

Minutes of Regular Board of Public Works Meeting
Thursday June 18, 2009
7:00 PM 1st Floor Meeting Room – City Hall

Members Present: Mayor Arthur Ward, Councilmen Craig Minor and Michael Rimcoski, Commissioners Donald Padlo, Frank Stawski and Morris Laviero and City Engineer Paul Strawderman

Absent: Councilman Kevin McCauley and Director of Public Works Walter Veselka

1) Board Of Public Works Minutes Of May, 21, 2009

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

2) Employee Recognition

None

3) Concerns & Petitions From The Public

Paul Keegan of 80 Sims Road, who is the President of Local 1338, is concerned with the budget cuts to the Public Works Department. He would also like information on what the vision and direction of this department is. Mayor Ward informed him that no positions were eliminated although he cannot promise anything for next year because the future is not brighter. He will try to keep staffing so that services will remain but this will depend on the economy. He will not compromise safety.

Mayor Ward mentioned that everyone should get involved with the budget process. The street budget was cut first so they should be the first to get their funds back.

Councilman Minor advised Mr. Keegan to go to the Board of Finance meetings.

Steve Donaghy of 94 Frederick Street would like to know what the plans are for removing trees on his street. Mr. Strawderman informed him that the trees in front of his house should be removed in June. He will send Mr. Donaghy a letter notifying him of the exact date.

4) Committee Reports

a) Street Committee Report

STREET COMMITTEE REPORT
MONDAY, JUNE 1, 2009, 2:30 P.M.
1ST FLOOR MEETING ROOM, CITY HALL

Attendance: Commissioner Morris Laviero, Chairman
Councilman Craig Minor

Councilman Michael Rimcoski

Staff in attendance: Walter Veselka, P.E., Director of Public Works
Paul Strawderman, P.E., City Engineer
Raymond Rogozinski, P.E., Asst. City Engineer

The meeting was called to order at 2:32 P.M.

4A.1 Pooling of water in the cul-de-sac on Jennifer Road

Mrs. Theriault of 54 Jennifer Road addressed the Committee along with her neighbors in the cul-de-sac. She stated that there has been an ongoing water problem in the area which has resulted in the deterioration of the roadway pavement and driveway aprons. The property owner of 54 Jennifer stated that she has recently installed a new concrete apron and driveway.

Ray Rogozinski of the Engineering Division informed the committee that there is high ground water in the area. Engineering indicated that there is sufficient pitch within the cul-de-sac to eliminate pooling water, however the pavement has deteriorated.

Mr. Rogozinski stated that in order to resolve the issue additional storm drainage can be installed. The storm drainage would consist of approximately 100 feet of perforated storm drainage pipe and a catch basin. The estimated cost of this work is approximately \$8,000. Based on this cost and the resulting disturbance of the newly installed driveway apron at 54 Jennifer Road, staff recommended that Public Works cut out and remove the deteriorated sections of pavement and install a full depth pavement patch.

Motion was made by Councilman Minor to cut out and remove the deteriorated sections of pavement and install a full depth pavement patch. Seconded by Councilman Rimcoski.

Motion passed 3-0

4A.2 South Street Corridor Study – Preliminary Report

Joe Balkus of the consulting firm of Tighe and Bond Engineering presented the findings of the traffic study conducted on the South Street – Mountain Road corridor. The purpose of the study was to evaluate traffic flow within the area and determine if alternatives to mitigate the impact of the Route 72 Relocation. The consultant presented the findings of the report and reviewed the alternatives summarized below:

ALTERNATIVES	ANTICIPATED BENEFIT	EST. COST	ENGINEERING DIVISION'S RECOMMENDATION
Addition and reassignment of intersection turning lanes	Increase capacity and reduce delays	\$9,000	Proceed with pavements markings as part of yearly roadway pavement marking program (traffic authority approval required)
Coordinate timing of traffic signals.	Increase capacity and reduce delays	\$20,000	Request funding as part of 2010-2011 budget to coordinate timing of traffic signals.
Install protected phasing at West St. (advanced left)	Increase capacity and reduce delays	\$10,000	Request funding as part of 2010-2011 budget to install advance left turn.
Install split phasing at Main St and George St.	Reduce confusion	\$10,000	No action recommended.
Narrow travel lanes via. painted island from Willis Street to Down Street.	Reduce Speed		Request funding as part of 2010-2011 budget to install painted island and rumble strips similar to N. Main between Center and Route 72.
Install signalized intersection at Willis St. and South St.	Provide side street access to South St.	\$120,000	Place project on the Department Public Work's Capital Improvement Program for long term (future) implementation.
Install signalized intersection at East St. and South St.	Provide side street access to South St.	\$120,000	Place project on the Department Public Work's Capital Improvement Program for long term (future) implementation.
Gateway Signage	Increase motorist awareness	\$2,000	No action recommended.
Directional Signage	Increase motorist awareness	\$2,000	No action recommended
Install painted traffic islands within intersection	Reduce speeds	\$5,000	No action recommended
Install dynamic speed signs	Reduce speed	\$30,000	No action recommended

Raised Intersections	Reduce speeds	\$90,000	No action recommended
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Staff noted that implementation of the recommended alternatives would require approval from the Police Commission the Legal Traffic Authority of the City. The findings of the study will also be presented to the Park Board and Planning Commission.

