

Minutes of Regular Board of Public Works Meeting  
Thursday, October 21, 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 Director of Public Works, Walter E. Veselka

**1) Board Of Public Works Minutes Of September 16, 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**

Newman Masse, of 164 Mechanic Street, stated there are roots in his sewer line. He would like the city tree across the street from his property cut down because he feels that the roots are coming from this tree. He also feels that the city should be liable. Twice he had Roto Rooter clean out the sewer pipe from his house to the road and they said it was clean. A letter from neighbor Leonard Palmisano was presented at the meeting. Director Veselka said that this city tree was looked at two weeks ago, is healthy and cannot be taken down. He also mentioned that the city's portion of the line is free from any roots. Commissioner Stawski said that the sewer line could be damaged and that is where the roots could be getting in the line.

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

William Veits of 31 Natalie Court would like to commend Carmen Letourneau and David Oakes from the Public Works Department for their quick attention to his recycling problem.

Gary Wyrebeck of 97 Bird Road would like his road resurfaced. There is only a 200 yard stretch of road that needs attention.

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

**4) Committee Reports**

a) Street Committee Report

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

Attendance: Councilman Mills  
Commissioner Laviero (Chairman)  
Absent: Councilman Block  
Staff: W.E. Veselka, P.E., Director of Public Works  
Paul Strawderman, P.E., City Engineer  
Raymond A. Rogozinski, P.E., Assistant City Engineer  
Public: James Pryor Jr.

Meeting called to order at 4:03 PM

4A.1 Request to discontinue Myrtle Street

Letter received from Carpenter Companies requesting discontinuance of Myrtle St. Staff indicated that George Carpenter or his business entities currently owns all the parcels adjacent to the roadway. The existing sanitary sewer and storm drainage system services only the adjacent properties and if the roadway is discontinued will serve no public benefit.

**Motion** was made by Councilman Mills seconded by Commissioner Laviero, to recommend to City Council that the remaining portion of Myrtle Court 49.5 feet in width and running from the north line of Center Street northerly 210 feet more or less to the north of lot 29 be discontinued as a public street, subject to said lot 29 being combined to an adjacent lot and subject to the maintaining of the existing right of way in favor of lot 33 West Street.

Motion passed, 2-0.

4A.2 Shared Common Drive Driveway at 266 Peck Lane

Letter received from Timothy Furey requesting waiver of a ten foot side line distance to install a common driveway at 266 Peck Lane. Jim Pryor Jr. was available to answer questions regarding the request. Staff indicated the waiver request was to construct a common driveway that would access two rear lots associated with a proposed two lot subdivision. Staff noted that per section IV.A.13 of the Bristol Zoning Regulation the use of a common driveway is permitted.

**Motion** was made by Councilman Mills seconded by Commissioner Laviero to approve the applicants request to waive the ten foot side line distance to allow the installation

of a common driveway at 266 Peck Lane subject to property owner filing a maintenance agreement on City land records. Said agreement shall state that the property owners are responsible for all maintenance not the City of Bristol.

Meeting adjourned at 4:45 PM.

Councilman Block would like to correct the minutes to read that he was present at the October Street Committee meeting.

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

b) Sewer Committee Report

**SEWER COMMITTEE REGULAR MEETING MINUTES**

**October 6, 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. October 6, 2010, in the Public Works Conference Room, on the ground floor of City Hall.

**4B.1 260 Burlington Avenue #6**, Tom Nigro, request for sewer bill adjustment for the winter quarter

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

Apply the standard adjustment for non representative winter quarter consumption: Applicant will be billed one quarterly bill based on the high discharge and the other three quarterly bills will be based on the average of the consumptions immediately before and after the high usage quarter. The late payment penalty charge will be waived.

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

**4B.2 70 Broadview Place**, Attorney Timothy Furey, request for shared sewer lateral

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

Postpone action on the application pending receipt of additional information.

