize environmental impacts. Excess snow in the downtown area can be stored at vacant City-owned property in the area, snow from the northwest section of the City can be stored at the Old Peacedale Street excavation site. Additional City sites may be utilized with the approval of the applicable City Department or organization with operational control of the City parcel. For example, the Department of Public Works may use the Bristol Soccer facility located on Emmett St, a city park facility, with approval of the Bristol Soccer Association or the City's Parks Department.

10. Snow Operations Damages

- A. Winter operations may cause property damage. Crews use due care when they are addressing the streets during winter operations. Damage typically occurs within the City right-of-way. This is the area where curbs, driveway aprons, lawns, mailboxes, sidewalks, trees, and utilities are located. This area is known as the tree border. Damage to private property, the area located outside of the City right-of-way occurs infrequently. The City will accept responsibility to private property if it is apparent that the damage was caused by Public Works or private contractors (hired by the City for snow removal and ice control) equipment and personnel. Residents who sustain damage should call the Public Works Department at 860-584-6125 to report the damage.

Prior to the start of winter operations, each contractor Group Leader must review their district and proactively identify problematic issues (manhole cover or catch basins protruding above street level, basketball hoops in the street, mailboxes not properly installed) and report their findings for the Streets Superintendent to address. If damage occurs from winter operations, and it is verified by the Public Works Department, the Streets Division will assist the homeowner with such repairs when applicable (mailboxes, lawn

damage, curbing, driveway aprons or tree damage). The Streets Division will make the damaged area safe to any immediate hazards. The reported damage will be logged into the service request database.

Permanent repairs are typically done in the construction season following the winter season. If a damage report is disputed or a claim is made of damage to personal property outside of the right-of-way from winter operations, the resident may make such claim with the City for damages by submitting a letter to the City Clerk summarizing the damages and when available, providing the cost associated with the claim.

Curbing is frequently damaged by winter operations. Broken curbing that is dislodged from the curb is picked up after winter operations conclude. Broken curbing still in place will be left and removed in the construction season as needed. New curbing, loam and seed will be installed as necessary. The driveway apron is located at the end of the driveway where vehicles enter and exit the property from the street. Damage occasionally occurs to this area during winter operations. The driveway apron will be repaired during the construction season. The driveway apron is installed in the right of way portion with a one-and-a-half-inch lip to prevent water from entering the property. Lawn areas that are scraped by the plow or damaged from equipment will be repaired with loam and seeded the following season as the weather dictates. Residents are encouraged to water these areas once the repair has been made.

11. Equipment

A. Trucks Selection and Assignment: The Department utilized dump trucks (10-wheeled & 6-wheeled), mason dumps, and pick ups to plow City Streets and parking lots. City contractors supply similar vehicles, however, only DPW vehicles are equipped with spreaders to apply salt and liquid magnesium treatment. In accordance with this policy, 10-wheel and 6-wheel dump trucks shall be used to plow and assigned to perform snow operations in the hilly areas of City such as south mountain (Willis St) and the Chippens Hill Perkins St), and the areas of newer subdivisions where City streets are wider (32 ft). DPW 10- and 6-wheel dump trucks have the capacity to fully push snow off the pavement surface, including storms with snow accumulations over 10-inches, and shall be the primary vehicles used in Department snow operations. Due to funding limitations, the Department utilizes mason dumps that should be assigned to areas of the City such as portions of Federal Hill and the West End. The use of pickups shall be limited for plowing City streets, although DPW Building Maintenance Divisions shall be assigned a pickup to plow City parking lots.

B. Spreaders: All City trucks shall be equipped with spreaders to apply salt. Auger spreaders on DPW's 10- and 6-wheel dump trucks are hydraulic. All other Auger spreaders shall be electric. Gas-powered Augers shall not be used by the

Department. DPW shall utilize that same electric Augur manufacturer for maintenance interchangeability purposes.

C. Plows: The Department currently utilizes standard curved plows and candy cane style plows. The Department has determined that the use of candy cane style plows increases the number of mailboxes damaged by the Department during snow operations and shall be phased out of use by the Department. The Building Maintenance plow shall be fiberglass or equipped with a rubber blade to reduce damaged to the waterproof coating on City parking garages. DPW smaller trucks such as mason dumps and pickups shall be equipped with fisher type minute mount plow attachments for quick connections, installation of plows.

D. Maintenance: Upon completion of snow operations, all vehicles and equipment shall be cleaned, particularly vehicle undercarriages, to remove salt and roadway treatments.

All required repairs to equipment shall be made. DPW Fleet Maintenance Division shall prioritize vehicles and equipment for snow operations to ensure availability of use for the next storm.

If DPW equipment is not available for snow operations, particularly the Department front-end loaders, the Department shall rent or procure through a short-term lease required vehicles and equipment to meet the Department's needs. In the event the required equipment is not available to rent or lease, DPW shall procure the services of a private contractor to supplement operations. Every effort shall be made to limit contract service cost, including integrating DPW workforce with contractor-supplied equipment.

11; References

- A. City of Bristol, Code of Ordinances:
 - i. Section 14-32, Winter Parking Ban
 - ii. Section 14-39, Emergency Parking Ban
 - iii. Section 21-23, Ice & snow Removed by Abutting Owner
 - iv. Section 21-24, Depositing Snow in City Streets
 - v. Section 21-25, Enforcement & Fines sections 21-23 & 21-24
 - vi. Section 21-25.2 Responsibility of Abutting owner, action to recover damages.
- B. DPW Policies:
 - i. Sidewalk Snow & Ice
 - ii. Providing Service on Unaccepted City Streets
 - iii. Roadway Sightline/ Vegetation Management
 - iv. Debris and Excess Snow Clearing Priority Plan

Approval authority: Board of Public Works

Approved date: TBD

Review cycle: Once every four years



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: February 7, 2026

TO: Mayor Ellen Zoppo-Sassu
Board of Public Works

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

**RE: DPW FRONT END LOADER REPLACEMENT/DUMP TRUCK
PROCUREMENT & DPW FLEET 3-YEAR REPLACEMENT PLAN**

Please find below a summary update on the Department of Public Works' current challenges associated with breakdown of the Department's front end loaders, procurement status of dump trucks, and the Department's 3-year replacement plan.

- A. Front End Loader: The Department of Public Works Street Division operates four front end loaders used to scoop, lift, push and transport loose material and snow. It is used year-round by the DPW Street Division. During construction season, it transports and lifts sand, gravel, fill, and drainage structures during the construction of roads and storm drainage. In the winter, it is used to push and transport snow along with loading salt.

Currently, only two out of four of the Streets' Divisions front end loaders are currently operational. Although used throughout the year, loaders are critical for Department snow operations, and the lack of operational loaders has negatively impacted the Department's response to the recent 18-inch snow storm. DPW has the ability to utilize alternate equipment such as excavators and backhoes to perform construction activity. However, lack of loaders during winter operations delays work.

The Department's 2007 Volvo L90 (DPW C3) & 2022 Volvo L70 (DPW C4) are functioning. The DPW's 2017 Volvo Model L1 10H (DPW C2) is currently being repaired by Tyler Equipment Inc. to replace the loaders injectors at a cost of \$26,505. The repairs are scheduled to be complete, and the loader returned for DPW use, the week of February 15, 2026. However, the Department's 2000 Volvo Model L90 (DPW GC2) Loader is severely



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leaking oil. DPW had been experiencing problems with the machine leaking oil for a while, and therefore had been designated as a yard loader, loading and unloading materials at the Department's Vincent P. Kelly Road facility. To assist with snow operations, it was used in downtown cleanup. However, as indicated in the attached email (DPW Loader ID GC2), it is experiencing an oil leak resulting in a trail of oil due to multiple cracked rings on pistons. Continued use will result in a seizure of the motor.

As a result, DPW requests approval of the following BPW action to expedite acquisition of a new, replacement loader.

Approve revisions to the Department of Public Works' 2026-27 Fleet Capital Budget to add the procurement of a Volvo L90H2 Loader as the Department's number one fleet replacement priority at a cost of \$270,000. Said revision shall include a request to the Board of Finance to fund the loader prior to formal approval of the 2026-27 Budget. Board approval shall also include a request to the Purchasing Department to expedite procurement by utilizing Sourcewell Cooperative Contracts.

It should be noted that DPW has investigated leasing or renting a loader to meet the Department's short-term needs. There are currently no loaders available for lease or rent in the area. DPW believes this is directly a result of winter conditions and the rental of leased loaders may be available in the future, however, the cost of weekly rentals is estimated at \$3,000/week. As a result of the lack of availability of leased or rental equipment, the Department has procured the services of a loader from contractors at a cost of \$125/hr. (\$4,687.50/week).

As part of the proposed revisions to DPW's 2026-27 Fleet Capital Budget, the previously proposed procurement of a front-end loader for use at the transfer station would be deferred to 2027-28. With deferment of the transfer station loader, the Board-approved Fleet Capital budget of \$1,190,700 will not sustainably change. The concern is that the BOF approved budget in recent years has averaged around \$800,000 to \$850,000, and the Department's top fleet priorities are this loader (\$270,000), automated rubbish truck (\$440,000), 10-wheel dump truck (\$320,000) and surplus state vehicles (\$50,000) total \$1,080,000.

B. Dump Truck Procurement:



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The City issued Purchase Order 22504795 on 1/27/25 to provide a 6-wheel dump truck to DPW. As the BPW is aware, dump trucks are not purchased off the lot as an individual would when buying a new car from a dealership. Rather, trucks are built. In the case of the referenced 6-wheel dump truck, the City's vendor is Allegiance Trucks. As part of the bid, Allegiance provided the name of the chassis and body manufacture, however, the City's contractual relationship is solely with Allegiance. Pursuant to the submitted bid, the chassis manufacturer is INTL and the body manufacturer is Viking. The chassis has been contracted, but the delivery of the truck has been delayed due to the body manufacturer. The body scheduled to be provided by Viking has not been fabricated. No payments for the truck have been made to date. Pursuant to the contract, payment is made upon delivery of the truck.

In accordance with the bid documents, the truck should be provided within a year. Therefore, Allegiance is not in compliance with the contract. The primary objective is for DPW to obtain the 6-wheel truck, so canceling the contract and proceeding to the next bidder is not a viable option due to the truck fabrication time, particularly since the truck chassis has been fabricated. As a result, the Purchasing Department has received a commitment from Allegiance that the truck will be provided by mid-April 2026.

The DPW endorses the agreement to obtain the 6-wheel tuck by mid-April. The Department does have a professional relationship with Viking, the body subcontractor to Allegiance and they have confirmed that they can meet the April schedule. However, the City also recently bid a 10-wheel dump truck. The apparent two lowest bidders are Allegiance and Freightliner of Hartford No. 1 (\$296,366 & \$309,388 respectively). Both bids indicate that the truck body would be manufactured by Viking. DPW has been advised by Viking that they will not be able to provide the specified truck until the summer of 2027.

The third bid was received by Freightliner of Hartford No. 2 (\$314,040), proposing the use of a body manufactured by Equipment Specialist. The body meets the Department's specifications, and based on industrial sources, it appears that Equipment Specialists are producing truck bodies at a higher rate and meeting delivery schedules. DPW continues to research this matter and work with the Purchasing Department, however, at this time DPW recommends issuing a Purchase Order to the third bidder Freightliner of Hartford No. 2. It should be noted that all of the referenced bids are within budget.



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C. DPW Fleet 3 Year Replacement Plan

Attached for Board of Public Works' review is the Department's 3 Year Fleet Replacement Plan. The replacement plan is based on the Department's needs and reflect budget for FY2027-28 (\$1,667,000), FY2028-29 (\$1,396,000), and FY2029-30 (\$1,291,000).

Please feel free to contact me with any questions or concerns at 860-584-6113.

	A	B	C	D	E
1	DPW FLEET CAPITAL PROPOSED BUDGET				
2	FY2026-27 rev 2/12/26				
3	Priority	Vehicle Request	Replacement/Vehicle Condition	Budget Request	Running Budget Total
4	1	Front End Loader	Replace DPW's existing 2000 Volvo L90 Loader(DPW ID GC2). The loader is severely leaking oil. Continued use will result in a seizure of the motor.	\$270,000.00	\$270,000.00
5	2	Automated Rubbish Truck	New automated rubbish/recycling truck will replace a 2013 (ID R17). The truck's engine is malfunctioning (coolant is evident in the engine's crank case). The body is a drop style frame and is exhibiting rust/rot. DPW's goal is to replace the Department's low entry type rubbish trucks.	\$440,000.00	\$710,000.00
6	3	10 Wheeled Dump Truck with plow and all season body.	New 10 Wheel Dump Truck to replace existing 2003 dump truck (ID S25) with 110,000 miles. This truck body was previously replaced and is showing heavy rust/rot. Replacement is critical to DPW winter snow operations.	\$320,000.00	\$1,030,000.00
7	4	Surplus State Vehicles	Procure 3 State surplus SUVs ad 2 pick ups through CT DAS surplus vehicle program. The SUVs would replace exisitng DPW Engineering Division vehicles and the pick-ups will replace exisitng DPW Street Division vehicles.	\$50,000.00	\$1,080,000.00
8	5	Hot Box	Replace existing 2017 unit . This existing unit is used throughout the year to repair potholes, curbs and aprons. Furnace and electrical components of units has excessive wear.	\$40,000.00	\$1,120,000.00
9	6	Bldg Mowers	Zero turn & push mower	\$8,700	\$1,128,700.00
10	7	UTV- Kubota	UTV - Kubota equipped with a V-plow and speader to assit building maintenance with building snow operations. With the increase of two parking garages and City Hall a small vehicle equipped with a rubber bladded plow would increase effecenies of snow & de-icer operations at parking lots, sidewalks and parking garages.	\$52,000.00	\$1,180,700.00
11	TOTAL			\$1,180,700.00	

