

Minutes of Board of Public Works  
Thursday, August 15, 2019  
6:00 p.m. City Hall, Council Chambers

**Members Present:** Ellen Zoppo-Sassu, Chair  
Commissioner Donald Padlo  
Council Member, Gregory Hahn  
Council Member, David Mills  
Commissioner Michael Dumas  
Commissioner Morris Laviero

**Absent:** Council Member, Peter Kelly

**Staff:** Raymond A. Rogozionski , Director of Public Works

**1. Call to Order**

Mayor Ellen Zoppo-Sassu , Chair called the meeting to order at 6:00 p.m.

**2. Board Of Public Works Minutes of June 20, 2019**

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

**3. Employee Recognition**

July and August work anniversaries were recognized.

**4. Concerns & Petitions from the public**

Sandra Baker  
7 Stagecoach Rd  
Bristol, CT 06010

Sandra Baker addressed the Board regarding Hemlock trees that were trimmed alongside her property. The trees were mutilated in the process. Resident provided photos.

Director Rogozinski agreed to do a site visit on August 16 in the morning.

**5. Committee Reports**

July & August Committee Meetings

- A. Street Committee- Meetings Canceled
- B. Sewer Committee-July Canceled, August Scheduled for Aug. 20, 2019

Mayor Ellen Zoppo-Sassu withdrew her membership from the Sewer Commission due to the conflict with the Police Board meeting, and nominated Peter Kelley to replace her in the commission.

- C. Misc. Matters Committee- Meetings Canceled

## **6. Correspondence**

- A. MEMO Replacement of Concrete Slab At DPW Garage 06AUG2019
- B. MEMO Acceptable Recyclables Processing Agreement 06AUG2019

Motion made by Commissioner Padlo and seconded to add item BOF Additional Appropriation of \$98,000 to the agenda.

Motion made by Council Representative Hahn and seconded to send the item of Additional Appropriation of \$98,000 to the board of Finance.

- C. MEMO James P Casey Rd-Pavement Markings/ No Parking Signs
- D. MEMO Bristol Court House Lease Termination & Move Meeting
- E. MEMO-Sustainable CT-Community Resilience Building Workshop

No motions made. Items were informational only.

## **7. Public Works Division Reports**

- A. June 2019 Division Report
- B. July 2019 Division Report

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

## **8. Public Works Project List**

- A. Project Report

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

## **9. Director's Verbal Report**

Director Rogozinski provided a written report to the board and summed up the previous months activities.

## **10. Review of Public Works Budgets**

- A. June 2019 Financials
- B. July 2019 Financials

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

**11. Unfinished Business**

- A. September Meeting Dates
  - 1. Misc. Matters Committee- Sept. 4, 20
  - 2. Street Committee-Sept. 9, 2019 5:15 p.m.
  - 3. Sewer Committee- Sept. 17, 2019 6:00 p.m.
  - 4. Board of Public Works- Sept. 19, 2019 6:00 p.m.

**12. New Business**

- A. Parking Needs Assessment- Presentation of Desman Design Management Technical Memorandum issued to Milone & MacBroom Engineering

No Motion Made

- B. One Day Special Transfer Station Pass MEMO21JUNE2019

Motion made by Council Representative Hahn and seconded to approve and place on file with changes made from Out of State to Non-Resident Effective 8.16.19. Motion passed.

Chair Zoppo-Sassu requested this be added to the DPW Policy Book as well.

- C. BOF. DPW FY 2018-19 Year End Open Purchase Order and Account Transfer Request.

BOF Items were moved up and discussed.

**13.A BOF Public Works Carry Overs**

Motion made by Commissioner Dumas and seconded to approve the Carry Overs of \$3,182,994 and forward to the Board of Finance. Motion passed.

BOF Transfer of \$7,919.00 from the Transfer Station Contingency to Transfer Station Program Supplies.

Motion made by Commissioner Padlo and seconded to approve the Transfer of \$7,919 and forward to the Board of Finance. Motion passed.

**13.B BOF. Public Works Transfers of \$46,146 Purchase of a Pickup for S2**

Motion made by Commissioner Padlo and seconded to approve the Transfer of \$46,146 and forward to the Board of Finance. Motion passed.

- D. DPW Concerns-Proposed Ordinance Change

Chair Zoppo-Sassu citizens petitioned the Ordinance Committee and said that the winter parking ban was too stringent were looking to relax it. Public Works weighted in and said no as well as the Police Department also and the issue is now dead.

Motion made by Commissioner Padlo and seconded agreeing with the memo written by Director Rogozinski. Motion passed.

- E. MEMO Discontinuance of Newell Rd 9AUG19

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

**F. BOF Public Works Transfers (Discussed and voted on at Item C.)**

- G. WPC Appropriations 02AUG2019
- H. WPC Year End Transfers
- I. WPC Carry Over 02AUG2019

Motion made by Commissioner Padlo and seconded to approve and forward to Board of Finance. Motion passed.

- J. DPW Pavement Management Program 2019/2020

Motion made by Council Representative Hahn and seconded to place on file with the delay of Willowbrook Rd and addition of Redstone St. Motion passed.

- K. DPW Street Light Maintenance\_MEMO.9JULY2019

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

- L. DPW TreePolicy (Supplemental)\_MEMO.8JULY2019

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

**13. Addendum**

- A. BOF Public Works Transfers
- B. BOF. Public Works Carry Overs

Items discussed and voted on at 12C.

**14. Adjournment**

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

Meeting adjourned at 7:13 p.m.  
This meeting was recorded.

Respectfully submitted,




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