

Minutes of Board of Public Works  
Regular Meeting  
Thursday, December 16, 2021  
6:00 p.m. Council Chambers, City Hall  
With Zoom Access

**Members Present:** Mayor, Jeffrey Caggiano  
Council Member, Sebastian Panioto  
Council Member, Cheryl Thibeault  
Commissioner Donald Padlo  
Commissioner Michael Dumas  
Commissioner Frank Stawski

**Staff Present:** Raymond A. Rogozinski, Director of Public Works

**Absent:** Council Member, Jolene Lusitani

**1. Call to Order**

Mayor Caggiano called the meeting to order at 6:00 p.m.

**2. Board of Public Works Minutes of the Previous Meetings**

A. 11/18/2021 Regular Meeting Minutes Draft

Motion: made by Commissioner Stawski and seconded, to accept as amended and place on file.  
Motion passed.

B. 11/22/2021 Building Committee Meeting Minutes Draft

**3. Concerns & Petitions from the Public**

Steve Donaghy, 94 Frederick St., requested information regarding the Flood/Erosions Board Meeting schedule and was provided with updates.

There were no action items.

Motion: made by Commissioner Stawski and seconded, to hear item 8.A. Motion passed.

Commissioner Padlo arrived, 6:10 pm.

A. Mark Scalanka, Collier provided report regarding the impact of Project Labor Agreements on the City Hall Renovation Project budget. Discussion followed.

Ron Quicquaro, P.A., Studio Q, presented considerations regarding renovation of the former Dog Pound, discussion followed.

Motion: made by Commissioner Stawski and seconded, to hear item 11.D. Motion passed.

B. Joe Balskus, P.E., VHB, provided a presentation on speed bumps and humps, stakeholders, well suited installation locations and impact to snow operations.

#### **4. Employee Recognition**

- A. December 2021 work anniversaries were recognized.
- B. Howson Employee Recognition Memo

Motion: made by Council Member Thibeault and seconded, to accept the recognition memo regarding Joseph Howson and forward to Human Resources. Motion passed

#### **5. Public Works Division Reports**

- A. The November 2021 Division Head Reports were presented.

There were no action items.

#### **6. Public Works Project Schedule**

- A. The November 2021 Project Schedule was presented and discussed.

Motion: made by Commissioner Padlo and seconded, to accept as presented and place on file. Motion passed.

#### **7. Director's Report**

- A. Director Rogozinski provided report on the Department.

#### **8. City Hall Renovation Project**

- A. On motion, heard following Public Participation.

#### **9. Building Committee**

- A. Updates were provided for the City Hall Renovation Project's progress as of November 2021.

Motion: made by Commissioner Stawki and seconded, to accept as presented and place on file. Motion passed.

#### **10. Unfinished Business**

- A. DPW policies: 21.8 Transfer Station Residential Permits; 21.9 Transfer Station Commercial Permits; 22.1 Service for Residential Border Properties; 23.16B Shared Cost Waterway Tree and Wooded Debris Removal; 25.0 Snow Removal and Ice Control; 6. 25.3 Debris and Excessive Snow Clearing Priority Plan, were reviewed and discussed.

Motion: made by Commissioner Stawki and seconded, to accept as presented and approve. Motion passed.

#### **11. New Business**

- A. A Board of Finance request for the Fleet Division was presented.

Motion: made by Commissioner Dumas and seconded, to accept the Fleet Division request to transfer \$1,200 from Fleet Motor Vehicles Parts to the 8 Ton Tilt Trailer and forward to the Board of Finance. Motion passed.

B. The Board of Public Works 2022 meeting calendar was presented.

Motion: made by Commissioner Stawski and seconded, to accept as presented and forward to the City Clerk. Motion passed.

C. Updates were provided regarding bridge construction projects.

D. On motion, heard following Concerns & Petitions from the Public.

E. The Landfill Steward Ship Permit Renewal and Landfill Action Plan was presented.

Motion: made by Council Member Thibeault and seconded, to accept as presented and file. Motion passed.

F. The request for sidewalk waivers submitted by Clean Harbors Environmental Services for lot 6-4 Emmett St (for frontage on Emmet St and Broderick St.), were presented.

Motion: made by Commissioner Padlo and seconded, move to authorize the Department of Public Works to forward a recommendation to City Council, on behalf of the Board, recommending that City Council approve the request to defer construction of sidewalks across the property identified as Lot 6-4 Emmett Street. Said approval shall be subject to the filing, on City land records, of a covenant stating: "if sidewalks are constructed on the adjacent lots the City reserves the right to require the Department of Public Works | 860.584.6125 City of Bristol Public Work Department 111 North Main Street Bristol, CT 06010 [www.bristolct.gov](http://www.bristolct.gov) property owner to construct or pay for the cost of constructing, sidewalks across the referenced property frontage (540 ft.). Motion passed.

G. DPW/ NVCOG Hazmat Plan was discussed.

Motion: made by Commissioner Dumas and seconded, move to forward a recommendation to City Council requesting approval of the Regional Hazardous Mitigation Plan Update 2021-26 with Municipal Annex for Bristol prepared by NVCOG. Said approval shall authorize the Mayor to sign any and all documents required for approval. Motion passed.

H. A plan and funding program to transition sidewalks and curb ramps to ADA Section 504 compliance was presented.

There were no action items.

## **12. Addendum**

There were no action items.

## **13. Adjournment**

Motion: made by Council Member Thibeault and seconded, to adjourn. Motion passed.

Meeting adjourned at 7:45 p.m.  
This meeting was recorded.

Respectfully submitted,

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Raymond A. Rogozinski, P.E.  
Director of Public Works

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