

Board of Public Works
Thursday, February 21, 2013
6:00 PM, First Floor Meeting Room

1. Call To Order
2. Board Of Public Works Minutes Of The Previous Meeting
 - A. Board Of Public Works Minutes
Minutes of the January 17, 2013 meeting.

Documents: [January BPW minutes.pdf](#)
3. Employee Recognition
 - A. Commendation From John Zaleski
Commendation for Water Pollution and Public Works crews

Documents: [John Zaleski employee recognition.pdf](#)
 - B. Eric Straun Commendation
Commendation from Fran Roy of 278 Burton Street.

Documents: [Eric Straun commendation.pdf](#)
 - C. Commendation From Larry Nelson
Recognizing Joe Mone for his help during the storm

Documents: [Joe Mone commendation.pdf](#)
 - D. Commendation From Gail A. Syring
Commendation to the Public Works Department for their help during the storm

Documents: [Letter from Gail Syring.pdf](#)
 - E. Commendation From 40 Orleans Drive
Commending David Ludecke for his help with their barrel

Documents: [David Ludecke commendation.pdf](#)
4. Concerns And Petitions From The Public
5. Committee Reports
 - A. Street Committee
No February meeting
 - B. Sewer Committee
Sewer Committee minutes for February

Documents: [Sewer Committee minutes.pdf](#)
 - C. Miscellaneous Matters Committee
No February meeting
 - D. Solid Waste Committee Minutes
Minutes for February monthly meeting.

Documents: [Solid Waste Committee minutes.pdf](#)
 - E. Jan 22, 2013 Budget Committee Minutes

Documents: [Jan 22 Budget Comm Minutes.pdf](#)
6. Correspondence

- A. Street Light Request For 26 Fifth Street
 - Letter from Dennis & Kassandra Belisle to the Board requesting a street light at 26 Fifth Street.

 - Documents: [Street light for 26 Fifth Street.pdf](#)
- B. Reappointment To The Board
 - Reappointment of Don Padlo to the Board of Public Works until February, 2016

 - Documents: [Don Padlo reappointment.pdf](#)
- 7. Public Works Divisions Report
 - A. Division Report
 - Report for January

 - Documents: [PW Division report.pdf](#)
 - B. WPC Energy Accounts
 - Documents: [WPC Energy Accounts.pdf](#)
- 8. Public Works' Project List
 - A. Project List
 - Project list for January

 - Documents: [PW Project list.pdf](#)
- 9. Director's Verbal Report
- 10. Review Of Public Works Budgets
 - A. Public Works Budgets
 - Review of the budgets for January

 - Documents: [Review of PW budgets.pdf](#)
- 11. Unfinished Business
 - A. Monthly Calendar
 - Calendar for March

 - Documents: [March calendar.pdf](#)
- 12. New Business
 - A. Waiver Of Street Regulations
 - Phase 1 of Renaissance Downtowns

 - Documents: [Waiver of street regulations.pdf](#)
 - B. Board Of Finance Request
 - BOF request from WPC

 - Documents: [BOF Request to transfer 230,993.pdf](#)
- 13. Addendum
- 14. Adjournment

Minutes of Board of Public Works
Thursday, January 17, 2013
6:00 PM 1st Floor Meeting Room – City Hall

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

Absent: Council Representative Kevin Fuller and Commissioner Morris Laviero

1) Call to Order

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

2) Board Of Public Works Minutes Of December 20, 2012

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

3) Employee Recognition

Director Veselka would like to recognize Lee Adams who started with the City on Monday, January 14 as GIS/CAD Technician

4) Concerns & Petitions from the public

Jim Bosma of 137 Gridley Street is concerned with his high sewer charges. Director Veselka said WPC is trying to reduce rates on minimum usage to lower sewer charges. It is being discussed in committees and the lower rates may be effective next year.

Paul D'Aprile of 126 Frederick Street said that the city did a good job plowing during the last storm but he is concerned with the amount of potholes near the Frederick Street Bridge. Director Veselka informed him that the crew has a list of where potholes need to be fixed but if they see a large one not on the list they stop to fill it.

5) Committee Reports

- a) Street Committee Report – No January meeting
- b) Sewer Committee Report

SEWER COMMITTEE REGULAR MEETING MINUTES

January 2, 2013

ATTENDANCE:

Members Present: Commissioner Padlo, Chairman
Councilman Cockayne
Commissioner Stawski

Staff Present: Walter Veselka, P.E., Dir. PW
Brian W. Fowkes, P.E., Asst. Dir. PW/WPC Manager

The Meeting was called to order at 5:00 p.m. January 2, 2013, in the Public Works Conference Room, on the ground floor of City Hall.

4B.1 408 Stafford Avenue, Attorneys Mastrianni & Seguljic, request for a sewer user adjustment

MOTION: was made by Councilman Cockayne to:

Waive the penalties fees levied on the estate's account provided the outstanding balance of the sewer user and lien fees in the amount of \$1,824.17 are paid in full within 30 day of notification of this action.

VOTE: The motion carried 3-0.

4B.2 15 Delmar Drive, Grace Krupa, request for a sewer user adjustment

MOTION: was made by Councilman Cockayne to:

Waive the sewer usage fee including the penalty charge for the November 1st billing. The bases for billing for the February 1st billing will be set at the 1,200 CF minimum consumption. Billing thereafter will be in accordance with standard sewer usage billing policies.

VOTE: The motion carried 3-0.

4B.3 9, 11, 13 Third Street, Myrna P. Mendoza, request for a sewer user adjustment

MOTION: was made by Councilman Cockayne to:

Deny request for an adjustment based on existing billing policy.

VOTE: The motion carried 3-0.

4B.4 40 Glenview Drive, Vernon Stockman, request for a sewer user adjustment

MOTION: was made by Commissioner Stawski to:

Deny request for an adjustment based on existing billing policy. The winter quarter reading was 2,495 cf, with the quarters before and after recorded

at 2,195 cf and 2,175 cf. The winter quarter reading is essentially representative of the amount of water discharged during three quarters of the year.

VOTE: The motion carried 3-0.

4B.5 485 Farmington Avenue, Renny Lora, request for an AGRU waiver

MOTION: was made by Councilman Cockayne to:

Approve a Diminimus Discharge waiver, as provided for in the State's General Permit section 5(b)(4), granted with the stipulation that the waiver may be revoked by the Sewer Authority at any time, at its sole discretion, if it deems the FPE to be a potential source of FOG. The FPE is required to notify the Sewer Authority prior to making any changes to its operation that may affect its potential to discharge FOG materials. The FPE will implement all Best Management Practices to minimize any residual discharge.

VOTE: The motion carried 3-0.

4B.6 Phosphorus Upgrade Design – Building construction

MOTION: was made by Commissioner Stawski to:

Approve the use of masonry block and brick construction for the process building proposed for the Phosphorus treatment upgrades and authorize the design consultant to proceed. The block and brick construction provides greater building durability than alternate construction materials and is consistent with the existing structures at the City's facility.

VOTE: The motion carried 3-0.

4B.7 Any other items brought forth from the committee or staff

4B.7a Sewer Usage Billing Structure

Discussion: Staff presented a proposal to adjust the billing structure as part of the FY 2014 fiscal year budgetary process. The existing structure includes a standard service fee per account and a set minimum billing consumption of 1,200 cf, established around 1990. The service fee and minimum consumption are intended to reflect the fixed or non-flow related costs of the City's wastewater operations. The proposed change would reduce the minimum consumption volume to 1,000 cf to promote conservation while implementing an increase in the service fee charged to all accounts to offset the loss of net revenue.

MOTION: was made by Commissioner Stawski to:
Grant conceptual approval to modify the rate structure, as part of the FY

2014 budgetary and sewer usage rate modification process, to reduce the minimum billing consumption and to offset the impact to net revenues with an increase in the service fee charged to all user accounts.

VOTE: The motion carried 3-0.

