



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

To: Board of Finance Commissioners

From: Public Works  
(Requesting Department)

Date: 8/11/2020  
(Submission Date)

For the August 25, 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 \$ \_\_\_\_\_
- Transfer from Contingency \$ \_\_\_\_\_
- Transfer(s) \$ \_\_\_\_\_
- Grant \$ \_\_\_\_\_
- Carry-over(s) \$ 4,338,660.00
- Other

**Approval:**

This request was approved by the Board of Public Works  
(governing Board of your department)  
at its meeting held on August 20, 2020.  
(date)

  
\_\_\_\_\_  
(Department Head's signature)

Board of Finance Agenda Request Form

**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 5:30 p.m. in the Council Chambers.**

Reason for request:

1. Carry forward/transfer to cover FY2020-21 other wage expenses incurred to date associated with vacation buy backs of 1338 union members. The new 1338 contract currently allows for vacation buy backs. In addition, it appears that there is an increase in vacation buy back request due to Covid. Expenses to date are \$4,606. DPW request to cover current and projected FY2020-21 expenses is \$9,000 (St \$4,000, SW \$2,000 & Fleet \$3,000)
2. Carry forward/transfer to fund replacement of DPW Liquid Magnesium tanks used for De-icing. The current tanks are single wall tanks and do not conform to current environmental standards. DPW request \$40,000.
3. Carry forward/transfer to fund purchase of a new engineering plotter to replace DPW existing pen type plotter. Due to its age parts for the existing plotter are difficult to obtain and computer compatibility issues exist with the plotter's drivers. The new plotter will replace the existing plotter and provide back up to DPW Engineering KIP printer. DPW request \$9,000.
4. Carry forward/transfer to purchase lift gates for three DPW pickup trucks. Replacing standard tail gates with lift gates will eliminate the need for employees to lift heavy equipment into the trucks and reduce the risk of injury. DPW request \$18,000.
5. Carry forward/transfer to purchase one electric salt spreader for winter operations. The DPW is transitioning from gas powered spreader to electric spreaders to increase reduce equipment down time. DPW request \$9,000.

Carry-overs list the following:

See attached form

FISCAL YEAR END CARRYOVERS - GENERAL FUND

DEPT	ACCOUNT NUM.	ACCOUNT NAME	AMOUNT	DEPT TOTAL
PUBLIC WORKS	0013015 514000	Streets Regular Wages	\$ 9,000	
PUBLIC WORKS	0013018 515100	Snow Overtime	\$ 40,000	
PUBLIC WORKS	0013011 514000	Engineering Regular Wages	\$ 9,000	
PUBLIC WORKS	0013015 514000	Streets Regular Wages	\$ 18,000	
PUBLIC WORKS	0013018 544410	Snowplowing Fees	\$ 9,000	
PUBLIC WORKS	0013011 531000	Engineering Professional Fees	\$ 25,000	
PUBLIC WORKS	0013017 570400 20016	Fleet Maint - Grease Gun	\$ 12,000	
PUBLIC WORKS	0013018 570400 20018	Snow - Truck Plow	\$ 8,000	
PUBLIC WORKS	0013019 543000	Major Roads Repairs & Maintenance	\$ 3,996,860	
PUBLIC WORKS	0013026 570500 20004	Fleet - Dump Truck	\$ 209,300	
PUBLIC WORKS	0013026 570400 20032	Fleet - Trench Dewatering System	\$ 2,500	\$ 4,338,660