



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

March 13, 2019

Jason Sirko
21 Aldbourne Drive
Bristol, Connecticut 06010

Dear Mr. Sirko:

My office received your mailbox claim against the City of Bristol and forwarded it to the Claims Division and the Board of Public Works for further investigation.

Please note that my office's only responsibility is to refer the claim. We are not involved in its resolution or disposition. Any future communications will arrive from the Claims Division or the Public Works Department.

If you require additional information concerning your claim, please contact:

Department of Public Works
111 North Main Street
Bristol, Connecticut 06010
Telephone: (860)584-6125

Very truly yours,

A handwritten signature in cursive script, appearing to read "Therese Pac".

Therese Pac, MCTC, MMC
Town and City Clerk

TP/mc

cc: Claims Division
Corporation Counsel
Public Works

City of Bristol public works:

**My name is Jason sirko 21 Aldbourne Drive Bristol,CT
06010 860-940-9376 my mail box was damaged on 1-20-
2019 I called to report it 1-28-2019.The mounting post
was broke in half some one from the town came to the
house and put a wood support on it for now.I will
replace it with a new one in the spring estimated cost 2
to 3 hundred dollars.**

Thanks Jason

**RECEIVED
2019 MAR 13 AM 10: 53
TOWN AND CITY CLERK
BRISTOL, CT**

Bristol DPW Work Order

Number	Date	Time	Department	Status
19-377	1/28/2019	11:36:4	Streets	Completed
StrN	Str	Intersection		Facility Name
21	ALDBOURNE DR			

Task	Sub Task
Snow Damage - Mailbox	

Reporting Person First	Reporting Person Last	Reporting Person Phone
Jason	sirko	860-940-9376

Description

Called said plow damaged mailbox. He was able to get it fixed so he is getting mail but would like it if we could put up a temporary one till spring. He is going to put in a fancy one at that time.

3/8/2019



Status Change

Status Changed To Completed





Mailbox Damage Process

The City of Bristol Public Works Department has investigated your report of damage to your mailbox caused by our winter operations. We apologize for any inconvenience this has caused. We try to maintain an adequate distance from the curb, but it can be hard to judge on snow covered roads.

If you are unable to receive mail, we will ensure that your mailbox is repaired to allow mail delivery. If more permanent repairs are needed, you have two options:

The City can repair/replace your mailbox as weather allows, typically after the spring thaw. We can replace your mailbox with a standard metal mailbox (in either white or black) on a 4x4 post if needed. Please contact us at 860-584-6125 to notify us that you wish to have Public Works repair/replace your mailbox.

OR

If you wish to repair/replace the mailbox yourself, you may submit a claim to receive payment of \$75.00 towards the expenses. To file a claim, please submit a letter in writing and include the following:

- Your name, address and phone number
- The date and time of the incident when damage occurred and the exact location
- A description of the damage
- Include any cost estimates/receipts or invoices
- The date the damage was reported to Public Works.

Mail or deliver your letter with an original signature (no copies accepted) to the Town Clerks Office (111 North Main Street, Bristol, CT 06010).

If neither of these options is satisfactory, you may appeal in writing to the Board of Public Works (111 North Main Street, Bristol, CT 06010). The Board meets on the third Thursday of each month. Appeals will be acted upon at the next meeting following receipt of the appeal.

**SEE REVERSE FOR
SPECS. THANKS**

Bristol Public Works
860-584-6125
Email: publicworks@bristolct.gov

www.bristolct.gov/publicworks
www.facebook.com/BristolPW
www.Twitter.com/BristolPW