

BOARD OF PUBLIC WORKS
MINUTES
THURSDAY, APRIL 17, 2008
1ST FLOOR MEETING ROOM, CITY HALL

MEMBERS PRESENT: Council Members: Rimcoski, McCauley
Commissioners: Padlo, Laviero, Stawski

STAFF PRESENT: W.E. Veselka, P.E., Director of Public Works

1. BOARD OF PUBLIC MINUTES OF MARCH 13, 2008

MOTION: was made by Councilman Rimcoski to approve the Board of Public Works minutes of March 13, 2008 and was seconded by Commissioner Padlo.

VOTE: The motion carried 5-0.

2. EMPLOYEE RECOGNITION

Councilman McCauley read into the record a letter from Robert Sorice complimenting Kyle Kasparian on his courteous service.

MOTION: was made by Commissioner Stawski to accept and place on file and was seconded by Commissioner Padlo.

VOTE: The motion carried 5-0.

Director Veselka made the Board aware that Al Morsch, Ass't Superintendent of Streets has formally retired.

3. CONCERNS & PETITIONS FROM THE PUBLIC

Robert Bailey, 273 Riverside Ave. explained to the Board that he had a confrontation at the Transfer Station and the Director of Public Works took away his Transfer Station privileges for 90 days. However, he went to court and his case was nollied.

MOTION: was made by Commissioner Padlo to refer the matter to the Miscellaneous Matters and was seconded by Commissioner Laviero.

VOTE: The motion carried 5-0.

Director Veselka noted that his decision stands not allowing Mr. Bailey to use the Transfer Station for 90 days.

After some discussion, the Board was in agreement to reverse Mr. Bailey's suspension until the Miscellaneous Matters Committee meets and they make the final decision.

MOTION: was made by Commissioner Padlo to reverse Mr. Bailey's suspension until the Miscellaneous Matters Committee meets and they make the final decision and was seconded by Councilman Rimcoski.

VOTE: The motion carried 5-0.

Because of different events going on, the Board was in agreement to move up the Miscellaneous Matters meeting to 4:00 p.m. instead of 4:30 p.m.

Paul D'Aprile, 126 Frederick St., complained that a resident was dumping oil in the lot across the street from his residence. He also noted that Laviero Construction swept Theis Steel parking lot and dumped the sand near the Pequabuck River.

4. COMMITTEE REPORTS

**STREET COMMITTEE
REPORT**

Committee did not have a quorum – Public Works staff recommends the following motions.

4A.1 Release a deed restriction for Cawley Street

Staff Recommended Motion

Recommend that the City Council release the deed restriction associated with use of property for Highway Purposes.

4A.2 Street Acceptance of Valmore Road:

Staff Recommended Motion

Postpone action pending the completion of public improvements by the applicant.

4A.3 CL&P intent to install electric distribution facilities on the southern side of James P. Casey Rd. between Clark Ave. & Hill St.

Staff Recommended Motion:

Postpone action pending receipt of information from the City's Corporation Counsel associated with CL&P's authority to install overhead facilities within the right of way and City of Bristol's financial responsibility if any to fund underground installation.

**SEWER COMMITTEE
REPORT**

4B.1 Lake Compounce Sewer Expansion

MOTION: was made by Commissioner Stawski to:

Approve the concept of expanding the intertown agreement with the Town of Southington to authorize Lake Compounce Amusement Park to increase their discharge to Bristol sanitary sewer.

In order for the City's station to handle the additional flow and provide dependable service to the Park, the City and the Park management agree that the Park's expansion plan will include an a secondary wet well and will additionally finance the installation of variable frequency drives at the City's Station providing service to the Park.

VOTE: The motion carried 2-0.

4B.2 Burlington/Bristol Inter-Town Agreement for sewer service for residents on Stafford Road

Theodore C. Scheidel, Jr and Paul Bystrack, Chairman of the Burlington Sewer Authority spoke on behalf of the Town of Burlington.

MOTION: was made by Commissioner Stawski to:

Approve the concept of an amendment to the existing Intertown agreement between the City of Bristol and the Town of Burlington to include two additional lots in Burlington to discharge to Bristol's sanitary sewer system. The Town of Burlington shall coordinate with the WPC Staff to draft an amendment for final consideration.

VOTE: The motion carried 2-0.

4B.3 140 Sheffield Lane-Review of sewer charges - Dennis Guerard

Discussion: the Committee reviewed the billing with the applicant and discussed the City's sewer usage billing policy. The billing is in accordance with the winter quarter billing policy and no adjustment is warranted at this time. The property owner was informed that the current basis for this bill will only be applied for one more quarter. After July 1st, his sewer bills will be more inline with his water billing. No motion was necessary.

4B.4 Proposal to participate in a Mutual Aid Agreement for waste water agencies-FRWA

MOTION: was made by Commissioner Stawski to:

Approve the concept of participating in the inter-municipal Mutual Aid Agreement related to waste water emergency issues. Forward the draft agreement to the Corporation Counsel for review.

VOTE: The motion carried 2-0.

