

BOARD OF PUBLIC WORKS
MINUTES
7:00 P.M., THURSDAY, MAY 15, 2008
1ST FLOOR MEETING ROOM, CITY HALL

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

STAFF PRESENT: W.E. Veselka, P.E., Director of Public Works
Brian Fowkes, Ass't Director WPC Manager

1. BOARD OF PUBLIC WORKS MINUTES OF APRIL 17, 2008

MOTION: was made by Councilman Rimcoski to approve the Board of Public Works minutes of April 17, 2008 and was seconded by Commissioner Stawski.

VOTE: The motion carried 7-0.

2. EMPLOYEE RECOGNITION

None.

3. CONCERNS & PETITIONS FROM THE PUBLIC

Ed Lee, 130 Sheffield Lane explained to the Board that a drainage project had been done a few years ago and even after paving the street the manholes are higher than the paving. Also, asphalt is breaking away from the manholes making it a hazard.

In response, Director Veselka noted that he would have the problem looked into.

4. COMMITTEE REPORTS

A. Miscellaneous Matters Report

Miscellaneous Matters Report
Monday, May 5, 2008

The Committee moved to item 4C.2 on the agenda because Mr. Bailey was not present.

4C.2 Fees Comparisons

A Fee comparison matrix was provided to the committee.

Public Works requested that additional time be allotted to allow staff to calculate recommended fee changes. Item was tabled to the next meeting.

Chairman Ward excused himself from the meeting at 4:05 p.m. due to another commitment. Councilperson Minor assumed the Chair for the remainder of the meeting.

4C.1 Incident at City of Bristol Transfer Station -Robert Bailey

Mr. Bailey attended the meeting to request that the suspension of his residential Transfer Station permit be rescinded. He provided the Committee both oral and written information to support his request for rescinding the suspension.

Motion was made by Commissioner Stawski to uphold the suspension of Mr. Bailey's Residential Transfer Station Permit assessed by the Director of Public Works. Motion passed.

MOTION: was made by Commissioner Stawski to approve the Miscellaneous Matters Report as submitted and seconded by Councilman Rimcoski.

VOTE: The motion carried 7-0.

5. CORRESPONDENCE

A. Request to waive the Yardwaste Fee for 2008 season-Jamie Cote

MOTION: was made by Commissioner Stawski to refer the matter to the Miscellaneous Matters Committee and was seconded by Commissioner Padlo.

VOTE: The motion carried 7-0.

B. Request to waive sewer fee-Christian Fellowship Center

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

VOTE: The motion carried 7-0.

C. Construction of Pierce St. Ext. off Newell Ave. & Malone Ave.-Request waiver of sidewalks-Attorney Mark D. Malley

MOTION: was made by Commissioner Padlo to refer the matter to the Street Committee and was seconded by Commissioner Stawski.

VOTE: The motion carried 7-0.

- D. Crowley RV Center #9 Barber & Emmett St. relocation of existing sanitary sewer-Robert Hiltbrand on behalf of Crowley

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

VOTE: The motion carried 7-0.

- E. Closure of North Main St.-Bristol Auto Club-Informational only

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

VOTE: The motion carried 7-0.

- F. State Project No. 017-171-Intersection Improvement on CT Route 72-Informational only

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

VOTE: The motion carried 7-0.

Commissioner Stawski was of the opinion that the Route 72 Project is going to make traffic a big problem, particularly on Riverside Avenue.

6. WRITTEN MONTHLY REPORTS

- A. Administration Division Report

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

VOTE: The motion carried 7-0.

- 1. Building Maintenance Report

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

VOTE: The motion carried 7-0.

- 2. Solid Waste Division Report

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

VOTE: The motion carried 7-0.

3. Streets Division Report

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

VOTE: The motion carried 7-0.

4. Garage Division Report

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

VOTE: The motion carried 7-0.

C. Engineering Division Report

MOTION: was made by Commissioner Stawski to accept and place on file and was accepted by Commissioner Laviero.

VOTE: The motion carried 7-0.

