



City of Bristol
Department Of Public Works
Bristol, Connecticut 06010

Board of Public Works – Department Report – December 2012

Public Works Monthly Metrics:

Total Transfer Station Permits	6630
Total Yard Waste Customers	3032
Number of Residential Transfer Station Visitors	2648
Number of Bulk Collections	162

Division Recaps:

Administration current month:

- Budget Preparation for FY 13-14
- Managed Requests and feedback from website and FaceBook.
- Trending and analysis of Transfer Station Data.
- Working with vendors for Credit Card Payments.
- Attended Solid Waste Committee meeting.

Administration next month activities:

- Continue data analysis and implementation activities for Pay-As-You-Throw.
- Budget Committee meetings and presentations.
- 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:

- Current construction activity: Hart Street detention pond dredging, 75% complete

Engineering next month activities

- Bid award for Willis Street reconstruction, City Hall roof repairs and Pine Lake parking area.
- Continue design work for Brewster Road sewer repair, Falls Brook Road drainage and Hillcrest Place reconstruction.
- Consultant design for Frederick Street Bridge, Copper Mine Brook flood relief projects, South/ Church/ Union Street intersection realignment, Waterbury Road reconstruction.
- Budget preparation.

Engineering staff or concerns:

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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- Lee Adams will begin works as GIS/AutoCADD Technician on January 14.
- Civil engineer position vacant.
- December overtime: \$994. 5 CBYD call-ins, including 3 Sunday or holiday events

Land Use current month activities (December)

- Zoning Commission approved a Special Permit and a Site Plan for a new Bristol Boys & Girls Club at 255 West St.
- Zoning Commission began (and continued to January) a public hearing for two Special Permits and a Site Plan for the first portion of Phase I of the Depot Square redevelopment project proposed by Renaissance Downtowns.
- Planning Commission approved a series of amendments to the city's Subdivision Regulations, effective January 15, 2013.
- Staff continued implementation of Aquifer Protection Program, assisting with the preparation of paperwork associated with the registration of three regulated activities at three sites.
- Temporary employee/GIS intern continued to digitize and update the "Existing Land Use" map as part of the Planning Commission's update of the city's Plan of Conservation & Development.
- Staff conducted site inspection of completed parking lot at 374-388 Broad St. (Marilyn's Pub).

Land Use next month activities (January)

- Continue update of city's Plan of Conservation & Development: have intern continue to digitize and update the "Existing Land Use" map.
- 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 \$782.09 (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 has been filled. Night time supervisor is continuing to take on some of the work involving painting, floor waxing, etc. that we have not been able to address previously
- Staff is continuing to check on Memorial Boulevard, Jennings, and O'Connell Schools; monitoring heating/temperature levels to insure a minimum of 45 degrees is maintained which requires shutting boilers off at all the schools in the mornings and turning them back on in the evenings. Staff is also monitoring of facilities to insure no damage, break-ins, etc. We have experienced some removal of copper from the roof of O'Connell School

- 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:

- Staff will be continuing to address cleaning, dusting, 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 December as the result of a promotion of a custodian to the position of Maintenance Technician. Once the employees probationary period is completed, which should be in the month of January it is anticipated the vacated custodial position will be filled

Water Pollution Control current month activities:

- Operation of treatment plant and Lab analysis.
- Staff perform semi-annual cleaning of the sludge storage tank
- Maintenance; work orders PM at plant and pump stations
- Jet Crew cleaned sewers in areas of past sewer stoppages, assisted with set up of contractor's pilot system.
- Remove tank mixers for motor service and reinstall.
- Maintenance staff rewired belt filter press, replaced plant water pump and plant water booster pump motor. Serviced the denitrification recirculation pumps and installed new heater in the secondary gallery.
- Staff worked with our design consultant on the Phosphorus reduction project. Scaled pilot testing of the proposed system conducted on site.

Water Pollution Control next month activities:

- Install the new replacement electrical generators at our Boivin Street and Ivy Drive pump stations.
- Install new influent channel slide gates at the Broad Street pump station.

Water Pollution Control staff or concerns:

- The Division will be scheduling interview to fill the vacant Process Operator position in January and we will be advertising a recruitment ad to fill the new Asst. Chief Plant Operator/Lab Supervisor position. This position is a consolidation of the two previous positions.
- Monthly overtime cost \$2,754 (includes day and a half Christmas holiday plant staffing)

Streets current month activities:

- Patched road repairs, storm drain repairs, and curb installations

Board of Public Works – Public Works Department Activity Report

- Continued with roadside maintenance of City properties, including litter and debris removal. This work will be on going throughout the seasons
- Serviced trees, including pruning, removals, stump removals, and testing
- Addressed storm drain repairs and maintenance
- Hauled and spread millings on the enclosed portion of Depot Square.

Streets next month activities:

- Continue removing broken curbing and prepare and patch potholes
- Continue with roadside maintenance, including event areas and respond to storm damages.
- Assist other public work programs and departments as required
- Continue operations stemming from the winter season

Streets staff or concerns:

4 vacancies: Due to retirement and promotions.

Street Division is currently addressing service requests from the general public with our maintenance programs. We have been managing these requests through designated areas to maximize our current resources. Bristol received 10.21 inches of snow for the month of December Monthly overtime cost \$ 39,885, (4 hour minimum call outs for oil spills, drainage issues, and tree failures) winter storm related; internal projects and daily scheduling.

Solid Waste current month activities:

- Generated \$9,032.33 in revenue from TS operations.
- Swept city for final leaf collections.
- Completed scale winterization improvements.
- Completed leaf bag grinding.
- Met with DEEP regarding regionalizing recycling at TS.

Solid Waste next month activities

- Install winning recycle posters on automated truck.
- Complete windrow formation of ground leaves.
- Continue working with DEEP to add food waste to yard waste.

Solid Waste staff or concerns:

- Problems with scale returned.
- Work to resolve "Overcapacity" malfunction display.
- Work to resolve red light/arm activation issues.
- Monthly overtime cost \$12,396.37.

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. A bid will be put out for the replacement of the engine of the nine (9) year old automated

truck which blew in November. Bids should be received sometime in January. The estimated cost is projected at approximately \$26,000 to repair.

- Staff is continuing to try and catch up with the emissions testing requirements and has completed testing of 62 City vehicles.

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 keeping trucks and equipment ready 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 now planned to be started sometime in February.

Fleet Maintenance staff or concerns:

- The one (1) employee vacancy [mechanic's helper] has been filled in December and the employee is being trained during the probationary period for the position.
- Various additional employee vacancies for the month of December as the result of employees using their scheduled time-off, mostly during the remainder of hunting season.