

City of Bristol
Board of Public Works
Draft Meeting Minutes
For October 15, 2026
With Zoom Access

Members Present:

Mayor Ellen Zoppo-Sassu
Commissioner Michael Dumas
Commissioner David Hartley
Commissioner Frank Stawski
Council Member Steven Seymour
Council Member Erick Rosengren
Council Member Gregory Hahn

Staff present:

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

1. Call to order
2. Approval of Minutes
 - a. September Draft Minutes

MOTION: made by Commissioner Hartley and seconded by Commissioner Stawski to accept as presented and place on file. Motion Passed.

3. Public Participation

Jazmine, Kid Governor Candidate, talked about how she is running for Kid Governor of CT and presented a video on recycling, which is the community issue she is promoting on with her campaign.

Mark Vose, 92 Bingham Street and Victor Lagace, 117 Broad Street, spoke about issues they are experiencing with drainage and runoff.

Mayor Zoppo-Sassu, stated the residents were at the council meeting last week and submitted a packet with documentation and photos.

Raymond Rogozinski, P.E., Director of Public Works, stated that submitting a claim to the city clerk so that it goes thru the official process.

Council Member Rosengren asked if the videos they presented could be zoomed out so it would be more helpful and better views.

- f. Bear Proof Barrels

Akiebia Hicks, Deep, spoke about the bear barrels and their role in promoting safety for both bears and residents. She reviewed how the bear proof barrels works and how residents can secure their trash to minimize bear conflicts.

Lindsey Rivers, Public Works Analyst, stated we have a sample barrel upstairs for residents to look at if they want to. We have the bear upstairs as well and that a QR code is available for residents to access information and submit a selfie for the campaign.

Raymond Rogozinski, P.E., Director of Public Works, stated he supports the bear awareness program, but the concern is the barrel issues with cost and the drivers having to get out of the vehicles to empty them.

Council Member Rosengren stated he purchased a ratchet strap for his barrel and takes it off the day of his pickup and it seems to work pretty well.

Mayor Zoppo-Sassu stated that the barrel price and the logistics is a concern, but if someone is interested, we can make them available.

Lindsey Rivers, Public Works Analyst, clarified that the program isn't a push to purchase the \$500 barrel, it's to provide outreach and education on how to help with bear safety and to avoid trash issues.

The Kid Governor video was presented to the board.

Mayor Zoppo-Sassu stated we can connect Jazmine with Lindsey and post the video on our face book page.

4. Consent Agenda
 - a. Employee Anniversaries
 - b. Directors Report
 - c. Division Reports
 - d. Engineering Project List

Council Member Hahn asked to remove the Directors Report from the consent agenda for discussion.

MOTION: made by Commissioner Hartley and seconded by Commissioner Dumas to accept the consent agenda minus the Directors Report and place on file. Motion passed.

Council Member Hahn asked for an update on the four lights out on Wildwood being fixed.

Raymond Rogozinski, P.E., Director of Public Works, stated he will make sure Eversource has that in their schedule and if the four lights are in a row, it usually means there's a break in the underground electric and that would extend the repairs.

Council Member Hahn asked about the Brace Avenue completion date.

Mayor Zoppo-Sassu, stated that a narrative and status of the project update was done, and letters will be given out.

5. New Business
 - a. BPW Pavement Management

Raymond Rogozinski, P.E., Director of Public Works, reviewed the pavement management policy attached in the agenda.

MOTION: made by Council Member Hahn and seconded by Commissioner Stawski to accept the pilot program for the resurfacing and road work. Motion passed.

b. MS4 Update

Raymond Rogozinski, P.E., Director of Public Works, reviewed the memo included in the agenda.

MOTION: made by Council Member Hahn and seconded by Council Member Seymour to accept as presented and place on file.

c. Transfer Station Yearly Reclassification

The board has a discussion regarding the reclassification update at the transfer station and how it works.

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

Raymond Rogozinski, P.E., Director of Public works asked for a motion to approve the updated practices into a policy.

MOTION: made by Council Member Hahn and seconded by Commissioner Stawski to approve the transfer station operation and user policy as proposed by the Department of Public Works. Motion passed.

d. Recycling Annual Report

Mayor Zoppo-Sassu reviewed the annual report.

MOTION: made by Commissioner Hartley and seconded by Council Member Rosengren to accept as presented and place on file. Motion passed.

e. BOF Transfer

MOTION: made by Council Member Hahn and seconded by Commissioner Hartley to approve the Board of Finance Request for \$60,000.00 from the nipper fund to program supplies.

MOTION: made by Commissioner Dumas and seconded by Council Member Hahn to add a Board of Finance Request. Motion passed.

MOTION: made by Commissioner Hartley and seconded by Council Member Seymour to approve the Board of Finance transfer of \$49,745.00 for the additional appropriation for the parking garage security cameras. Motion passed.

MOTION: made by Commissioner Hartley and seconded by Commissioner Stawski, that the Board of Public Works supports a bid waiver for this purchase to be able to tie into the existing city-owned system for a standard throughout the city. Motion passed.

6. Old Business

None

7. Any other matter to come before said meeting

Raymond Rogozinski, P.E., Director of Public Works, reviewed the request to extend Grassy Road from H & T Holdings and asked that it be added to the November agenda so there can be time for new plans to be submitted.

MOTION: made by Council Member Hahn and seconded by Council Member Rosengren to add H & T Holdings, Grassy Road extension to the agenda. Motion passed.

Mayor Zoppo-Sassu reviewed the memo regarding the request for the extension of Grassy Road.

Raymond Rogozinski, P.E., Director of Public Works, stated that Public Works recommends that we accept and hear this at the next public works meeting. He reviewed the request regarding this road and what it entails.

MOTION: made by Commissioner Hartley and seconded by Commissioner Dumas to receive and table the item to the November item.

Mayor Zoppo-Sassu, talked about the Chippanée Golf Club and how it affects the Public Works Board due to being a public facility. There are no plans for employees there now, but we may have some of our staff go there for a review of mechanics. There is a request from the Building Department to have an office for the code enforcement that can be used from the project fund. She mentioned the early voting moved to downstairs and asked to be aware of this change for residents coming in.

Barlow Street was mentioned and Raymond Rogozinski stated that this is being held up due to the water main issues being installed. Once this is corrected, it will move forward for street acceptance. Mail delivery was also discussed.

Paving on North Main Street will be starting soon and discussed about timing of this starting due to the early voting happening and the upcoming election.

Commissioner Stawski mentioned that the Shrub Road sidewalks looks great. He asked if we have a sidewalk inspector.

Raymond Rogozinski, P.E., Director of Public Works, said that generally the inspections are complaint driven and we do contact residents for those issues. There is a sidewalk program with an income component to assist resident for payment of repairs.

8. Adjournment

MOTION: made by Commissioner Hartley and seconded by Commissioner Stawski to adjourn at 7:10 pm. Motion passed

Raymond Rogozinski, P.E.
Director of Public Works