MO														
N							02/02/26							
ADMINISTRATION														
	YEAR	FEMA RESOURCE	VEH NO.	VEHICLE MAKE	TYPE OF VEHICLE	26-27 UNIT REQUEST	\$ EST.	27-28 UNIT REQUEST	\$ EST.	28-29 UNIT REQUEST	\$ EST.	29-30 UNIT REQUEST	\$ EST.	DISCUSSION
1	2021	Auto	A-1	CHEVY EQUINOIX	4 DOOR SEDAN			X	\$ 28,000					OLD UNIT MOVED TO ENGINEERING
2	2019	Pickup	A-2	CHEVROLET	1/2 TON PICK UP									
3	2007	Road Sweeper	A-3	GREEN MACHINE	MINI SWEEPER									
4	2026	Plow + Pickup Truck; Pickup Truck	A-4	CHEVROLET SILVERADO	2500 HD 3/4 TON PU									
5	2014	Pickup + Plow	A-5	CHEVROLET SILVERADO	3/4 TON PICK UP									
	2014	Pickup	PC1	Chevrolet Silverado	1/2 Ton Pickup			X						
MO														Replace with current S1
N							02/02/26							
ENGINEERING														
	YEAR	FEMA RESOURCE	VEH NO.	VEHICLE MAKE	TYPE OF VEHICLE	26-27 UNIT REQUEST	\$ EST.	27-28 UNIT REQUEST	\$ EST.	28-29 UNIT REQUEST	\$ EST.	29-30 UNIT REQUEST	\$ EST.	DISCUSSION
6	2017	Auto	E-1	CHEVROLET BOLT	4 DOOR SEDAN					X	\$27,000			TRADE IN AND REPLACE
7	2018	SUV	E-2	FORD EXPIDITION	SUV									
8	2005	Auto	E-3	CHEVROLET IMPALA	4 DOOR SEDAN			X						REPLACE WITH OLD A1
9	2018	Auto	E-4	CHEVROLET EQUINOX	SUV									
10	2015	Auto	E-5	FORD EXPLORER	SUV			X	\$9,000					DAS VEHICLE
11	2016	SUV	E-6	FORD EXPLORER	SUV			X	\$9,000					DAS VEHICLE
12	2016	SUV	E-7	FORD EXPLORER	SUV			X	\$9,000					DAS VEHICLE
13	2014	Auto	E-8	FORD TAURAS	4 DOOR SEDAN			X	\$9,000					DAS VEHICLE
MO														
N							02/02/26							
DIVISION: EQUIPEMENT MAINTENANCE														
	YEAR	FEMA RESOURCE	VEH NO.	VEHICLE MAKE	TYPE OF VEHICLE	26-27 UNIT REQUEST	\$ EST.	27-28 UNIT REQUEST	\$ EST.	28-29 UNIT REQUEST	\$ EST.	29-30 UNIT REQUEST	\$ EST.	DISCUSSION
14	2015	Pickup	G-1	Chevy Silverado 2500	3/4 TON PICKUP			X	\$ 60,000					
15	2007	Truck	G-2	Ford F450	SERVICE TRK W/ ENCLOSED BODY					X	\$ 125,000			AUCTION AND REPLACE WITH 4X4
17	2017	Truck	G-3	RAM 5500	MECHANIC TRK/CRANE/PALMOR									
19	2015	SUV	G-4	FORD EXPLOER	SUV			X						REPLACE WITH CURRENT PC1
20	2015	Scissor Lift	G-5	JLG 2602	LIFT									
21	2016	Forklift	G-6	Hyundai	FORKLIFT									
	2016	SUV	G-7	FORD EXPLORER	SUV			X						REPLACE WITH OLD G1
N							02/02/26							
DIVISION: STREETS														
	YEAR	FEMA RESOURCE	VEH NO.	VEHICLE MAKE	TYPE OF VEHICLE	26-27 UNIT REQUEST	\$ EST.	27-28 UNIT REQUEST	\$ EST.	28-29 UNIT REQUEST	\$ EST.	29-30 UNIT REQUEST	\$ EST.	DISCUSSION

22	2018	Pickup	S-1	CHEVY SILVERADO 3500HD	1 TON CREW CAB SHORT BED			X	\$ 60,000					CURRENT UNIT BECOMES PC1
23	2021	Pickup	S-2	Chevy Silverado 3500	1 TON CREW CAB									
26	2018	Plow + Pickup Truck; Pickup Truck	S-3	CHEVY SILVERADO 3500 HD	1 TON CREW CAB LONG BED									
27	2024	PICKUP TRUCK + PLOW	S-4	CHEVROLET SILVERADO	3/4 TON CREW CAB									
29	2015	Pickup + PLOW	S-5	CHEVY SILVERADO 2500HD	2500HD TON EXT CAB									
31	2024	Box Truck	S-6	Chevrolet 3500 box truck	BOX TRUCK									
33	2020	Plow + Pickup Truck; Pickup Truck	S-7	CHEVROLET 2500	HD2500 PICK UP									
34	2006	Plow + Truck; Truck On-Road Dump Truck	GS-8	FORD 550	MASON DUMP\LOW\SANDER			X	\$15,000					Replace with DAS mason dump
35	2019	Plow + Truck; Truck On-Road Dump Truck	S-8	Chevrolet 4500 HD	MASON DUMP\LOW\SANDER									
36	2010	Plow + Truck; Truck On-Road Dump Truck	GS-9	FORD F550	MASON DUMP\LOW							X	\$ 15,000	Replace with new DAS mason dump.
MO														
N								02/02/26						
DIVISION: STREETS														
	YEAR	FEMA RESOURCE	VEH NO.	VEHICLE MAKE	TYPE OF VEHICLE	26-27 UNIT REQUEST	\$ EST.	27-28 UNIT REQUEST	\$ EST.	28-29 UNIT REQUEST	\$ EST.	29-30 UNIT REQUEST	\$ EST.	DISCUSSION
38	2020	Plow + Spreader	S-10	Chevrolet 3500HD	Mason dump									
39	2009	Plow + Truck; Truck On-Road Dump Truck	S-11	MACK MODEL GU 713 / LAROCHELLE	10 WHEEL 4 SEASON DUMP									New stainless all season body
40	2009	Plow + Truck; Truck On-Road Dump Truck	S-12	MACK MODEL GU 713 / LAROCHELLE	10 WHEEL 4 SEASON DUMP							X	\$280,000	AUCTION & REPLACE
41	1998	Truck On-Road Dump Truck	GS-12	FORD LOUISVILLE	CHIPPER BODY 10 TON DUMP / 6 WHEELER							X		AUCTION
42	1998	Plow + Truck	GS-13	FORD LOUISVILLE [dedicated sand truck]	dedicated sand truck	X								AUCTION & REPLACE WITH TRUCK FROM 25-26 CAP.
43	1998	Plow + Truck	S-13	MACK MODEL GR 42F \ DURACCLASS	DURACCLASS BODY 6 WHEEL DUMP									

44	2012	Plow + Truck; Truck On-Road Dump Truck	S-14	INTERNATIONAL/ST AINLESS STEEL BODY	10 WHEEL 4 SEASON DUMP									
46	2016	Plow + Truck; Truck On-Road Dump Truck	S-15	MACK MODEL GU 712 / DURACCLASS	DURACCLASS BODY 6 WHEEL DUMP									
47	1997	Plow + Truck	S-16	MACK MODEL GR 42F \ DURACCLASS	DURACCLASS BODY 6 WHEEL DUMP									
48	2016	Plow + Truck; Truck On-Road Dump Truck	S-17	MACK MODEL GU712 / DURACCLASS	DURACCLASS BODY 6 WHEEL DUMP									
49	2001	Plow + Truck; Truck On-Road Dump Truck	S-18	MACK MODEL RD688 / NOR'EASTER	NOR'EASTER BODY 10 WHEEL DUMP / HENKE PLOWS									
50	2005	Plow + Truck; Truck On-Road Dump Truck	S-19	MACK MODEL CV712 \ POLY TANK	DEDICATED TANK TRUCK / 1000 GALLONS									
MO														
N								02/02/26						

DIVISION: STREETS

	YEAR	FEMA RESOURCE	VEH NO.	VEHICLE MAKE	TYPE OF VEHICLE	26-27 UNIT REQUEST	\$ EST.	27-28 UNIT REQUEST	\$ EST.	28-29 UNIT REQUEST	\$ EST.	29-30 UNIT REQUEST	\$ EST.	DISCUSSION
51	2010	Plow + Truck; Truck On-Road Dump Truck	S-20	MACK MODEL GU 712 / LAROCHELLE	LAROCHELLE BODY /10 TON MACK DUMP / 6 WHEELER					X	\$50,000			REBODY WITH SPREADER & WET SYSTEM
52	2006	Plow + Truck; Truck On-Road Dump Truck	S-21	MACK MODEL CV 713 \ NOR'EASTER	10 TN DUMP 4 SEASON BODY, Braun PLOW	X	\$ 240,000							AUCTION & REPLACE
53	2008	Plow + Truck; Truck On-Road Dump Truck	S-22	MACK MODEL CV 713 \ NOR'EASTER	NOR'EASTER BODY 10 WHEEL DUMP			X	\$240,000					AUCTION & REPLACE
54	2019	Plow + Truck; Truck On-Road Dump Truck	S-23	MACK MODEL GU 713 \ DURACCLASS	DURACCLASS BODY 10 WHEEL DUMP / HENDERSON PLOWS									
55	2013	Aerial Lift - Truck Mounted w/chipper box - HYBRID	S-24	INTERNATIONAL/TE REX HIGH RANGER - HYBRID	AERIAL LIFT BUCKET TRK							X	\$ 300,000	AUCTION & REPLACE
57	2003	Plow + Truck; Truck On-Road Dump Truck	S-25	MACK MODEL RD 690S \ NOR'EASTER	NOR'EASTER BODY 10 WHEEL DUMP / HENKE PLOWS	X	\$ 330,000							AUCTION & REPLACE WITH 25-26 BUDGET
58	2006	Plow + Truck; Truck On-Road Dump Truck	GS-26	MACK MODEL CV 713 \TENCO	10 WHEEL DUMP TRUCK									DEDICATED WINTER OPS.REPLACE ROTTED OUT BODY WITH FRAME MOUNTED SPREADER.

59	2018	Plow + Truck; Truck On-Road Dump Truck	S-26	MACK MODEL GU 713 \ DURACCLASS	10 WHEEL DUMP TRUCK									
60	1992	Truck; Truck On-Road Dump Truck	S-27	KENWORTH (FORMERLY GR15)	TRI-AXLE/ NOR'EASTER									
61	2023	Plow and spreader	S-28	International HV507	6 Wheeled dump Truck									
62	2023	Plow and spreader	S-29	International HV507	6 Wheeled dump Truck									
63	1985		S-30	MACK MODEL R688ST	TANDEM TRACTOR	X	\$ 85,000							AUCTION & REPLACE 25-26 BUDGET
	2021	Plow and spreader	S-31	International HV513	6 Wheeled dump Truck									
	2021	Plow and spreader	S-32	International HV513	10 Wheeled dump Truck									
	2021	Plow and spreader	S-33	Chevrolet 5500	Mason dump									
	2022	Plow and spreader	S-34	Chevrolet 3500	Flatbed truck									
	2015	Plow and spreader	S-35	Chevrolet 3500	Mason dump					X	\$16000			REPLACE WITH DAS VEHICLE
	2015	Plow and spreader	S-36	Chevrolet 3500	Mason dump									
	2015	Plow and spreader	S-37	Chevrolet 3500	Mason dump									
	2008	Service body + plow	S-38	Ford F450	Utility body									
	2016	Plow and spreader	S-39	Chevrolet 3500	Mason dump									
	2015	Rack body + plow	S-40	Chevrolet 3500	Rack body									
	2015	Pickup Truck w/plow	S-41	Chevrolet 2500	Pickup Truck									
	2004	Plow Truck	S-42	International 7600	6 Wheeled dump Truck			X	\$50,000					Rebody with wet system
	2023	Tree truck	S-43	International MV607	Bucket Truck w/chip body									
	2013	Box truck	S-44	International 4300	Box truck w/fuel transport tank									
		Plow and spreader	S-45	Chevrolet 3500	Mason dump									
N								02/02/26						
DIVISION: Equipment														
	YEAR	FEMA RESOURCE	VEH NO.	VEHICLE MAKE	TYPE OF VEHICLE	26-27 UNIT REQUEST	\$ EST.	27-28 UNIT REQUEST	\$ EST.	28-29 UNIT REQUEST	\$ EST.	29-30 UNIT REQUEST	\$ EST.	DISCUSSION
64	1986	Plow + Grader; Grader	C-1	CATERPILLAR	MOTOR GRADER									
65	2000	Wheel Loader	C-2	VOLVO	4 YRD PAYLOADER									
66	2000	Wheel Loader	GC-2	VOLVO	3 1/2 YRD PAYLOADER	X	\$260,000							AUCTION & REPLACE
67	2007	Wheel Loader	C-3	VOLVO	3 1/2 CY.FRONT LOADER									
68	2022	Wheel Loader	C-4	VOLVO	FORNT END LOADER									

69	1968	Snow Blower (Chassis Mounted)	C-5	WALTERS	SNOW BLOWER									
70	2011	Wheel Loader Backhoe	C-6	VOLVO	BACKHOE									
71	2007	Road Sweeper	C-7	ELGIN BROOM BEAR	STREET SWEEPER			X	\$320,000					AUCTION & REPLACE
72	2016	Roadside Mower	C-8	JOHN DEERE / TIGER MOWER	MOWER TRACTOR									
73	2019	Road Sweeper	C-9	ELGIN / PELICAN	STREET SWEEPER									
74	1997	Sprayer / Trailer	C-10	Northern Tool	Sprayer / Trailer									
75	2023	CHIPPER	C-11	VERMEER BC1500	CHIPPER									
76	2007	Curb Machine	GC-12	MILLER CURBER MC 550	CURBING MACHINE									
77	2025	Curb Machine	C-12	MILLER CURBER MC 650	CURBING MACHINE									
78	1994	Track Dozer	C-13	CATERPILLAR	BULLDOZER									
MO														
N								02/02/26						
DIVISION: Equipment														
	YEAR	FEMA RESOURCE	VEH NO.	VEHICLE MAKE	TYPE OF VEHICLE	26-27 UNIT REQUEST	\$ EST.	27-28 UNIT REQUEST	\$ EST.	28-29 UNIT REQUEST	\$ EST.	29-30 UNIT REQUEST	\$ EST.	DISCUSSION
79	2021	Roller	C-14	VOLVO DD35B	VIBRATORY ROLLER									
80	2015	Landscape Mower	C-15	John Deere Model 1575	John Deere Terrain Cut w/ Cab					X	\$10,000			AUCTION & REPLACE
82	2023	Roadside Mower	C-16	JOHN DEERE / DIAMOND MOWER	ROADSIDE MOWER									
83	2024	Loader, Skid Steer	C-17	JOHN DEERE 332G	SKIDSTEER									
	2024	BACKHOE	C-18	JOHN DEERE 410P	BACKHOE W/HAMMER									
87	2017	Chipper	C-19	Morbark M15R	WOOD CHIPPER									
89	2025	Wood Stumper	C-20	BANDIT	STUMPER									
90	2022	TRAILER	C-21	BG TEX 14TL	TILT TRAILER									
91	1998	Roller	C-22	STOW	1 TON ROLLER									
92	1998		C-23	CROSS COUNTRY	1 1/2 TON TRAILER									
93	1996		C-24	HUDSON	5 TON TRAILER	X	\$ 10,000							AUCTION & REPLACE
94	1985	Trailer, Gooseneck Tractor	C-25	ROGERS	35 TON LOW BOY					X	\$150,000			AUCTION & REPLACE
MO														
N								02/02/26						
DIVISION: Equipment														
	YEAR	FEMA RESOURCE	VEH NO.	VEHICLE MAKE	TYPE OF VEHICLE	26-27 UNIT REQUEST	\$ EST.	27-28 UNIT REQUEST	\$ EST.	28-29 UNIT REQUEST	\$ EST.	29-30 UNIT REQUEST	\$ EST.	DISCUSSION
95	2025	Asphalt Hot Box	C-26	HT	Hot Box 4YD									
96	2003		C-27	CONCORD	TAILGATE CONVEYER									
97	1998	Pave Machine	C-28	LEEBOY PAVER	PAVER									
98			C-29											
99	2016	Trailer	C-30	22 DODJ TRAILER	Trailer									

