

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

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

**ABSENT:** Councilman McCauley

**STAFF PRESENT:** W.E. Veselka, P.E., Director of Public Works  
Raymond Rogozinski, Assistant City Engineer

**1. BOARD OF PUBLIC WORKS MINUTES OF JULY 17, 2008**

**MOTION:** was made by Commissioner Laviero to approve the Board of Public Works minutes of July 17, 2008 and was seconded by Commissioner Padlo.

**VOTE:** The motion carried 5-0.

**BOARD OF PUBLIC WORKS SPECIAL MEETING MINUTES OF JULY 24, 2008**

**MOTION:** was made by Commissioner Laviero to approve the Board of Public Works Special Meeting minutes of July 24, 2008 and was seconded by Commissioner Padlo.

**VOTE:** The motion carried 5-0.

**2. EMPLOYEE RECOGNITION**

**MOTION:** was made by Commissioner Stawski to place the employee recognition letter from George R. Dion on file and was seconded by Councilman Minor.

**VOTE:** The motion carried 5-0.

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

Resident Paul D'Aprile of 126 Frederick Street wanted to know if the Flood & Erosion

Control Meeting was still on for next Thursday and he was told that it was.

Resident George Zuk of 6 North Main Street was present to discuss the sidewalk program. He stated that a couple of years ago someone slipped on the broken sidewalk on the corner of West and North Streets. Mr. Zuk sent a letter to the Board at that time and was told that the sidewalk was not bad enough. Large pieces of sidewalk are now missing. This area is near St. Stanislaus Church and Bingham School. Ray Rogozinski recently spoke with Mr. Zuk by phone and informed him that the City received funding for additional sidewalk repair and the work will probably be done during this construction year. Mr. Zuk will be sent an estimate.

Michael Boutote of 50 Sims Road stated that he still has driveway issues. He would like the City to split the cost of repaving his driveway. Walter Veselka stated that the City offered to pay for the apron at the street line but Mr. Boutote said that it took too long and has been done twice already.

**MOTION:** was made by Commissioner Padlo to refer the repaving of the driveway at 50 Sims Road to the Street Committee and was seconded by Councilman Minor.

**VOTE:** The motion carried 5-0.

Tom Daley was present for Peter Benvenuto who lives at 43 Richmond Place. He stated that a full catch basin washed out the retaining wall on Mr. Benvenuto's property. He would like the City to repair the wall.

**MOTION:** was made by Commissioner Padlo to refer the matter of the City repairing the retaining wall at 43 Richmond Place to the Street Committee and was seconded by Commissioner Stawski.

**VOTE:** The motion carried 5-0.

Paul Keegan of 80 Sims Road stated that there are major sinkholes, cones and barrels along Sims Road. He has talked to Councilman Block about it and does not want to wait another month to have it looked at.

**MOTION:** was made by Commissioner Padlo to refer the sinkhole issue at 80 Sims Road to the Street Committee and was seconded by Commissioner Stawski.

**VOTE:** The motion carried 5-0.

Ron Klimas of 458 Allentown Road would like a map showing where the water and sewer mains are at the end of Allentown Road near the town line. He feels like his property is cut out of the City. Ray Rogozinski said that he and Paul Strawderman

already met with the resident and they are willing to get him the drawings if he comes in to City Hall. Councilman Minor mentioned that this is a private development so the City doesn't know how much it would cost Mr. Klimas to hook up to the sewer. Director Veselka said that Engineering can show him where the lines end but Mr. Klimas will need an investigation by a hired engineer. He will need to know the linear feet for a total cost to hook up. Developer Douglas Reiff said that the water and sewer were put in by him in the development but the sewer does not go to Mr. Klimas's house.

**4. COMMITTEE REPORTS**

- A. Street Committee Report – No Meeting
- B. Sewer Committee Report

**SEWER COMMITTEE REGULAR MEETING MINUTES**

**AUGUST 6, 2008**

**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. August 6, 2008, in the Public Works Conference Room, on the ground floor of City Hall.