D. Land Use Division Report (Subdivision Status Report included)

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

VOTE: The motion carried 7-0.

E. Water Pollution Control Division Report

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

VOTE: The motion carried 7-0.

F. Public Works Project List

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

VOTE: The motion carried 7-0.

7. DIRECTOR'S VERBAL REPORT

Director Veselka reported the following:

Water Pollution Control:

- 1) Received bids for the replacement pump for the Broad Street Pump Station; \$70,400, within our budget. Brian will be working with Purchasing to issue Purchase Order for the pump.
- 2) Council approved Mayor signing a grant application through WRDA for \$5,625,000 for design and/or construction of portions of the East Bristol Sanitary Sewer Overflow Reduction Project. This would be the portions of the project remaining after the construction of the force main from the Broad Street Pump Station to the Wastewater Treatment Plant.

Engineering:

- 1) Stafford Ave. Sidewalk project is winding down.
- 2) Contracts approved by the City Council on 13 May; signing by Mayor pending:
 - a) Contract #2008-087, Installation of Storm Drainage on Mix Street (Phase I) with Tobacco and Son Builders, Inc. for \$274,600.48.
 - b) Contract #2008-088, Main Street Culvert Replacement with Bourgeois & Shaw, Incorporated for \$584,900.
 - c) Contract #2008-089, Matthews Street Culvert Replacement with Schultz Corporation for \$501,590.75.
 - d) Contract #2008-072, Engineering Services for a Traffic Study/Improvements to South Street with Tighe & Bond, Inc. for \$30,000.
 - e) Amend Contract #2006-104, Engineering Services for Structural Repairs to North Creek Storm Drainage Conduit with Tighe & Bond, Inc. for inspection and contract administration services in the amount of \$49,130.
- 3) We are finalizing Public Information Meetings for:
 - a) Jennings Terrace Road Reconstruction on Thursday June 5th.
 - b) Sonstrom Road Drainage on Thursday June 12th.
- 4) The City Engineer is working with the Police Department to check street lights and confirm outages/repair action during the evening shift. Updating online repair order inventory with CL&P.

Administration:

- 1) Working with utility companies to actively reduce the number of doubled poles.

Operations:

- 1) Spring leaf collection is done. Final sweep of the City tomorrow.

- 2) Street Division actively working to repair winter damage to the streets. Have completed the repair of all damaged aprons and are working on curbing repairs.
- 3) Spring street sweeping is almost 60% complete; finishing Monday solid waste routes and beginning work on Tuesday routes.
- 4) Very positive results in our education efforts in our Single-Stream Recycling Trial area. Quality of project noted by our processor , TROC officials and City staff conducting audits. We audited the entire route over the last two collections tipping the barrels into a conventional packer truck and checking for contamination/improper materials. Tag left with resident noting both problems and the quality of their efforts.

The City Council set a Public Hearing of the Hearing and Assessments Committee for 6:30 p.m. on Thursday, 19 June for two Storm Water Trust matters. Is on the Board calendar.

Public Works Week

- 1) Mayor's proclamation in the Addenda packet.
- 2) Touch-a-Truck event with Mountain View School on Tuesday, 20 May. One 1st grade class participating. Distributing PAWS Print to the school.
- 3) Pizza and salad recognition luncheon on Wednesday, 21 May. Recognizing the work and team efforts of 24 individuals, certificate to all, Tee shirt to some of the individuals, and other awards.
- 4) Career Day with on Thursday, 22 May with both high schools. Team effort with the Water Department demonstrating career opportunities in Public Works. Anticipate 40 – 60 students participating.
- 5) Lastly, there was an Informational Meeting with the DOT concerning Central St. railroad crossing. Funding is available and will start in the spring.

8. REVIEW OF THE PUBLIC WORKS BUDGET

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

VOTE: The motion carried 7-0.

In response to a question from Commissioner Stawski, Director Veselka related the fact that we will come in on budget with the exception of snow removal.

9. UNFINISHED BUSINESS

A. Organizational Chart

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

VOTE: The motion carried 7-0.