100	2021	BACKHOE	C-31	JOHN DEERE 410L	BACKHOE									
101	2006	Road Sweeper	C-32	ELGIN	4 WHEEL SWEEPER					X	\$320,000			AUCTION & REPLACE
102			C-33											
103	2006	Screener	C-34	EXTACT S-4	SCREENING PLANT									
104	2024	TRAILER	C-35	SURE TRAC	12' TILT TRAILER									
105	2006	Road Sweeper	C-36	ELGIN	4 WHEEL SWEEPER							X	\$330,000	AUCTION & REPLACE
106	1987	Batch Plant	C-37	Bagela Batch Plant	Asphalt Plant									
107	1987	Track Loader	C-38	TORO Track Loader	Walk Behind Loader									
108	2004	Hydraulic Excavator	C-39	VOLVO	EXCAVATOR									
109	2007		C-40	HERCULES 8.5 WIDE	LANDSCAPE TRAILER			X	\$20,000					AUCTION & REPLACE
MO														
N								02/02/26						
DIVISION: Equipment														
	YEAR	FEMA RESOURCE	VEH NO.	VEHICLE MAKE	TYPE OF VEHICLE	26-27 UNIT REQUEST	\$ EST.	27-28 UNIT REQUEST	\$ EST.	28-29 UNIT REQUEST	\$ EST.	29-30 UNIT REQUEST	\$ EST.	DISCUSSION
110	2008	Vac Machine	C-41	IH VACON	CATCHBASIN CLEANER									
111	2009	Litter Machine	C-42	TENNENT	LITTER VAC	X	NIPPER FUNDS							AUCTION OFF & REPLACE WITH LITTER TRUCK
112	2009	Snow Blower (Loader Mounted)	C-43	SNOWCRETE	SNOWBLOWER			X	\$170,000					Replace with 2 stage unit
113	2011	Snow Blower (Loader Mounted)	C-44	SNOWCRETE	SNOWBLOWER					X				AUCTION OFF
115	2013	Scag Mower	C-46	SCAG	MOWER									
118	2020	Asphalt Hot Box	C-48	SPAULDING	Hot Box			X	\$ 35,000					AUCTION & REPLACE
	2022	MOWER	C-49	HUSTLER	ZERO TURN MOWER									
	2023	MULTI PURPOSE MACHINE	C-50	VENTRAC 4520Y	MOWER / SNOW REMOVAL									
	2025	MOWER	C-51	HUSTLER	ZERO TURN MOWER									
MO														
N								02/02/26						
DIVISION: SOLID WASTE														
	YEAR	FEMA RESOURCE	VEH NO.	VEHICLE MAKE	TYPE OF VEHICLE	26-27 UNIT REQUEST	\$ EST.	27-28 UNIT REQUEST	\$ EST.	28-29 UNIT REQUEST	\$ EST.	29-30 UNIT REQUEST	\$ EST.	DISCUSSION
119	2024	Pickup	R-1	CHEVROLET-SILVERADO K2500	3/4 TON PICKUP									

	2015	PICKUP W/PLOW	R-2	CHEVROLET-SILVERADO K2500	3/4 TON PICKUP									
122	2019	Roll Off	R-3	MACK MODEL / ALC BODY	ROLL OFF						X	\$260,000		
123	2003	Wheel Loader	R-4	JOHN DEERE	FRONT END LOADER - 6 CY			X	\$320,000					KEEP FOR BACK UP
124	2014	Automated Truck	R-5	PETERBILT/ LABRIE	AUTOMATED SIDELOADER						X	\$310,000		AUCTION & REPLACE
125	2021	Automated Truck	R-6	PETERBILT/ LABRIE	AUTOMATED SIDELOADER									
126	2014	Automated Truck	R-7	PETERBILT/ LOADMASTER	REAR LOADER									
127	2022	Automated Truck	R-8	PETERBILT/ LABRIE	AUTOMATED SIDELOADER									
128	2015	Automated Truck	R-9	PETERBILT/ LABRIE	AUTOMATED SIDELOADER									
129	2020	Automated Truck	R10	PETERBILT/ LABRIE	AUTOMATED SIDELOADER									
131	2017	Automated Truck	R-11	PETERBILT 320 /LABRIE	AUTOMATED SIDELOADER									
132	2011	Automated Truck	R-12	PETERBILT 320 \LEACH 29YD.	REAR LOADER									
133	2005	Bulk Truck	R-13	INTERNATIONAL	BULK DUMP TRUCK									
MO														
N								02/02/26						

DIVISION: SOLID WASTE

	YEAR	FEMA RESOURCE	VEH NO.	VEHICLE MAKE	TYPE OF VEHICLE	26-27 UNIT REQUEST	\$ EST.	27-28 UNIT REQUEST	\$ EST.	28-29 UNIT REQUEST	\$ EST.	29-30 UNIT REQUEST	\$ EST.	DISCUSSION
134	2019	Automated Alley Truck	R-14	Peterbilt 520/ Labrie	20 CY. AUTOMATED SIDELOADER									
135	2020	Automated Truck	R-15	PETERBILT/ LABRIE	AUTOMATED SIDELOADER									
136	2012	Automated Truck	R-16	PETERBILT 320 \LABRIE 33 YD	AUTOMATED SIDELOADER									
137	1994	Rear Loader Truck	GR-16	KENWORTH - LEACH	25 CY.RUBB.REAR PACKER									
138	2024	Automated Truck	R-17	MACK/ LABRIE	AUTOMATED SIDELOADER									
139	2018	Automated Truck	R-18	PETERBILT 520 \ LABRIE 33 YD	AUTOMATED SIDELOADER									
140	2022	CRANE TRUCK	R-19	INTERNATIONAL HV607	BULK CRANE TRUCK									
141			R-20											
142	2000	Rear Loader Truck	R-21	MACK LEACH	25 CY.RUBB.REAR PACKER									
143	1988	Rear Loader Truck	R-22	KENWORTH	25 CY.RUBB.REAR PACKER	X	\$ -							REPLACED WITH R7 THEN AUCTIONED
144	2018	Automated Truck	R-23	PETERBILT 520 \ LABRIE 33 YD	AUTOMATED SIDELOADER									
145	2000	Roll Off	R-24	MACK / ALC						X	\$257,000			AUCTION AND REPLACE
MO														
N								02/02/26						

DIVISION: SOLID WASTE

	YEAR	FEMA RESOURCE	VEH NO.	VEHICLE MAKE	TYPE OF VEHICLE	26-27 UNIT REQUEST	\$ EST.	27-28 UNIT REQUEST	\$ EST.	28-29 UNIT REQUEST	\$ EST.	29-30 UNIT REQUEST	\$ EST.	DISCUSSION
148	2015	Automated Truck	R-27	PETERBILT 320 \ LABRIE 33 YD	AUTOMATED SIDELOADER									
149	2024	T.S. Mower	R-29	VENTRAC 4520Y	SLOPE MOWER									
151	2004	Rear Loader Truck	GR-34	PETERBILT 320 / LEACH	29 CY.RUBB.REAR PACKER									
152	2004	Rear Loader Truck	GR-35	PETERBILT 320 / LEACH	29 CY.RUBB.REAR PACKER									
153	2004	Rear Loader Truck	GR-36	PETERBILT 320 / LEACH	29 CY.RUBB.REAR PACKER									
155	2007	Automated Truck	GR-39	AUTOCAR\LABRIE	33 CY AUTOMATED SIDELOADER	X	\$320,000							AUCTION & REPLACE. BECOMES R-19
156	2008	Automated Truck	GR-40	AUTOCAR\LABRIE	AUTOMATED SIDELOADER			X	\$330,000					AUCTION & REPLACE. BECOMES R-20
MO														
N								02/02/26						
DIVISION: SOLID WASTE														
	YEAR	FEMA RESOURCE	VEH NO.	VEHICLE MAKE	TYPE OF VEHICLE	26-27 UNIT REQUEST	\$ EST.	27-28 UNIT REQUEST	\$ EST.	28-29 UNIT REQUEST	\$ EST.	29-30 UNIT REQUEST	\$ EST.	DISCUSSION
158	2016	Open Can 50 yd.	RC-01					X						AUCTION & REPLACE
159	2016	Open Can 50 yd.	RC-02					X						AUCTION & REPLACE
160	2016	Open Can 50 yd.	RC-03											
161	2017	Open Can 50 yd.	MSW-01											
162	2017	Open Can 50 yd.	MSW-02											
163	2017	Open Can 50 yd.	MSW-03											
164	2018	Open Can 50 yd.	MSW-04											
165	2018	Open Can 50 yd.	MSW-05											
166	2018	Open Can 50 yd.	MSW-06											
167	2019	Open Can 50 yd.	MSW-04			Not Funded	\$10,333							Replacement program
168	2019	Open Can 50 yd.	MSW-05			Not Funded	\$10,333							Replacement program
169	2019	Open Can 50 yd.	MSW-06			Not Funded	\$10,334							Replacement program
170	2020	Open Can 50 yd.	MSW-04					13	\$11,000					Replacement program
171	2020	Open Can 50 yd.	MSW-05					14	\$11,000					Replacement program
172	2020	Open Can 50 yd.	MSW-06					15	\$11,000					Replacement program
173	2021	Open Can 50 yd.	MSW-04							7	\$11,333			Replacement program
174	2021	Open Can 50 yd.	MSW-05							8	\$11,333			Replacement program
175	2021	Open Can 50 yd.	MSW-06							9	\$11,334			Replacement program
175	2022	Open Can 50 yd.	MSW-04									10	\$12,000	Replacement program

178	2022	Open Can 50 yd.	MSW-05									11	\$12,000	Replacement program
179	2022	Open Can 50 yd.	MSW-06									12	\$12,000	Replacement program
								units	\$ 1,667,000	9 units	\$1,396,000	12 units	\$1,291,000	Totals
						12 REQ.								



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: February 10, 2026

TO: Mayor Ellen Zoppo-Sassu
David Maikowski, Chairman Board of Finance
Board of Public Works
Board of Finance
Diane Waldron, Comptroller
Nancy Haynes, Purchasing Department
FROM: Raymond A. Rogozinski, P.E., Director of Public Works

**RE: DPW VACUUM LITTER COLLECTION TRUCK
REQUEST FOR BID WAIVER**

The Department of Public Works has been pursuing the procurement of a vacuum litter truck. As the BPW and BOF is aware, the Department received approval to utilize State provided nipper funds to purchase the vehicle. The Department has researched and presented its findings on the type and size of truck that best meet the Department's needs in the attached memorandum to the BPW and BOF. A link to the full report is provided below:

<https://www.bristolct.gov/DocumentCenter/View/50892/Litter-Collection-Truck>

The vacuum litter collection truck requested by DPW consists of a medium-sized truck that can easily travel on City streets, has a suction capacity capable of picking up nippers, bottles, bags of fast-food waste, and typical roadside litter. Most importantly, it has a reach of 10 ft. from the curb line. The vehicle should be operated with the driver on the right, curbside of the vehicle, similar to an automated rubbish truck (opposite a "normal car"). Due to the vehicle's high suction capacity, it will also be very useful in Department operations in collecting leaves on City properties and cleaning catch basin tops. The reach of the litter collection arm is large, 10 ft, which will allow DPW to collect litter from the entire City roadway right of way.

As indicated in the Department's November 12, 2025 report, the Department identified a potential supplier of the vehicle as Model DCL500SM manufactured by ODB Inc. The Department's intent is not to request a proprietary vehicle. For example, the ODB Inc truck is equipped with an Isuzu



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chassis and body. DPW certainly finds other manufacturers acceptable, however, the combination of vehicle size, suction capacity, curbside driving, and most importantly a suction arm with a 10-foot reach, has proven to be difficult for the Department to obtain multiple sources for the vehicle. As a result, the Department of Public Works requests the following action:

Approve the Department of Public Works request of a bid waiver to purchase a vacuum litter collection truck Model DCL500SM manufactured by ODB Inc. in the amount of \$225,000.

Please feel free to contact me with any questions or concerns at 860-584-6113.



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: October 6, 2025 [update November 12, 2025](#)

TO: Mayor Ellen Zoppo-Sassu
Board of Public Works
FROM: Raymond A. Rogozinski, P.E., Director of Public Works

RE: **DPW – VACUUM LITTER COLLECTION TRUCK – NIPPER FUNDS**

In accordance with the State’s nipper bottle program, the City receives \$0.05/nipper purchased in the City. The City has received \$390,837 since April of 2022 from the State for 7,816,740 nippers sold in the City. To date, \$104,525 has been expended, therefore, **\$286,312 is available for City use**. Assuming the purchase of nippers does not decrease, it is estimated that the City will receive approximately \$90,000 to 110,000 per year.

To date, the City has used State nipper funds to conduct a residential litter collection program (trash kits), dog waste stations & bags, and downtown trash barrels (annual report attached).