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 – No January meeting
- d) Solid Waste Committee Report

Solid Waste Committee Minutes

Wednesday, January 2, 2013

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
Dave Clark, SW Superintendent

Meeting called to order at 8:05 AM.

4D1. Staff updated the committee on Transfer Station Data and implementation plans. Council member Mills suggested utilizing the electronic boards at the schools to help get the word out when PAYT is ready.

4D2. Glenn Klocko joined the meeting and discussed the findings of the analysis of Solid Waste collection RFI's.

Discussion took place around the cost of doing call backs by SW staff. It was requested that a Call Back Policy for the City be an agenda item for the next meeting.

4D3. Staff advised the Committee that SOP's would be reviewed internally prior to being brought to the Committee.

Motion made and seconded to adjourn at 9:04 AM.

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

- e) Budget Committee Report

Public Works
Budget Committee Minutes
Tuesday, January 8, 2013 2:00 PM
1st Floor Meeting Room, City Hall

In attendance: Council Representative Fuller, Commissioner Stawski, Director Veselka and Public Works Analyst Sheree Gorneault.

Division Representatives attended to speak to their portion of the budget: Public Facilities and Public Works Fleet Manager George Wallace, City Planner Alan Weiner, City Engineer Paul Strawderman and Assistant City Engineer Raymond Rogozinski

1. Meeting Called to Order at 2:04 PM
2. Reviewed and discussed budget requests for the following:
 - a. Administration Division
 - b. Building Maintenance
 - c. Railroad Maintenance
 - d. Other Buildings
 - e. Engineering Division
 - f. Permanent Patch
 - g. Line Painting
 - h. Street Lighting
 - i. Land Use Division
3. Discussed Public Works preliminary actions to associate budget to functions/services.
4. Discussed method of comparing 2012-13 approved budget to requested 2013-14 budget.
5. Planned Committee's actions/meeting dates to discuss possible program/service reductions to meet Mayor's directive. Meetings set for 1/22, 1/24, 1/29/2013.
6. Discussed and set agenda for January 10, 2013 Budget Committee meeting.
7. Meeting Adjourned at 3:20 PM.

Public Works
Budget Committee Minutes
Thursday, January 10, 2013 2:00 PM
1st Floor Meeting Room, City Hall

In attendance: Council Representative Fuller, Commissioner Stawski, Commissioner Padlo, Director Veselka and Public Works Analyst Sheree Gorneault.

Division Representatives attended to speak to their portion of the budget: Public

Facilities and Public Works Fleet Manager George Wallace, Street Superintendent Bill Wolfe, Assistant Street Superintendent Joe Mone, and Solid Waste and Recycling Analyst Dave Oakes.

1. Meeting Called to Order at 2:00 PM
2. Reviewed and discussed budget requests for the following:
 - Street Maintenance
 - Snow
 - Fleet Maintenance
 - Fleet Capital
 - Solid Waste Division
 - Solid Waste Special Revenue Fund
3. Discussed Committee's actions/meeting dates to discuss possible program/service reductions to meet Mayor's directive.
4. Discussed and set agenda for January 15, 2013 Budget Committee meeting.
5. Meeting adjourned at 3:00 PM
Motion made by Commissioner Padlo and seconded to accept and place on file. Motion passed.

Director Veselka mentioned that members of the Board will get a link to the Budget report tomorrow.

6) Correspondence

- a) Letter from Gary & Nancy Proctor of 257 Peck Lane requesting a sewer user adjustment fee
Motion made by Commissioner Padlo and seconded to forward to the Sewer Committee. Motion passed.
- b) Letter from Felisberto Brito requesting a sewer user adjustment fee at 12 Conlon Street
Motion made by Commissioner Padlo and seconded to forward to the Sewer Committee. Motion passed.

7) Public Works Division Report

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

8) Public Works' Project List

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

9) Director's Verbal Report

Board of Public Works
Director's Verbal Report - January 17, 2013

We are now well into winter activities with almost all of our contract construction work in winter shutdown.

We still have contractors working on the Hart Street Detention Pond dredging and replacement of emergency generators at the WPC Boivin Street and Ivy Drive pump stations.

The Engineering Division is working with our design consultants to finish up design and/or permitting work on several projects. The Waterbury Road and Willis Street reconstruction plus Frederick Street Bridge projects will be going to bid shortly for construction beginning in the spring. The Pine Lake parking area project we are doing as assistance to the Park Department and Pine Lake Committee will also start construction with spring weather. Work continues on the Copper Mine Brook flood relief projects and the South/Church/Union Street intersection realignment.

The Street Division is making catch basin repairs, trimming trees & roadside vegetation and patching damaged roadway as the weather allows.

The Solid Waste Division is wrapping up holiday tree collection; we will begin taking calls for missed trees next week.

The Fleet Maintenance Division continues to be very busy repairing and maintaining trucks and equipment for winter season operations and solid waste collections.

In addition to working to get our hands around the needs of the old school buildings turned over by the Board of Education the Building Maintenance Division is beginning office painting and floor cleaning within City Hall spaces as staffing allows.

The Administration Division is busy with permit sales, the renewal of second Solid Waste barrel service and preparations for Yardwaste renewals. Sheree has been busy working through the implementation of accepting funds into residents accounts as we prepare to go live with "Pay-As-You-Throw".

The Water Pollution Control Division continues their winter work as described in Brian's section of the Division Report.

All the Divisions, the Board's Budget Committee and I worked through the preparation and review of our 2013-14 budget request. We will be providing the Board with a link they can use to review the recommended budget tomorrow. Next week the Committee, Sheree and I will begin work on recommendations for possible reductions to meet the Mayor's request. I provided the Committee with background information on recommendations from past budgets they are currently reviewing.

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

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 \$5,124 from the WPC Contingency Account to the WPC Liability Ins and Professional Fees Accounts

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 \$64,142 from Miscellaneous Accounts to balance other General Fund Public Works Divisions

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

12) New Business

Director Veselka informed Council Representative Cockayne that if private contractors damage curbing when snow plowing they will not be used the following year.

13) Addendum

a) Director Veselka's memo concerning PAYT training period

b) Memo from Mayor Ward concerning customer service

14) Adjournment

Motion made by Council Representative Mills and seconded to adjourn. Motion passed.

Meeting adjourned at 6:33 p.m.

Respectfully submitted,

Walter Veselka, P.E.
Director of Public Works

Walter Veselka - Fwd: Thank You

From: Walter Veselka
To: Fowkes, Brian; Wolfe, William
Date: Thursday, January 31, 2013 09:18
Subject: Fwd: Thank You
CC: Mone, Joseph; Piazza, Tony

Please share with you crews and extend thanks from both the Mayor and myself.

>>> "John Zaleski" <jzalski@sbcglobal.net> 31-Jan-13 07:22 AM >>>

Dear Mayor Ward,

I would like to bring to your attention the following. In the last two days I have had the occasion to call city departments; the sewer department, the police and also Public Works. Yesterday, the sewer dept. was called to check the flow of the sewer on my street in conjunction with a toilet issue in my home. The person I spoke with at the Pollution Plant was most courteous and within fifteen minutes of my call a crew was on the street checking the line. This morning at about 5:00 am, we noticed that several large branches had broken off our trees because of the storm and had blocked the roadway. I called the police non-emergency number to report it and the officer said he would contact the appropriate department. Within twenty minutes of my call a public works crew was on site and in what seemed like a very short time had cleared the heavy branches, cut them and disposed of them. I felt it was important that you know about this outstanding service in order to recognize the people involved.

Sincerely,

John E. Zaleski
35 Hobson Ave.
Bristol, CT 06010
860-584-2441

Suzanne Bashaw - Re: trash pickup

From: David Oakes
To: Bashaw, Suzanne; Clark, David; Veselka, Walter
Date: 2/6/2013 10:33 AM
Subject: Re: trash pickup

Eric Straun was the Driver/Collector. I extended thanks from all parties.

R2

>>> Walter Veselka 2/6/2013 10:03 AM >>>

Dave, Please let Sue know the name of the driver. Please extend the thanks of the resident and my appreciation to the individual.

