

**BOARD OF PUBLIC WORKS**  
**MINUTES**  
**THURSDAY, FEBRUARY 21, 2008**  
**7:00 P.M., 1<sup>ST</sup> FLOOR MEETING ROOM, CITY HALL**

**MEMBERS PRESENT:** Chairman Ward  
Council Members: Rimcoski, McCauley, Minor  
Commissioners: Padlo, Laviero

**STAFF PRESENT:** W.E. Veselka, P.E., Director of Public Works  
Sheree Gorneault, Administrative Coordinator,  
Brian Fowkes, Ass't Director/Manage WPC

**1. BOARD OF PUBLIC WORKS MEETING MINUTES OF JANUARY 17, 2008**

**MOTION:** was made by Councilman Minor to approve the Board of Public Works minutes of January 17 2008 and was seconded by Councilman McCauley.

**VOTE:** The motion carried 6-0.

**2. EMPLOYEE RECOGNITION**

**MOTION:** was made by Commissioner Padlo to bring Items H & I of the Addendum to the table and was seconded by Councilman McCauley.

**VOTE:** The motion carried 6-0.

Councilman McCauley read the following:

Letter of thanks from Commissioner Padlo to Peter Forrest.  
Mrs. Whitford of 136 Empire Way-complimenting Kyle Kasparian for his excellent service.

**3. CONCERNS & PETITIONS FROM THE PUBLIC**

Karen Pio, Divinity St., explained that would like to connect Sanitary Sewers from a proposed home on Bartholomew to Prospect St.

**MOTION:** was made by Commissioner Padlo to refer the matter to the Sewer Committee and was seconded by Councilman McCauley.

**VOTE:** The motion carried 6-0.

Noting that the applicant was in the audience, the Board elected to bring Item G of the Addendum to the table.

- MOTION:** was made by Commissioner Padlo to bring Item G of the Addendum to the table and was seconded by Councilman Minor.  
**VOTE:** The motion carried 6-0.

The applicant, Paula Ray explained to the Board that she is requesting a waiver of sidewalks on Hungerford Alley.

- MOTION:** was made by Commissioner Padlo to refer the matter to the Street Committee and was seconded by Councilman Minor.  
**VOTE:** The motion carried 6-0.

#### **4. COMMITTEE REPORTS**

##### **A. Street Committee**

#### **STREET COMMITTEE REPORT**

##### **4A.1 Street Acceptance of Valmore Road:**

Motion made by Councilperson Minor to take the following action:

Postpone action pending the completion of public improvements by the applicant.

Motion passed unanimously.

##### **4A.2 Acceptance of Margaret Way**

Mrs. Carter of 18 Briarwood Road expressed concern that the construction of the adjacent subdivision associated with Margaret Way has adversely affected her property. She stated that the increased runoff has resulted in a wet back yard and the creation of sink holes. In addition, she stated the conservation easement established between her property and the subdivision in question is insufficient.

Maps of the subdivision were reviewed by staff and the Committee.

Motion made by Councilperson Rimcoski to schedule an on-site inspection of the property on Wednesday February 6, 2008.

Motion passed unanimously.

On-site field inspection conducted by committee on 2/6/08 at 4:00 PM.  
Following in attendance:

Commissioner Morris Laviero, Chairman  
Councilperson Craig Minor  
Councilperson Mike Rimcoski  
Raymond A. Rogozinski, P.E. Assist. City Engineer

Committee performed an on-site inspection of Margaret Way and Mrs. Carter property. The following observations were made:

- All the storm water runoff from Margaret Way drains to a detention basin which discharges into the City storm drainage system outleting to Claremont St.
- A portion of the back yard (approximately 80ft x 30 ft) drains to Briarwood Road.
- The conservation area remains in its natural state and is 25 feet wide as required by the Planning Commission.
- Trees within the Conservation easement are entangled with vines which are damaging them.
- A drainage channel is located between Mrs. Carter's property and the Margaret Way subdivision. No water from the public right of way drains into the channel, however standing water was observed within the swale.
- A portion of fence on Mrs. Carter property has been damaged by a fallen tree. The tree has been removed by the developer.

Motion made by Councilperson Minor to take the following action:

Postpone acceptance of Margaret Way and direct the City Engineering Department to investigate maintenance of the drainage channel located between Mrs. Carter's property and the subdivision. Investigation shall determine maintenance responsibilities and methods.

Motion passed unanimously.

**4A.3 CL&P intent to install electric distribution facilities on the southern side of James P. Casey Rd. between Clark Ave.& Hill St.**

No representatives were present.