In accordance with State Statute 22a-244b, indicated below, the funds shall be/can be used for measures to reduce solid waste and litter:

All payments received by any municipality pursuant to the provisions of subsection (c) of this section shall be expended by such municipality on environmental measures intended to reduce the generation of solid waste in such municipality or reduce the impact of litter caused by such solid waste, including, but not limited to, the hiring of a recycling coordinator, the installation of storm drain filters designed to block solid waste and beverage container debris or the purchase of a mechanical street sweeper, vacuum or broom that removes litter, including, but not limited to, such beverage containers and other debris from streets, sidewalks and abutting lawn and turf areas.

The use of State nipper funds by other municipalities has varied, and have included implementation of programs similar to Bristol’s residential litter program, dog waste, and trash barrels, but have also included funding for a recycling coordinator position, the purchase of street sweepers, and pilot organic municipal collection programs. As previously indicated to the Board of Public Works, the DPW’s Solid Waste Superintendent duties currently include recycling coordination functions, and the Department currently has four street sweepers to sweep 234 miles of City roads.

The primary objective of the Department of Public Works has been to utilize State-provided nipper funds to limit and collect litter on and along City streets. As a result, the Department has focused on improving litter collection operations. The Department currently has street sweepers along with a smaller sidewalk sweeper, and a dedicated vacuum machine to collect litter. Department street sweepers collect debris and litter from City streets, but only on paved roadway surfaces. The Department's sidewalk sweeper likewise collects litter from the sidewalk, but only the sidewalk surface. Litter throughout the City is deposited along the road and sidewalk outside the road and sidewalk surface areas, therefore, a machine that collects litter must be able to drive on the roadway or sidewalk surface and have the ability to reach out to pick up/collect the litter. As indicated above, the Department has a dedicated vacuum litter collection machine, purchased in 2009. The machine is in good shape, but is small and has a manual, limited reach, low suction, and cannot drive across the City quickly or safely.

The Department currently picks up curbside litter along City streets. Litter collection consists of two solid waste laborers using hand pickers. Although effective in collecting litter, collection is slow, labor-intensive, and as a result, is generally provided on a complaint-driven basis. The Department is committed to roadside litter collection, however, there has been a reduction of DPW staff, as the FY2025-26 budget eliminated two laborers typically utilized for litter collection. The Department has investigated a number of vehicles and manufacturers over a period of a number of years to find a machine that can drive City streets, has sufficient suction capacity to collect roadside litter, and has an automated sufficient reach.

Based on Department research, DPW proposes the purchase of a Truck Mounted Debris Collector (Model DCL500SM) or similar machine. The vehicle can travel City streets, has a suction capacity powered with a 25 HP engine capable of picking up nippers, bottles, bags of fast-food waste, and typical roadside litter, and most importantly, it has a reach of 10 ft. from the curb line. DPW initially observed the machine at the APWA national conference and was able to arrange a two-day trial period in Bristol on October 22 and 23. During the trial period, two different operators used the vehicle and provided positive feedback. In addition, DPW Fleet mechanics evaluated the vacuum arm mechanism and believe the arm is well-built and will be reliable.

The vehicle is operated with the driver on the right, curbside of the vehicle, similar to an automated rubbish truck (opposite a "normal car"). If purchased, the vehicle will be operated by a solid waste driver collector. Due to the vehicle's high suction capacity, it will also be very useful in Department operations in collecting leaves on City properties and cleaning catch basin tops. The reach of the litter collection arm is large, 10 ft, which will allow DPW to collect litter from the entire City roadway right of way. However, a portion of the litter objectionable to residents is outside the right of way on private property and will not be collected by the proposed machine.

In order to proceed with DPW's procurement of the vacuum litter collection vehicle, the Department requested at the BPW's October 16, 2024 for authorization to utilize nipper funds and proceed with issuing a bid to procure a truck mounted debris collector. The item was tabled based on Board potential interest to purchase a larger model vehicle along with concerns that DPW did not rent a vehicle as a test trial.

The larger truck mounted debris collector was evaluated as part of DPW's initial evaluation, however, based on the BPW's interest in a larger vehicle, additional investigation and a review of previous information were performed. Based on the investigation, DPW confirms its previous recommendation to obtain a Truck Mounted Debris Collector (Model DCL500SM) or similar machine for the following:

1. Model DCL500SM (smaller unit) is more maneuverability than the larger DCL800M model. The DCL500SM over the cab truck is desired over the larger model to pick up litter in the downtown and Federal Hill area.
2. The DCL500SM model has sufficient litter collection capacity at 16 CY.



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3. The larger DCL800SM model requires a CDL driver. The DPW recommended DCL500SM model does not require a CDL driver, however, all DPW operation staff have CDL. The specific issue of the need for a CDL driver is not a factor. The need for a CDL driver to operate the larger DCL800SM truck is based on weight, however, it does relate to maneuverability, and due to its smaller size, the DCL500SM is more maneuverable and therefore recommended by DPW.
4. The cost of the larger DCL800SM model is more expensive at \$279,404 compared to \$204,236 for the smaller DCL500SM. The DCL800SM cost does not include the required need to install a dual steering system. With that said, cost is NOT the primary factor. It is more important that DPW purchases a vehicle that meets its needs, and it should be noted that there are available nipper funds to purchase either vehicle.

DPW also performed an additional investigation on the quality and performance of the vehicle. Additional references were checked, and DPW Fleet Manager solicited comments from a fleet manager social media group. The references were positive. Positive and negative comments were obtained from the fleet manager social media group, however, based on investigation the comments were either not applicable to the vehicle in question, or minor. The City was actually able to arrange a visit to the factory by Commissioner Frank Stawski. He happened to be in Virginia and used the opportunity to visit the factory. It is my understanding that based on his site visit, he has provided a positive recommendation.

In order to move the matter forward DPW requests the following BPW action:

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. 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 SIMILAR UNIT.

If approved, use of City funds will not be required, as all funding for the vehicle will be provided by State nipper funds. It should also be noted that the state nipper funds continue to accumulate at a rate of approximately \$116,000/year. DPW has previously requested BPW authorization to use nipper funds to replace a Department street sweeper, and fund an organic waste municipal collection program, however DPW did not receive Board authorization.

The Department has investigated other types of litter collection vehicles. The focus has been to obtain a vehicle with a high vacuum capacity, long reach arm for litter collection, multi-use, and capable of traveling City streets. The investigation found smaller vehicles costing approximately \$110,000 – 120,000 that had some of the required elements. There is a model similar to the Department's existing manual arm unit that has an automated arm, however, the reach is smaller (6 ft), it cannot cross the City quickly or safely, has low vacuum capacity, and has received negative

feedback from other municipalities. DPW also investigated a unit that would be installed as an accessory unit to a UTV “gator.” This unit was attractive since the gator could be used by DPW Building Maintenance for snow operations in the new parking garage, however, the arm did not extend 10 ft and did not appear robust. [The DCL500SM truck does come with an option of either a gas or diesel engine to drive the vacuum fan. DPW typically prefers diesel engines, however, would specify obtaining a gas engine based on the need for high RPM and reliability issues with the diesel fan system \(see attached email\).](#)

Feel free to contact me with any questions/concerns at 860-584-6113.



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: February 7, 2026

TO: Mayor Ellen Zoppo-Sassu
Board of Public Works

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

**RE: DPW ESPN REQUEST FOR CITY TO RE-ACCEPT RONZO ROAD
EXTENSION AS A CITY STREET**

The Department of Public Works has been contacted by ESPN Inc. to re-accept the section of Ronzo Road as a City street. The 500 ft. section of roadway is located east of the Ronzo Road intersection with Birch Street and was originally built by the City in 1998 for ESPN as a City Street utilizing federal ECDC grants. The roadway contains storm water, potable water, sanitary sewers, and Eversource gas utilities. The roadway is also serviced with streets lights that receive un-metered power from Eversource and function as typical City street lights.

In 2012, ESPN Inc. leased the 62,995 S.F. building located on the property identified as 220 Ronzo Road. During the lease period, ESPN Inc. occupied all adjacent properties to the section of Ronzo Road in question and were authorized, by two separate votes of the City Council the first in 2012 and the second in 2015, to install security fencing, preventing public access and effectively making the roadway private. ESPN Inc. currently performs all maintenance on the roadway.

ESPN Inc.'s lease of the 220 Ronzo Road property is not being renewed. In order to provide access to the property, ESPN is requesting that a portion of Ronzo Road be returned to the status of a City street with DPW performing required maintenance. ESPN will remove any and all fencing from the road right of way along with associated work to reestablish the roadway as a City street. The removal of the cul-de-sac and Belgium block area east of the cul-de-sac is not required by the DPW.

The traffic signal at the intersection of Birch St and Ronzo Road is currently on flash, with two of the four legs (roads) of the intersection fenced off by ESPN and not in use, full operation of the



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traffic signal is not required. With the proposed use of Ronzo Road, east of Birch St, as public roadway the intersection will become three way and DPW would re-establish full operation of traffic signal. Typically, restoring full operation of the traffic signal would consist of turning the control button to full operation, however it appears the controller has been removed from the traffic controller box. Installation of a new controller and associated work is required to restore operation at an estimated cost of \$20,000.

The Department of Public Works supports the reestablishment of Ronzo Road as a City Street and requests the following Board of Public Works action:

Approve action recommending City Council re-establishment of the following portion of Ronzo Road Extension as a City Street:

Beginning at a point on the east side of Birch Street, at the southwest corner of the portion of Ronzo Road marks the point and place of beginning, thence running north along the Birch Street – Streetline a distance of 75.01' at a bearing of N 00° 55' 29" W to a monument, thence along a curve to the right a distance of 23.56' with a radius of 15.00' and delta angle of 90° 00' 26" to another monument, thence turning and running along the Ronzo Street – Streetline a distance of 249.87' at a bearing of N 89° 02' 20" E to a monument, thence running along a curve having a radius of 460.00' a distance 260.46' intersecting with N/F ESPN's property line, thence turning south and running a distance of 60.00' at a bearing of S 31° 29' 42" W, thence turning and running along a curve having a radius of 400.00' a distance of 75.85' to a monument, thence running along another curve the left having a radius of 25.00' and a delta angle of 88° 01' 46" and an arc length of 38.41' to another monument, thence reversing its curve and running along a curve having a radius of 70.00' and a delta angle of 149° 23' 38" a distance of 182.52' to a monument, thence reversing it curve again to the left having a radius of 25.00' and a delta angle of 82° 56' 24" a distance of 36.19' to a monument thence turning and running along the streetline a distance of 239.88' at a bearing of S 89° 02' 20" W to the point and place of beginning.

Said approval shall be subject to the following:

- 1. ESPN Inc. removal of all fencing and associated apparatus located within the right of way.**



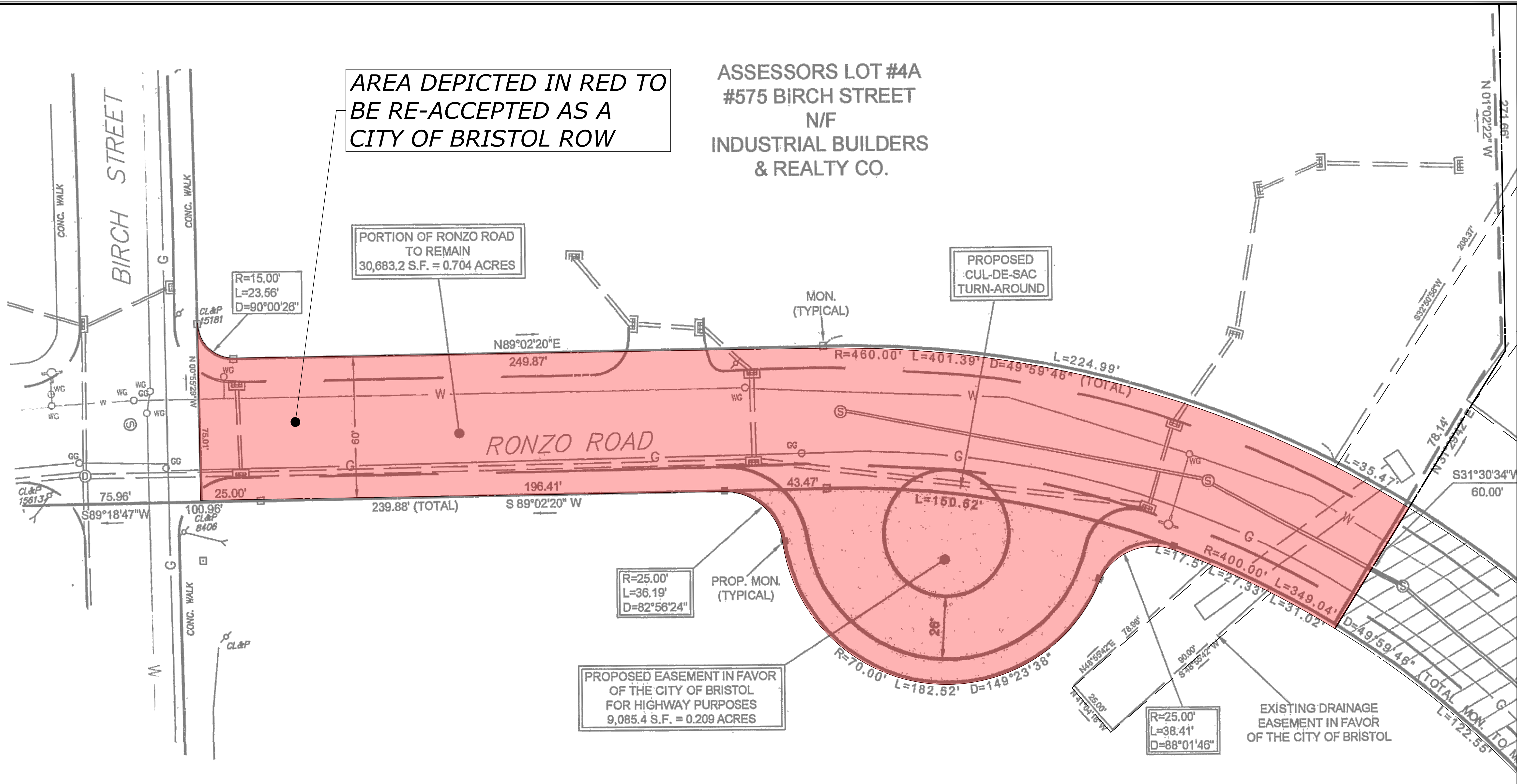
Department of Public Works | 860.584.6125

2. ESPN shall be responsibility to mow an provide landscaping of the center island located within the cul-de-sac. The maintenance and repair of roadway pavement and curbing shall be the responsibility of the City of Bristol department of Public Works
3. Map indicating limits of right of way filled on City land records. Paved cul-de-sac shall be located within the proposed right of way.
4. ESPN shall remove snow and ice control on the section of roadway located east of the cul-de-sac shall. The sole purpose of referenced maintenance is for ESPN benefit, the City does not require the roadway section to be maintained and may grant ESPN Inc. authorization to remove the referenced roadway section subject to installing curbing along the paved cul-de-sac area.
5. Approval of the Water & Sewer Department (disposition of utilities and easements within roadway right of way)
6. ESPN Construction of handicap ramp at the southeast corner of the Ronzo Road and Birch St intersection along with interconnection to the sidewalks located on the southern side of Ronzo Road Extension.
7. Restore traffic signal at Birch St and Ronzo Road to full operation. The traffic signal is currently on flash and with the additional (opening) of Ronzo Road east of Birch St it is anticipated that the traffic signal need to be fully operational, with phase control on Ronzo Road, Birch St south of Ronzo Rd and pedestrian controls.