Sue, Please include this e-mail in the Board of Public Works packets under Employee Recognition. Write in the name of the driver once Dave provides it to you.

>>> Suzanne Bashaw 06-Feb-13 09:58 AM >>>

Mrs. Fran Roy of 278 Burton Street was hosting a get together after a funeral yesterday and there were a lot of cars parked up and down her street. She wants to commend the driver of the truck who emptied her trash and at least 4 of her neighbor's trash barrels by getting out of the truck and picking them up to empty them into the truck. She felt he went above and beyond what should have been done.

Suzanne Bashaw - Merrill Court

From: Walter Veselka
To: Bashaw, Suzanne
Date: 2/13/2013 10:33 AM
Subject: Merrill Court

Sue, For Employee Recognition at Board of Public Works

>>> Anne Clark-Nelson <nelson.anne@sbcglobal.net> 12-Feb-13 04:52 PM >>>
Art, Ken, Dave and Joe: I had the opportunity to meet the supervisor from Public Works Today, Joe Mone, I was impressed that he would take time for me on a street of only about 11 homes. He was very concerned about the snow removal time on our street, I am very satisfied with the outcome, and yes we can get in and out safely. He even took time to thank one of the neighbors who help clean the street before the city had time to come up. Thank You Very much again

Respectfully,
Larry Nelson
Cell: 860-841-6653

Happy Valentines
Day

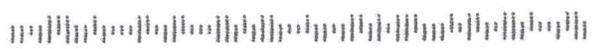
my dear Public works ⁰²⁻¹⁰⁻¹³
Thank you for
your hard work.
It is greatly
appreciated.
Love, miracles + light,
Gail a Syring & family

Gail Syring
83 South St. Fl. 1
Bristol, CT 06010

02 FEB 2013 PM 4 L



Bristol City Hall
attn: Public works
111 North Main St
Bristol, CT
06010



Suzanne Bashaw - Re: 40 Orleans Dr Thanks

From: David Clark
To: Letourneau, Carmen
Date: 2/13/2013 11:02 AM
Subject: Re: 40 Orleans Dr Thanks
CC: Bashaw, Suzanne; Oakes, David; Veselka, Walter

I thanked the driver for the good deed - Dave Ludecke.

>>> Carmen Letourneau 2/13/2013 9:42 AM >>>

Resident at this address wanted to thank the driver who was collecting (rubbish or recycling - not clear) He helped her daughter who was struggling with a barrel.

SEWER COMMITTEE REGULAR MEETING MINUTES

February 6, 2013

ATTENDANCE:

Members Present:

Commissioner Padlo, Chairman
Councilman Cockayne
Commissioner Stawski

Staff Present:

Walter Veselka, P.E., Dir. PW
Brian W. Fowkes, P.E., Asst. Dir. PW/WPC Manager

The Meeting was called to order at 5:00 p.m. February 6, 2013, in the Public Works Conference Room, on the ground floor of City Hall.

4B.1 12 Conlon Street, Felisberto Brito, request for a sewer user adjustment

MOTION: was made by Commissioner Stawski to:

Deny request for an adjustment based on existing billing policy. The winter quarter reading was 5,485 cf, with the quarters before and after recorded at 7,645 cf and 4,325 cf. The average of the three quarters was 5,818. The winter quarter reading is essentially representative of the amount of water discharged to the public sewer during three quarters of the year.

VOTE: The motion carried 3-0.

4B.2 257 Peck Lane, Gary & Nancy Proctor, request for a sewer user adjustment

MOTION: was made by Commissioner Stawski to:

Deny request for an adjustment based on existing billing policy. The City maintains over 16,000 sewer billing accounts and can not reasonably monitor the number of people residing in a home or when residents are way for extended periods of time.

VOTE: The motion carried 3-0.

4B.3 Any other items brought forth from the committee or staff

No other items were brought forth

The meeting was adjourned at 5:25 p.m.

Respectfully submitted,



Brian W. Fowkes, P.E.
Asst. Dir. PW/WPC Manager

Solid Waste Committee Minutes
Wednesday, February 6, 2013

Attendance:

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

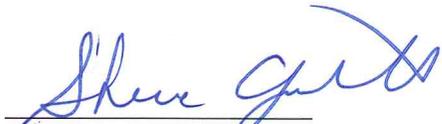
Staff Present: Walter Veselka, P.E., Director of Public Works
Sheree Gorneault, Public Works Analyst
Dave Clark, SW Superintendent
Roger Rousseau, Purchasing Agent
Glenn Klocko, Comptroller
Dave Bernagel, Chief Accountant

Meeting called to order at 8:05 AM.

4D1. Staff updated the committee on Transfer Station Data and implementation plans. Discussed outreach efforts, credit card processing implementation and Standard Operating Procedures. Committee will review Draft SOP's and provide feedback by 2/15/13.

4D2. Roger Rousseau provided analysis of SW costs that he compiled. Glenn Klocko & Dave Bernagel joined the meeting and discussed the findings of the analysis of Solid Waste collection costs.
Motion made and passed to: Have staff work with the Mayor's Office to submit a request to CCM to survey other municipalities to determine their experience and costs of Solid Waste Services through private contractors.
Motion made and passed to: Nominate Commissioners Stawski and Padlo as co-chairs of a sub-committee to review CCM's data.

Motion made and seconded to adjourn at 9:25 AM.



Sheree Gorneault
Public Works Analyst

Public Works
Budget Committee Minutes
Tuesday, January 22, 2013 3:30 PM
1st Floor Meeting Room, City Hall

In attendance: Council Representative Fuller, Commissioner Stawski, Commissioner Padlo, Director Veselka and Public Works Analyst Sheree Gorneault.

1. Meeting called to Order at 3:30 PM
2. Reviewed and discussed all Public Works budget requests for FY 13-14.
3. Motions made, seconded and approved:

Proposed 2013-2014 Public Works Department budget.

MOTION: I move that the Board of Public Works Budget Committee forward the 2013-2014 Public Works Department Budget proposal in the amount of **\$12,184,523** essentially as presented at this meeting to the Board of Public Works for their consideration. The Committee authorizes the Director of Public Works to make minor corrections to the budget requests, as needed, to correct errors as long as the total request is essentially as presented in this meeting.

Proposed 2013-2014 Solid Waste Disposal Fund budget.

MOTION: I move that the Board of Public Works Committee forward the 2013-2014 Solid Waste Disposal Fund Budget proposal in the amount of **\$2,598,413** essentially as presented at this meeting to the Board of Public Works for their consideration. The Committee authorizes the Director of Public Works to make minor corrections to the budget requests, as needed, to correct errors as long as the total request is essentially as presented in this meeting.

Proposed 2013-2014 Water Pollution Control Budget.

MOTION: I move that the Board of Public Works Budget Committee forward the 2013-2014 Water Pollution Control Budget in the amount of **\$5,653,200** to the Board of Public Works acting as Bristol's Sewer Authority essentially as presented at this meeting. The Board authorizes the Director of Public Works to make minor corrections to the budget requests, as needed, to correct errors as long as the total request is essentially as presented in this meeting.

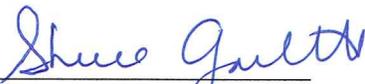
Proposed 2013-2014 Five Year Capital Improvement Project (CIP) Budget.

MOTION: I move that the Board of Public Works Budget Committee forward the 2013-2014 Five Year Capital Improvement Project Budget proposal in the amount of **\$19,288,000** essentially as presented at this meeting to the Board of Public Works for their consideration. The Board authorizes the Director of Public Works to make minor corrections to the budget requests, as needed, to correct errors as long as the total request is essentially as presented in this meeting.

Proposed 2013-2014 Transfer Station Special Revenue Fund Budget.

MOTION: I move that the Board of Public Works Budget Committee forward the 2013-2014 Transfer Station Special Revenue Fund Budget proposal in the amount of **\$620,314.77** essentially as presented at this meeting to the Board of Public Works for their consideration. The Board authorizes the Director of Public Works to make minor corrections to the budget requests, as needed, to correct errors as long as the total request is essentially as presented in this meeting.

