

Minutes of Regular Board of Public Works Meeting
Thursday, September 16, 2010
6:00 PM 1st 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

Also present: Superintendent of Solid Waste Division, David Clark

Absent:

1) Board Of Public Works Minutes Of August 19, 2010

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

2) Employee Recognition

Mayor Ward read a proclamation from the Connecticut General Assembly to the Public Works Staff regarding their handling of the cleanup after the July 21st tornado. Mayor Ward also thanked David Clark for his leadership during this time.

3) Concerns & Petitions From The Public

Tom Nigro, of 260 Burlington Avenue #6, would like an adjustment to his sewer bill because of a toilet leak during the winter quarter.

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

Motion made by Commissioner Padlo and seconded to hear item #11a next on the agenda. Motion passed.

11a) Road Closure application from Bob's Chalet Ski & Snowboard Shop
Applicant Bill Gonsalves stated that he will have the Police Department leave two parking spaces open for Grinders Keepers customers during the road closure. He presented approval letters from many of the surrounding businesses.

Motion made by Commissioner Stawski and seconded to accept and place on file pending receiving certificate of insurance. Motion passed.

Paul D'Aprile of 126 Frederick Street would like his trash barrel put back on the side of the road instead of left in the road after his weekly trash pickup. This will be mentioned to the Solid Waste Supervisor.

4) Committee Reports

a) Street Committee Report

STREET COMMITTEE REPORT
TUESDAY, SEPTEMBER 7, 2010, 4:00 P.M.
1ST FLOOR MEETING ROOM, CITY HALL

Attendance: Councilman Block
Councilman Mills

Absent: Commissioner Laviero (chairman)

Staff: W.E. Veselka, PE, Director of Public Works
Paul Strawderman, City Engineer
Tom Conlin, Asst. Corporation Counsel

Councilman Mills chaired the meeting in Commissioner Laviero's absence. The meeting was called to order at 4:10 PM.

4A.1 Ronzo Road, referral from City Council regarding a request to discontinue a portion of the road

The Committee received a report from Atty. Conlin addressing several issues raised at the last meeting, including disposition of the discontinued roadway, transfer of maintenance responsibility and abandonment of utilities. Attorney Conlin discussed his report and answered questions from the committee members. Biff Longfield of ESPN discussed their plans to improve traffic flow and security throughout their campus. He agreed that ESPN would pay to construct a turnaround on the remaining public portion of Ronzo Road and also for any reimbursement to EDA. The committee also discussed the impact of the proposal on the Locknetics parcel.

Motion was made by Councilman Block, seconded by Councilman Mills, to:

1. Discontinue the public use of Ronzo Road Extension from the easterly property line of the Locknetics property to the end of the road;
2. Transfer to ESPN that portion of Ronzo Road Extension from the property line at the eastern edge of the Locknetics property to its end; and
3. Transfer subject to a maintenance agreement with ESPN.

Motion passed, 2-0.

Meeting adjourned at 4:40 PM.

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

SEWER COMMITTEE REGULAR MEETING MINUTES

September 1, 2010

ATTENDANCE:

Members Present: Commissioner Padlo, Chairman
Councilman McCauley
Commissioner Stawski

Staff Present: Brian W. Fowkes, P.E., Asst. Dir. PW/WPC Manager

The Meeting was called to order at 5:00 p.m. September 1, 2010, in the Public Works Conference Room, on the ground floor of City Hall.

4B.1 204-216 Peck Lane, Edward D'Amato applicant, installation of private sewer

Discussion: The Applicant presently intends to install a service lateral to service a single family residential lot. For future planning purposes he desired to install the lateral in compliance with the City Standards for mainline public sewers. At some point in the future he may develop property behind the single family lot. At that time he may consider extending the lateral to service additional development and based on the nature of the development may apply to the City to accept the pipe into its public sewer system.

MOTION: was made by Councilman McCauley to:

Approve a waiver of the Ordinance requirements to allow the applicant to install an eight inch diameter private single family residential sewer service lateral connecting to the public sewer in an existing manhole. The proposed lateral is restricted for use to service one building on lot 514 Peck Lane. The Applicant will need to readdress the Sewer Authority in the future seeking additional approvals prior to any change in use.