Based on information provided by ESPN Inc. completion of required work and final turn over of the road to the City is anticipated in mid-2027.

Please feel free to contact me with any questions or concerns at 860-584-6113.

PROJECT: 08-121\BIRCH STREET BRISTOL ESPN\dwg\Ronzo Road Discontinuance 6-29-11.dwg
DATE: 6-29-11
DRAWN BY: RAR
CHECKED BY: RAR
DESIGNED BY: RAR



AREA DEPICTED IN RED TO
BE RE-ACCEPTED AS A
CITY OF BRISTOL ROW

ASSESSORS LOT #4A
#575 BIRCH STREET
N/F
INDUSTRIAL BUILDERS
& REALTY CO.

PORTION OF RONZO ROAD
TO REMAIN
30,683.2 S.F. = 0.704 ACRES

PROPOSED
CUL-DE-SAC
TURN-AROUND

R=25.00'
L=36.19'
D=82°56'24"

PROP. MON.
(TYPICAL)

PROPOSED EASEMENT IN FAVOR
OF THE CITY OF BRISTOL
FOR HIGHWAY PURPOSES
9,085.4 S.F. = 0.209 ACRES

R=25.00'
L=38.41'
D=88°01'46"

EXISTING DRAINAGE
EASEMENT IN FAVOR
OF THE CITY OF BRISTOL

THIS MAP IS A MARKUP OF A PORTION OF BRISTOL CITY
CLERK MAP #Q-6 PREPARED BY R. R. HILTBRAND ENGINEERS
AND SURVEYORS REVISED TO 2-23-2012

ASSESSORS LOT #4
#220 RONZO ROAD
N/F
L.I.C. WAREHOUSE
REALTY CO., INC.

REVISED: 2-23-12 AS PER ESPN IN HOUSE REVIEW.
REVISED: 6-28-11 AS PER COMMENTS RECEIVED FROM ESPN ON 6-17-11/CITY STAFF COMMENTS.

PREPARED FOR:
ESPN INC.
545 Middle Street
Bristol, CT 06010

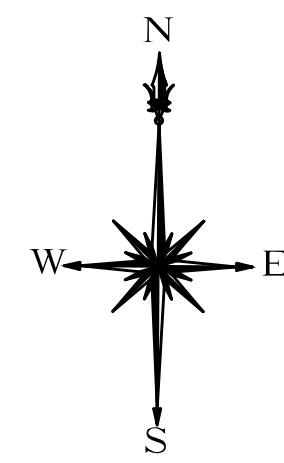


RIGHT OF WAY SURVEY
SHOWING PROPOSED DISCONTINUANCE
OF A PORTION OF RONZO ROAD

Ronzo Road
Bristol, Connecticut
June 28, 2010

R. R. HILTBRAND ENGINEERS and SURVEYORS
575 NORTH MAIN STREET BRISTOL, CONNECTICUT 06010 (860) 582 4548
...08-121\Birch Street Bristol ESPN\dwg\Ronzo Road Discontinuance 6-29-11.dwg

TO MY KNOWLEDGE AND BELIEF, THIS MAP IS
SUBSTANTIALLY CORRECT AS NOTED HEREON.
Ronald H. Dufour
RONALD H. DUFOUR - L.S. # 12319



DESCRIPTION	DATE	BY

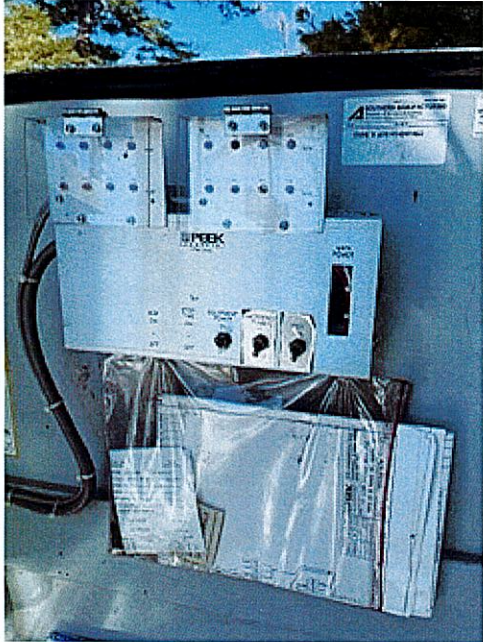
PORTION OF RONZO ROAD TO BE ACCEPTED

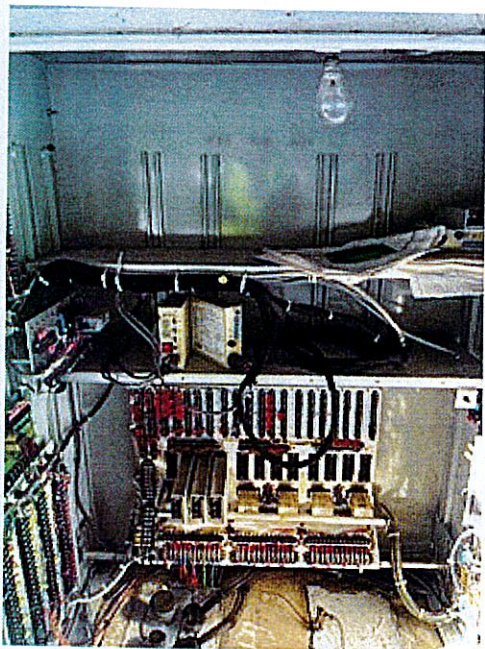
PORTION OF CITY CLERK MAP #Q-6
FROM ESPN
RONZO ROAD
BRISTOL, CONNECTICUT

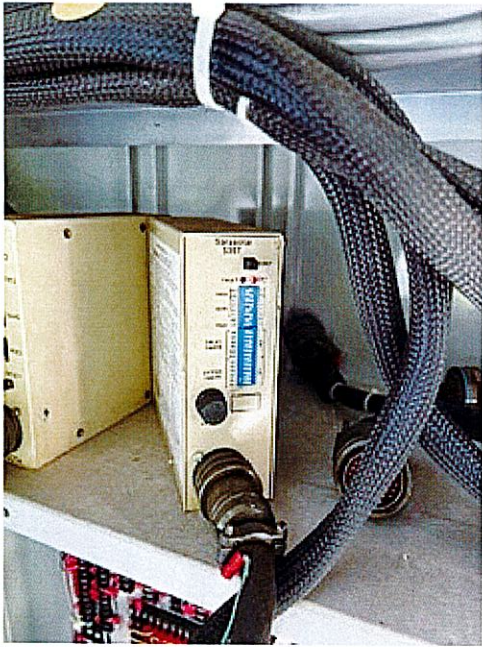
RJH	RJH	RAR
DESIGNED	DRAWN	CHECKED
SCALE	1" = 20"	
DATE	FEBRUARY 12, 2026	
PROJECT NO.		
SHEET NO.	1 OF 1	
	#1	
SHEET NAME		

Laura Leger

From: Raymond Rogozinski
Sent: Thursday, February 12, 2026 3:53 PM
To: Raymond Rogozinski







Sent from my iPhone



CITY OF BRISTOL
BOARD OF FINANCE AGENDA REQUEST FORM

To: Board of Finance Commissioners

From: Public Works
(Requesting Department)

Date: February 10, 2026
(Submission Date)

For the February 24, 2026 Board of Finance Meeting Agenda
(Date of Meeting)

This request is for:

(Please check the type of request and list in whole dollar amounts)

- ☐ Additional Appropriation \$ _____
- ☒ Transfer from Contingency \$ 200,000
- ☒ Transfer(s) \$ 30,000
- ☐ Grant \$ _____
- ☐ Carry-over(s) \$ _____
- ☐ Other _____

Approval:

This request was approved by the Board of Public Works
(governing Board of your department)
at its meeting held on February 19, 2026.
(date)



(Department Head's signature)

All requests to appear on the Board of Finance meeting agenda for consideration must be submitted to Jodi McGrane in the Comptroller's Office by 10:00 a.m. Monday of the preceding week of the meeting. Board of Finance Meetings are held on the fourth Tuesday of each month at 5:30 p.m. in the Council Chambers.

Board of Finance Agenda Request Form

Reason for request:

DPW request an additional appropriation of \$200,000 and a transfer of \$30,000 to cover a current budget deficit of \$128,553 and anticipated additional cost of approximately \$102,000 for DPW Snow OT cost. The additional overtime is associated with an increase number and timing (Sunday & holidays) of winter storms experienced to date in 2025-2026. The projected \$102,000 cost is based on last year's OT cost incurred by the Department during the Feb to April period plus 20 percent for increase severity.

A summary of a DPW review of current OT, Snow Program Supplies and Contractor Fees is provided below:

Account	Name	Budget	Spent to Date	Encumbered	Remaining
0013018-5151100	DPW Snow OT	\$270,000	\$398.5533	N.A.	-\$128,553
0013018-544410	Snow Contract Fees	\$225,000	\$85.825	\$75,175	\$64,000
0013018-561800	Snow Program Supplies	\$600,000	\$371,212	\$164,704.80	\$54,083

Based on a review of available funds within the referenced account \$30,000 can be transferred from Contract fees to DPW OT account. The Department is requesting an additional appropriation in the amount of \$200,000 to cover the remaining projected budget deficit.

From: 0013018-544410	To: 0013018-5151100	Amount: \$30,000
DPW Snow Contract Fees	DPW Snow OT	

Additional Appropriation of \$200,000 into Account 0013018-515100 DPW OT

From: 0018106 589000	To: 0013018-5151100	Amount: \$200,000
General Fund Contingency	DPW Snow OT	



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: February 10, 2026

TO: Mayor Ellen Zoppo-Sassu
Board of Public Works

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

RE: DPW NORTH MAIN STREET STREETSCAPE – MODIFICATIONS

The Department of Public Works in conjunction with Bristol ECD has been monitoring and evaluating available parking on North Main St between Laurel St, Hope St, and Center Street. The City has been particularly focused on restaurant and commercial parking to support the Carrier development both Phase I and Phase II currently under construction. Based on the success of the restaurants/retail in Phase I, as well as the prospect of future restaurants/retail in Phase II, the availability of street parking is a concern.

Currently, patrons of the two existing restaurants are utilizing the angled parking along Carrier's Phase I (east side of North Main St), the angle parking along City Hall's frontage and a portion of City Hall's Laurel St parking lot. The use of City Hall parking does not appear to be impacting access to City Hall due to the differential in the peak times parking is needed. However, the City's Hope Street parking garage does not appear to be heavily utilized by restaurant patrons. The parking garage is vital to support the Wheeler building operation and will support future development in Centre Square but North Main St parking is the prime parking for commercial patrons, particularly during daytime hours.

As Carrier's Phase II building nears completion the need for additional parking becomes more critical. The Phase II building is farther away from the Hope St parking garage and there is less on-street parking in the area of Carrier's Phase II as currently constructed. To address the lack of parking needed to support Phase II, Carrier is transitioning residential parking from the surface lot located south of McDonalds and is making a portion of the referenced surface lot available to restaurant and commercial patrons. Carrier has also added a gate to separate residential and commercial parking in the lot and another gate at the Hope Street parking lot entrance to prevent



Department of Public Works | 860.584.6125

commercial parking designated for residential. Carrier has also increased residential use of the Hope Street parking garage.

The success of the downtown area does require additional on-street parking along North Main Street. In order to provide additional parking, the proposal is to remove a portion of existing, recently constructed, streetscape located between the Post Office and PD Complex exit driveway. This section was originally envisioned as a bus stop and parallel parking area that included ADA handicap parking spaces. The current plan consists of removing the referenced area and reconstructing the streetscape section to create angle parking.

As indicated in the attached preliminary plan, the proposed reconstruction will result in 22 angle parking spaces including two ADA handicap spaces. In order to reduce a potential sightline concern leaving the PD Complex parking garage it is anticipated that two of the proposed parking spaces closet to the PD Complex will be eliminated, reducing the provided parking spaces to 19. In addition, a cross walk will be installed at the mid-point of the parking area, equipped with a RFFB.

The addition of angle parking between the Post Office and PD Complex will require the removal of landscaping, trees, reduction in brick pole border, relocation of post office mail box to within parking lot (Foley St), elimination of decorative lights and a narrowing of North Main Street roadway pavement width to 32 feet. With the modifications, the existing double yellow center line would move to the east, towards the Carrier development, approximately 2 ft. The sidewalks along the Post Office and PD Complex property will remain in place. Relocating the sidewalk is not required and moving the sidewalks to the west closer to the Post Office building would require an easement from the Federal government that is anticipated to be time consuming to procure. As part of the work an Eversource electrical manhole has to be reset to a new grade by Eversource (Charter Oak). The estimated cost of the proposed work is \$200,000.

