

Minutes of Board of Public Works  
Thursday, December 20, 2012  
6:00 PM 1<sup>st</sup> Floor Meeting Room – City Hall

**Members Present:** Council Representatives Kenneth Cockayne and David Mills, Commissioners Morris Laviero, Donald Padlo and Frank Stawski and Walter E. Veselka, Director of Public Works

**Absent:** Mayor Arthur Ward and Council Representative Kevin Fuller

**1) Call to Order**

Council Representative Mills called the meeting to order with a moment of silence for Newtown, CT

**2) Board Of Public Works Minutes Of November 15, 2012**

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

**3) Employee Recognition**

**4) Concerns & Petitions from the public**

**5) Committee Reports**

a) Street Committee Report

Memo from Walter Veselka to the Board concerning Request to Encroach Stairs / Walkway in Public Right of Way at 11 Summer Street

*Motion made by Council Representative Cockayne and seconded to accept and place on file. Motion passed.*

b) Sewer Committee Report

**SEWER COMMITTEE REGULAR MEETING MINUTES**

**December 5, 2012**

**ATTENDANCE:**

**Members Present:** Commissioner Padlo, Chairman  
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. December 5, 2012, in the Public Works Conference Room, on the ground floor of City Hall.

**4B.1 Intertown Sewer Agreement – Lake Compounce Proposed Campground**

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

Approve the proposed intertown agreement with the Town of Southington and Lake Compounce Limited Partnership with the added stipulation that waste water received from the RV dumping station proposed for the site shall be subject to a user fee equal to Bristol's fee for septage receiving at its treatment facility. The present rate is \$67 per 1,000 gallons and may be subject to periodic annual increases. Lake Compounce Limited Partnership shall maintain record of the volume of waste received and discharged from they RV dumping station for billing purposes.

**VOTE:** The motion carried 2-0.

**4B.2 Any other items** brought forth from the committee or staff  
There was no other business discussed.

The meeting was adjourned at 5:45 p.m.

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

c) Miscellaneous Matters Report

**Miscellaneous Matters Committee Minutes**  
**Monday, December 10, 2012**

**Attendance:**

**Members:** Council Representative Fuller - Chair  
Council Representative Cockayne  
Commissioner Stawski

**Staff:** Walter Veselka, P.E., PWLF, Director of Public Works  
Paul Strawderman, P.E., City Engineer

**Public:** Mr. Dane Masters, 115 Daniel Road

Council Representative Fuller called the meeting to order at 4:30 p.m. in the First Floor Meeting Room of City Hall.

4C.1 115 Daniel Road, Dane Masters, request for a street light. Council Representative Cockayne moved to recommend the Board of Public Works approve the installation of an additional street light in the vicinity of 115 Daniel Road. Motion seconded and approved.

December 20, 2012

4C.2 Development of measurement metrics for Public Works. Council Representative Cockayne moved to recommend the matter be brought up at the December Board of Public Works meeting requesting Commissioners forward items they feel would be appropriate to measure to gauge the overall performance of the Public Works Department to the Committee for consideration at their January meeting. Motion seconded and approved.

4C.3 Any other items brought forth from the committee or staff. None

Meeting adjourned at 4:50 p.m. on a motion by Council Representative Cockayne.  
*Motion made by Council Representative Cockayne and seconded to accept and place on file. Motion passed.*

There was a discussion on development of metrics for Public Works. Council Representative Cockayne would like the commission to forward their ideas to Chairman Fuller of the Miscellaneous Matters Committee by the end of January to discuss at the February Board of Public Works meeting.

d) Solid Waste Committee Report

**Solid Waste Committee Minutes**  
**Wednesday, December 5, 2012**

**Attendance:**

**Members Present:** Council Representative Mills – Chair  
Commissioners Stawski, Padlo & Laviero

**Staff Present:** Walter Veselka, P.E., Director of Public Works  
Sheree Gorneault, Public Works Analyst  
Ray Rogozinski, P.E., Asst. City Engineer

Meeting called to order at 8:05 AM.

4D.1 Staff updated the committee on current PAYT data:

Reviewed YTD data, Customer profiles, Other Department charges and programming required to support credit card payments.

4D.2 Glenn Klocko, Comptroller, joined the meeting at 8:30 to discuss results of the RFI analysis for Solid Waste services. The Comptrollers office is just finalizing the cost analysis and a report will be provided to the Council. Glenn will attend the next Solid Waste Committee meeting to discuss findings and review data.

4D.3 No other items brought forth.

Meeting adjourned at 9:10 AM.

*Motion made by Council Representative Cockayne and seconded to accept and place on file. Motion passed.*

**6) Correspondence**

- a) Guaranteed Tonnages for contract year 2014  
*Motion made by Commissioner Stawski and seconded to accept and place on file. Motion passed.*
- b) Letter from Renny Lora to the Board requesting an AGR waiver for 485 Farmington Avenue  
*Motion made by Commissioner Padlo and seconded to forward to the Sewer Committee. Motion passed.*
- c) Letter from Myrna P. Mendoza to the Board requesting a sewer user adjustment fee at 9-11-13 Third Street  
*Motion made by Commissioner Padlo and seconded to forward to the Sewer Committee. Motion passed.*
- d) Letter from Grace Krupa to the Board requesting a sewer user adjustment fee at 15 Delmar Drive  
*Motion made by Commissioner Padlo and seconded to forward to the Sewer Committee. Motion passed.*
- e) Letter from Vernon Stockman requesting a sewer user adjustment fee at 40 Glenview Drive  
*Motion made by Commissioner Padlo and seconded to forward to the Sewer Committee. Motion passed.*
- f) Letter from Attorneys Mastrianni & Segulic requesting a sewer user adjustment fee at 408 Stafford Avenue  
*Motion made by Commissioner Padlo and seconded to forward to the Sewer Committee. Motion passed.*

**7) Public Works Division Report**

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

**8) Public Works' Project List**

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

Council Representative Mills would like to get information out to the public concerning all the good work that gets done by the Public Works Department. Director Veselka remarked that we use the web page and facebook as a useful tool and get positive comments back from residents.

**9) Director's Verbal Report**

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

Commissioner Stawski is concerned with the money it is costing to keep Memorial Boulevard School open for special events and would like to know if this cost should be added to the budget. Director Veselka informed him that the budget is being adjusted for fuel in closed schools. The softball program will pay for a custodian and will also have to pay for snow plowing this winter.

**10) Review of the Public Works Budgets**

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

**11) Unfinished Business**

a) Board Monthly Calendar

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

b) Board of Finance Request to transfer \$3,585.00 from the Engineering Division's salary account to help fund the reprogramming of the Transfer Station management computer program

*Motion made by Commissioner Stawski and seconded to forward to the Board of Finance for their approval. Motion passed.*

c) Board of Finance request to transfer funds to create new Transfer Station Special Revenue funds

*Motion made by Commissioner Stawski and seconded to forward to the Board of Finance for their approval. Motion passed.*

Director Veselka mentioned that the Board of Finance approved this request at their meeting on December 18.

d) Letter from ESPN concerning Birch Street/Ronzo Road Intersection Modifications

*Motion made by Commissioner Stawski and seconded to approve ESPN's request to upgrade the traffic control equipment at the intersection of Birch Street and Ronzo Road, including the proposed provision to install a*

*metered electric service to power proposed street lights. Said approval shall be contingent on Engineering Division approval of all equipment including proposed mast arms. Advise the City Council of the change in ownership and metered service for the street lights. Motion passed.*

**12) New Business**

- a) Waste Delivery Schedule 4/Member Survey Request with Schedule 4's  
*Motion made by Commissioner Stawski and seconded to accept and place on file. Motion passed.*
- b) Board Yearly Calendar  
*Motion made by Commissioner Padlo and seconded to accept and place on file. Motion passed.*

**13) Addendum**

**14) Adjournment**

*Motion made by Commissioner Padlo and seconded to adjourn. Motion passed.*

*Meeting adjourned at 6:42 p.m.*

*This meeting was recorded.*

Respectfully submitted,

Walter Veselka, P.E.  
Director of Public Works