

Board of Public Works  
Regular Meeting  
Thursday October 15, 2020  
6:00 p.m. City Hall Council Chambers  
WebEx Access  
Meeting number: 799 665 339  
Password: 123456

<https://bristolct.my.webex.com/bristolct.my/j.php?MTID=mc40f6b44c65333bd10681268dfb831c>

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1. Call To Order
2. Board Of Public Works Minutes Of The Previous Meeting
  - A. BPW Minutes September 17, 2020

Documents:

[BPW Minutes17Sept20.Draft.pdf](#)

3. Employee Recognition
  - A. October Work Anniversaries
    - Paul Anderson - 5 Years
    - Ryan Bosse - 7 Years
    - Jesse Bourgoin - 1 Year
    - Daniel Covaleski- 7 Years
    - Steven Cowperthwaite- 2 Years
    - Frank D' Addabo - 31 Years
    - Robert Flanagan- 7 Years
    - Mark Gibson - 4 Years
    - Freddy Guzman- Barros -1 Year
    - James Howard - 27 Years
    - Felipe Machado - 7 Years
    - Gerri Montambault - 10 Years
    - Jacob Violette - 1 Year
    - Jason Whitehead- 14 Years

- B. Streets Tree Crew Thank You

Documents:

[StreetsTreeCrewThankYou.9.29.20.pdf](#)

4. Concerns And Petitions From The Public
5. Correspondence
6. Public Works Divisions Reports

A. September Division Report

Documents:

[PublicWorksDivisionReportSeptember2020.pdf](#)

7. Public Works Project Schedule

A. Project Schedule

Documents:

[October 2020 Project Schedule.pdf](#)

8. Director's Verbal Report

9. Review Of Public Works Budgets

A. Financials

Documents:

[Financials.pdf](#)

10. Unfinished Business

A. DPW Tropical Storm Isaias Update

Documents:

[DPW Tropical Storm Isaias Oct 2020.pdf](#)

11. New Business

A. BOF Transfer

Documents:

[BOF Transfer.pdf](#)

B. Memo-CPTV Outdoor Classroom

Documents:

[Memo\\_CPTV Outdoor Classroom.pdf](#)

C. Memo- Fall Leaf Collection

Documents:

[Memo\\_Fall Leaf Collection.pdf](#)

D. Memo-Eversource PURA

Documents:

[Memo\\_EversourcePURA.pdf](#)

E. Memo-West Cemetery Tree Hearing

Documents:

[Memo\\_WestCemeteryTreeHearing.pdf](#)

12. Addendum
13. Adjournment
14. Signature

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

Minutes of Board of Public Works  
Regular Meeting  
Thursday September 17, 2020  
6:00 p.m. Council Chambers, City Hall  
With WebEx Access

**Members Present:** Council Member, Mary Fortier  
Council Member, Gregory Hahn  
Council Member, Peter Kelley  
Commissioner Michael Dumas  
Commissioner Frank Stawski  
Commissioner Donald Padlo

**Absent:** Ellen Zoppo-Sassu, Chair

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

**1. Call to Order**

Council Member Hahn, Chair called the meeting to order at 6:00 p.m.

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

A. Board of Public Works Meeting Minutes July 16, 2020

Motion made by Commissioner Dumas and seconded to approve the meeting minutes as presented.  
Motion passed.

**3. Employee Recognition**

A. August and September Work anniversaries were recognized.

B. Streets Crew Thank You

Motion made by Council Member Fortier and Seconded to place on file.

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

None.

**5. Correspondence**

None.

**6. Public Works Division Reports**

A. August 2020 Division Report

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

**7. Public Works Project Schedule**

A. Project Schedule

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

**8. Director's Verbal Report**

Director Rogozinski provided a verbal report.

Motion made by Council Member Kelley and seconded to place the Directors report on file.

**9. Review of Public Works Budgets**

A. August 2020 Financials

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

**10. Unfinished Business**

None.

**11. New Business**

A. BOF Year End Carry Over

Motion made by Commissioner Dumas and seconded to add additional BOF Carry Over item to the agenda. Motion passed.

Motion made by Council Member Fortier and seconded to add the additional \$298,000 Carry Over to the Current Carry over Request. Motion passed.

Motion made by Council Member Kelley and seconded to approve Carry Overs in the amount of \$4,673,460. Motion passed.

B. BOF End of Year Transfers

Motion made by Council Member Fortier and seconded to add additional BOF Transfer to the Agenda. Motion passed.

Motion made by Council Member Fortier and seconded to add \$67,000 to the total of transfers. Motion passed.

Motion made by Council Member Fortier and seconded to do End of Year Transfer in the amount of \$88,590. Motion passed.

C. Tropical Storm Isaias-City Damage Assessment

Motion made by Council Member Kelley and seconded to place on file. Motion passed.

D. CT DOT Rte 72 and Rte. 69 Intersection Update

Motion made by Council Member Kelley and seconded to place on file. Motion passed.

E. DPW Transfer Station Malfunction And Repair Refund

Motion made by Council Member Fortier and seconded to place on file. Motion passed.

F. DPW Disposal of Wood Chips from Processing of Woody Debris & Sale of Compost

Motion made by Council Member Kelley and seconded to place on file. Motion passed.

G. DPW Purchase of Automated Refuse Truck

Motion made by Council Member Kelley and seconded to place on file. Motion passed.

H. BPW Tree Removal –Sanitary Sewer Laterals & Private Trees

Motion made by Council Member Kelley and seconded to place on file. Motion passed.

I. DPW Major Roadways Update

Motion made by Council Member Kelley and seconded to place on file. Motion passed.

**12. Addendum**

**13. Adjournment**

Motion made by Council Member Kelley and seconded to adjourn. Motion passed.

Meeting adjourned at 6:47 p.m.

This meeting was recorded.

Respectfully submitted,

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

DRAFT

Dear Department of Public Works,  
Thankyou for getting that  
big tree out of here! It  
was not easy, I know.

With Gratitude  
Bryan Schiffres  
& Family







Department of Public Works | 860.584.6125

Board of Public Works – Admin Report – September 2020

<b>Public Works Monthly Metrics:</b>	
Number of Residential Transfer Station Visitors	4847
Number of Bulk Collections	354

**Division Recaps:**

**Administration current month:**

- PAYT reporting and debt collection is continuing, Communications and press releases, social media, website maintenance and enhancements, managing Street Light repair requests and Shopping Cart ordinance compliance.
- Outreach to Reduce & Reuse trash and use of Recycle Coach app. Currently there are 3555 users of the app.
- Pursued 105 abandoned shopping carts, resulted in \$3,780.00 dollars in fines.
- Welcome packets have been going out Monthly including recycle magnets and any events we have scheduled.
- Assisting with Solid Waste Illegal Bulk letters and fines. We have received 42 complaints in September that resulted in 5 fines.
- Yard Waste is continuing we have 4211 completed applications. And we have picked up 12 barrels from non-renewing residents this month.
- Still working with Solar for All we have about 3 weeks left with 48 people signed up. Our 1<sup>st</sup> annual walk audit has ended at the end of September and we are going to start working on the complaints and issues.
- Held our annual shredding event at the farmers market and we had over 300 residents take advantage and over 10,000lbs kept out of the waste stream.
- Electronic recycling has also been a huge hit we have collected around 12,000lbs so far.

**Administration next month activities:**

- Enforcement of Illegal Bulk, Street light repair requests, welcome letters, PAYT debt collections, monitor illegal dumping areas. Continue outreach to increase to Reduce and Reuse and the use of Recycle Coach app.
- Continue working on web site & Facebook, Instagram and Twitter page to enhance presence. Everything is on our website and social media for residents to fill out or have their questions answered.
- All Heart Walk audit complaints, Outdoor Classroom installations and Solar For All finishing up.
- Installing recycling billboards on three recycling trucks.

**Administration staff or concerns:** OT \$133.46

**Engineering Division current month activities:**

- Installation of storm drainage in preparation of spring/fall 2021 major roadway maintenance.
- Parking lot design for Parks (Pine Lake Adventure Park)
- Summer milling/paving completed.
- Riverside Ave Road Diet construction continuation.
- Additional drainage/ sidewalk work orders.
- Roadway line striping
- LotCIP applications for Wolcott St and Downs St.
- Coordination meetings DOT/Eversource/Verizon/Water/City Departments Rte 72 & downtown area. Construction underway. (additional work scheduled)
- Permanent patch completed.
- Louisiana Avenue bridge coordination with State/Contractor/Inspector.
- Riverside Ave road diet construction & coordination (Laviero).
- Signal timing study ongoing by VHB.
- Louisiana Bridge construction underway – Bridge Scheduled to be open 11/30/20
- Community Connectivity Grant – additional funds available – apply for funding.
- Consultant selection interviews Wolcott St RFP’s.
- Storm drainage school project – Northeast School
- Brook Street retaining wall replacement- review contract/bid (fall construction.)
- Reclaim Lawndale and Atkins

**Engineering Division next month activities:**

- Prepare spring 2021 paving list.
- Maple Ct design.
- Training with VHB Engineering regarding signal timing.
- Pine Lake final design of sed chamber
- Eversource gas main installation coordination for new mains and replacements – winter work.
- Sediment removal plans Frederick St bridge/Pequabuck culvert/floodway.
- Prepare 2021 paving list.
- Drainage work for spring 2021 paving lists.
- Replace (cmp) storm drainage in Brightwood Rd.
- Work orders for ADA ramps at roads on 2021 paving list.
- Huntington Woods final detention pond storm drain replacement design.
- Schedule Collins Rd drainage improvements for fall.
- Pequabuck River sediment / repair project – Consultant design review/coordination.

**Engineering Division staff or concerns:**

Vacancy –Construction inspector  
Overtime for Major Roadway Improvements Milling & Paving (Streets & Engineering Staff) \$5,445.74

**Land Use current month activities:**

**Zoning Commission**

Special Permit for removal and processing of earth materials between south of Barnum Road and north of Farrell Avenue – APPROVED WITH STIPULATIONS.

**Inland Wetlands & Watercourses Commission**

Wetlands Application to construct a 16 ft. by 24 ft. shed, basketball half court and above ground pool; 7 Royal Drive – PUBLIC HEARING CLOSED.

Wetlands Application to install a pipe extension within the existing brook (traverses along the rear property line); proposed pool located within 100' upland review area; 5 ft. high black vinyl coated chain link fence proposed along the rear property line and replace existing pedestrian crossing with new pedestrian crossing over brook; 105 Maxine Road – APPROVED WITH STIPULATIONS.

**Zoning Board of Appeals**

Front yard variance at 277 Old Orchard Road – APPROVED.

Side yard variance at 112 Oak Hill Drive – APPROVED.

Certificate of Approval for general repairer’s license at 101 Park Street – APPROVED.

Certificate of Approval for general repairer’s license at 115 Pine Street – APPROVED.

**Historic District Commission**

The Commission did not meet in September.

**Planning Commission**

Conditional Approval – 1 year extension request: Subdivision (Laurentide Glen), south and southeast of Barlow Street, south and west of Martin Road, south of Arcadia Road, north of Farrell Avenue (92 lots) – CONDITIONAL APPROVAL GRANTED TO OCTOBER 24, 2021.