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

- 4B.3 24 Colony Street**, Attorney Andre Dorval and homeowners Daniel and Mary Alice Massaro, waiver to allow connection to Norton Street using easement through Lot 115 Norton Street

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

Confirm waiver to allow the connection of 24 Colony Street to the public sewers in Norton Street using an easement through Lot 115 Norton Street. The applicant is to install a second lateral from the public mainline to property street line for future use as a separate connection for a potential future building on Lot 115. Approval is subject to filing the necessary easement on the City Land Records.

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

- 4B.4 266 Peck Lane**, Attorney Timothy Furey, request for shared sewer lateral

**Discussion:** The applicant withdrew their request for consideration.

- 4B.5 Status update and discussion of changes or modifications to the **Forestville SSO Project****

Forcemain installation is progressing well. Bids were received to replace the old, nonfunctioning emergency generator. The bid has been reviewed and contractor references checked. Staff and the Purchasing Agent recommend the contract be awarded to the low bidder.

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

Forward a recommendation to the City Council to award Contract 2C11-011R to Central Electric and Generator in the bid amount of \$139,753 and to authorize the Mayor or Acting Mayor to sign any and all necessary contract documents.

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

- 4B.6 Status update and discussion of changes or modifications to the **Infiltration & Inflow Project****

**Discussion:** Work has begun on the second year field work, starting with building inspection in the Ivy Drive and Rambler Street sewershed.

- 4B.7 Other Business** - There was no other business.

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 October meeting

d) Solid Waste Committee Report

**BOARD OF PUBLIC WORKS**  
**SOLID WASTE COMMITTEE**  
**REGULAR MEETING MINUTES**  
**October 6, 2010**

**ATTENDANCE:**

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

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

**Others:** David Clark, Superintendent of Solid Waste & Recycling  
David Oakes, Solid Waste and Recycling Operations Analyst

The Meeting was called to order by Council Representative Mills at 8:02 a.m. October 6, 2010 in the Public Works Conference Room, on the ground floor of City Hall.

**4D.1 Update on the scale installation and access management project –** Director Veselka updated the Committee on actions of the Board of Finance. The board did not approve the total additional appropriation needed to purchase the scales and access management system. They only approved a supplemental appropriation providing sufficient funding for purchase and installation of the new scales. Director Veselka is to meet with Commissioner Thibeault to address remaining questions regarding costs to operate the Transfer Station and the pay-back analysis calculations. Although we should still be able to get the scales installed and operational before January 2011 it is unlikely we will have an operational access management system at that time. This will require the Board of Public Works to either extend the use of the 2010 Transfer Station permits into 2011 or have staff prepare to issue permits for the 2011 calendar year. If funding is received allowing the system to be installed and made operational during the year the Board could still transition to the new access management system. The Committee acknowledged that it was likely the Board would need to continue with the current permit system for access to the Transfer Station for at least the beginning on the 2011 calendar year.

#### **4D.2 Discussion and possible recommendation regarding Transfer Station**

**Permits and fees for 2011** – Superintendent Clark briefed the Committee on staff recommendations regarding adjustments in Solid Waste fees for 2011. After discussing the fees the Committee took the following actions:

Commissioner Stawski moved: **Recommend the Board of Public Works continue the current permit system for access to the City's Transfer Station for 2011 with an increase in the residential permit fee from \$20 to \$25 and advise the City Council of this action. If the City transitions to an access management system during 2011 residential users will be brought into the new system at no additional fee for their permit.** Motion seconded and approved.

- 1) Commissioner Padlo moved: **Recommend the Board of Public Works continue the present fee structure for Yard Waste Disposal Tickets for the disposal of wood chips; \$5.00/ton of material. Recommend the fee structure for Yard Waste Disposal Tickets for brush, grass or leaves be increased from \$5.00 per 1,000 lbs to \$5.00 per 500 lbs and advise the City Council of this action.** Motion seconded and approved.

Commissioner Laviero left the meeting at 8:45 a.m. due to another commitment.