4. Meeting adjourned at 4:00 PM



Sheree Gorneault
Public Works Analyst

Suzanne Bashaw - Street Light Request!

From: Walter Veselka
To: Bashaw, Suzanne
Date: 1/16/2013 5:52 AM
Subject: Street Light Request!

Sue, Please include this e-mail with the one I forwarded yesterday as an agenda item for the February Board of Public Works.

>>> <kbelisle26@comcast.net> 15-Jan-13 07:51 PM >>>

Mr. Veselka,

We are sending this letter to be presented a the Board of Public Works meeting on January 17th, 2013.

My husband Dennis & I live at 26 Fifth Street and we would like to request a street light put on the pole across the street from us. We have had break-in of vehicles, attempted break-ins of vehicles and loitering in Wilson Park.

Please consider our request as we feel if there was better lighting in the area we would not have these problems.

Thank you for your time. Please feel free to contact us.

Dennis & Kassandra Belisle
26 Fifth St.
860-584-1111

Suzanne Bashaw - Street Light Request

From: Walter Veselka
To: Bashaw, Suzanne
Date: 1/15/2013 8:38 AM
Subject: Street Light Request

Sue, Keep this request for the February meeting of the Board of Public Works

Mr. Rogozinski,

We are sending this letter to be presented a the Board of Public Works meeting on January 17th, 2013.

We live at 20 Fifth Street across from Wilson Field, there is no street light on the pole and it is very dark in front of our house. Therefore we are requesting a light be added to the CL&P pole on the north side of Fifth Street.

In the past year there have been some vehicle break in's, and an attempted vehicle break in. People often loiter due to the darkness of this area.

Thank you for your help in this matter. Feel free to contact us.

Sincerely,

Ed & Denise Adomaitis
20 Fifth Street
Bristol, Ct. 06010
860-589-4231



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

February 13, 2013

Donald Padlo
225 Westwood Road
Bristol, Connecticut 06010

Dear Mr. Padlo:

This is to officially notify you that at a meeting of the City Council on February 12, 2013 you were reappointed to the Board of Public Works for a term to February, 2016. Should your address change or you resign from this appointment, please contact the Town Clerk's Office.

It is necessary to take your oath of office when you are reappointed. Would you kindly stop at the Town Clerk's Office to take your oath.

Congratulations!

Very truly yours,

A handwritten signature in cursive script that reads "Therese Pac".

Therese Pac
Town and City Clerk

TP/cp

cc: **Walter Veselka, III, Public Works Dir.**



City of Bristol
Department Of Public Works
Bristol, Connecticut 06010

Board of Public Works – Department Report – January 2013

Public Works Monthly Metrics:

Total Transfer Station Permits	6331
Total Yard Waste Customers	3032
Number of Residential Transfer Station Visitors	1995
Number of Bulk Collections	87

Division Recaps:

Administration current month:

- Finalized FY 13-14 PW Budgets
- Managed Requests and feedback from website and FaceBook.
- Trending and analysis of Transfer Station Data.
- Implemented Credit Card payments on line and at front desk in support of Pay As You Throw
- Communication with residents in preparation for PAYT go live March 4, 2013
- Attended Solid Waste Committee meeting.

Administration next month activities:

- Continue data analysis, customer communication and implementation activities for Pay-As-You-Throw.
- Continue working with vendors for on line payments and develop internal process for managing payments.

Administration staff or concerns:

- No vacancies. Overtime for month cost: \$62.43 (Recording Secretary)
- Expecting high volume of residents making PAYT payments.

Engineering current month activities:

- Current construction activity: Hart Street detention pond dredging, 95% complete

Engineering next month activities

- Bid award for Willis Street reconstruction, City Hall roof repairs and Pine Lake parking area.
- Continue design work for Brewster Road sewer repair, Falls Brook Road drainage and Hillcrest Place reconstruction.

Web site www.bristolct.gov E-mail publicworks@bristolct.gov
111 North Main Street – Ground Floor
584-6125 or 584-7791

“The City of Bristol is an Equal Opportunity Provider”

Board of Public Works – Public Works Department Activity Report

- Consultant design for Frederick Street Bridge, Copper Mine Brook flood relief projects, South/ Church/ Union Street intersection realignment, Waterbury Road reconstruction.

Engineering staff or concerns:

- Lee Adams began work as GIS/AutoCADD Technician on January 14.
- December overtime: \$869. 5 CBYD call-ins, including 3 Sunday or holiday events

Land Use current month activities (January)

- Zoning Commission approved a Special Permit for a hotel as part of the Depot Square redevelopment project proposed by Renaissance Downtowns.
- Zoning Commission approved a Special Permit to reduce the required number of parking spaces for Phase I of the Depot Square redevelopment project proposed by Renaissance Downtowns.
- Zoning Commission held (and continued to February) a public hearing for approval of a Site Plan for the first portion of Phase I of the Depot Square redevelopment project proposed by Renaissance Downtowns.
- Zoning Commission held a public hearing on a proposed amendment to the Zoning Regulations to establish an 18-month moratorium on new drive-up windows in downtown Bristol; Commission postponed its decision to February.
- Inland Wetlands Commission approved a wetlands permit modification and Planning Commission approved a Site Plan modification to allow ESPN's generator buildings project to be constructed in two phases.
- Staff continued implementation of Aquifer Protection Program, assisting with the preparation of paperwork associated with the registration of three regulated activities at three sites.
- Temporary employee/GIS intern continued to digitize and update the "Existing Land Use" map and other related maps associated with the Planning Commission's update of the city's Plan of Conservation & Development.

Land Use next month activities (February)

- Continue update of city's Plan of Conservation & Development: have intern complete the digitizing and updating of maps
- Continue staff involvement with "Forestville Community Design Project" being conducted jointly by Central CT Regional Planning Agency and the UConn Community Research and Design Collaborative.

Land Use staff or concerns:

No vacancies or staff issues. Monthly overtime cost \$510.55 (Board Secretaries and Assistant Planner at meetings)

Building Maintenance current month activities:

Building Maintenance next month activities:

Building Maintenance staff or concerns:

Water Pollution Control current month activities:

- Operation of treatment plant and Lab analysis.
- Staff perform semi-annual cleaning of the sludge storage tank
- Maintenance; work orders PM at plant and pump stations
- Jet Crew cleaned sewers in areas of past sewer stoppages and problem areas, removed root intrusions in sewer line in easement at Rockwell Park.
- Maintenance staff installed new emergency generator in the Boivin Street pump station and performed repairs to the bar screens at the plant and Broad St pump station.

Water Pollution Control next month activities:

- Install the new replacement electrical generators in the Ivy Drive pump station.
- Install new influent channel slide gates at the Broad Street pump station.

Water Pollution Control staff or concerns:

- The Division hired a transitional Process Operator and is in the process of selecting and hiring a new Asst. Chief Plant Operator/Lab Supervisor position. This position is a consolidation of the two previous positions.
- Monthly overtime cost \$5,685 (includes day and a half New Years and MLK holiday plant staffing)

Streets current month activities:

Streets next month activities:

Streets staff or concerns:

Solid Waste current month activities:

- Generated \$5,963.27 in revenue from TS operations.
- Swept city for final Christmas tree collections.
- Completed windrow formation of ground leaves.
- Resolved "Overcapacity" & red light arm activation issues TS.
- Re-bid loam/fill purchase agreement with Purchasing.
- Scale calibrated by Fairbanks.
- Extended contract with WeRecycle for electronics.

Solid Waste next month activities

- Install winning recycle posters on automated truck.
- Continue working with DEEP to add food waste to yard waste.
- Continue working with Covanta in recycling partnership.