VOTE: The motion carried 3-0.

4B.2 518 Lake Avenue, Jeremi Bauer, sewer bill at 518 Lake Avenue

MOTION: was made by Commissioner Stawski to:

Use 1,950 CF as the basis for sewer usage billing for the Fiscal Year from July 2010 to June 2011. The applicant experienced a water pipe break during the winter quarter and the flooded water was not discharged to the sanitary sewer. Billing consumption will be based on the average of past winter quarter usage.

VOTE: The motion carried 3-0.

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 September meeting
- d) Solid Waste Committee Reports

BOARD OF PUBLIC WORKS
SOLID WASTE COMMITTEE
REGULAR MEETING MINUTES
September 8, 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: Mark Austin, P.E. Environmental Engineer
David Clark, Superintendent of Solid Waste & Recycling

The Meeting was called to order by Council Representative Mills at 8:00 a.m. August 4, 2010 in the Public Works Conference Room, on the ground floor of City Hall.

4D.1 Update on Regional Single Stream Recycling Project Bristol/Plainville
– Superintendent Clark updated the Committee on the ordering and delivery of barrels. Rehrig Pacific Company anticipates barrel delivery the week of October 4th. They are planning to line up their contractor to assemble and deliver barrels to Plainville residents on October 11th and 12th. The first collection in Plainville will be October 26th. Bristol anticipates they will assemble and deliver barrels beginning October 19th. The first collection for Bristol is planned for November 2nd. Staff hopes to confirm these dates within the next two weeks and begin the educational initiative for residents in Plainville and Bristol that will be part of the program. No action taken on this item; continued to the next meeting of the Committee.

Commissioner Padlo moved: **To move to item 4D.3 on the agenda.** Motion seconded and approved.

4D.3 Review and discussion of legal opinion regarding providing curbside service to trailer parks within the City. Possible action to forward a recommendation to the Board of Public Works concerning continuation or discontinuance of service.— The Committee reviewed the opinion provided by Corporation Counsel. Commissioner Padlo moved: **The Board of Public Works send a letter to the owners of Creekside Park, Riverside Park and Pine Park trailer parks informing them that the Board is considering eliminating the City's current curbside collection of solid waste and recycling, including bulk waste, leaves and brush, in addition to snow removal and ice control services because the parks are private properties. The trailer park owners are invited to attend the October meeting of the Board to provide information and justification as to why the City should continue these services within the private trailer park.** Motion seconded and approved. Copy of the Corporation Counsel opinion attached.

4D.2 Review of payback analysis of scale and access management system project. Discussion and possible recommendation regarding fee structure at Transfer Station after installation of new scales. The Committee reviewed information developed by staff presenting the costs of purchasing the new scales and access management system, issuing permits to residents, operating the Transfer Station, anticipated revenues under several fee structures and the calculated time to pay back the cost of the scales and access management system. Commissioner Padlo moved: **Recommend the Board of Public Works propose a fee structure consisting of \$20 permit fee, good for 5 years, and material disposal costs at the Transfer Station as No Cost for the first 100 lbs of material per visit and \$0.90 for each 10 lbs or increment thereof over 100 lbs. Replacement permits provided free of charge with return of damaged or removed transponder during the 5-year period. Recommend resident maintain a \$25 balance in their account. Residents with a valid Transfer Station permit will be allowed to dispose of loads containing only household electronics, leaves, waste oil, batteries, light bulbs and anti freeze or combinations of these materials free of charge regardless of weight.** Motion seconded and approved. The Committee requested Staff revise the memo to be sent to the Boards of Public Works and Finance to include reasons for the project(s) and examples of what this change will mean to residents that use the Transfer Station. Copy of revised memorandum attached.

The meeting was adjourned at 9:14 a.m. on a motion by Commissioner Padlo. Motion seconded and approved.