Director of Public Works stated that CL&P has requested permission to install overhead power in an area of James P Casey Road currently serviced with underground power. The Director stated that the City requested that CL&P investigate installing referenced utilities within an easement located near Minor Road. The City Engineer informed the Committee that the City may be responsible for the additional cost associated with installing underground utilities.

Motion made by Councilperson Rimcoski to take the following action:

Postpone action pending presentation by CL&P.

Motion passed unanimously.

**4A.4 Low Property, Lots #11 & #17 Perkins Street**- Request waiver for shared driveway-A-N Consulting Engineers, Inc.

Engineering staff informed the Committee that the applicant is requesting permission to utilize a shared driveway to access the subject property. Access is provided via a bridge. The City Engineering recommended approval of the applicant's request.

Motion made by Councilperson Rimcoski to take the following action:

Approve applicant's request to install shared driveway to access Lots No. 11 & 17 Perkins Street, subject to filing documentation on City land records stating the existing bridge / culvert is private property and not the responsibility of the City of Bristol.

Motion passed unanimously.

**4A.5 163 (Lot 14) Maureen Drive**- Request to relocate drainage pipe and easement

Attorney Mark Ziogas represented the applicant. Engineering staff informed the Committee that relocation of easement was necessary to match field conditions.

Motion made by Councilperson Minor to take the following action:

Recommend City Council approval of relocating the existing easement on Lot 14 Maureen Drive.

Motion passed unanimously.

**4A.6 Preliminary Road Maintenance List**

City Engineering Department staff presented the preliminary paving list. Staff informed Committee that the list is dependent on Board of Finance funding, cost of materials and coordination with utility work.

Motion made by Councilperson Minor to take the following action:

Postpone action pending a review of documentation.

Motion passed unanimously

**4A.7 Other Business**

**4A.7a Soap Box Derby request to utilize City of Bristol streets.**

Richard Anastasio representing Soap Box Derby requested the use of city streets to conduct Soap Box Derby events. A letter dated February 4, 2008 was submitted indicating requested dates and potential locations.

Motion made by Councilperson Minor to take the following action:

Postpone action pending recommendations by City staff.

Motion passed unanimously.

**MOTION:** was made by Commissioner Laviero to approve the Street Committee Report as submitted and was seconded by Councilman Minor.

**VOTE:** The motion carried 6-0.

**B. Sewer Committee**

**SEWER COMMITTEE**

**REPORT**

**4A.1 Wilderness Way-Section II-** Request to tie two homes to one sewer lateral  
Councilman Rimcoski addressed the committee regarding the request.

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

Defer the issue to the March meeting of the Sewer Committee.

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

**4A.2 568 Jerome Ave.-**Request for classification as FOG diminimus discharges-  
Edgewood Market

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

Authorize the establishment to install a standard grease trap in lieu of an Automatic Grease Recovery Unit, as provided for in the State's General Permit, per section 5(4) regarding diminimus discharges and as defined in the Permit Resource Documents. The owner of the establishment is required to reapply to the Sewer Authority prior to initiating any changes in operation that may result in the potential to discharge Fats, Oils or Grease materials. Additionally, if at any time, the facility is found to discharge excessive amounts of FOG materials, the Sewer Authority may require full compliance with the General Permit.

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

**4A.3 CT DEP- Survey of municipalities that have not constructed facilities to achieve their individual 2014 limits**

**Discussion:** The Committee discussed the State Nitrogen Credit Trading program and the potential impacts on the City's operation. It was noted that under the current program it is not cost effective for the City to plan a physical upgrade of its treatment facility to further reduce nitrogen in its effluent. Although future upgrades of the facility required for capacity or other DEP mandates would likely include provisions for enhanced nitrogen removal.

**4A.4 Proposed 24" Forcemain crossing Route 72- CDM design proposal**

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

Forward a recommendation to the Board of Finance to grant a bid waiver authorizing Camp, Dresser and McKee, Inc. to develop design plans and specifications for the installation of a 24" forcemain in the portion of Todd Street and Pine Street to be relocated under the State's Route 72 construction project. The proposed work will be preformed as an addendum to the firm's existing contract.

Forward a recommendation to the City Council to approve an amendment to the City's Contract with Camp, Dresser and McKee, Inc. in the amount of \$23,400 for design work associated with the installation of a 24" forcemain in Todd Street and Pine Street in conjunction with the Route 72 project.

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

**4A.5 Draft Sewer Service Area Map (to be presented at the meeting)**

Staff presented a draft Sewer Service Area Map. The draft map will be sent to the DEP per their request. The map will also be presented to the Planning Commission and Land Use Board for their review and comment.

**4A.6 Other Business**

There was no other business.

