

**Minutes of Board of Public Works
Regular Meeting
Thursday August 17, 2023
6:00 p.m. Council Chambers, City Hall
With Zoom Access**

Members Present: Mayor Jeffrey Caggiano
Council Member, Cheryl Thibeault
Council Member, Jacqueline Olsen
Council Member Erick Rosengren
Commissioner, David Hartley
Commissioner, Frank Stawski

Absent: Commissioner Mike Dumas

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

Mayor Caggiano called the meeting to order at 6:00 p.m. There was a recitation of the Pledge of Allegiance.

1. Board of Public Works Minutes of the Previous Meetings

A. July 2023 Regular Meeting Minutes Draft

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

Commissioner Stawski asked about Wilderness Way- a short discussion was held regarding the island in Wilderness Way. Are we responsible for maintaining and mowing as they all pay a fee for the maintenance? The Director stated that the city will continue to mow it, but not weed. The mayor stated we will continue this discussion under old business.

Motion: made by Commissioner Stawski and Council Member Thibeault to move item 10A on the agenda. Motion passed.

10. City Hall Renovation Project

A. City Hall Update August 2023

The Director reviewed the attached report regarding the City Hall Update. The project is on time for completion. A tour was done prior to this meeting and everything looks good. The registrar's office will be staying at 150 Main Street until the election is over as well as the tax and assessor's office. AV equipment and furniture install will be coordinated. The Budget is on point. A soft opening/tours for the public will be planned.

Motion: to move Item #3 up on the agenda made by Council Member Thibeault and seconded by Council Member Rosengren. Motion passed.

3. Concerns and Petitions from the Public

Chris Corrigiano, Otis Massachusetts, Property owner of 60 Anderson Ave, spoke regarding the six- family property he owns. He wants to understand why the city of Bristol will not pick up his trash.

The Director of Public Works explained the existing city ordinance, that houses with more than five tenants are considered more of a commercial type building versus a residential.

Motion: to move item #8 up on the agenda by Council Member Thibeault and seconded by Council Member Olsen.
Motion passed.

8. Director's Report

A. Directors report July 2023

A discussion was held regarding the replacement of the boiler and primary switchgear in the PD complex. Pete Fusco spoke and stated that he recommends holding off until next year and work with whatever issues may come up if any. The Director is asking to form a sub committee to review bids submitted.

Motion: to form a sub- committee for the replacement of a future HVAC system to include representatives Chief Gould, Pete Fusco, Purchasing Department, Commissioner Hartley, Commissioner Stawski and Raymond Rogozinski made by Council Member Thibeault and seconded by Commissioner Stawski. Motion passed.

The Director's report was reviewed with the board. Staff openings were reviewed for all departments. Reviews were given regarding the Landfill Permit, Meadow Street parking garage and DOT West End construction. The Mem. Blvd bridge stone for the four parapets should be delivered by the end of October 2023.

Motion: made by Council member Thibeault and seconded by Council Member Olsen to accept the Directors Report as presented and place on file. Motion passed.

2. Employee Recognition

A. Employee Recognition

The employees that have work anniversaries in the month of August were recognized.

4. Correspondence

Mayor Caggiano spoke about Bonnie Acres Tenant Council is asking for a new traffic pattern for the development. People are not abiding by the directions for the roundabout. They stated they have HUD funding to pay for the project if it is something that can be done. He will send the information to the Director of Public Works for discussion at future meetings.

5. Public Works Division Reports

A. Division Reports July 2023

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

6. BldgComm. Project list and Memo

A. July 2023 Project List and memo

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

7. Public Works Project Schedule

A. Project Schedule July 223

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

9. Board of Finance Transfer

A. Board of Finance Agenda Request Forms

The Director reviewed the Board of Finance Transfer Forms with the Board.

Motion: to approve the Board of Finance transfers made by Commissioner Hartley and seconded by Commissioner Stawski. Motion passed.

11. Unfinished Business

A. Transfer Station

The Transfer Station Memo was reviewed with the board and PW is moving forward with the approved changes.

B. Wilderness Way- concern about the maintenance on the island. The development is an organization and each homeowner contributes a payment for certain items. Commissioner Stawski and Hartley feel that PW should not be mowing due to the this. The director feels that PW should get together with the association and make a determination on what should be done.

12. New Business

A. DPW Year End Financial Review FY 2022-2023

The Director reviewed the DPW Year End Financial Review.

B. 2022 and 2023 Narratives

The Director reviewed the 2022 and 2023 narratives for year end.

C. DPW Flooding Summary

The flooding summary was reviewed with the board. The board stated that this report was very well written. Public Works will be scheduling a flood erosion meeting in the future. Catch basin issues were discussed and engineering will continue work on resolving resident concerns.

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

13. Addendum

A. Board of Finance Transfers

Motion: made by Commissioner Hartley and Council Member Thibeault to approve the Board of Finance Transfers. Motion passed.

B. Belgian Circle

The Board reviewed the attached request from a property owner of 58 Belgian Circle who is requesting access to the Belgian Circle lot from Whippoorwill Lane.

Motion: to authorize the use of Whippoorwill Lane paper street to Lot 58-12-9 Belgian Circle, provided that the property owner constructs a paved 28 ft. access drive in accordance with City standards, or obtains permission from the property owners of Lots 56-6 & 58-5 Whippoorwill Lane. Said permission/agreements shall be filed on City Land records prior to the issuance of building permit for lot 58-12-9 Belgian Circle made by Council Member Thibeault and seconded by Commissioner Stawski. Motion Passed.

C. DBLE Poles

The Director reviewed the memo regarding double poles and the work being done by David Hartley, the City of Bristol's Ombudsman who has been working to have the double poles in Bristol removed. He would like to utilize the PURA Single Visit Transfer System and is asking the mayor to approve this.

Motion: to Authorize the Mayor to sign the letter of support for the proposed Single Visit Transfer System made by Council Member Thibeault and seconded by Commissioner Stawski. Motion passed.

14. Adjournment:

Meeting was adjourned at 7:36 P.M.

15. Signature

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