Councilman Mills asked the commission if there were any questions concerning the fee structure at the Transfer Station after the new scales are installed. Director Veselka informed the commission that it's possible that the fee will be implemented by the first of the year. He also stated that users of the Transfer Station will be paying less over a 5 year period than what they currently pay.

Mayor Ward mentioned that we should not be collecting trash or recycling from trailer parks because they are considered more than 5 units. He would like Director Veselka to write a letter to the owners informing them that they will no longer have this service and let them know when the commission's next meeting is so that they can address the board.

Councilman McCauley would like to correct the September 8, 2010 Solid Waste Committee minutes #4D.2 to read regardless of weight not irregardless of weight. *Motion made by Commissioner Stawski and seconded to accept and place on file. Motion passed.*

5) Correspondence

- a) Letter to Patrick Holden of 199 Redstone Hill in Plainville from Walter Veselka concerning his rubbish and recycling collection
Motion made by Commissioner Padlo and seconded to accept and place on file. Motion passed.
- b) Letter to Walter Veselka from John & Lisa Baldelli of 286 Silo Road concerning a lack of street or stop sign at their intersection
Motion made by Commissioner Padlo and seconded to accept and place on file. Motion passed.

6) Written Monthly Reports

- a) Administration Division Report
- b) Facilities and Fleet Manager Summary Report
 - 1. Building Maintenance Report
 - 2. Garage Division Report
- c) Engineering Division Report
- d) Land Use Division Report
Motion made by Commissioner Padlo and seconded to accept items a through d and place on file. Motion passed.
- e) Street Maintenance Division Report
There was a long discussion on the report concerning item d) Hindrances to accomplishment – Storm responses, financial limitations, and staffing

Commissioner Laviero feels that there are enough employees and funds in the department to accomplish everyday tasks. He is not happy with the answers he gets. All he hears is that nothing gets done year after year because of budget cuts. Mayor Ward agrees with him but also agrees that there are budget cuts and some things cannot be done. Director Veselka informed him that when solid waste trucks are down or their employees are out they borrow from the Street Department. There have been no layoffs because employees have either retired or transferred to other departments. Councilman Mills feels that it is critical for the city to get spruced up and acknowledged that the Public Works Department took care of this yesterday and a scheduled maintenance program should be on a priority list. Commissioner Laviero said that this should be done on a regular basis. Director Veselka informed the commission that CW Resources is helping out by coming in 3 times a week for an hour a day to maintain the downtown properties. Commissioner Mills wants Director Veselka to come up with a plan to keep public areas as pristine as possible. Commissioner Padlo said a possibility is to go to the Chamber of Commerce to ask for help from local nurseries to adopt an island for year round professional landscaping.

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

- f) Solid Waste Division Report
- g) Water Pollution Control Division Report

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

7) Public Works' Project List

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

8) Director's Verbal Report

Summer construction operations continue; several projects will be wrapping up this fall and a few will button up for a winter shutdown in November. I worked with the Solid Waste Committee to develop a potential fee schedule to be used for a pay-back analysis for the scale replacement and access management system at the Transfer Station. The Street Division is completing drainage repairs and maintenance on streets needed to carry them through the upcoming winter season. The Solid Waste Division is preparing for leaf collection and the roll-out of our next automated single-stream route and Plainville's route under the Regional Initiative. Fleet Maintenance is now fully staffed and is turning the corner on preventative maintenance and getting

Minutes

September 16, 2010

equipment ready for use. We have our fleet ready for the upcoming leaf collection; have two trucks we are reinstalling the right-hand drive on to make them more useful in this program. The Fleet Division will begin their work preparing winter equipment for the snow and ice season; we have our put-away lists of needed repairs and other work we are using to guide our efforts.

Have our anticipated delivery dates for both Plainville and Bristol barrels to be used in the Regional Single-Stream Recycling program. As discussed in the Solid Waste Committee report, this is a month later than we originally planned. We will be distributing barrels as we begin our leaf collection. It appears we are having an early fall due to the lack of rain; we may need to staff more vehicles than we normally do the first one to two weeks of this collection.

