

Minutes of Board of Public Works
Regular Meeting
Thursday, February 20, 2020
6:00 p.m. City Hall, Council Chambers

Members Present:

Ellen Zoppo-Sassu, Chair
Council Member, Mary Fortier
Council Member, Gregory Hahn
Council Member, Peter Kelley
Commissioner Michael Dumas
Commissioner Frank Stawski
Commissioner Donald Padlo

Absent:

Staff Present:

Raymond A. Rogozionski, Director of Public Works

1. Call to Order

Mayor Ellen Zoppo-Sassu, Chair called the meeting to order at 6:03 p.m.

2. Board of Public Works Minutes of the Previous Meetings

- A. Board of Public Works Meeting Minutes January 16, 2020

Motion made by Commissioner Padlo to approve the meeting minutes as written. Motion passed.

- B. Board of Public Works Special Meeting-Budget Minutes January 30, 2020

Motion made by Council Member Fortier to approve the meeting minutes as written. Mayor Zoppo-Sassu abstained as she was not present at the meeting. Motion passed.

3. Employee Recognition

- A. February Work anniversaries were recognized.

- B. Employee Recognition Streets Tree Crew Gary Vincent, Brandon Michaud, Matthew Ragaini.

Motion made by Commissioner Padlo and seconded to place on file and in employees personnel file. Motion passed.

4. Concerns & Petitions from the public

A. Soap Box Derby 2020 Request

Jason Kovach, 367 Columbus Avenue, Meriden CT 06451; addressed the Board regarding the Soap Box Derby Special Event Permit.

Commissioner Stawski asked how many racers are Bristol residents?

Mr. Kovach informed the Board that the June race is strictly local racers and there are about 30 or so and the registration fee is waived for that race.

Motion made by Council Member Hahn to approve the request with the knowledge that one date is a rain date. Motion passed.

Motion made by Council Member Hahn to refer the Soap Box Derby Organization to staff level meeting in order to ensure that all traffic and safety and roadway issues are addressed prior to the races. Motion passed.

5. Correspondence

A. Reappointment Frank Stawski 13FEB20

Motion made by Commissioner Padlo and seconded to accept as presented and place on file. Motion passed.

B. Memo-Asset Management System

C. Memo- Announcing 2020 RRR Poster Contest

6. Public Works Division Reports

A. January 2020 Division Report

Motion made by Commissioner Padlo and seconded to accept as presented and place on file. Motion passed.

7. Public Works Project List

A. Project Report

Motion made by Commissioner Dumas and seconded to accept as presented and place on file. Motion passed.

8. Director's Verbal Report

Director Rogozinski gave a verbal report to the board.

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

9. Review of Public Works Budgets

A. Financials

Motion made by Commissioner Padlo and seconded to accept as presented and place on file.
Motion passed.

10. Unfinished Business

A. Mailbox Claim 21 Jay Lane, Alderieri 8Jan20

Motion made by Commissioner Dumas and seconded to approve the mailbox claim of \$136.00 dollars. Motion passed.

B. Mailbox Claim 200 Baldwin Drive, Reid 5DEC19

Motion made by Council Member Hahn and seconded to deny the mailbox claim. Motion passed.

C. Memo-DPW Mission Statement 10Jan20

Motion made by Council Member Fortier and seconded to substitute optimize with maximize and approve the proposed Mission Statement and place on file. Motion passed.

D. Spring Pavement program

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

E. DPW 2020-2021FY draft budget

Motion made by Council Member Fortier and seconded that the Board of Public Works forward the 2020-2021 Public Works Department Operating Budget proposal in the amount of \$12,905,575.00 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 Fortier and seconded that the Board of Public Works forward the 2020-21 Solid Waste Disposal Fund proposed budget in the amount of \$1,516,206.00 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 Fortier and seconded that the Board of Public Works forward the 2020-21 Transfer Station Special Revenue Fund proposed budget in the amount of \$764,645.00 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 Fortier and seconded that the Board of Public Works forward the 2020-21 Capital Improvement Projects proposed budget in the amount of \$1,083,000.00 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.

F. March Meeting Date

1. Board of Public Works Thursday March 19, 2020 6:00 p.m.

11. New Business

A. BOF Transfer-Natural Gas

Motion made by Council Member Fortier and seconded to approve the transfer of \$95,000 for Conversion of multiple City Buildings from heating oil to natural gas. Motion passed.

B. BOF Transfer Retaining Wall

Motion made by Council Member Fortier and seconded to approve the transfer of \$175,000 for West End Retaining wall repairs.

C. BOF- Appropriation Centre Square

Motion made by Council Member Fortier and seconded to approve the appropriation of \$200,000 for the construction of 80 parking spaces on Lot 9 Centre Square.

D. BOF- Appropriation Outdoor Classroom

Motion made by Council Member Fortier and seconded to approve the appropriation of \$14,691.74 for the Outdoor classrooms.

E. BOF-Appropriation Pine Lake 14FEB20

Motion made by Council Member Fortier and seconded to approve the appropriation of \$51,459.77 installation of sediment structure at the Surrey Drive Storm Drainage discharge to Pine Lake.

F. Memo- Sturbridge Court Street Acceptance

Motion made by Council Member Hahn and seconded to Recommend City Council approve the street acceptance of Sturbridge Court, described as, fifty feet in width and running from the western line of Jerome Avenue in a westerly direction approximately 720 feet to and including the cul-de-sac with connecting curves at intersections as a public highway and to be so named. Motion Passed.

G. Memo- Graham Street, City Street Acceptance

Motion made by Council Member Kelley and seconded to Recommend City Council approve the street acceptance of Graham Street, described as 15 feet in width and running from the western line of West Street (CT Route 69) in a westerly direction approximately 330 feet to Summit Street. Motion Passed.

12. Addendum

A. Hope Street Closure Thursday September 24-27 for Mum Festival.

Motion made by Commissioner Stawski to tentatively approve the closure of Hope Street for the Mum Festival in September. Motion passed.

13. Adjournment

Motion made by Council Member Fortier and seconded to adjourn. Motion passed.

Meeting adjourned at 7:22 p.m.

This meeting was recorded.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Raymond A. Rogozinski', written over a horizontal line.

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