The Department of Public Works requests the following Board of Public Works action to proceed with the Streetscape modifications:

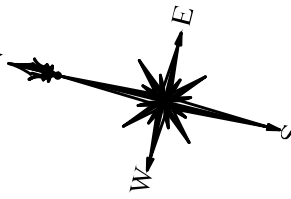
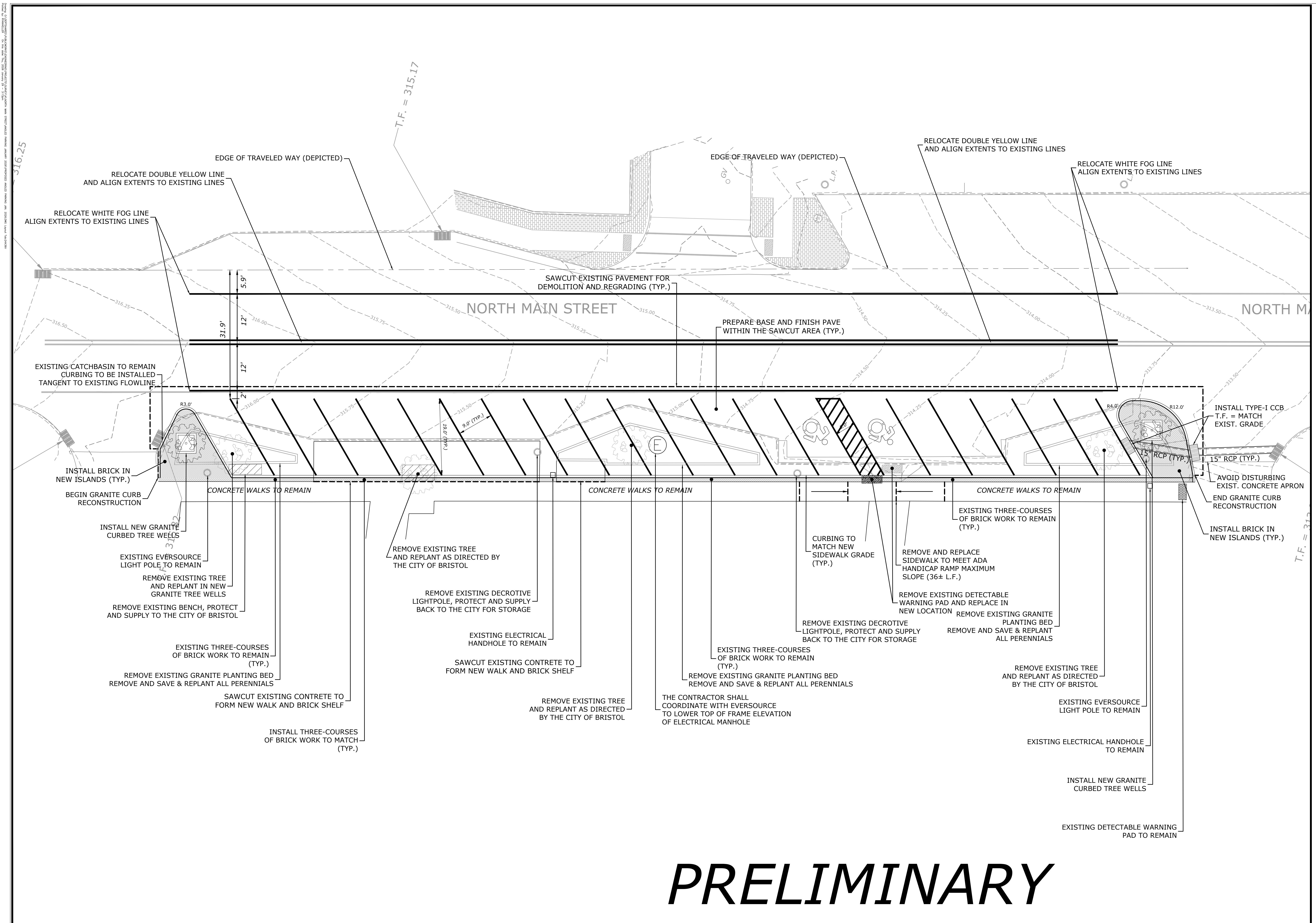
Forward a recommendation to City Council authorizing the Mayor to sign any and all documents associated with executing a change order to Contract 2C24-042 in the amount of \$200,000 with Martin Laviero Contracting Inc. Said change is to modify streetscape improvement on North Main St between the Post Office and PD Complex to provide additional parking.



Department of Public Works | 860.584.6125

A portion of the funding is currently in place with the existing appropriation. However, an additional \$150,000 will be required, The Department will use RIF funds, therefore BOF action is not required.

Please feel free to contact me with any questions or concerns at 860-584-6113.

[illegible]

**NORTH MAIN STREET SCAPE
REVISIONS TO CURBING AND PARKING**

111 NORTH MAIN STREET
BRISTOL, CONNECTICUT

RJH DESIGNED	RJH DRAWN	RA CHECKED
1"=10'		
DATE JANUARY 21, 2026		
PROJECT NO.		
1 OF 1		
SHEET NO.		
PROP.		
SHEET NAME		



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: February 10, 2026

TO: Mayor Ellen Zoppo-Sassu
Board of Public Works

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

RE: **CITY BUILDING SPACE REALLOCATION REQUEST – POLICE
DEPARTMENT (PD COMPLEX REUSE OF OFFICE SPACE)**

In accordance with the Board of Public Works policy regarding approval to re-use or designation of space within City buildings, the Department of Public Works has received a requested from the Police Department to designate an office located on the second floor of the PD Complex building for use by the Police Peer Support Team. The office is located in the northeast corner of the building. No cost or modifications are required for the Police Department's proposed use. A map of the space is attached.

Based on a review of the proposal, the Department of Public Works recommends the following Board of Public Works action:

Approve the Police Department's request to designate the existing office located on the second floor of the PD Complex, northeast corner for use by the Police Peer Support Team.

Please feel free to contact me at 860-584-6113 with any questions/concerns.

February 12, 2026

Dear Mr. Rogozinski and Board of Public Works,

I am writing you to appeal the current replacement reimbursement payment for a damaged mailbox. My home is 53 Woodfield Road. On Saturday February 7th at 10:35 my mailbox was struck during snow removal operations by the city. The damage to the mailbox and post was extensive as it appears that the plow struck the mailbox and not snow pushing into it. I made a call to public works dispatch that day around 1:00pm and left a message. I followed up on Monday the 9th and public works came out and put up a temporary mailbox with a letter about the mailbox damage.

Per the information that was provided by the city I believe that the placement of my mailbox was proper and in fact if I had placed the mailbox further back the damage would have still occurred. I understand what the city must do to keep the roadways open, but I will explain why there was no reason for the truck to be that close to my mailbox.

First during the storm and with every other storm I remove the snow from where the city leaves it in the road to my curblane. There was no snow in the area of the mailbox that needed removal. The approximate distance cleared is 50ft before and 20ft after the mailbox. Second, I measured the location of the mailbox from the curblane, and the placement was within your parameters. I was able to temporally place my mailbox on the post that remained in the same location and get exact measurements. Per your guidelines the mailbox should be 6-8 inches from the line where the road and curb meet. The closest point of my mailbox was at 7 1/2 inches from that line. Furthermore, on the mailbox itself there was a physical line from where it was struck and that mark was 8 1/2 inches from that curblane. This means that even if I placed my mailbox back further than what the city or United States Postal Service recommends that my mailbox still would have been struck.

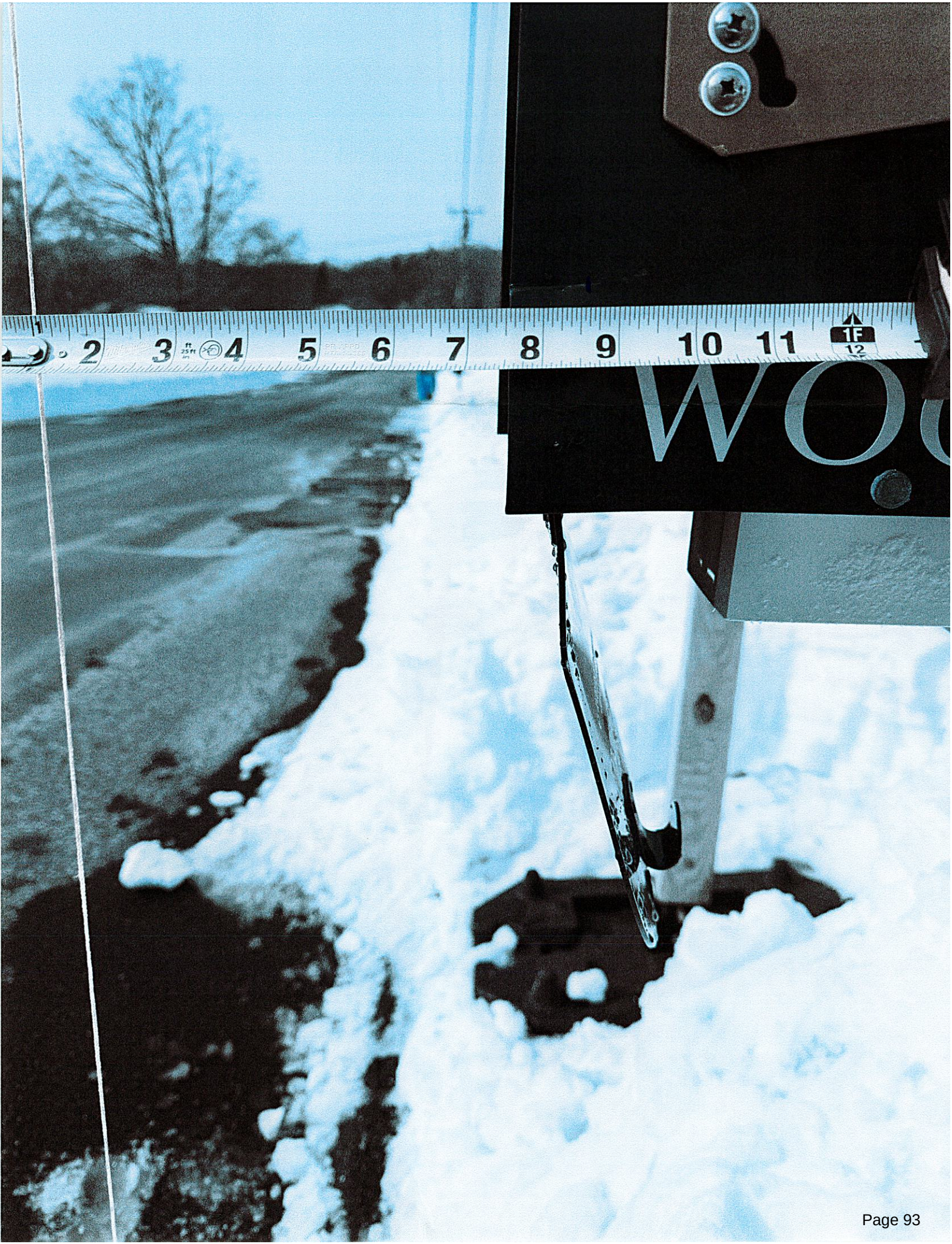
The solution offered by public works looks nothing like my current setup, so I went to find the replacement of the one I purchased 7 years ago. The manufacturer of my mailbox and post is Walpole Outdoors. I went to their website, and this is what I found. The mailbox post is \$328, the mailbox is \$198, and the lettering is \$39, totaling \$565. Surprisingly this is their least expensive option and is essentially the exact setup I have (they no longer make the same style mailbox but post and lettering are the same). Seeing how 75 dollars reimbursement on a \$565 setup leaves me to recoup a \$490 loss is unacceptable.

If I was in the wrong with placement or leaving snow in the road I can see how this would be my fault but seeing how I had placed the mailbox in the proper location and removed the snow I see this as fault of the city and I should be made whole.

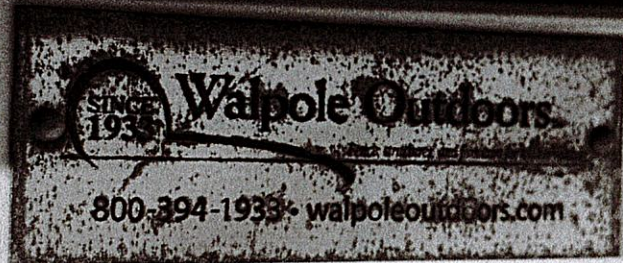
I have pictures of the location showing the snow was removed from in front of the area, measurements of the mailbox, and manufacture tags to prove that the mailbox was from the company I said it was. All documents will be included. Some of the pictures can be viewed better in person and I can zoom in them on my phone. I will not be able to attend this month's meeting, but I will be able to attend in March if you would like to talk to me in person.

Respectfully,

Alan Rudolewicz



FREE



Home / Your Cart

Your Cart (3 items)

Item	Price	Quantity	Total
 White Liberty Mail Post	\$328.00	▼1▲	\$328.00 ×
 The Strong Box Mailbox Available in Multiple Colors Color: Blue Change	\$198.00	▼1▲	\$198.00 ×
 Mailbox Lettering Layout: Lettering Layout C Font Style: Introit Color: White Address - Please double check for accuracy: 53 Woodfield RD Change	\$39.00	▼1▲	\$39.00 ×
Subtotal:			\$565.00
Shipping:			Add Info
Coupon Code:			Add Coupon
Grand total:			\$565.00
Check out			

Rudolewicz
53 Woodfield Rd
Bristol, CT 06010
860803 6207
arudolewicz07@comcast.net

Director of Public Works and Board
111 North Main St
Bristol, CT 06010



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: January 25, 2026

TO: Mark Dickau, Ordinance Committee Chair
Thomas Conlin, Corporation Counsel

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

RE: DPW Proposed Ordinance Amendments (Illicit Discharge to City Storm Drainage System, Plot Plan Review Requirements, Clearing Pole Border of Snow Adjacent to Bus Stops)

The Board of Public Works voted at its December 18, 2026 to refer to revisions to the existing City ordinance associated with the following:

- A. Chapter 21 Streets, Sidewalks and Public Places – Division II General: Revisions to include provisions to define, prohibit, and enforce the removal of illicit discharges into the City’s storm drainage system. The proposed amendment is required to improve storm water quality and is required in accordance with the Departments MS4 CT DEEP permit.

Proposed Charter 21, Division II Ordinance Amendment Attached.

- B. Chapter 5 Building and Building Regulations – Sec 5-22(c)Requirements for residential construction: Revisions clarify and enhance plot plan requirements associated with residential construction. The proposed revision adds an additional requirement to install a subsurface retention system or rain garden to collect roof runoff from a 2-year storm.