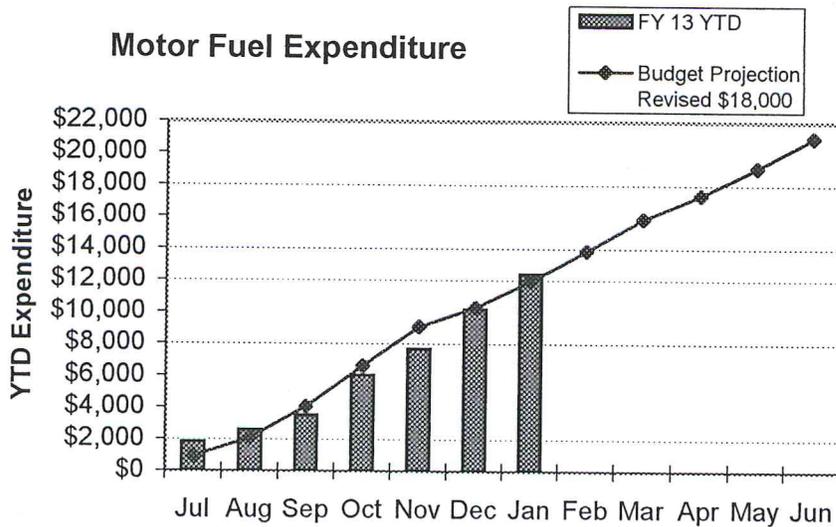
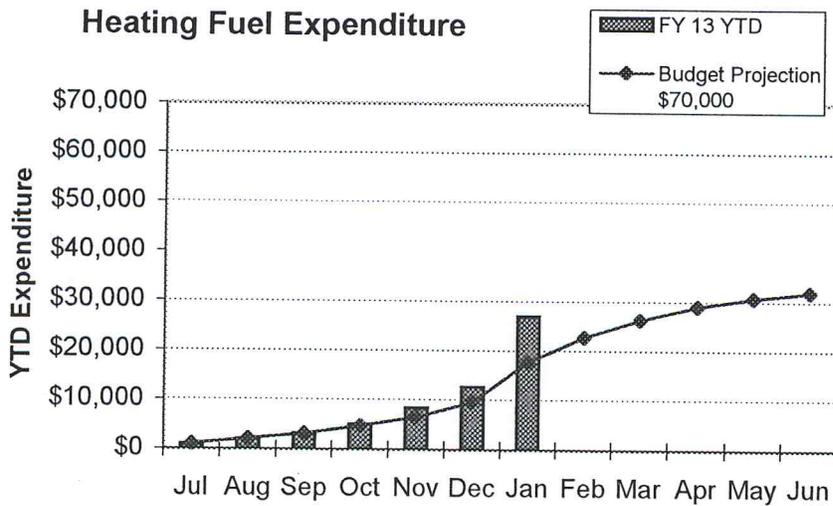
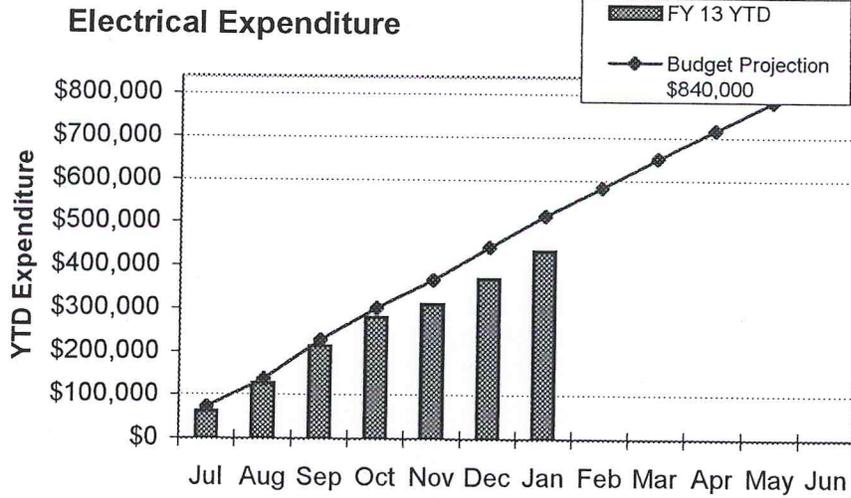
Solid Waste staff or concerns:

- 7 automated trucks down at end of month.
- Forced to run tipper trucks with extra staff.

Fleet Maintenance current month activities:

Fleet Maintenance next month activities:

Fleet Maintenance staff or concerns:



Public Works Project List

Div	Project Name/Location - Bid Project	Budget	Date Project Added to List	Estimated Completion Date	% Complete	Start Date	Current Status	Next Steps	Phase Start Date	Phase Completion Date
Projects in Scoping/Design Phase										
BUILDING MAINTENANCE	Architect Study – City Yard Final Design	\$30,000	4/18/07		100%		Awaiting funding for implementation of recommendations	Acquire funding for design through 5-yr CIP program.	TBD in future 5-yr CIP funding	
ENG	Reconstruction of Waterbury Road (Design Phase)	\$225,000	7/20/09	8/25/2012	80%	10/10/2009	Draft Construction Documents under review	easement acquisition	6/20/2012	6/12/2013
ENG	Lexington Street Storm Drainage	\$60,000	6/12/07	12/12/2012	30%		Rights of way acquisition	Complete design	1/1/2013	4/4/2013
ENG	Sedimentation Structures-Pequabuck River	\$20,000	4/4/11	10/2/2012	20%	9/1/2011	Preliminary design phase	Bristol IWC Permit	10/2/2012	Construction Pending Funding
WPC	Phosphorus Removal Upgrades Design	\$1,440,000	3/8/12	3/30/2013	60%		Consultant submit 60% design for review, staff returned comments	90% design submission	6/1/2012	3/1/2013
ENG	Barnes / Tulip Street Strom Drainage Analysis	N.A.	11/15/11	4/30/12	95%	11/15/2011	Complete	CIP Funding Request		Pending Funding
ENG	Coppermine Brook - Steven Street Channel Imp	\$38,000	3/11/10	12/1/12	40%		DEEP Permitting	Construction		
ENG	Coppermine Brook - Watershed Storage Area	\$75,000	3/11/10	12/1/12	40%		DEEP Permitting	Construction		
ENG	Coppermine Brook - Richard Court Berm	\$42,000	3/11/10	12/1/12	60%		DEEP Permitting	Construction		
ENG	Fredrick Street Bridge Replacement	\$80,000 Design only	3/11/10	10/1/12	80%	4/4/2009	Prepare bid specifications	Bid	11/1/2013	4/30/2013
ENG	City Hall Roof	\$280,000	6/20/12	10/20/12	60%	4/20/2012	Contract awarded	Contract award		
ENG	J P Casey - Subsurface Investigation	\$60,000	1/1/12	12/1/12	20%	1/1/2012	GPR survey performed	Soil Borings		
ENG	Intersection Imp South, Church & Union	\$355,300	3/11/10	1/1/13	65%	4/1/2009	Bid Project	Construction	9/14/2010	6/1/2012
ENG	Matthews Street Sidewalks	\$30,000	10/1/12	12/10/12	90%	11/1/2012	Construction	Punch List Items		
ENG	Matthews Street Reconstruction	\$300,000	7/6/12	12/1/12	30%	7/20/2012	Prelim Design, Storm Drainage	Storm Drainage	7/20/2012	
ENG	Falls Brook Road Storm Drainage	\$180,000	7/6/12	1/11/12	90%	8/30/2012	Design	Bid & Contr Award		
ENG	Brewster Road San Sew	\$180,000	5/16/12	9/10/12	30%	3/12/2012	Design	Permitting		
ENG	Recycle Bldg - Transfer Sta	\$150,000	5/16/12	9/1/12	10%	1/15/2012	Design	Construction		
ENG	NRCS Terryville Road	\$160,000	5/16/12	9/20/12	70%	3/2/2012	Prepare bid specifications	Construction		
ENG	Redstone Hill Road sidewalks	\$42,000	6/9/10	9/15/12	95%	4/4/2010	Construction Complete	Punch List Items	11/1/2011	11/10/2012
Eng	West End Sidewalks - BDA	\$55,000	2/7/12	9/20/12	30%	2/1/2012	Under Construction	Construction		
ENG	Willis Street	\$900,000	7/12/12	7/1/13	40%	1/1/12	Award Contract	Contract award		
ENG	Pine Lake Parking Lot	\$180,000	7/12/12	6/1/13	80%	7/1/2012	State funding contract being processed	Contract award		
Eq Mnt	Fuel pump system replacement @ PW Yard	\$20,000	7/12/12	6/30/13	20%	8/1/2012	Prepare bid specifications	Bid project	8/1/2012	9/10/2012
B Mnt	Air handler unit - Manross Library	\$35,000	7/12/12	6/30/13	0%	8/1/2012	Awaiting DEEP energy Study	Prepare specifications	8/1/2012	
B Mnt	Cooling tower replacement - Police/Court Complex	\$65,000	7/12/12	6/30/13	0%	8/1/2012	Prepare bid specifications	Bid project	8/1/2012	
B Mnt	Repair/replace carpet in Court Complex - Phase I	\$25,000	7/12/12	6/30/13	0%	8/1/2012	Awaiting State selection	Schedule work	8/1/2012	

