

BOARD OF PUBLIC WORKS
MINUTES
7:00 P.M., THURSDAY, JULY 17, 2008
1ST FLOOR MEETING ROOM, CITY HALL

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

ABSENT: Commissioner Stawski

STAFF PRESENT: W.E. Veselka, P.E., Director of Public Works

1. BOARD OF PUBLIC WORKS MINUTES OF JUNE 19, 2008

MOTION: was made by Commissioner Padlo to approve the Board of Public Works minutes of June 19, 2008 and was seconded by Councilman Rimcoski.

VOTE: The motion carried 6-0.

2. EMPLOYEE RECOGNITION

None

3. CONCERNS & PETITIONS FROM THE PUBLIC

Douglas Horner of 174 Hoover Avenue was present and handed in a petition signed by 12 residents of Hoover Avenue who would like the curbing replaced on their street. The road was paved this year and the new curbing would complete the project. Director Veselka said that it probably would not happen this year because of a shortage of funds. Mayor Ward said that the petition will be added to the curbing list for 2009 when resources are available.

MOTION: was made by Commissioner Padlo to add Hoover Avenue to the curbing list for possible funding and accomplishment as part of the 2009 Major Road Maintenance Program; motion seconded by Councilman Minor.

VOTE: The motion carried 6-0.

Resident Paul D'Aprile of 126 Frederick Street thanked the Public Works Department for putting curbing across the street from his house.

Resident Steve Donaghy of 94 Frederick Street wanted to know when the study of the Coppermine Brook will begin. Director Veselka said that they should get the information by Monday, July 21. Mayor asked Mr. Donaghy to call his office next week.

Resident Patricia White of 458 Allentown Road was present and would like to know the cost of installing a sewer line. Director Veselka informed her that the private developer installed the sewer line in the City's right of way at his cost to service the development that he was making. Once that line was installed and tested it is turned over to the City and it becomes City property. The City does not have records of his cost. Drawings are being reviewed to be turned over to the City by the developer. They will have to be turned over as part of the closure of the sub division acceptance. This will have to be done within 5 years or an extension will have to be taken out according to State statutes. These are all private roads once you leave Allentown Road.

4. COMMITTEE REPORTS

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

SEWER COMMITTEE REGULAR MEETING MINUTES

JULY 2, 2008

4B.1 Allentown Road sanitary sewer laterals - assessment of benefits

No motion necessary at this time.

4B.2 Forestville SSO Design Services – Status update

Informational only, the City will issue a Request for Qualification under the Quality Based Selection process to obtain the services of a consulting engineering firm to proceed with the design and other professional services associated with the Forestville Sanitary Sewer Overflow reduction project.

4B.3 920 Burlington Ave.- Loukas Diakolambrianos - Request a waiver to connect to sanitary sewers.

MOTION: was made by Commissioner Stawski to:

Authorize the applicant to service house # 920 Burlington Avenue using a private sewer pump discharging through a privately owned and maintained forcemain. The forcemain is to discharge to a gravity lateral to be installed by a licensed and bonded contractor from the sewer main to the front property line. Applicant is responsible for all associated permit and construction fees. Installation plans are to be submitted to the City Engineer for technical approval prior to construction.

VOTE: The motion carried 3-0.

4B.4 **WPCF Design Flow Rerating** - Staff Presentation

MOTION: was made by Councilman McCauley to:

Authorize staff to submit the report to the DEP for consideration of re-rating the WPC Facility's rated capacity.

VOTE: The motion carried 3-0.

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

MOTION: was made by Commissioner Padlo to accept the Sewer Committee Report as presented; motion seconded by Councilman Minor.

VOTE: The motion carried 6-0.

C. Miscellaneous Matters Report

Miscellaneous Matters Committee Report
Monday, July 10, 2008

4C.1 Public Works Policies

a. 20.2.1 Additional Barrels

Motion made by Commissioner Stawski and seconded to recommend the Board of Public Works acknowledge the annual review of the policy and renew current policy without any change. Motion passed.

b. City Employees working in ROW

Motion made by Commissioner Stawski and seconded to recommend the Board of Public Works acknowledge the annual review of the policy and renew current policy without any change. Motion passed.

c. Private Property in ROW

Motion made by Commissioner Stawski and seconded to recommend the Board of Public Works acknowledge the annual review of the policy and renew current policy without any change. Motion passed.

d. Service on Unaccepted Streets

Motion made by Commissioner Stawski and seconded to recommend the Board of Public Works acknowledge the annual review of the policy and renew current policy without any change. Motion passed.

e. Residential Transfer Station Permits

Motion made by Commissioner Stawski and seconded to recommend the Board of Public Works acknowledge the annual review of the policy and renew current policy without any change. Motion passed.

