

Minutes of Regular Board of Public Works Meeting  
Thursday, November 18, 2010  
6:00 PM 1<sup>st</sup> Floor Meeting Room – City Hall

**Members Present:** Mayor Arthur Ward, Councilmen Clifford Block, Kevin McCauley and David Mills, Commissioners Morris Laviero, Donald Padlo and Frank Stawski and City Engineer, Paul Strawderman

Absent: Director of Public Works, Walter E. Veselka

1) **Board Of Public Works Minutes Of October 21, 2010**

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

2) **Employee Recognition**

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

David Rock of 65 Burnt Hill Road in Farmington is requesting a variance for a sewer lateral for a two lot subdivision on Battle Street

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

4) **Committee Reports**

a) Street Committee Report

**STREET COMMITTEE REPORT**  
**MONDAY, NOVEMBER 1, 2010, 4:00 P.M.**  
**1<sup>ST</sup> FLOOR MEETING ROOM, CITY HALL**

Attendance	Commissioner Laviero, Chairman Councilman Mills
Absent	Councilman Block
Staff Present	W.E. Veselka, Director of Public Works Paul Strawderman, City Engineer Raymond Rogozinski, Asst. City Engineer

**4A.1 97 Bird Road - Gary Wyrebeck – request to pave Bird Road**

Mr. Veselka said that the lower portion of Bird Road is a private street and that the Corporation Counsel's office previously issued an opinion that the City has no obligation to provide services or improvements to it. Mr. Wyrebeck said that the City has paved and patched the road in the past and picks up rubbish and plows. He felt that since the residents are taxpayers, they should continue to receive these services.

Commissioner Laviero asked the Director what would be required to repair the road. The Director said that the road could be patched, but there are not enough funds to address accepted streets, let alone private ones. The Committee asked staff to provide them with the Corporation Counsel's past opinion and any other background on past maintenance of Bird Road and told Mr. Wyrebeck that they would review this information before taking action. No motion was made.

**4A.2 Thistle Lane – William Delfino – request to discontinue cul-de-sac at the end of Thistle Lane**

The Director recommended that the cul-de-sac not be discontinued as proposed due to concerns about snow and rubbish removal. As proposed trucks will not be able to plow or pick up rubbish at House #41 without backing up. Commissioner Laviero asked if there was a way to change the discontinuance limits to address this concern, and staff reported that the needed change would reduce the street frontage of this lot below the minimum required by zoning.

**Motion** was made by Councilman Mills, seconded by Commissioner Laviero, to recommend that the cul-de-sac of Thistle Lane not be discontinued due to the potential impact on provision of rubbish and plowing services. Motion passed, 2-0.

**4A.3 89 Lawndale Avenue – Paul Hammell – request for a waiver of the city’s driveway regulations**

Staff reported that, while the layout of the curb cut is not ideal, due to the narrow lot frontage and the location of the neighboring driveway, a waiver would be appropriate in this case.

**Motion** was made by Councilman Mills, seconded by Commissioner Laviero, to approve the waiver of the street ordinance to allow a curb cut less than 3 feet from the property line. Motion passed, 2-0.

**4A.4** The Committee agreed to reconsider the request of ESPN for waiver of the permanent patch fee for installation of public utilities in Birch Street. The director said that staff’s previous understanding was that the installations would be done by each of the utility companies and therefore no permanent patch fee would be required. It was later learned that ESPN would be performing the excavation and would therefore be subject to the patching requirement. ESPN plans to completely repave the disturbed portions of Birch Street and Ronzo Road, so staff recommended that the permanent patch fee be waived for these installations.

**Motion** was made by Councilman Mills, seconded by Commissioner Laviero, to waive the permanent patch fee for ESPN related to installation of underground utilities on portions of Birch Street and Ronzo Road. Motion passed 2-0.

Concerning Bird Road Commissioner Laviero would like something done to help residents of non city streets. Mayor Ward will contact Corporation Counsel to see if the city has an obligation to pave a non city street. Commissioner Padlo said that a fixed policy will have to be established because there are a lot of these streets in Bristol.

Concerning Thistle Lane Commissioner Laviero feels that a plow truck and trash trucks can make it through the street. He would like to have the street discontinued so that the city will not have to do any work there. The land is privately owned and won’t ever be built on. The homeowners also want it discontinued.

