

Minutes of Regular Board of Public Works Meeting
Thursday, March 18, 2010
6:00 PM 1st Floor Meeting Room – City Hall

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

Absent: Commissioner Morris Laviero

1) Board Of Public Works Minutes Of February 18, 2010

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

2) Employee Recognition

Mayor Ward congratulated Maurice Deschaine on his upcoming retirement on April 16, 2010.

3) Concerns & Petitions From The Public

Contractor Kevin Della Bianca of 26 Albertson Way is requesting a sewer extension on Alberta Street.

Motion made by Commissioner Padlo and seconded to refer to the Sewer Committee. Motion passed.

Lisa Wargo-Leger of 71 James P Casey Road would like to know where the proposed funding for Neuman Place stands. In 2008 this project was proposed for the 5 year capital improvement program. Ms. Wargo-Leger has been speaking with Street Superintendent William Wolfe in order to keep herself up to date with what is going on with the project. Director Veselka said that the project is on the list but there is no proposed funding for this year.

Steve Donaghy of 94 Frederick Street would like to know when his street will be paved. Director Veselka informed him that it is not on the budget for this year and will be done when the Frederick Street Bridge is replaced.

4) Committee Reports

- a) Street Committee Report – No February meeting
- b) Sewer Committee Report

SEWER COMMITTEE REGULAR MEETING MINUTES

March 3, 2010

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. March 3, 2010, in the Public Works Conference Room, on the ground floor of City Hall.

4B1. Lot #50 Wildwood Run, Daniel Sutula, Attorney Perley Grimes, request for common service lateral

MOTION: was made by Commissioner Stawski to:

Defer action on this item to the April meeting of the Sewer Committee. Send applicant notification that the documentation previously discussed and promised must be submitted for Staff review prior to March 29th to allow review prior to the April meeting. Committee intends to take final action regarding a recommendation at their April meeting. If no additional documentation is submitted the Committee will evaluate request and forward their recommendation to the Board based on current available information.

VOTE: The motion carried 3-0.

4B.2 62 Mine Road, William Perkins III, septic system at 62 Mine Road

MOTION: was made by Commissioner Stawski to:

Authorize the property owner to extend the existing mainline sanitary sewer in Mine Road at their own expense, from its current terminus at the intersection of Bentley Road, to a location at least ten feet west of the property's easterly property line to allow the installation of a new service lateral. Said extension is to terminate with a manhole and 8 inch capped stub. All work must comply with City Standards and be performed by a contractor licensed and bonded to work in Bristol.

VOTE: The motion carried 3-0.

4B.3 Status update and discussion of changes or modifications to the Forestville SSO Project

Discussion: The construction contract for the installation of the 24" Relief Forcemain will be out to bid on March 8th, with bids due on April 3rd. Two of the three required easements have tentative agreements to be finalized. The third easement is still in negotiations with an appraisal report due in March.

4B.4 Status update and discussion of changes or modifications to the Infiltration & Inflow Project

Discussion: Our consultant has made numerous revisions to the Phase 1 Sewer System Evaluation Study (SSES) Report based on City comments. Staff will be working with the Consultant to finalize the report for submission to the DEP. The next step in the process is to select locations for a rehabilitation contract and establish a scope of work for the Phase 2 continuation of the SSES.

4B.5 Other Business - There was no other business.

The meeting was adjourned at 5:30 p.m.

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

Motion passed.

- c) Miscellaneous Matters Report – No February meeting
- d) Solid Waste Committee Report

BOARD OF PUBLIC WORKS
SOLID WASTE COMMITTEE
REGULAR MEETING MINUTES

ATTENDANCE:

Members Present: Council Representative Mills – Chair
Commissioner Laviero – absent
Commissioner Padlo
Commissioner Stawski

Staff Present: Walter Veselka, P.E., Director of Public Works

The Meeting was called to order by Council Representative Mills at 4:00 p.m. March 3, 2010 in the Public Works Conference Room, on the ground floor of City Hall.

4D.1 Update from staff on the shopping cart ordinance in relation to its effectiveness and impact on the City – Director Veselka briefed the Committee on the current status of enforcement of the ordinance. The Chairman of the Code Enforcement Committee has met with business owners to inform them of the requirements and penalties of the ordinance but the City has not assigned responsibility for checking business and enforcing the provisions of the ordinance regarding marking their carts and posting a sign informing the public that the carts are not to be removed and used off the private property belonging to the store. Since the implementation of this portion of the ordinance is pending Public Works in discussion the Code Enforcement Committee has not enforced the \$50/cart impounded assessment on carts picked up by our staff.

