

Minutes of Board of Public Works  
Regular Meeting  
Thursday, May 20, 2021  
6:00 p.m. Council Chambers, City Hall  
With Web Access via Zoom

**Members Present:**

Councilwoman Mayor, Ellen Zoppo-Sassu  
Council Member, Mary Fortier, Acting Chair  
Council Member, Gregory Hahn  
Council Member, Peter Kelley  
Commissioner Michael Dumas  
Commissioner Donald Padlo  
Commissioner Frank Stawksi

**Staff Present:**

Raymond A. Rogozinski, Director of Public Works

**1. Call to Order**

Mayor, Ellen Zoppo-Sassu called the meeting to order at 6:00 p.m.

6:01 Mayor Zoppo-Sassu turned the meeting over to Council Member Fortier and took leave.

Motion: made by Council Member Fortier and seconded, to hear agenda item 9.A *City Hall Renovation Project*, following the *Call to Order*. Motion passed.

- A. Report was given on the progression of the City Hall Renovation Project, including a presentation of a proposed design layout for City Hall by Ronald M. Quicquaro, PA, Studio Q Architecture, 301 Highland Ave., Waterbury, CT.

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

- A. 03-18-2021 Meeting Minutes Draft

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

- B. 04-15-2021 Meeting Minutes Draft

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

**3. Employee Recognition**

- A. The Board reviewed a memorandum from Public Works Analyst, Lindsey Rivers, which recognized the work performed above and beyond their job scopes, dedication, cooperation and selflessness of:

Janet Letourneau, IT Coordinator (former DPW Senior Admin.)  
Lindsey Schaffrick, Treasury & Pension Coordinator (former DPW Acct. Payable/Rec. Clerk)  
Emily Oparowski, DPW Clerk

Jason Morrocco, DPW Project Manager  
Michael Krenicki, DPW Construction Inspector

Demonstrated throughout April, by their sustained facilitation of essential services and the completion of vital, administrative functions on behalf of the Department of Public Works. Their assistance necessitated was by a 60%, multi-week, reduction to the DPW Administrative workforce, subsequent to Staff contracting COVID-19 in the course of performing their duties.

Motion: made by Council Member Dumas and seconded, to accept and place on file. Motion passed.

B. April work anniversaries were recognized.

#### **4. Concerns & Petitions from the public**

None

#### **5. Director's Report**

Director Rogozinski provided report on the Department, including: changes to the City's COVID-19 policies and procedures, staff vaccination rates, and staff training opportunities.

Motion: made by Council Member Hahn and seconded, to accept and place on file. Motion passed.

#### **6. Review of Public Works Budgets**

A. Year to date budgets were reviewed.

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

#### **7. Public Works Division Reports**

A. April 2021 Division Head Reports were presented.

Motion: made by Council Member Kelly and seconded, to accept and place on file. Motion passed.

#### **8. Public Works Project Schedule**

A. May 2021 Project Schedule

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

#### **9. City Hall Renovation Project**

A. On motion, item 9.A was heard as item 1.A

#### **10. Building Committee**

A. Updates were provided regarding the Building Committee Projects.

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

### **11. Unfinished Business**

- A. Report was given on the processing costs of solid waste and recycling.

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

Director Rogozinski requested the "Reconstruction of Maple Court", and "Main Library Side Walk Repairs & Animal Control Facility Kennel Painting", be added as agenda items.

Motion: made by Commissioner Padlo and seconded, to add "Maple Court Reconstruction", as agenda item 10.B. Motion passed.

- B. Director Rogozinski presented an easement request to be made from Department of Public Works to Maple Court property owners.

Councilman Hahn disclosed for the record, his daughter resides in a rental located on Maple Court, and has no financial interests associated with the property.

Motion: made by Councilman Hahn and seconded, to authorize the Department of Public Works to request an easement for roadway purposes from Maple Court property owners. Said easement will enable the City to reconstruct the roadway, perform required future maintenance and provide public access to the existing roadway. Motion passed.

Motion: made by Commissioner Padlo and seconded to add "Main Library Side Walk Repairs & Animal Control Facility Kennel Painting" agenda as item 10.C. Motion passed.

- C. Director Rogozinski presented proposals to carry out sidewalk repairs at the Main Library and kennel painting at the Animal Control Facility.

Motion: made by Commissioner Padlo and seconded, to authorize the Department of Public Works to proceed with Main Library sidewalk/stairs repairs at a cost of \$29,193 and epoxy painting the City Dog Kennel at a cost of \$14,400. Motion passed.

- D. The Salvatore right of way request was presented.

Motion: made by Councilman Hahn and seconded, to authorize the Salvatore Ave. right of way request as per Department of Public Works memos date 3/09/21 and 05/11/21. Motion passed.

### **12. New Business**

- A. Director Rogozinski gave report on streetscape improvements planned for Rt. 72/Riverside Ave and Divinity Street.

Motion: made by Councilman Hahn and seconded, to accept as and place on file. Motion passed.

- B. Director Rogozinski gave report on current Downtown revitalization projects.

Motion: made by Councilman Hahn and seconded, to accept and place on file. Motion passed.

- C. Spotlighting of the City of Bristol's traffic study, in a recent publication by The University of Connecticut's T2 Center was reviewed.

There were no action items.

Mayor Zoppo-Sassu re-joined the meeting at 7:16pm.

- D. Director Rogozinski provided a project update and presented appropriation requests to the BOF for \$663,000 in Capital Funds and \$637,000 in State Grant matching funds, to the move forward with the Memorial Boulevard Bridge Project.

Motion: made by Council Member Hahn and seconded, to approve the appropriation requests to fund rehabilitation of the Memorial Boulevard Bridge, as presented, for submission to the Board of Finance. Motion passed.

### **13. Addendum**

There were no action items.

### **14. Adjournment**

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

Meeting adjourned at 7:25 p.m.  
This meeting was recorded.

Respectfully submitted,

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