Memorandum to the Board of Public Works dated December 8, 2025 indicating proposed plot plan review requirements attached.

In addition, the Department of Public Works is requesting revisions to Chapter 21, Division II, Streets, Sidewalks and Public Places to clarify the clearing of snow in areas of bus stops and bus



Department of Public Works | 860.584.6125

shelters along with a provision to enable the Department of Public Works to remove snow for sightline safety issues.

1. Chapter 21 Streets, Sidewalks and Public Places – Division II General: Include provisions clarifying the requirement of property owners to clear snow from bus stops and bus shelters. In accordance with the existing Ordinance, the sidewalk is defined as the entire area between the property line and edge of road, therefore, property owners are currently required to clear snow from the entire pole border. With that said, the proposed revision to Ordinance Sec 21-23 clarifies the need for property owners to clear snow from the pole border and bus shelter area.

See proposed ordinance revision – Clearing snow adjacent to Bus Stops

2. Chapter 21 Streets, Sidewalks and Public Places – Division II General: Proposed revisions consist of an additional provision Sec 21-24.5 authorizing the Department of Public Works to remove sightline obstructions, including obstruction on private property.

Please feel free to contact me with any questions or concerns at 860-584-6113.

Section 21-31 Illicit Discharges & Illegal Connections

General:

- A. No person shall throw, drain, or otherwise discharge, cause, or allow others under its control to throw, drain, or otherwise discharge into the municipal separate storm sewer system any pollutants or waters containing any pollutants, other than stormwater. Prohibited discharges would include, but not be limited to, residential, industrial, or commercial wastes, trash, used motor vehicle fluids, pesticides, fertilizers, food preparation waste, leaf litter, grass clippings, or domestic animal wastes.
- B. The following discharges are exempt from the prohibition provision above provided that they do not contribute to a water quality violation; and such non-stormwater discharges are not significant contributors of pollutants to the municipal separate storm sewer system:
 - i. uncontaminated ground water discharges including, but not limited to, pumped ground water, foundation drains, water from crawl space pumps and footing drains;
 - ii. irrigation water including, but not limited to, landscape irrigation and lawn watering runoff;
 - iii. residual street wash water associated with sweeping;
 - iv. naturally occurring discharges such as rising ground waters, uncontaminated ground water infiltration (as defined at 40 CFR 35.2005(20)), springs, diverted stream flows and flows from riparian habitats and wetlands;
 - v. water line flushing performed by a public utility; and air conditioning condensation.
 - vi. The prohibition provision above shall not apply to any non-stormwater discharge permitted under an NPDES permit or order issued to the discharger and administered under the authority of the State and the Federal Environmental Protection Agency, provided that the discharger is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations, and provided that written approval has been granted for any discharge to the municipal separate storm sewer system.
- C. Discharges to the municipal separate storm sewer system that are not composed entirely of stormwater runoff contribute to increased nonpoint source pollution and degradation of receiving waters; These non-stormwater discharges occur due to spills, dumping and improper connections to the municipal separate storm sewer system from residential, industrial, commercial or institutional establishments.

2. Prohibition of Illegal Connections

- A. The construction, connection, use, maintenance or continued existence of any illegal connection to the municipal separate storm sewer system is prohibited.
 - i. This prohibition expressly includes, without limitation, illegal connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.
 - ii. A person violates this ordinance if the person connects a line conveying sewage to the municipal separate storm sewer system or allows such a connection to continue.
 - iii. Improper connections in violation of this ordinance must be disconnected and redirected, if necessary, to an approved onsite wastewater management system or the sanitary sewer system upon approval of Bristol Water & Sewer. If what is being discharged is not acceptable to enter into the sanitary sewer system or infiltrate into the ground, then it will have to be discharged in another way that is acceptable to the City of Bristol in accordance with Federal, State and local regulations.

- iv. Any drain or conveyance that has not been documented in plans, maps or equivalent, and which may be connected to the municipal storm sewer system, shall be relocated by the owner or occupant of that property upon receipt of written notice of violation from the City. Such notice will specify a time period within which the relocation of the drain or conveyance is to be completed, that the drain or conveyance be identified as storm sewer, sanitary sewer or other, and that the outfall location or point of connection to the storm sewer system, sanitary sewer system or other discharge point be identified. Results of these investigations are to be documented by the owner or occupant of that property and provided to the Director.

3. Industrial, Commercial or Construction Activity Discharges

- A. Any person subject to an industrial, commercial or construction activity NPDES stormwater discharge permit shall comply with all provisions of such permit. Proof of compliance with said permit may be required in a form acceptable to the Director prior to allowing discharges to the municipal

4. Notification of Accidental Discharges and Spills

A. Notwithstanding other requirements of law, as soon as any person responsible for a facility, activity or operation, or responsible for emergency response for a facility, activity or operation has information of any known or suspected release of pollutants or non-stormwater discharges from that facility or operation which are resulting or may result in illicit discharges or pollutants discharging into stormwater, the municipal separate storm sewer system, State Waters, or Waters of the U.S., said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release so as to minimize the effects of the discharge.

Said person shall notify the Director no less than 24 hours after the event of the nature, quantity and time of occurrence of the discharge. Notifications in person or by phone shall be confirmed by written notice addressed and mailed to the Director within three business days of the phone or in person notice. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years. Said person shall also take immediate steps to ensure no recurrence of the discharge or spill.

In the event of such a release of hazardous materials, emergency response agencies and/or other appropriate agencies shall be immediately notified.

5. Violation:

- A. An illicit discharge and or a failure to provide notification of a release shall be classified as a violation with the property owner being subject to fines or penalties in the amount of \$100/ day and shall include any and all cost of abatement, remediation and or corrective action to remove the violation. Whenever the Director finds that a violation of this ordinance has occurred, the Director may order compliance by written notice of violation containing the following:
 - i. The name and address of the alleged violator;
 - ii. The address when available or a description of the building, structure or land upon which the violation is occurring, or has occurred;
 - iii. A statement specifying the nature of the violation;

- iv. A description of the remedial measures necessary to restore compliance with this ordinance and a time schedule for the completion of such remedial action. It is not the responsibility of the Town to formulate or design any remedial systems.
- v. A statement of the penalty or penalties that shall or may be assessed against the person to whom the notice of violation is directed; and,
- vi. A statement that the determination of violation may be appealed to the Board of Public Works by filing a written notice of appeal within thirty (30) days from the date of the written Notice of Violation.

B. Such notice may require without limitation:

- i. The performance of monitoring, analyses, and reporting required;
- ii. The elimination of illicit discharges and illegal connections;
- iii. That violating discharges, practices, or operations shall cease and desist;
- iv. The abatement or remediation of stormwater pollution or contamination hazards and the restoration of any affected property;
- v. Payment of costs to cover administrative and abatement costs; and,
- vi. The implementation of pollution prevention practices acceptable to the Town.
- vii. The reporting of the violation to the Connecticut Department of Energy and Environmental Protection (DEEP) and/or the United States Environmental Protection Agency (EPA).

6. Appeal of Notice of Violation:

- A. Any person receiving a Notice of Violation may appeal the determination of the Director to the Board of Public Works. The notice of appeal must be received by within thirty (30) days from the date of the written Notice of Violation.

7. Enforcement

A. If the violation has not been corrected pursuant to the requirements set forth in the Notice of Violation within thirty (30) days after receipt of the notice, or if an appeal is taken, within thirty (30) days after a decision on said appeal, the charges shall become a special assessment against the property and shall constitute a lien on the property for the amount of the assessment.

For intentional and flagrant violations of this ordinance, the Director may refer the violation to the United States Environmental Protection Agency (EPA) for enforcement of penalties under Sections 309 and 311 of the Clean Water Act.

Sec 21-22 Definitions:

“Construction Activity” means activities subject to the Connecticut Erosion and Sedimentation Control Act or General Permit for the Discharge of Stormwater and Dewatering Wastewaters from Construction Activities. These include construction projects resulting in land disturbance. Such activities include but are not limited to clearing and grubbing, grading, excavating, and demolition.

“Illicit Discharge” means any unpermitted discharge to waters of the state that does not consist entirely of stormwater or uncontaminated ground water except those discharges identified in Section 3.1.1 of this ordinance when such non-stormwater discharges are not significant contributors of pollution to a discharge from an identified municipal separate storm sewer system.

“Illegal Connection” means either of the following:

a) Any pipe, open channel, drain or conveyance, whether on the surface or subsurface, which allows an illicit discharge to enter the storm drain system including but not limited to any conveyances which allow any non-stormwater discharge including sewage, process wastewater, and wash water to enter the storm drain system, regardless of whether such pipe, open channel, drain or conveyance has been previously allowed, permitted, or approved by an authorized enforcement agency; or

b) Any pipe, open channel, drain or conveyance connected to the municipal separate storm sewer system which has not been documented in plans, maps, or equivalent records and approved by an authorized enforcement agency.

“Industrial Activity” means activities subject to NPDES Industrial Permits as defined in 40 CFR, Section 122.26 (b) (14) or CGS 22a-430b.

“National Pollutant Discharge Elimination System (NPDES) Storm Water Discharge Permit” means a permit issued by the Connecticut DEEP under authority delegated pursuant to 33 USC § 1342(b) that authorizes the discharge of pollutants to waters of the United States, whether the permit is applicable on an individual, group, or general area-wide basis.

“Municipal Separate Storm Sewer System” means any facility designed or used for collecting and/or conveying stormwater, including but not limited to any roads with drainage systems, highways, municipal streets, curbs, gutters, inlets, catch basins, piped storm drains, pumping facilities, structural stormwater controls, ditches, swales, natural and man-made or altered drainage channels, reservoirs, and other drainage structures,

“Non-Stormwater Discharge” means any discharge to the storm drain system that is not composed entirely of stormwater.

“Person” means, except to the extent exempted from this ordinance, any individual, partnership, firm, association, joint venture, public or private corporation, trust, estate, commission, board, public or private institution, utility, cooperative, city, county or other political subdivision of the State, any interstate body or any other legal entity.

"Pollutant" means anything that causes or contributes to pollution. Pollutants may include, but are not limited to: paints, varnishes, and solvents; petroleum hydrocarbons; automotive fluids; cooking grease; detergents (biodegradable or otherwise); degreasers; cleaning chemicals; non-hazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects and accumulations, so that same may cause or contribute to pollution; floatables; pesticides, herbicides, and fertilizers; liquid and solid wastes; sewage, fecal coliform and pathogens; dissolved and particulate metals; animal wastes; silt, sand and/or exposed earth and wastes and residues that result from constructing a building, a road and/or a structure; concrete and cement; and noxious or offensive matter of any kind.

"Pollution" means the contamination or other alteration of any water's physical, chemical or biological properties by the addition of any constituent and includes but is not limited to, a change in temperature, taste, color, turbidity, or odor of such waters, or the discharge of any liquid, gaseous, solid, radioactive, or other substance into any such waters as will or is likely to create a nuisance or render such waters harmful, detrimental or injurious to the public health, safety, welfare, or environment, or to domestic, commercial, industrial, agricultural, recreational, or other legitimate beneficial uses, or to livestock, wild animals, birds, fish or other aquatic life.

"Premises" mean any building, lot, parcel of land, or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.

"Sidewalk" means all of the street space from the property line to the pavement but not including the curb, if any.

"Stormwater Runoff" or "Stormwater" means any surface flow, runoff, and drainage consisting entirely of water from any form of natural precipitation and resulting from such precipitation.



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: December 8, 2025

TO: Mayor Ellen Zoppo-Sassu
Board of Public Works

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

RE: **DPW Plot Plan Review Requirements**

The DPW Engineering Division reviews plot plans associated with construction of individual houses and building additions on residential properties. They also review plans for commercial non-residential properties, however, said projects typically require the approval of a site plan by the City's Planning or Zoning commission, and the plan requirements are defined in the City's Zoning regulations. Plot plan requirements for individual houses or additions are not specifically defined in the Zoning regulations. City Ordinance 5-22 indicates the following:

Existing Ordinance 5-22 Requirements for Residential Construction

- (a) *No building permit shall be issued for a new residential dwelling unless an approved site and/or plot plan is submitted with the application.*
- (b) *No certificate of occupancy shall be issued for any new residential dwelling unless all improvements shown on the site and/or plot plans have been installed as shown on the site and/or plot plans.*
- (c) *The site and/or plot plan required shall:*
 - (1) *Be based upon an accurate boundary line survey and drawn to an appropriate scale and sealed by a land surveyor licensed in the State of Connecticut.*
 - (2) *Show the location of all existing and proposed structures with distances to lot lines (if an existing structure is to be demolished it shall be shown and designated).*
 - (3) *Show the existing and proposed grading plan, including twenty (20) feet beyond all disturbed areas.*
 - (4) *Show the first floor elevation, or top of foundation at front entrance.*
 - (5) *Show established street, curb and sidewalk grades and location of proposed curb cuts.*
 - (6) *Show location of wetlands floodplains and all underground utility house connections including, but not limited to, connections to municipal sanitary sewers, storm drains, water system foundation drains, electrical, telephone, cable and the location of such private utilities as wells and underground private sewage systems as may exist.*
- (d) *An "as-built" site and/or plot plan shall be submitted at or prior to a request for certification of occupancy inspection conforming with subsection (c) above.*
(Ord. of 2-18-77; Ord. of 2-8-93; Ord. of 6-10-96; Ord. of 5-11-04; Amend. of 11-14-06)

The current plot plan requirements do not include the installation of subsurface retention or rain gardens. DPW Engineering has instituted a practice requiring all runoff from roofs to be discharged to a subsurface retainage system that infiltrates roof runoff consisting of a drywell, leaching gallery or rain garden. This is

considered a storm water management best practice. It decreases runoff from the property being developed, reduces peak flow to streams and rivers, and lessens concerns with direct discharge to adjacent properties. The requirement is also consistent with the City's MS4 permit to reduce directly connected impervious areas and benefits groundwater recharge. With that said, the requirement to provide subsurface retention or rain gardens for roof runoff increases construction cost by approximately \$5,000 - \$7,000.

The Department of Public Works would like to formalize the requirement of installing subsurface retention or rain gardens by revising City Ordinance 5-22 to include the following provisions:

- (a) All runoff from a residential dwelling roof shall be collected and discharged to a subsurface retention system or rain garden. Said system shall be sized for a 2-year storm. Connection to City storm drainage system (if available), as an overflow is recommended and permitted. In areas of high groundwater, bedrock, or impermeable soils, subsurface retention will not be required, subject to a report prepared by a licensed professional engineer. Residential dwelling roofs shall include additions or out-buildings with a square foot area above 300 SF.

