

Minutes of Board of Public Works
 Thursday, June 20, 2019
 6:00 p.m. City Hall, Council Chambers

Members Present:

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

Absent:

Commissioner Morris Laviero
 Council Member, David Mills

Staff:

Raymond A. Rogozionski , Director of Public Works

1. Call to Order

Mayor Ellen Zoppo-Sassu, Chair called the meeting to order at 6:01 p.m.

2. Board Of Public Works Minutes

A. BPW Acting as Sewer Authority Meeting Minutes May 16, 2019

**Board of Public Works (Bristol Sewer Authority)
 Special Meeting
 Thursday May 16, 2019
 5:45 p.m. City Hall Council Chambers**

Members Present:

Mayor Ellen Zoppo-Sassu, Chair
 Commissioner Donald Padlo
 Commissioner Michael Dumas
 Council Member, Gregory Hahn
 Council Member, David Mills
 Council Member, Peter Kelly

Absent:

Commissioner Morrie, Laviero

Staff:

Raymond A. Rogozionski, Director of Public Works

1. Call to Order

Mayor Ellen Zoppo-Sassu, Chair called the meeting to order at 5:50 p.m.

2. Public Hearing regarding proposed Sewer Fees for 2017-2018

Mayor Ellen Zoppo-Sassu, Chair reading the notice of the Public Hearing into the record: The Board of Public Works, acting in its capacity as the Sewer Authority, will conduct a Public Hearing on Thursday, May 16, 2019, in City Hall, 111 North Main Street, Bristol, Connecticut at 5:45 p.m. in the Council Chambers for the purpose of obtaining public comment pertaining to a proposed rate increase in the Wastewater Facilities user charge and other revisions to its rate structure, to meet the needs of the Water Pollution Control Operation effective July 1, 2019.

The full description of the proposed rate structure may be viewed in the Office of the City Clerk, City Hall, 1st Floor, 111 North Main Street, during normal working hours, Monday through Friday, between 8:30 a.m. and 5:00 p.m. or at the City's website at: <http://ct-bristol2.civicplus.com/DocumentCenter/View/16632>.

It was attested that the notice was published in the Bristol Press on Tuesday, April 23, 2019.

Sean Hennessey, Manager of Water Pollution Control spoke regarding the rate restructure. Bristol is less expensive than the surrounding communities.

Ann Munger Chrystal
 71 Eugene Ave
 Bristol, CT

Ms. Munger Chrystal stated she does not have City water, only Sewer. She is a Widow who pays \$76.14 a quarter. Sean Hennessey falls under no water/sewer only which is based on the average household because she is not metered. They have no water meter so it is a calculation done by the State of Connecticut per in her case 3 bedroom home. Unfortunately without a meter that is how we have to charge it per the State. There is a Senior Citizen Discount with the state of Connecticut

3. Discussion and possible action to set Sewer Fees for 2018-2019

Motion made by Council Member Hahn and seconded that the Board of Public Works acting as the City of Bristol Sewer Authority approve a 5.5 % increase to the sewer usage rate and service fee structure, effective July 1, 2019, per the rate structure filed with the City Clerk Office.

Wastewater Facilities Rate Structure

I. User Fees

Category (A) Residential

based on winter water consumption billings of February 1, March 1, April 1
 minimum quarterly consumption basis **400** c.f. (5,984 gallons)

standard quarterly consumption basis for unmetered services (well supply) **1,850** c.f. (13,838 gallons)

Category (B) Commercial/ Industrial (4 or more dwelling units)

based on the **greater of** a minimum **400** c.f. (5,984 gallons) **or actual quarter** metered water consumption (subject to individual adjustment for supplemental supply wells or discharge through valid NPDES Permit)

Rate for Categories A and B:

\$2.98 per 100 cubic foot of water used (748 gallons)

Category (C) Commercial/ Industrial Excess Treatment Surcharge

Allowable effluent limits in milligrams/liter		
Suspended Solids	218	
BOD		167
Ammonia	18	

Rate for Category C: surcharge applied to discharges in excess of the above allowable effluent limits.