Motion was made by Councilman Rimcoski to approve the implementation of the Engineering Division's recommendation to

- Prepare plans and submit to the Legal Traffic Authority additional and reassignment of turn lanes.
- Prepare plans and request funding in budget year 2010-2011 for the coordination of traffic signals, installation of painted island and installation of protected phase at West St.
- Place project to install a traffic signals at East Road and Willis Street on the Department's Capital Improvement Program for future evaluation and funding.

Seconded by councilman Minor.

Motion passed 3-0

4A.3 Waterbury Road – Reconstruction

Stephen McDonnell of WMC Consultant presented the findings of the preliminary engineering report associated with the reconstruction of Waterbury Road.

The Engineering Division recommended approval of the report summarized below:

- Improve horizontal alignment of roadway. Construction will require acquisition of the portion of three properties located on Waterbury Road. Engineering indicated that the proposed partial property taking at 15 Tower Road may be problematic, however engineering request authorization to contact the property owner.
- Remove existing stone walls and replace with code compliant roadside barrier and modular block retaining walls.
- Improve existing storm drainage system and maintain location of existing storm drainage outfalls.
- Implement minor improvements to the existing vertical alignment.

Motion was made by Councilman Minor to approve Preliminary Engineering report as presented and authorize Engineering to proceed with project. Seconded by Councilman Rimcoski.

Motion passed 3-0

Meeting adjourned at 4:25 PM.

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

b) Sewer Committee Report

SEWER COMMITTEE REGULAR MEETING MINUTES

June 3, 2009

ATTENDANCE:

Members Present:

Commissioner Padlo, Chairman
Councilman McCauley
Commissioner Stawski

Staff Present:

Walter Veselka, P.E., Director of Public Works
Brian W. Fowkes, P.E., Asst. Dir. PW/WPC Manager

The Meeting was called to order at 5:00 p.m. June 3, 2009, in the Public Works Conference Room, on the ground floor of City Hall.

4B.1 Sewer Relocation: Mountain Road and Middle Street – Attorney Furey

MOTION: was made by Commissioner Stawski to:

Authorize the Developer to relocate the City's main line sewers at his own expense, as shown on the submitted plans. The pipe material shall be ductile iron in all manhole runs that contain areas with less than 24" of cover. All manhole covers shall be gasketed bolt down covers. The proposed design must comply with City standards and be approved by the City Engineer.

VOTE: The motion carried 3-0.

4B.2 Intertown Sewer Connection: Burlington Meadows – Attorney Furey

MOTION: was made by Commissioner Stawski to:

Deny the request to connect the proposed subdivision, located in Burlington, to Bristol's sanitary sewer system.

VOTE: The motion carried 3-0.

4B.4 Other Business

There was no other business.

The meeting was adjourned at 5:20 p.m.

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

c) Miscellaneous Matters Report

Minutes of the
Miscellaneous Matters Committee
Meeting held
Monday, June 1, 2009
First Floor Meeting Room

Attendance: Mayor Arthur J. Ward, Chair - absent
Council Representative Craig Minor
Commissioner Frank Stawski

Staff: Walter Veselka, P.E., Director of Public Works
Mark Austin, P.E., Environmental Engineer

Meeting was called to order at 4:30 p.m. by Acting Chair Commissioner Stawski.

4C.1 Request to Prepare Grant Application -

The Committee had a general discussion regarding the community benefit and maintenance upkeep of bus shelters. Although the bus service can be called to stop at any point along their route the presence of a shelter provides weather protection and an identifiable stopping spot. It was acknowledged that Bristol Hospital requested to relocate and put the shelter that was in front of the hospital to another use and may not desire a new shelter in the location requested by the Bristol Transportation Commission. It is Public Works' desire that either the property owner where the shelter is located or another entity agree to assist the City in the maintenance and upkeep of the shelters.

Motion made by Council Representative Minor to: **Recommend the Board of Public Works endorse the request of the Bristol Transportation Commission and request the Mayor direct the Grants Administrator and Director of Public Works work to submit an application seeking Enhancement Program funding from the Federal Transit Administration in the Hartford Urbanized Area for two bus shelters.** Motion seconded and approved.