**Land Use staff or concerns:**

- Monthly overtime costs (Board/Commission Secretaries at meetings)  
September: \$496.38

**Building Maintenance current month activities:**

- Public Works staff continued coordination with CT GreenBank and PosiGen on a community energy campaign, Solar For All, an initiative offered through the SustainableCT program, campaign will be completed on September 30<sup>th</sup>
- Staff responded to damaged fire sprinkler issue in Police Holding on 9/8, report provided to Police staff to seek reimbursement from responsible party
- Staff assisted in Farmers to Families events at Centre Square on 9/3 and 9/10 and weekly Saturday Farmer’s Market set-ups, support and breakdowns
- Coordination with City Clerk and Registrar’s Offices on the use of the former Court House space at 131 North Main Street for mail-in voting headquarters for the November elections. Staff assisted City Clerk and Registrar with tasks related to setting up a mail-in voting work space including: IT cable pull, vault lock combination resetting, obtaining tables and chairs from Beals Senior

Center and BOE warehouse, complete minor repairs to restrooms facilities, lighting improvements (bulb and ballast replacements) and ballot box installations at City Hall

- Building Maintenance staff initiated vestibule restoration rebuild at entrances serving 9 & 11 Bellevue Avenue (aka 51 High Street)
- Building Maintenance staff provided support at Saturday Farmer’s Market Shred-It event hosted by Public Works Department on 9/19
- Police Complex Custodian Keith Rondini started on 9/21, with very positive feedback on the new hire from Police Department staff to date
- On 9/26, the Public Works Department hosted the Solar For All & PosiGen team at the Saturday Farmer’s Market to meet local Residents and promote the ongoing energy savings campaign
- Facilities Manager met with Purchasing Agent Rousseau and Library Director Prozzo on 9/30 to discuss the logistics related to the restoration of deteriorated plaster and how to keep Library collections open while also providing a safe environment to the patrons
- AVT Construction began Fire House #2 roof replacement on 9/23
- Evening Custodians are facing increased workloads/demands due to the presence of Election workers in the former Court House and expanded child care services provided by Community Services at 51 High Street

**Building Maintenance next month (October 2020) activities:**

- Continue to provide evening disinfection/cleaning of City buildings in relation to COVID-19 and support other departments needs and requests
- AVT Construction to completed roof replacement at Fire House #2
- Fill vacant 2<sup>nd</sup> Shift Evening Custodian vacancy
- Continue coordination with Purchasing Department to solicit bids for abatement of deteriorated lead-paint wall plaster and subsequent plaster repairs and painting, associated with a State Historic Preservation grant award
- Offshore Construction to install gutters system and snow guard installations at Transfer Station Recycling building
- Coordinate with Engineering Department on replacement of sidewalks at Beals Community Center
- Provide support to Emergency Management Director Graime regarding a shipment of soap, which entailed receiving, storage and delivery to local shelters

**Building Maintenance Staff or concerns:**

- Anticipate moderate levels of Vacation/Miscellaneous time off during October
- (1) Second shift custodian vacancy in Building Maintenance Division
- Building Maintenance has had at least one vacancy since January 1, 2020 on 2<sup>nd</sup> Shift
- Staff to complete annual safety training at City Hall at the end of October and early November

**Building Maintenance OT Costs:**

\$4,846.70: Staffing coverage for after-hour maintenance issues (Police Complex chiller shutdown due to power interruption, fire panel fault at Police Complex, basement flooding at 51 High Street), overtime fill-ins at Police Complex (due to extended vacancy of 1<sup>st</sup> shift Police Complex Custodian, ending on 9/21 with new hire in place), provided staff for Shred-It event at 9/19 Farmer’s Market

**Streets current month activities:**

- Continued to provide all employees with cleaning supplies as well as masks due to COVID-19
- Continued with roadside maintenance of City properties, including litter and yard sign removal. This work will be on going throughout the seasons
- Serviced trees, including pruning, removals, and testing
  - Storm Clean Up ( Take downs of several trees that were damaged during hurricane Isaias)
  - Take downs (Douglass, Andrews, Boivon 5, Concord)
- Continuing small road repair
- Curb repair
- Driveway Aprons
- Loam
- Patched Potholes
- Street Sweeping
- Finished constructing PPE (sneeze guards) for city hall
- Continued assembling Outdoor Classrooms
- S6 made several trips for Health Department (PPE)
- Storm Drainage
  - Completed Basin Repairs (Judson Ave, Woodchuck Lane, Ashley Rd, Bristol Eastern H.S)
  - Installing new poles and signage
  - Created signs for Park Department
- Winter Operations
  - Mailbox Repairs
- Depot Square Parking Lot
  - Curbed parking lot at Depot Square
  - Backfilled all islands and curb with top soil
  - Planted trees
  - Finished grading walkway/ Paved walkway

**Streets next month activities:**

- Continue with roadside maintenance
  - Street Sweeping
  - Potholes
  - Curb repair
  - Loam
  - Driveway aprons
  - Catch basin repair
- Winter Operations
  - Service Requests
    - Curbing
    - Mailboxes
- Continue addressing street road name signage replacement
  - Installing new poles and or signage
  - Look into printing other road signage of other Departments
  - Fixing and installing signs for Police Department
- Maintenance of city properties
  - Litter clean up
  - Lawn Maintenance
  - Bridge clean ups

- Continue tree take downs, trimming and stump grinding
- Continue work on Depot Square parking lot
- Continue to address seasonal maintenance activities, including preparation of seasonal operation equipment
- Assist other public work programs and departments as required

**Streets staff or concerns:**

Street Division is currently addressing service requests from the general public with our maintenance programs. We have been managing these requests throughout designated areas. OT: \$3,904.64

**Solid Waste current month activities:**

- Continued illegal bulk inspection and enforcement activities. We sent out 42 letters and picked up 5 illegal bulk stops.
- The bulk crew picked up 354 scheduled bulk stops, working Monday-Thursday.
- Continued on-site yard waste management activities at the Transfer Station and delivery of yard waste barrels to new customers. We had 29 new and renewed customers for the month of March.
- There are currently 4,211 active yard waste residents.
- Continued Monday-Thursday curbside bulk collection.
- Continued collection of reusable items for the Trash to Treasure program at the Transfer Station.
- Continued curbside Yard Waste collection, collection 245 tons of yard waste for the month.
- Received a shipment of 500 new barrels, 250 rubbish, 200 yard waste and 50 recycling.
- 2 new automated trucks arrived R-10 and R-15
- WeCare Denali came in to grind the 2019-2020 Yard Waste and Leaf piles.
- Annual Storm Water Prevention inspection at the Transfer Station.
- New Solid Waste Laborer, Anthony Maki.
- Final mowing of the landfill for the season.

**Solid Waste next month activities**

- Continue illegal bulk inspection and enforcement activities.
- Monitor manufacture and transportation process for additional rubbish, recycling and yard waste containers.
- Continue on-site yard waste management activities at Transfer Station and delivery of yard waste barrels to new customers.
- Continue the collection of reusable items for our Trash to Treasure program.
- Continue curbside Yard Waste collection.
- Cut high vegetation at the landfill.
- Start curbside leaf collection of October 13<sup>th</sup>.
- Hold Trash to Treasure event at the Framers Market on October 17<sup>th</sup>.
- WeCare Denali to come in and grind the storm debris.

Board of Public Works – Public Works Department Activity Report

**Solid Waste staff or concerns:**

- Manage Solid Waste Division staffing levels.
- Manage Division vehicle equipment needs.
- Continue to cross train Division employees.

<u>OT Costs/Revenue Generated:</u>	
Solid Waste OT =	\$4,924.44
Transfer Station OT =	\$4,198.40
TS Revenue (PAYT) =	\$34,944.20
Residential Permits =	\$4,465.00
Commercial Permits =	\$200.00
Yard Waste Revenue =	\$2,610.00
Murphy Road Rebate =	\$0.00
Iron Liberty Recycling =	\$4,342.00
Aluminum Liberty Rec =	\$0.00
Batteries Liberty Rec =	\$307.00
Electronics Take Two =	\$1,836.00
Compost Sale =	\$0.00
Bulk Pick-Up Revenue =	\$0.00
Clothing Box =	\$0.00
Misc. Revenue =	\$105.00
Border Street =	\$0.00
Illegal Bulk Fines =	\$49.12
Simple Recycling =	\$0.00
Special Pick up – 2 <sup>nd</sup>	\$1,600.00

**Fleet Maintenance current month activities:**

- Solid Waste Div. (GR39) automated rubbish truck is getting rear brakes and a new fuel shutoff installed.
- Building Dept. vehicles are being outfitted with front and rear strobe lights.
- Streets Div. transfer water tank is being up fitted with a fill and a pump for watering.
- Solid Waste Div. (R23) automated rubbish truck was sent out for a busted lift chain in the arm. Estimated cost of about \$3,064.89.
- Solid Waste Div. (R9) automated rubbish truck was sent out for 2 rebuilt packer cylinders. Estimated cost was
- Streets Div. (S9) Ford mason dump. Truck was sent out for motor work because of an upper oil pan leak and rear seal replacement. Estimated cost of work was \$2695.00. Truck is scheduled to be back in service on 9/15/2020.
- Solid Waste Div. (R8) is in for a fault in the proxy switch. Will not allow driver to use the arm. Repaired and back in service.
- Solid Waste Div. (R7) automated truck is currently still at Peterbilt. Cam went bad in the motor. Extensive repair job. Price to be determined in October when completed.

Board of Public Works – Public Works Department Activity Report

- Streets Div (S14) 10 wheeled dump truck is in for a hydraulic tank replacement. Price of tank was \$5,500.00. Job is being done in house and is schedule for return to work in October.
- Streets Div (S9) mason dump, is out for a major oil leaks on the motor. (common Ford Issue). Truck is scheduled to return to work by early to mid-October.
- Trucks are being brought into shop and prepped for winter operations.
- Sanders are being gone through and serviced for winter operations.
- Plow blades for trucks were ordered for winter operations.
- Streets Div (S25) 10 wheeled dump trucks fuel tank was sent out to be internally sandblasted as to lining was falling off inside tank.
- Mechanics service truck G2 (old water truck) is in service.
- Old serive truck and automated truck was put out to auction.

**Fleet Maintenance next month's activities:**

- Prepare snowplows for winter operations.
- Prepare snow operations small equipment.
- Replace silt sacks in City Yard.
- Continue scheduled services to our Fleet vehicles and equipment.
- Continue scheduled service to our Police Dept.
- Continue COVID protocols.

**Fleet Maintenance staff or concern:**

Mechanic's position was posted externally.

Rob Smith passed mechanics test.

Overtime expenditures and totals \$1,770.80 (Holidays, Dispatch and Mechanic).