Commissioner Stawski moved: **The Board of Public Works requests through the City Council that the Code Enforcement Committee either take action to assign responsibility for enforcing the provisions of the current Ordinance, Section 21-21.10 or propose modifications to the Ordinance to the Ordinance Committee to allow the City to seek proposals from vendors to enforce the provisions of the Ordinance.** Motion seconded and approved.

4D.2 Update on staff work to recommend a change the current ordinance regarding solid waste collection to evaluate a possible change requiring solid waste and recycling to be placed curbside no later than 6:30 a.m. on collection days – Director Veselka briefed the committee on the provisions of Sections 10-11 Curbside pickup of household rubbish and 10-12 Residential recyclable solid waste and the staff's recommendation to move the time up to 6:00 a.m. on collection days.

Commissioner Stawski moved: **The Board of Public Works requests through the City Council that the Ordinance Committee consider amending the Bristol Code of Ordinances as follows: Section 10-11(b) All household rubbish containers ... not later than 6 a.m. (change from 7 a.m.) of the designated collection day. Section 10-12(d) All recyclable materials ... not later than 6 a.m. (change from 7 a.m.) of the designated collection day.** Motion seconded and approved.

4D.3 Update on staff work on the development of a operations plan and fee structure for the Transfer Station once the City completes the installation to the two new scales and RIFD system – Director Veselka. informed the Committee that they are not currently ready to provide the Committee with a draft operations plans and proposed fee structure. The Department is finalizing work and will be working with the Purchasing Agent to reissue a Request for Proposals for the installation of the new scales and RFID system at the transfer station. Once bids are received, a firm selected and the type of scale and RFID equipment proposed for use is known the plan can be finalized. Staff will begin discussing ideas for a fee structure with the Committee at a future meeting. Item continued to the April meeting of the Committee.

4D.4 Update on research into how the current policy of solid waste and recycling collection at private trailer parks within the City developed – Director Veselka advised the Committee that although Staff had taken efforts to trace the origin of the current policy; they were not able to find the origin. Staff will continue looking through the minutes of the Board. Commissioner Padlo indicated that the origin might date back to the clean-up efforts from the

flood of 1955 and suggested that staff contact retired Director of Public Works John Galvin to see if he might be able to assist in this effort. Item continued to the April meeting of the Committee.

4D.5 Update on information regarding a re-evaluation of 2nd barrel policy –

Director Veselka updated the Committee of Staff's review of costs. In earlier discussions Staff and the Board had always ignored all but the disposal costs when looking at this fee. Because the truck must be repositioned to pick up additional barrels the cost of the movement is virtually the same as making a regular stop; in fact each additional barrel tipped reduced the number of properties that could potentially be serviced by the vehicle during the service day. Adding the collection cost and depreciation of the barrel the cost to pick up additional barrels is \$123/barrel/year. The current fee for additional barrels is \$50/year/barrel for those where the fee is not waived. The cost of Yard Waste collection for 8 months is \$85/year/barrel.

Commissioner Stawski moved: **The Board of Public Works set the fee for additional solid waste barrels at \$145/year/barrel for those collections areas serviced with single-stream recycling and \$70/year/barrel for all other areas of the City beginning with collections in January 2011.** He further moved: **The Board of Public Works rescinds the policy of waiving the fee for a second barrel for household having five or more individuals living in the household.** Motion seconded and approved.

The Committee realized this is a large increase in the fee for this service but that in lieu of the current economics the City could no longer ignore the full cost of providing this service. The Committee also felt that the policy of waiving the fee for a second barrel directly discourages the principles of Reduce, Reuse, Recycle and therefore could no longer be supported a good policy by the City. The Committee felt that disclosure of the true costs to the public and an educational campaign prior to sending our renewal cards for next year could resolve most of the anticipated public discussion regarding the size of the fee increase.

4D.6 Proposal for pay-as-you-throw program by WasteZero – Director Veselka advised the Committee of a meeting between Staff and a representative of WasteZero. WasteZero offered to come to the April meeting of the Committee to explain their program and the possible savings in solid waste fees for the City.

Commissioner Padlo moved: **The Board of Public Works extends their thanks to WasteZero but the Committee declines the offer to meet with their representative.** Motion seconded and approved

Because the City of Bristol already distributed automated containers to

residents the Committee has no interest in changing to a pay-as-you-throw system based on the residents purchasing bags for use in their disposal of household rubbish. Any consideration of a pay-as-you-throw program for the City will be based on service to the distributed containers. The Committee felt residents would not accept any program that would require an intermediate bagging of materials into a special bag prior to placement in their container.

The meeting was adjourned at 4:53 p.m. on a motion by Commissioner Padlo. Motion seconded and approved.