4B.5 Proposed sewer rates for 2008-09 and request to schedule a Public Hearing

Discussion: The Committee reviewed the proposed 10% increase to the sewer usage billing rate.

The proposed 10% increase to the usage billing rate is included in the proposed rate structure.

The Committee also reviewed the Connection/Capacity Fees and fees associated with Septage receiving.

Based on the City's expenses to provide specific services, the rates charged by other communities and the WPC Facility's diminishing reserve capacity, the Committee recommended additional increases to the Connection/Capacity Fees and Septage receiving fees. The recommended rates are included in the proposed rate structure.

MOTION: was made by Commissioner Stawski to:

Submit the proposed WPC Rate Structure to the Sewer Authority for review.

Schedule a public hearing to gain public comment regarding the proposed WPC rate structure, to be held on Thursday, May 15 at 6:30 pm, in the City Hall First Floor Meeting Room.

VOTE: The motion carried 3-0.

4B.6 Water Sewer Service Separation

Information only, place on file.

4B.7 Other Business

4B.7a. Pump Replacement Broad Street Pump Station

MOTION: was made by Commissioner Stawski to:

Endorse the replacement of the failed pump. Forward a request to the Board of Finance to transfer the necessary funds within the current WPC budget to purchase and install a replacement pump.

VOTE: The motion carried 3-0.

MOTION: was made by Commissioner Padlo to approve the Sewer Committee Report as submitted as was seconded by Commissioner Stawski.

VOTE: The motion carried 5-0.

MISCELLANEOUS MATTERS COMMITTEE REPORT

4C.1 Request from the Comptroller/Board of Finance Chairman for the Board of Public Works to review permit fees and possibly recommend amending them to include administrative fees related to their review and issuance as appropriate.

General discussion regarding the need to evaluate fees in general on a more regular basis and establish a means of staggering fee increases.

Public Works will prepare a fee summary for the next meeting of the Committee that will include listing the City's present fees along with corresponding fees of similar Cities [New Britain, Meriden, Danbury, etc.] and including any staff suggested/proposed fee modifications.

No action taken.

4C.2 Discussion regarding access to Transfer Station by owners of multiple rental properties using a residential permit.

General discussion regarding the existing policy for residential transfer station access along with issues involving single family residential property owners who also own multi-family properties; out-of-town residents that own multi-family properties in the City under their own name and/or under an LLC designation; with further discussion on the likelihood that the second scale replacement and scale house modifications at the transfer station will be funded and installed within the next year or two along with the subsequent institution of a pay-as-you throw transfer station access fee system that will likely address a number of the present issues with transfer station access.

Public Works will continue to work with the present access/permitting policy and Public Works staff shall begin reporting back to the Committee on concepts for gaining access to the modified [inbound and outbound scales] transfer station [via scale gates activated by a card scanner (permit card, credit card, debit card, etc.); continued hand scanner, etc.], and concepts for collecting disposal fees [gated out-bound scale activated by permit card, credit card, or debit card, or using tickets purchased at City Hall, etc.].

No action taken.

4C.3 Public Works Paving Policy-Notice of planned work, Applications for road cuts and Permanent Patch Requirements.

General discussion regarding utility cuts being made into roads that have been recently rebuilt and/or overlaid with consideration for scaling/increasing proportionally the permanent-patch fees for cuts into newer pavements/recently overlaid roads, etc. relative to older roads/pavement surfaces; and/or modifying permanent patching procedures to require full width overlays.

Public Works staff will prepare for the next Committee meeting, concepts including but not limited to modifying permanent patch ordinances, permanent patch fee structures, permanent patch details/requirements, etc. to address utility cuts being made into roads that have been recently rebuilt and/or overlaid.

No action taken.

MOTION: was made by Commissioner Stawski to approve the Miscellaneous Matters Report as submitted as was seconded by Commissioner Padlo.

VOTE: The motion carried 5-0.

5. **CORRESPONDENCE**

- A. Referral from City Council to recommend releasing a deed restriction consisting of one and one-half feet of land on Cawley Street for highway purposes.

MOTION: was made by Commissioner Laviero to refer the matter to the Street Committee and was seconded by Commissioner Stawski.

VOTE: The motion carried 5-0.

- B. 86 Stafford Ave.-Opposed to sidewalks in front of property-Donna Akins

MOTION: was made by Commissioner Padlo to accept and place on file and was seconded by Commissioner Stawski.

VOTE: The motion carried 5-0.

- C. Incident at Transfer Station-loss of privileges to access Transfer Station-Robert Bailey.

MOTION: was made by Commissioner Stawski to place correspondence on file and forward the matter to the Miscellaneous Matters Committee and was seconded by Councilman Rimcoski.

VOTE: The motion carried 5-0.

- D. Water that is draining off of Arcadia & Martin Rds.-Attorney James Ziogas.

MOTION: was made by Commissioner Padlo to refer the matter to the Street Committee and was seconded by Councilman Rimcoski.

VOTE: The motion carried 5-0.

- E. May 18-24, 2008-National Public Works Week.

MOTION: was made by Commissioner Stawski to accept and place on file and was seconded by Commissioner Padlo.

VOTE: The motion carried 5-0.