Projects	Budget	10/1/2020	11/1/2020	12/1/2020	1/1/2021	2/1/2021	3/1/2021	Future
<b>Projects in scoping/Design Phase</b>								
Wolcott Rd (Route 69 to Allentown)		Consultant Selection	Engineering Design 10/1/20-1/1/21					
Maple Court Reconstruction		Acquiring Property Rights/Drainage					Reclaim Reconstructing	
Lawndale, Atkins and Margerie Street Reconstruction	\$418,000.00	Construction						
Community conductivity/ sidewalk replacement	\$299,916.00	Construction						
Pine Lake Sediment Chamber	\$35,000.00	Construction						
Brook Street Retaining Wall	\$30,000.00	Construction						
Divinity Street Culvert design	\$350,000.00		Bid 11/10/20				Construction 3/1/21 to 11/15/21	
Downs St Bridge	\$320,000.00	Design/Permit (3/20 to 11/20)						
Mellen Street Bridge design	\$350,000.00	Design/Permit (3/20 to 11/20)						
Memorial Blvd Bridge	\$300,000.00	Design/Permit (3/20 to 1/21) - Bid 1/21					Construction 3/1/21 to 11/15/21	
Lake Street Culvert design	\$400,000.00	Design/Permit (3/20 to 2/21) - Bid 2/24				Bid	Construction 3/13/21 to 11/15/21	
East Street Bridge design	\$350,000.00	Design/Permit (3/20 to 3/21) - Bid 3/24					Bid	
<b>Active Construction &amp; Other Projects</b>								
Route 6 Railroad Crossing		PO. Issued Construction 8/1-11/1						
Riverside Ave Road Diet	\$540,000.00	Completion 10/24						
Hope St Parking	\$250,000.00	Completion 10/23						
Louisiana Ave Bridge	\$4,100,000.00	Construction 6/9/20 to 6/1/21						

FOR 2021 03

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 GENERAL FUND							
0013010 PUBLIC WORKS ADMINISTRATION							
0013010 514000 REG WAGES	345,415	0	345,415	76,163.93	.00	269,251.07	22.0%
0013010 515100 OVERTIME	1,410	0	1,410	618.51	.00	791.49	43.9%
0013010 515100 ISAIS OVERTIME	0	0	0	77.44	.00	-77.44	100.0%
0013010 515200 PARTTIME	21,945	0	21,945	4,789.55	.00	17,155.45	21.8%
0013010 517000 OTHER WAGE	2,400	0	2,400	.00	.00	2,400.00	.0%
0013010 531000 PROF FEES	3,500	0	3,500	2,513.97	411.98	574.05	83.6%
0013010 553100 POSTAGE	3,000	0	3,000	336.65	.00	2,663.35	11.2%
0013010 561800 COVID PROG SUPPL	0	0	0	134.22	.00	-134.22	100.0%
0013010 569000 OFFIC SUPL	2,200	0	2,200	170.65	732.22	1,297.13	41.0%
0013010 581120 CONF MEMB	4,500	0	4,500	-60.00	.00	4,560.00	-1.3%
0013010 581135 SCHOOLING	5,500	0	5,500	.00	.00	5,500.00	.0%
0013010 581145 EMPL RECOG	2,000	0	2,000	.00	.00	2,000.00	.0%
0013010 581150 BOND	800	0	800	.00	.00	800.00	.0%
TOTAL PUBLIC WORKS ADMINISTRATION	392,670	0	392,670	84,744.92	1,144.20	306,780.88	21.9%
TOTAL GENERAL FUND	392,670	0	392,670	84,744.92	1,144.20	306,780.88	21.9%
TOTAL EXPENSES	392,670	0	392,670	84,744.92	1,144.20	306,780.88	
GRAND TOTAL	392,670	0	392,670	84,744.92	1,144.20	306,780.88	21.9%

\*\* END OF REPORT - Generated by Gerri Montambault \*\*

CITY OF BRISTOL  
YEAR-TO-DATE BUDGET REPORT  
SEPTEMBER 2020 - ENGINEERING

FOR 2021 03

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 GENERAL FUND							
0013011 ENGINEERING							
0013011 514000 REG WAGES	820,445	0	820,445	168,985.34	.00	651,459.66	20.6%
0013011 515100 OVERTIME	15,175	0	15,175	.00	.00	15,175.00	.0%
0013011 515100 ISAIS OVERTIME	0	0	0	211.38	.00	-211.38	100.0%
0013011 520700 FICA	0	0	0	140.49	.00	-140.49	100.0%
0013011 531000 PROF FEES	50,000	0	50,000	10,729.86	16,399.44	22,870.70	54.3%
0013011 543000 REP & MAIN	1,500	0	1,500	.00	1,000.00	500.00	66.7%
0013011 555000 PRINT/BIND	300	0	300	.00	.00	300.00	.0%
0013011 561800 PROG SUPPL	6,500	0	6,500	513.66	2,646.26	3,340.08	48.6%
0013011 581120 CONF MEMB	1,500	0	1,500	500.00	.00	1,000.00	33.3%
TOTAL ENGINEERING	895,420	0	895,420	181,080.73	20,045.70	694,293.57	22.5%
TOTAL GENERAL FUND	895,420	0	895,420	181,080.73	20,045.70	694,293.57	22.5%
TOTAL EXPENSES	895,420	0	895,420	181,080.73	20,045.70	694,293.57	
GRAND TOTAL	895,420	0	895,420	181,080.73	20,045.70	694,293.57	22.5%

\*\* END OF REPORT - Generated by Gerri Montambault \*\*

CITY OF BRISTOL  
YEAR-TO-DATE BUDGET REPORT  
SEPTEMBER 2020 - FLEET CAPITAL

FOR 2021 03

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 GENERAL FUND							
0013026 PUBLIC WORKS FLEET							
0013026 570500 20002 RUBB TR	0	0	0	569,640.00	-569,640.00	.00	.0%
0013026 570500 20004 DUMP PLOW	0	0	0	.00	199,010.56	-199,010.56	100.0%
0013026 570500 21001 RUBB TRCK	286,000	0	286,000	.00	.00	286,000.00	.0%
0013026 570500 21002 DUMP TRUCK	240,000	0	240,000	.00	218,642.73	21,357.27	91.1%
0013026 570500 21003 REPUR TRK	130,000	0	130,000	.00	.00	130,000.00	.0%
0013026 570500 21004 MASON DUMP	130,000	0	130,000	.00	.00	130,000.00	.0%
0013026 570500 21005 ADMIN SUV	32,000	0	32,000	.00	.00	32,000.00	.0%
TOTAL PUBLIC WORKS FLEET	818,000	0	818,000	569,640.00	-151,986.71	400,346.71	51.1%
TOTAL GENERAL FUND	818,000	0	818,000	569,640.00	-151,986.71	400,346.71	51.1%
TOTAL EXPENSES	818,000	0	818,000	569,640.00	-151,986.71	400,346.71	
GRAND TOTAL	818,000	0	818,000	569,640.00	-151,986.71	400,346.71	51.1%

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CITY OF BRISTOL  
YEAR-TO-DATE BUDGET REPORT  
SEPTEMBER 2020 - FLEET

FOR 2021 03

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 GENERAL FUND							
0013017 FLEET MAINTENANCE							
0013017 514000 REG WAGES	624,540	0	624,540	122,419.88	.00	502,120.12	19.6%
0013017 515100 OVERTIME	48,000	0	48,000	7,440.83	.00	40,559.17	15.5%
0013017 515100 ISAIS OVERTIME	0	0	0	12,718.38	.00	-12,718.38	100.0%
0013017 517000 OTHER WAGE	0	0	0	1,214.00	.00	-1,214.00	100.0%
0013017 541000 UTILITIES	24,000	0	24,000	5,354.32	18,645.68	.00	100.0%
0013017 541100 WATER SEWE	2,000	0	2,000	.00	1,500.00	500.00	75.0%
0013017 543000 REP & MAIN	37,000	0	37,000	1,990.06	10,971.34	24,038.60	35.0%
0013017 543100 MV SERVICE	350,000	0	350,000	21,502.31	153,097.69	175,400.00	49.9%
0013017 544400 RENT/LEASE	5,000	0	5,000	1,025.48	.00	3,974.52	20.5%
0013017 561400 MAINT SUPL	11,000	0	11,000	879.49	3,370.51	6,750.00	38.6%
0013017 561800 PROG SUPPL	23,000	0	23,000	4,279.48	14,308.52	4,412.00	80.8%
0013017 562100 HEATINGOIL	4,000	0	4,000	.00	500.00	3,500.00	12.5%
0013017 562200 NATURALGAS	18,000	0	18,000	1,250.27	16,749.73	.00	100.0%
0013017 562600 MOT FUELS	305,000	0	305,000	64,805.64	74,906.48	165,287.88	45.8%
0013017 563000 MV PARTS	380,000	0	380,000	65,142.44	261,757.92	53,099.64	86.0%
0013017 563100 TIRES	120,000	0	120,000	17,448.27	37,551.73	65,000.00	45.8%
0013017 581120 CONF MEMB	175	0	175	.00	.00	175.00	.0%
TOTAL FLEET MAINTENANCE	1,951,715	0	1,951,715	327,470.85	593,359.60	1,030,884.55	47.2%
TOTAL GENERAL FUND	1,951,715	0	1,951,715	327,470.85	593,359.60	1,030,884.55	47.2%
TOTAL EXPENSES	1,951,715	0	1,951,715	327,470.85	593,359.60	1,030,884.55	
GRAND TOTAL	1,951,715	0	1,951,715	327,470.85	593,359.60	1,030,884.55	47.2%

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CITY OF BRISTOL  
YEAR-TO-DATE BUDGET REPORT  
SEPTEMBER 2020 - LAND USE

FOR 2021 03

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 GENERAL FUND							
0013012 LAND USE							
0013012 514000 REG WAGES	231,700	0	231,700	34,623.34	.00	197,076.66	14.9%
0013012 515100 OVERTIME	8,445	0	8,445	959.99	.00	7,485.01	11.4%
0013012 553100 POSTAGE	1,200	0	1,200	104.15	.00	1,095.85	8.7%
0013012 557700 ADVERTIS	9,000	0	9,000	1,865.06	7,134.94	.00	100.0%
0013012 569000 OFFIC SUPL	500	0	500	109.40	290.60	100.00	80.0%
0013012 581120 CONF MEMB	3,000	0	3,000	.00	.00	3,000.00	.0%
TOTAL LAND USE	253,845	0	253,845	37,661.94	7,425.54	208,757.52	17.8%
TOTAL GENERAL FUND	253,845	0	253,845	37,661.94	7,425.54	208,757.52	17.8%
TOTAL EXPENSES	253,845	0	253,845	37,661.94	7,425.54	208,757.52	
GRAND TOTAL	253,845	0	253,845	37,661.94	7,425.54	208,757.52	17.8%

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CITY OF BRISTOL  
YEAR-TO-DATE BUDGET REPORT  
SEPTEMBER 2020 - RAIL ROADS

FOR 2021 03

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 GENERAL FUND							
0013027 LINE PAINTING							
0013027 515100 OVERTIME	525	0	525	.00	.00	525.00	.0%
0013027 531000 PROF FEES	100,000	0	100,000	201,403.01	-111,403.01	10,000.00	90.0%
0013027 561800 PROG SUPPL	1,500	0	1,500	.00	.00	1,500.00	.0%
TOTAL LINE PAINTING	102,025	0	102,025	201,403.01	-111,403.01	12,025.00	88.2%
TOTAL GENERAL FUND	102,025	0	102,025	201,403.01	-111,403.01	12,025.00	88.2%
TOTAL EXPENSES	102,025	0	102,025	201,403.01	-111,403.01	12,025.00	
GRAND TOTAL	102,025	0	102,025	201,403.01	-111,403.01	12,025.00	88.2%

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CITY OF BRISTOL  
YEAR-TO-DATE BUDGET REPORT  
SEPTEMBER 2020 - MAINTENANCE OTHER BLDG

FOR 2021 03

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 GENERAL FUND							
0013021 OTHER CITY BUILDINGS							
0013021 541000 UTILITIES	1,000	0	1,000	.00	.00	1,000.00	.0%
0013021 541100 WATER SEWR	1,000	0	1,000	.00	.00	1,000.00	.0%
0013021 543000 REP & MAIN	100,000	0	100,000	18,256.73	36,988.70	44,754.57	55.2%
0013021 561400 MAINT SUPL	2,500	0	2,500	539.02	1,022.00	938.98	62.4%
TOTAL OTHER CITY BUILDINGS	104,500	0	104,500	18,795.75	38,010.70	47,693.55	54.4%
TOTAL GENERAL FUND	104,500	0	104,500	18,795.75	38,010.70	47,693.55	54.4%
TOTAL EXPENSES	104,500	0	104,500	18,795.75	38,010.70	47,693.55	
GRAND TOTAL	104,500	0	104,500	18,795.75	38,010.70	47,693.55	54.4%

