

Minutes of Regular Board of Public Works Meeting  
Thursday December 17, 2009  
6:00 PM 1<sup>st</sup> Floor Meeting Room – City Hall

**Members Present:** Mayor Arthur Ward, Councilmen Clifford Block and David Mills, Commissioners Donald Padlo, Morris Laviero and Frank Stawski and Director of Public Works, Walter E. Veselka

Absent: Councilman Kevin McCauley

**1) Board Of Public Works Minutes Of November 19, 2009**

*Motion made by Councilman Block and seconded to accept and place on file.  
Motion passed.*

**2) Employee Recognition** – Letter from Director Veselka to the Public Works Staff involved in the fall 2009 leaf collection operation.

*Motion made by Councilman Block and seconded to accept and place on file.  
Motion passed.*

**3) Concerns & Petitions From The Public**

Resident Paul D'Aprile of 126 Frederick Street would like a new Frederick Street bridge but Director Veselka informed him that the City's consultant is working on several alternative designs for a replacement bridge. City staff and the consultant met with CT DEP in November to discuss permitting issues with the alternative solutions. Any replacement bridge will not stop flooding of properties that are within the 100-year flood plain. Due to the compounding conditions with the site elevation and the Pequabuck River all of the alternative bridge solutions are unable to pass anything greater than a 25-year storm.

**4) Committee Reports**

- a) Street Committee Report - No November meeting
- b) Sewer Committee Report

**SEWER COMMITTEE REGULAR MEETING MINUTES**

**December 9, 2009**

**ATTENDANCE:**

**Members Present:** Commissioner Padlo, Chairman  
Councilman McCauley  
Commissioner Stawski

**Staff Present:** Walter Veselka, P.E., Dir of Public Works  
Brian W. Fowkes, P.E., Asst. Dir. PW/WPC Manager

The Meeting was called to order at 5:00 p.m. December 9, 2009, in the Public

**4B.1 Status report on the Forestville SSO Project**

**MOTION:** was made by Councilman McCauley to:

Grant conceptual approval to the easement negotiations to date. Staff is to report back to the committee upon making further progress. Forward a request to the Corporation Counsel to assist in drafting the required easement documents.

**VOTE:** The motion carried 3-0.

**4B.2 Status report on the Infiltration & Inflow Project**

No change in status

**4B.3 Allentown Road Sanitary Sewer Pump Station - Attorney James Ziogas**

Applicant to work with WPC staff and return to Sewer Committee when additional information is available. No motion necessary.

**4B.4 172 Riverside Avenue, McDonalds, Barbara Santacroce, grease in the sewer main**

**MOTION:** was made by Commissioner Stawski to:

Issue a Notice of Violation for improper discharge of waste water, per City Ordinance and require the establishment comply with the requirements of the DEP's General Permit regulating Food Preparation Establishments within 90 days of the issuance of the NOV. No fines will be levied provided the required upgrades are installed prior to the stated compliance date.

**VOTE:** The motion carried 3-0.

**4B.5 Lot 50 Wilderness Way, Attorney Perley Grimes - Request for common service lateral.**

**MOTION:** was made by Commissioner Stawski to:

Refer the issue to the February meeting of the Sewer Committee for additional discussion.

**VOTE:** The motion carried 3-0.

**4B.6 Burlington Avenue, Sewer stoppage caused by grease**

**MOTION:** was made by Commissioner Stawski to:

Issue a Notice of Violation for improper discharge of waste water, per City Ordinance and require the establishment comply with the requirements of the DEP's General Permit regulating Food Preparation Establishments within 90

days of the issuance of the NOV. No fines will be levied provided the required upgrades are installed prior to the stated compliance date.

**VOTE:** The motion carried 3-0.

**4B.7 Battisto Road, WPC screw pump failure**

**discussion:** One of the 20 year old plant screw pumps at the WPC facility suffered a significant mechanical failure. The Division was to include a new replacement/spare in the coming fiscal year budget. Fabrication and delivery time for a new pump is 5 to 6 months after receiving bids. Due to the current equipment failure, it was recommended that the pump be bid and ordered as soon as possible and to reduce the proposed Capital budget by an equal amount.

**MOTION:** was made by Commissioner Stawski to:

Forward a recommendation to the Board of Finance to approve a transfer within the Sewer Operating Fund to purchase the second pump to be installed in the new WPC plant pump station.

**VOTE:** The motion carried 3-0.

**4B.8 DEP Clean Water Fund financial assistance program**

**MOTION:** was made by Commissioner Stawski to:

Authorize Staff to submit the updates to the Project Priority list to the DEP as presented in the attached correspondence.

**VOTE:** The motion carried 3-0.

**4B.9 Jennings Terrace, Special Connection fees and Payment installment plan regarding Assessment of Benefits**

**MOTION:** was made by Commissioner Stawski to:

Levy Special Connection Fees, in the amount of \$2,500.<sup>00</sup> per lot/connection, against lots 150 and 156 Jennings Terrace. The Fees will be due upon application to connect to the new sewers in Jennings Terrace.

Lot 150 is currently undeveloped. The Special Connection Fee for lot 150 will become due upon application for a sewer connection permit. This fee will be in addition to the standard connection fee.