- F. 102 Melrose St.-Request variance

MOTION: was made by Commissioner Padlo to refer the matter to the Street Committee and was seconded by Commissioner Stawski.

VOTE: The motion carried 5-0.

- G. Subdivision Review and Inspection

MOTION: was made by Commissioner Laviero to accept and place on file and was seconded by Commissioner Stawski.

VOTE: The motion carried 5-0.

MOTION: was made by Councilman Rimcoski to bring up the above referenced matter for discussion and seconded by Commissioner Stawski.

VOTE: The motion carried 5-0.

Director Veselka explained to the Board that he inquired as to whether or not fees need to be adjusted for Landuse Boards.

6. WRITTEN MONTHLY REPORTS

A. Administration Division Report

MOTION was made by Commissioner Stawski to accept and place on file and was seconded by Councilman Rimcoski.

VOTE: The motion carried 5-0.

B. Operations Division Summary Report

1. Building Maintenance Report
2. Solid Waste Division Report
3. Streets Division Report
4. Garage Division Report

MOTION: was made by Commissioner Padlo to accept 1-3 and place on file and seconded by Commissioner Stawski.

VOTE: The motion carried 5-0.

Commissioner Padlo stated that he would like to see more detailed information in the Garage Division Report.

MOTION: was made by Commissioner Padlo to accept the Garage Division Report as submitted and was seconded by Commissioner Stawski.

VOTE: The motion carried 5-0.

C. Engineering Division Report

MOTION: was made by Commissioner Stawski to accept and place on file and was seconded by Commissioner Padlo.

VOTE: The motion carried 5-0.

D. Land Use Division Report (Subdivision Status Report included)

MOTION: was made by Commissioner Stawski to accept and place on file and was seconded by Commissioner Padlo.

VOTE: The motion carried 5-0.

E. Water Pollution Control Division Report

MOTION: was made by Commissioner Stawski to accept and place on file and was seconded by Commissioner Padlo.

VOTE: The motion carried 5-0.

F. Public Works Project List

MOTION: was made by Commissioner Stawski to accept and place on file and was seconded by Commissioner Padlo.

VOTE: The motion carried 5-0.

7. **DIRECTOR'S VERBAL REPORT**

Director Veselka reported the following:

- Doing spring work which includes, sweeping, curb repairs and clean-ups
- Yardwaste program has started
- Leaf collection ongoing but we are a little behind
- Trucks & equipment downtime has affected some operations
- Single stream recycling tonnage has dipped slightly
- There were some contamination issues with single stream and residents received an informational flyer
- Treated salt for the winter season worked out very well
- We will be shifting additional routes to the new treated salt
- Only mixed sand/salt will be at the James P. Casey dome
- Waterbury Rd., North Main St., Main St. & Copper Mine Brook kick off for RFP's
- We are sending sidewalk program letters to residents interested

In response to a question from Commissioner Stawski, Director Veselka noted that Public Works is picking up shopping carts.

Commissioner Laviero felt that the mall property should be watered down on a regular basis to keep the dust to a minimum.

8. **REVIEW OF THE PUBLIC WORKS BUDGET**

MOTION: was made by Commissioner to accept and place on file and was seconded by Commissioner Padlo.

VOTE: The motion carried 5-0.

9. **UNFINISHED BUSINESS**

- A. 85 Henderson St.-Provide resident with inlet into the City's drainage system-
Raymond Raboin

MOTION: was made by Commissioner Padlo to accept and place on file and was seconded by Commissioner Stawski.

VOTE: The motion carried 5-0.

Director Veselka explained to the Board that the City would extend the drain in question and the resident would have to connect to the drain at their expense.

- B. Sewer Agreement between the Town of Burlington and the City of Bristol

MOTION: was made by Commissioner Padlo to refer the matter to the Sewer Committee and was seconded by Commissioner Stawski.

VOTE: The motion carried 5-0.

- C. Single Stream Recycle-Pilot Survey

MOTION: was made by Commissioner Stawski to accept and place on file and was seconded by Councilman Rimcoski.

VOTE: The motion carried 5-0.

10. NEW BUSINESS

- A. Board Monthly Calendar

MOTION: was made by Commissioner Stawski to accept and place on file and was seconded by Commissioner Padlo.

VOTE: The motion carried 5-0.

In response to a question from Councilman McCauley, Director Veselka explained that sidewalks along O'Connell School are being done by the Board of Education.

11. ADDENDUM

- A. Street Committee Report

The Board was in agreement that all items from the Street Committee Report would go back to the Street Committee.

- B. Revised Monthly Calendar

MOTION: was made by Commissioner Padlo to approve the revised Monthly Calendar reflecting that a Public Hearing would be held on May 15, 2008 at 6:30 p.m. concerning Sewer Usage Fees.

VOTE: The motion carried 5-0.

12. ADJOURNMENT

MOTION: was made by Commissioner Padlo to adjourn the Board of Public Works meeting of April 17, 2008 and was seconded by Commissioner Stawski.

VOTE: The motion carried 5-0.

The meeting was adjourned at 8:32 p.m.

Respectfully submitted,

Donald V. Padlo
Secretary