Suspended Solids	\$.40 per lb.
BOD	\$.48 per lb.
Ammonia	\$.42 per lb.

Category (D) Septage Disposal

Septage generated within the City of Bristol and the Towns of Burlington, Plymouth/Terryville, Wolcott and Southington discharged by a licensed contractor shall be charged at the rate of \$0.070 per gallon.

II. Permit & License Fees

A.) Connection Charges (Capacity utilization)

- (a) Residential \$1,726.⁰⁰ per dwelling unit;
- (b) Commercial/ Industrial \$288.⁰⁰ per fixture unit for the first 250 fixtures
 \$ 77.⁰⁰ per fixture thereafter
 \$1,726.⁰⁰ minimum charge

Septage Dumping License

- (a) Company based in Bristol \$ 75.⁰⁰ per vehicle per year
- (b) Company based outside Bristol \$ 250.⁰⁰ per vehicle per year
- (c) Recreational Vehicles & Trailers \$ 10.⁰⁰ per year

Service Fee

Service fee shall be assessed against all users of any category in accordance with the following table:

5/8	25.29
3/4	41.12
1	54.80
1 1/2	63.87
2	75.20
3	100.19
4	141.02
6	177.35

Users who do not have a public water service will be assessed a Service Fee of **\$25.29** per quarter year.

Motion made by Council Member Hahn to direct the Public Works director to forward notification of this action to City Council and Board of Finance. The approved rates shall be placed on file in the City Clerk’s Office and published in accordance with City Ordinance 22-29(a) initiating a 21 day appeal period beginning on the date of the filing. Motion passed.

4. Adjournment

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

Meeting adjourned at 6:10 p.m.

Respectfully submitted,



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

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

B. Board of Public Works Minutes of May 16, 2019

Motion made by Council Representative Hahn and seconded to accept and place on file. Motion passed.

3. Employee Recognition

A. June work anniversaries were recognized.

B. Employee Recognition Letter From the Fire Chief

Motion made by Council Representative Hahn and seconded to accept and place on file. Motion passed.

4. Concerns & Petitions from the public

Paul D'Aprile
126 Fredericks Street
Bristol, CT 06010

Mr. D'Aprile spoke regarding illegal sewer connections and requested Water Department to investigate.

Mayor Zoppo- Sassu stated she will forward to Director Longo and Manager Hennesy.

5. Committee Reports

A. Street Committee - Meeting Canceled

B. Sewer Committee Report-

MINUTES OF THE SEWER COMMITTEE
REGULAR MEETING

June 6, 2019

ATTENDANCE:

Members Present: Commissioner Padlo, Chairman
Commissioner Dunn
Commissioner Dumas

Absent: Mayor Zoppo-Sassu

Staff Present: Sean Hennessey, WPC Manager
Raymond Rogozinski, P.E. Director of Public Works

Public Present: Ann Munger Chrystal
Jacqueline Olson
John Carrol

Call to Order. Meeting called to order by Commissioner Padlo at 5:19 p.m. June 6, 2019, in the Public Works Conference Room, Ground Floor of City Hall, 111 North Main Street.

5B.2 **Senior Citizen Tax Exemption-**

MOTION No Motion taken:

WPC Manager Hennessey stated the City of Bristol does not have a senior citizen discount regarding sewer usage fees. WPC Manager Hennessey provided literature to Ms. Munger Chrystal regarding sewer assessment relief as well as senior citizen tax relief from the State of Connecticut under General State Statutes.

5B.1 **Ann Munger Chrystal, 71 Eugene Ave. Sewer Rate Adjustment Request-**

MOTION by Commissioner Dunn to:
Continue to analyze volume discounting on sewer only accounts based on usage for the benefit of the citizens of Bristol. Motioned seconded.

VOTE: The motioned carried 2-0.
 The sewer committee will continue to investigate guidelines for the establishment of standard quarterly consumption basis for unmetered services (well supply). Current basis for sewer use billing for an unmetered service is the City average of metered services or 1,850 cubic feet. The sewer committee will also look to other municipalities who may have established a senior citizen discount for the collection of sewer user fees.