Public Works Project List

Div	Project Name/Location - Bid Project	Budget	Date Project Added to List	Estimated Completion Date	% Complete	Start Date	Current Status	Next Steps	Phase Start Date	Phase Completion Date
B Mnt	Custody transport elevator - Police/Court Complex	\$55,000	7/12/12	6/30/13	0%	8/1/2012	Work started	Completion	8/1/2012	10/15/2012
Active Construction & Other Projects										
ENG	Pavement Management	\$110,000	1/1/12	12/12/12	60%	1/1/2012	Design	Implementation		
BLDG	Senior Center HVAC Upgrade	\$4,540,844	3/11/10	2/1/13	45%	6/1/2010	Under Construction	complete construction		
ENG	ADA Compliance Study	\$20,000	5/6/10	10/12/12	90%	July 1 2012	Presented to City Council Bldg Committee	Adjust report to address comments		
ENG	Roadside Barrier	\$410,000	3/11/10	10/11/12	90%	7/1/2009	Constuction	Contractor working		
LU	Route 72 Corridor Zoning Amendments	\$7,500	5/1/2008	4/30/2012	100%	4/1/2008	amendments adopted by Zoning Commission on 4/11/12, effective 5/1/12	project completed	1/1/2011	4/30/2012
WPC	SSO -Broad St Station - Control System replacement	\$170,000	3/3/11	3/15/13	95%	3/3/11	Final connections and punchlist	system testing	9/20/11	3/15/13
WPC/ENG	SSO Gravity Relief Sewer - Pequbuck River crossing	\$2,261,000	7/11/12	7/1/13	0%	8/15/12	Seasonal shutdown	Begin construction in Spring after high flows	7/11/12	10/15/13
WPC/ENG	I/I Rehabilitation Construction	\$1,000,000	12/10/12	12/30/13	0%	3/1/2013	awaiting DEEP Appr. of bids	Contract award	12/1/2012	9/14/2013
WPC	WPC Outfall Bypass Piping	\$83,000	8/31/12	7/1/13	0%	7/1/2012	Seasonal shutdown	Begin construction in Spring after high flows	11/15/2012	6/15/2013
ENG	Mix Street Reconstruction	\$1,600,000	3/11/10	11/1/10	99%	7/12/2010	DOT Project Closeout	Sub Complete	7/12/2010	Sub Complete
ENG	Main St. Street Scape	\$1,100,000	3/11/10	8/1/11	95%	7/14/2010	Sub Complete	complete punch list	9/1/2011	
BLDG	Manross Library	\$350,000	6/21/12	8/1/12	99%	9/1/2011	Complete	landscaping project to begin in Sept.	9/1/2011	
ENG & OP	Additional scale, scale replacement, and scalehouse modifications at transfer station	\$250,000	7/2/08	8/30/12	90%	7/2/2008	Modification to programing pay/no-pay	Sub Complete	8/30/2012	Sub Complete

FOR 2013 07

			ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED

118 SEWER OPERATING & ASSESSMENT									

1183014 WATER POLLUTION CONTROL									

1183014	402000	SEWER ASSESSMENTS &	-25,000	-25,000	.00	.00	.00	-25,000.00	.0%*
1183014	410003	ASSESS-INT, LIENS &	-3,000	-3,000	-1,662.67	-15.20	.00	-1,337.33	55.4%*
1183014	422005	CUSTOMER DUMPING FE	-75,000	-75,000	-43,197.80	-10.00	.00	-31,802.20	57.6%*
1183014	422006	COMMERCIAL SEWER US	-1,287,900	-1,287,900	-676,991.26	.00	.00	-610,908.74	52.6%*
1183014	422007	DOMESTIC SEWER USER	-3,513,900	-3,513,900	-1,754,718.78	.00	.00	-1,759,181.22	49.9%*
1183014	422008	FACTORY SEWER USER	-144,160	-144,160	-106,599.12	.00	.00	-37,560.88	73.9%*
1183014	422009	PUBLIC SEWER USER F	-249,100	-249,100	-131,466.42	.00	.00	-117,633.58	52.8%*
1183014	442015	SEWER CONNECTION PE	-40,000	-40,000	-26,873.00	-1,125.00	.00	-13,127.00	67.2%*
1183014	454001	MISCELLANEOUS-OTHER	-7,200	-7,200	-920.00	.00	.00	-6,280.00	12.8%*
1183014	454008	DEMAND RESPONSE PRO	-15,000	-15,000	-462.83	.00	.00	-14,537.17	3.1%*
1183014	461002	BUDGETARY FUND BALA	0	-120,484	.00	.00	.00	-120,484.00	.0%*
1183014	461002	11C09 BUDGETARY FUND	0	-192,800	.00	.00	.00	-192,800.00	.0%*
1183014	461002	13026 BUDGETARY FUND	0	-35,000	.00	.00	.00	-35,000.00	.0%*
1183014	480013	MISC REVENUE LIENS	-16,000	-16,000	-12,000.00	.00	.00	-4,000.00	75.0%*
1183014	480014	SEWER PENALTY FEE	-42,000	-42,000	-32,898.53	.00	.00	-9,101.47	78.3%*
1183014	514000	REGULAR WAGES-WPC	1,252,630	1,214,130	631,040.57	100,760.92	.00	583,089.43	52.0%*
1183014	515100	OVERTIME WAGES & SA	53,300	53,300	19,032.79	8,399.86	.00	34,267.21	35.7%*
1183014	517000	OTHER WAGES	27,190	65,690	55,134.34	1,973.26	.00	10,555.66	83.9%*
1183014	520000	EMPLOYEE BENEFITS	2,365	2,365	.00	.00	.00	2,365.00	.0%*
1183014	520100	LIFE INSURANCE	0	0	107.80	.00	.00	-107.80	100.0%*
1183014	520400	WORKERS COMPENSATIO	80,000	80,000	80,000.00	.00	.00	.00	100.0%*
1183014	520500	DISABILITY INSURANC	0	0	89.24	.00	.00	-89.24	100.0%*
1183014	520700	F.I.C.A.	82,050	82,050	42,649.09	6,723.02	.00	39,400.91	52.0%*
1183014	520750	MEDICARE INSURANCE	19,190	19,190	9,974.50	1,572.31	.00	9,215.50	52.0%*
1183014	531000	PROFESSIONAL FEES &	74,000	74,000	73,948.60	74.00	.00	51.40	99.9%*
1183014	531150	ADMINISTRATIVE FEES	60,000	60,000	16,725.00	2,340.00	41,875.00	1,400.00	97.7%*
1183014	541000	PUBLIC UTILITIES	840,000	840,000	372,275.32	41,702.23	465,970.72	1,753.96	99.8%*
1183014	541100	WATER & SEWER CHARG	12,500	12,500	7,318.79	2,089.85	681.21	4,500.00	64.0%*
1183014	542120	TIPPING FEES	470,000	470,000	201,232.26	36,450.36	248,767.74	20,000.00	95.7%*
1183014	543000	REPAIRS & MAINTENAN	55,000	55,196	19,195.97	2,414.23	15,428.54	20,571.74	62.7%*
1183014	543100	MOTOR VEHICLE SERVI	1,500	1,500	301.54	301.54	698.46	500.00	66.7%*
1183014	543110	MAJOR REPAIRS	80,000	108,506	68,895.56	.00	5,877.86	33,733.04	68.9%*
1183014	544400	RENTS & LEASES	2,000	2,000	200.00	27.00	1,800.00	.00	100.0%*
1183014	552100	LIABILITY INSURANCE	42,000	42,000	44,123.38	.00	.00	-2,123.38	105.1%*
1183014	553000	TELEPHONE	1,700	1,700	687.21	18.71	907.79	105.00	93.8%*
1183014	553100	POSTAGE	500	500	146.82	9.83	.00	353.18	29.4%*
1183014	554000	TRAVEL REIMBURSEMEN	170	170	39.07	.00	.00	130.93	23.0%*