**MOTION:** was made by Commissioner Padlo to approve the Sewer Committee Report as submitted and was seconded by Councilman Rimcoski.

**VOTE:** The motion carried 6-0.

**5. CORRESPONDENCE**

**A. Placement of utility boxes by AT&T**

**MOTION:** was made by Councilman Minor to accept and place on file and was seconded by Councilman McCauley.

**VOTE:** The motion carried 6-0.

**B. Possible race site for the Greater Bristol Soap Box Derby**

**MOTION:** was made by Commissioner Padlo to accept and place on file and was seconded by Councilman Minor.

**VOTE:** The motion carried 6-0.

**C. Mailing List**

**MOTION:** was made by Commissioner Padlo to accept and place on file and was seconded by Councilman McCauley.

**VOTE:** The motion carried 6-0.

**D. State Project No. 017-171-Intersection Improvements on CT Route 72**

**MOTION:** was made by Councilman Minor to accept and place on file and was seconded by Councilman Rimcoski.

**VOTE:** The motion carried 6-0.

Director Veselka noted that a meeting is being set up to discuss issues raised by the City with the DOT.

**E. Street Acceptance, Margaret Way**

**MOTION:** was made by Councilman Minor to accept and place on file and was seconded by Councilman Rimcoski.

**VOTE:** The motion carried 6-0.

**6. ADDENDUM**

**A. Public Information Meeting-Matthews Street Culvert replacement**

**MOTION:** was made by Commissioner Padlo to accept and place on file and was seconded by Councilman McCauley.

**VOTE:** The motion carried 6-0.

**B. Public Information Meeting-Main Street Culvert replacement**

**MOTION:** was made by Commissioner Padlo to accept and place on file and was seconded by Councilman McCauley.

**VOTE:** The motion carried 6-0.

**C. Public Information Meeting-North Main Street Reconstruction  
(Route 6 to Curtiss St.)**

**MOTION:** was made by Commissioner Padlo to accept and place on file and was seconded by Councilman McCauley.

**VOTE:** The motion carried 6-0.

**D. Request from Lake Compounce to be sewerred in Bristol system**

**MOTION:** was made by Commissioner Padlo to refer the matter to the Sewer Committee and was seconded by Councilman Rimcoski.

**VOTE:** The motion carried 6-0.

**E. Operations Division Summary Report**

**MOTION:** was made by Commissioner Padlo to accept and place on file and was seconded by Councilman McCauley.

**VOTE:** The motion carried 6-0.

**F. Miscellaneous Matters Committee Report**

**MOTION:** was made by Councilman Rimcoski to accept as submitted and was seconded by Councilman Minor.

**VOTE:** The motion carried 6-0.

In response to a question from Commissioner Laviero, Director Veselka explained that although Public Works is picking up shopping carts at this time, the matter is being referred to Corporation Counsel.

Councilman McCauley noted that he has received several complaints of slush being pushed onto residents sidewalks; it was noted that the matter would be looked into.

**G. Request for sidewalk waiver on Hungerford Alley-Mack & Mack Realty**

Done (see page 2)

**H. Letter of thanks from Commissioner Padlo to Peter Forrest**

Done (see page 1)

**I. Mrs. Whitford of 136 Empire Way complimenting Kyle Kasparian for his excellent service**

Done (see page 1)

