



**CITY OF BRISTOL  
BOARD OF FINANCE AGENDA REQUEST FORM**

To: Board of Finance Commissioners

From: Public Works  
(Requesting Department)

Date: 2/16/23  
(Submission Date)

For the 2/28/2023 Board of Finance Meeting Agenda  
(Date of Meeting)

This request is for:  
(Please check the type of request and list in whole dollar amounts)

- Additional Appropriation \$ 80,000  
CNR
- Transfer from Contingency \$ 80,000
- Transfer(s) \$ \_\_\_\_\_
- Grant \$ \_\_\_\_\_
- Carry-over(s) \$ \_\_\_\_\_
- Other \_\_\_\_\_

**Approval:**

This request was approved by the Board of Public Works  
(governing Board of your department)

at its meeting held on 2/16/2023  
(date)

  
\_\_\_\_\_  
(Department Head's signature)

**All requests to appear on the Board of Finance meeting agenda for consideration must be submitted to Jodi McGrane in the Comptroller's Office by 10:00 a.m. Monday of the preceding week of the meeting. Board of Finance Meetings are held on the fourth Tuesday of each month at 5:30 p.m. in the Council Chambers.**

Reason For Request:

The City is applying for a Recreational Trails Grant from the CT Dept. of Energy & Environmental Protection (DEEP), in the amount of \$320,000, to design and engineer a bike/pedestrian trail from Rockwell Park to Rt. 229. There is a match requirement of \$80,000, for a total project amount of \$400,000.

The funds for the match must be appropriated by the City at the time of application.

Additional Appropriation(s) and/or Appropriation(s) complete the following:

Account	Account Name	Amount
<u>3027023-490300-23G19</u>	<u>Transfer In Capital Projects</u>	<u>\$80,000</u>
<u>3027023-531000-23G19</u>	<u>Professional Fees</u>	<u>\$80,000</u>
_____	_____	_____

Transfer(s) complete the following:

<b>From:</b> <u>3058106-589000</u> <u>CNR Contingency</u>	<b>To:</b> <u>3058108-591300</u> <u>Operating Transfer Out</u>	<b>Amount:</b> <u>\$80,000</u>
<b>From:</b> _____	<b>To:</b> _____	<b>Amount:</b> _____
<b>From:</b> _____	<b>To:</b> _____	<b>Amount:</b> _____
<b>From:</b> _____	<b>To:</b> _____	<b>Amount:</b> _____

Grants:

Total Amount:	Grant \$ _____		
	City Share \$ <u>80,000</u>	<u>20</u>	<u>%</u>
	Federal/State Share \$ <u>320,000</u>	<u>80</u>	<u>%</u>

Carry-overs list the following:

Account	Account Name	Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____



City of Bristol  
Office of Town and City Clerk  
111 North Main Street  
Bristol, Connecticut 06010  
(860) 584-6200 ext. 0

February 15, 2023

Board of Finance  
Diane M. Waldron, Clerk  
City Hall  
111 North Main Street  
Bristol, Connecticut 06010

Dear Members:

At a meeting of the City Council on February 14, 2023 it was voted to approve the submission of an application for up to \$320,000 and a City match of up to \$80,000, for a DEEP Recreational Trails Grant to design and engineer a pedestrian/bicycle trail from Rockwell Park to Rt. 229, to authorize the Mayor to execute any and all documents associated with the application/grant, and to refer this matter to the Board of Finance for any necessary action.

Very truly yours,

A handwritten signature in cursive script that reads "Erica Cabiya".

Erica Cabiya, CCTC  
Town and City Clerk

cc: Dawn Leger, Grants Administrator  
Joshua Medeiros, Superintendent PRYCS



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RECEIVED  
2023 FEB -9 PM 2:12  
TOWN AND CITY CLERK  
- BRISTOL, CT

DATE: February 8, 2023  
TO: Mayor Jeffrey Caggiano  
City Council Members  
FROM: Dr. Dawn Leger, Grants Administrator *D Leger*  
RE: DEEP Recreational Trails Grant

**Background**

Connecticut Department of Energy & Environmental Protection will provide planning and implementation grants for municipalities and regions seeking funding for the development of Recreational Trails, especially in Distressed Communities with Environmental Justice areas of concerns. Applicants for planning and design grants must engage in community outreach as well as extensive analysis of any environmental impact from the acquisition and alteration of property.

**Project Description**

The City of Bristol will apply for a Recreational Trails Grant from the CT Dept. of Energy & Environmental Protection, to create a pedestrian/bicycle trail along the Pequabuck River from Rockwell Park to Rt. 229.

**Funding Request**

The total project cost – design and engineering – is estimated to cost up to \$400,000, which represents a grant application of up to \$320,000 and a City match of up to \$80,000.

**City Match**

A City match of 20 percent is required, or up to \$80,000.

**Requested Action**

To approve the submission of an application for up to \$320,000 and a City match of up to \$80,000, for a DEEP Recreational Trails Grant to design and engineer a pedestrian/bicycle trail from Rockwell Park to Rt. 229, to authorize the Mayor to execute any and all documents associated with the application/grant, and to refer the matter to the Board of Finance for any necessary action.