5B.4 **Mr. Carroll, 19 Porter Court, Sewer Adjustment Requested-**

MOTION by Commissioner Dunn to:
Sewer Adjustment denied as citizen is already paying minimum quarterly consumption; which is 400 cubic feet. Motioned seconded.

VOTE: The motioned carried 2-0.

5B.3 **Creekside Mobile Community Sewer Adjustment Request-**

MOTION by Commissioner Dumas to:
Evaluate water consumption for the next quarterly meter read occurring in June to ascertain a representative consumption history. No adjustment granted for the winter quarter usage at this time. Motioned seconded.

VOTE: The motioned carried 2-0

The owners of the Creekside Mobile Home Community have limited sewer usage history as the new owner took over the property in December 2018. Creekside Mobile Home provided a letter as well as associated costs to repair their internal collection system; a Consumption History Report was generated back to the late 1990's. Usage appears to be close to the current owners consumption of 62,941 cubic feet.

Adjournment. Meeting adjourned at 6:10 p.m. on a motion by Commissioner Padlo.

Respectfully submitted,



Sean Hennessy
 Public Works WPC Manager

Motion made By Commissioner Padlo and seconded to accept as submitted and place on file. Motion passed.

C. Miscellaneous Matters Committee - Meeting Canceled

6. Correspondence

A. Correspondence Bellemare, 84 Willcox Street.7Jun2019

Motion made by Council Representative Hahn and seconded to place on file. Motion passed.

B. NE Connected and Automated Vehicle Summit 17JUN19

Motion made by Council Representative Hahn and seconded to place on file. Motion passed.

D. State Of CT Grant Memo6.17.19

Motion made by Council Representative Hahn and seconded to place on file. Motion passed.

E. City Council Action Murphy Road Recycling

Motion made by Council Representative Hahn and seconded to place on file. Motion passed.

E. BPW Memo Bond 20190617

Motion made by Council Representative Hahn and seconded to place on file. Motion passed.

7. Public Works Division Report

A. May 2019 Division Report

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

8. Public Works' Project List

A. DPW Project List 2019

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

9. Director's Verbal Report

Director Rogozinski gave verbal report of the Public Works Department.

10. Review of the Public Works Budgets

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

11. Unfinished Business

A. July Meeting Dates

1. Street Committee- July 1, 2019 5:15 p.m.
2. Sewer Committee- July 3, 2019 5:15 p.m.-CANCELED
3. Misc. Matters Committee- July 3, 2019 5:30 p.m. -CANCELED
4. Board of Public Works- July 18, 2019 6:00 p.m.

Chair Zoppo-Sassu asked the members of the Sewer Committee if they would suggest and agree to move the Sewer Committee meeting to the 3rd Tuesday to go along with the Water Commission Board and to move the location. Sewer Committee Members agreed.

12. New Business

A. BOF Transfers 17JUNE2019

Motion made by Council Representative Hahn and seconded to accept the BOF transfer request of \$57,184.00 as presented. Motion passed.

Motion made by Commissioner Padlo and seconded to accept the BOF transfer request of \$108,400.00 as presented. Motion passed.

Motion made by Council Representative Hahn and seconded to accept the BOF transfer request of \$195,244.58 as presented. Motion passed.

Motion made by Commissioner Dumas and seconded to accept the BOF transfer request of \$38,142.00 as presented. Motion passed.

Motion made by Commissioner Dumas and seconded to accept the BOF transfer request of \$2,486,925.00 as presented. Motion passed.

B. Memo: See It Click It App Pilot Program13JUN2019

Motion made by Council Representative Hahn seconded to accept as presented and place on file. Motion passed.

13. Adjournment

Motion made by Council Representative Hahn and seconded to adjourn. Motion passed.

Meeting adjourned at 6:57 p.m.
This meeting was recorded.

Respectfully submitted,



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