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CITY OF BRISTOL  
YEAR-TO-DATE BUDGET REPORT  
SEPTEMBER 2020 - MAINTENANCE

FOR 2021 03

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 GENERAL FUND							
0013013 BUILDING MAINTENANCE DIVISION							
0013013 514000 REG WAGES	522,545	0	522,545	97,292.04	18,345.78	406,907.18	22.1%
0013013 515100 OVERTIME	45,000	0	45,000	15,242.47	.00	29,757.53	33.9%
0013013 517000 OTHER WAGE	16,390	0	16,390	2,861.60	.00	13,528.40	17.5%
0013013 531000 PROF FEES	8,000	0	8,000	.00	.00	8,000.00	.0%
0013013 541000 UTILITIES	280,000	0	280,000	60,037.00	199,963.00	20,000.00	92.9%
0013013 541100 WATER SEWR	12,500	0	12,500	3,879.80	8,120.20	500.00	96.0%
0013013 543000 REP & MAIN	160,000	0	160,000	19,381.42	49,167.64	91,450.94	42.8%
0013013 553000 TELEPHONE	500	0	500	.00	.00	500.00	.0%
0013013 561400 MAINT SUPL	26,500	0	26,500	9,373.47	16,076.53	1,050.00	96.0%
0013013 562200 NATURALGAS	88,000	0	88,000	4,729.52	83,270.48	.00	100.0%
0013013 581120 CONF MEMB	500	0	500	.00	.00	500.00	.0%
TOTAL BUILDING MAINTENANCE DIVISION	1,159,935	0	1,159,935	212,797.32	374,943.63	572,194.05	50.7%
TOTAL GENERAL FUND	1,159,935	0	1,159,935	212,797.32	374,943.63	572,194.05	50.7%
TOTAL EXPENSES	1,159,935	0	1,159,935	212,797.32	374,943.63	572,194.05	
GRAND TOTAL	1,159,935	0	1,159,935	212,797.32	374,943.63	572,194.05	50.7%

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CITY OF BRISTOL  
YEAR-TO-DATE BUDGET REPORT  
SEPTEMBER 2020 - MAJOR ROAD

FOR 2021 03

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
306 ROAD IMPROVEMENTS FUND							
3063019 MAJOR ROAD IMPROVEMENTS							
<a href="#">3063019 570300 IMP OTH</a>	0	4,000,000	4,000,000	142,696.70	3,714,716.56	142,586.74	96.4%
TOTAL MAJOR ROAD IMPROVEMENTS	0	4,000,000	4,000,000	142,696.70	3,714,716.56	142,586.74	96.4%
TOTAL ROAD IMPROVEMENTS FUND	0	4,000,000	4,000,000	142,696.70	3,714,716.56	142,586.74	96.4%
TOTAL EXPENSES	0	4,000,000	4,000,000	142,696.70	3,714,716.56	142,586.74	
GRAND TOTAL	0	4,000,000	4,000,000	142,696.70	3,714,716.56	142,586.74	96.4%

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CITY OF BRISTOL  
YEAR-TO-DATE BUDGET REPORT  
SEPTEMBER 2020 - RAIL ROADS

FOR 2021 03

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 GENERAL FUND							
0013020 RAILROAD MAINTENANCE							
0013020 541000 UTILITIES	300	0	300	70.10	194.90	35.00	88.3%
0013020 543000 REP & MAIN	9,000	0	9,000	650.00	8,350.00	.00	100.0%
0013020 544400 RENT/LEASE	5,000	0	5,000	.00	.00	5,000.00	.0%
0013020 589100 RR UPKEEP	30,000	0	30,000	.00	10,000.00	20,000.00	33.3%
TOTAL RAILROAD MAINTENANCE	44,300	0	44,300	720.10	18,544.90	25,035.00	43.5%
TOTAL GENERAL FUND	44,300	0	44,300	720.10	18,544.90	25,035.00	43.5%
TOTAL EXPENSES	44,300	0	44,300	720.10	18,544.90	25,035.00	
GRAND TOTAL	44,300	0	44,300	720.10	18,544.90	25,035.00	43.5%

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CITY OF BRISTOL  
YEAR-TO-DATE BUDGET REPORT  
SEPTEMBER 2020 - SNOW

FOR 2021 03

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 GENERAL FUND							
0013018 SNOW REMOVAL							
0013018 515100 SNOW O.T.	270,000	0	270,000	44.93	.00	269,955.07	.0%
0013018 531000 PROF FEES	5,500	0	5,500	.00	.00	5,500.00	.0%
0013018 543000 REP & MAIN	4,000	0	4,000	.00	.00	4,000.00	.0%
0013018 544410 SNOWPLW FE	300,000	0	300,000	.00	.00	300,000.00	.0%
0013018 561800 PROG SUPPL	480,000	0	480,000	.00	315,000.00	165,000.00	65.6%
0013018 563000 MOT VEH PT	10,000	0	10,000	.00	5,000.00	5,000.00	50.0%
0013018 563100 CHAINS	6,000	0	6,000	.00	.00	6,000.00	.0%
TOTAL SNOW REMOVAL	1,075,500	0	1,075,500	44.93	320,000.00	755,455.07	29.8%
TOTAL GENERAL FUND	1,075,500	0	1,075,500	44.93	320,000.00	755,455.07	29.8%
TOTAL EXPENSES	1,075,500	0	1,075,500	44.93	320,000.00	755,455.07	
GRAND TOTAL	1,075,500	0	1,075,500	44.93	320,000.00	755,455.07	29.8%

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CITY OF BRISTOL  
 YEAR-TO-DATE BUDGET REPORT  
**SEPTEMBER 2020 - SOLID WASTE**

FOR 2021 03

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 GENERAL FUND							
0013016 SOLID WASTE DIVISION							
0013016 514000 REG WAGES	1,010,985	0	1,010,985	206,919.15	.00	804,065.85	20.5%
0013016 515100 OVERTIME	85,000	0	85,000	9,259.03	.00	75,740.97	10.9%
0013016 515100 ISAIS OVERTIME	0	0	0	8,407.55	.00	-8,407.55	100.0%
0013016 517000 OTHER WAGE	0	0	0	2,194.00	.00	-2,194.00	100.0%
0013016 518000 WORKERCOMP	0	0	0	7,562.04	.00	-7,562.04	100.0%
0013016 531000 PROF FEES	1,000	0	1,000	.00	.00	1,000.00	.0%
0013016 534200 ENVIRON	30,000	0	30,000	.00	25,076.09	4,923.91	83.6%
0013016 542110 HAZ WASTE	14,000	0	14,000	.00	.00	14,000.00	.0%
0013016 542120 TIP FEE	1,144,400	0	1,144,400	.00	.00	1,144,400.00	.0%
0013016 561800 PROG SUPPL	40,000	0	40,000	25,675.37	630.88	13,693.75	65.8%
0013016 581120 CONF MEMB	400	0	400	455.00	.00	-55.00	113.8%
0013016 590000 XFR TO 121	-1,144,400	0	-1,144,400	.00	.00	-1,144,400.00	.0%
TOTAL SOLID WASTE DIVISION	1,181,385	0	1,181,385	260,472.14	25,706.97	895,205.89	24.2%
TOTAL GENERAL FUND	1,181,385	0	1,181,385	260,472.14	25,706.97	895,205.89	24.2%
TOTAL EXPENSES	1,181,385	0	1,181,385	260,472.14	25,706.97	895,205.89	
GRAND TOTAL	1,181,385	0	1,181,385	260,472.14	25,706.97	895,205.89	24.2%

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CITY OF BRISTOL  
YEAR-TO-DATE BUDGET REPORT  
SEPTEMBER 2020 - STREET LIGHTS

FOR 2021 03

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 GENERAL FUND							
0013040 STREET LIGHTING							
<a href="#">0013040 541200 ST LGHTG</a>	150,000	0	150,000	32,582.90	107,417.10	10,000.00	93.3%
<a href="#">0013040 543000 REP &amp; MAIN</a>	78,000	0	78,000	6,456.38	15,628.09	55,915.53	28.3%
TOTAL STREET LIGHTING	228,000	0	228,000	39,039.28	123,045.19	65,915.53	71.1%
TOTAL GENERAL FUND	228,000	0	228,000	39,039.28	123,045.19	65,915.53	71.1%
TOTAL EXPENSES	228,000	0	228,000	39,039.28	123,045.19	65,915.53	
GRAND TOTAL	228,000	0	228,000	39,039.28	123,045.19	65,915.53	71.1%

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FOR 2021 03

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 GENERAL FUND							
0013015 STREETS DIVISION							
0013015 514000 REG WAGES	1,898,305	0	1,898,305	383,854.80	.00	1,514,450.20	20.2%
0013015 515100 OVERTIME	40,000	0	40,000	11,314.37	.00	28,685.63	28.3%
0013015 515100 ISAIS OVERTIME	0	0	0	64,024.37	.00	-64,024.37	100.0%
0013015 517000 OTHER WAGE	0	0	0	2,396.00	.00	-2,396.00	100.0%
0013015 518000 WORKERCOMP	0	0	0	4,756.40	.00	-4,756.40	100.0%
0013015 520700 FICA	0	0	0	301.75	.00	-301.75	100.0%
0013015 531000 PROF FEES	1,000	0	1,000	160.04	811.96	28.00	97.2%
0013015 531000 ISAIS PROF FEES	0	0	0	14,500.00	.00	-14,500.00	100.0%
0013015 543000 REP & MAIN	16,500	0	16,500	.00	250.00	16,250.00	1.5%
0013015 543050 SSCAPEMAIN	10,000	0	10,000	492.79	3,907.21	5,600.00	44.0%
0013015 544400 RENT/LEASE	10,000	0	10,000	975.00	4,246.25	4,778.75	52.2%
0013015 561800 PROG SUPPL	130,000	0	130,000	22,599.23	47,734.77	59,666.00	54.1%
0013015 581120 CONF MEMB	1,200	0	1,200	.00	.00	1,200.00	.0%
0013015 589100 ISAIS MISC	0	0	0	372.86	41.35	-414.21	100.0%
0013015 589200 SIGNS	15,000	0	15,000	1,950.00	5,000.00	8,050.00	46.3%
TOTAL STREETS DIVISION	2,122,005	0	2,122,005	507,697.61	61,991.54	1,552,315.85	26.8%
TOTAL GENERAL FUND	2,122,005	0	2,122,005	507,697.61	61,991.54	1,552,315.85	26.8%
TOTAL EXPENSES	2,122,005	0	2,122,005	507,697.61	61,991.54	1,552,315.85	
GRAND TOTAL	2,122,005	0	2,122,005	507,697.61	61,991.54	1,552,315.85	26.8%