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

Motion passed.

e) Budget Committee Report – Information distributed earlier

Board of Public Works
BUDGET COMMITTEE
REPORT OF MEETING

Attendance: Council Representative Cliff Block, Chair
Commissioner Don Padlo
Commissioner Frank Stawski

Staff: Walter Veselka, P.E. Director of Public Works
Paul Strawderman, P.E. City Engineer
Raymond A. Rogozinski, P.E. Assist. City Engineer

Call to order - Meeting was called to order at 5 p.m. Tuesday, March 2, 2010 in the First Floor Meeting Room of City Hall by Chairman Block.

4E.1 Review and discussion of the Public Works proposed project submission for funding in the 2010 -2011 Five-Year Capital Improvement Program budget - The City and Asst. City Engineer briefed the Committee on projects the Public Works Staff recommended for funding in the 2010-11 Five-Year Capital Improvement Program. In addition to describing the project and highlighting needs they highlighted the projects with pictures of existing conditions. As part of their questioning of the projects the Committee offered suggestions to strengthen the justification and explanation of several projects.

4E.2 Action to forward recommendations to the Board of Public Works for a Public Works project funding submission under the 2010-2011 Five-Year Capital Improvement Program budget to the Mayor’s 5-Year CIP Committee - Commissioner Padlo moved: **That the Board of Public Works Budget Committee forward a recommendation to the Board of Public Works to approve forwarding the 2010-2011 Five-Year Capital Improvement Budget proposals for Public Works**

projects in the amount of \$7,940,000 and Water Pollution Control projects in the amount of \$3,250,000 essentially in the priority order presented at this meeting. The committee authorizes the Director of Public Works to make minor corrections to the budget requests, as needed, to correct errors as long as the total request is essentially as presented in this meeting. Motion seconded and approved.

The Committee requested that in addition to the meeting minutes and project list staff includes the project background and future year projection information in the materials sent to the other members of the Board of Public Works as background information for their use when reviewing the budget.

Adjournment: Meeting was adjourned at 5:44 p.m. on a motion by Commissioner Padlo. Motion seconded and approved.

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

5) Correspondence

a. Letter from Bob Montgomery to Walter Veselka concerning road closure on Main Street for the Bristol Soap Box Derby
Gene Leblanc, of 20 Maple Street in Terryville, has been associated with the Soap Box Derby for 25 years and said that the race is planned to go from Summer and High Streets down to Riverside Avenue. He also said that they will patch the roads beforehand and put plywood on the manholes so that the racers don't get hurt. Director Veselka informed him that the streetscape project will be going out to bid in a week or two and that it will be taking over Main Street at that time. Mayor Ward would like Mr. LeBlanc to look at other dates for the race and then come before the Street Committee on April 5.
Motion made by Commissioner Padlo and seconded to forward to the Street Committee. Motion passed.

b. Letter from Walter Veselka to Attorney Perley H. Grimes Jr. concerning request for common service lateral on lot 50 Wildwood Run
Motion made by Councilman McCauley and seconded to accept and place on file. Motion passed.

c. Letter from Ed Robertson to Walter Veselka concerning curbing on Landry Street
Property owner Ed Robertson of 57 Church Avenue said that he is revitalizing the area and the curbing on Landry Street is mostly gone. He also said that the curbing was approved a couple of years ago but nothing has been done. He is amazed at how well the area looks now and he feels that new curbing would make it look complete. He will be notified if he is on the list for curbing

on Landry Street when the budget is finalized and the Street Committee has looked the budget over. Councilman McCauley would like it noted that this is a revitalized area.

6) Written Monthly Reports

a. Administration Division Report

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

b. Facilities and Fleet Manager Summary Report

1. Building Maintenance Report

2. Garage Division Report

Councilman Block would like to mention that some of the firehouses are starting to leak.

Motion made by Commissioner Stawski and seconded to accept items 1 and 2 and place on file. Motion passed.

d. Engineering Division Report

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

e. Land Use Division Report

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

f. Street Maintenance Division Report

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

g. Solid Waste Division Report

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

Motion made by Commissioner Stawski and seconded to refer the discussion of selling transfer station permits at the transfer station on Saturdays during April to the Solid Waste Committee. Motion passed.

h. Water Pollution Control Division Report

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

7) Public Works' Project List

Commissioner Stawski stated that this is the best report for the Public Works' Project List that he has ever received.

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

8) Director's Verbal Report

Not certain if this will prove to be a false spring but the weather changed shortly after

Minutes

March 18, 2010

the beginning of March allowing us to begin spring maintenance and clean-up operations. With asphalt plants still closed until later this month we are taking advantage of the weather to begin pre-sweeping sections of the City and do a much needed clean-up around the City Yard.

The sweepers were able to address all our normal trouble areas for blocked basins last week prior to the weekend rain. Bristol was very lucky with no high water issues in the streets or at the Wastewater Treatment plant.