**4A.1 Recommendation to award bid for WPC Pump Station**

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

Forward a recommendation to the Board of Finance to approve a transfer in the amount of \$16,400 from the WPC Contingency Account to the WPC Auxiliary Pump Station capital account.

Forward a recommendation to the City Council to award the WPC Facility Pump Station Contract to Cinami Excavation in the amount of \$339,212 and to authorize the Mayor or acting Mayor to execute all necessary documents pending a full reference check and concurrence by the Purchasing Agent.

**VOTE:** The motion carried 2-0. (Councilman McCauley had a prior commitment and had to leave the meeting prior to this vote)

**4A.2 Presentation of Infiltration/Inflow study by Maguire Group**

The Maguire Group presented a summary of the Infiltration and Inflow Analysis

Report to the Committee. The presentation included the following:

**FINDINGS**

The analysis identified 10 subsections out of 26 that warrant detailed investigation for Inflow sources

The analysis identified 5 subsections that warrant detailed investigation of Rain Induced Infiltration sources. Four of the 5 subsections are also included in the 10 Inflow areas.

The analysis prioritized the subsections for groundwater Infiltration by the worst to least impacted.

Based on the largest potential clean water removal versus the work needed to find the defects, 10 subsections should be investigated (“most bang for our buck”)  
Based on the DEP cost effective standard, areas with a leakage rate of 4,000 gpd/inch dia mile or greater, 16 subsections should be investigated.

It was noted that 10 years ago the City only investigated the “most bang” areas and found that that was not enough to fully address the problems. The areas that may have been cost effective but were not studied further have deteriorated even further since that time. Additionally, work on areas that meet the DEP cost effective standard are eligible for state grant assistance should funds be available.

**COST**

The next step will be to conduct the detailed study of the identified areas under a Sewer System Evaluation Study (SSES).

The projected cost of the SSES for the 10 Inflow areas, 5 Rain Induced Infil and 10 bang for the buck Infiltration areas is estimated at \$800,000.

The projected cost of the SSES for the 10 Inflow areas, 5 Rain Induced Infil and 16 DEP cost effective areas is estimated at \$1,082,000.

The Division currently has approximately, \$700,000 encumbered for the SSES.

**IMPLEMENTATION – Study and Long Term Rehab Plan**

The SSES can either be undertaken in its entirety or can be split to allow the work to be performed in different fiscal years, spreading the cost, avoiding interest payments on a larger project that may identify rehab work that can not be under taken for a number of years. The Consultant recommended that if the Sewer Authority was to implement the SSES in two phases the project should be split by geographical subsections rather than inflow versus infiltration work.

The actual cost of future rehabilitation construction work can not be approximated until the defects are identified and located. Construction work could be up to 5 to 10 million

dollars. This would vary greatly depending on how much of the work is on public mainline sewers versus private laterals or sump pumps.

The actual rehab work can either be performed in large annual projects capped at the DEP maximum annual grant amount of \$2 million, over 3 to 5 years. This method finishes the work sooner but incurs significant future debit service payments and interest.

Alternatively, the work can be scheduled as smaller annual budgetary projects similar to street overlays and paving. If funded at \$600,000/yr as a budgetary line item the work could take 10 to 16 years. This method eliminates the interest charges but takes longer and increases the inflationary costs. This method has the benefit of allowing control over expenditures in any given year versus mandatory annual payments of debit services. The method would also be favorable from a bond rating perspective versus increasing the outstanding debit liability.

Following the presentation the Committee asked that the report be forward the full Board to apprise them of the project status and to place the issue on the Committee's September agenda for further discussion.

**MOTION:** was made by Commissioner Padlo to move and accept the Sewer Committee Report and was seconded by Councilman Minor.

**VOTE:** The motion carried 5-0.

**4B.3 Other Business** - There was no other business

C. Miscellaneous Matters Report – No meeting

**5. CORRESPONDENCE**

A. Recycling for Boys & Girls Club

Mayor stated that this letter is the same one that was sent to the Board in January.