\*\* END OF REPORT - Generated by Gerri Montambault \*\*

FOR 2021 03

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
136 TRANSFER STATION FUND							
1363016 TRANSFER STATION FUND							
<a href="#">1363016 422020 RESIDENTIA</a>	-45,000	0	-45,000	-13,710.00	.00	-31,290.00	30.5%
<a href="#">1363016 422021 COMM PERM</a>	-2,400	0	-2,400	-375.00	.00	-2,025.00	15.6%
<a href="#">1363016 450303 RECYCLING</a>	-12,000	0	-12,000	-1,836.00	.00	-10,164.00	15.3%
<a href="#">1363016 450350 CLOTHING</a>	-300	0	-300	.00	.00	-300.00	.0%
<a href="#">1363016 450351 ALUMINUM</a>	-5,500	0	-5,500	-289.00	.00	-5,211.00	5.3%
<a href="#">1363016 450352 IRONMETAL</a>	-56,000	0	-56,000	-13,804.00	.00	-42,196.00	24.7%
<a href="#">1363016 450353 BATTERIES</a>	-2,100	0	-2,100	-880.00	.00	-1,220.00	41.9%
<a href="#">1363016 450354 COMPOST</a>	-6,000	0	-6,000	.00	.00	-6,000.00	.0%
<a href="#">1363016 450356 PAYT</a>	-225,000	0	-225,000	-53,400.80	.00	-171,599.20	23.7%
<a href="#">1363016 460000 INT INCOME</a>	-4,500	0	-4,500	.00	.00	-4,500.00	.0%
<a href="#">1363016 480023 RECLY REB</a>	-500	0	-500	-131.45	.00	-368.55	26.3%
<a href="#">1363016 490001 TRANS GEN</a>	-388,245	0	-388,245	-388,245.00	.00	.00	100.0%
<a href="#">1363016 514000 REG WAGES</a>	285,620	0	285,620	65,842.78	.00	219,777.22	23.1%
<a href="#">1363016 515100 OVERTIME</a>	58,000	0	58,000	13,617.28	.00	44,382.72	23.5%
<a href="#">1363016 515100 ISAIS OVERTIME</a>	0	0	0	6,536.69	.00	-6,536.69	100.0%
<a href="#">1363016 520100 LIFE INS</a>	500	0	500	.00	.00	500.00	.0%
<a href="#">1363016 520500 DISABILITY</a>	150	0	150	.00	.00	150.00	.0%
<a href="#">1363016 520700 FICA</a>	21,150	0	21,150	4,505.00	.00	16,645.00	21.3%
<a href="#">1363016 520700 ISAIS FICA</a>	0	0	0	442.90	.00	-442.90	100.0%
<a href="#">1363016 520750 MED INSUR</a>	5,100	0	5,100	1,053.72	.00	4,046.28	20.7%
<a href="#">1363016 520750 ISAIS MED INSUR</a>	0	0	0	103.59	.00	-103.59	100.0%
<a href="#">1363016 531000 PROF FEES</a>	55,000	0	55,000	21,034.67	33,965.33	.00	100.0%
<a href="#">1363016 534200 ENVIRON</a>	1,400	0	1,400	.00	.00	1,400.00	.0%
<a href="#">1363016 541000 UTILITIES</a>	6,500	0	6,500	982.84	5,517.16	.00	100.0%
<a href="#">1363016 541100 WATER SEWR</a>	400	0	400	.00	300.00	100.00	75.0%
<a href="#">1363016 542101 DISPOSAL</a>	2,500	0	2,500	478.50	671.50	1,350.00	46.0%
<a href="#">1363016 542105 TIRE DISP</a>	3,500	0	3,500	1,100.00	2,200.00	200.00	94.3%
<a href="#">1363016 542110 FREON</a>	2,200	0	2,200	552.00	1,648.00	.00	100.0%
<a href="#">1363016 542115 BULK WASTE</a>	25,000	0	25,000	3,651.62	11,348.38	10,000.00	60.0%
<a href="#">1363016 542120 TIP FEE</a>	120,000	0	120,000	38,912.76	71,087.24	10,000.00	91.7%
<a href="#">1363016 543000 REP &amp; MAIN</a>	10,000	0	10,000	385.00	1,615.00	8,000.00	20.0%
<a href="#">1363016 561400 MAINT SUPPL</a>	400	0	400	.00	.00	400.00	.0%
<a href="#">1363016 561800 PROG SUPPL</a>	25,000	0	25,000	136.79	850.00	24,013.21	3.9%
<a href="#">1363016 581120 CONF &amp; MEM</a>	150	0	150	.00	.00	150.00	.0%
<a href="#">1363016 591500 TFR ISFUND</a>	124,975	0	124,975	.00	.00	124,975.00	.0%
TOTAL TRANSFER STATION FUND	0	0	0	-313,335.11	129,202.61	184,132.50	100.0%

CITY OF BRISTOL  
YEAR-TO-DATE BUDGET REPORT  
SEPTEMBER 2020 - TRANSFER STATION

FOR 2021 03

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL TRANSFER STATION FUND	0	0	0	-313,335.11	129,202.61	184,132.50	100.0%
TOTAL REVENUES	-747,545	0	-747,545	-472,671.25	.00	-274,873.75	
TOTAL EXPENSES	747,545	0	747,545	159,336.14	129,202.61	459,006.25	
GRAND TOTAL	0	0	0	-313,335.11	129,202.61	184,132.50	100.0%

\*\* END OF REPORT - Generated by Gerri Montambault \*\*



Public Works | 860-584-6125

## Memorandum

Date: October 6, 2020

To: Mayor Zoppo-Sassu  
Board of Public Works

From: Raymond A Rogozinski, P.E., Public Works Director

**Re: Tropical Storm Isaias – FEMA Update**

---

As previously reported, the City submitted an initial Damage assessment for Tropical Storm Isaias to Connecticut Division of Emergency Management, which indicated that the City's storm damage cost totaled \$219,000. In addition to the submittal forwarded to the State of Connecticut, DPW also provided information directly to FEMA as part of the process to determine if Storm Isaias met the damage threshold required to qualify as a Federal Emergency Declaration. **As of today the Declaration has been signed by the Governor and is in Washington being reviewed.**

Of the \$219,000 in City damage outlined in the initial damage assessment \$171,160 is cost incurred by the DPW. The cost consist primarily of overtime expenses incurred by the Department as part of debris management. Based on discussions with FEMA, the DPW regular wage cost for debris management are also FEMA reimbursable expenses if a Federal Declaration is signed.

The DPW calculates the regular wage cost for debris management at \$48,300. In accordance with FEMA Public Assistance program reimbursement is provided at 75% of expended cost, therefore The City will receive approximately \$200,475  $((\$219,000 + \$48,300) \times 0.75)$  with DPW portion being \$164,595.

It should be noted that FEMA provides reimbursements of regular wage expenses for debris management only. No other regular wage expenditures are reimbursable in accordance with the Public Assistance Program. In addition, the City established dedicated Isaias account numbers to track DPW overtime, contract services and material expenditures associated with the storm, therefore DPW 2020-21 operating budget has not been impacted. The established Isaias accounts are separate and it is anticipated that any FEMA reimbursements will be directed to the storm accounts.

Please feel free to contact me with any questions/concerns at 860-584-6113.

## Raymond Rogozinski

---

**From:** Turley, William <William.Turley@ct.gov>  
**Sent:** Wednesday, October 7, 2020 12:55 PM  
**To:** Raymond Rogozinski; Field, John  
**Cc:** Harley Graime; Ellen Zoppo; Thomas Lozier; Simoneau, Natalie; Diane Waldron  
**Subject:** RE: Tropical Storm Isaias Initial Damage Assessment - Individual FEMA Program

Good afternoon. The Declaration request has been signed by the Governor and is in Washington D.C. being reviewed. We hope it will be signed soon, but have not been given any timetable by federal officials. Bill Turley.

William Turley MS, AEM  
Region 3 Coordinator  
School Safety Program Lead  
SEOC Ops Section Chief  
Connecticut Division Emergency Management and  
Homeland Security  
360 Broad Street  
Hartford CT. 06105  
860-529-6893

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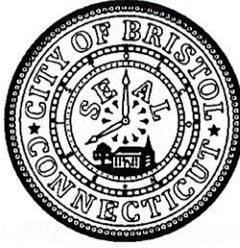
**From:** Raymond Rogozinski <RaymondRogozinski@bristolct.gov>  
**Sent:** Wednesday, October 7, 2020 12:48 PM  
**To:** Field, John <John.Field@ct.gov>  
**Cc:** Harley Graime <HarleyGraime@bristolct.gov>; Ellen Zoppo <EllenZoppo@bristolct.gov>; Thomas Lozier <ThomasLozier@bristolct.gov>; Turley, William <William.Turley@ct.gov>; Simoneau, Natalie <Natalie.Simoneau@ct.gov>; Diane Waldron <DianeWaldron@bristolct.gov>  
**Subject:** RE: Tropical Storm Isaias Initial Damage Assessment - Individual FEMA Program

John

Can you provide an update on the status of the Emergency Declaration for Isaias? The City provided information to FEMA approximately 2-3 weeks ago and they referred me back to the state.

Thanks for your assistance.

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



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

To: Board of Finance Commissioners

From: Public Works  
(Requesting Department)

Date: October 8, 2020  
(Submission Date)

For the October 27, 2020 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 \$ \_\_\_\_\_
- Transfer from Contingency \$ \_\_\_\_\_
- Transfer(s) \$ 11,500.00
- 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 October 14, 2020.  
(date)

**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.**

(Department Head's signature)

### Board of Finance Agenda Request Form

Reason for request:

The DPW request a transfer of \$11,500.00 from DPW Bldg. Main Division regular salary account to DPW Bldg. Main Division overtime account. The transfer request covers an anticipated shortfall in the overtime account which has occurred due to current staff working to cover time associated with the vacancy of two custodians. Due to the vacancies regular wages have not been expended, however overtime cost to cover a portion of the work has been incurred.

Please note that the two custodian vacancies have been filled and DPW does not anticipate additional overtime cost to cover vacancies.

Transfer(s) complete the following:

<b>From:</b>	<b>0013013-514000</b>	<b>To:</b>	<b>0013013-515100</b>	<b>Amount:</b>	<b>11,500.00</b>
<b>From:</b>	_____	<b>To:</b>	_____	<b>Amount:</b>	_____
<b>From:</b>	_____	<b>To:</b>	_____	<b>Amount:</b>	_____
	_____		_____		_____



Department of Public Works | 860.584.6125

## **MEMORANDUM**

DATE: October 6, 2020

TO: Mayor Ellen Zoppo-Sassu  
Board of Public Works

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

Re: DPW – CPTV Outdoor Classrooms

---

The DPW / Board of Education outdoor classroom project was featured on CPTV's Growing Sustainable program. The program aired on Saturday September 26, 2020 and was a great success. In case you missed it, a link to the show is provided below:

<https://cptv.org/resourceful/>

I would like to thank Lindsey Rivers, Public Works Analyst for initiating the outdoor class room project and the hard work she and the DPW team did seeing it through. The program shed a positive light on the Department and more importantly provides Bristol students an opportunity to learn about sustainability in an outdoor environment.

Please feel free to contact me with any questions / concerns at 860-584-6113.



Department of Public Works | 860.584.6125

## MEMORANDUM

DATE: October 6, 2020

TO: Mayor Ellen Zoppo-Sassu  
Board of Public Works

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

Re: DPW - City Wide Leaf Collection

---

The DPW is starting the fall leaf collection program on Tuesday October 13, 2020. In accordance with the program requirements residents utilize dedicated 30 gallon paper bags purchased at retail establishments. They leave the bags curbside on the day of their normal rubbish collection.

The bags are collected by the Solid Waste Division, utilizing rear packer rubbish trucks. One driver/collector is assigned to the truck. The driver/collector drives and collects the leaf bags. The bags are deposited at the landfill, processed into compost and sold (\$10,000 in July 2020).

During the fall collection last year the DPW collected 780 tons of leaves (approx. 26,000 bags). The amount of leafs collected each weeks varies depending on the rate leafs fall and the rate of collection (weekend weather conditions). Starting Tuesday, four trucks will be assigned to leaf collection, however that number will increase to seven at peak collection. Typically the leaf collection program extends into the first weeks of December, this year we will end on November 20<sup>th</sup> (weather permitting).