FOR 2013 07

			ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1183014	555000	PRINTING & BINDING	150	150	.00	.00	.00	150.00	.0%
1183014	557700	ADVERTISING	700	700	117.65	.00	400.00	182.35	74.0%*
1183014	561150	LABORATORY SUPPLIES	15,500	15,500	5,324.85	1,039.01	6,526.02	3,649.13	76.5%*
1183014	561400	MAINT SUPPLIES & MA	225,000	226,531	78,716.65	3,953.03	70,446.40	77,368.15	65.8%*
1183014	561800	PROGRAM SUPPLIES	55,000	55,000	24,333.33	3,018.55	19,451.90	11,214.77	79.6%*
1183014	562200	NATURAL GAS	70,000	70,000	12,758.52	4,388.63	57,241.48	.00	100.0%*
1183014	562600	MOTOR FUELS	18,000	18,000	10,406.28	45.00	378.60	7,215.12	59.9%*
1183014	563000	MOTOR VEHICLE PARTS	4,000	4,000	1,760.64	715.07	1,039.36	1,200.00	70.0%*
1183014	563100	TIRES	2,000	2,000	1,394.04	380.00	570.00	35.96	98.2%*
1183014	569000	OFFICE SUPPLIES	1,600	1,600	535.29	248.20	714.71	350.00	78.1%*
1183014	570300	13030 PLANT DRIVEWAY	15,000	15,000	15,000.00	.00	.00	.00	100.0%*
1183014	570400	11013 PUMP REPLACEME	0	11,380	11,380.00	.00	.00	.00	100.0%*
1183014	570400	12010 ODOR CONTROL P	0	49,104	783.00	.00	.00	48,321.00	1.6%
1183014	570400	13028 P/S GENERATOR	40,000	40,000	38,590.00	38,590.00	.00	1,410.00	96.5%*
1183014	570400	13031 HYDRAULIC DUMP	8,000	8,000	.00	.00	2,953.90	5,046.10	36.9%
1183014	570500	12011 REPLACE WP-1 V	0	25,215	25,215.00	.00	.00	.00	100.0%*
1183014	570900	12012 OUTFALL STRUCT	0	82,549	.00	.00	82,549.00	.00	100.0%*
1183014	570900	13026 MAINLINE SEWER	120,000	155,000	.00	.00	.00	155,000.00	.0%
1183014	570900	13027 EXVACATED REPA	16,000	1,000	706.50	.00	.00	293.50	70.7%*
1183014	570900	13029 MANHOLE REHABI	20,000	20,000	.00	.00	.00	20,000.00	.0%
1183014	581120	CONFERENCES & MEMBE	200	200	.00	.00	.00	200.00	.0%
1183014	581135	SCHOOLING & EDUCATI	1,600	1,600	85.00	.00	.00	1,515.00	5.3%
1183014	581280	LIEN FEES	8,200	8,200	4,330.00	980.00	3,670.00	200.00	97.6%*
1183014	589000	CONTINGENCY	59,658	52,109	.00	.00	.00	52,109.00	.0%
1183014	589100	MISCELLANEOUS	7,300	7,300	5,290.72	.00	1,242.72	766.56	89.5%*
1183014	589120	REFUNDS OF SEWER US	1,500	1,500	.00	.00	.00	1,500.00	.0%
1183014	591517	TRANSFER OUT SELF I	0	-80,000	-80,000.00	.00	.00	.00	100.0%
TOTAL WATER POLLUTION CONTROL			-1,572,757	-1,790,108	-987,945.09	257,064.41	1,029,191.41	-1,831,354.41	-2.3%
TOTAL SEWER OPERATING & ASSESMEN			-1,572,757	-1,790,108	-987,945.09	257,064.41	1,029,191.41	-1,831,354.41	-2.3%
TOTAL REVENUES			-5,418,260	-5,766,544	-2,787,790.41	-1,150.20	.00	-2,978,753.59	
TOTAL EXPENSES			3,845,503	3,976,436	1,799,845.32	258,214.61	1,029,191.41	1,147,399.18	
GRAND TOTAL			-1,572,757	-1,790,108	-987,945.09	257,064.41	1,029,191.41	-1,831,354.41	-2.3%

** END OF REPORT - Generated by Patricia DeSanto **

FOR 2013 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
514000 REGULAR WAGES & SALARIES	5,110,685	-1,767	5,108,918	2,617,911.91	.00	2,491,006.09	51.2%
515100 OVERTIME WAGES & SALARIES	259,665	0	259,665	154,454.93	.00	105,210.07	59.5%
515110 STREET SWEEPER OVERTIME	2,030	0	2,030	.00	.00	2,030.00	.0%
515120 SNOW OVERTIME APPROPRIATION	265,780	0	265,780	94,489.52	.00	171,290.48	35.6%
515200 PARTTIME WAGES & SALARIES	21,400	0	21,400	12,284.64	.00	9,115.36	57.4%
515300 SEASONAL WAGES	0	0	0	6,862.50	.00	-6,862.50	100.0%
517000 OTHER WAGES	124,205	0	124,205	74,645.32	.00	49,559.68	60.1%
531000 PROFESSIONAL FEES & SERVICES	121,015	57,410	178,425	65,245.13	45,121.36	68,058.80	61.9%
534200 ENVIRONMENTAL MONITORING	75,000	0	75,000	16,500.00	26,020.00	32,480.00	56.7%
534450 ROAD REPATCHING	0	0	0	15,259.92	2,068.58	-17,328.50	100.0%
534900 OTHER CONTRACTUAL SERVICES	500	0	500	.00	.00	500.00	.0%
541000 PUBLIC UTILITIES	428,300	0	428,300	218,252.22	170,497.78	39,550.00	90.8%
541100 WATER & SEWER CHARGES	13,025	0	13,025	10,299.13	2,550.87	175.00	98.7%
541200 STREET LIGHTING	750,000	0	750,000	398,858.91	351,141.07	.02	100.0%
542100 BULK WASTE	18,000	0	18,000	7,158.75	7,841.25	3,000.00	83.3%
542101 DISPOSAL	14,000	0	14,000	4,439.60	4,610.40	4,950.00	64.6%
542110 HAZARDOUS WASTE COLLECTION	31,000	0	31,000	20,361.39	9,920.00	718.61	97.7%
542120 SOLID WASTE TIP FEES	1,122,550	0	1,122,550	.00	.00	1,122,550.00	.0%
543000 REPAIRS & MAINTENANCE	1,745,405	191,687	1,937,092	1,402,260.77	140,409.87	394,421.46	79.6%
543050 STREETSCAPE MAINTENANCE	5,000	0	5,000	.00	.00	5,000.00	.0%
543100 MOTOR VEHICLE SERVICE & REPA	167,900	0	167,900	91,927.77	42,350.51	33,621.72	80.0%
544400 RENTS & LEASES	83,000	1,038	84,038	41,444.89	.00	42,593.11	49.3%
544410 SNOWPLOWING FEES	300,090	0	300,090	108,766.25	92,967.35	98,356.40	67.2%
553000 TELEPHONE	68,000	0	68,000	35,720.40	30,445.34	1,834.26	97.3%
553050 GPS MONITORING COSTS	12,000	0	12,000	445.54	933.06	10,621.40	11.5%
553100 POSTAGE	5,050	0	5,050	1,680.13	.00	3,369.87	33.3%
554000 TRAVEL REIMBURSEMENT	3,400	0	3,400	1,766.51	.00	1,633.49	52.0%
555000 PRINTING & BINDING	725	0	725	265.00	.00	460.00	36.6%
557700 ADVERTISING	14,900	0	14,900	5,082.66	7,917.34	1,900.00	87.2%
561400 MAINT SUPPLIES & MATERIALS	40,500	0	40,500	32,701.36	12,036.64	-4,238.00	110.5%
561800 PROGRAM SUPPLIES	538,045	36,210	574,255	349,707.25	155,715.19	68,832.92	88.0%
562100 HEATING OIL	201,000	0	201,000	127,482.99	67,517.01	6,000.00	97.0%
562200 NATURAL GAS	87,500	0	87,500	8,969.48	56,030.52	22,500.00	74.3%
562600 MOTOR FUELS	395,000	0	395,000	333,250.81	119,066.09	-57,316.90	114.5%
563000 MOTOR VEHICLE PARTS	284,000	0	284,000	180,621.77	77,069.23	26,309.00	90.7%
563100 TIRES	87,500	0	87,500	60,237.57	9,762.43	17,500.00	80.0%
569000 OFFICE SUPPLIES	2,650	0	2,650	799.85	652.33	1,197.82	54.8%
570205 DOG POUND REPAIRS	5,000	0	5,000	703.10	.00	4,296.90	14.1%
570400 MACHINERY & EQUIPMENT	96,200	19,008	115,208	.00	7,872.00	107,336.00	6.8%
570500 VEHICLES	470,000	95,260	565,260	31,249.34	265,816.00	268,194.41	52.6%
581120 CONFERENCES & MEMBERSHIPS	3,330	0	3,330	2,778.25	244.00	307.75	90.8%
581135 SCHOOLING & EDUCATION	3,500	0	3,500	539.99	.00	2,960.01	15.4%
581145 EMPLOYEE RECOGNITION	250	0	250	.00	.00	250.00	.0%
581740 CHRISTMAS LIGHTS FOR CITY	500	0	500	413.96	.00	86.04	82.8%