Commissioner Laviero sees no hardship for the City to stop by the Boys Club and Family Center or any non profit organization to pick up their recycling. Mayor said that all non profit agencies would have to be taken into consideration and this might pose a problem for the Public Works Department.

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

**VOTE:** The motion carried 5-0.

B. Sewer charges for 19-21 South Street

**MOTION:** was made by Commissioner Padlo to refer the 19-21 South Street sewer charges matter to the Sewer Committee and seconded by Commissioner Stawski.

**VOTE:** The motion carried 5-0.

C. Sewer charges for 14 Hotchkiss Drive

**MOTION:** was made by Commissioner Padlo to refer the 14 Hotchkiss Drive sewer charges matter to the Sewer Committee and seconded by Commissioner Stawski.

**VOTE:** The motion carried 5-0.

D. Sewer charges for 12 Hurley Commons

**MOTION:** was made by Commissioner Padlo to refer the 12 Hurley Commons sewer charges matter to the Sewer Committee and seconded by Commissioner Stawski.

**VOTE:** The motion carried 5-0.

E. Roadway maintenance 126 Maple Court

**MOTION:** was made by Commissioner Padlo to place the roadway maintenance at 126 Maple Court on file and seconded by Commissioner Stawski.

**VOTE:** The motion carried 5-0.

F. Request for driveway waiver for 1450 Stafford Avenue

**MOTION:** was made by Commissioner Padlo to refer the matter of the request for driveway waiver for 1450 Stafford Avenue to the Street Committee and seconded by Commissioner Stawski.

**VOTE:** The motion carried 5-0.

Mayor informed Mrs. Deegan that someone will come out to look at her driveway within the next month.

**6. WRITTEN MONTHLY REPORTS**

A. Administration Division Report

**MOTION:** was made by Commissioner Laviero to place the report on file and was seconded by Councilman Minor.

**VOTE:** The motion carried 5-0.

B. Operations Division Summary Report

1. Building Maintenance Report

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

**VOTE:** The motion carried 5-0.

2. Solid Waste Division Report

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

**VOTE:** The motion carried 5-0.

3. Streets Division Report

**MOTION:** was made by Councilman Minor to place the report on file and was seconded by Commissioner Laviero.

**VOTE:** The motion carried 5-0.

4. Garage Division Report

**MOTION:** was made by Commissioner Laviero to place the report on file and seconded by Councilman Minor.

**VOTE:** The motion carried 5-0.

C. Engineering Division Report

**MOTION:** was made by Commissioner Laviero to place the report on file and seconded by Councilman Minor.

**VOTE:** The motion carried 5-0.

D. Land Use Division Report

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

**VOTE:** The motion carried 5-0.

E. Water pollution Control Division Report

**MOTION:** was made by Commissioner Stawski to place the report on file and seconded by Commissioner Laviero.

**VOTE:** The motion carried 5-0.

F. Public Works Project List

**MOTION:** was made by Commissioner Laviero to place the report on file and seconded by Councilman Minor.

**VOTE:** The motion carried 5-0.

Councilman Rimcoski said that he has received phone calls from residents on Sonstrom Road who want to know when they will be receiving their request for easement letters. Director Veselka said that he will be sending them out next week.

Paul Hammell of 80 Cove Road was present and said that the Public Works Department has created a problem on Merrill Court. All of his property pins that were put in by the surveyor were taken out by his neighbor. Ray Rogozinski said that he would look into this but is standing by what the City surveyor did. Mr. Hammell feels that the pins were put in 5 feet onto his property. He would like the shrubs moved back and the surveyors to come back to resurvey his property. The City sent all correspondence to Attorney Furey who is Mr. Hammell's Attorney. Corporation Counsel is dealing with Attorney Furey. Director Veselka informed the owner that he can send a claim to the City.