During the peak collection period Street Division employees back fill the driver/collector positions in Solid Waste impacting Street Division operations. In addition, the rear packer trucks are prone to breakdown and therefore require increase maintenance by the Fleet Division. With that said, Josh Corey the Solid Waste Superintendent along with the rest of the operational managers did a very good job last year reducing cost. They eliminated the previous year's overtime of \$45,000. No overtime cost were incurred to collect leafs in the fall of 2019.

Please feel free to contact me with any questions / concerns at 860-584-6113.



Department of Public Works | 860.584.6125

## **MEMORANDUM**

DATE: October 7, 2020

TO: Mayor Ellen Zoppo-Sassu  
Board of Public Works

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

Re: DPW – Tropical Storm Isaias / PURA Required Response Meeting

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In accordance with PURA directive to Eversource a meeting was held to review the Eversource response to tropical storm Isaias and coordinate/review actions for future storms. The Mayor and I attended the virtual meeting on October 7, 2020 and a copy of the pertinent information presented by Eversource is attached.

One of the primary concerns with Eversource's Isaias response was the break down in the "make safe program". During previous storms Eversource designated a lineperson to work with DPW tree crews to shut off energized down wires enabling City crews to clear roads. Although a linemen was ultimately provided there was an initial delay that impacted the storm response. Additional concerns included prioritizing WPC/Water facilities along with communication with Eversources primary City "blue sky" liaison.

Once Eversource mobilized in the City, their staff worked well with City employees to clear roads and the Eversource representatives spoke very highly of City crews and supervisors. Moving forward Eversource is developing a dedicated website to communicate with municipalities during storm events and they are re-establishing a program to have crews provide municipal assistance.

Please feel free to contact me with any questions / concerns at 860-584-6113.

# Municipal Meetings with Eversource Operations Tropical Storm Isaias

October 2020



**EVERSOURCE**

# Experience in Storm Isaias

- Comparative Statistics for Major Weather Events

	Tropical Storm Isaias: August 2020	Tropical Storm Irene: August 2011	Superstorm Sandy: October 2012	October 2011 Nor'easter
<b>Duration:</b>	<b>9 days</b>	10 days	11 days	13 days
Peak outages:	632,632	671,000	496,769	807,228
Total outages:	1,152,038	1,000,728	856,184	1,358,718
<b>Trouble spots</b>	<b>21,669</b>	16,101	16,460	25,566
Broken utility poles:	2,506	707	2,763	856
Damaged transformers:	(more than) 1,438	1,743	2,196	1,964
No. of line crews:	2,555 (at peak)	1,334	1,642	1,803
No. of tree crews:	789 (at peak)	555	813	870



# Experience in Storm Isaias

## EVERSOURCE TROPICAL STORM ISAIAS REPORT

### BRISTOL

#### Damage Assessment Statistics

Broken Poles	<u>50</u>
Downed Trees	<u>93</u>
Damaged Transformers	<u>32</u>
Primary Spans Down	<u>151</u>
Secondary Spans Down	<u>144</u>

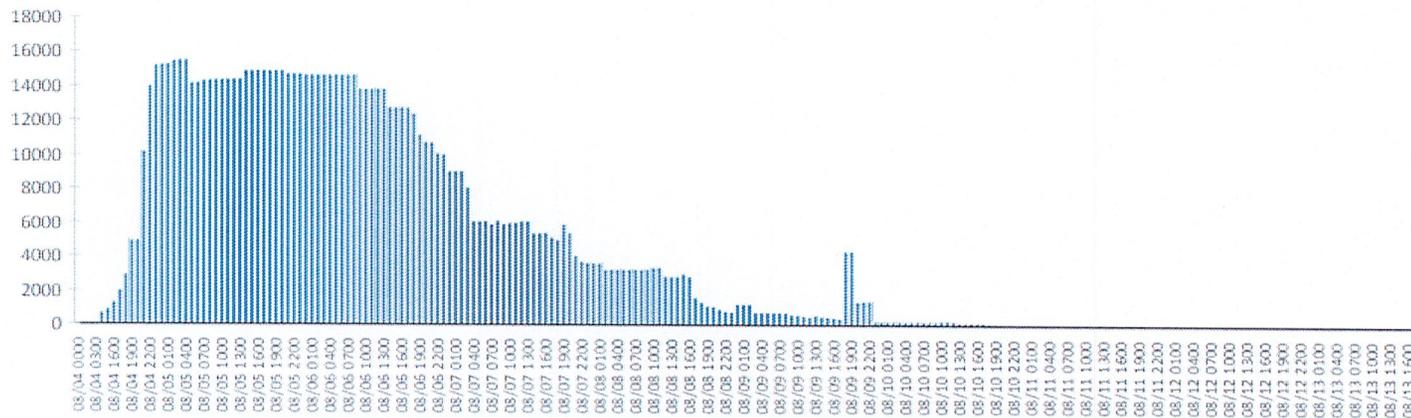
#### Event Statistics

Peak Customers Affected	<u>15,591</u>
Critical Facilities Impacted	<u>14</u>
Total Outage Trouble Spots	<u>364</u>
Fire, Police, Safety	01 <u>7</u>
Priority (FPS) Calls	02 <u>101</u>
	03 <u>14</u>
Total FPS Calls	<u>122</u>

#### Wire Down Crews

# Crews Dispatched	<u>31</u>
# of Locations	<u>9</u>

#### Customers Impacted By Hour



# Preparation for Major Events –

- Annual ERP Preparedness Meeting
- Designated Point of Contact
  - Community
  - Eversource
- Designated Critical Facilities & Medical Customers
- Make Safe Protocol

**MAKE-SAFE Blocked Road**-is a road that is **impassable** to emergency vehicles. This could be caused by trees, damaged utility equipment, snow, other third-party attachment equipment, a dead-ended street, or any combination of previous items preventing access and involves utility equipment. **A road is only considered blocked if there is no other reasonable means of access to an area.**



# Next Steps: Web Reporting

## 1. Web-Based Application for Town to Submit Priority Events

The screenshot shows the Eversource website's emergency reporting form. The page has a green header with navigation links (Residential, Business, About) and a 'Log In' button. The Eversource logo is prominently displayed. Below the logo is a search bar and a dropdown menu for 'How can we help you?'. A blue navigation bar contains links for 'About Us', 'Investors', 'News Room', 'Careers', 'Projects & Infrastructure', and 'Community'. A breadcrumb trail indicates the user is in the 'Emergency Form' section. A left-hand sidebar lists various service categories. The main content area is titled 'PRIORITY 2/3 EMERGENCY' and contains the following fields and options:

- Dispatcher Name \***: Text input field
- Dispatcher Phone # \***: Text input field
- Dispatcher Email \***: Text input field
- City \***: Text input field
- Incident Street Address \***: Text input field
- Cross Street \***: Text input field
- Priority 2 or 3 \***: Radio button options:
  - 2 - Hindering Operations - NOT life threatening
  - 2 - Blocked Road. By clicking, I certify the road is blocked due to Eversource equipment.
  - 3 - Electrical Hazard - NO immediate threat to life or property
- Dispatcher Branch \***: Radio button options:
  - Fire
  - Police
- Comments of Situation \***: Large text area for detailed description
- New Ticket or Update to Prior Ticket \***: Radio button options:
  - New Ticket
  - Update Previous Ticket
- Pole #**: Text input field
- Submit**: Button

**Priority 1:** Life threatening – Imminent Hazard

CALL:

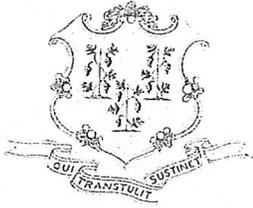
**Priority 2:** Hindering emergency operations such as firefighting or rescue operations but NOT life threatening

**Priority 3:** Any electrical hazard such as downed wires, with no immediate threat to life or property

# Next Steps: Data Reports

- Eversource Plans to Provide Systematic Briefings
  - Crews
    - How many crews in town?
    - What are they working on?
  - Daily Progress Report
    - Number of outages and damage locations, pending and restored
    - Number of critical facilities, pending and restored
  - FPS1: Number completed
  - FPS2, FPS3
    - Number of FPS2 (blocked roads) reported & status
    - Number of FPS3 reported & status
- **We need your help!**
  - Setting Priorities, Verifying, Updating, Planning





**STATE OF CONNECTICUT**  
**PUBLIC UTILITIES REGULATORY AUTHORITY**

September 23, 2020  
In reply, please refer to:  
Docket No. 20-08-03  
Motion No. 25

David A. Ball, Esq.  
Jason A. Buchsbaum, Esq.  
Marc J. Herman, Esq.  
Cohen and Wolf, P.C.  
1115 Broad Street  
Bridgeport, CT 06604

Re: Docket No. 20-08-03 – Investigation into Electric Distribution Companies' Preparation for and Response to Tropical Storm Isaias

Dear Attorneys Ball, Buchsbaum, and Herman:

The Public Utilities Regulatory Authority (Authority or PURA) acknowledges receipt of a motion by the Towns of Ridgefield, Newtown, and New Fairfield (Towns) for immediate emergency relief against The Connecticut Light and Power Company d/b/a Eversource Energy (Eversource). The Towns<sup>1</sup> request the Authority to order Eversource to undertake the following measures:

- 1) Deploy a Make Safe Crew to each Connecticut municipality prior to any significant weather event;
- 2) Properly implement the Community Liaison program by providing each of the Towns with accurate, timely, and consistent information during and after significant weather events, including, without limitation, any delays to estimated restoration times. Prior to the next storm event, Community Liaisons must be required to meet with each of the Towns, together with a member of Eversource's operations personnel, to plan for effective and accurate communications within Eversource and to the Towns; and
- 3) Implement its outage reporting systems, including IVR, so that when the next storm occurs Connecticut residents are able to report outages directly, and provide timely and accurate outage and restoration information to the public.

Motion No. 25, pp. 10.

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<sup>1</sup> By letters dated September 15, 2020, Town of Roxbury letter dated September 16, 2020, Town Of Bethel letter dated September 21, 2020, and Town of Kent letter dated September 15, 2020, the following municipalities responded to Motion No. 25 requesting similar emergency relief orders from the Authority: Danbury, Ridgefield, Newtown, New Fairfield, Cornwall, Litchfield, Roxbury, Barkhamsted, Cheshire, Litchfield, Middlebury, and Roxbury, Oxford, Bethel, and Kent (Municipalities).

The Towns make this request because they argue that Eversource will otherwise not fulfill its obligations to the public. *Id.*, p. 3. The Towns argue that this is a heightened risk Connecticut residents should not bear while hurricane season is underway. *Id.*

The safe and reliable delivery of electricity is the fundamental charge of the state's electric distribution companies (EDCs), Eversource and the United Illuminating Company (UI). As such, the Authority agrees that Connecticut municipalities and residents should not be put at heightened risk or electricity outages, particularly during hurricane season, and directs the EDCs to take the actions herein.

### **Authority Direction to EDCs**

The Authority hereby directs **both** Eversource and UI to deploy Make Safe crews to each municipality in accordance with the protocol that has been established by the State of Connecticut's Emergency Support Function 12 (ESF-12) All Hazards Energy and Utilities Annex (Annex). The Annex states that the roles and responsibilities of the EDCs with regard to the Make Safe Protocol are to:

Designate a Make Safe Crew or representative to each municipality (after the municipality has opened its [emergency operations center]) that has requested a Make Safe Task Force or Strike Team and has declared a state of emergency, and inform the municipal [emergency management director] and [emergency operations center] of the assignment, in accordance with attached Make Safe/Blocked Roads protocol.

Annex, p. 20.