The Sewer Authority will make an installment plan available for payment of both the previously levied Assessment and for the Special Connection Fee levied on Lot 156 Jennings Terrace. The plan will consist of 10 semi-annual installments over a five year period with an annual interest rate of 2.9% simple interest on the uncollected principle.

**VOTE:** The motion carried 3-0.

**4B.10 Other Business** - There was no other business.

The meeting was adjourned at 7:25 p.m.

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

*Motion passed.*

- c) Miscellaneous Matters Report – No November meeting

**5) Correspondence**

- a) Letter from Sharon A. Vanasse and Peter C. Mahoney concerning road closure on King Street

This concerns the permit given to Bob's Chalet to close the road for a ski sale and competition. It was decided that in the future neighboring businesses would be asked to sign their approval to close the road.

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

- b) Letter from Walter E. Veselka to Thomas H. Morrow concerning tree removal at 35-37 South Street

Director Veselka offered to have the City crew remove three trees and grind the stumps if the Bristol Community Organization reimburses the City for their costs. BCO did get other prices and someone else will do the work.

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

- c) Guaranteed Tonnages for Contract Year 2011

Director Veselka said that we have been reducing the tonnage commitment.

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

**6) Written Monthly Reports**

- a) Administration Division Report

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

- b) Operations Division Summary Report

*Motion made by Commissioner Padlo and seconded to accept items 1 through 4 and place on file. Motion passed.*

- 1. Building Maintenance Report – no report received

- 2. Solid Waste Division Report

- 3. Streets Division Report

- 4. Garage Division Report

Director Veselka said that we are still working on snow equipment.

- c) Engineering Division Report

Director Veselka mentioned that Wolcott Street, Union Street and East Road are partially opened now.

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

- d) Land Use Division Report  
*Motion made by Commissioner Stawski and seconded to accept and place on file. Motion passed.*
- e) Water Pollution Control Division Report  
*Motion made by Commissioner Padlo and seconded to accept and place on file. Motion passed.*

**7) Public Works Project List**

Commissioner Stawski would like every project listed to have a completion date.

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

**8) Director's Verbal Report**

There was a discussion on permanent patches getting sealed as soon as possible and Director Veselka stated that the City has not done this for several years. Mayor Ward would like him to initiate another policy on sealing so they are not in the same predicament next year.

Commissioner Laviero is concerned with only 8 drivers but 2 team leaders and 2 bosses being called in to plow. He feels that there are too many bosses on duty and there should be more trucks on the road instead. This is a waste of overtime. Mayor Ward is also unsatisfied with the snowplowing performance.

*Motion made by Commissioner Padlo and seconded to accept the Director's report and place on file. Motion passed.*

**9) Review of the Public Works Budget**

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

**10) Unfinished Business**

- a) Board Monthly Calendar  
*Motion made by Commissioner Padlo and seconded to accept the board monthly calendar and place on file with the addition of a tentative Street Committee meeting scheduled for January 4, 2010. Motion passed.*
- b) Memo from Walter E. Veselka concerning questions from Board at November meeting  
Director Veselka said that there is no written tire program but he will discuss the matter with the new fleet manager.  
*Motion made by Commissioner Stawski and seconded to accept and place on file. Motion passed.*
- c) WPC Board of Finance Request to transfer funds from WPC Contingency Account to Auxiliary Pump Station Account

*Motion made by Commissioner Padlo and seconded to forward to the Board of Finance for their approval. Motion passed.*

**11) New Business**

- a) Waste Delivery Schedule 4/Member Survey with Schedule 4's  
*Motion made by Commissioner Padlo and seconded to accept and place on file. Motion passed*
- b) Commissioner Laviero stated that in the absence of Director Veselka at Board of Public Works meetings Assistant Director Wallace should fill in. Commissioner Stawski feels that Director Veselka should have the authority to appoint whomever he feels is most suitable to replace him based on that night's agenda. Director Veselka said that the Jennings Terrace Hearing was suitable for Assistant Director Fowkes and that is why he was appointed for the November meeting.  
*Motion made by Commissioner Laviero to request that Assistant Director Wallace attend Board of Public Works meetings when Director Veselka is not present. Motion denied 5 to 1.*
- c) Mayor Ward appointed Councilman Block to the Budget Committee
- d) Mayor Ward appointed Councilman Mills to the Solid Waste Committee.

**12) Addendum**

- 1) Sewer Committee Report – approved under Committee reports
- 2) Board of Finance Request to transfer \$76,000 from the WPC Undesignated Fund to the Submersible Pump Capital Account  
*Motion made by Commissioner Padlo and seconded to forward to the Board of Finance for their approval. Motion passed.*
- 3) Request from the City Council for a sidewalk deferral at 24 Dell Manor Drive  
*Motion made by Commissioner Stawski and seconded to refer to the Street Committee. Motion passed.*
- 4) Request for a sewer fee adjustment from Craig Clark at 259 Hill Street  
*Motion made by Commissioner Padlo and seconded to refer to the Sewer Committee. Motion passed.*

**13) Adjournment**

*Motion made by Councilman Block and seconded to adjourn. Motion passed.*

*Meeting adjourned at 7:11 p.m.*

This meeting was taped

Respectfully submitted,

Walter Veselka P.E.  
Director of Public Works