FOR 2013 07

589100	MISCELLANEOUS	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
589100	MISCELLANEOUS	41,500	67,452	108,952	7,022.40	17,686.40	84,243.00	22.7%
589200	SIGNS	5,000	0	5,000	916.24	3,000.00	1,083.76	78.3%
590000	OPERATING TRANSFERS OUT	-1,122,550	0	-1,122,550	.00	.00	-1,122,550.00	.0%
GRAND TOTAL		11,901,550	466,298	12,367,848	6,543,778.15	1,727,262.62	4,096,807.53	66.9%

** END OF REPORT - Generated by Carmen Letourneau **

MARCH 2013

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
				1
<p>4 Street Committee 4:00 p.m. 1st Floor Meeting Room</p> <p>Misc Matters Committee 4:30 p.m. 1st Floor Meeting Room</p>	5	<p>6 Solid Waste Committee 8:00 a.m. Public Works Conf Room</p> <p>Sewer Committee 5:00 p.m. Public Works Conf Room</p>	7	8
11	12	13	14	15
18	19	20	<p>21 Public Hearing Infiltration & Inflow Rehab Phosphorous Upgrades</p> <p>Board Public Works 6:00 p.m. 1st Floor Meeting Room</p>	22
25	26	27	28	29 Closed for Good Friday

LAW OFFICES

FUREY, DONOVAN, TRACY & DALY, P. C.

William J. Tracy Jr.
Michael C. Daly
Timothy W. Furey
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February 7, 2013

Walter Veselka, P.E.
Director of Public Works
City of Bristol
111 North Main Street
Bristol, CT 06010

Re: Renaissance Downtowns at Bristol, LLC; Site Plan Application #2132 for Unified Downtown Development Project (Phase I) Main St (w/s), Riverside Ave (n/s), North Main St (e/s) and 30 North main Street.

Dear Mr. Veselka:

As attorney for the applicant of the above entitled site plan I hereby request consideration of the following approvals from the Public Works Board to permit construction of the street improvements proposed as part of the above captioned site plan:

1. Approval to remove and reconstruct the sidewalks in conjunction with Phase I as shown on the approved site plans;
2. Approval to remove the existing street lights and replace them with fixtures consistent with the existing new fixtures on the east side of Main Street, as shown on the approved site plan. These would become metered service street lights.
3. Approval of a modification of the street design standards to allow construction of reverse angle parking spaces as approved by the Bristol Police Commission (as the City Traffic Authority).
4. Approval of modifications to the pavement marking plan.
5. Approval of installation of a mid block cross walk.
6. Approval of modifications to the existing traffic control signal equipment as required and determined to be necessary by the City of Bristol Engineering Staff and/or the Bristol Traffic Authority as the improvements are designed and constructed.

These are the approvals I determined were needed based on my review of the plans and the site plan review comments from staff. If you determine any additional approvals are required we would be happy to discuss them with the Public Works Board. Basically we are looking for approval of the comprehensive site plan for Phase I of the Depot Square project. Based upon our conversations we assume as conditions of approval you would require that any contractors who perform work within the public right of way be appropriately insured and/or licensed as required

by the City and that prior to commencement of construction within the public right of way either a surety bond, passbook, or letter of credit be filed with the Public Works Department in an amount determined by the City Engineer equal to the amount required to restore the right of way to it's current configuration should the proposed improvements not be completed.

Very truly yours,

Timothy W. Furey

Cc Renaissance Downtowns at Bristol, LLC



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

To: Board of Finance Commissioners

From: Public Works
(Requesting Department)

Date: February 14, 2013
(Submission Date)

For the February 26, 2013 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 \$ _____
- New Appropriation \$ 5,686.00
- Transfer from Contingency \$ _____
- Transfer(s) \$ 230,993.00
- Grant \$ _____
- Carry-over(s) \$ _____

Approval:

This request was approved by the Board of Public Works
(governing Board of your department)
at its meeting held on February 21, 2013
(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 6:30 p.m. in the Council Chambers.

Reason for request:

1. The WPC Division of Public Works is overseeing a project to reduce clean water infiltration that overburdens its sanitary sewer collection system. We have an initial appropriation for I and I Rehabilitation in a "contractual services account" in the amount of \$1.5 million. In the previous fiscal year we were granted approval to purchase a Sewer Grout Rehab vehicle from this appropriation to establish an ongoing rehabilitation of the piping network. This has been done, the vehicle is in service and performing very well. The Comptroller's staff created a new "Vehicle account" for the Grout Truck purchase, that account has no initial appropriation. The Staff noted that for proper accounting procedures the original action will need a specific approval to transfer funds from the I and I Rehab "Contractual Services Account" to the new Grout Truck "Vehicle Account".
2. In outfitting the truck for service we also purchased a lateral grouting attachment for \$1,246 under PO 21207037. We also transferred our existing Video Inspection software license from our old video inspection system to our new grout truck and purchased the version upgrade and computer video card at a cost of \$4,440, charge under PO #21204857. We request an additional appropriation from the WPC Undesignated Fund balance to the Vehicle account to cover these additional expenses.

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

Account	Account Name	Amount
From: WPC Undesignated Fund Balance	To: Grout Rehab Vehicle Acct (1263014-570500-11C08)	Amt: \$ 5,686.00

Transfer(s) complete the following:

From: I and I Rehabilitation Acct (1263014-570300-11C08)	To: Grout Rehab Vehicle Acct (1263014-570500-11C08)	Amt: \$ 230,993.00
From:	To:	Amt:
From:	To:	Amt:
From:	To:	Amt: