

Board of Public Works
November 16, 2023
6:00p.m., Council Chambers
With Zoom Access

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

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

Absent: Council Member Jacqueline Olsen

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 Meeting
 - a. October 2023 Draft Meeting Minutes

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

Motion: made to move up item 9A on the agenda by Council Member Thibeault and seconded by Commissioner Dumas. Motion passed.

9 City Hall Renovation Project

The Director gave an update regarding the move into the new City Hall and reviewed the minor issues. There will be continued AV training due to hardware/software issues that have been worked on.

Ken Romeo shared information regarding the vault door issues and how it will be corrected. There are two phases left to the moving process. The 21st and 22nd the clerk and registers office will be moved over to the new building.

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

2. Employee Recognition

- a. November Anniversaries

Employee anniversaries were reviewed.

Motion: to move item 11C up on the agenda made Council Member Thibeault and Seconded by Commissioner Hartley. Motion passed.

11C Transfer Station Non- Profits

Transfer Station calls from the public were reviewed with the board. There have not been very many residents complaining. The new fees were reviewed regarding changes and explained why changes were made based on some concerns from permit holders.

Alex from Alex Landscaping, 113 Grove Street, spoke how much the increase is affecting his small business. He explained that he cannot overcharge the customers because of this increase or he will lose customers and is asking the board to reconsider the amounts charged.

There are 40 commercial permits, and there are many permits that were residents who were converted to a commercial II permit from residential.

The mayor asked that the Board look into this and view a snapshot of those customers that have been moved from residential to commercial II and will get back to the board on this.

The other component of the letter is regarding non-profit permit holders. A discussion was held regarding if they should stay at the lowest rates, but they will need identification to show at the scale attendant. Maybe there should also be a limit of tons per year as well for those permits and clarify what non-profits are allowed.

Motion: made to Authorize the issuance of a letter waiving the requirement to display a Bristol driver's license for City of Bristol 501C3 non-profit organizations with residential permits. Said use of a residential permit shall be limited to material generated directly by the non-profit under 4 tons made by Commissioner Hartley and Seconded by Commissioner Stawski, Motion Passed.

Motion: made to Authorize the Department of Public Works to maintain the existing Board of Public Works policy granting Transfer Station access to non-residents for the purpose of cleaning out the house of family member/loved one in cases where the Bristol resident passes or is placed in special care. Said Transfer Station access shall be limited to seven days and subject to the submittal of required documentation and payment of residential fees made by Commissioner Harley and seconded by Commissioner Dumas. Motion Passed.

3. Concerns and Petitions from The Public
None

4. Correspondence
None

5. Public Works Division Reports

a. Division Reports

Motion: made by Commissioner Dumas and seconded by Commissioner Hartley to accept and place on file. Motion passed.

6. Building Committee

a. BldgComm Project list

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

7. Public Works Project Schedule

a. October Project Schedule

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

8. Director's Report

a. Director's Report

The Director's Report was reviewed with the Board. Areas mentioned were staffing, the West End Project, Memorial Blvd. The Hope St. garage was regarding ARPA funds.

The lack of contractors for the plowing season was reviewed.

The traffic analysis is in process and will be reviewed next month with the board based on new data that will be reviewed.

The new City Hall office hours will begin next week after the holiday.

Street Lights that are out were reviewed as a number of residents are upset about the time it takes to get them fixed. Engineering does follow up on all outages and works with ever-source to get them fixed as fast as possible. Commissioner Hartley will come to engineering and work with Nancy Levesque and the GIS area to review how to use the Eversource system to get correct pole numbers which can sometimes be part of the problem.

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

10 Unfinished Business

a. DPW Yard TS Heating Units

The attached memo regarding the replacement of Heating units was discussed installing natural gas heater at the DPW facility and Oil heaters in the Transfer station. Disposal costs were discussed as well. Investigating propane should be done as well.

Motion: to Direct the Department of Public Works to install natural gas heaters at DPW's Vincent P. Kelly Road facility, and heating oil heaters at the Transfer Station in lieu of replacing the current waste oil heaters as originally proposed made by Commissioner Hartley and seconded by Commissioner Stawski. Motion passed.

11 New Business

a. Street Ordinance Curb and Crown

The memo regarding the new ordinance regarding roadway curbing and road crown geometry and the replacement of curbing and roads.

Motion: to Authorize DPW to prepare Street Ordinance revisions eliminating the use of precast concrete and slip form concrete curbing on street radii at cul-de-sacs and radii less than 20 ft., and allowing the use of bituminous asphalt curbing made by Council Thibeault and seconded by Commissioner Stawski. Motion passed.

Motion: to Authorize the DPW to revise existing roadway standards to increase the road crown geometry from the existing 2% cross slope to a slope of 3.12% (3/8 inch/12 inches) made by Commissioner Dumas and seconded by Council Member Thibeault. Motion passed.

b. DPW Sidewalk Ordinance Policies

The Disability Commission asked for a review of the policy on how sidewalks are maintained and funded. The ordinance is included in the packet. The city did receive a grant from DOT Community Connectivity.

Motion: to approve a Board of finance request for Community Connectivity Grant for \$439,00.00 and an additional grant for \$794,000.00 made by Commissioner Stawski and seconded by Commissioner Dumas. Motion passed.

d. BOFF Form

Motion: to approve the Board of Finance Request for \$343,985.00 for Louisiana Bridge and Union, South & Church Reconstruction made by Council Member Thibeault and seconded by Commissioner Stawski. Motion passed.

e. BOFF Form

Motion: to transfer \$25,000.00 from the Liquor bottle deposit nipper fund program supplies to purchase 80- gallon trash cans for the parks by Cheryl Thibeault and seconded by Commissioner Stawski. Motion passed.

f. Board of Public Works 2024 Meeting Schedule

Motion: to accept the Board of Public Works 2024 Meeting Schedule made by Commissioner Hartley and seconded by Commissioner Dumas. Motion passed.

12. Adjournment

The meeting was adjourned at 7:38 P.M.

13. Signature

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