7. **DIRECTOR'S VERBAL REPORT**

Director Veselka reported the following:

The single-stream pilot recycling program continues to do very well.

We now have more than 2,700 subscribing yard waste customers.

Sue Bashaw was appointed to the position of Senior Administrative Assistant. Brian

Fowkes has a Transitional Laborer/Helper starting on September 3<sup>rd</sup>. Interviews have been completed for the Assistant Planner/Land Use Coordinator position and we feel that we have a very strong candidate.

The Mayor and Contractor signed the construction contract for the reconstruction of Jennings Terrace and the project will be getting underway shortly.

Work is ongoing on both the Main Street Culvert Replacement and North Main Street Reconstruction projects. There have been utility conflicts but alternative solutions have been worked out so the cost of these changes will need to be finalized.

Corporation Counsel has approved the permanent easements necessary for the Sonstrom Road Drainage project. Letters will be going to the residents next week. The contractor will begin work as soon as the easements are received and recorded. A purchase order for the work under our Miscellaneous Storm Drainage Contract will be issued in order to get this work started fairly quickly.

Work is ongoing on both the Matthews Street Culvert Replacement and Mix Street Reconstruction Projects.

The Purchasing Agent will be issuing a Request for Qualifications next week for the Forestville Sanitary Sewer Overflow Reduction Project Pump Station Rehabilitation and Forcemain Design. Qualifications are due on September 4<sup>th</sup>. Councilman McCauley, Commissioner Stawski and Brian Fowkes will be serving on the review panel.

In addition to the CT Rt. 72 Relocation Project we also have ConnDOT managing the East Road/Union Street/CT Rt. 69 Intersection relocation project. Construction work will begin shortly on the CT Rt. 6 Drainage Project in the Maple End and the utility relocations associated with the CT Rt. 229 widening associated with the Southeast Bristol Business Park.

The milling, reclamation and paving contractors will be back in the City next week. In addition to paving a final course on Willis St., Summer St., Prospect Place and the Business Park, they will be doing the streets identified in our second round of work.

There are several Building Maintenance projects underway including the painting of the Court/PD Complex and replacement of the exterior caulking at City Hall.

The Street Division is busy addressing drainage maintenance, curbing issues that have recently been identified and roadside vegetation.

The Fleet Division is putting together their work plans to bring in the leaf collection and winter maintenance equipment in order to prepare it for its upcoming use.

We are working hard to manage our budget for both expenditures and personnel. We

have developed monthly spending plans that are being used to gauge and evaluate efforts.

Director Veselka informed Mayor that the work being done at the Police Complex should be finished within the next two weeks.

Councilman Rimcoski would like a graph done to compare this year's cost with last year's cost for running WPC.

Commissioner Laviero would like to know the status of North Main Street and if the sewer line will have to be relocated which would cause a monetary increase. Ray Rogozinski said that the cost increase is premature because there will also be cost reductions with the project.

Commissioner Laviero was informed that Tabacco Construction is doing the Jennings Road project.

Commissioner Laviero and Mayor hoped that a local person was hired for the laborer's position at WPC but Councilman Minor feels that the best person regardless of where he lives would be hired for the job. Director Veselka will find out for the Commission who was hired.

**MOTION:** was made by Councilman Rimcoski to accept the Director's verbal report and was seconded by Councilman Minor.

**VOTE:** The motion carried 5-0.

## **8. REVIEW OF THE PUBLIC WORKS BUDGET**

**MOTION:** was made by Commissioner Stawski to accept the budget as submitted and was seconded by Commissioner Padlo.

**VOTE:** The motion carried 5-0.

Commissioner Stawski would like to see that the rational used for the year end transactions applied to the current budget for future year end transfers.

**MOTION:** was made by Councilman Rimcoski to have the rational for year end transactions applied to the current budget for future year end transfers and seconded by Commissioner Laviero.

**VOTE:** The motion carried 5-0.

There was a discussion on the increase of yard waste barrels from \$50 to \$85 for next year. This came out of committee to the full Board of Public Works without going through the City Council. Director Veselka stated that the staff did work for the Miscellaneous Matters Committee to include the administrative costs such as collection, composting, fuel, insurance, etc. which was all accounted for. He also stated that yard waste is the only fee that the Council does not ratify.

Director Veselka informed Mayor that the edge markers are the only things left to do for line painting. Ray Rogozinski said that West Washington Street is not done yet because they are waiting for epoxy paint. He will let Mayor know when it is completed.

**9. UNFINISHED BUSINESS**

A. Board Monthly Calendar

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

**VOTE:** The motion carried 5-0.

**MOTION:** was made by Commissioner Padlo to accept the September 2, 2008 date for the next Street Committee meeting and seconded by Commissioner Stawski.

**VOTE:** The motion carried 5-0.

**10. NEW BUSINESS**

A. End-of-year transfers for the Board of Finance

**MOTION:** was made by Councilman Rimcoski to approve the end-of-year transfers and seconded by Commissioner Stawski.

**VOTE:** The motion carried 5-0.

B. Border Street Solid Waste Service Fee

**MOTION:** was made by Councilman Rimcoski to approve the administrative adjustment to the Border Street Solid Waste Service Fee and seconded by Councilman Minor.

**VOTE:** The motion carried 5-0.

There was a discussion on the service fee and Director Veselka informed the Commission that the fee will be decreased by \$1.00 every 6 months.

C. Policy for Sanitary Sewer Stoppages

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

**VOTE:** The motion carried 5-0.

D. Rt 72 – Bristol Proposed 24” Sanitary Sewer Forcemain

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

**VOTE:** The motion carried 5-0.

Director Veselka feels that the Forcemain needs to be put in on a more cost saving basis in the Todd Street area. He would like the state to get pricing from their contractor. Route 229 will also be widening in a couple of months.

Councilman Minor is concerned about the money that is in the storm water trust that is not being spent properly. Commissioner Stawski would like to know when the Board of Trustees will be meeting because they are responsible for the money. Director Veselka said that he is president of the trust and answers to the trust and Board of Public Works. This is not funded by the taxpayers. The next scheduled meeting of the Storm Water Trust is on Thursday, September 4, 2008 at 9:00 a.m. They will be looking at properties that are controlled by the trust. The agenda has been posted and a maintenance list is generated to see what has been done.

Director Veselka informed Douglas Reiff that he does not have to go through the storm water trust to take care of the detention ponds. He has to comply with the storm water trust but he can do so privately. Ray Rogozinski will meet with Mr. Reiff to go over a plan for submittal.

Commissioner Laviero would like to see a 2 man crew cleaning out the detention ponds.

Director Veselka said that the mason’s position will only be filled on a daily basis as needed. The job description is being revised. Commissioner Laviero stated that if there is a problem with this position he would like to see it resolved.

**MOTION:** was made by Commissioner Padlo to make a line item for storm water detention and refer the matter to the Budget Committee and seconded by Councilman Minor.

**VOTE:** The motion carried 5-0.

Mayor said that CW Resources on Hill Street are done and want to turn the keys over. Director Veselka stated that Corporation Counsel will have to take the keys.

Mayor told Director Veselka that tractor trailers are being parked at the Center Mall. He will need the policy for the Mall property. He would also like Walt to get a price to charge the owners to leave their trailers there. Director Veselka said that he is working on it.

**MOTION:** was made by Councilman Rimcoski to refer the matter to the Miscellaneous Matters Committee and seconded by Councilman Minor.

**VOTE:** The motion carried 5-0.

11. **ADDENDUM**

None

12. **ADJOURNMENT**

**MOTION:** was made by Commissioner Laviero to adjourn the meeting and was seconded by Commissioner Padlo.

**VOTE:** The motion carried 5-0.

The meeting was adjourned at 8:34 p.m.

Respectfully submitted,

Donald V. Padlo  
Secretary