The Authority expects the EDC's plant in service to operate as intended, including all outage reporting systems. Accordingly, the Authority directs the EDCs to implement its outage reporting systems so that they facilitate the outage and restoration communications protocols described in the EDCs' ERPs. These protocols include providing updated and accurate outage and restoration information to customers and community officials.

The Authority directs the EDCs to implement their Public/Community Liaison organizations with all municipalities in their respective service territories in accordance with their approved emergency response plans (ERPs). In addition, the Authority directs the EDCs to have designated town liaisons communicate with each town emergency response manager prior to any storm. At least one meeting must be held no later than October 16, 2020 between an EDC town liaison and a member of the operations personnel and each town and municipality in its service territory.<sup>2</sup> The Authority also directs the EDCs to implement their Public/Community Liaison organizations in accordance with their approved ERPs during activation of its incident response activities.

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<sup>2</sup> At the request of a municipality this deadline may be extended.

## Steps for Municipalities

### *Tropical Storm Isaias*

The Authority recognizes that the direct experience of the municipalities with the response and restoration activities of the EDCs related to Tropical Storm Isaias will assist the Authority in this investigation. The Authority encourages the municipalities to submit into this proceeding any evidence showing that either Eversource or UI did not meet storm performance standards or did not follow emergency response plans during Tropical Storm Isaias.

### *Future Storms*

If a municipality finds that an EDC is not responsive to any future requests it makes in regards to emergency preparedness coordination directly with the EDC or through the ESF-12 process, the Authority requests that the municipality inform the Authority through a petition (a new docket application) detailing the EDC's non-adherence to its ERP or other emergency preparedness requirements.

If a municipality believes an EDC has caused harm to the municipality due to failure to adhere to emergency response standards or its ERP in any event subsequent to Tropical Storm Isaias, the Authority likewise directs the municipality to submit a petition detailing the harm caused with sufficient documentation for the Authority to investigate. In this manner, the Authority may review the matter outside of this docket.

Sincerely,

PUBLIC UTILITIES REGULATORY AUTHORITY



Jeffrey R. Gaudiosi, Esq.  
Executive Secretary

cc: Service List



Department of Public Works | 860.584.6125

## **MEMORANDUM**

DATE: October 6, 2020

TO: Mayor Ellen Zoppo-Sassu  
Board of Public Works

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

Re: West Cemetery Association – Tree Removal

---

Please find attached the meeting minutes, tree warden decision and State Statutes associated with the proposed tree removal at West Cemetery. As indicated in the attachments, the West Cemetery Association requested the removal of trees at the cemetery. The number of trees was reduced to 52 by DPW and a LoCIP grant was identified as a tree removal funding source. The tree warden's decision indicates 33 of the 52 trees are not authorized to be removed. The 33 trees that will remain will be trimmed of dead wood.

The City did retain the services of James Turner Superior lawn Care through a public bid to remove the trees. The purchase order is based on the initial 52 trees, therefore the City will either rebid the services, negotiate a change order based on the reduced number of trees and trimming, or negotiate the change order limiting the contract to tree removal only and rebid tree trimming. The bid to remove the original 52 trees is \$58,050. The next lowest bidder is McLellan Tree Services submitted a price of \$142,000.

The City is concerned with ensuring that a qualified contractor trims the trees. The current contractor James Turner Superior Lawn Care does have a licensed arborist on staff, however if it is determined that they proceed with the tree trimming, DPW at a minimum will require a meeting / oversight with an independent arborist.

Please feel free to contact me with any questions / concerns at 860-584-6113.

Tree Warden Public Hearing  
Special Meeting Agenda  
September 30, 2020  
6:00 p.m. Council Chambers, City Hall  
With WebEx Access

**Staff Present:** Raymond Rogozinski  
Jason Morrocco  
Jeffrey Steeg  
Richard Lacey  
Janet Letourneau

**1. Call to order**

Raymond Rogozinski, Tree Warden opened the Public Hearing at 6:01 p.m.

**2. Presentation of request for removal of multiple trees in West Cemetery at 49 Pound Street**

Timothy Furey, 43 Bellevue Avenue, Bristol, CT; West Cemetery Association, addressed those present with the reasons as to why the West Cemetery Association requested trees be removed or pruned. The health and safety of the trees within the Cemetery was first addressed several years ago. Key concerns are: A. safety of the public and staff, B. safety of some of the monuments, which are irreplaceable. The City was able to receive a grant to perform the work and take the financial burden off of the West Cemetery Association and the City.

**3. Information on Health of Trees**

Jason Morrocco, Deputy Tree Warden presented the revised assessment of the trees marked for removal.

Janet Letourneau, recording secretary, read into record those who protested the removal of trees: Kathy Ferrier, Jay Manewitz, Sandra Sehl, Paul Hunter, and John Schissler.

**4. Public Comments**

Raymond Rogozinski, Tree Warden, invited those who requested to speak to come forward.

Kristie Arbesman, 30 Barnes Hill Road; contested the removal of tree and #27 & #28. Her grandparents are buried in West Cemetery and picked that specific location. Their gravestones are directly underneath tree's #27 & #28. Visited the Cemetery and feels personally those trees do not need to be removed, feels we need to preserve the environment. Also, reviewed 6,9,22, 41 do need to come down.

Kathy Ferrier, 481 Matthews Street; Bristol, CT; Licensed Arborist for 25 years. Asked how much staff does the West Cemetery have?

Attorney Furey stated they have 3 full time staff but more in the summer, also we have a lot of visitors and the safety of staff and the public is our concern.

Kathy Ferrier listed the trees she had issues with 15,17,18,20,25,26,28,36,40,49. She is disagreeing with 11 trees on the list. They are all about 200 years old. Could the grant money be used to cable some of the trees, or trim the trees? Disagrees with some of the wording, leaders versus limbs. #28 which is over her grandfather's grave has dead limbs not leaders and virtually very little canopy die back. #15 large tree in good condition/versus few rot holes. #18 Amazing tree could be over 200 years old, some of the canopy is died back, and canopy is fine. #20 did not see v rotting out. They are mature trees and the canopies are fine. Many of the trees could be on the notable trees list.

Tim Gamache, 1389 Stafford Avenue #311, first of what does weeping mean?

Jason Morrocco stated that when you look at the base of the tree where sap or water is coming through.

Tim Gamache, we are stewards of our environment, concern is the removal of trees based on expediency.

Linda Arbesman, 125 Hill Street, Member of Cemetery Commission, picked out about 6 trees that should come down, hope that the grant money would be used to trim the trees and also help maintain the other Cemeteries in Bristol, Downs, Lake Avenue and Lewis Street.

Paul Hunter, 56 Stevens Street, he does agree that some trees do need to come down about 8, but not 29. The other could be trimmed. Asked if the Tree Warden and Deputy Tree Warden were certified arborist?

Mr. Rogozinski stated that we Certified Tree Wardens per the State Statue, not Arborists. Certified by State Statue to identify diseases trees.

Timothy Furey, stated that once this process is done The West Cemetery Association will be able to go in and replant trees.

Brittany Barney, City Councilmember, as liaison to the Cemetery Commission. We are stewards of or environment and there were many great points brought up by everyone and I hope they will be put into consideration. Appreciates that Mr. Furey stated that there will be replanting's as well.

Mayor Zoppo-Sassu clarified that the City has been in communications with West Cemetery Association. The cost to do this project was so high due to sensitivity of the area's where the trees would need to be removed and the time of equipment that would be needed so it was put on the back burner. It came to our attention this year that there was a LoCIP Grant for tree maintenance and removal. On behalf of the City Council we do pride ourselves in preservation. We are very concerned for all Cemeteries. We are all here tonight to preserve our landscape. We got involved because of the money, we through our bid process have been in communication with a contractor. Addressed the West Cemetery on the possibility to wholesale the cutting of trees in the future.

Mr. Furey stated that our board takes the upkeep of the Cemetery seriously and personally.

Mayor Zoppo-Sassu suggested to the Association come up with a preservation plan that can be in place for years to come.

Mr. Rogozinski stated based on the State Statue a decision must be made within three business days and will be posted on the City's Website. The Appeal process is through the court system, not our local government.

## 5. **Adjournment**

The Public Hearing was closed by the Tree Warden at 6:59 p.m.

## 6. **Signature**

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Raymond Rogozinski

**Due to COVID Restrictions Contact Public Works at 860-584-6125 to reserve in person participation**

**Meeting number: 132 746 9606**

**Password: 123456**

**<https://bristolct.my.webex.com/bristolct.my/j.php?MTID=mc6c9b3a62437a0958fdd0c7fbf580cb3>**

**Join by phone**

**1-408-418-9388**

**Access code: 132 746 9606**



Department of Public Works | 860.584.6125

REQUEST TO REMOVE TREES
BY
WEST CEMETERY ASSOCIATION

TREE WARDEN – DECISION
October 5, 2020

In accordance with State Statute 23-59a, a hearing was conducted on September 30, 2020 to hear the request by the West Cemetery Association to remove trees at the West Cemetery located at 49 Pound Street. The hearing was conducted at Bristol City Hall, Council Chamber located at 111 North Main Street at 6:00 PM.

The purpose of the hearing was to receive information and receive public comments regarding West Cemetery Association's request for the removal of 52 trees at the West Cemetery. The trees were posted in accordance with the requirements of State Statute 23-59a on September 16, 2020. Each tree posting included a number for identification/reference purposes and corresponded to the attached map titled "West Cemetery -Tree Location/Tree Warden Decision Map", dated October 5, 2020.

The hearing was conducted by Raymond A. Rogozinski, City of Bristol Tree Warden, Certified by the Tree Warden Association of Connecticut. The West Cemetery Association was represented by Attorney Timothy Furey. Public comments were provided by Kristie Arbesman, Linda Arbesman, Kathy Ferrier, Tim Gamache, Paul Hunter, City Council Member Brittany Barney and Mayor Ellen Zoppo-Sassu.

The role of the tree warden is to balance tree preservation along with public safety and risk of damage. Based on a field inspection of the West Cemetery Trees and information provided at the September 30, 2020 hearing, the following decision/determination has been made regarding tree removal at the West Cemetery:

Table with 4 columns: Tree Posting I.D. Number, Type, Diameter (in Inches), Tree Wardens - Decision. Rows include entries for Tree IDs 15, 17, 18, 20, 26, and 27, listing tree types like Maple, Oak, and Bass wood, and their diameters.

Tree Posting I.D. Number	Type	Diameter (in Inches)	Tree Wardens - Decision
28	Bass wood	36	Save/ Keep Tree Authorized to Trim
30	Locust	32	Save/ Keep Tree Authorized to Trim
36	Maple	48	Save/ Keep Tree Authorized to Trim
40	Maple	36	Save/ Keep Tree Authorized to Trim
49	Maple	36	Save/ Keep Tree Authorized to Trim
39	Maple	36	Save / Keep(trim tree)
35	Maple	48	Save / Keep (trim tree)
16	Sassafras	48	Save / Keep (trim tree)
13	Maple	40	Save / Keep (trim tree)
5	Maple	30	Save / Keep (trim tree)
7	Sassafras	28	Save / Keep (trim tree)
19	Maple	34	Save / Keep (trim tree)
8	Oak	48	Save / Keep (trim tree)
14	Maple	32	Save / Keep (trim tree)
42	Maple	48	Save / Keep (trim tree)
48	Maple	60	Save / Keep (trim tree)
50	Oak	48	Save / Keep (trim tree)
52	Maple	40	Save / Keep (trim tree)
2	Japanese Maple	18	Save / Keep
12	Japanese Maple	36	Save / Keep
23	Locust	36	Save (trim tree)
24	Locust	38	Save (trim tree)
29	Locust	22	Save (trim tree)
31	Maple	36	Save (trim tree)

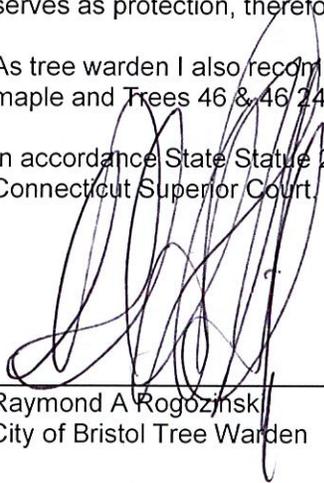
Tree Posting I.D. Number	Type	Diameter (in Inches)	Tree Wardens - Decision
33	Maple	36	Save (trim tree)
34	Maple	48	Save (posting removed)
45	Maple	36	Save (complete trimming of tree)
46	Cyprus	24	Remove - Recommend Replacement Tree
47	Cyprus	12	Remove - Recommend Replacement Tree
4	Maple	36	Remove - Recommend Replacement Tree
1	Maple	40	Remove
3	Maple	28	Remove
6	Sassafras	24	Remove
9	Oak	50	Remove
10	Maple	50	Remove
11	Ash	40	Remove
21	Oak	60	Remove
22	Pine	36	Remove
25	Locust	36	Remove
32	Maple	28	Remove
37	Maple	40	Remove
38	Beach	48	Remove
41	Maple	36	Remove
43	Maple	48	Remove
44	Maple	48	Remove
51	Oak	48	Remove

Based on the decision, 33 of the 52 trees requested to be removed are not authorized to be cut. The trees designated to be saved (not authorized for removal) will be trimmed. Trimming will consist of the removal of dead wood only.

I would like to make note and make additional comments associated with saving the tree identified as No. 18 – 60 inch diameter oak and No. 49 – 36 inch diameter maple. Tree number 18, the 60 inch diameter maple, does exhibit canopy die back, however the tree is estimated to be over 200 years old and is one of the oldest trees in the City. As a result, removal is not authorized, trimming to remove dead wood is authorized and will reduce risk. In addition, the tree identified as number 49 – 36 inch diameter maple – is not authorized for removal. Based on a tree evaluation, tree 49 is clustered with three high quality trees and serves as protection, therefore removal is not authorized.

As tree warden I also recommend planting replacement trees for the following; Tree 4 38 inch diameter maple and Trees 46 & 46 24 & 12 Diameter Cyprus Trees.

In accordance State Statute 23-59 any aggrieved party (if any) may within ten days, appeal the decision to Connecticut Superior Court.



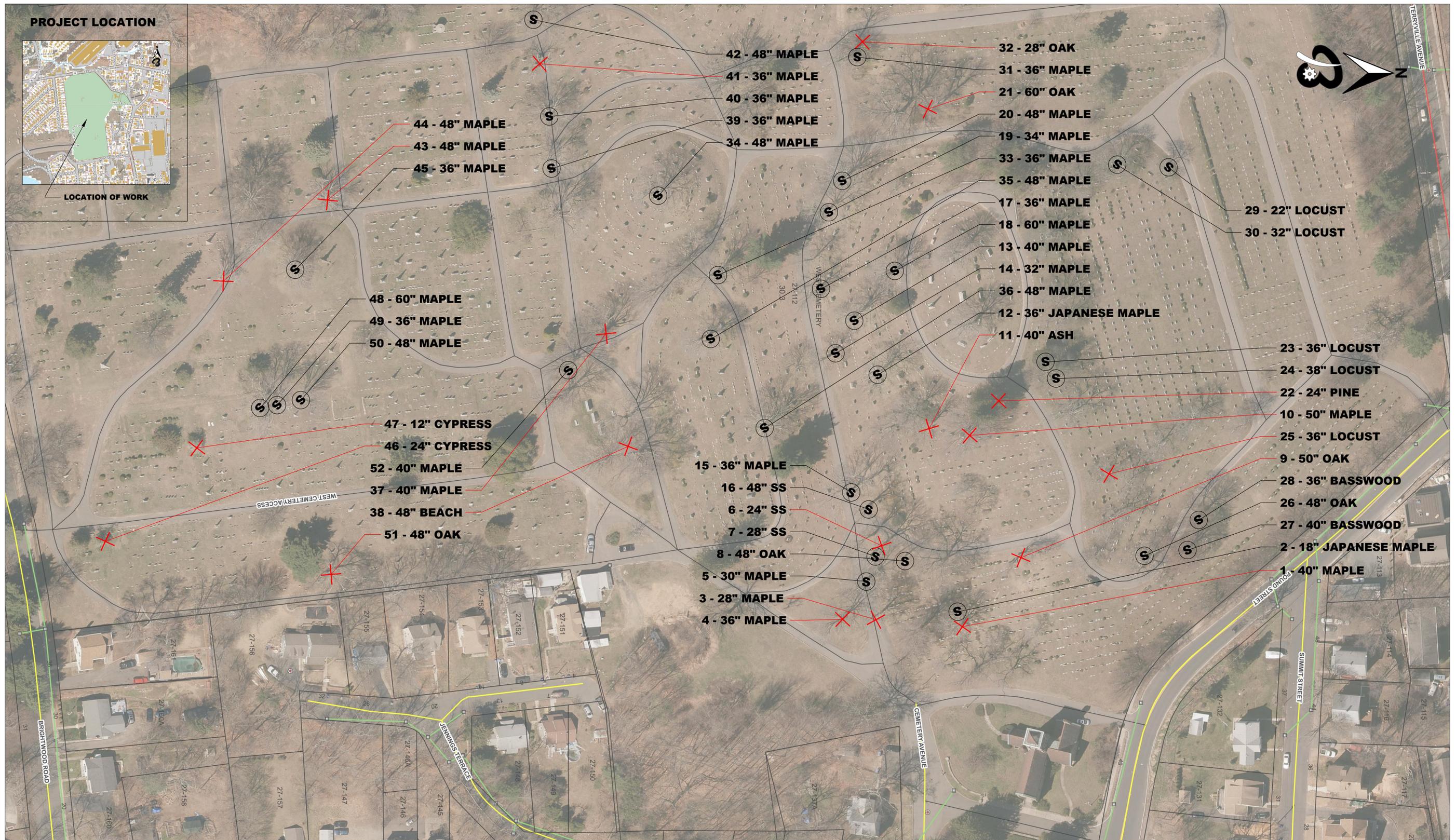
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Raymond A Rogozinski  
City of Bristol Tree Warden

**PROJECT LOCATION**



LOCATION OF WORK



**WEST CEMETERY TREE EXISTING CONDITIONS**

1	40" MAPLE	REMOVE	X	11	40" ASH	REMOVE	X	21	60" OAK	REMOVE	X	31	36" MAPLE	SAVE	S	41	36" MAPLE	REMOVE	X	51	48" OAK	REMOVE	X
2	18" JAPANESE MAPLE	SAVE	S	12	36" JAPANESE MAPLE	SAVE	S	22	36" PINE	REMOVE	X	32	28" MAPLE	REMOVE	X	42	48" MAPLE	SAVE	S	52	40" MAPLE	SAVE	S
3	28" MAPLE	REMOVE	X	13	40" MAPLE	SAVE	S	23	36" LOCUST	SAVE	S	33	36" MAPLE	SAVE	S	43	48" MAPLE	REMOVE	X				
4	36" MAPLE	REMOVE / REPLACE	X	14	32" MAPLE	SAVE	S	24	38" LOCUST	SAVE	S	34	48" MAPLE	SAVE	S	44	48" MAPLE	REMOVE	X				
5	30" MAPLE	SAVE	S	15	36" MAPLE	SAVE	S	25	36" LOCUST	REMOVE	X	35	48" MAPLE	SAVE	S	45	36" MAPLE	SAVE	S				
6	24" SASSAFRAS	REMOVE	X	16	48" SASSAFRAS	SAVE	S	26	48" OAK	SAVE	S	36	48" MAPLE	SAVE	S	46	24" CYPRUS	REMOVE / REPLACE	X				
7	28" SASSAFRAS	SAVE	S	17	36" MAPLE	SAVE	S	27	40" BASS WOOD	SAVE	S	37	40" MAPLE	REMOVE	X	47	12" CYPRUS	REMOVE / REPLACE	X				
8	48" OAK	SAVE	S	18	60" MAPLE	SAVE	S	28	36" BASS WOOD	SAVE	S	38	48" BEACH	REMOVE	X	48	60" MAPLE	SAVE	S				
9	50" OAK	REMOVE	X	19	34" MAPLE	SAVE	S	29	22" LOCUST	SAVE	S	39	36" MAPLE	SAVE	S	49	36" MAPLE	SAVE	S				
10	50" MAPLE	REMOVE	X	20	48" MAPLE	SAVE	S	30	32" LOCUST	SAVE	S	40	36" MAPLE	SAVE	S	50	48" OAK	SAVE	S				

**WEST CEMETERY TREE REMOVAL  
DATED: OCT/ 5 / 2020**

LEGEND	
TREES TO BE REMOVED	REMOVE X
TREES TO BE SAVED/TRIM	SAVE S

## POWER AND DUTIES OF A TREE WARDEN

Sec. 23-59. Powers and duties of wardens. The town or borough tree warden shall have the care and control of all trees and shrubs in whole or in part within the limits of any public road or

grounds and within the limits of his town or borough, except those along state highways under the control of the Commissioner of Transportation and except those in public parks or grounds which are under the jurisdiction of park commissioners, and of these the tree warden shall take the care and control if so requested in writing by the park commissioners. Such care and control shall extend to such limbs, roots or parts of trees and shrubs as extend or overhang the limits of any such public road or grounds. The tree warden shall expend all funds appropriated for the setting out, care and maintenance of such trees and shrubs. The tree warden shall enforce all provisions of law for the preservation of such trees and shrubs and of roadside beauty. The tree warden shall remove or cause to be removed all illegally erected signs or advertisements, placed upon poles, trees or other objects within any public road or place under the tree warden's jurisdiction. The tree warden may prescribe such regulations for the care and preservation of such trees and shrubs as the tree warden deems expedient and may provide therein for a reasonable fine for the violation of such regulations; and such regulations, when approved by the selectmen or borough warden and posted on a public signpost in the town or borough, if any, or at some other exterior place near the office of the town or borough clerk, shall have the force and effect of town or borough ordinances. Whenever, in the opinion of the tree warden, the public safety demands the removal or pruning of any tree or shrub under the tree warden's control, the tree warden may cause such tree or shrub to be removed or pruned at the expense of the town or borough and the selectmen or borough warden shall order paid to the person performing such work such reasonable compensation therefor as may be determined and approved in writing by the tree warden. Unless the condition of such tree or shrub constitutes an immediate public hazard, the tree warden shall, at least ten days before such removal or pruning, post thereon a suitable notice stating the tree warden's intention to remove or prune such tree or shrub. If any person, firm or corporation objects to such removal or pruning, such person, firm or corporation may appeal to the tree warden in writing, who shall hold a public hearing at some suitable time and place after giving reasonable notice of such hearing to all persons known to be interested therein and posting a notice thereof on such tree or shrub. Within three days after such hearing, the tree warden shall render a decision granting or denying the application, and the party aggrieved by such decision may, within ten days, appeal therefrom to the superior court for the judicial district within which such town or borough is located. The tree warden may, with the approval of the selectmen or borough warden, remove any trees or other plants within the limits of public highways or grounds under the tree warden's jurisdiction that are particularly obnoxious as hosts of insect or fungus pests.