



City of Bristol
Department Of Public Works
Bristol, Connecticut 06010

Board of Public Works – Department Report – September 2012
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Public Works Monthly Metrics:

Total Transfer Station Permits	6492
Total Yard Waste Customers	3042
Number of Residential Transfer Station Visitors	4124
Number of Bulk Collections	153

Division Recaps:

Administration current month:

- Managed Requests and feedback from website.
- Trending and analysis of Transfer Station Data.
- Testing Time Clock Plus tool
- Communications with vendor for Credit Card Payments
- Attended Web EOC training

Administration next month activities:

- Continue data analysis for Pay-As-You-Throw.
- Continue efforts to implement TimeClock Plus and Credit Card payments via the website.

Administration staff or concerns:

- No vacancies. Overtime for month cost: \$62.43 (Recording Secretary)

Engineering current month activities:

- Construction substantially completed: Witches Rock Road reconstruction, Main Street streetscape, Everett street reconstruction HJ Mills parking lot, Farrell Avenue reconstruction. Punch list work on all.

Engineering next month activities

- Construction activity on for Forestville relief sewer, Dorset Horn pavement reclamation and Redstone Hill Road sidewalks.
- Award of contract for Hart Street detention pond sediment removal
- Continue design work for Willis Street reconstruction, Brewster Road sewer repair, and Pine Lake parking lot.
- Major road maintenance activities (crack sealing, storm drainage installation and surface treatment).
- Line striping.

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

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Engineering staff or concerns:

- CADD/GIS Technician position advertised
- Civil engineer position vacant.
- Monthly overtime of \$152. Work performed; 1 CBYD call-in

Land Use current month activities

- Zoning Commission approved a Special Permit for a drive-up window for a proposed branch bank (Liberty Bank) at 774 Farmington Ave.
- Zoning Commission denied a Special Permit for a drive-up window for a proposed fast-food restaurant (Dunkin Donuts) at 260 North Main St.
- Inland Wetlands Commission approved a Wetlands Permit for a parking area and fishing pier at Pine Lake Open Space.
- Staff continued implementation of Aquifer Protection Program, assisting with the preparation of paperwork associated with the registration of twelve regulated activities at six sites
- Staff completed its review of the proposed Locational Guide Map in the draft of the 2013-18 State Conservation & Development Plan as it affects Bristol.

Land Use next month activities

- **Continue update of city's Plan of Conservation & Development: have intern begin to digitize and update the "Existing Land Use" map.**
- Prior to issuance of final Certificates of Occupancy, conduct site inspections of both the new K-8 Greene-Hills School on Pine St. and the new K-8 West Bristol school on Clark Ave.
- **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 \$656.94 (Board Secretaries and Assistant Planner at meetings)

Building Maintenance current month activities:

- Now only down one night time supervisor position while the other vacancy has been filled by a temp employee; so we are trying to get into other work beyond the basic cleaning operations, including painting, floor waxing, etc.
- With fall fast approaching, staff has been servicing in-house the boilers and furnaces in the various buildings [fire stations, City Hall, Police/Court, City Yard, etc. and preparing them for winter use
- Now that the Memorial Boulevard & Jennings Schools have been turned over to Public Works we are doing periodic weekly monitoring of facilities to insure no damage, break-ins, etc.
- With the Boulevard School being rented out, staff on the associated overtime has been cleaning and maintaining the facility as needed.

Building Maintenance next month activities:

- With the projected filling of the night time supervisor position, staff will be trying to get to some of the cleaning, dusting, floor waxing, painting, etc. that was not able to be accomplished under reduced staffing conditions
- Staff will continue monitoring [for intruders and daily heating, etc.] the vacant school buildings.

Building Maintenance staff or concerns:

- One (1) employee vacancy for the entire month of September as the result of employee retiring in June; position has been posted and an exam is being prepared for the candidates, with anticipated filling of the position projected for October

Water Pollution Control current month activities:

- Operation of treatment plant and Lab analysis.
- Maintenance; work orders PM at plant and pump stations
- Jet Crew cleaned sewers.
- Road Crew excavated and repaired a deteriorated sewer pipe on Douglas St.
- Grout (Marcia Dr, Old Turnpike area) and assisted with inspection of sewers on Douglas St
- Demo and remove concrete stairs at Outfall in preparation of bypass contractor work.
- Toured to WPC Facilities that operate Phosphorus treatment systems.