I made some changes in our supervisory organization; George Wallace is now my Public Facilities and Public Works Fleet Manager. The Street Maintenance Operations and Solid Waste & Recycling Division Supervisors now answer directly to me. I made this change to provide what I feel is a much needed focus on the Public Buildings and Fleet.

Project contractors are also coming out to begin spring work: The Union/East Road intersection contractor was back out doing work earlier this week; The Middle Street Widening contractor was out clearing and grubbing for the sidewalk along Middle Street and Redstone Hill Road; our North Main and Center Street widening project contractor was out installing the new signal heads...the Street Maintenance Operations crew will be painting temporary traffic markings and then the Police Department will make the turn light operations on the signal head; the CT Rt. 72 Relocation contractor is working on Pine Street and will be doing the permanent closure of Evergreen Street later this month and a closure/traffic diversion at the Todd and Pine intersection in early April.

The Purchasing Agent will be conducting a pre-bid meeting for the Sanitary Sewer Force Main on the 28th; bids for this work are due the 8th of April.

CDM, our engineer for the Sanitary Sewer Overflow Reduction Project had the design of the Broad Street pump station upgrade approximately 92% complete. Brian and his staff and the City Engineer will be conducting their final review of this project work.

Wright – Pierce has completed preliminary work on the Phosphorus Reduction Study and will be meeting with the Sewer Committee to review what they see are three preferred options the City can follow to achieve what we anticipate will be our permit limits for discharge of Phosphorus into the Pequabuck River.

VHB, our engineering consultant will be holding a public informational meeting on the realignment of the South, Church, Union intersection on March 31st at 6:30 p.m. in the Main Library.

Minutes

March 18, 2010

Sales of yardwaste permits are beginning to get heavy, both mail-in and walk-in renewals.

I attended my Facilities and Grounds Technical Committee meeting in Kansas City on the 5th and 6th of March. We had an evening overlap and an opportunity to talk with members of the Fleet Management Committee on Friday evening. I talked to the Fleet Manager for Milwaukee regarding their use of their solid waste fleet to assist in snow removal efforts in the City. Intend to do some follow-up to see if we might use our trucks in our efforts. If we can rig the truck with a small plow that will clear the gutter line it will assist in our collection efforts during snow storms.

Tilcon and other bituminous asphalt plants are doing their spring maintenance and we anticipate they will begin producing hot mix asphalt the first week of April. We will begin road patching with this material and shift to our apron and curbing repair work in mid-April once their process settles and the plant turns out consistent batches of material.

We will begin our official street sweeping program the first week of April. We will also begin our spring leaf collection. We will be monitoring what we see as leaves at the curb next week and may put out one truck early, the last week of March, to sweep the City.

We are changing the format of the Division reports beginning with the March report you will receive in April. I worked with Commissioner Stawski and believe we will be on the right track to providing you with information you will find more useful to you as the Board.

You may have seen the article in the paper regarding West Hartford's use of a cold patch material called E-Z Street. The Mayor asked me to check into the material. I downloaded information on-line and also talked to the Street Foreman in West Hartford. Material works better than the Class 5 cold patch that is available on the CT-DAS bid. We use a patching material called WesPro which meets the ConnDOT requirements for a permanent patch. The E-Z Street does not; it seems to work ok for West Hartford...its greatest gain is in not having a petroleum solvent. Class 5 cost \$106.35/ton; the E-Z Street is \$123/ton; our WesPro cost \$139.95/ton. We will purchase some of this new material and conduct a trial to see if we can save the \$17/ton.

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

Motion passed.

9) Review of the Public Works Budgets

Commissioner Stawski mentioned that they were 7% over budget and Director Veselka said that they were complete within the budget except for the snow 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 and place on file. Motion passed.

Motion made by Commissioner Padlo and seconded to add a Solid Waste Committee meeting to the monthly calendar on Wednesday, April 7 at 4:00 pm in the Public Works Conference Room. Motion passed.

Director Veselka mentioned that the Public Works Budget meeting will be held on March 30, 2010 at 6:00 p.m.

11) New Business

Councilman Mills received a complaint that there is a traffic problem on Birch Street with too many trucks traveling down the street. Mayor Ward mentioned that they are not City trucks but trash hauling trucks going to Covanta. The trash hauling companies will be asked to travel on Emmett and Middle Streets instead of Birch Street and signs will be put up at Covanta asking this request.

12) Addendum

13) Adjournment

Motion made by Councilman Block and seconded to adjourn. Motion passed. Meeting adjourned at 6:50 p.m.

This meeting was recorded

Respectfully submitted,

Walter Veselka P.E.
Director of Public Works