- 2) Commissioner Padlo moved: **Recommend the Board of Public Works adopt a fee of \$25 for the undocumented replacement of lost yard waste or additional solid waste barrels stickers, \$5 for replacement of the same if reported to the Bristol Police Department and a Police Report Number is provided to Public Works and advise the City Council of this action.** Motion seconded and approved.
- 3) Commissioner Padlo moved: **Recommend the Board of Public Works revise their Bulk Waste Collection policy to allow one free pick-up per year for each street address, a fee of \$25 for any additional collections at that address during the calendar year and advise the City Council of this action.** Motion seconded and approved.

#### **4D.3 Discussion and possible action on expansion of automated single-stream recycling to ten additional routes** – Director Veselka and Superintendent Clark updated the Committee on the anticipated delivery of the new automated truck, the City receipt of additional funding for single-stream barrels through the EEGBG program and the placement of an order for barrels

for ten additional automated single-stream routes. If both the truck and barrels meet their anticipated delivery dates the Department will be able to bring ten additional automated single-stream routes on line during the month of November. The proposed additional routes were discussed with the Committee. Commissioner Stawski moved: **Recommend the Board of Public Works direct the Department to expand the automated collection of single-stream recycling to an additional ten routes during the month of November upon confirmation of the delivery of the necessary barrels and collection vehicle needed for this expansion.** Motion seconded and approved. Upon confirmation Staff will begin the educational campaign needed to transition residents in the collection routes being adjusted. Once final routes are set a copy of the new routes will be provided to the Board of Public Works and City Council for their information.

Director Veselka mentioned that although they are still waiting for a delivery date for the truck they would still like to move forward with the 10 routes.

The meeting was adjourned at 9:13 a.m. on a motion by Commissioner Stawski. Motion seconded and approved.

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

##### 5) Correspondence

- a) Letter from Dan Kocse to Walter Veselka concerning a pro-rated yard waste fee refund

Councilman McCauley mentioned that Director Veselka's response to Mr. Kocse was very well written

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

- b) Letters to Creekside, Pine and Riverside Park Mobile Home Parks from Walter Veselka concerning municipal service to mobile home parks

Marcia L. Stemm of Mobilehome Parks on 7 Andrews Street and 66 Emmett Street discussed with the commission why the city should continue to service these mobile home parks. She presented new information to the commission that Director Veselka will forward to Corporation Counsel and have them send their findings back to the Solid Waste Committee.

*Motion made by Commissioner Padlo and seconded to have staff forward Ms. Stemm's letter to Corporation Counsel requesting an opinion on the issues raised. Refer matter back to solid Waste Committee for discussion after receipt of opinion. Motion passed.*

- c) Letter to Michael Nicasro of the Greater Bristol Chamber of Commerce concerning downtown Bristol landscaping assistance

Commissioner Padlo contacted surrounding towns to see how their downtowns

are maintained and stated that they are handled by outside associations. Director Veselka said that CW Resources is working out well. Mayor Ward asked Director Veselka to contact BARC because they are also interested in participating with the upkeep of the islands downtown.

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

*Motion passed.*

- d) Letter from Walter Veselka to Andrew and Jennifer Shorette concerning sidewalks on Shrub Road

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

- e) Letter from Walter Veselka to Goldmine Properties LLC concerning termination of curbside Solid Waste Collection Service

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

- f) Letter from Walter Veselka to Donald and Judy Stoltz of 66 Woodfield Road concerning neighborhood petition

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

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

- d) Land Use Division Report

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

- e) Street Maintenance Division Report

Councilman Mills would like to know if anything has been done on North Street to the new section of sidewalk that has cracks in it. Director Veselka replied that he has sent the report to the state inspector but hasn't received anything back on it yet. There is a maintenance period of one year to get it repaired.

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

*Motion passed.*

- f) Solid Waste Division Report

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Director Veselka informed the commission that residents may only collect compost in 5 gallon buckets not by the truckload.

