



City of Bristol
Department Of Public Works
Bristol, Connecticut 06010

Board of Public Works – Department Report – October 2012

Public Works Monthly Metrics:

Total Transfer Station Permits	6542
Total Yard Waste Customers	3046
Number of Residential Transfer Station Visitors	5888
Number of Bulk Collections	158

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 PAYT workshop and PAYT meeting with Comptroller.

Administration next month activities:

- Continue data analysis for Pay-As-You-Throw and attend Public Hearing
- Continue efforts to implement Time Clock 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.
- Storm drainage installation for road maintenance activities and crack sealing.
- Line striping

Engineering next month activities

- Construction activity, Hart Street detention pond sediment removal
- Continue design work for Willis Street reconstruction, Brewster Road sewer repair, and Pine Lake parking lot.

Web site www.bristolct.gov E-mail publicworks@bristolct.gov
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584-6125 or 584-7791

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Board of Public Works – Public Works Department Activity Report

- Consultant design for Frederick Street Bridge, Copper Mine Brook flood relief projects, South/ Church/ Union Street intersection realignment.
- Major road maintenance activities (complete crack sealing, surface treatment).

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 Site Plan for a proposed bank with a drive-up window (Liberty Bank) at 774 Farmington Ave.
- Zoning Commission approved a Special Permit and a Site Plan for a proposed fast-food restaurant with a drive-up window in the Forestville Commons Shopping Plaza (Pine St.).
- Zoning Commission scheduled a public hearing for November 14th for a Special Permit and a Site Plan for a club (Bristol Boys & Girls Club) at 255 West St.
- Staff continued implementation of Aquifer Protection Program, assisting with the preparation of paperwork associated with the registration of twelve regulated activities at six sites.
- Temporary employee/GIS intern began process of digitizing and updating the “Existing Land Use” map as part of the Planning Commission’s update of the city’s Plan of Conservation & Development.

Land Use next month activities

- Continue update of city’s Plan of Conservation & Development: have intern continue 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 \$383.82 (Board Secretaries and Assistant Planner at meetings)

Building Maintenance current month activities:

- Now only down one night time custodian position while the night time supervisor position and resulting custodian vacancy have been filled. Presently there is still one night time custodian vacancy that once it is filled we should be able to get into other work beyond the basic cleaning operations, including painting, floor waxing, etc.

- Now that the Memorial Boulevard & Jennings Schools have been turned over to Public Works we are continuing to do periodic weekly monitoring of facilities to insure no damage, break-ins, etc.
- With the Boulevard School being rented out periodically, staff working the associated overtime have been cleaning and maintaining the facility as needed.

Building Maintenance next month activities:

- With the 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 the previous 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 October as the result of a promotion of a custodian to the position of Maintenance Technician. Once the employees probationary period is completed it is anticipated the vacated custodial position will be filled

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.
- Assisted Park Dept in removing trees in sewer Right of Way in Stocks Park St.
- Grout truck is finishing work in the Ivy Drive area
- Electricians are renovating/replacing the wiring in the belt filter press room and control panel. The corrosive environment has deteriorated the existing components.
- Installed replacement pump in Boivin St pump station and raise the stations roof in anticipation of the generator replacement being slightly taller than the existing unit.

Water Pollution Control next month activities:

- Reassign Grout Truck operation to the sewershed on the east side of King Street; Fourth St, Stonecrest Dr, Carpenter Ave, etc.
- Install new influent channel slide gates at the Broad Street pump station.

Water Pollution Control staff or concerns:

- The Division currently has three vacant positions, the Asst. Chief Plant Operator, Chemist and one Operator.
- DEEP has issued an approval to bid to I and I Rehab contract. The contract has been advertised with bids due on Nov 6th.

Board of Public Works – Public Works Department Activity Report

- Awaiting DEEP and Army Corp approval and issuance of permit to install the SSO Relief Sewer under the Pequabuck. We anticipate both will be issued in November.
- Monthly overtime cost \$1,509 (Columbus Day holiday staffing and one plant repair call in)

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
- Prepared, responded, and recovered from Storm Sandy

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
- Gear operations toward the upcoming winter season

Streets staff or concerns:

- 2 vacancies: Due to retirement and promotions.
- 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 \$432.12 (4 hour minimum call outs for oil spills, drainage issues, and tree failures - storm related; internal projects and daily scheduling.

Solid Waste current month activities:

- Generated \$11,947.47 in revenue from TS operations.
- Sold 14,440 Lbs of scrap rubbish barrels/recycle buckets to OTTO.
- Light/Access Denied display issues at TS rectified.
- Reviewed compactor installation for regional recycling potential.

Solid Waste next month activities

- GreenCycle requested more screened compost.
- GreenCycle will complete grinding of accumulated brush.
- GreenCycle will grind leaves at end of Nov.
- Continue Leaf bag collection.
- Continue working with DEEP to add food waste to yard waste.

Solid Waste staff or concerns:

- Work to resolve “Overcapacity” outbound scale malfunction display.
- Work to resolve material selection abnormalities Inbound scale.
- Work to resolve single copy issue from printer Outbound scale.
- Monthly overtime cost \$8718.

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 continued prepping trucks for winter operations.
- Staff is continuing to try and catch up with the emissions testing requirements. Staff 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 which is planned to be started sometime in December.

Fleet Maintenance staff or concerns:

- One (1) employee vacancy [mechanic’s helper] exists as a result of an employee taking a position in the Water Department. It is our understanding that the employee has completed his probationary period and will remain in the position. As a result we are anticipating that the position will be posted sometime during November.
- Various additional employee vacancies for the month of September as the result of employees using their scheduled time-off.