**J. Old Wolcott Road drainage project-Sandra LaCapra**

**MOTION:** was made by Councilman McCauley to accept and place on file and was seconded by Commissioner Padlo.

**VOTE:** The motion carried 6-0

**K. Connecticut Development Authority Workshop**

**MOTION:** was made by Councilman Rimcoski to accept and place on file and was seconded by Councilman McCauley.

**VOTE:** The motion carried 6-0.

**7. WRITTEN MONTHLY REPORTS**

**A. Administration Division Report**

**MOTION:** was made by Commissioner Padlo to accept and place on file and was seconded by Councilman Minor.

**VOTE:** The motion carried 6-0.

**B. Operations Division Summary Report**

**1. Building Maintenance Division Report**

**MOTION:** was made by Councilman McCauley to accept and place on file and was seconded by Commissioner Padlo.

**VOTE:** The motion carried 6-0.

**2. Solid Waste Division report**

**MOTION:** was made by Commissioner Padlo to accept and place on file and was seconded by Councilman Rimcoski.

**VOTE:** The motion carried 6-0.

**3. Streets Division Report**

**MOTION:** was made by Councilman Rimcoski to accept and place on file and was seconded by Councilman McCauley.

**VOTE:** The motion carried 6-0.

**4. Garage Division Report**

**MOTION:** was made by Councilman Rimcoski to accept and place on file and was seconded by Councilman Minor.

**VOTE:** The motion carried 6-0.

**C. Engineering Division Report**

**MOTION:** was made by Councilman Rimcoski to accept and place on file and was seconded by Councilman Minor.

**VOTE:** The motion carried 6-0.

**D. Landuse Division Report (Subdivision Status Report included)**

**MOTION:** was made by Commissioner Padlo to accept and place on file and was seconded by Councilman McCauley.

**VOTE:** The motion carried 6-0.

**E. Water Pollution Control Division Report**

**MOTION:** was made by Commissioner Padlo to accept and place on file and was seconded by Commissioner Laviero.

**VOTE:** The motion carried 6-0.

**8. DIRECTOR'S VERBAL REPORT**

Director Veselka reported the following:

- The staff has been busy with the budget
- We are doing one drainage project on Barlow Street
- The vactor truck will be on the road again since we have received it back

**MOTION:** was made by Commissioner Padlo to accept the Director's Report as presented and seconded by Commissioner Laviero.

**VOTE:** The motion carried 6-0.

**9. REVIEW OF THE PUBLIC WORKS BUDGET**

**MOTION:** was made by Councilman McCauley to accept and place on file and was seconded by Councilman Rimcoski.

**VOTE:** The motion carried 6-0.

**10. UNFINISHED BUSINESS**

**A. Board Monthly Calendar**

**MOTION:** was made by Councilman McCauley to accept and place on file with the changes being the Board would meet on March 13, 2008 and the meeting would be in the Executive Room and seconded by Commissioner Padlo.

**VOTE:** The motion carried 6-0.

**11. NEW BUSINESS**

**A. Proposed Phase-in Plan for city Wide “Single Stream Recycling Program”**

**MOTION:** was made by Commissioner Laviero to accept and place on file and was seconded by Councilman Rimcoski.

**VOTE:** The motion carried 6-0.

**B. East Bristol Sanitary Sewer Overflow Reduction Project**

Mr. Fowkes explained to the Board that at the eastern side of the City during heavy rain a significant amount of sewage overflows form manholes and flows into the Pequabuck River which is resulting in the above proposed project. He further explained that \$340,000 needs to be transferred within the WPC’s Capital and Non-Recurring Fund from the Contingency Account to the SS O Forcemain account to fund the installation of the forcemain in the Industrial Park..

**MOTION:** was made by Commissioner Padlo that the Board of Public Works endorses going to the Board of Finance for the transfer and seconded by Councilman McCauley.

**VOTE:** The motion carried 6-0.

**C. Proposed 2008-2009 Public Works Department Budget**

**MOTION:** was made by Councilman McCauley that the Board of Public Works forwards a recommendation to the Board of Finance to approve forwarding the 2008-2009 Public works Department Budget proposal in the amount of \$14,077,031 essentially as presented at this meeting. The Board 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. Seconded by Commissioner Padlo.

**VOTE:** The motion carried 6-0.

**D. Proposed 2008-2009 Solid Waste Disposal Fund Budget**

**MOTION:** was made by Councilman McCauley that the Board of Public Works forward a recommendation to the Board of Finance to approve forwarding the 2008-2009 Solid Waste Disposal Fund Budget proposal in the amount of \$2,977,958 essentially as presented at this meeting. The Board 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. Seconded by Councilman Minor.

**VOTE:** The motion carried 6-0.

**E. Proposed 2008-2009 Water Pollution Control Budget**

**MOTION:** was made by Councilman McCauley that the Board of Public Works acting as Bristol's Sewer Authority forward a recommendation to the Board of Finance to approve the 2008-2009 Water Pollution Control Budget proposal in the amount of \$4,955,000 essentially as presented at this meeting. The Board 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. Seconded by Councilman Minor.

**VOTE:** The motion carried 6-0.

**F. Proposed 2008-2009 Five-Year Capital Improvement Program Budget**

**MOTION:** was made by Councilman McCauley that the Board of Public Works forward a recommendation to the Mayor's Capital Improvement Project Committee to approve forwarding the 2008-2009 Five-Year Capital Improvement Budget in the amount of \$15,502,000 essentially as presented at this meeting. The Board 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. Seconded by Councilman Minor.

**VOTE:** The motion carried 6-0.

Chairman Ward thanked the Staff for all their hard work for a good job on the budget.

**12. ADJOURNMENT**

**MOTION:** was made by Councilman McCauley to adjourn and was seconded by Commissioner Padlo.

**VOTE:** The motion carried 6-0.

The meeting was adjourned at 8:04 p.m.

Respectfully submitted,

Donald V. Padlo  
Secretary