4C.2 Transfer Station – Date Recording associated with Scale -

Mark Austin and Director Veselka updated the Committee on the scale replacement project at the Transfer Station. Staff discussed three alternatives for controlling access, checking vehicles and collecting fees at the Transfer Station using the new scale system.

Motion made by Council Representative Minor to: **Recommend the Board of Public Works endorse the use of a radio frequency identification (RDIF) system to manage access and collect fees at the Transfer Station and direct the Public Works staff to proceed with the procurement of necessary equipment as part of the scale installation project.** Motion seconded and approved.

Meeting adjourned at 5:20 p.m. on a motion by Council Representative Minor.

Motion made by Councilman Minor and seconded to accept the report with the report date changed from May 4 to June 1 and place on file. Motion passed.

5) Correspondence

- a) Letter to Margaret Fournier from Walter E. Veselka concerning planting a tree in a right-of-way

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

- b) Memo from Walter E. Veselka to Mayor Ward concerning his appointment to the APWA National Committee

Mayor Ward said that he supported the Director's appointment.

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

- c) Letter from Paul A. Strawderman concerning street acceptance of a portion of Valmore Road

Mr. Strawderman said that the work is complete and ready for street acceptance.

Motion made by Commissioner Laviero and seconded to recommend the street acceptance of Valmore Road. Motion passed.

- d) Letter from Paul A. Strawderman to Donna Mackiewicz concerning Planning Commission application #316 on Oakridge Road

Mr. Strawderman said that the developer started the work then left the job for a while but he has come back. Houses cannot be sold yet because a bond has not been posted.

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

- e) Letter from John Lefebvre concerning his stolen transfer station permit

Motion made by Councilman Minor and seconded to give Mr. Lefebvre another transfer station sticker at no charge. 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 and place items 1 through 4 on file. Motion passed.

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

- c) Engineering Division Report
Motion made by Commissioner Padlo 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 Stawski and seconded to accept and place on file. Motion passed.

- f) Public Works Project List
Motion made by Commissioner Stawski and seconded to accept and place on file. Motion passed.

7) Director's Verbal Report

Report given by City Engineer Paul Strawderman

- *New recycle route started this week*
- *New rubbish truck should be delivered soon*
- *Streets have pretty much finished repairs on the curb list. Crews are doing street patches and storm drainage work to support the road maintenance program*
- *Contractor for Route 72 force main relocation is working nights on Pine Street tonight and tomorrow, weather permitting. Alternating one-way traffic.*
- *Contractor for loop detector repairs is scheduled to start Monday; concrete curbing expected to start in July*
- *Marsh Road reconstruction bid is due on July 6*

8) Review of the Public Works Budget

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

9) Unfinished Business

- a) Board Monthly Calendar
Motion made by Commissioner Padlo and seconded to accept and place on file with the one exception that the Sewer Committee meeting has been changed from Wednesday, July 1 to Wednesday, July 8. Motion passed.

- b) Letter from Lt. Kevin Morrell concerning Intersection Improvements for Center / North Main Street
Motion made by Commissioner Stawski and seconded to accept and place on file. Motion passed.

10) New Business

- a) Board of Finance Request to transfer funds for the WPC Division's discharge permit renewal application, fuel pricing and structural concrete building repairs. *Motion made by Commissioner Stawski and seconded to forward to the Board of Finance. Motion passed.*
- b) Establishment of a solid waste standing committee
Motion made by Councilman Minor and seconded to accept and place on file. Motion passed.
- c) Referral from City Council for a sidewalk waiver at Lot 13 Prestige Lane from Industrial Development Corp.
Motion made by Commissioner Stawski and seconded to send to the Street Committee. Motion passed.

Commissioner Padlo would like the City to take a look at picking up grease from school cafeterias and restaurants to augment diesel use.

Motion made by Commissioner Padlo and seconded to recommend that the City take a look at picking up grease from school cafeterias and restaurants to augment diesel use. Motion passed.

11) Addendum

- a) Letter from Attorney Timothy W. Furey concerning Application #2033 Site Plan for housing for the elderly at 651 Lake Avenue
Motion made by Commissioner Stawski and seconded to refer to the Sewer Committee. Motion passed.
- b) Letter from Brian W. Fowkes concerning compliance with the DEP FOG General Permit
Motion made by Commissioner Padlo and seconded to refer to the Sewer Committee. Motion passed.

12) Adjournment

Motion made by Commissioner Laviero and seconded to adjourn. Motion passed.

Meeting adjourned at 7:42 p.m.

This meeting was taped

Respectfully submitted,

Walter Veselka P.E.
Director of Public Works