

Minutes of Board of Public Works
Regular Meeting
Thursday, February 18, 2021
6:00 p.m. Council Chambers, City Hall
With Zoom Access

Members Present: Mayor, Ellen Zoppo-Sassu
Council Member, Mary Fortier, Acting Chair
Council Member, Gregory Hahn
Council Member, Peter Kelley
Commissioner Michael Dumas
Commissioner Frank Stawksi

Absent: Commissioner Donald Padlo

Staff Present: Raymond A. Rogozinski, Director of Public Works

1. Call to Order

Mayor Zoppo-Sassu called the meeting to order at 6:00 p.m.

2. Board of Public Works Minutes of the Previous Meetings

A. Board of Public Works Meeting Minutes of January 21, 2021.

Motion: made by Council Member Hahn and seconded, to approve the meeting minutes as presented. Motion passed.

B. Board of Public Works Special Meetings Minutes of February 3, 2021.

Motion: made by Council Member Hahn and seconded, to approve the meeting minutes as presented. Motion passed.

3. Employee Recognition

A. Employee Recognition February 2021

Motion: by Council Member Fortier and seconded, to accept the Director's report and place on file.

B. February work anniversaries were recognized.

4. Concerns & Petitions from the public

A. Fee Waiver Requests for three (3) homes – Pine Street and Evergreen Street

Craig Minor of the Greater Bristol Realty Group, addressed the Board to discuss his proposal to build three homes intended to assist the community with housing needs.

Motion: made by Council Member Fortier and seconded, to approve the request to waive the fees. Motion passed.

B. 9 Jay Lane, Mailbox Claim

Director Rogozinski read the letter received by the homeowner requesting compensation for the broken mailbox.

Motion: made by Council Member Hahn and seconded, to deny the request for compensation. One member opposed. Motion passed.

C. Illegal Bulk – 58 Mills Street

The owner of 58 Mills Street did not order the bulk pick up nor did they remove the items in a timely manner.

Motion: made by Council Member Hahn and seconded, to deny the reversal of incurred fees. Motion passed.

Director Rogozinski will notify the local owners in the area of the placement and requirements to have a mailbox installed within the requirements necessary from the U.S.P.S. and the City Ordinance.

5. Correspondence

A. Memo: Snow Operations February 21, 2021.

Director Rogozinski read the memo to the Members for record purposes only, no motion made.

6. Public Works Division Reports

A. February 2021 Division Report

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

7. Public Works Project Schedule

A. February 2021 Project Schedule

Motion: made by Council Member Fortier and seconded, to accept as presented and place on file. Motion passed.

8. Director's Verbal Report

Director Rogozinski provided a written report by email during the day.

Motion: made by Council Member Fortier and seconded, to place the Directors report on file. The Council Members would like to continue to receive a written report by email in the future.

9. Review of Public Works Budgets

A. Year to Date Financials.

Motion: made by Council Member Fortier and seconded, to accept as presented and place on file. Motion passed.

10. Unfinished Business

A. 2021-2022 Budget Documents

Motion: made by Council Member Fortier and seconded, to move that the Board of Public Works forward the 2021-2022 Public Works Department Operating Budget proposal, in the amount of \$10,968,480.00, as presented to the Board of Finance for consideration. The Board of Public Works authorized the Director of Public Works to make minor corrections/adjustments to the budget request, subject to the approval by the Mayor. Motion passed.

Motion: made by Council Member Hahn and seconded, to move that the Board of Public Works forward the 2021-22 Solid Waste Disposal Fund proposed budget, in the amount of \$1,176,238.00, as presented to the Board of Finance for consideration. The Board of Public Works authorized the Director of Public Works to make minor corrections/adjustments to the budget request, subject to the approval by the Mayor. Motion passed.

Motion: made by Council Member Fortier and seconded, to move that the Board of Public Works forward the 2021-22 Transfer Station Special Revenue Fund proposed budget, in the amount of \$747,545.00, as presented to the Board of Finance for consideration. The Board of Public Works authorized the Director of Public Works to make minor corrections/adjustments to the budget request, subject to the approval by the Mayor. Motion passed.

Motion: made by Commissioner Dumas and seconded, to move that the Board of Public Works forward the 2020-21 Capital Improvement Projects proposed budget, in the amount of \$41,725,000, as presented to the Board of Finance for consideration. The Board of Public Works authorized the Director of Public Works to make minor corrections/adjustments to the budget request, subject to the approval of the Mayor. Motion passed.

Motion: made by Council Member Hahn and seconded, to move that the Board of Public Works forward the 2021-22 Fleet Capital proposed budget, in the amount of \$1,053,422, as presented to the Board of Finance for consideration. The Board of Public Works authorized the Director of Public Works to make minor corrections/adjustments to the budget request, subject to the approval of the Mayor. Motion passed.

Motion: made by Council Member Fortier and seconded, to move that the Board of Public Works forward the 2021-22 City Building Fund proposed budget, in the amount of \$371,000, as presented to the Board of Finance for consideration. The Board of Public Works authorized 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 Hahn and seconded, that the Board of Public Works move forward with the 2021-22 Major Road Improvement Fund budget in the amount of \$1,500,000, 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 request, subject to the approval by the Mayor. Motion passed.

Motion: made by Commissioner Dumas and seconded, to move that the Board of Public Works forward the 2021-22 Rail Road Maintenance Fund proposed budget, in the amount of \$50,000, as presented to the Board of Finance for consideration. The Board of Public Works authorized the Director of Public Works to make minor corrections/adjustments to the budget request, subject to the approval by the Mayor. Motion passed.

B. Solid Waste Truck Damage 2020

C. Memo. Solid Waste Ordinance

11. New Business

A. BOF Traffic Signal Modification in the amount of \$90,000.

Motion: made by Council Member Hahn and seconded, to approve and submit to the BOF. Motion passed.

B. Building Maintenance Committee Project List

Motion: made by Council Member Fortier and seconded, to approve and place on file. Motion passed.

C. BOF – Building Maintenance Capitol Equipment for \$11,800 a snow plow.

Motion: made by Council Member Hahn and seconded, to approve and refer to the BOF. Motion passed.

D. Solid Waste Rubbish Truck Incident – Insurance Claim

Motion: made by Council Member Hahn and seconded, to place on file. Motion passed.

E. Connecticut OSHA DPW Inspection

Director Rogozinski provided a memo regarding the OSHA inspection. For record purposes only. No motion made.

F. Tropical Storm Isaias FEMA Declaration.

The City is looking to recoup approximately \$165,000. For record purposes only. No motion made.

12. Addendum

None.

13. Adjournment

Motion: made by Council Member Hahn and seconded, to adjourn. Motion passed.

Meeting adjourned at 7:25 p.m.

This meeting was recorded.

Respectfully submitted,



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