*Motion made by Commissioner Laviero and seconded to rescind his original motion for the Thistle Lane discontinuance. Motion passed.*

*Motion made by Commissioner Laviero and seconded to approve the discontinuance of the Thistle Lane cul de sac at the owner's expense and to handle within the city policy for tax purposes.  
Motion passed.*

b) Sewer Committee Report

**SEWER COMMITTEE REGULAR MEETING MINUTES**

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

4B.1 **164 Mechanic Street** – Newman Masse – roots in the sewer line at 164 Mechanic Street

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

Deny the request to remove the City tree and abide by the requirements of the City Ordinance 22-19(m) which states that maintenance of the house connection from the main sewer (including the wye, tee or chimney connection) to the building, is entirely the property owner's responsibility.

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

4B.2 Status update and discussion of changes or modifications to the Forestville SSO Project

**Discussion:** The new forcemain installation is proceeding as planned, the Generator replacement contract has been forwarded to the City Council for award. A new bid specification to upgrade the Pump Station control system has been forwarded to the Purchasing Agent to solicit bids.

4B.3 Status update and discussion of changes or modifications to the Infiltration & Inflow Project

**Discussion:** Field work is progressing, including building inspections in the Ivy Drive/Rambler Street sewershed and the Redstone Hill/Julia Road sewershed. Smoke testing is being performed in the Ivy Drive area and will begin in the Julia Road area November 10<sup>th</sup>. Staff to draft notice to be sent to property owners that were unavailable during the building inspection program.

4B.7 **Other Business**

The Committee discussed the State's FOG regulations and its compliance deadline of June 30, 2011. Staff presented an update on the compliance actions taken with the New Nice Restaurant located on Middle Street.

The meeting was adjourned at 6:00 p.m.

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

*Motion passed.*

c) Miscellaneous Matters Report – No November meeting

d) Solid Waste Committee Report

**BOARD OF PUBLIC WORKS**  
**SOLID WASTE COMMITTEE**  
**REGULAR MEETING MINUTES**  
**November 3, 2010**

**ATTENDANCE:**

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

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

The Meeting was called to order by Council Representative Mills at 8:04 a.m. November 3, 2010 in the Public Works Conference Room, on the ground floor of City Hall.

**4D.1 Discussion on municipal service to mobile home parks** – Director Veselka discussed the legal opinion provided by Corporation Council, copy attached, with the Committee. They were advised that Pine Park and Riverside Park mobile home parks are NOT “grandfathered in” to the continuation of curbside rubbish collection. Commissioner Stawski moved: **Recommend the Board of Public Works terminate curbside solid waste and recycling collection service to the Pine Park, Riverside Park and Creekside Park mobile home parks beginning with collections during the week of December 20, 2010. Include a copy of the legal opinions regarding curbside collection with the notification of service termination sent to the owners of the mobile home parks.** Motion seconded and approved.

**4D.2 Discussion regarding implementation plan for new fee structure and access management system at the Transfer Station** – Director Veselka informed the Committee of the Board of Finance’s action to provide an additional appropriation for the access management system proposed to be used at the Transfer Station. With the delay in this appropriation the new system will not be installed and operational until after the beginning of the 2011 calendar year. The Committee directed staff to work on an education campaign to educate the residents of the upcoming changes at the station. Staff will make information available on the City’s website, City Hall, Transfer Station, and with permit renewals for 2011. This delay will allow the City to work out operational bugs with the system and also collect data on type of materials and weight of loads residents bring to the facility. This information will be used to validate assumptions made in developing the proposed fee structure. The Committee will review the information prior to formally recommending a new fee structure to the Board of Public Works. No action taken.

The meeting was adjourned at 8:46 a.m. on a motion by Commissioner Stawski. Motion seconded and approved.

Minutes

November 18, 2010

Councilman Block feels that the letter in the packet concerning changes to the City of Bristol Solid Waste Programs was well explained.