*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**

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

**8) Director's Verbal Report**

We are in the middle of our fall paving program; streets were milled and our paving contractor will begin work next Monday. Although we originally planned to begin with Stevens Street we need to begin with Garden Street because the milling broke through along most of the street and it is currently in a condition that is almost gravel. The paving crew should get to Stevens Street on Tuesday. Work on Mix Street, the sanitary sewer force main and Main Street streetscape continues. The storm water treatment projects for Tracy and Donovan Court are substantially complete. The Street Division is working to install drainage and electrical conduits needed for the scale installation project. After this is complete they will be working on a drainage repair on Divinity Street just east of Peck Lane. A section of old metal culvert is failing. The Solid Waste Division began leaf collection on Monday and we distributed the barrels for our next automated single-stream route under Regional Initiative on Tuesday. On Tuesday we also made the first collection in Plainville; just over 4 tons of material was collected and we completed the full route within the workday. Fleet Maintenance is working to put summer equipment away and to complete work needed to make snow removal and ice control equipment ready for use.

We are trying to confirm the delivery date of new hybrid automated solid waste and dump trucks. We received permission to reprogram some of the excess Energy Efficiency Community Block Grant funding to purchase additional single-stream automated barrels. With the 5-year Capital Improvement Program funding and this grant we ordered just over 7,800 additional barrels for ten additional routes. As discussed in the Solid Waste Committee minutes we hope to be able to roll out the automated collection on these routes later this fall but need the new truck in order to meet equipment requirements.

We will open bids for the additional automated collection vehicle funded through the 5-year Capital Improvement Program on November 18<sup>th</sup>. C-15, the old Vactor catch

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basin cleaning truck is out of service due to extensive corrosion of the tank. It appears we will not be able to economically patch the tank and a new tank is in excess of \$25,000; with the shift to treated salt we are evaluating the need for this truck but it is likely we will not proceed with repairs. The truck was replaced three years ago and we held onto it while it remained serviceable.

We opened bids to the sealing of our road patches from maintenance operations this afternoon. Bid is \$3.85 per lineal foot. We only had one bidder, Empire Paving out of North Haven. We are evaluating their pricing. Will cost just under \$20,000 to address all the patches we identified from Water Pollution, Engineering and Street Division repair work.

We completed crack sealing of portions of the upper section of Willis Street and will be applying a thin overlay over other sections to carry the road through the upcoming winter. We have similar paving work on Witches Rock and Fall Mountain Roads to patch them for the winter. The Street Division did additional work on Old Waterbury Road.

We are waiting for the completion of the final audit of the City's finances concerning our discussion with the Board of Finance for supplemental funding for fleet equipment. The Comptroller has indicated the audit is to be completed around Thanksgiving and he feels the City will have a more solid handle by then on our financial situation and can discuss this funding.

Commissioner Laviero mentioned that concerning the rotted metal culvert on Divinity Street east of Peck Lane the city patched another section about a year ago in that area.

Commissioner Stawski would like to know if it will take a year to receive the new automated recycling truck and Director Veselka informed him that it will come in fairly quickly, possibly in the spring. He also informed Councilman McCauley that single stream may be wrapped up next year because almost half of the city will be done after the next 10 routes are completed this fall.

#### **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

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

b) Citywide Cleanup/Maintenance Schedule

Councilman Mills is glad to see this schedule and feels that it is very helpful in evaluating what goes on in maintaining the city's properties.

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

**11) New Business**

- a) Board of Finance request to transfer \$21,120.09 from contingency account to various overtime and program supplies accounts

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

- b) Letter from William Delfino to Mayor Ward requesting discontinuance of the cul-de-sac at the end of Thistle Lane

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

- c) Letter from John J. Cistulli of ESPN to Walter Veselka requesting waiver of perm patch

Director Veselka said that ESPN wants to go with underground utilities and the utility companies will be responsible for the perm patch.

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

- d) Letter from Paul Hammel requesting permission to move the driveway apron at 89 Lawndale Avenue

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

**12) Addendum**

- a) Letter from Therese Pac concerning sidewalk waiver for portions of Clark Avenue and Matthews Street

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

**13) Adjournment**

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

*Meeting adjourned at 7:08 p.m.*

This meeting was recorded

Respectfully submitted,

Walter Veselka P.E.  
Director of Public Works