MOTION: was made by Commissioner Padlo to bring Julia Road Diversion to the table and was seconded by Commissioner Stawski.

VOTE: The motion carried 7-0.

MOTION: was made by Commissioner Padlo that the Board of Public Works refer the City of Bristol/Town of Plainville Sewer Agreement –Julia Road Diversion to Corporation Counsel for final review as to form and submit a request to the City Council to authorize the Mayor or Acting Mayor to sign the agreement on behalf of the City of Bristol and was seconded by Councilman McCauley.

VOTE: The motion carried 7-0.

Commissioner Laviero brought up the fact that business people have been in the paper for cleaning up their area, however, he felt that Public Works should be the focus of cleanup not residents.

He then requested that the Transfer Station be open late one night a week to give residents a chance to visit the Transfer Station since many people work past the closing time of the Transfer Station.

10. NEW BUSINESS

Commissioner Laviero requested that the Board Members be given some sort of guidelines on what their duties are and to what extent their duties go.

MOTION: was made by Commissioner Laviero to have the Director compile a booklet with the Commissioners specific duties and was seconded by Councilman Minor.

VOTE: The motion carried 7-0.

Councilman Rimcoski thanked Director Veselka for the good job the Public Works Dept. did concerning Marvin Road.

MOTION: was made by Councilman Minor to bring the Wastewater Facility User Charge to the table and seconded by Commissioner Stawski.

VOTE: The motion carried 7-0.

MOTION: was made by Councilman McCauley to waive the reading of the Wastewater Facility User Charge Rate Structure and was seconded by Commissioner Stawski.

VOTE: The motion carried 7-0.

MOTION: was made by Commissioner Padlo to approve the Wastewater Facility User Charge Rate Structure and was seconded by Commissioner Stawski.

VOTE: The motion carried 6-1. (Councilman Rimcoski voted no).

A. Board Monthly Calendar

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

VOTE: The motion carried 7-0.

11. **ADDENDUM**

A. Board of Finance Requests

1. \$100,000-Transfer from regular wages for Streets Division

MOTION: was made by Councilman Minor to approve as presented and was seconded by Councilman McCauley.

VOTE: The motion carried 7-0.

2. \$208,500-Transfer of regular wages & transfer because of result of repairing aging fleet

MOTION: was made by Councilman Minor to approve as presented and was seconded by Councilman Rimcoski.

VOTE: The motion carried 7-0.

3. \$49,000-Transfer regular wages for Building Maintenance

MOTION: was made by Commissioner Laviero to approve as presented as was seconded by Councilman Minor.

VOTE: The motion carried 7-0.

B. Proposed to construct Malone Ave. and a portion of Pierce St.-Malone Ave., LLC

MOTION: was made by Councilman Minor to refer the matter to the Street Committee and was seconded by Commissioner Padlo.

VOTE: The motion carried 7-0.

C. Sewer Committee Report

SEWER COMMITTEE REPORT
May 7, 2008

4B.1 Sewer Agreement between the Town of Burlington and the City of Bristol/Harvard Place

MOTION: was made by Commissioner Stawski to:

Staff shall coordinate minor revisions to the draft agreement and forward to the Corporation Counsel for review.

VOTE: The motion carried 2-0.

4B.2 Spring Workshop of the CT Association of WPC Authorities, Inc.
Informational only

4B.3 Other Business

MOTION: was made by Commissioner Padlo to approve as presented as was seconded by Commissioner Stawski.

VOTE: The motion carried 7-0.

D. Street Committee Report

STREET COMMITTEE REPORT
MAY 5, 2008

4A.1 Alternative pavement maintenance techniques

Public Works staff summarized the Departments roadway maintenance techniques such as pavement overlays, crack sealing, nova chip (surface treatment).

No action taken by Committee.

4A.2 102 Melrose Street-Request for variance for driveway apron and curb cut-Attorney Andre Dorval on behalf of Mr. Niman

Public Works staff reviewed field conditions with the committee and recommended approval of the waiver.

Motion made by Councilperson Minor to take the following action:

Approve variance of driveway apron and curb cut at 102 Melrose Street.