4C.2 Fee Comparison

Motion made by Commissioner Stawski and seconded to recommend the Board

of Public Works adjust the Solid Waste Service Fee for the Farmington Residents on Ivy Drive to \$102.50 every 6 months (\$205 annually) effective 1 January 2009. Motion passed.

Motion made by Commissioner Stawski and seconded to recommend the Board of Public Works adjust Yard Waste subscription fees to \$85/year effective for renewals and all new service subscriptions for the calendar year 2009 collection period. Motion passed.

Motion made by Commissioner Stawski and seconded to have staff bring forward other recommendations for fee adjustments to permit fees to the Board of Public Works in January for possible adjustment as part of the budget development process. Motion passed.

Motion made by Commissioner Stawski and seconded to recommend the Board of Public Works forward a copy of the fee schedule to the City's Land Use Boards and Commissions requesting they review and consider any appropriate adjustments to fees under their control as part of the budget development process for Budget Year 2009-10. Motion passed.

Motion made by Commissioner Stawski and seconded to recommend the Board of Public Works forward a copy of the fee schedule and a copy of the minutes of the July 2008 meeting of the Board of Public Works to the Board of Finance for their information. Motion passed.

MOTION: was made by Councilman Rimcoski to accept the Miscellaneous Matters Report as presented; motion seconded by Councilman McCauley.

VOTE: The motion carried 6-0.

5. **CORRESPONDENCE**

A. Sight Line Woodland Street

Director Veselka informed Mayor that they have worked out a cost estimate for an agreement with the property owner. The Board of Police Commissioners asked the Public Works Department to remove and replace the shrubs on this private property at a cost of \$5,100 plus labor. Mayor feels that this should not be paid for by the City. Commissioner Laviero feels that this is a line of site and safety issue and was a mistake by the City years ago when the street was put in. There was a discussion on what should be done and Councilman Minor would like Zoning to get involved to see if it is a zoning issue. Director Veselka will refer the matter to them.

MOTION: was made by Councilman Minor to refer the matter to the Zoning Enforcement Officer; motion seconded by Commissioner Laviero.

VOTE: The motion carried 6-0.

MOTION: was made by Commissioner Padlo to make it a Zoning issue and refer it to the Zoning Commission if it is not a current Zoning issue now; motion seconded by Councilman Rimcoski.

VOTE: The motion carried 6-0.

6. WRITTEN MONTHLY REPORTS

A. Administration Division Report

MOTION: was made by Councilman McCauley to approve the Administration Division Report and was seconded by Commissioner Padlo.

VOTE: The motion carried 6-0.

B. Operations Division Summary Report

1. Building Maintenance Report
2. Solid Waste Division Report
3. Streets Division Report
4. Garage Division Report

MOTION: was made by Commissioner Padlo to approve the Operations Division Summary Report; motion seconded by Councilman Rimcoski.

VOTE: The motion carried 6-0.

C. Engineering Division Report

MOTION: was made by Councilman McCauley to approve the Engineering Division Report; motion seconded by Commissioner Laviero.

VOTE: The motion carried 6-0.

D. Land Use Division Report

MOTION: was made by Commissioner Padlo to approve the Land Use Division Report; motion seconded by Councilman Rimcoski.

VOTE: The motion carried 6-0.

E. Water pollution Control Division Report

MOTION: was made by Commissioner Laviero to approve the Water Pollution Control Division Report; motion seconded by Councilman Minor.

VOTE: The motion carried 6-0.

F. Public Works Project List

MOTION: was made by Commissioner Padlo to table the Public Works Project List report until next month's meeting; motion seconded by Councilman Rimcoski.

VOTE: The motion carried 6-0.

7. DIRECTOR'S VERBAL REPORT

Director Veselka reported the following:

Several personnel changes have occurred over the past month so there is quite a bit of change in the department. There were two promotions and two retirements.

The second phase of our major road maintenance begins at the end of July. We have contractors coming in to do additional milling and repaving.

Concerning the budget each division has developed a spending plan for month by month planning of their expenditures that I will go over and review with each Division at the beginning of each month.

Fleet maintenance has been very busy trying to keep summer equipment operational while beginning to look ahead at the equipment needed for our fall and winter operations. I will be discussing proposed changes to our winter operations with the Miscellaneous Matters Committee next month. Winter operations will be shifted in terms of the areas that are using the treated salt materials and also the number and mix of vehicles that will be used next year.

Mayor stated that there will be a meeting with the Public Works, Park, Water and Education Departments that have vehicles that are adequate for snow plowing this winter. There will be more City vehicles and less outside contractors used this winter.

Commissioner Laviero would like to see more of a fuel usage savings. Director Veselka said that each month he is reviewing the fuel usage on each piece of equipment and each vehicle. Mayor said that the Building Department carpools now when they are heading in the same location

Commissioner Laviero would like the PWD to look at a huge limb on Mountain View

Avenue. He feels that it could be dangerous.