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

**5) Correspondence**

- a) Letter from Peter Mahoney to Mayor Ward concerning Bob's Chalet road closure  
Mayor Ward said that we will have to move forward with the road closure because it was originally approved but the commission will have to decide next year on what to do about closing this road because of the one business who objected to it.  
*Motion made by Councilman McCauley and seconded to accept and place on file. Motion passed.*
- b) Letter from Walter Veselka to Thomas Dickau concerning additional solid waste barrels  
*Motion made by Commissioner Padlo and seconded to accept and place on file. Motion passed.*
- c) Letter from Walter Veselka to Lora Carleton concerning removal of city tree  
*Motion made by Councilman McCauley and seconded to accept and place on file. Motion passed.*
- d) Letter from Rodney Voisine concerning his sewer bill at 173 Divinity Street  
*Motion made by Commissioner Padlo and seconded to refer to the Sewer Committee. Motion passed.*

**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*Motion made by Commissioner Padlo and seconded to accept items b1 and b2 and place on file. Motion passed.*
- c) Engineering Division Report  
*Motion made by Councilman Mills and seconded to accept and place on file. Motion passed.*
- d) Land Use Division Report  
*Motion made by Commissioner Padlo and seconded to accept and place on file. Motion passed.*
- e) Street Maintenance Division Report  
Commissioner Laviero complimented the department for cleaning up the fenced in area on Peacedale Street.  
*Motion made by Councilman McCauley and seconded to accept and place on file. Motion passed.*
- f) Solid Waste Division Report  
*Motion made by Commissioner Stawski and seconded to accept and place on file. Motion passed.*
- g) 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 wants to know why the dates for the West End Study and Rt 72 Corridor Zoning Amendments have been moved to February, 2011. He would like a written explanation on why any projects are delayed. Mr. Strawderman replied that staff and Land Use are working on putting them together and will discuss at the December meeting of the Planning Commission. Mayor Ward would like this matter sent to staff.

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

**8) Director's Verbal Report**

Mr. Strawderman mentioned that the work on Mix Street is substantially done. Work is continuing on the Main Street streetscape but will soon shut down for the winter. The Broad Street force main contractor is done with work in the road but still has off-road work left to do. The contract to seal trenches has been awarded and the contractor expects to start the Monday after Thanksgiving. Commissioner Stawski informed Councilman Mills that many trucks are working to complete the leaf pickup. Mayor Ward mentioned that he will review the leaf pickup schedule with Director Veselka next week.

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

Councilman Mills left the meeting at 6:30 p.m. due to another commitment.

Councilman McCauley stated that the sidewalks on Mix Street go from 5 feet to the newly paved sidewalk of 4 feet and then back to 5 feet. Mr. Strawderman said that the sidewalks went in as planned at 4 feet and meets the state regulations for easements.

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

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

**10) Unfinished Business**

a) Board Monthly Calendar

Commissioner Padlo would like to move the Sewer Committee meeting from Wednesday, December 1<sup>st</sup> to Wednesday, December 8th

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

**11) New Business**

a) Memo from Walter Veselka to the Board concerning service fee for solid waste for Bristol group homes

*Motion made by Councilman Block and seconded to refer matter back to the Solid Waste Committee. Motion passed.*

b) Memo from Walter Veselka to the Board concerning Waterbury Road Reconstruction Design – Proposed Contract Amendment to WMC Engineering

*Motion made by Councilman McCauley and seconded to forward to the Street Committee. Motion passed.*

c) Letter from Walter Veselka to Michael Papapietro concerning storm drain pipe at 138 Lexington Street

Mr. Papapietro said that he was putting up a garage and found a drainage pipe running from Concord Street to Lexington Street. This pipe should be at 146 Lexington Street.

November 18, 2010

*Motion made by Commissioner Laviero and seconded to forward to the Street Committee.*

*Motion passed.*

d) Board Yearly Calendar

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

Commissioner Stawski is concerned with the trees in Coppermine Brook. Mr. Strawderman said the trees are still there because they need private property access to get in there to remove them. Mayor Ward said they will need a definitive answer from Corporation Counsel on where they stand.

Commissioner Stawski would like to know what happened with taking down the street lights. Councilman Block said that he is working on it now. Mr. Strawderman remarked that they need a street light map from CL&P but are moving forward with the map they have. This project has only been active for a couple of weeks.

**12) Addendum**

a) Memo from Brian Fowkes to Walter Veselka concerning WPC Septage Receiving Area

*Motion made by Commissioner Padlo and seconded to forward to the Sewer Committee.*

*Motion passed.*

**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