

**BRISTOL AQUIFER PROTECTION AGENCY
MINUTES
SPECIAL MEETING OF MONDAY APRIL 10, 2023**

CALL TO ORDER:

By: Acting Chair White Time: 9:31 P.M. Place: Board of Education, Auditorium
129 Church Street

ROLL CALL:

AGENCY MEMBERS	NAME	PRESENT	ABSENT
REGULAR MEMBERS:	Louise Provenzano (Chair)		X
	David White (Acting Chair and Vice Chair)	X	
	Thomas Marra (Secretary)	X	
	Richard Harlow	X	
	Marc Gagnon	X	
ALTERNATE AGENCY MEMBERS:	Joseph Kelaita	X	
	Aileen Abrams	X	
	Richard Goodwin	X	
STAFF:	Robert M. Flanagan, AICP, City Planner	X	
	Andrew Armstrong, Assistant City Planner	X	

Acting Chair White called the meeting to order at 9:32 P.M.

ADMINISTRATIVE MATTERS

1. Approval of Minutes – 3/13/23

Acting Chair White designated regular Agency Members Marra, Harlow and Gagnon to vote on the March 13, 2023, special meeting minutes. He also designated alternate Agency Members Abrams and Goodwin to vote on the March 13, 2023, special meeting minutes. Agency Member White was absent at the March 13, 2023, special meeting and Agency Chair Provenzano was absent this evening.

MOTION: Move to approve the special minutes of the March 13, 2023, special meeting.

By: Harlow

Seconded: Marra.

For: Abrams, Goodwin, Marra, Gagnon and Harlow.

Against: None.

Abstained: None.

REGISTRATION RENEWALS:

1. Application #APA3-2303-01 – Request for renewal of registration of Pit Stop Express Oil Change at 2 Dallas Avenue; Assessor’s Map 48, Lot 250; Jaime Cruz, applicant.

Acting Chair White designated regular Agency Members Marra, Harlow, Gagnon and White to vote on Application #APA3-2303-01. He also designated alternate Agency Member Abrams to vote on Application #APA3-2303-01 with the absence of Agency Member Chair Provenzano this evening.

No representatives were in attendance to present the application to the Agency.

Mr. Armstrong reviewed the request to renew the registration for the Pit Stop Express Oil Change facility located at 2 Dallas Avenue by the registrant Jaime Cruz. He explained the application was complete, but he was unable to answer any questions for the applicant. He explained this was their third registration and Mr. Cruz was the only employee for the facility. He spoke with the representatives from the State of CT and no changes were made to the Materials Management Plan or for any spills or contamination. He explained the registrant reviewed his registration compliance and best management practices and there were no updates. There were no employees to train except for the registrant. There were no complaints reported for the property.

Agency inquiries: Mr. Armstrong explained when he spoke with the State of CT that the registrant would just have to review the criteria again. The applicant submitted a statement that he reviewed the criteria again.

Mr. Armstrong explained there would be no stipulations because the registrant provided two letters stating the Materials Management Plan was complete and that he was up to date on the employee training.

MOTION: move that the Bristol Aquifer Protection Agency accept the renewal of the registration for the following facility in the "Upper White's Bridge/Lower White's Bridge/Mix Street" Aquifer Protection Area as complete, in accordance with Section 8 of the City of Bristol's Aquifer Protection Area Regulations, and in accordance with the plot plan and information submitted.

1. Stop Express Oil Change Pit Stop Express Oil Change – 2 Dallas Ave.; Assessor's Map 48, Lot 250.

By: Marra

Seconded: Harlow.

For: Abrams, Marra, Harlow, Gagnon and White.

Against: None.

Abstained: None.

ADJOURNMENT

Acting Chair White designated regular Agency Members Marra, Harlow, Gagnon and White to vote on the adjournment. He also designated alternate Agency Member Abrams to vote on the adjournment with the absence of Agency Member Chair Provenzano this evening.

MOTION: Move to adjourn at 9:40 P.M.

By: Harlow

Seconded: Marra.

For: Abrams, Marra, Harlow, Gagnon and White.

Against: None.

Abstained: None.

This meeting was taped.

Respectfully submitted,

Nancy King
Recording Secretary

Louise Provenzano, Chair

Thomas Marra, Secretary