



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: January 11, 2022

TO: Mayor Jeffrey Caggiano
Board of Public Works

FROM: Raymond A. Rogozinski, P.E., Director of Public Works

RE: DPW Permit & Service Fees

The Department of Public Works currently charges residents for various services provided by the Department. There are no service charges to residents for services such as solid waste collections that are provided Citywide to all residents. However, there are charges as indicated in the attached list for supplemental services such as an extra solid waste barrel or a full size print from Engineering.

The purpose of the fee is not to generate funds. Rather, the purpose is to cover the cost of the service provided so it is not subsidized by the general taxpayer. DPW did receive a specific request associated with transfer station renewal permit fees. The DPW required residents using the transfer station to obtain a permit/tag. The permit contains an RFID that is required to interface with the scale software as part of the pay as throw program.

In accordance with DPW policy the transfer station permit must be renewed once every five years. The permit can be renewed in Public Works at City Hall for \$50 or on-line for \$40. As indicated in the attached email:

The practice of charging residents \$50 to renew permits at DPW office and only \$40 if renewed on line has been in place for approx. 5 years." It is my understanding that the difference reflects in part DPW admin cost when the permit is renewed at DPW office and the desire to provide an incentive to have residents utilize online renewal services. With that said, DPW staff permit time associated with processing a permit renewal is less than 15 minutes and this is the only permit that reflects a cost difference associated with office/online processing. The actual permit (hanging tag) cost is \$30 each. The reason for having a permit renewal is based on information provided by the hanging tag provider indicating that the RFID in the tag lasts approx. 7-10 years.



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As indicated in the email DPW could eliminate a formal permit renewal process and advise residents that they would have to pay \$30 for a new (lost/non-functioning hanging tag). If the formal renewal process is eliminated there will be additional City cost contribution to the transfer station fund of approximately \$3-4,000. The existing contribution is \$464,000. In addition, the potential of tags not working may increase. Eliminating the permit renewal process which requires residents to provide update address information to DPW once every five years may also increase the number of out of town users of the City's transfer station.

The list of the Department's permit and service fees does not include Land Use permits. They are set by the various Lands Use boards.

Please feel free to contact me with any question at 860-584-6113.

Robin Klug

From: Raymond Rogozinski
Sent: Wednesday, January 5, 2022 4:01 PM
To: Sebastian Panioto
Cc: Jolene Lusitani; Jeffrey Caggiano; Cheryl Thibeault; 'Frank Stawski'; 'Michael Dumas'; Josh Corey; Lindsey Rivers
Subject: DPW Transfer Station Renewal Permit Fees

Thanks for the question regarding transfer station permit renewal fees. The practice of charging residents \$50 to renew permits at DPW office and only \$40 if renewed on line has been in place for approx. 5 years. It is my understanding that the difference reflects in part DPW admin cost when the permit is renewed at DPW office and the desire to provide an incentive to have residents utilize online renewal services. With that said, DPW staff permit time associated with processing a permit renewal is less than 15 min and this is the only permit that reflect a cost difference associated with office/online processing.

The actual permit (hanging tag) cost \$30 each. The reason for having a permit renewal is based on information provided by the hanging tag provider indicating that the RFID in the tag last approx. 7-10 years. We could eliminate a formal permit renewal process and advise residents that they would have to pay \$30 for a new (lost/non-functioning hanging tag). If the formal newel process is eliminated there will be additional City cost contribution to the transfer station fund of approximately \$3-4,000. The existing contribution is \$464,000. In addition, the potential of tags not working may increase.

I will be including this item on the BPW agenda along with information on all DPW fees for discussion and potential action.

Available to discuss 203-592-3497.

From: Sebastian Panioto
Sent: Tuesday, January 4, 2022 9:41 AM
To: Raymond Rogozinski <RaymondRogozinski@bristolct.gov>
Subject: transfer station permit renewal fee question

Hi Ray, hope all is well and happy new year,

Last night after our Library Board of Directors meeting, one of our board members, Andrea Kapchensky, had a Public Works question for me.

She was essentially asking why her transfer station permit renewal fee paid in person by way of check at city hall is \$50 (for a 5 year renewal I'm assuming) and her daughter's fee, renewing and paying online, is \$40.

I thought it was a fair question. I know there might be some variables that go into renewing a permit that make for cost discrepancies, but the costs are different for the permit renewal as of now on the city website/Peoples Bank Fastpay website. She claimed the city was "discriminating" although I didn't share that viewpoint in terms of payment method for a permit.



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List of Public Works Fees

Bulk pick-up (additional pickups for property owners, tenants, XL pickups) **\$25.00**. **Border street properties \$25 each pickup**, no free pickups.

Border Street Service \$235.00/year

New Transfer Station Permit (\$50 for 5-year permit, \$25 minimum funds) **\$75.00**. **Replacement Transfer Station Permit \$35.00** (to keep old expiration date) or **\$50.00** for 5 years. Transfer Station rate **\$.60 every 10 lbs.** (first 100 lbs. per day free). **Online permit renewal \$40.00, in-office permit renewal \$50.00.**

Commercial Permit \$50.00 per vehicle per year for Bristol business, **\$100.00** per year for out-of-town business. **Required \$50.00 minimum funds** for new commercial permits. **Replacement Commercial Permit \$50.00.** Transfer Station rates: **\$5.00 gate fee.** First 100 lbs. free per day. **Commercial Yard Waste customers Mon-Fri \$.20 every 10 lbs. Sat. \$.60 per 10 lbs. All other commercial material (non-yard waste): Mon-Sat \$.60 per 10 lbs.**

Additional Rubbish Barrel Service \$155.00/year

Yard Waste Service \$90.00/season

Lost sticker (rubbish, yard waste) **\$25.00** replacement

Replacement of Barrel (other than wear and tear, typically vandalism, fire, vehicle strikes, other negligence) **\$67.00**

Sidewalk/Driveway or Excavation Permit \$40

Bounced Checks \$20 NSF fee

Copies:

Black & White

24 X 36 \$12.00

18 X 24 \$6.00

11 X 17 \$1.00

8 ½ x 11 & 8 ½ x14 \$0.50

Color:

24 X 36 \$24.00

18 X 24 \$12.00

11 X 17 \$2.00

8 ½ x 11 & 8 ½ x14 \$1.00

City of Bristol

111 North Main Street

Bristol, CT 06010

www.bristolct.gov

Any ideas as to why that is would be helpful, it may be something we can take a look at since it doesn't seem to make sense on its face. Not very time sensitive but I'd like to get back to her with info at some point.

Thanks very much,

Sebastian F. Panioto

City Council | District 1

City of Bristol, Connecticut | sebastianpanioto@bristolct.gov