Delivery of new hybrid automated solid waste and dump trucks are also delayed. Cab and chassis went from Peterbilt to Eaton for the hybrid systems and are being delivered to the body company for final assembly.

Both the Mix and Main Streets projects are moving along. Sanitary Sewer Force Main project is progressing; have completed work through the soccer field, are now working around Pine Lake and will be beginning work in the Condominium parking lot next week. WPC Odor Control Study contract was approved by the City Council last Tuesday; held contract signing this morning and work crew was at the plant shortly after the signing to begin their sampling.

Our fall paving program is also delayed and is now planned to begin in mid-October. With the limited funds this program will only be Michael St., Jamaica St., Missett St., Roberts St., Cypress St., Garden Street (Washington to Fair) and Dolphin St. (Prestige to cul-de-sac). We are pulling Seminary St. off the fall program because we are adding some additional drainage work. We are checking to see if we can add the work on Stevens Street into the program as a substitute; from funds saved earlier we believe we have enough money to do all this now. With its traffic volume it is the road we would be best served addressing before the winter.

At last night's Zoning Commission meeting the City's plan for a municipal parking lot on Church Street was approved. Project is now in final design.

The State will have a partial opening on the relocated CT Rt. 72 on Monday, September 27th. There will be four travel lanes for traffic from the end of the current expressway to the Emmett Street intersection. Section from Todd to Emmett will be in binder and contractor will be doing temporary lane closures over the following two weeks to pave the final course and finish restoration of lawns and driveways. Contractor is committed to a full opening of the roadway to traffic through to Riverside Ave. before winter shutdown.

September 16, 2010

Director Veselka informed Commissioner Stawski that he is waiting for a legal opinion from Corporation Counsel to see where they stand regarding the fallen trees in Coppermine Brook. He is also waiting to hear back from the property owners.

Director Veselka informed Commissioner Stawski that they are still filling roadways but haven't gotten back to cut and permanent patch all of them. They are planning to complete before winter.

Councilman McCauley said that letters have been sent to the railroad concerning the road condition at their crossing on Broad Street. Mayor Ward will mention this to the DOT Commission when he meets with them on Monday.

Councilman McCauley said that the signage has been removed from Pine Street. The businesses located in the area would like it put back. Director Veselka will meet with the engineers to discuss.

9) Review of the Public Works Budgets

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

10) Unfinished Business

a) Board Monthly Calendar

Commissioner McCauley would like to add the public hearing on the possible discontinuance of a portion of Ronzo Road to the calendar on the 21st of October.

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

b) Memo from Walter Veselka concerning Public Works Vehicle GPS Program

There was a long discussion on the benefits of using this program. Director Veselka mentioned that the vendor possesses all GPS records. We get daily morning reports that are generated by Sheree Gorneault which the supervisors review. Director Veselka will get a copy of the summary report showing the current pricing and proposals from the city's RFP to Commissioner Laviero.

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

11) New Business

Mayor Ward would like a handicapped parking spot marked out in the Laurel Street parking lot. He would also like some abrasive material placed on the floor treads at the Laurel Street entrance to City Hall.

Motion made by Councilman Block and seconded to refer to the Building Committee. Motion passed.

Councilman Mills received phone calls from property owners on Barnes and Tulip Streets who were notified by Sidewalk Inspector Robert Boutin that their sidewalks are in need of repair. Councilman McCauley said that this is in his district, has already been reported and will be investigated.

12) Addendum

- a) Letter from George Carpenter requesting that the City of Bristol abandon Myrtle Street

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

- b) Letter from Attorney Timothy Furey concerning subdivision property of 70 Broadview Place

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

- c) Letter from Attorney Furey concerning subdivision property of 266 Peck Lane

Motion made by Commissioner Stawski and seconded to refer to the Sewer and Street Committees. Motion passed.

13) Adjournment

Motion made by Councilman Block and seconded to adjourn. Motion passed. Meeting adjourned at 7:20 p.m.

This meeting was recorded

Respectfully submitted,

Walter Veselka P.E.
Director of Public Works