Motion passed unanimously.

4A.3 Water that is draining off of Arcadia & Martin Rd.-Attorney James Ziogas

Attorney James Ziogas represented the applicant and requested that the City supply materials (pipe and catch basins) to the property owner (Scalia Inc.) to install storm drainage on Arcadia Rd., Martin Road and private property to eliminate erosion on private property. Attorney Ziogas stated that he felt the City was liable due to water runoff from the City road. Erosion located on site of previous earth removal project.

City staff stated that the City has made no changes or modifications to the City ROW.

The committee agreed to schedule an on-site inspection of the property on Wednesday May 7, 2008.

Site visit occurred on May 7, 2008 with the following in attendance:

Committee Members:

Commissioner Morris Laviero, Chairman
Councilperson Craig Minor
Councilperson Mike Rimcoski

Staff: Raymond A. Rogozinski, P.E. Assist. City Engineer

Applicant James Ziogas

Site conditions were reviewed by the Committee. City staff and applicants representatives reiterated there positions. The costs of drainage improvements were discussed. The committee discussed whether to request a cost estimate from the applicant. Upon return to City Hall the following action was taken.

Motion made by Councilperson Minor to take the following action:

Deny request for the City to supply materials associated with drainage improvements to Arcadia Rd., Martin Rd., and private property.

Motion passed unanimously.

4A.4 Release a deed restriction for Cawley Street

Staff reviewed deed restriction with committee and recommended release.

Motion made by Councilperson Minor to take the following action

Recommend that the City Council release the deed restriction associated with use of property for Highway Purposes.

Motion passed unanimously.

4A.5 Street Acceptance of Valmore Road

Staff reviewed the condition of the roadway and recommended that the City not accept Valmore Road at this time.

Motion made by Councilperson Minor to take the following action:

Postpone acceptance pending completion of punch list items.

Motion passed unanimously.

4A.6 CL&P intent to install electric distribution facilities on the southern side of James P. Casey Rd. between Clark Ave. & Hill St.

Representatives of CL&P made a short presentation to the Committee summarizing there proposal to install overhead power on the southern side of James P. Casey between Clark Ave. & Hill St. The area is currently serviced with underground service.

The City stated that records indicate that the City paid for the original underground service. CL&P stated they had the right to install service overhead, however wanted to work with the City. CL&P reviewed options and stated that installing service underground would be four times higher then installing service overhead. If the City does not grant approval of CL&P's request CL&P stated they will request a determination from DPUC. CL&P stated they felt that the City would have to pay the difference in installation cost between overhead and underground service (Approximately \$900,000.00).

The Committee voted to take the following action.

Motion made by Councilman Minor to take the following action

Postpone action to the June 2008 Street Committee meeting:

Motion passed unanimously.

4A.7 Update on 08-09 Major Road Maintenance planning after receipt of State of CT Contract pricing and proposed budget.

City Staff reviewed the Roadway maintenance program and stated the original program was contingent on approval of the Departments budget request of 2,555,000.00 and the cost of asphalt.

Based on increased asphalt cost and a pending funding of 2,320,000 the Public Works staff recommended removal of the following Streets from the Major Roadway Maintenance Program:

- Emmett Street, Main Street Rita Road, Wand Drive, Mountain View Drive
- Fox Den Drive, Park Hill Street, Spruce Street, Dutton Avenue

No action was taken by the Committee

MOTION: was made by Commissioner Laviero to approve as presented and was seconded by Councilman Rimcoski.

VOTE: The motion carried 7-0.

E. Operations Division Summary Report (full report)

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

VOTE: The motion carried 7-0.

F. National Public Works Week Proclamation

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

VOTE: The motion carried 7-0.

MOTION: was made by Commissioner Stawski to adjourn the Board of Public Works meeting of May 15, 2008 and was seconded by Commissioner Padlo.

VOTE: The motion carried 7-0.

12. ADJOURNMENT

The meeting was adjourned at 7:49 p.m.

Respectfully submitted,

Donald V. Padlo
Secretary

