

Minutes of Board of Public Works
Regular Meeting
Thursday September 21, 2023
6:00 p.m. Council Chambers, City Hall
With Zoom Access

Members Present: Mayor, Jeffrey Caggiano
Council Member Jacqueline Olsen
Commissioner Michael Dumas
Commissioner David Hartley
Commissioner Frank Stawski

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

Absent: Council Member Cheryl Thibeault
Council Member Erick Rosengren

Call to Order

Raymond A. Rogozinski called the meeting to order at 6:01 p.m. There was a recitation of the Pledge of Allegiance.

1. Board of Public Works Minutes of The Previous Meeting

A. August 2023 Minutes

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

2. Employee Recognition

A. Employee Anniversaries

September anniversaries were recognized.

3. Concerns and Petitions from The Public

None

4. Correspondence

None

5. Division Report

A. Division Reports

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

6. Building Committee

A. Bldg. Comm Project list August 2003

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

7. Public Works Project Schedule

A. August Project Schedule

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

11. New Business

A. DPW Streets Ordinance

The DPW street ordinance was reviewed with the board. There have been no changes since 1960. The sidewalk, snow maintenance ordinances will be updated and the addition of Streetscapes projects will be done. This process would take about 4-6 months to complete.

Motion: made by Council Member Olsen and Commissioner Dumas to authorize Public Works to proceed with the rewrite of the DPW Streets Ordinance. Motion passed.

B. DPW Leaf Collection

The leaf collection procedures and policy were reviewed with the board. Collection goes from October 1 until December 1.

C. Solid Waste BPW Memo and Cost Review

The Director reviewed the Public Works Solid Waste Collection for the year and the attached documentation regarding collection ordinances and costs to the city of purchasing barrels and Covanta fees.

Mayor Caggiano entered the meeting at 6:25 p.m.

D. BPW Bldg. Control System

The director referenced the attached memo from David Oakes regarding the HVAC control system. The Director introduced Peter Fusco from The Board of Education. Peter Fusco spoke regarding the several buildings that need to be updated to be universal with the other BOE buildings in town. They want to stay with Schneider Controls for maintenance as they are overseeing the buildings already with the new systems. This will standardize them all and be easier to maintain and control.

Motion: to approve the designation of Schneider EcoStruxure BMS as the sole system for the city and BOE controls and further designate SNE the sole provider for building management system and forward to Board of Finance made by Commissioner Dumas and seconded by Commissioner Stawski. Motion passed.

Commissioner Hartley shared that Eversource has stated that Bristol will be in the next single visit transfer pilot program due to all the work that everyone has done.

Commissioner Hartley left the meeting at 6:45 p.m.

E. BPW FEMA Mapping and Flood Zones

A discussion was held regarding the new FEMA mapping and flood zone changes that occurred with the new FEMA mapping. 202 properties were removed from a flood zone and 198 were added to the flood zone. There is an appeal process, but it requires the resident/owners to hire an engineer and would be appealing with FEMA. The city is not responsible for any changes that were done with the new mapping from FEMA. These new maps will be affective winter of 2024 by FEMA. Public Works will send residents letters to notify them of any changes. A draft of a letter in included for the board to review.

F. Litter Money

A memo attached from Linsey Rivers, to inform the board of how some of the litter funds have been spent.

G. United Way Summer Interns

The summer interns from the united way sent letters of thanks for the opportunity they were given learning about how a city works and assisting in various departments during their time here.

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

Chief Gould spoke at the meeting regarding speed bumps, humps and tables that residents are asking for on their street. Most recently the residents of Ridge Road who came to the Police Commission with a signed petition asking for speed bumps. He explained what the pros and cons of having speed bumps or speed tables in the road. The impact on the fire department, as well as the involvement from public works to install and maintain them. The Board stated that they had previously determined this was not something that they wanted to move forward with in 2021.

Motion: to Forward a request to the Ordinance Committee to formalize an ordinance that we (the City) are NOT moving forward with any speed bumps, humps, tables or any other types of those traffic calming measures (on City Streets) and focus on the (installation of alternate) traffic calming measures made by Commissioner Stawski and seconded by Council Member Olsen. Motion passed.

Directors Report

A. Directors Report

Staff openings were reviewed for each department.

The paving of Park St and Divinity Street were discussed.

The Memorial Blvd. monument and the lighting plan was reviewed with the board. The lighting will backlight the enclave of the monument.

Motion: made by Commissioner Stawski and seconded by Commissioner Dumas to approve \$36,809.00 for the lighting of the plaques on the monument. Motion passed.

Kelly St. garage should be completed by end of October.

The plan to renovate the space currently occupied by public works, for the police department was discussed which includes the police garage. The estimated cost and ideas were briefly discussed.

An update was given regarding the storm and flooding that occurred last week. The streets hilited were Middle St., Park St., Divinity St. and Sharon St. and what corrections will be done. A petition that was included in the correspondence section of the agenda, was from residents in the Rich Ln, Spark Ave and Arlene Dr area regarding flooding to their area homes and properties.

Collins Rd. was discussed regarding a pipe replacement that needs to be done, but an issue with obtaining an easement is being worked on with Corp. Council to be able to access the property to get the issue resolved.

Motion: made by Commissioner Stawski and seconded by Commissioner Dumas to authorize Public Works for hiring a land surveyor and necessary engineering to proceed with a design of Collins Rd storm drain. Motion passed.

Perkins St- The director confirmed with the Corp. Council that Public Works has the right to discharge water to the stream but not increase the flow to it. There is a severe erosion issue that requires correction.

Motion: made by Commissioner Dumas and seconded by Council Member Olsen to authorize Public Works to move forward with installing a pipe that would be subject to getting an easement from property owner, the easement includes a release of the right to discharge there and acknowledge that a wetlands permit is needed. Motion passed.

Deep is asking for a Kiosk Redemption bottle program. There is some interest to do this. ECD stated there is interest shown for this, ECD is interested so a discussion with them will be done later.

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

8. City Hall Renovation

A. City Hall update

The Director gave an update regarding the City Hall Renovation and invited Eugene Karcha and Ken Romeo to update the commission. Eugen Karcha shared that the elevator inspection was completed and passed. The Smoke, fire and sprinkler systems were checked by the fire inspector and passed as well. Sonitrol will be in tomorrow to install a sensor and then it will be inspected and ready to go. He stated that the Council Meeting will be able to be held in the new building for October in the new council chambers. The Final C/O should be by received by the end of October. There is still a lot of work but lots of good news today.

Ken Romeo discussed that the A/V system is 99% complete. Strategic Spaces has made lots of progress putting the furniture in place but there is still a lot to do.

9. Unfinished Business

None

10. Adjournment:

Motion: made by Council Member Olsen and seconded by Commissioner Stawski to adjourn at 7:45 p.m.
Motion passed.

Meeting Adjourned

11. Signature

Raymond A. Rogozinski, P.E.

Director of Public Works