In addition to formalizing the requirement of subsurface retention or rain gardens, DPW requests the following revisions to improve or comply DPW's current practices:

- (b) If the lot in question is NOT vegetated at the time of the request for a Certificate of Occupancy, the Department of Public Works shall require a bond in the amount to establish grass on the lot. The sole purpose of the bond is to prevent erosion and to ensure vegetation on the lot. The bond shall be released once vegetation is established and the potential for erosion is reduced. The purpose of the bond is not to establish high quality grass associated with a residential lawn.
- (c) Prior to the issuance of a Certificate of Occupancy all property corners of the parcel shall be pinned with survey markers and indicated as installed on the "as built" plan. In order to avoid delays of the issuance of occupancy, said property pins shall be installed and indicated on the foundation as-built plan required by the Building Department.

Please feel free to contact me at 860-584-6113 regarding any questions or concerns.

ARTICLE II. SIDEWALKS, CURBS, AND DRIVEWAYS

DIVISION 1. GENERALLY

Sec. 21-22. Definition.

For the purpose of this article, the word "sidewalk" shall mean all of the street space from the property line to the pavement but not including the curb, if any.

(Code 1960, § 36-1; Ord. of 5-1-62; Ord. of 7-5-72)

Cross reference(s)—Rules of construction and definitions generally, § 1-3.

Sec. 21-23. Ice and snow to be removed by abutting owner.

Every owner or occupant of land adjoining any street or part of a street adjacent to whose land there is a paved sidewalk, sidewalks with wheelchair ramps, and sidewalks with bus stops, shall clear such sidewalk, sidewalks with wheelchair ramps and bus stop, of snow within twelve (12) hours after a storm which ends between the hours of 3:00 a.m. and 9:00 p.m. and within nine (9) hours after a storm which ends between 9:00 p.m. and 3:00 a.m.; and whenever ice shall form on such sidewalk, and sidewalk wheelchair ramps, shall either remove the same within such time, or cover it with salt and sand, so that it shall be safe for travel. The sidewalk, as defined in section 21-22, shall include the area between the property line and pavement. Therefore, the clearing of snow in the area of a bus stop shall include, at minimum, a 10 ft length of sidewalk for the bus stop and or the area within and 4 ft around a bus shelter. Said area shall include the clearing of snow between the paved or concrete wall and the edge of the road (pole border).

(Code 1960, § 36-11; Ord. of 5-1-62; Ord. of 7-5-72; Ord. of 2-11-85; Ord. of 2-24-95)

Sec. 21-24. Deposit of snow on public streets and neighboring properties forbidden.

It is forbidden for property owners or any other person to deposit snow in the streets, except the natural fall of snow upon sidewalks, and sidewalk wheelchair ramps, which shall not be deposited in the travelway portion of the street, or to cause the deposit of snow upon abutting or adjacent properties or properties which are not immediately contiguous to the property owners' without the consent of the other property owner. The police department is authorized to issue infractions for violations of this section pursuant to Bristol Code of Ordinances section 1-11.

(Code 1960, § 36-12; Ord. of 5-1-62; Ord. of 7-5-72; Ord. of 2-24-95; Ord. of 6-12-12)

Sec 21-24.5. Removal of obstruction and snow to eliminate vehicle sightline hazards

The Department of Public Works reserves the right to remove items such as trees, bushes, landscaping and snow that pose a sightline hazard (obstruction) to vehicles. Said sightline hazard shall be documented by the Department of Public Works prior to City action. Work associated with the removal of the hazard shall include authorization to work on private property.

Sec. 21-25. Enforcement of sections 21-23 and 21-24; fines and penalties.

- (a) It shall be the duty of the chief of police or their designee to see that all provisions of sections 21-23 and 21-24 are duly enforced. He/she shall report the names of all delinquents, together with the particular sections of walks, sidewalks and wheelchair ramps which remain uncleared, to the director of public works or their designee, who shall cause such walks, sidewalks and wheelchair ramps to be cleared, and the cost thereof charged to and liened against the abutting property owner.
- (b) Any person violating the terms of this section shall be fined seventy-five dollars (\$75.00) for each offense except whenever a sidewalk also has a sidewalk ramp, and both are uncleared or unsanded, the abutting property owner shall be fined only for one (1) offense. When snow is being removed or sanding of ice is required, such sidewalk shall be cleared to a width of at least four (4) feet in width and wheelchair ramps shall be cleared and sanded for its entire width, and in no event less than thirty-six (36) inches in width.
- (c) The fines and penalties collected as a result of violations of section 21-23 and 21-24 are required to provide for the proper regulation, inspection and supervision of sidewalks and sidewalk wheelchair ramps.

(Code 1960, § 36-12; Ord. of 5-1-62; Ord. of 7-5-72; Ord. of 2-11-85; Ord. of 2-24-95; Ord. of 4-14-15)

Sec. 21-25.1. Liability for injuries caused by presence of ice and snow.

- (a) The provisions of Section 7-163a Connecticut General Statutes are hereby adopted.
- (b) Notwithstanding the provisions of Section 13a-149 Connecticut General Statutes or any other general statute or special act, the city shall not be liable to any person injured in person or property caused by the presence of snow or ice on a public sidewalk unless the city is the owner or person in possession and control of land abutting such sidewalk, other than land used as a highway or street, provided that the city shall be liable for its affirmative acts with respect to such sidewalk.
- (c) The owner or person in possession and control of land abutting a public sidewalk shall have the same duty of care with respect to the presence of snow or ice on such sidewalk toward the portion of the sidewalk abutting his property as the city had prior to the effective date of this section, and shall be liable to persons injured in person or property where a breach of said duty is the proximate cause of said injury.
- (d) No action to recover damages for injury to the person or to property caused by the presence of snow or ice on a public sidewalk against a person who owns or is in possession and control of land abutting a public sidewalk shall be brought but within two (2) years from the date when the injury is first sustained.

(Ord. of 1-9-89, § 2; Ord. of 1-13-15)

Note(s)—See the editor's note following § 21-25.2.

Sec. 21-25.2. Responsibility of abutting owner; action to recover damages.

- (a) The owner or person in possession and control of land abutting a public sidewalk shall have the same duty of care with respect to the presence of ice or snow on such sidewalk toward the portion of the sidewalk abutting his property as the municipality had prior to January 27, 1989, pursuant to the provisions of Connecticut General Statutes, Section 7-163a and shall be liable to persons injured in person or property where a breach of said duty is the proximate cause of said injury.
- (b) No action to recover damages for injury to the person or to property caused by the presence of ice or snow on a public sidewalk against a person who owns or is in possession and control of land abutting a public sidewalk shall be brought but within two (2) years from the date when the injury is first sustained.

(Ord. of 1-9-89, § 3)

Editor's note(s)—Secs. 2 and 3 of an ordinance adopted Jan. 9, 1989, amended Div. 1 of Art. II by adding provisions concerning liability for injuries. Such provisions have been designated herein by the editor as §§ 21-25.1 and 21-25.2.

Sec. 21-26. Obstructing sidewalk, placing glass, nails, waste products or storm water thereon and obstructing view at intersections forbidden.

It shall be unlawful for any person:

- (1) To neglect or refuse to comply with the provisions of this section or with the orders and regulations issued by the director of public works pursuant to this section.
- (2) To open, maintain or use any drain or conductor pipe in such a manner that the same shall discharge water upon any sidewalk.
- (3) To permit water or waste of any kind to pass or to be intentionally discharged upon any sidewalk.
- (4) To place or cause to be placed in any street, sidewalk or driveway any nails, spikes, screws, glass or other similar substances with intent to leave the same thereon.
- (5) To place any obstructions or displays upon any public sidewalk.
- (6) No property owner or tenant responsible for property maintenance shall plant, maintain, erect or cause to be erected any hedge, shrub, sign or any other object over three feet in height within twenty-five (25) feet of any street or highway intersection so that it obstructs sight line view of motorists traveling on such highway or street approaching such intersection.

Height shall be determined as the uppermost projection above grade level of ground on which object is located.

"Intersection" is defined as the area bound by the extension of the lateral curb lines or travelway.

The twenty-five-foot distance limit to be measured from the closest point of any part of the area designated as intersection.

(Code 1960, § 36-26; Ord. of 5-1-62; Ord. of 7-5-72; Ord. of 1-6-76)

Sec. 21-27. Sidewalk inspectors.

The superintendent of public works shall designate, with the approval of the city council, one or more sidewalk inspectors to assist him in carrying out the provisions of this article.

(Code 1960, § 36-24; Ord. of 5-1-62; Ord. of 7-5-72)

Sec. 21-28. Appeal from orders of superintendent of public works.

Any person aggrieved by any decision of the superintendent of public works shall have the right of appeal to the board of public works.

(Code 1960, § 36-25; Ord. of 5-1-62; Ord. of 7-5-72)

Sec. 21-29. Duties of the police department concerning violations.

The chief of police is charged with the duty of enforcing this article against violators and of promptly reporting dangerous and defective conditions to the superintendent of public works in all cases in which police action fails to correct them.

(Code 1960, § 36-26; Ord. of 5-1-62; Ord. of 7-5-72)

Sec. 21-30. Compliance with article required.

It shall be unlawful for any person to neglect or refuse to comply with the provisions of this article or with the orders and regulations issued by the superintendent of public works pursuant to this article.

(Code 1960, § 36-23; Ord. of 5-1-62; Ord. of 7-5-72)

Secs. 21-31—21-35. Reserved.

DIVISION 2. INSTALLATION, CONSTRUCTION AND REPAIR¹

¹Cross reference(s)—Buildings and building regulations, Ch. 5.



Department of Public Works | 860.584.6125

,MEMORANDUM

DATE: February 11, 2026

TO: Mayor Ellen Zoppo-Sassu
City Council
Board of Public Works

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

RE: **Existing Fire House No. 3 Forestville – BPW Referral Regarding Long Term Disposition of Building**

The Department of Public Works is in receipt of the attached referral from City Council regarding the potential sale of the existing Fire House No. 3, located at 81 Church St. As indicated in the attached, the Board of Public Works at its meeting of January 15, 2026 expressed general support of the sale of the building for private purposes.

Please feel free to contact me at 860-584-6113 with any questions/concerns.



City of Bristol
Office of Town and City Clerk
111 North Main Street
Bristol, Connecticut 06010
(860) 584-6200

February 11, 2026

Mr. Raymond Rogozinski
Director Public Works
City Hall
111 North Main Street
Bristol, Connecticut 06010

Dear Mr. Rogozinski:

At a meeting of the City Council on February 10, 2026 it was voted to refer the city-owned property known as 81 Church Avenue, Lot 22 on Tax Assessor's Map 43, aka Fire House No. 3 Forestville, to the Planning Commission for a C.G.S. §8-24 report. Specifically, to address whether this city building should be sold.

It was further voted that this property be referred to the Tax Assessor and Purchasing Agent to conduct an appraisal to determine a Fair Market Value should this property be sold by an outside real estate agent or through the "RFP" (Request for Proposals) process.

It was further voted that this matter be referred to Parks, Recreation, Youth & Community Services, Public Works and Bristol Water & Sewer to determine if any of the aforementioned departments have an interest in utilizing this property.

Very truly yours,

A handwritten signature in cursive script, reading "Merina Bigos".

Merina Bigos, CCTC
Acting Town and City Clerk

cc: Greg Hahn, Chairman of Real Estate Comm.
Jeffrey Steeg, Asst. Corporation Counsel



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: January 25, 2025

TO: Greg Hahn, Real Estate Committee Chairman
Jeffrey Steeg, Corporation Counsel

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

RE: Existing Fire House No. 3 Forestville – BPW Referral Regarding Long Term Disposition of Building

The City is currently constructing a new Fire House for Engine Company No. 3 in Forestville. The contractor is completing work, and Fire Company No. 3 is scheduled to relocate from their existing Fire House located at 81 Church Ave to the new Fire House in March of 2026. Once Fire Company No. 3 relocates, the existing building will no longer serve as a fire house and will be either available for reuse by the City for other City purposes, or sold for use by the private sector.

The Board of Public Works voted at its January 15, 2026 meeting to refer the decision as to the long-term disposition to the Real Estate Committee. The Board of Public Works did not perform an extensive analysis of potential reuse of the building. They did, however, express general support of the sale of the building for private purposes.

A summary of the existing building features is provided below:

Built in 1961, the building has a brick exterior and is 7,392 square foot in area. There is a two-bay garage and a living area of 3,696 square feet. The building is equipped with a Weil-McClain condensing boiler that runs on natural gas to provide radiant heating in the living area. Air conditioning is provided by (2) mini-splits condensing units that serve multiple cassettes in office, day room, kitchen, restroom and living quarters. Bay heating provided by overhead gas-fired unit heaters. A Generac Guardian standby generator is powered by propane tanks (above ground).



Department of Public Works | 860.584.6125

A new JohnsManville 90 mil EPDM roofing system (with new roof drains/lines) was installed in 2017. A 30-year warranty is active on this JM EPDM roofing system (expires 5/12/37). Semi-annual roofing inspections are conducted by the current roofing vendor that holds an inspection and repair contract.

There are (2) front overhead doors at Fire House #3 with internal controls and remote openers. OHD doors are serviced when required by Overhead Door of Hartford.

A Simplex 4004 fire panel monitors fire alarm devices and an internal dialer currently notifies Alarm New England central monitoring of any alarm notifications.

Front parking area of approximately 6 spaces. Rear parking for 3 vehicles **via a driveway that is shared with abutting neighbor at 71 Church Avenue. The shared parking is subject to an easement in favor of the adjacent property.** In accordance with City land records, an easement in favor of the property identified as 71 Church Ave encumbering the City property for parking.

Fire House No. 3 is located on a 0.36-acre parcel (Lot 43-22). The property is an Industrial Zone I. The parcel is not located within City designated wetlands and does not appear within the 100 ft upland review area. However, the property is located within 200 ft of the Pequabuck River, an area regulated by FEMA flood plain regulations.

A link to building plans and property maps is provided below:

<https://www.bristolct.gov/DocumentCenter/View/50816/Existing-Firehouse-3-Information-Package-01232026>

Please feel free to contact me with any questions or concerns at 860-584-6113.