Water Pollution Control next month activities:

- Remove trees in sewer Right of Way in Stocks Park.
- Install replacement pump in Boivin St pump station and raise the stations roof in anticipation of the generator replacement, slightly taller than the existing unit.

Water Pollution Control staff or concerns:

- The Asst. Chief Plant Operator resigned to take a position in Meriden.
- The vacant Semi-Skilled Craftsman position was filled by a Plant Operator leaving a vacancy in that position.
- DEEP has issued an approval to bid to I and I Rehab contract, now coordinating bid with Purchasing;
- Awaiting DEEP and Army Corp approval and issuance of permit to install the SSO Relief Sewer under the Pequabuck. The permit is now in a 30 day public comment phase ending October 17th.
- Monthly overtime cost \$1,831 (Labor Day holiday staffing and Operator night shift replacement)

Streets current month activities:

- Patched road repairs, storm drain repairs, and curb installations
- Continued with roadside maintenance of City properties, including brush cutting, litter removal, and vegetation control measures. This work will be on going throughout the seasons
- Serviced trees, including pruning, removals, stump removals, and testing
- Addressed storm drain repairs and maintenance

Streets next month activities:

- Continue with asphalt repairs, road and structure repairs, and driveway aprons
- Continue with roadside maintenance, including event areas
- Assist other public work programs and departments as required

Streets staff or concerns:

- 2 vacancies: Due to retirement and promotions. Truck Driver position will be filled 2nd week of October, 1 vacancy will remain.
- Street Division is currently addressing service requests from the general public with maintenance. Crews will be paving a portion of Manross Library parking lot and a turn around on Mitchell St. We have been managing these requests through designated areas to maximize our current resources.
- Monthly overtime cost \$2646.85 (4 hour minimum call outs for oil spills, drainage issues, and tree failures; internal projects and daily scheduling.

Solid Waste current month activities:

- Generated \$7,944.02 in revenue from steel, electronics, and clothing.
- Sold broken rubbish barrels for \$1,287 scrap value to OTTO.
- GreenCycle paid \$2,065.18 for compost hauled through 9/10/2012.
- Generated \$325 from special collections.
- GreenCycle hauling out wood chips.
- 10 additional downtown Rc Barrels delivered to City.

Solid Waste next month activities

- GreenCycle requested more screened compost.
- GreenCycle will grind accumulated brush.
- Prepare compost site for incoming leaves.
- Haul abundance of wood chips off site.
- DPW sponsoring HHW collection October 6, 2012.
- Leaf bag collection begins October 15, 2012.
- Meeting with DEEP regarding potential to add food waste to yard waste.

Solid Waste staff or concerns:

- Personnel receiving OSHA training through Claims Dept.
- Continue to report software issues at TS causing light/gate abnormalities.

- Monthly overtime cost \$9730.88.

Fleet Maintenance current month activities:

- Staff has been trying to keep up with the basic repair operations as needed to keep the frontline vehicles and equipment on line; and has started prepping trucks for winter operations.
- Finally got the State Emissions testing equipment operational and able to automatically submit reports to the State. Will be working to test over the next couple of months all the required vehicles that should have been tested over the past two years to get caught up with the State emissions testing requirements

Fleet Maintenance next month activities:

- Staff will continue to prioritize repairs and try to keep up with the basic repair operations as needed to keep the frontline vehicles and equipment on line as well as start preparing trucks and equipment for winter operations.
- As time allows, staff will look at other outstanding major repairs to schedule such as evaluating an engine replacement job for one our old loaders

Fleet Maintenance staff or concerns:

- **One (1) employee [mechanic's helper] has taken a position in the Water Department and we are awaiting notification of his being qualified so that we can look to fill the position sometime in October or November**
- Various additional employee vacancies for the month of September as the result of employees using their scheduled time-off