8. REVIEW OF THE PUBLIC WORKS BUDGET

Director Veselka said that they encumbered the full amount on some of the utilities for the last fiscal year.

MOTION: was made by Commissioner Laviero to accept and place the Review of the Public Works Budget on file and was seconded by Councilman McCauley.

VOTE: The motion carried 6-0.

9. UNFINISHED BUSINESS

A. Board Monthly Calendar

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

Councilman McCauley stated that he will be on vacation and will miss the next public hearing and Public Works meeting. The Commission will need a quorum.

VOTE: The motion carried 6-0.

10. NEW BUSINESS

A. South Street – Traffic Study

Director Veselka provided the Board with a time line from the consultant.

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

VOTE: The motion carried 6-0.

MOTION: was made by Commissioner Padlo to adopt the proposed sewer service area as required by state statutes and delineate the map entitled City of Bristol sewer service area mapping dated February 14, 2008 prepared by the City of Bristol by Maguire Group, Inc. and was seconded by Councilman Minor.

VOTE: The motion carried 6-0.

MOTION: was made by Commissioner Padlo to recommend to the City Council to accept the sanitary sewers on Allentown Road from its previous terminus at house #115 to house #209 and that said sewers be released for connections and further move that a special connection fee in the amount of \$2,200 per connection in addition to the standard connection fee being levied against lots 85-12B, 85-12C, 85A, 85A-1, 85-4, 11-1, 11, 9-A, 9-C and 9-1 Allentown Road. The standard connection fee comes due upon application for a sewer connection permit. The fee will be payable through an installment plan consisting of ten semi-annual installments with an annual interest rate of 5.36% simple interest on the uncollected principle. Notification of special connection fees should be filed on the City land records and was seconded by Councilman McCauley.

VOTE: The motion carried 6-0.

Councilman McCauley would like the meeting packet pages numbered.

Councilman McCauley would like the Miscellaneous Matters Committee to consider a transfer station discount on the annual permit for senior citizens. A waiver of the \$25.00 fee for a second bulk pickup should also be considered.

MOTION: was made by Councilman McCauley to refer the matter of a discount transfer station permit to the Miscellaneous Matters Committee and place on file and was seconded by Councilman Rimcoski.

Commissioner Laviero feels that \$20.00 is pretty inexpensive. Mayor would like the City to do comparative pricing with surrounding towns.

VOTE: The motion carried 6-0.

Councilman McCauley said that residents are allowed two buckets of compost from the City yard. He would like to see a better grade of compost because he is getting a lot of complaints on the back fill seed mix which is full of weeds and poison ivy. Director Veselka said that they use a standard mix which is the same as a contractor would use. The resident should water it in order for it to survive.

Councilman Rimcoski mentioned that a resident on Summer Street between Maple and Federal Street spoke with Director Veselka about fixing the area between the sidewalk and the road. Director Veselka replied that they wanted to fix the curbing but it was cut out of the budget. If they get the funding further into this season they will go back and curb it. Mayor spoke with the resident who said he would attend this meeting but he did not.

Councilman Rimcoski heard from a resident on Lochaven Road about a line of site issue and was informed that this issue has been taken care of.

Director Veselka informed Councilman Rimcoski that all suggestion box comments go to Mayor Ward.

Councilman Rimcoski mentioned that there is a bird's nest in a street light on Conlon Street. Director Veselka replied that CL&P would take care of it.

Councilman Rimcoski would like Director Veselka to let him know when the Sonstrom Road project begins in August so that he can be there when the project is started.

Commissioner Laviero would like to know if the pigeons are gone at the City yard. Director Veselka told him that netting is there but birds still get in but is not a big problem.

Councilman Minor would like some information on the railroad crossing in Forestville. Director Veselka said that the State project will be done in the spring and will call the maintenance shop tomorrow to address the issue. Mayor said that this project was elevated in status because of the train ride that was taken by City Officials. The project got bonded.

Commissioner Laviero would like to know if the Senior Center heating problem has been resolved. Director Veselka said that this is a capital project to do renovations at the Senior Center but there is no funding for a 5 year plan. If funding becomes available the project will be worked on.

Mayor said that the City put in a storm drain in on Merrill Court. When they completed the project they put a hedge five feet onto the neighbor's property who is now complaining about it. The homeowner would like this area resurveyed. Director Veselka replied that a consultant surveyed the Merrill Court drainage and it is proper. The resident has to come in and bring suit against the City of Bristol who will then turn it over to the engineering firm for their liability claim. Mayor would like the resident notified in writing about any legal action. Director Veselka will contact the resident.

11. ADDENDUM

None

12. ADJOURNMENT

MOTION: was made by Commissioner Laviero to adjourn the meeting and was seconded by Councilman McCauley.

VOTE: The motion carried 6-0.

The meeting was adjourned at 7:48 p.m.

Respectfully submitted,

Donald V. Padlo
Secretary

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